

# Public Document Pack

## Kirklees Council



Main Hall - Town Hall, Huddersfield

Tuesday 8 March 2022

Dear Member

**The Council will meet on Wednesday 16 March 2022 at 5.30 pm in the Main Hall - Town Hall, Huddersfield.**

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

The following matters will be debated:

### Pages

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

To receive any announcements from the Mayor and Chief Executive.

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**2: Apologies for absence**

Group Business Managers to submit any apologies for absence.

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**3: Minutes of Previous Meeting**

1 - 14

To agree and authorise the Mayor to sign the Minutes of Council held on 16 February 2022.

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**4: Declaration of Interests**

15 - 16

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

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

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

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

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**6: Public Question Time**

The Committee will hear any questions from the general public.

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**7: Petitions (From Members of the Council)**

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

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**8: West Yorkshire Combined Authority - Minutes**

17 - 44

To receive the Minutes of the Meeting of West Yorkshire Combined Authority held on 22 October 2021 and 9 December 2021.

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**9: New Inclusion and Diversity Strategy 2021-23 Recovery Through Inclusion and Annual Report 2020-2021 (Reference from Cabinet)** 45 - 102

To consider the Council's Inclusion and Diversity Strategy 2021-23, and to note the Inclusion and Diversity 2020-21 Annual Report.

Contact: David Bundy – Corporate Policy Officer, Policy, Partnerships and Corporate Planning

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**10: Pay Policy Statement (Reference from Personnel Committee)** 103 - 120

To consider the Pay Policy Statement 2022-2023.

Contact: Deborah Lucas, Head of People Services

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**11: 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.

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

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**12: Minutes of Cabinet and Cabinet Committee - Local Issues** 121 - 156

To receive for information; the Minutes of (i) Cabinet held on 16 November 2021, 14 December 2021, 18 January 2022 and 1 February 2022 and (ii) Cabinet Committee – Local Issues held on 8 October 2021.

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**13: Holding the Executive to Account**

(a) To receive Portfolio Updates from the Cabinet Members for (i) Culture and Greener Kirklees (Councillor Simpson) and (ii) Children's Services (Councillor Kendrick)

(b) To receive oral questions/comments to Cabinet Members on their portfolios and relevant Cabinet Minutes :

- (i) The Leader of the Council (Councillor Pandor)
  - (ii) The Deputy Leader of the Council / Housing and Democracy Portfolio (Councillor Scott)
  - (iii) Children's Portfolio (Councillor Kendrick)
  - (iv) Corporate Portfolio (Councillor P Davies)
  - (v) Culture and Greener Kirklees Portfolio (Councillor Simpson)
  - (vi) Environment Portfolio (Councillor Mather)
  - (vii) Health and Social Care Portfolio (Councillor Khan)
  - (viii) Learning, Aspiration and Communities Portfolio (Councillor Pattison)
  - (ix) Regeneration Portfolio (Councillor McBride)
  - (x) Town Centres (Councillor E Firth)
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## **14: Minutes of Other Committees**

157 -  
270

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

To receive oral questions in accordance with Council Procedure Rule 13 (4):

- (a) Appeals Panel (Councillor Ramsay)
- (b) Corporate Governance and Audit Committee (Councillor Y Hussain)
- (c) Corporate Parenting Board (Councillor Reynolds)
- (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 M Hussain)
- (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 Hill)
  - (o) Strategic Planning Committee (Councillor S Hall)
  - (p) Kirklees Active Leisure (Councillor Sokhal)
  - (q) West Yorkshire Combined Authority (Councillor Pandor)
  - (r) West Yorkshire Combined Authority Transport Committee (Councillor Homewood)
  - (s) West Yorkshire Fire and Rescue Authority (Councillor O’Donovan)
  - (t) West Yorkshire Joint Services Committee (Councillor Zaman)
  - (u) West Yorkshire Police and Crime Panel (Councillor Ahmed)
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## **16: Motion submitted in accordance with Council Procedure Rule 14 as to Smokefree Pledge**

To consider the following Motion in the names of Councillors Khan, Pandor, Scott, Greaves, White and Lyons;

“This Council notes that:

- On 9th June 2021, All-Party Parliamentary Group (APPG) on Smoking and Health launched its report and recommendations for the forthcoming Tobacco Control Plan to secure the Government’s ambition of a Smokefree country by 2030. On 10th June there was a Westminster Hall debate on APPG recommendations. The recommendations included a “Smokefree Fund” secured through a polluter pays amendment to the Health and Social Care Bill.
- The next Tobacco Control Plan for England is expected before the end of 2021
- The Government’s ambition is that by 2030 less than 1 in 20 people in England will smoke
- It is recognised that achieving a smokefree 2030 will be ‘extremely challenging’, particularly in areas of deprivation and among people living with mental health conditions and will require ‘bold action to both discourage young people from starting in the first place, and to support smokers to quit’. In the two years since the ambition was stated, an estimated 200,000 children under the age of 16 have started smoking, two thirds of who will without action, become regular smokers.

- Fluctuations in desire to quit and success at quitting, have taught us that sustained declines in smoking prevalence are only achieved when action is systematic, co-ordinated and properly resourced.
- The Chief Medical Officer, Professor Chris Whitty, pointed out recently, this is an industry that kills people for profit, and more people are likely to have died last year and this year from smoking than COVID-19.
- Smoking not only kills people prematurely, but it also drives them into poverty and reduces healthy life expectancy, with smokers needing help with everyday tasks 7 years earlier than those who've never smoked. But this burden is not equal. Smoking is concentrated among disadvantaged groups locking in poverty and poor health across the generations.
- In 2019 the smoking rate in Kirklees is 14.3%, which is above the national average of 13.9%. The highest rates of smoking in Kirklees are in the wards with the highest levels of deprivation; Dewsbury West, (17.1%) Dewsbury East (15.8%) and Batley West (15.8%) and Batley East (15.9%).
- The total additional spending on social care in Kirklees as a result of smoking for adults aged 50 and over in 2021 was approximately: £9,162,617. Please see the Action on Smoking (ASH) Social Care cost calculator available at <https://ash.org.uk/information-and-resources/reports-submissions/reports/costtosocialcare/>
- Kirklees Council Public Health supports the work of Breathe2025, Yorkshire and Humber's tobacco control collaboration through the tobacco community of improvement in partnership with PHE and other LA's. Through working together, we are better at achieving our aims of a smokefree generation.

This Council Resolves:

- (i) To commit to registering support as a council to the ASH Smokefree Roadmap to achieving a smokefree society by 2030, already supported by over 74 organisations, including;

Sheffield City Council, Gateshead Council, Newcastle City Council, North Tyneside Council, South Tyneside Council, West Yorkshire and Harrogate ICS, Greater Manchester Combined Authority, Cancer Research UK, Royal College of General Practitioners, Faculty of Public Health, Association of Directors of Public Health, Royal College of Physicians, The Health Foundation, Royal Society for Public Health, NCSCT (National Centre for Smoking Cessation and Training) Full List and pledge at <https://smokefreeaction.org.uk/smokefree2030/>

(ii) To write to all local MPs to ask them to sign up to the pledge publicly and work with the council on achieving its aims

(iii) To ask the Cabinet to review the Tobacco Control Plan for England (which is yet to be released) and agree a position on behalf of the Council"

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**17: Motion submitted in accordance with Council Procedure Rule 14 as to the Adoption of the All-Party Parliamentary Group (APPG) on British Muslims' definition of Islamophobia**

To consider the following Motion in the names of Councillors Pandor, Scott, Lawson, Marchington, Cooper and Greaves;

"This Council notes the Motion to adopt the All-Party Parliamentary Group (APPG) on British Muslims' definition of Islamophobia - "Islamophobia is rooted in racism and is a type of racism that targets expressions of Muslimness or perceived Muslimness" - together with the explanatory guidelines put forward by the Coalition Against Islamophobia.

- Islamophobia is a growing issue, both locally and nationally, as Muslims were targeted in 45% of all religious hate crime offences recorded in England and Wales in 2020/21, meaning they experience far more religiously motivated hate crime than any other group.
- That 75 academics, over 750 Muslim organisations and institutions, Plaid Cymru, the Labour Party (England & Scotland), the Liberal Democrats (England & Scotland), the SNP, the Scottish Conservatives, the Scottish Greens, 50 councils nationwide and many more have adopted the APPG definition of Islamophobia.
- As per the Public Sector Equality Duty enshrined in the 2010 Equality Act, the council must give due regard to the need to eliminate unlawful discrimination and advance equality of opportunity for members of communities with a protected characteristic, including Muslims, such that they are able to participate in society on an equal footing with their non-Muslim counterparts.
- Islamophobia is one of the principal barriers to the participation of Muslims in public, economic, political, and social spheres of life and must urgently be addressed.

This Council believes that:

- Adopting a definition of Islamophobia is essential to tackling Islamophobia in a targeted and effective manner.

- Without a definition of Islamophobia, one cannot identify how Islamophobia manifests itself and functions and therefore, cannot devise meaningful strategies to address it.
- The APPG definition should be accompanied by the Coalition Against Islamophobia's explanatory guidelines to provide a more holistic understanding of Islamophobia, which can be accessed online.

This Council therefore resolves to:

- Work with Communities and all relevant stakeholders to both raise awareness of the issues surrounding Islamophobia and to challenge and tackle instances of Islamophobia.
- Write to Government urging the adoption of the APPG definition of Islamophobia”

## **18: Motion submitted in accordance with Council Procedure Rule 14 as Definition of Antisemitism**

To consider the following Motion in the names of Councillors Pandor, Scott, D Hall, J Taylor, Lawson, Marchington, Cooper and Greaves;

“This Council notes with concern that the Community Security Trust has reported a huge increase in antisemitic hate crime in 2021.

The Council therefore welcomes the UK Government's announcement on December 11th, 2016, that it will sign up to the internationally recognised International Holocaust Remembrance Alliance (IHRA) guidelines on antisemitism. The Council also notes that the new definition has been adopted by the Government, Labour Party, Scottish and Welsh Assemblies, Greater London Authority and Greater Manchester Combined Authority along with numerous other Councils across the country.

The Council notes the definition reads as follows: -:

**“Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”**

The guidelines highlight manifestations of antisemitism as including:

- Calling for, aiding, or justifying the killing or harming of Jews in the name of a radical ideology or an extremist view of religion.
- Making mendacious, dehumanizing, demonizing, or stereotypical allegations about Jews as such or the power of Jews as collective — such as, especially but not exclusively, the myth about a world

Jewish conspiracy or of Jews controlling the media, economy, government, or other societal institutions.

- Accusing Jews as a people of being responsible for real or imagined wrongdoing committed by a single Jewish person or group, or even for acts committed by non-Jews.
- Denying the fact, scope, mechanisms (e.g., gas chambers) or intentionality of the genocide of the Jewish people at the hands of National Socialist Germany and its supporters and accomplices during World War II (the Holocaust).
- Accusing the Jews as a people, or Israel as a state, of inventing or exaggerating the Holocaust.
- Accusing Jewish citizens of being more loyal to Israel, or to the alleged priorities of Jews worldwide, than to the interests of their own nations.
- Denying the Jewish people their right to self-determination, e.g., by claiming that the existence of a State of Israel is a racist endeavour.
- Applying double standards by requiring of it behaviour not expected or demanded of any other democratic nation.
- Using the symbols and images associated with classic antisemitism (e.g., claims of Jews killing Jesus or blood libel) to characterize Israel or Israelis.
- Drawing comparisons of contemporary Israeli policy to that of the Nazis.
- Holding Jews collectively responsible for actions of the state of Israel.”

This Council believes that everyone is equal irrespective of their race or religion. This means that all forms of hate crime must be condemned.

This Council welcomes the cross-party support within the Council for combating antisemitism in all its manifestations.

This Council therefore resolves to adopt the above definition of antisemitism as set out by the International Holocaust Remembrance Alliance and pledges to combat this pernicious form of racism.”

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**19: Motion submitted in accordance with Council Procedure Rule 14 as to Principal Area Boundary Review of Kirklees Council**

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

“The Local Government Boundary Commission for England (LGBCE) undertakes periodic electoral governance reviews of Kirklees Council which consider how many wards are required and what their boundaries should be, how many councillors are needed to support the arrangements and how frequently elections should be held. It is noted that discussions are currently being undertaken to set a commencement date for this electoral review.

In addition to an electoral review, this Council wants to undertake a Principal Area Boundary Review (PABR) to specifically consider splitting Kirklees Council and creating a new Council for North Kirklees / central West Yorkshire, which may also incorporate settlements from neighbouring authorities.

This Council directs cabinet to make this intention clear in discussions with the Local Government Boundary Commission for England and to request a PABR to be undertaken alongside or in advance of the Electoral review, to consult neighbouring authorities as to their views on the creation of a new council and to update Council on progress at the next Ordinary meeting of Council.”

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**20: Motion submitted in accordance with Council Procedure Rule 14 as to Community Governance Review of Town, Parish and Community Councils within the Borough of Kirklees**

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

“The last full review of the governance arrangements for Town, Parish and Community Councils within the Borough of Kirklees was undertaken in 2009, with a commitment for an updated review to be undertaken by 2019.

The recommendations of the Kirklees Democracy Commission, the changes to UK politics, the move towards community and place-led working and the desire for Neighbourhood plans all point to a desire for greater involvement in local decision-making.

A Kirklees-wide CGR can help to establish residents’ views on how they want to be represented, whether they wish to create new local

councils or to alter the existing ones, as well as to commence the statutory process for making these changes.

This Council directs Cabinet to undertake a Community Governance Review at its earliest opportunity, to make this intention clear in discussions with the Local Government Boundary Commission for England, and to update Council on progress at the next Ordinary meeting of Council.”

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## **21: Motion submitted in accordance with Council Procedure Rule 14 as to Tackling Speeding and Reviewing Road Safety Measures**

To consider the following Motion in the names of Councillors J Taylor and D Hall;

“This Council notes that:

Concerns about speeding across Kirklees is one of the issues raised most frequently with elected members particularly in villages and other residential areas.

The responsibility for addressing speeding is split with enforcement the responsibility of West Yorkshire Police, whilst the operational priorities are set by the West Yorkshire Mayor.

The criteria for installing a speed camera are set out in the 2007 Department of Transport Circular and implementation of this sits with the West Yorkshire Casualty Reduction Partnership.

The responsibility for monitoring speeds and for road safety sits with Kirklees Council.

A review of speed limits across the district was initiated by the Council in 2019 but the final report has not yet been made public and there have been no indication if any recommendations contained in it have been, or will be, actioned.

The speed indicator devices which were deployed across the borough and used to highlight speeds in speeding hotspots were withdrawn by the Council in 2020 and have not yet been re-introduced.

This Council therefore resolves to:

a) Write to the West Yorkshire Mayor and ask her to update the Council on her plans for addressing speeding across Kirklees and to provide quarterly updates on progress.

b) Write to the Secretary of State for Transport to ask him to review the criteria for the installation of speed cameras under the 2007 Circular to reflect the highlighted concerns locally with regard to continued speeding.

c) Undertake a review of road safety and speeding reduction plans in Kirklees by 1 September 2022 and publish the results of this including proposed outcomes and how these will be measured”

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## **22: Motion submitted in accordance with Council Procedure Rule 14 as to the Ukraine**

To consider the following Motion in the names of Councillors Pandor, Scott, D Hall, J Taylor, Lawson, Marchington, Cooper and Greaves;

“This Council condemns the illegal invasion of Ukraine and expresses its solidarity with the Ukrainian people.

Kirklees stands united with its residents of Ukrainian heritage and will continue to support them as this crisis unfolds.

The council is grateful for the generosity shown by the people of Kirklees who have supported appeals for humanitarian assistance since the conflict began.

The council will continue to support local communities and organisations who have been affected by the conflict.

The council reaffirms Kirklees’ status as a place of welcome and sanctuary for refugees and urges the government to set out a comprehensive and humane refugee scheme for people displaced by the Ukraine conflict as a matter of urgency.”

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## **23: Motion submitted in accordance with Council Procedure Rule 14 as to Kirklees Council's Local Plan**

To consider the following Motion in the names of Councillors Munro and Marchington;

“This Council notes that:

- 1) Local authorities, including Kirklees Council, are responsible for identifying housing need in their areas. The National Planning Policy Framework sets out an approach to identifying ‘objectively assessed housing need’. Government guidance in the National Planning Practice policy outlines a recommended approach to determining ‘objectively assessed need’ through a Strategic



Housing Market Assessment' (SHMA). This guidance is based on outdated ONS population data from 2014;

- 2) Kirklees Council, like other local authorities, has set out a vision for future development in the borough through its Local Plan. This outlines the Council's housing and industry development strategy for the borough, including a target to build 31,140 new homes between 2013 and 2031 and is based on ONS data predictions on population growth in 2014, as recommended by the Government;
- 3) Kirklees Local Plan was adopted in February 2019;
- 4) There is a requirement for local authorities, including Kirklees Council, to review whether their local plans need updating at least once every 5 years, taking into account changing circumstances affecting the area or any relevant changes in national policy. The National Planning Policy Framework states that relevant strategic policies will need updating at least once every 5 years if their applicable local housing need figure has changed significantly.

This Council believes that:

- 1) There is a lack of clarity in the Government guidance to local authorities on calculating 'objectively assessed need';
- 2) Current national planning policy and strategy prioritises arbitrary and often inflated housing targets over local circumstances and local need. Local authorities, including Kirklees Council, are required to release land for development to ensure that housing targets are met. This is problematic, as local authorities are responsible for meeting the housing targets and are compelled, through national policy, to release more land for development in a bid to meet the targets. Creating higher than necessary housing targets mean that local authorities are required to identify additional sites for housing development. Inevitably, this means additional housing on inappropriate sites in the countryside, with developers often deciding to maximise profits and build on greenbelt land rather than brownfield land;
- 3) The housing figures set out in local plans are often unrealistic, which developers do not have the will or the capacity to meet. The outcome is that building rates stay low and housing targets are missed, while greenbelt land is built on and brownfield land remains vacant. When housing targets for building new homes are missed, this can result in reduced local planning control and greenbelt land being unnecessarily lost;
- 4) Housing targets are based on 2014 ONS data which may be considered flawed, with unreliable numbers and a flawed methodology. It is a 'top-down approach' which imposes housing

targets on local authorities and is not being balanced with a consideration of environmental constraints and housebuilder capacity and does not result in proper planning for infrastructure;

- 5) While Kirklees Council should review its Local Plan at the first opportunity to ensure that it reflects local need and is based on up-to-date population projections, it is guided by national planning policy. The Government had previously committed to the introduction of the Planning Bill, which would reform the planning system and impact on local plans, including Kirklees Council's Local Plan. However, there has been a lack of progress with the legislation and this uncertainty has been unhelpful. The Council needs greater clarity and guidance from Government.

This Council, therefore, resolves that:

The Leader of the Council writes to the Rt Hon Stuart Andrew MP, the Minister of State for Housing, to provide clarity on the Government's intentions to reform the planning system and revise reliance on outdated 2014 ONS data to better reflect current population growth."

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## **24: Motion submitted in accordance with Council Procedure Rule 14 as to Community Pharmacies**

To consider the following Motion in the names of Councillors Munro and P A Davies;

"This Council notes that:

- 1) Community pharmacies are a critical part of primary care and perform a vital frontline health service. They have also played a significant role in supporting and caring for patients during the pandemic and have remained accessible to the public at a time when many people have been unable to access local GP services;
- 2) Community pharmacies have long been a common fixture of many high streets. For many people, the local pharmacist is the first point of care and many of us access pharmacies for a wide range of health services. Community pharmacy is not just about being a dispenser and retailer of medicines. As part of the NHS Long Term Plan to improve the quality of care within the primary care sector, the role of community pharmacy has expanded to meet the growing demand, whereby pharmacies are commissioned to provide services based on locally identified needs;
- 3) The Company Chemists' Association has revealed a shortfall of over 3,000 community pharmacists in England, a number

which has increased over the last 5 years. In November 2021, around 1,700 pharmacies experienced forced temporary closures due to a lack of pharmacists. The shortfall will cause almost a fifth of businesses to limit their services, including reduced opening hours;

- 4) Many pharmacies have been forced to close across the country in recent years and this includes pharmacies in Kirklees. NHS data has revealed that England saw a net loss of 215 pharmacies in 2020/21, resulting in the lowest number of community pharmacies since 2015;
- 5) A Chemist & Druggist (C+D) survey in 2021 found that pharmacies are struggling to recruit and retain staff. 74% of pharmacy branch managers said that they have experienced difficulties in recruiting pharmacists and pharmacy staff and 61% said they had difficulty retaining staff in 2021.

This Council believes that:

- 1) Any pharmacy closure is a loss to the community it serves. The closure of community pharmacies is putting additional pressure on GP practices and A&E departments;
- 2) Pharmacies are experiencing significant recruitment and retention issues. There may be a number of reasons for this, including significant responsibility and pressure for staff in work, an increasing workload during the Covid-19 pandemic and also pay levels not being competitive. Many pharmacists are leaving their roles for better pay and working conditions elsewhere. However, the workforce issues facing the sector may also be due, in part, to Brexit, which has seen a drop in EEA pharmacists registering in the UK, and also the recruitment of pharmacists into primary care networks (PCNs) and GP surgeries;
- 3) The Government's plans to channel patients from GPs to pharmacists is likely to fail, unless the workforce shortfall crisis is addressed;
- 4) The Government needs to recognise the pressures pharmacies face and provide better support to ensure that recruitment and retention issues and challenges are addressed. Solutions need to be deep-rooted and long-term. This means investment, but it also means collaboration across the primary care sector. Addressing these challenges will help prevent further closures of pharmacies across Kirklees and across the country.

This Council, therefore, resolves that:

The Leader of the Council will write to the Rt Hon Sajid Javid MP,

Secretary of State for Health and Social Care, to demand that the Government devises an evidence-led national workforce plan for community pharmacies to help tackle recruitment and retention issues.”

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By Order of the Council

A handwritten signature in black ink, appearing to read "J. Geelman". The signature is written in a cursive style with a large initial "J" and a long, sweeping underline.

Chief Executive

Contact Officer: Andrea Woodside

## COUNCIL

### KIRKLEES COUNCIL

**At the Meeting of the Council of the Borough of Kirklees held at  
Main Hall - Town Hall, Huddersfield on Wednesday 16 February 2022**

### PRESENT

**The Mayor (Councillor Nigel Patrick) in the Chair**

### COUNCILLORS

|                               |                                 |
|-------------------------------|---------------------------------|
| Councillor Masood Ahmed       | Councillor Mahmood Akhtar       |
| Councillor Bill Armer         | Councillor Donna Bellamy        |
| Councillor Martyn Bolt        | Councillor Cahal Burke          |
| Councillor Aafaq Butt         | Councillor Andrew Cooper        |
| Councillor Nosheen Dad        | Councillor Paola Antonia Davies |
| Councillor Paul Davies        | Councillor Donald Firth         |
| Councillor Eric Firth         | Councillor Charles Greaves      |
| Councillor David Hall         | Councillor Steve Hall           |
| Councillor Erin Hill          | Councillor James Homewood       |
| Councillor Mumtaz Hussain     | Councillor Yusra Hussain        |
| Councillor Robert Iredale     | Councillor Manisha Roma Kaushik |
| Councillor Viv Kendrick       | Councillor Musarrat Khan        |
| Councillor John Lawson        | Councillor Vivien Lees-Hamilton |
| Councillor Susan Lee-Richards | Councillor Gwen Lowe            |
| Councillor Aleks Lukic        | Councillor Terry Lyons          |
| Councillor Andrew Marchington | Councillor Naheed Mather        |
| Councillor Peter McBride      | Councillor Bernard McGuin       |
| Councillor Matthew McLoughlin | Councillor Alison Munro         |
| Councillor Darren O'Donovan   | Councillor Shabir Pandor        |
| Councillor Carole Pattison    | Councillor Mussarat Pervaiz     |
| Councillor Amanda Pinnock     | Councillor Andrew Pinnock       |
| Councillor Kath Pinnock       | Councillor Jackie Ramsay        |
| Councillor Elizabeth Reynolds | Councillor Mohammad Sarwar      |
| Councillor Cathy Scott        | Councillor Joshua Sheard        |
| Councillor Will Simpson       | Councillor Elizabeth Smaje      |
| Councillor Anthony Smith      | Councillor Richard Smith        |
| Councillor Mohan Sokhal       | Councillor Melanie Stephen      |
| Councillor John Taylor        | Councillor Mark Thompson        |
| Councillor Sheikh Ullah       | Councillor Harpreet Uppal       |
| Councillor Michael Watson     | Councillor Habiban Zaman        |

#### **104 Announcements by the Mayor and Chief Executive**

The Mayor advised Council of the process that would be applied for the consideration of Agenda Item 6 (Minute No. 109 refers).

## Council - 16 February 2022

The Monitoring Officer reminded Council of the restrictions applying to voting by Members in relation to Agenda Item 6, in accordance with Section 106 of the Local Government Finance Act 1992.

**105 Apologies for absence**

Apologies for absence were received on behalf of Councillors Allison, Bamford, Gregg, Loonat, Holmes, K Taylor, Warner and White.

**106 Minutes of Previous Meeting**

**RESOLVED** – That the Minutes of the Meeting of Council held on 8 December 2021 be approved as a correct record.

**107 Declaration of Interests**

No interests were declared.

**108 Public Sector Audit Appointments (PSAA) Process 2023 - 2028**

It was moved by Councillor Y Hussain, seconded by Councillor J Taylor, and

**RESOLVED** - That Public Sector Audit Appointments Limited be asked to carry out Auditor duties on behalf of the Council and nominate a proposed external auditor to the Council and in due course, for the 2023-2028 period.

**109 Budget 2022-2023**

It was moved by Councillor P Davies and seconded by Councillor Pandor, that;

- (i) General Fund Revenue
  - the draft Revenue Budget for 2022-2023, as attached at Appendix A, be approved
  - the forecast spending and funding plans for the 2023-2027 period, as set out at Appendix A, be noted
  - 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 (paragraph 2.13 refers) be approved
  - the Council's participation in the Leeds City Region Business Rates Pool for 2022/2023 be noted, and that it also be noted that a further report will be submitted to Cabinet in March 2022 for formal agreement of the new arrangements
  - approval be given to the 2022-2023 Council taxbase for the whole Kirklees area, and the Council taxbases for the five Parish and Town Councils for 2022-2023 (Appendix Fi refers)
  - approval be given to the Council Tax requirement for 2022-2023 (Appendix Fii, budget motion refers)
  - the Council's Statutory s151 Officer's positive assurance statement as to the robustness of the forecasts and estimates and adequacy of financial reserves be noted (paragraphs 3.3.1 to 3.3.15 refer)
  - authority be delegated to the Council's statutory s151 Officer to amend how the finally approved precepts are recorded in the Council's revenue budget in line with the final notifications received

## Council - 16 February 2022

following decisions by the West Yorkshire Mayor Police and Crime Commissioner, the Fire and Rescue Authority and the Parish Councils, should these be received after 16 February 2022 (paragraph 3.1.3 refers)

- (ii) Treasury Management
  - the borrowing strategy be approved (paragraphs 2.15 to 2.25 refer)
  - the investment strategy be approved (paragraphs 2.26 to 2.34, Appendices A and B refer)
  - the policy for provision of repayment of debt (minimum revenue provision) be approved (paragraphs 2.35 to 2.39, Appendix C refer)
  - the treasury management indicators be approved (Appendix D refers)
  - the investment strategy (non treasury investments) be approved (Appendix E refers)
  
- (iii) Capital
  - the updated Capital Plan 2021-2027 be approved (Appendix A refers)
  - the Capital Strategy (including prudential indicators) be approved (Appendix E refers)
  
- (iv) Housing Revenue Account
  - the draft Housing Revenue Account Budget for 2022-2023 be approved (Appendix A refers)
  - the strategy for the use of the Housing Revenue Account reserves be approved (paragraph 2.15.6 refers)

## Council - 16 February 2022

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

### Green Group Budget Amendment Proposals

| <b>GENERAL FUND - Revenue</b>                                    | <b>22-23</b> | <b>23-24</b> | <b>24-25</b> | <b>25-26</b> | <b>26-27</b> |
|--|--------------|--------------|--------------|--------------|--------------|
|  | <b>£000</b>  | <b>£000</b>  | <b>£000</b>  | <b>£000</b>  | <b>£000</b>  |
| <b>Developments</b>  |              |              |              |              |              |
| Community based care co-operative model development              | 50           | 50           |              |              |              |
| Kirklees community trees project                                 | 10           | 10           |              |              |              |
| Community climate action projects - place based working          | 375          | 375          |              |              |              |
| join the global covenant of mayors                               | 40           | 40           | 40           | 40           | 40           |
| <b>Total</b>   | <b>475</b>   | <b>475</b>   | <b>40</b>    | <b>40</b>    | <b>40</b>    |
| Capital borrowing costs - revenue impact                         | 23           | 165          | 258          | 308          | 358          |
| <b>Total</b>   | <b>498</b>   | <b>640</b>   | <b>298</b>   | <b>348</b>   | <b>398</b>   |
| <b>Funded by :</b>   |              |              |              |              |              |
| drawdown from inclusive investment reserve                       | -375         | -375         |              |              |              |
| Efficiencies   | -123         | -265         | -298         | -348         | -398         |
| <b>Total</b>   | <b>-498</b>  | <b>-640</b>  | <b>-298</b>  | <b>-348</b>  | <b>-398</b>  |
| <b>Revenue effect</b>  | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     |
| <b>GENERAL FUND - Capital</b>                                    |              |              |              |              |              |
| Safer streets - area based traffic calming                       | 1,000        | 1,000        | 1,000        | 1,000        | 1,000        |
| Renewable energy installation in schools                         | 500          | 500          |              |              |              |
| fuel poverty measures  | 500          |              |              |              |              |
| cycleways development  | 1,000        |              |              |              |              |
| climate bonds - regen projects                                   | 500          | 500          |              |              |              |
| <b>Total</b>   | <b>3,500</b> | <b>2,000</b> | <b>1,000</b> | <b>1,000</b> | <b>1,000</b> |
| <b>Funded by :</b>   |              |              |              |              |              |
| Borrowing requirement  | -2,500       | -1,500       | -1,000       | -1,000       | -1,000       |
| Climate Bond   | -500         | -500         |              |              |              |
| Fuel poverty measures - 3rd party contribution; Charitable trust | -500         |              |              |              |              |



## Council - 16 February 2022

| <b>Total</b>  | <b>-3,500</b> | <b>-2,000</b> | <b>-1,000</b> | <b>-1,000</b> | <b>-1,000</b> |
|---|---------------|---------------|---------------|---------------|---------------|
| <b>HRA - Revenue</b>                                  | <b>22-23</b>  | <b>23-24</b>  | <b>24-25</b>  | <b>25-26</b>  | <b>26-27</b>  |
|   | <b>£000</b>   | <b>£000</b>   | <b>£000</b>   | <b>£000</b>   | <b>£000</b>   |
| Capital borrowing costs - revenue impact              | 32            | 233           | 371           | 508           | 646           |
| <b>Total</b>  | <b>32</b>     | <b>233</b>    | <b>371</b>    | <b>508</b>    | <b>646</b>    |
| <b>Funded by :</b>                                    |               |               |               |               |               |
| repair & maintenance efficiencies                     |               | -133          | -221          | -308          | -396          |
| comfort charge from tenants (retrofit housing scheme) | -32           | -100          | -150          | -200          | -250          |
| <b>Total</b>  | <b>-32</b>    | <b>-233</b>   | <b>-371</b>   | <b>-508</b>   | <b>-646</b>   |
| <b>Total Revenue effect</b>                           | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| <b>HRA - Capital</b>                                  |               |               |               |               |               |
| Retrofit Housing                                      | 4,250         | 2,750         | 2,750         | 2,750         | 2,750         |
| Passivhaus standard on all new build properties       | 795           | 634           | 687           | 488           | 228           |
| Solar PV panels on all new build projects             | 636           | 507           | 550           | 390           | 182           |
| <b>Total</b>  | <b>5,681</b>  | <b>3,891</b>  | <b>3,987</b>  | <b>3,628</b>  | <b>3,160</b>  |
| <b>Funded by :</b>                                    |               |               |               |               |               |
| Borrowing requirement                                 | -4,250        | -2,750        | -2,750        | -2,750        | -2,750        |
| WYMCA funding support for Passivhsaus/Solar PV        | -1,431        | -1,141        | -1,237        | -878          | -410          |
| <b>Total</b>  | <b>-5,681</b> | <b>-3,891</b> | <b>-3,987</b> | <b>-3,628</b> | <b>-3,160</b> |

## Council - 16 February 2022

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

### Independent Group Budget Amendment Proposals

| <b>General Fund Revenue</b>              | <b>22-23</b> | <b>23-24</b> | <b>24-25</b> | <b>25-26</b> | <b>26-27</b> |
|--|--------------|--------------|--------------|--------------|--------------|
|  | <b>£000</b>  | <b>£000</b>  | <b>£000</b>  | <b>£000</b>  | <b>£000</b>  |
| Capital borrowing costs - revenue impact | 0            | 2            | 13           | 31           | 156          |
| <b>Total</b>                             | <b>0</b>     | <b>2</b>     | <b>13</b>    | <b>31</b>    | <b>156</b>   |
| <b>Funded by :</b>                       |              |              |              |              |              |
| efficiencies, including estate review    |              | -2           | -13          | -31          | -156         |
| <b>Total</b>                             | <b>0</b>     | <b>-2</b>    | <b>-13</b>   | <b>-31</b>   | <b>-156</b>  |
| <b>Revenue effect</b>                    | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     |
| <b>General Fund Capital</b>              |              |              |              |              |              |
| smaller towns & villages                 |              |              |              | 3000         | 3000         |
| Place standard                           |              |              |              | 2000         | 2000         |
| Meltham Greenway                         |              | 500          |              |              |              |
| <b>Total</b>                             | <b>0</b>     | <b>500</b>   | <b>0</b>     | <b>5000</b>  | <b>5000</b>  |
| <b>Funded by :</b>                       |              |              |              |              |              |
| Borrowing requirement                    |              | -250         |              | -2500        | -2500        |
| capital receipts                         |              | -250         |              | -2500        | -2500        |
| <b>Total</b>                             | <b>0</b>     | <b>-500</b>  | <b>0</b>     | <b>-5000</b> | <b>-5000</b> |

## Council - 16 February 2022

Whereupon, it was moved by Councillor J Taylor and seconded by Councillor D Hall by way of AMENDMENT, that;

### Conservative Group Budget Amendment Proposals

| <b>General Fund Revenue</b>  | <b>22-23</b>  | <b>23-24</b>  | <b>24-25</b>  | <b>25-26</b>  | <b>26-27</b>  |
|--|---------------|---------------|---------------|---------------|---------------|
|  | <b>£000</b>   | <b>£000</b>   | <b>£000</b>   | <b>£000</b>   | <b>£000</b>   |
| <b>Developments</b>  |               |               |               |               |               |
| Remove 1.99% Council Tax Increase 2022/23                                | 4,000         | 4,080         | 4,160         | 4,244         | 4,330         |
| Town and Village Centres Spring Clean                                    | 200           | 0             | 0             | 0             | 0             |
| Establish annual maintenance budget for street furniture                 | 200           | 200           | 200           | 200           | 200           |
| Flockton Bypass feasibility study  | 100           | 0             | 0             | 0             | 0             |
| Winter Maintenance review  | 100           | 0             | 0             | 0             | 0             |
| Educational Attainment programme   | 500           | 1,000         | 1,000         | 1,000         | 1,000         |
| SEND - additional investment in later years                              | 0             | 0             | 0             | 1,000         | 1,000         |
| <b>Total</b>   | <b>5,100</b>  | <b>5,280</b>  | <b>5,360</b>  | <b>6,444</b>  | <b>6,530</b>  |
| Capital borrowing costs - revenue impact                                 | 2             | -108          | -229          | -423          | 217           |
| Use of general reserves over MTFP  | -2,877        | -647          | 694           | 1,004         | 1,478         |
| <b>Total</b>   | <b>2,225</b>  | <b>4,525</b>  | <b>5,825</b>  | <b>7,025</b>  | <b>8,225</b>  |
| <b>Funded by :</b>   |               |               |               |               |               |
| Use of Inclusion reserve to partly fund Educational Attainment programme | -2,000        | 0             | 0             | 0             | 0             |
| Cease Trades Unions support costs  | -125          | -125          | -125          | -125          | -125          |
| Review of estate   | -100          | -200          | -300          | -300          | -300          |
| Fairer Funding net positive impact                                       | 0             | -3,000        | -3,000        | -3,000        | -3,000        |
| Annual incremental council-wide target for efficiencies                  | 0             | -1,200        | -2,400        | -3,600        | -4,800        |
| <b>Total</b>   | <b>-2,225</b> | <b>-4,525</b> | <b>-5,825</b> | <b>-7,025</b> | <b>-8,225</b> |
| <b>Revenue effect</b>  | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| <b>General Fund Capital</b>  |               |               |               |               |               |
| Extend Smaller Towns & Villages regeneration projects                    | 0             | 1,000         | 1,000         | 1,000         | 0             |
| Extend road resurfacing programme into years 4 and 5                     | 0             | 0             | 0             | 5,000         | 5,000         |
| Additional highways works to combat congestion on major roads            | 500           | 1,000         | 1,000         | 1,000         | 1,000         |
| Additional flood management and drainage improvements                    | 250           | 250           | 250           | 250           | 250           |
| Review Cultural Heart programme  | 0             | -1,500        | -9,000        | 16,000        | 11,250        |

## Council - 16 February 2022

|  |             |               |               |               |               |
|--|-------------|---------------|---------------|---------------|---------------|
| Review Huddersfield Blueprint              | 0           | -5,000        | 0             | 2,000         | 3,000         |
| <b>Total</b>                               | <b>750</b>  | <b>-4,250</b> | <b>-6,750</b> | <b>-6,750</b> | <b>20,500</b> |
| Funded by :                                |             |               |               |               |               |
| Review of estate (future capital receipts) | -500        | -1,000        | -1,500        | 0             | 0             |
| Borrowing requirement                      | -250        | 5,250         | 8,250         | 6,750         | 20,500        |
| <b>Total</b>                               | <b>-750</b> | <b>4,250</b>  | <b>6,750</b>  | <b>6,750</b>  | <b>20,500</b> |

## Council - 16 February 2022

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

### Liberal Democrat Group Budget Amendment Proposals

| <b>General Fund Revenue</b>                        | <b>22-23</b> | <b>23-24</b> | <b>24-25</b> | <b>25-26</b> | <b>26-27</b> |
|--|--------------|--------------|--------------|--------------|--------------|
|  | <b>£000</b>  | <b>£000</b>  | <b>£000</b>  | <b>£000</b>  | <b>£000</b>  |
| electric bike scheme                               | 75           | 60           | 60           | 60           | 60           |
| economy and skills team                            | 50           | 50           | 50           | 50           | 50           |
| glass recycling                                    | 50           | 25           | 25           | 25           | 25           |
| greening the workforce                             | 25           | 25           |              |              |              |
| children's' mental health                          | 200          | 300          | 400          | 400          | 400          |
| free bulky waste collections                       | 100          | 100          | 100          |              |              |
| borrowing costs - revenue implications             | 39           | 301          | 558          | 775          | 775          |
| <b>Total</b>                                       | <b>539</b>   | <b>861</b>   | <b>1193</b>  | <b>1310</b>  | <b>1310</b>  |
| <b>Funded by</b>                                   |              |              |              |              |              |
| efficiency targets                                 | -245         | -502         | -1140        | -1257        | -1257        |
| Inclusive Investment                               | -259         | -300         |              |              |              |
| reduced rate costs on public toilets               | -5           | -5           | -5           | -5           | -5           |
| ebike scheme recovery                              | -30          | -54          | -48          | -48          | -48          |
| <b>Total</b>                                       | <b>-539</b>  | <b>-861</b>  | <b>-1193</b> | <b>-1310</b> | <b>-1310</b> |
| <b>Revenue effect</b>                              | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     |
| <b>General Fund Capital</b>                        |              |              |              |              |              |
| extend community/local road improvements           | 5000         | 5000         | 5000         |              |              |
| roadside charging                                  | 50           | 50           |              |              |              |
| air quality monitors                               | 100          |              |              |              |              |
| Toilets for public use - upgrading and remodelling | 100          | 100          | 100          |              |              |
| <b>Total</b>                                       | <b>5250</b>  | <b>5150</b>  | <b>5100</b>  | <b>0</b>     | <b>0</b>     |
| <b>Funded by</b>                                   |              |              |              |              |              |
| additional borrowing                               | -5250        | -5150        | -5100        | 0            | 0            |
| <b>Total</b>                                       | <b>-5250</b> | <b>-5150</b> | <b>-5100</b> | <b>0</b>     | <b>0</b>     |

## Council - 16 February 2022

| <b>Housing Revenue Account</b> | <b>22-23</b> | <b>23-24</b> | <b>24-25</b> | <b>25-26</b> | <b>26-27</b> |
|--------------------------------|--------------|--------------|--------------|--------------|--------------|
|                                | <b>£000</b>  | <b>£000</b>  | <b>£000</b>  | <b>£000</b>  | <b>£000</b>  |
| <b>Revenue</b>                 |              |              |              |              |              |
| capital financing charges      | 8            | 58           | 108          | 158          | 208          |
| <b>Total</b>                   | <b>8</b>     | <b>58</b>    | <b>108</b>   | <b>158</b>   | <b>208</b>   |
| <b>Funded by :</b>             |              |              |              |              |              |
| efficiencies                   |              | -8           | -33          | -58          | -83          |
| energy export                  | -8           | -50          | -75          | -100         | -125         |
| <b>Total</b>                   | <b>-8</b>    | <b>-58</b>   | <b>-108</b>  | <b>-158</b>  | <b>-208</b>  |
| <b>Revenue effect</b>          | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     |
| <b>Capital</b>                 |              |              |              |              |              |
| Solar PV and storage scheme    | 1000         | 1000         | 1000         | 1000         | 1000         |
| <b>Total</b>                   | <b>1000</b>  | <b>1000</b>  | <b>1000</b>  | <b>1000</b>  | <b>1000</b>  |
| <b>Funded by</b>               |              |              |              |              |              |
| additional borrowing           | -1000        | -1000        | -1000        | -1000        | -1000        |
| <b>Total</b>                   | <b>-1000</b> | <b>-1000</b> | <b>-1000</b> | <b>-1000</b> | <b>-1000</b> |

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

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

FOR: Councillors Burke, Cooper, PA Davies, Iredale, Lawson, Lee-Richards, Marchington, Munro, A Pinnock, K Pinnock, A Smith (11 votes)

AGAINST: Councillors Ahmed, Akhtar, Armer, Bellamy, Bolt, Butt, Dad, P Davies, D Firth, E Firth, D Hall, S Hall, Hill, Homewood, M Hussain, Y Hussain, Kaushik, Kendrick, Khan, Lees-Hamilton, Lowe, Lukic, Mather, McBride, McGuin, McLoughlin, O'Donovan, Pandor, Patrick, Pattison, Pervaiz, A U Pinnock, Ramsay, Reynolds, Sarwar, Scott, Sheard, Simpson, Smaje, R Smith, Sokhal, Stephen, J Taylor, Thompson, Ullah, Uppal, Watson and Zaman (48 Votes)

ABSTAINED: Councillors Greaves and Lyons

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

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

FOR: Councillors Greaves and Lyons (2 Votes)

AGAINST: Councillors Ahmed, Akhtar, Armer, Bellamy, Bolt, Butt, Dad, P Davies, D Firth, E Firth, D Hall, S Hall, Hill, Homewood, M Hussain, Y Hussain, Kaushik, Kendrick, Khan, Lees-Hamilton, Lowe, Mather, McBride, McGuin, McLoughlin, O'Donovan, Pandor, Patrick, Pattison, Pervaiz, A U Pinnock, Ramsay, Reynolds, Sarwar, Scott, Sheard, Simpson, Smaje, R Smith, Sokhal, Stephen, J Taylor, Thompson, Ullah, Uppal, Watson and Zaman (47 Votes)

ABSTAINED: Councillors Burke, Cooper, P A Davies, Iredale, Lee-Richards, Lawson, Lukic, Marchington, Munro, A Pinnock, K Pinnock and A Smith

**The Conservative Group Amendment, as proposed by Councillor J Taylor and seconded by Councillor D Hall, on being put to the vote, was LOST.**

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

FOR: Councillors Armer, Bellamy, Bolt, D Firth, D Hall, Lees-Hamilton, Lukic, McGuin, Patrick, Sheard, Smaje, R Smith, Stephen, J Taylor, Thompson and Watson (16 Votes)

AGAINST: Councillors Ahmed, Akhtar, Butt, Cooper, Dad, P Davies, E Firth, Greaves, S Hall, Hill, Homewood, M Hussain, Y Hussain, Kaushik, Kendrick, Khan, Lee-Richards, Lowe, Lyons, Mather, McBride, McLoughlin, O'Donovan, Pandor,

## Council - 16 February 2022

Pattison, Pervaiz, A U Pinnock, Ramsay, Reynolds, Sarwar, Scott, Simpson, Sokhal, Ullah, Uppal and Zaman (36 Votes)

ABSTAINED: Councillors Lawson, Burke, P A Davies, Iredale, Marchington, Munro, A Pinnock, K Pinnock and A Smith

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

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

FOR: Councillors Burke, Cooper, P A Davies, Iredale, Lee-Richards, Lawson, Marchington, Munro, A Pinnock, K Pinnock and A Smith (11 Votes)

AGAINST: Councillors Ahmed, Akhtar, Armer, Bellamy, Bolt, Butt, Dad, P Davies, D Firth, E Firth, D Hall, S Hall, Hill, Homewood, M Hussain, Y Hussain, Kaushik, Kendrick, Khan, Lees-Hamilton, Lowe, Lukic, Mather, McBride, McGuin, McLoughlin, O'Donovan, Pandor, Patrick, Pattison, Pervaiz, A U Pinnock, Ramsay, Reynolds, Sarwar, Scott, Sheard, Simpson, Smaje, R Smith, Sokhal, Stephen, J Taylor, Thompson, Ullah, Uppal, Watson and Zaman (48 Votes)

ABSTAINED: Councillors Greaves and Lyons

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

- (i) General Fund Revenue
  - the draft Revenue Budget for 2022-2023, as attached at Appendix A, be approved
  - the forecast spending and funding plans for the 2023-2027 period, as set out at Appendix A, be noted
  - 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 (paragraph 2.13 refers) be approved
  - the Council's participation in the Leeds City Region Business Rates Pool for 2022/2023 be noted, and that it also be noted that a further report will be submitted to Cabinet in March 2022 for formal agreement of the new arrangements
  - approval be given to the 2022-2023 Council taxbase for the whole Kirklees area, and the Council taxbases for the five Parish and Town Councils for 2022-2023 (Appendix Fi refers)
  - approval be given to the Council Tax requirement for 2022-2023 (Appendix Fii, budget motion refers)
  - the Council's Statutory s151 Officer's positive assurance statement as to the robustness of the forecasts and estimates and adequacy of financial reserves be noted (paragraphs 3.3.1 to 3.3.15 refer)
  - authority be delegated to the Council's statutory s151 Officer to amend how the finally approved precepts are recorded in the



## Council - 16 February 2022

Council's revenue budget in line with the final notifications received following decisions by the West Yorkshire Mayor Police and Crime Commissioner, the Fire and Rescue Authority and the Parish Councils, should these be received after 16 February 2022 (paragraph 3.1.3 refers)

- (ii) Treasury Management
  - the borrowing strategy be approved (paragraphs 2.15 to 2.25 refer)
  - the investment strategy be approved (paragraphs 2.26 to 2.34, Appendices A and B refer)
  - the policy for provision of repayment of debt (minimum revenue provision) be approved (paragraphs 2.35 to 2.39, Appendix C refer)
  - the treasury management indicators be approved (Appendix D refers)
  - the investment strategy (non treasury investments) be approved (Appendix E refers)
  
- (iii) Capital
  - the updated Capital Plan 2021-2027 be approved (Appendix A refers)
  - the Capital Strategy (including prudential indicators) be approved (Appendix E refers)
  
- (iv) Housing Revenue Account
  - the draft Housing Revenue Account Budget for 2022-2023 be approved (Appendix A refers)
  - the strategy for the use of the Housing Revenue Account reserves be approved (paragraph 2.15.6 refers)

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

FOR: Councillors Ahmed, Akhtar, Butt, Dad, P Davies, E Firth, S Hall, Hill, Homewood, M Hussain, Y Hussain, Kaushik, Kendrick, Khan, Lowe, Mather, McBride, McLoughlin, O'Donovan, Pandor, Pattison, Pervaiz, A U Pinnock, Ramsay, Reynolds, Sarwar, Scott, Simpson, Sokhal, Ullah, Uppal and Zaman (32 Votes)

AGAINST: Councillors Armer, Bellamy, Bolt, Burke, Cooper, P A Davies, D Firth, Greaves, D Hall, Iredale, Lawson, Lee-Richards, Lees-Hamilton, Lukic, Lyons, Marchington, McGuin, Munro, Patrick, A Pinnock, K Pinnock, Sheard, Smaje, A Smith, R Smith, Stephen, J Taylor, Thompson and Watson (29 Votes)

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| <b>KIRKLEES COUNCIL</b>                       |  |  |   |
|---|--|--|---|
| <b>COUNCIL/CABINET/COMMITTEE MEETINGS ETC</b> |  |  |   |
| <b>DECLARATION OF INTERESTS</b>               |  |  |   |
| Council                                       |  |  |   |
| Name of Councillor                            |  |  |   |
| <b>Item in which you have an interest</b>     | <b>Type of interest (eg a disclosable pecuniary interest or an "Other Interest")</b> | <b>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]</b> | <b>Brief description of your interest</b> |
|   |  |  |   |
|   |  |  |   |
|   |  |  |   |
|   |  |  |   |
|   |  |  |   |

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 FRIDAY, 22 OCTOBER 2021 AT COMMITTEE ROOMS 6&7,  
CIVIC HALL, LEEDS**

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**Present:**

|                              |                                   |
|------------------------------|-----------------------------------|
| Mayor Tracy Brabin (Chair)   | West Yorkshire Combined Authority |
| Councillor Susan Hinchcliffe | Bradford Council                  |
| Councillor John Lawson       | Kirklees Council                  |
| Councillor James Lewis       | Leeds City Council                |
| Councillor Shabir Pandor     | Kirklees Council                  |
| Councillor Rebecca Poulsen   | Bradford Council                  |
| Councillor Matthew Robinson  | Leeds City Council                |
| Councillor Tim Swift MBE     | Calderdale Council                |
| Councillor Andrew Waller     | City of York Council              |

**In attendance:**

|                |                                   |
|----------------|-----------------------------------|
| Ben Still      | West Yorkshire Combined Authority |
| Brian Archer   | West Yorkshire Combined Authority |
| Liz Hunter     | West Yorkshire Combined Authority |
| Dave Pearson   | West Yorkshire Combined Authority |
| Alan Reiss     | West Yorkshire Combined Authority |
| Angela Taylor  | West Yorkshire Combined Authority |
| Craig Taylor   | West Yorkshire Combined Authority |
| Caroline Allen | West Yorkshire Combined Authority |
| Dominic Martin | West Yorkshire Combined Authority |

**43. Chair's Comments**

The Chair reported that she had attended the Global Investment Summit 2021 earlier in the week, and highlighted that many investors, including large global companies, were interested in investing in the region. The Chair noted her thanks to the Combined Authority Trade and Investment team who had supported herself and Sir Roger Marsh during this trip.

**44. Apologies for Absence**

Apologies for absence were received from Cllr Jeffery and Sir Roger Marsh, as well as both their substitutes.

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

There were no pecuniary interests declared by Members during the meeting

#### **46. 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 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.

#### **47. Minutes of the Meeting of the Combined Authority held on 9 September 2021**

**Resolved:** That the minutes of the meeting of the West Yorkshire Combined Authority held on 9 September 2021 be approved.

#### **48. Covid-19**

The Combined Authority received an update on developments around the COVID-19 pandemic and work to support economic recovery in West Yorkshire.

The number of Covid-19 cases in the region had increased by 15% and was approaching the November 2020 peak, particularly in the 10-14 years age group. Calderdale was particularly affected, with the 9<sup>th</sup> highest rate of infections in England.

Retail spending in the region had fallen since the previous meeting – feedback had been received that rising energy prices were disproportionately affecting retail businesses, the Bank of England had forecast that inflation may rise up to 5%, and it was expected there would be pressure to increase interest rates. To address this the Combined Authority had made attempts to address skill shortages across all sectors, and part of the adult education budget would be repurposed to help with the national driver shortage. An increase in referrals to the Combined Authority's employment hubs from Jobcentre Plus had been received since the furlough scheme had ended, and the Combined Authority was working with Local Authorities to match these referrals with employment opportunities. A new business start-up offer was also due to be launched to support those considering self-employment as well as existing business.

The support offered to businesses in the region was welcomed by Members, and targets aiming to ensure fair access to support for groups such as BAME residents, women, and those with disabilities were praised, but it was also noted that place-based inequalities existed, with some areas of the region having been hit harder by the pandemic than others, and it would be important to consider this to achieve fully inclusive growth. Members also questioned

how this support was tracked in relation to the Help to Grow grant scheme, to ensure that funding was being used to the best effect in regards to the resilience of the economy and particularly small and medium-sized enterprises (SMEs); officers advised that any businesses engaged would always be directed to appropriate resources such as Help to Grow as part of a wider portfolio of linking businesses with available support. It was also requested that details on any council tax support be included in future reports on this topic.

Members cautioned that the recovery would be a challenging time for many in local communities, with the end of the furlough scheme, cuts to universal credit, rising energy costs and high property prices all contributing to this, and that it may be some time before the situation stabilised into a 'new normal'. To avoid adding a further burden for families already being stretched by these factors, the Mayor would not be introducing a mayoral precept for the current year.

The link between the health of the region's residents and the health of the economy was discussed, with it being noted that children from low-income families were more likely to suffer from poor nutrition, leaving them more susceptible to other conditions. With over a third of West Yorkshire children living in poverty, addressing these inequalities was noted as being vital. Similarly, people who were ill or looking after an ill family member may need to take increased time off of work, and were less likely to spend money in their local economies.

Members noted it would be important to support the Government's vaccination and booster programmes, and it was suggested that low-level interventions by the Government now, such as increasing social distancing in schools, could prevent more serious interventions such as another lockdown. Concerns were also raised over adult social care funding, which faced serious upcoming challenges, and Members expressed disappointment over a lack of Government support other than an assumption of a continuing social care precept on council tax.

The importance of funding for skills as a path toward a strong and inclusive recovery was highlighted. Members questioned if the capacity to deliver the needed training was available, and what measures were in place to ensure the right people were provided with opportunities for skills and training. Officers advised that the capacity and capability was there, with many excellent colleges and other training providers throughout the region, but with the total devolved Adult Education Budget having fallen by over 50% over the last ten years funding and resources were the limiting factor in supplying this training.

The Chair noted that she and Sir Roger Marsh had recently held a roundtable event with businesses on the driver shortages currently impacting the HGV industry and invited Members to share their concerns and suggestions on this issue.

Councillor Waller joined the meeting during discussion of this item.

**Resolved:** That the Combined Authority notes the update on Covid-19

support in West Yorkshire.

#### **49. WY Climate and Environment Plan**

The Combined Authority considered a report on the climate emergency. It asked them to approve the West Yorkshire Climate and Environment Plan, which would be the Mayor and Combined Authority's response to address the climate emergency, to protect the environment, and to achieve net zero carbon emissions in West Yorkshire. The Combined Authority was also asked to endorse plans for the Mayor to bring forward a Climate and Environment Fund and to secure £85 million in funding for carbon reduction projects, with sources for this funding to be identified after the publication of Comprehensive Spending Review.

The importance of the plan was noted, with increasing occurrence of flooding events such as that of Boxing Day 2015 highlighted as examples of the significant impact of climate change in the region, and the approval of this plan would be particularly timely due to the upcoming attendance of the Mayor and the Managing Director at the 2021 United Nations Climate Change Conference (COP-26). As part of efforts to raise awareness of these climate issues and the important role of the bus service in combatting them, Sunday 31 October had been announced as 'Free Bus Sunday', where travel on buses throughout the region would be free. Encouragement toward greater use of public travel would be vital in combatting the climate emergency, and it was hoped that the event would support this.

The Government's Net Zero Carbon Strategy had been launched earlier in the week, and Members welcomed announced initiatives such as greater support for electric vehicles and grants to replace gas boilers with zero-emission heat pumps, but it was felt that the ambition of the Strategy was not sufficient to achieve a full, inclusive and just recovery from the Covid-19 pandemic, with it being noted that any incentives to support reducing emissions had to be accessible to all, rather than only those who were already wealthy. It would be important to support Government in tackling the crisis, but it was noted that MCAs and Local Authorities could use their knowledge and experience in local communities to be a leading voice in encouraging a change in priorities and behaviour.

The Plan had been developed with the support of the Climate, Energy and Environment Committee. Three potential pathways toward net zero emissions had been explored in the Plan; it was noted that the early actions set out within the Plan were consistent with all three pathways, and did not preclude any future decisions regarding this. The Committee would be happy to take a further role in the monitoring of the progress of the Plan and in discussions regarding which pathway would be taken, as well as timescales surrounding this.

The Committee had also raised the importance of ensuring that the carbon impact of existing road schemes was being robustly measured within the Plan; a piece of work was currently underway to improve technical guidance for developing schemes and improve analysis for investors and stakeholders, as well as to assess the impact of schemes currently in the pipeline. This was a



complex task, as factors such as potential modal shift could be difficult to measure, but a report would be shared when the work had been completed.

Members questioned what work was being undertaken with private developers in the region to encourage them to work in an environmentally-conscious way now, prior to any legislation being implemented. Although retrofitting homes with environmentally-friendly technology was noted as typically being more difficult and costly than new builds, building new carbon zero homes could also be extremely difficult to achieve in certain regions with low margins and viability without costs being passed on. Further Government funding was highlighted as needed in order to incentivise this.

It was also noted that the Mayor's pledge for 5000 sustainable homes aimed to work in partnership with developers, and work would also be done in the social housing sector to lower carbon emissions. A project currently underway in retrofitting Kirklees homes was mentioned as a positive example of the work already underway, and lessons learned from this pilot would be useful going forward. It was hoped that use of the existing technology, such as heat pumps, would lead to further innovation and a reduction of costs.

Mentions in the report about the reduction of parking were discussed, and Members raised concerns over the impact this could have on tourism, as well as the difficulties faced by some in charging electric cars. Officers advised that any approach toward parking would be carefully considered and multi-faceted to ensure people had different options for travel where possible. The Combined Authority would be working in close partnership with district councils, and it was noted that it would be important to gather further evidence about the impact of parking charges, in order to find most effective path toward encouraging modal shift. The use of Mayoral powers to introduce electric vehicle charging points at filling stations was also under consideration.

Members raised the following other comments and questions:

- a) Investment into heat insulation was highlighted as vital, as it would allow residents to simultaneously lower emissions while reducing the impact of cost of living increases.
- b) The report's discussion of digital infrastructure investment and pension divestment was welcomed, but further progress was needed, and a more targeted investment of pension funds could be an important next step.
- c) The idea of a Mayoral 'gold standard' for developers was raised, highlighting developers with environmentally-conscious practices and encouraging building new homes with green technology.
- d) Members raised concerns around residents on lower incomes facing difficulties with the costs of switching over to electric/hybrid vehicles, or with supplementary charges including parking.
- e) Further investment was also noted as being needed in social housing stock, and Members questioned what could be done to develop this into a sustainable market.
- f) It was noted that the impact of works on biodiversity was not frequently discussed, despite the onus of Combined Authorities to deliver a net gain in this in its residential planning and civil engineering. Officers would explore what further action could be taken in this area.

- g) The importance of preserving river cleanliness was discussed, and it was requested that the Plan include further detail on this.

**Resolved:** That the Combined Authority:

- a) Approves the West Yorkshire Climate and Environment Plan and agrees to delegate, if required, any final changes to the Managing Director in consultation with the Mayor.
- b) Endorse the Mayor to bring forward a Climate and Environment Fund and to secure the £85m funding needed for the actions for the Combined Authority. The Combined Authority would work with partner local authorities to design the delivery mechanisms for this fund.
- c) Endorse the Mayor to identify potential funding sources for the Fund, including the Single Investment Fund. Decisions would be taken after the Comprehensive Spending Review, which would indicate whether and when there would likely be further national funding available to support this work.

## **50. Capital Spending and Project Approvals**

The Combined Authority considered a report on proposals for the progression of, and funding for, a number of Combined Authority supported projects that had been considered at stages 1, 2 or 3 of the Combined Authority's assurance process. The report also listed approvals that had been made by the Managing Director in delegation.

Three projects had been submitted for approval at the meeting:

- The Green Jobs Taskforce and Gateway scheme requested £500k from the Single Investment Fund (SIF) to research the future demand of green skills, investigate availability, and develop an action plan.
- The Creative New Deal project also requested £500k from the SIF to support two strands of delivery for support to creative industries across West Yorkshire. One strand focused on boosting capacity for the Mayor's Creative New Deal pledge (including the continuation of the Beyond Brontës programme) and another would progress the concept of a 'Town of Culture' award for West Yorkshire. The use of Langthwaite Enterprise Zone for creative industry purposes would also be explored.
- A bid had been submitted for £12.36 million from the third tranche of funding from the Emergency Active Travel Fund. This would be used to provide delivery of permanent schemes building off of the temporary schemes funded by the earlier two tranches of funding. It was requested that approval for this spending, as well as approval for the Leeds A660 Otley Road full business case, be delegated to the Managing Director of the Combined Authority in order to allow flexibility, particularly if the awarded funding differed from the expected amount.

Members discussed the 'night-time Czar' role proposed under the Creative New Deal and questioned whether its focus would be on supporting the economic recovery of businesses operating at night or on the safety of women

and girls. Officers advised that funding was often aimed to link between multiple pledges; the primary focus of the role would be the safety of women and girls, but it was hoped that both aspects could be fulfilled as the role was developed. These issues and others, such as how the 'Town of Culture' award would link to the 'UK City of Culture', would be further discussed as part of the work of the Culture, Arts and Creative Industries Committee.

It was highlighted that a large proportion of the Green Jobs Task Force and Gateway funding was proposed to be spent on three roles within the Combined Authority, rather than on delivering skills training. Officers advised that this was necessary to increase capacity within the team for the next stage of work, particularly for strengthening links between businesses and those exiting the education system. It was requested that future reporting be made more clear in tracking where Combined Authority funding was being used to create new jobs, rather than only supporting the business in what it had already been doing.

Approval was also sought for the delegation to the Climate, Energy and Environment Committee to approve the Social Housing Decarbonisation Fund scheme, in order for delivery to meet Government timeframes.

**Resolved:**

- a) That in respect of the Social Housing Decarbonisation Fund, and in order to ensure that schemes can be delivered within the tight timescales, the Combined Authority approves the delegation of authority to the Climate, Energy and Environment Committee to accept the Social Housing Decarbonisation Fund and approve the scheme in accordance with the Assurance Framework (decision point 4 (Final Business Case)), so that delivery can commence in line with government's delivery timeframes.
- b) That in respect of the Green Jobs Taskforce and Gateway, the Combined Authority approves that:
  - i) The Green Jobs Taskforce and Gateway scheme proceeds through decision point 2 (Strategic Outline Case) and decision point 4 (Full Business Case) with Approval to Proceed to activity 5 (Delivery).
  - ii) Approval to the Combined Authority's contribution of £500,000 (which will be funded from the Single Investment Fund to progress the mayor's pledges) be granted. The total scheme value is £500,000.
  - iii) Future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report and any change requests are delegated to the Employment and Skills Committee. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.

- c) That in respect of the Creative New Deal, the Combined Authority approves that:
- i) The Creative New Deal project proceeds through decision point 2 (strategic outline case) and decision point 4 (full business case) and work commences on activity 5 (delivery).
  - ii) Approval to the Combined Authority's contribution of £500,000, funded from the Combined Authority's Single Investment Fund is given. The total scheme value is £500,000.
  - iii) Future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report and any change requests are delegated to the Culture, Arts and Creative Industries Committee. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.
- d) That in respect of Local Authority Capital Funding 2021/2022, the Combined Authority approves that, subject to a successful bid to DfT:
- i) The allocation to the Combined Authority of the Active Travel Fund: Local Authority Capital Funding for 2021/22, subject to a successful bid, for expenditure of up to £12,361,310 and that the programme proceeds through decision point 4 (full business case) and work commences on activity 5 (delivery) for all schemes except the Leeds A660 Otley Road scheme which commences work on activity 4 (full business case)
  - ii) Delegation to the Managing Director to approve the Leeds A660 Otley Road full business case.
  - iii) The allocation of the Active Travel Fund: Local Authority Capital Funding for 2021/22 funding, should it be secured, between the Combined Authority and the five West Yorkshire partners as set out below:
    - Bradford - £3,056,300
    - Calderdale - £475,000
    - Kirklees - £2,260,000
    - Leeds - £4,785,000 including development costs of £470,000
    - Wakefield - £585,000
    - Combined Authority - £850,000 (for Cycle Parking and School Streets Programmes across all five districts with a further £350,010 for programme costs)
  - iv) Development costs of £470,000 to progress the Leeds A660 Otley Road scheme to full business case.
  - v) In order to ensure that schemes can be delivered within the tight timescales, the Combined Authority delegates authority to the

Managing Director to amend the approval and allocation of Active Travel Fund: Local Authority Capital Funding for 2021/22 if the DfT award differs from £12,361,310, or if further changes to individual allocations is required, as a result of changes to the programme and approaches to delivery.

- vi) The Combined Authority enters into a funding agreement with Bradford, Calderdale, Kirklees, Leeds and Wakefield for expenditure as set out above, including potentially the Canal and River Trust, in agreement with the relevant partner council.

Future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report and any change requests are delegated to the Place, Regeneration and Housing Committee, which will be subject to the scheme remaining within the tolerances outlined in the submitted report.

## **51. Corporate Matters**

The Combined Authority considered a report from the Director of Corporate and Commercial Services seeking approval of outstanding appointments of private sector members to several committees, noting work done toward of the 2022/2023 budget, and seeking acceptance of the proposed debt cap for 2021/2022 of £248 million offered by Her Majesty's Treasury.

Members questioned how the proposed debt cap compared to that of other Combined Authorities across the UK. It was advised that there was significant variation regarding debt caps, ranging from under £100 million to nearly £1 billion in some cases for longer-established Combined Authorities. It was noted that the cap request was above the amount that had been set out in the budget for the current year for borrowing, so should not impact on any decision-making regarding borrowing before its expiration in March 2022.

**Resolved:** That the Combined Authority:

- a) Appoints private sector members to the Culture, Arts and Creative Industries Committee as set out in Appendix 1 attached to the submitted report.
- b) Appoints Sam Keighley as a private sector member of the Place, Regeneration and Housing Committee.
- c) Appoints Karl Oxford as a private sector member of the Business, Economy and Innovation Committee.
- d) Accepts the debt cap of £248.326 million for 2021/22 as offered by HM Treasury.
- e) Notes the work underway on the 2022/23 budget.

## **52. Trans Pennine Route Upgrade**

The Combined Authority considered a report on the current position regarding the Transport and Works Act Order pertaining to the upgrade of the Trans Pennine rail route, and its implications for land and assets operated by the Combined Authority. The report included recommended actions to safeguard the operation and redevelopment of Huddersfield Bus Station

Although the Combined Authority was supportive of the planned Trans Pennine route upgrade there were some technical issues that remained to be resolved with Network Rail. The Combined Authority was asked to approve delegation to the Managing Director to enter into an agreement with Network Rail to obtain safeguards to ensure the proposed work did not significantly negatively impact on the operation of Huddersfield Bus Station and bus network in Huddersfield. If this agreement was reached, the Combined Authority would submit a supportive letter to the upcoming Public Inquiry for the Transport and Works Act Order noting that the issues had been resolved; otherwise, the Combined Authority would participate in the Public Inquiry. It was noted that officers felt an agreement was close and would likely be reached within the next few days.

Members requested further information on improvements on the Trans Pennine more generally, particularly in light of uncertainty surrounding previous transport commitments. However, it was noted that further useful information would likely not be available until the Integrated Rail Plan was published by Government.

**Resolved:** That the Combined Authority:

- a) Delegates to the Managing Director, authority to enter into a binding legal agreement which safeguards the Authority's interests in and around Huddersfield Bus station and provides appropriate measures to manage travel disruption during the construction phase of the Trans Pennine Route Upgrade.
- b) Approves that, in the event that a binding legal agreement cannot be made with Network Rail, the Combined Authority shall participate in the Public Inquiry regarding the Transport and Works Act Order (TWAO) application to the Secretary of State for Transport for the proposed improvements to the railway between Huddersfield to Westtown (Dewsbury) to present the specific matters relating to impacts in and around Huddersfield Bus Station.
- c) Approves that, in the event that a binding legal agreement can be made with Network Rail, the Managing Director submits a letter to the Public Inquiry reaffirming the Combined Authority's support for the Trans Pennine Route Upgrade and advises that the matters relating to Huddersfield Bus Station have now been resolved.

### **53. Bus Service Improvement Plan**

The Combined Authority considered a report providing an overview of the content included in the Bus Service Improvement Plan (BSIP) and requesting approval for its submission to the Department for Transport.

The Mayor's pledge to improve the bus service and bring it back under public control was noted, with the BSIP intended as a first step toward this, creating a safe, accessible and fully inclusive bus system. It presented an ambitious picture for bus travel in the region, but this would be vital for the Combined Authority's decarbonisation and sustainable travel agenda and in achieving the net zero carbon by 2038 target, particularly with 90% of transport emissions currently coming from cars and vans.

Members welcomed the strong ambition demonstrated in the BSIP, particularly regarding the capped fare of £4.50 and the Flexibus and Demand Responsive Transport (DRT) schemes, noting it was an opportunity for the region to significantly improve bus service. However, it was cautioned that bus operators were in the process of cutting some services, and it was important that BSIP not become a means to simply fill the gap left by this.

It was noted that the BSIP funding was short-term, so the Combined Authority would need to ensure it did not find itself in the position of having to withdraw any improvements made due to being unable to find continued funding. In this vein, it would be vital to keep lobbying the Government on the importance of levelling up the region, and on providing funding for other important aspects of improving service such as new buses. Members noted their disappointment on being required to go through multiple rounds of competitive bidding to access this funding, as it took up considerable time and resources.

The free bus pass scheme for elderly and disabled passengers was discussed, with Members questioning whether the permitted hours of use could be extended to help those with early or late shifts. A possible extension was under consideration, but this would need to be funded from the budget rather than in the context of the BSIP. The need to support these passengers making journeys before the cut-off was noted, but a cost/benefit analysis would need to be undertaken to determine the best approach.

Members discussed the connection difficulties faced by more rural communities, which typically required more complex journeys, or where services ended earlier in the day. However, it was noted that urban communities also often faced similarly difficult or infrequent journeys, and that aspects such as poverty, health inequalities, and other things needed to be also considered. Further work was needed on making different modes of transport more interchangeable, and this would hopefully make a positive impact across the region.

Members also raised the following comments and questions:

- It was questioned why Park and Ride schemes were not mentioned; officers advised that Park and Ride schemes tended to be dealt with in the context of each local council's parking strategy.
- The report's description of a 'gender-neutral' bus system was discussed as part of efforts to ensure the connectivity of the bus network were not biased toward any one gender. The possibility of offering a reduction in fares for passengers on maternity or paternity leave was also mentioned, but it was noted that funding would need to be found for this.

- The condition of school buses, which were cited as often old and had poor emissions compared to newer models, was raised. As these were often the first experience of independent travel for young people, a positive experience here could encourage future use of public travel as opposed to private car usage.
- The need for interventions to ensure that all residents were able to access vital locations such as healthcare and educational facilities was emphasised.

It was highlighted that comments had been received throughout the week on the exempt appendix; these were not reflected in the version included with the papers distributed for this meeting, but had been taken into due account.

The Chair noted her thanks to Cllr Groves, as well as to the Transport officers involved in producing the BSIP, for their hard work in showcasing the region's ambitions for its bus service.

**Resolved:** That the Combined Authority approves the BSIP and agrees to delegate any final changes to the Managing Director in consultation with the Mayor. The BSIP will be submitted to DfT before the deadline of 30th October 2021.

#### **54. Minutes for information**

**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 DECEMBER 2021 AT COMMITTEE ROOMS  
6&7, CIVIC HALL, LEEDS**

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**Present:**

|  |  |
|--|--|
| Mayor Tracy Brabin (Chair)             | West Yorkshire Combined Authority              |
| Councillor Susan Hinchcliffe           | Bradford Council                               |
| Councillor Stewart Golton (Substitute) | Leeds City Council                             |
| Councillor James Lewis                 | Leeds City Council                             |
| Sir Roger Marsh OBE DL                 | Leeds City Region Local Enterprise Partnership |
| Councillor Cathy Scott (Substitute)    | Kirklees Council                               |
| Councillor Rebecca Poulsen             | Bradford Council                               |
| Councillor Matthew Robinson            | Leeds City Council                             |
| Councillor Tim Swift MBE               | Calderdale Council                             |
| Councillor Andrew Waller               | City of York Council                           |

**In attendance:**

|                  |                                   |
|------------------|-----------------------------------|
| Ben Still        | West Yorkshire Combined Authority |
| Brian Archer     | West Yorkshire Combined Authority |
| Melanie Corcoran | West Yorkshire Combined Authority |
| Dave Pearson     | West Yorkshire Combined Authority |
| Alan Reiss       | West Yorkshire Combined Authority |
| Liz Hunter       | West Yorkshire Combined Authority |
| Caroline Allen   | West Yorkshire Combined Authority |
| Dominic Martin   | West Yorkshire Combined Authority |

**55. Chair's Update**

The Chair noted that a supplementary report had been submitted since the agenda had been originally published. This was for an additional item to be considered on the Combined Authority's non-transport borrowing powers, and had been agreed to be added to the agenda to avoid prejudicing the Combined Authority's ability to access necessary borrowing powers.

**56. Apologies for Absence**

Apologies were received from Cllr Jeffery, Cllr Pandor, and Cllr Lawson.

**57. Declarations of Disclosable Pecuniary Interests**

There were no pecuniary interests declared by Members during the meeting.

**58. 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 Agenda Item 8 Appendix 2 and Agenda Item 10 Appendix 2 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 reports that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**59. Minutes of the Meeting of the Combined Authority held on 22 October 2021**

**Resolved:** That the minutes of the meeting of the West Yorkshire Combined Authority held on 22 October 2021 be approved.

**60. Bus Enhanced Partnership**

The Combined Authority considered a report providing an overview of the draft West Yorkshire Bus Enhanced Partnership Plan and Scheme, and requesting approval to use this draft to begin a formal process of consultation with bus operators and statutory consultees. Approval was also sought to approve publication of the notice of intent to 'Make' an Enhanced Partnership Plan and Scheme for West Yorkshire, and to delegate approval of the final Zero Emission Bus Regional Area (ZEBRA) bid to the Managing Director in conjunction with the Mayor.

Entering into an Enhanced Partnership with bus operators was noted as a vital step toward bringing buses under public control, as had been promised in the Mayor's manifesto. The Combined Authority's BSIP (Bus Service Improvement Plan) had set out strong ambitions for the region's bus service, but government funding from this could not be accessed without entering into an Enhanced Partnership before the end of March.

The Enhanced Partnership would consist of two components; the Enhanced Partnership Plan, which would apply throughout the region and set out the overall vision and governance, and Enhanced Partnership Schemes, which were more specific and aimed to contractualise specific projects and agreements. After consultation with operators, the final version would be brought to the March 2022 meeting of the Combined Authority for decision. If approved, following a statutory operator objection period of 28 days the Enhanced Partnership would begin in April 2022 and run until April 2027.

Members noted that historically there had been partnership initiatives before, such as Quality Bus Contract/Partnerships, and it was asked what would make the Enhanced Partnership more successful in this regard. It was noted that the

more recent West Yorkshire Bus Alliance had been of great use in achieving reduced fares for young people as well as many improvements to crucial infrastructure which would support the necessary work going forward.

As franchising was intended to proceed only if the Enhanced Partnership failed to achieve its objectives, Members questioned whether the Enhanced Partnership's success was fully supported. It was strongly emphasised that all parties were committed to making the Enhanced Partnership work for the people of West Yorkshire, with ambitious and optimistic plans for the partnership being built between the Combined Authority and bus operators, although it was recognised a lot of work remained to be done. KPIs would be put in place to measure the success of this, though the difficulties currently surrounding this were discussed, particularly in the light of upcoming restrictions due to the pandemic.

It was emphasised that more work needed to be undertaken to grow bus networks and to improve connectivity, such as implementing bus priority corridors, taking innovative approaches in developing links with hospitals and other key destinations, and expanding the use of Demand Responsive Transport. The benefits of achieving better connectivity for the region and moving away from private car usage were significant, particularly in regards to the impact of climate change on both the economy and the health of residents. However, challenges still remained to be addressed, and the importance of ensuring these measures were financially sustainable was highlighted, as well as finding a model that worked for the region. Members noted that the amount of BSIP funding received would be an important factor in determining what could be delivered.

**Resolved:** That the Combined Authority:

- a) approves the publication of the Notice of Intent to 'make' an EP Plan and Scheme.
- b) approves the content of the draft EP Plan and Scheme for use in statutory consultation.
- c) delegates the decision to submit the West Yorkshire Zero Emission Bus Regional Area (ZEBRA) bid to the Department of Transport to the Managing Director in conjunction with the Mayor.

## **61. COP26 and the West Yorkshire Climate and Environment Plan**

The Combined Authority considered a report discussing the outcomes, implications and next steps following the conclusion of the UN Framework Convention on Climate Change, 26th Conference of the Parties (COP26), and highlighting proposals in the West Yorkshire Climate and Environment Plan to be prioritised first for delivery by the Combined Authority.

The Mayor reported positively on her experience at COP26. There was a wider context of mixed views on viability of the 1.5C target and whether sufficient commitment existed among all nations for the agreed targets, but it was positively noted that internationally, local governments had taken a

leading role in addressing climate change, and it was hoped that the challenge would simultaneously be an opportunity for West Yorkshire in several areas.

The report identified eight priority areas set out in the Plan which were recommended for endorsement; these linked in across the different areas of work undertaken by the Combined Authority, and included some work already underway, such as ensuring that all funded schemes demonstrated their efforts to mitigate carbon impact.

Building green jobs throughout the region was emphasised as being vital going forward. Members noted the recent shortages seen in the HGV and social care sectors, raising concerns of a similar nature affecting the growth of these jobs. It would be extremely important to link in with local education providers on this, and to identify how best to target this job growth to keep the region competitive in a global marketplace. Positive developments in these connections were noted, such as the Skills Connect programme, and it was hoped that the first meeting of the Mayor's Green Jobs Task Force in January 2022 would be a useful next step in bringing employers, young people and jobseekers, and education and training providers together to build a strong relationship that supported the delivery of these jobs going forward. As part of this, the Mayor was continuing to make the case to government for more regional control over further education and skills training to be devolved in order to better allow the region to build and prepare for these jobs.

Members raised the other following comments and concerns:

- An update on the Carbon Impact Assessment was requested by Members. Officers advised that the complex methodology had caused this to be a slow process, but a report was expected in the new year. A further briefing was requested on this to address the current situation.
- The close relationship between climate change and economic opportunities was discussed, with it being noted that levelling up could not be truly achieved if areas of the region were continually recovering from the devastating impact of flooding, for example.
- Members questioned what progress had been made in delivering Electric Vehicle charging points across the region, as electric/hybrid vehicles served as an important bridge between private car usage and public transportation solutions.
- Members raised the issue of river cleanliness, and whether an action plan on this could be included within the Plan. It was noted that this was an ongoing joint piece of work between the Combined Authority, MPs, and the Government.

**Resolved:** That the Combined Authority:

- a) notes the progress made at COP26 and implications for the approach to achieving a net zero carbon West Yorkshire economy.
- b) endorses the first priorities from the West Yorkshire Climate and Environment Plan identified at section 2.10 of the submitted report and agrees to delegate, if required, any final changes to the Managing Director in consultation with the Mayor.

- c) agrees to work with partner local authorities to design the delivery mechanisms, and to identify and secure funding for a Climate and Environment Fund to support delivery of the Plan.

## **62. Integrated Rail Plan**

The Combined Authority received an update on the contents of the published Integrated Rail Plan (IRP) and its implications for the region, as well as recommended next steps.

Members were very disappointed with the published IRP, noting that key components such as a Bradford stop for Northern Powerhouse Rail (NPR) and the eastern leg of HS2 had been omitted. The delivery fell far short of what the North had been promised, and it was felt not to be in keeping with the Government's stated aim to 'level-up' the region to the level of connection and economic prosperity as other areas of the country.

Discussions were ongoing with Mayors across the North to try to re-open the conversation with Government, and the possibility of making a local contribution to delivery costs in support of the cancelled projects could be raised as a potential option. It was noted that there was precedent for these decisions being reversed, providing further support to challenging the decision. A motion had been tabled at the 24 November Transport for the North meeting, supported by the Mayor and all other Northern Mayors present, requesting that Government reconsider all options. The Mayor had also written a letter to the Prime Minister, though no response had yet been received.

It was noted that this development followed a history of transport improvements in the North being delayed, with some projects being awaited for close to a decade - the electrification of the Calder Valley Line was a clear example of this, and Members highlighted it as a priority. Difficulties with the proposals put forth by the Government were also raised, such as a lack of capacity at Leeds for the services described in the IRP without delivery of a new station, and it was highlighted that many new stations and services on local networks were dependent on delivery of the eastern leg of HS2 in Leeds to provide extra capacity and removing express trains from the existing network.

Members noted that rail disruption was likely to be a serious concern going forward, as without a full implementation of HS2, capacity issues would need to be dealt with by upgrading existing track. Similarly, no alternate mitigation to limit disruption appeared to have been put forward for significant schemes such as the TransPennine Route Upgrade. This disruption would likely hinder efforts to encourage people to return to public transportation after the pandemic.

The impact to the regional economy was discussed, as improvements such as HS2 had been anticipated for years and built into economic and transport plans for the city region. Further uncertainty on delivery of rail improvements would reduce inward investment into the region, and the lost opportunities could have a negative effect on business growth. By contrast, bringing the

North to a level of economic success enjoyed by other areas of the country would have massive long-term benefits.

The point was raised that the HS2 project had several questionable aspects in terms of its affordability and the mixed feelings around the eastern leg in Wakefield and Kirklees, particularly in relation to its effects on East Coast Main Line services. It was suggested that a project developed by stakeholders in the North and more tailored to the region would be of more benefit, and that NPR would be a useful base to develop this. Members noted that the region should gain the benefits of both HS2 and NPR, rather than needing to choose between them.

Members raised the following other comments and concerns:

- The representative for Kirklees noted that although aspects of the IRP had been received more positively in their district, they acknowledged the disappointment felt across the region and supported efforts by the Combined Authority in having the Business Case re-examined.
- Members noted the vital importance of integration across the North as a whole, beyond West Yorkshire or only key cities such as Manchester and Leeds, in order to support the levelling up agenda.
- It was felt that better results could be achieved with the available funding than was proposed by the IRP. A new electrified station in Bradford was highlighted as an important improvement that would also support the electrification of the Calder Valley Line.
- Positive aspects of the IRP such as the TransPennine Route Upgrade were welcomed, but this did not diminish from the general strength of feeling that the Government should consider the decision again.

It was noted that where the recommendations of the report noted the proposed next steps for endorsement as being in paragraph 2.10, this should read paragraph 2.11.

**Resolved:** That the Combined Authority:

- a) notes the content of the submitted report.
- b) endorses paragraph 2.11 as the proposed next steps in response to the published IRP.

### **63. West Yorkshire Business Accelerator Fund**

The Combined Authority considered a report seeking approval for the West Yorkshire Business Accelerator Fund, which had previously been discussed at its March meeting and had been endorsed by the LEP Board.

The West Yorkshire Business Accelerator Fund would be a revolving fund intended to launch in March 2022, which would be used in interventions for SMEs to support the growth of the region's economy. This was a successor of the Growing Places Fund which had been approved by the Combined Authority in 2013 and had achieved significant revenue from loans made to intervene in cases of market failure on stalled development projects. It was

highlighted that the Fund would employ the Combined Authority's commitment to equality, diversity and inclusivity in its operation.

Members welcomed the Fund, noting the strong opportunities it provided to SMEs and the wider business community, but emphasised the need for the highest levels of transparency and accountability and requested that future reporting back to the Combined Authority include where any elected Members or regional MPs had been involved in supporting bids and any prior meetings the Combined Authority may have had with a company prior to investments being made.

**Resolved:** That the Combined Authority approves that, subject to the conditions set by PAT:

- a) The West Yorkshire Business Accelerator Fund scheme proceeds through decision point 2 (Strategic Outline Case) and decision point 4 (Full Business Case) and work commences on activity 5 (delivery).
- b) The West Yorkshire Business Accelerator Limited Partnership, a Private Fund Limited Partnership, is established with the Combined Authority as the sole Limited Partner. The other party of the partnership will be the General Partner, a Special Purpose Vehicle to be set up by the appointed Fund Manager.
- c) Approval is given to the Combined Authority's contribution of £21,650,000. The total scheme value is £21,650,000.
- d) The Combined Authority delegate approval of the final investment strategy to the Managing Director.
- e) Future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report and where required, any change requests are delegated to the Business, Economy, and Innovation Committee. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.

#### Conditions

The following conditions have been set by PAT to gain Approval to Proceed to Delivery:

- a) Sign off from the Combined Authority's Legal and Finance Team. Finalise and review Limited Partnership Agreement and Investment Management Agreement with Pinsent Mason as the external legal advisor of the Combined Authority.
- b) Review Environmental Social & Governance (ESG), Equality Diversity & Inclusion (EDI) KPIs and targets, discuss and agree with Fund Manager.
- c) Develop a clear Communications Strategy outlining reporting mechanisms and requirements from the Fund Manager.

- d) Develop a robust Monitoring and Evaluation Plan setting out monitoring methodology, timelines, responsibilities, and evaluation reporting.

#### **64. Budget, Business Plan and Gainshare**

The Combined Authority considered a report on the budget challenges and assumptions for 2022/2023 and the progress to date on the use of gainshare funding, and seeking endorsement of the recommended approach to business planning.

Members were invited to comment on the Combined Authority's business and strategic priorities as set out in the report, as well as the suggested priorities regarding the deployment of gainshare funding. The draft budget was also considered by Members; it was highlighted there was currently a revenue funding gap, but further work would be undertaken to close this gap before the budget was presented to the February meeting for final sign-off. Similarly, Members queried a potential shortfall in capital expenditure, but officers advised that further forecasts had since been made and that work was ongoing with the contractor, and the spend profile in question was expected to fall within the available grant.

It was noted that there was a high level of uncertainty currently nationally, both in terms of news about government funding and the developing situation with the pandemic and 'Plan B' restrictions. Further clarity on these issues would be important in making assumptions and decisions going forward, with the Combined Authority's approach toward its use of borrowing powers in 2022/2023 highlighted as an example of this.

**Resolved:** That the Combined Authority approves that:

- a) the assumptions and proposals in support of the budget are considered and approved for inclusion in the final proposed budget.
- b) the approach to business planning be supported.
- c) the work on the approach to and use of gainshare be considered, that the draft investment priorities be endorsed and further feedback provided to enable progress to continue.

#### **65. Capital Spending and Project Approvals**

The Combined Authority considered a report on proposals for the progression of, and funding for, two Combined Authority supported projects that had been considered at stages 1, 2 or 3 of the Combined Authority's assurance process. The schemes being considered for approval had come directly to the Combined Authority due to expediency of delivery, and would be reported to the relevant thematic Committee as appropriate.

The first project was commercially sensitive and under a strict Non-Disclosure Agreement (NDA), so was being referred to as Project Marigold. A £5 million loan was proposed in order to facilitate the outside investment of £100 million into a manufacturing facility to be based in West Yorkshire,. Approval was



sought to proceed through the Strategic Outline Case, and for work to commence on the Full Business Case. Local authority partners had indicated there would be likely to an accommodation given regarding business rate relief for a period of time, but the loan sought from the Combined Authority would be on commercial terms with appropriate safeguards.

The second project concerned repairs to Bradford Interchange Station. Aspects of the station had deteriorated since its construction in 1973 and approval was sought for the scheme to proceed through decision point 4 (Full Business Case) to commence the delivery of repairs, subject to conditions set by PAT (the Programme Appraisal Team). It was noted that although the initial amount sought for repairs had been £2 million and this had received indicative approval as part of the Strategic Outline Case, the total estimated scheme costs had since risen to £8,501,000. Members questioned why the costs had risen; officers advised that originally it had been believed that only surface repairs needed to be undertaken, but investigative work done as part of the preparation for these repairs had indicated that further works were needed. There was also significant contingency within the estimates.

Members were also updated on a number of schemes which had been approved through delegation since the previous meeting by the Finance, Resources and Corporate Committee or the Place, Regeneration and Housing Committee. It was noted that where applicable, outputs from these schemes would still be recorded as part of the Housing and Regeneration Programme within the Growth Deal up until March 2024, and would also come into use at an appropriate time to count toward the Mayor's pledge of 5000 affordable and sustainable new homes.

**Resolved:**

- a) That in respect of Project Marigold, the Combined Authority approves that:
  - i) The Project Marigold scheme progresses through decision point 2 (Strategic Outline Case) and work commences on activity 4 (Full Business Case).
  - ii) An indicative approval of the Combined Authority's contribution of £5,000,000 is given. The total scheme value is £100,000,000.
  - iii) Future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report and where required any change requests are delegated to the Business, Economy, and Innovation Committee. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.
  
- b) That in respect of Bradford Interchange Resurfacing Works, the Combined Authority approves that, subject to the conditions set by PAT:
  - i) The Bradford Interchange Resurfacing Works scheme proceeds through decision point 4 (full business case) and work

commences on activity 5 (delivery).

- ii) Approval be given to the Combined Authority's contribution of £8,039,000, bringing to total to £8,501,000. The total scheme value is £8,501,000.
- iii) Future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report and where required, any change requests are delegated to the Place, Regenerations and Housing Committee. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.

#### Conditions

The following conditions have been set by PAT to gain Approval to Proceed to Delivery:

- a) Confirmation of funding and total scheme cost is within those set out in the FBC approval.
- b) Contract with delivery partner finalised and evidenced.
- c) Confirmation whether an Asset Protection Agreement from Network Rail is required and if so, what impact this has on the programme.
- d) Supply of an up-to-date programme for delivery.
- e) Confirmation of project board set up and met.

#### **66. City Region Sustainable Transport Settlement and Connectivity Infrastructure Plan Next Steps**

The Combined Authority received an update on responses from the public engagement on the draft West Yorkshire Connectivity Infrastructure Plan and supporting documents, including the Future Mobility Strategy. The report sought approval of amendments to these documents, with the intention of them being brought to the February meeting of the Combined Authority for sign-off.

The Combined Authority had submitted a low and a high bid scenario for City Region Sustainable Transport Settlement (CRSTS) funding to the Department for Transport (DFT) of £570 million and £920 million respectively in September and had since received confirmation from the Government that a total of £830 million had been awarded. However, it was noted that a significant sum of this was money which had previously been announced.

The Combined Authority would need to submit and publish a Programme Business Case to access any CRSTS funding, and approval was also sought for this submission. Members noted their frustration over the need for a continued bidding process, as it had been hoped that devolution would grant a greater degree of agency to the region over spending decisions.

The Connectivity Infrastructure Plan public consultation had received a large number of responses, which was welcomed by Members as providing useful insight. It was noted that feedback from a number of communities on the borders of the region, such as in outer north-east Leeds, indicated that some residents felt their areas had been overlooked, particularly in situations where their local transport hubs were not within West Yorkshire. A future briefing with Councillors for these wards was suggested to discuss how to best work in partnership on these issues going forward.

**Resolved:** That the Combined Authority:

- a) notes the feedback from the public engagement on the Connectivity Infrastructure plan and supporting documents.
- b) approves (subject to the comments arising from recommendation 10.1 in the submitted report) the proposed amendments to the Connectivity Infrastructure Plan as identified in Appendix 1 of the submitted report, with the intention of considering an updated Final Connectivity Infrastructure Plan at the Combined Authority meeting of 3 February 2022
- c) approves the submission of a City Region Sustainable Transport Settlement Programme Business Case to the Department for Transport, delegating approval to the Managing Director and the Mayor for the content and final appearance of the Programme Business Case.
- d) approves, subject to the comments arising from the consultation and Transport Committee meeting, the proposed amendments to the Future Mobility Strategy. An updated Final Future Mobility Strategy will be presented at the Combined Authority meeting of 3 February 2022.

## **67. UK Community Renewal Fund**

The Combined Authority considered a report on the UK Community Renewal Fund (UKCRF) process in West Yorkshire.

The UKCRF had been announced in March as a £220 million fund aimed at supporting 'in need' communities across the UK, and intended to trial new funding approaches in preparation for the UK Shared Prosperity Fund (UKSPF) which would be delivered in 2022. The Combined Authority had submitted 17 bids to the UKCRF and had been notified in November that seven had been successful. Members noted their disappointment with this result, particularly regarding Calderdale, as no schemes in the district had been funded despite it being identified as a priority area by the Government.

Members criticised the lack of feedback regarding unsuccessful bids, as it was felt that this could potentially lead to poor outcomes with UKSPF bids in the future, and would continue to push for feedback going forward. The Combined Authority had submitted its own feedback to the Government on the overall process to assist with delivery of the UKSPF, and had proposed that greater involvement of Local Authority Partners, such as a letter of support from the Local Authority, would be a useful requirement.

It was noted that since the papers were published, it had been determined that one of the successful bids, the Buck Wood Community Woodland Masterplan project, was unable to proceed. Government had been notified of this and funding would not be granted for this project; it was understood that similar situations had occurred for projects in several other Mayoral Combined Authorities nationally. The Combined Authority had approached Government to seek the funding remaining allocated to the region.

Due to the lack of funding received through UKCRF by Calderdale, the Combined Authority proposed to fund a high-scoring project, 'Greener Together' for approximately £300k from the Single Investment Fund. This project aimed to retrofit social housing and increase greater awareness of climate and green energy in the community, and would act as a pilot that could be built upon. The representative for Calderdale thanked Members of the Combined Authority for their support in this.

The difficulties created by the bidding process were discussed by Members, and the need for greater devolution was reiterated. Concerns were also raised about the relatively low level of per capita levelling up funding received by the region compared to neighbours.

It was noted that as the announcement of successful bids had been delayed, the deadline for delivery of successful projects had been extended to 30 June 2022.

**Resolved:** That the Combined Authority:

- a) notes the outcome of the UK Community Renewal Fund (UKCRF) process in West Yorkshire, including the confirmed funded projects, Appendix 1 of the submitted report, and project appraisal process.
- b) authorises the Managing Director to enter into a funding agreement with the Department for Levelling Up, Housing and Communities (DLUHC) on behalf of the Combined Authority for an amount up to £2,539,429.
- c) authorises the Managing Director to enter into a funding agreement with the seven Project Deliverers for an amount up to £2,489,638, as required by Government, acting as Lead Authority for the Fund in West Yorkshire.
- d) indicatively approves £306,604, funding from the Single Investment Fund to create a test-case for establishing low carbon communities in Calderdale, whilst creating opportunities for residents to develop skills and build the foundations of long-term career and sustainable futures, in response to the West Yorkshire Community Renewal Fund Prospectus, with full approval to spend being granted once the project has progressed through the assurance process.
- e) delegates to the Finance, Resources and Corporate Committee, the approval of the project to pass through to Decision Point 4 totalling no

more than £0.31m of funding from the Single Investment Fund.

**68. Governance Arrangements (LEP Board appointments and TfN nominations)**

The Combined Authority considered a report on its governance arrangements.

The report proposed the approval of minor amendments to the Scrutiny Standing Orders, particularly to allow flexibility for members around their substitutes and on the number of meetings held each year. It also proposed the extension of the terms of office for private sector members, the appointment of new advisory members to the Culture, Arts and Creative Industries Committee, the replacement of the Chair of the Governance and Audit Committee with her intended successor, and the appointment of a representative and substitute to the Transport for the North General Purposes Committee.

The Mayor noted her thanks to the Scrutiny Members, Private Sector Members, and others who gave their time in support of these committees.

It was noted that there were two typographical errors in the submitted report – the terms of reference for Colin Glass were requested to be extended till 26 September 2022 rather than 2021, and where the recommendations noted that the nomination for the TfN General Purposes Committee were listed in paragraph 2.10, this should read paragraph 2.11.

Councillor Swift left the meeting during discussion of this item.

**Resolved:** That the Combined Authority:

- a) approves the amendments to Scrutiny Standing Orders as outlined in paragraphs 2.2, 2.5, and Appendix 1 of the submitted report.
- b) approves the extensions to the terms of office of the private sector representatives set out in Appendix 2 of the submitted report, with the noted correction to the proposed extension of the term of office of Colin Glass.
- c) appoints advisory representatives to the Culture, Arts & Creative Industries Committee set out in Appendix 3 of the submitted report.
- d) appoints independent member, Debbie Simpson, as Chair of the Governance and Audit Committee with immediate effect, replacing Councillor Susan Hinchcliffe.
- e) That the Combined Authority approves the appointment of the following members to the TfN General Purposes Committee as set out in paragraph 2.11 of the submitted report:

Representative: Councillor Susan Hinchcliffe  
Substitute: Mayor Tracy Brabin

## 69. Non-Transport Borrowing Powers

The Combined Authority considered a report on its borrowing powers for non-transport related functions, seeking endorsement in principle to agree to the statutory process which would set the debt cap for the Combined Authority as agreed with HM Treasury.

It was emphasised that the approval sought was not on any borrowing decisions themselves, only on the consent for the order enabling the process to be made. If approved, the decision would go to each of the constituent Local Authorities and could then be taken forward by Government.

Members questioned whether the debt cap of £248 million noted in the report for 2021/2022 could be negotiated. Officers advised that this figure was what had been sought from HM Treasury, and reflected the Combined Authority's aspirations for borrowing for the current year. It was noted this would not limit any arrangements for future years, as these would be negotiated separately.

**Resolved:** That the Combined Authority:

- a) consents in principle to the regulations to provide the Combined Authority with the power to borrow for non-transport related functions, set out in the 'minded to' Devolution Deal.
- b) delegates authority to the Managing Director of the Combined Authority, in consultation with the Leader and Chief Executive of each Constituent Council and the Chair of the Combined Authority, to finalise and consent to the final draft of the regulations further to any technical issues which may arise.

## 70. Economic Recovery

**Resolved:** That the report be noted.

## 71. State of the Region

The Combined Authority considered a report providing an update on performance of the region against socioeconomic and climate indicators, as well as published outputs, key messages and future plans. The additional document providing specific data on women and girls was also welcomed.

The report was welcomed as a useful benchmark to compare improvements across the region, with the importance of good data in making effective policy decisions being highlighted. Members requested additional data in the future using identifiers for disadvantaged groups, such as Pupil Premium, free school meals, or speaking English as a second language, noting that information on gender and ethnicity did not fully cover everything required to comprehensively address social mobility.

**Resolved:** That the report be noted.

## 72. Minutes for information

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

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**Name of meeting: Council**

**Date: 16 March 2022**

**Title of report: New Inclusion and Diversity Strategy 2021-23 *Recovery through Inclusion* and Inclusion and Diversity Annual Report 2020-21**

**Purpose of report:**

To approve the Council’s Inclusion and Diversity (I&D) Strategy 2021-23, and note the Inclusion and Diversity Annual Report 2020-21 and in particular note the progress made. The strategy outlines the proposed approach for addressing the key strategic issues on I&D for the Council. This new strategy replaces the previous strategy as part of the Council’s Policy Framework. It is presented with the 2020-21 Annual Report setting out progress on the last strategy as it comes to an end.

|  |   |
|--|---|
| 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? | Yes<br><br>Has a significant effect on two or more electoral wards  |
| Key Decision - Is it in the <u>Council’s Forward Plan (key decisions and private reports)?</u>   | Yes<br><br>Private Report/Private Appendix – No   |
| The Decision - Is it eligible for call in by Scrutiny?   | Yes   |
| Date signed off by <u>Strategic Director</u> and name  | Rachel Spencer-Henshall, Strategic Director for Corporate Strategy, Commissioning and Public Health: 4 March 2022 |
| Is it also signed off by the Service Director for Finance?   | Eamonn Croston, Service Director – Finance: 4 March 2022  |
| Is it also signed off by the Service Director for Legal Governance and Commissioning?  | Julie Muscroft, Service Director – Legal, Governance and Commissioning: 4 March 2022                              |
| Cabinet member <u>portfolio</u>  | Leader of the Council   |

**Electoral wards affected:** All

**Ward councillors consulted:** No

**Public or private:** Public

**Has GDPR been considered?** Yes. The strategy and report contain no personal information relating to individuals. Pictures are GDPR compliant.

## 1. Summary

The Equality Act 2010 requires the Council to have due regard to the need to:

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

As part of the Equality Act there is the Public Sector Equality Duty which requires the Council to set out its equality objectives, at least every four years. One of the ways in which we put the duty into practice is by setting out our inclusion and diversity strategy and identifying our key strategic objectives for inclusion and diversity in Kirklees.

Our existing strategy, entitled *From Equality to Inclusion*, expires this year. Much has changed since the last strategy was published, not least the global pandemic, which has had a disproportionate impact on equality groups (as defined by the Equality Act 2010), bluntly exposing pre-existing inequalities. There have also been several national and international incidents which have shone a light particularly on gender or race inequalities. The proposed new strategy, *Recovery through Inclusion*, recognises the adverse impact of the pandemic and focuses on the recovery phase we are now in, ensuring we have the correct strategic focus to support both communities and our workforce who have endured the greatest impact over the past 18 months.

The strategy has an emphasis on key elements of our processes that need fixing, which will help us support communities and employees more effectively. It is predicated on the need to embed inclusion throughout everything we do and to proactively consider the equality implications for our citizens and employees, from the inception of new areas of work right through to their conclusion.

This new strategy builds upon a strong foundation of inclusion being given an organisational priority as set out in the Council Plan, and a variety of projects that have sought to tackle long-standing inequalities. The annual report outlines the outcomes from these projects and sets out the impact those activities have had on inclusion across the organisation and in communities.

The 2020-21 Annual Report reflects on the progress made over the past 12-18 months, building on areas of improvement from 2019-20 and outlines the work undertaken under the Council's Tackling Inequalities programme over the past year.

## 2. Information required to take a decision

There are fundamental internal processes that need to be improved for the Council to better serve its communities and workforce. To address this, the strategy proposes four key themes to run throughout our areas of action:

- **Collecting and sharing information** - making better use of data and insight to improve service development and project plans to tackle inequalities and promote inclusion more effectively. This intrinsically links to work on a new Council Data and Insight Strategy which will support the effective and efficient delivery of services, help identify opportunities for creating better ways of working and building new products and support the better understanding of the needs and strengths of individuals and communities.

- **Understanding and working with the community** - continuing our approach to learning from communities via lived experience, co-producing solutions and place-based working. The aforementioned better use of data will help the organisation to understand its communities' needs more effectively. However, we need to go further than this and build on the recent work that has taken place to understand the lived experience of some communities, which helps us to tackle inequalities by working with and enabling community-led solutions. This enhanced qualitative data will augment the quantitative data we already have and provide an evidence base for delivering change.
- **Responsive services and customer care** - mainstreaming inclusion into service planning and using tools such as Integrated Equality Impact Assessments to maximise the impact for communities. This is particularly pertinent to how we develop responsive services and continuously improve customer care to all our communities.
- **Diverse workforce development** - building on our targeted interventions such as the Black, Asian and Ethnic Minority Leadership programme and Project Search for people with learning disabilities as well as developing cultural confidence training for all employees and achieving an appropriate equality accreditation.

In addition to the themes already mentioned, there are four priority action areas outlined in the strategy – namely: Inclusion First; Project Search; Culturally Confident Colleagues; and Inclusion Allies. As with last year's priority actions, they are aligned to our seven shared outcomes, and they are areas of work we can immediately start to work on.

This new strategy replaces the previous strategy as part of the Council's Policy Framework.

#### Duration of the Strategy

It is proposed that the duration of the strategy is 2021-23, matching that of the Council Plan approved at Council in October 2021, with its recovery focus.

#### Action Plan

The strategy will have a detailed supporting action plan (the basic outline of which is in Appendix D of the strategy) and as with the existing strategy an I&D Annual Report will be produced each year reviewing progress at the same time.

#### Annual Report (2020-21)

The annual report (enclosed) focuses on **Achievement, Impact, and Areas for Improvement**. It firstly looks back at the following key themes from the current strategy 'From Equality to Inclusion: 2017-2021':

- A committed and diverse workforce
- Taking a positive and inclusive approach to everything we do
- Zero tolerance on abuse, harassment, bullying and violence
- Demonstrating our commitment through the way we do things in Kirklees
- Inclusive policies
- Spreading the word about inclusion and diversity
- Listening and acting for ongoing improvement

Some highlights include:

➤ The introduction of name blind recruitment

Applications for Council vacancies do not show names or any other personal characteristics to the recruiting panel. This removes potential for bias in the shortlisting process.

➤ West Yorkshire and Harrogate Health and Care Partnership Anti-Racism Movement

The Movement gained support from over 500 organisations and community allies across West Yorkshire and Harrogate and saw six local districts (Bradford and Craven, Calderdale, Kirklees, Leeds and Wakefield) make their own commitments to becoming anti-racist organisations. The Leader of the Council, Cllr Shabir Pandor, is the Movement's Ambassador.

➤ A Black, Asian and Ethnic Minority leadership programme

This helps to address long standing areas of under-representation at middle-senior management level (Grades 13 and above).

➤ The Kirklees Inclusion and Diversity Awards

The inaugural Kirklees I&D Awards took place in February 2020 celebrating the work of community groups, businesses and individuals.

➤ The growth of the partnership-based Diversity = Innovation Network

This is a group of employers and businesses in Kirklees that is focused on reaping the opportunities of the diversity advantage in the labour market and enterprise.

➤ LGBT Pride and the 40th anniversary of London Pride coming to Huddersfield

This marked the anniversary of a widely applauded act of solidarity with the local LGBT+ community, which was facing police harassment in the form of an attempt to close a Huddersfield venue, the Gemini Club. The attendant publicity saw the club keep its licence and several charges being dropped against members of the LGBT+ community.

➤ South Asian History Month

The inaugural Sangam festival took place in July and August 2021 as a community festival celebrating South Asian arts, culture and heritage that brought people together to enjoy heritage and multi-arts events in a spirit of celebration, positivity and harmony.

➤ The Iroko Project

An innovative eight-month community-led initiative seeking to uncover inequalities and racism, improve the relationship between the Council and Black and African Caribbean communities and build a framework to continue these relationships and identify systemic changes that will benefit Black and ethnic minority communities for generations.

The Annual Report also outlines the range of work that has taken place across the organisation as part of a broader tackling inequalities programme, focusing on:

- The Health Checks pilot project

The pilot's focus is on increasing access for groups less likely to take up the NHS Health Check and who are at most risk of poor health outcomes. The impact of the project is being evaluated by the University of Huddersfield and will be available in Autumn 2022.

- The Council as an Inclusive Employer

The aim is to attract and retain a workforce which represents the communities we serve. A workforce who are supported, well managed, developed and rewarded as individuals, who respond with pace and innovation as we transform the way we work. Achievements have included: the introduction of name blind recruitment; virtual work experience; improvements to apprentice recruitment; the introduction of Project Search.

- The Breaking Barriers project.

In October 2020, Conscious Youth – a community organisation led by and for young people, developed 'Breaking Barriers' in conjunction with the Council. The suite of projects (Voices to Action Campaign; Conscious Boys; Stepping Up and Stepping Out; and Back to Our Roots) was designed to educate, inform and involve young adults in developing their life skills, cultural knowledge, leadership, potential and aspirations to want better for themselves. The programme is aimed at Black communities but remains open to all that are interested.

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

#### **3.1 Working with People**

The essence of the new strategy is about improving outcomes for people who live and work in Kirklees, particularly those who are impacted by inequalities.

#### **3.2 Working with Partners**

Although the strategy places an emphasis on addressing deficits in internal processes, it also recognises that partnership working will be crucial to the effective implementation of the strategy – not least in terms of utilising partnership-based data and intelligence.

#### **3.3 Place-based Working**

If we are to better understand the needs of our communities and work more collaboratively with them on solutions to inequalities, this must be done in a place-based manner, given the district's diversity.

#### **3.4 Climate Change and Air Quality**

Climate change is an integral part of our Integrated Equality Impact Assessment process and revising and embedding this will be crucial to the success of inclusion becoming more of a reality in service planning and delivery.

#### **3.5 Improving outcomes for children**

As age is one of the protected characteristics, the strategy and its priorities will incorporate

actions that will benefit children across the district when implementing new services, projects and programmes of work.

### **3.6 Other (e.g., Legal/Financial or Human Resources)**

The I&D Strategy is a statutory plan which forms part of the Council's Policy Framework under Article 4 of the Constitution. It requires full Council to approve or adopt it following Cabinet's approval and recommendation to full Council.

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

The development of the strategy has involved active engagement with Cabinet, Overview Scrutiny and Management Committee, each Directorate's senior leadership team, the cross-service Inclusion and Diversity Hub, the Council's Employee Networks and the Tackling Inequalities Programme Board. The key pieces of feedback from this engagement include the need to:

- Embed I&D more across all services, so it becomes everyone's responsibility.
- Make learning and development on I&D mandatory throughout an employee's time with the Council, i.e., from induction onwards.
- Ensure Integrated Equality Impact Assessments are an expectation for all services to complete and are built into service planning, project management and decision-making processes, with data and outcomes fed back to service areas.
- Ensure Employee Networks are supported with additional time and capacity to help to continue to deliver their outcomes, and to explore the idea of 'allyship'.
- Develop a culturally confident workforce that understands the needs of different equality groups and can provide support as well as feel able to have "difficult" conversations when the need arises.
- Construct a communications plan to regularly update residents and partners on new developments in line with the strategy.

## **5. Next steps and timelines**

Subject to approval the I&D Strategy and Annual Report will be published on the Council's website.

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

Based on the considerations above, Council is asked to:

- approve the Council's Inclusion and Diversity (I&D) Strategy 2021-23
- note the Inclusion and Diversity Annual Report 2020-21 and in particular note the progress made

## **7. Cabinet Portfolio Holder's recommendations**

The new I&D Strategy (2021-23) was agreed at Cabinet on 14 December and the Annual Report (2020-21) was noted. The Strategy is now referred to Council for approval and the Annual Report to be noted.

**8. Contact officer(s)**

David Bundy, Corporate Policy Officer, Policy, Partnerships and Corporate Planning

Sarah Harris, Inclusion and Diversity Strategic Lead, Policy, Partnerships and Corporate Planning

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

The new I&D Strategy was agreed at Cabinet on 14 December 2021:

[Inclusion and Diversity report - Recovery Through Inclusion Strategy and Annual Report](#)

The current I&D Strategy is available on the Council's website:

[Inclusion and Diversity Strategy 2017-21](#)

The previous strategy was approved by Council on 13 September 2017:

[Decision on previous strategy](#)

**10. Service Director responsible**

Andy Simcox, Service Director for Strategy and Innovation

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Kirklees Council

# Inclusion and Diversity

## Strategy 2021/23



Recovery through inclusion



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## INTRODUCTION FROM THE LEADER

I am proud to present our Inclusion and Diversity Strategy 2021-23. The plan sets out how we will make our council and our borough, more inclusive for people and communities across Kirklees.

Much has changed since our last strategy was published. Many long-standing inequalities in Kirklees and beyond have been starkly exposed by the pandemic. At the same time, national and international events have shone a light on inclusion in new ways. Our strategy recognises these profound experiences, focusses on what we have learned from them and looks to the future as we plot our recovery.

Inclusion is an easy word to say, but it takes planning and persistence to deliver a more inclusive society. Nevertheless, the benefits of inclusion are worth the challenge. We want to create a fairer economy where everyone can benefit from success. Everyone in Kirklees, regardless of their background or where they live, should be able to live a long and healthy life. And we are ambitious for everyone to be able to gain the skills and opportunities they need to make the most out of life. Crucially, we also want Kirklees Council to be an employer of choice for our diverse population, delivering excellent services for **all** communities. It is for all these reasons that I have put inclusion right at the heart of the council's values.

This new Inclusion and Diversity Strategy will guide us through the next two years. It outlines a core approach and how we can build on the progress we have already made. Four priority action areas are set out in detail within the plan to guide us through this important work.

We will focus on making sure that all our decisions and policies take account of our diverse communities. This matters – every single day – for people of all backgrounds. We will do that by refreshing our equality impact assessments and going further than before so that we take account of socioeconomic factors and poverty when we take decisions. We will give more employment opportunities for residents who have learning disabilities or autism, who can be some of the most marginalised in our economy. And we want to be a truly inclusive organisation, where the recruitment and development of our staff is sensitive to everyone's background.

We do not underestimate the challenges this ambitious agenda presents to the council. Our society is complex. Race, sexuality, gender, age, disability, and class are just some of the issues we need to work with. We will need to adapt to make sure the council works for everyone. This challenge will take work, and it will take humility.

A truly inclusive organisation is open and honest about the work that still needs to be done. We are not a perfect organisation, but this strategy gives us the tools and the focus to improve further. I look forward to working with people and communities across Kirklees to deliver our inclusive vision.

**CLLR SHABIR PANDOR, LEADER OF THE COUNCIL**



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***Kirklees Council is proud to be diverse and inclusive.***

*Our strength comes from recognising, respecting and valuing our differences across the community, and being proud of the people and places that make Kirklees special.*

*We are in a key phase of recovery, and inclusion is at the heart of this. We have all been affected by the pandemic in some way, navigating the same storm but in very different boats. The values of inclusion, kindness, and pride are key to how we move on to create communities where people can be themselves, feel valued for the contribution they bring and in which we are proud to live and work.*

*The new Council Plan sets out the overarching approach to recovery, with inclusion at the heart of what we do across the organisation, framing all our work within our ambitions for achieving an inclusive recovery.*

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## BACKGROUND

As the existing Inclusion and Diversity Strategy comes to an end and we work on a new one, it is timely to take stock of where we are as an organisation and a community.

The 2017-21 Inclusion and Diversity Strategy looked to modernise the council's approach to equality, and move beyond compliance with legislation to build stronger, safer and more resilient communities. The Action Plan (which was refreshed and revised regularly) read alongside the strategy, details some key activities which took place, and the Annual Report contains the outcomes achieved. An overview can be found in Appendix C. The 2019 audit from Inclusive Employers also provided a useful steer on where it was felt efforts should be concentrated in order to have the most impact.

### Key achievements we are building on include:

- **A committed and diverse workforce:** Further strengthening how we recruit and support staff with protected characteristics
- **Positive and inclusive approach:** Developing further the Diversity = Innovation Network and Kirklees Inclusion and Diversity Awards
- **Zero tolerance:** Additional training for staff to support colleagues and learn more about hate crime
- **The way we do things in Kirklees:** More inclusion-focussed events, and expansion of the 'Passport' system for reasonable adjustments
- **Inclusive policies:** Building on developments to the Integrated Equality Impact Assessments, a full rework of the assessments process, incorporating improvements to the collection and use of intelligence
- **Spread the word:** Partnership work continuing across the district through anti-racist work
- **Listen and act:** Further developments for the employee networks

At the beginning of the 2017-21 Strategy, it was certainly not anticipated that the period would cover a pandemic and a shift towards crisis management and business continuity which saw the entire organisation tilt on its axis towards entirely new ways of working. The pandemic shone a light on, and exacerbated, the pre-existing inequalities faced by sections of our workforce and our communities. These inequalities manifested themselves in devastating new ways, so we knew then that inclusion had to be at the heart of our recovery.

This new Inclusion and Diversity Strategy centres around that recovery. The lessons learnt from the pandemic have shown that there are elements of our processes that need fixing, to ground us in our communities and make sure we are thinking about citizens at the beginning of every conversation about what we want to achieve. We want to equip our staff to work within the new Inclusive Communities Framework to support communities who need additional support with their post-pandemic recovery. There are lessons for us around how we listen to, build relationships with, learn from, and are allies for one another to bring about confidence in kindness. We can capture the resilience in our communities and inspire them.

## OUR CORE APPROACHES

### Our core approach in this strategy is to strive to:

- Be a committed and diverse workforce, built on dignity and respect for colleagues and citizens
- Be responsive to customers' needs, enhancing our evidence base on inequalities and communities to determine local priorities
- Actively improve internal processes that support the effective, data-driven delivery of council services for all citizens
- Ensure that inclusion is at the forefront during budget decision-making, service design and delivery, and recovery in the post-pandemic world
- Integrate inclusion and diversity in all council services
- Work with partners across the district and wider region to improve outcomes for Kirklees' citizens.

### Underpinning this approach are the organisation's fundamental values of:

- **Inclusion:** just as we have come together as a community within the organisation, we want to make sure that we use that experience to ensure our overarching culture encompasses diversity and equality in our working lives and in our work with communities across the district
- **Kindness:** Using a relational approach and emotional intelligence to foster wellbeing, creativity, and productivity
- **Pride:** Seeing positive outcomes from the inclusion and kindness we have shown colleagues and citizens will shape the next steps in a truly inclusive recovery.

The inclusion and diversity work we aim to deliver through this strategy will not stand in isolation. Priorities link clearly with those in the Place Standard Framework; the Inclusive Communities Framework, Joint Health and Wellbeing Strategy, and Inclusive Economic Strategy which are currently being refreshed; Kirklees Futures; the People Strategy; the Access to Services Strategy; plus the Data and Insight Strategy, which is in development.

## KEY THEMES DRIVING THE NEW STRATEGIC FOCUS

### COLLECTING AND SHARING INFORMATION

- Effective use of data and insight has a major part to play in achieving our ambitions for Kirklees, supporting evidence-led decision making
- The aims of the new Data and Insight Strategy align with this Inclusion and Diversity Strategy
- Apply local data and analysis to programmes of work, plans, and policies
- Integrated Equality Impact Assessments – making these work for the whole organisation. These should not be considered as an extra thing we have to do – instead, they are a crucial starting point for making sure we are delivering what the community wants and needs, and doing no harm to protected characteristic groups and the environment

### RESPONSIVE SERVICES AND CUSTOMER CARE

- Integrate equality planning into how we develop council services, ensuring that we support all communities, and welcome new people to those communities
- With the Council Plan having inclusion at its core, ensure that other plans such as the Procurement Strategy (with its social value principles) and Community Asset Transfer Plan respond in the same way, not least because of the Public Sector Equality Duty
- Again, use tools such as the IEIAs to make the impact on people the focus of our work – if we are not having an impact on the community, why are we doing it?
- Individual services can demonstrate how they are going to be inclusive within their own action plans

### UNDERSTANDING AND WORKING WITH THE COMMUNITY

- We want to challenge assumptions about our people and communities, and work hard to understand others
- Continue the great work focussing external engagement on everyday experience:
  - Place-based work across the district
  - The Iroko Project – engaging the Black African and Caribbean community in Kirklees to understand the lived experience around inequalities and co-produce community-led solutions
  - Listening circles in employee network groups
  - Black, Asian and Ethnic Minority Elders Housing research
- Use the data we have from this to plan service delivery and design

### DIVERSE WORKFORCE DEVELOPMENT

- Build on success in this area (e.g., Black, Asian and Ethnic Minority Leadership Programme, name-blind applications, and the pilot stages of Project Search)
- Recommendations from Inclusive Employers
- Cultural confidence – create a comprehensive programme of training for all staff at all levels. Responsibility lies with managers to ensure that training is bespoke and developmental for all staff, linking with personal and team objectives
- Strengthen and develop the employee networks

## PRIORITY ACTIONS

**For the three priority areas from last year, we will be continuing to work on those which have not yet concluded and embedding good practice where it has been established.**

### HEALTH CHECKS

- Due to the pandemic, work on this project was delayed
- Delivery of the programme began in November 2021 targeting four areas in Kirklees to encourage citizens to access health and wellness information and treatment in a community setting

### BREAKING BARRIERS

- This is a partnership project with Conscious Youth
- The project aimed to build capacity for Black, Asian and Ethnic Minority young people in Kirklees to develop the confidence and skills to take on leadership roles and address structural inequalities in civic organisations across Kirklees, and led to projects such as the Leadership Programme, Conscious Boys, Stepping Up Stepping Out, and Voices to Action

### INCLUSIVE EMPLOYERS

- Progress continues towards achieving the audit recommendations
- Next steps for this year include developing our employee networks, increasing the understanding of our workplace profile, and recruitment changes such as name-blind applications, workshop-based selection, and attendance at work fairs
- Enhancing Organisational Development to develop allyship programmes, and make progress towards a recognised equality accreditation



**There are several goals and ambitions we have in relation to inclusion and diversity over the duration of this strategy. Within it, we will have four new priority actions.**

## 1. INCLUSION FIRST

This priority action area will ensure we consider diversity and inclusion at every step of the process as we reshape council services in a post-pandemic world. This will require all services to incorporate inclusion in the first stage of project development, service delivery and organisational change. We know that inclusion and diversity is an essential first step in thinking about how services work well for Kirklees' citizens.

- We will redevelop the Integrated Equality Impact Assessments to use as an essential tool to scope new projects, and refocus inclusion at the heart of budget decision-making, service development and organisational change.
- We will work alongside the Access to Services Strategy and the developing Data and Insight Strategy to identify new opportunities for the application of data to all our work, making sure gaps or inequalities are identified, and we can work better alongside the communities who need our support the most

### IMPACT

Putting Inclusion First will mean we are making better decisions for our communities. We can be confident that we are not just listening to our citizens, but taking action centred on their needs. Reworking our processes to realign inclusion as a first thought, rather than an after-thought, will mean the impact is felt more strongly in communities that need it the most, especially during this crucial phase of recovery.

Our communities will feel valued, included and better served by their council.

## 2. PROJECT SEARCH

This priority action is the pilot of an internship programme for young adults with learning disabilities and autism. It builds on our commitment to diversify the workforce and support one of the most underrepresented groups across council staff.

We want to strengthen our support for neurodiverse staff and listen to feedback to ensure that our systems and procedures work for all.

- We will seek to diversify our workforce and develop inclusion across teams, working with one of the most under-represented groups within our community
- We will have sustainability in mind, looking at how we can build on the project in future years

### IMPACT

Just 9% of adults with learning disabilities in Kirklees are in paid work. During lockdown, young people were hit particularly hard, being more likely to be away from paid work than any other group.

This project will turn this under-represented group into colleagues and valued team members, opening up opportunities for them, and for wider teams to learn from the interns. This priority action will be truly life-changing for those young people who we support to their first jobs and onwards to the wider workforce.

### 3. CULTURALLY CONFIDENT COLLEAGUES

Just as we want to go beyond compliance in our work towards a more inclusive Kirklees, we recognise that being culturally competent is not enough – we want staff to feel **confident** working with all colleagues and citizens and being respectfully curious. We define this as having the knowledge and skills to understand your own cultural values, and then using these to create respectful interactions with others, through listening to, learning about and understanding their cultural values.

It is every employee's responsibility to make sure we understand one another and the wider community. Cultural confidence training will become a core element of our essential induction and refresher training, focussed by managers to ensure training is bespoke to individuals.

- We will go beyond being 'competent' in understanding our colleagues and communities; we should be confident that we are taking steps to listen, to learn, and to have difficult conversations and take action as a result
- We will develop person-centred inclusion and diversity training for staff which will equip them with that confidence, and to not allow a fear of using the wrong language get in the way of doing our best work
- We will develop Our Kirklees Welcome, using a strengths-based approach, including the incorporation of inclusion into the development of appraisals
- We will obtain a recognised equality accreditation

#### IMPACT

Culturally confident colleagues make great allies. We are clear that we will lead from the top across the district to become an inclusive employer of choice. This happens when we celebrate our diversity, learn from others, and take pride in confidently spreading the word that Kirklees represents and values everyone.

### 4. INCLUSION ALLIES

This priority action builds on the success of the employee networks. As more people join employee network members on their own inclusion journeys, we want to recognise those staff who champion diversity across the organisation, broadening network membership to include a new tier of allies.

Successes in new models of inclusion work, such as through the Iroko project, can form the basis of how we broaden activities to other network groups. Support from allies will be crucial for this.

- We will add a tier of Inclusion Allies to our employee networks, a 'critical mass' of staff who do not necessarily identify with a particular protected characteristic group, who want to make a difference, lending their support to networks as and when needed, listening to the challenges staff often face, and being able to take positive steps to advocate for inclusion across the organisation
- We want Inclusion Allies to spread the word, to use their privilege to speak up when others are not heard, all the while ensuring that the lived experiences of people with protected characteristics have priority
- We will train and support Inclusion Allies to be effective allies to all underrepresented voices, building their confidence with appropriate terminology and tools

- Each network will decide how they want allies to interact with their network, ensuring the voices of those with protected characteristics are not lost in a larger membership group

## **IMPACT**

Inclusion Allies will be expected to model inclusive behaviours and values across their sphere of influence, challenging exclusion and advocating for diversity and inclusion across the organisation and communities.

Allies are essential to make inclusion an everyday reality for employees and citizens, and to create an environment where everyone is represented and valued.

## IMPACT AND MONITORING

The full impact of inclusion and diversity projects can take some time to be truly felt and measured. By prioritising several early actions, we hope to create an environment where processes are reshaped, where pilot projects are established, and where the value and practical work of inclusion can reach wider and deeper across the organisation.

An annual report will continue to be submitted to councillors and senior management, with additional quarterly progress reports. Measuring the impact of inclusion and diversity measures is challenging, but success measures are expected to include:

- The redevelopment of Integrated Equality Impact Assessments, creating an online tool linked to the tableau dashboard
- Training and awareness events and activities to reframe the process of Integrated Equality Impact Assessments as an early-stage activity in scoping out changes to services, policies, and strategies
- Improved sharing of data across the council and with partners to inform inclusion work
- Ten Project Search interns completing internships across council departments
- At least 50% of Project Search interns securing future employment with the council
- Development of a suite of 'Cultural Confidence' learning and development opportunities, including training for managers on supporting their staff with inclusion and diversity training and opportunities (such as employee networks)
- Improvement in the inclusion and diversity elements of 'Our Kirklees Welcome,' linking inclusion activities into 1to1s and appraisals
- The creation of Inclusion Allies, an extra tier to employee networks
- Enhancement of the Inclusion and Diversity Hub
- Attain an appropriate equality accreditation mark
- Managers will be trained and supported to ensure that their staff can access all employee networks
- Go beyond mandatory pay gap reporting to develop the reporting of pay discrepancies for other protected characteristic groups.



# APPENDICES

## APPENDIX A: SOME DEFINITIONS

### EQUALITY

Equality is about creating a fairer society where everyone can participate and has the same opportunity to fulfil their potential.

Equality is focussed within a legislative framework – the main piece of legislation is the Equality Act 2010. The Act is designed to address unfair discrimination, harassment and victimisation, advance equality of opportunity, and foster good relations between people who share a protected characteristic and those who do not.

There are nine 'protected characteristics' covered by the Equality Act: age, disability, gender reassignment (transgender), marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex (gender), and sexual orientation.

### DIVERSITY

Diversity involves more. It is about valuing the full range of differences between people in the workplace and wider society.

Promoting diversity acknowledges that entry into the workplace, an employee reaching their potential once there, or a customer's ability to access council services and opportunities can be impacted / influenced by a range of factors beyond the characteristics included within the equality legislation, including social, economic and educational background, professional background, hierarchal level, and working styles. It involves an understanding of the perceptions and experiences of others – employees / customers belonging to minority and majority groups (and the impact of conscious and unconscious bias).

Diversity is also a description of the way an organisation looks and how well it serves its customers / populations. It paints a picture of different types of people at different levels in the organisation and how well different customer needs are met in service planning, commissioning, and delivery. This is the result of 'harnessing and valuing difference'. The legislation is an important element, but the scope of diversity goes further than the 'legal minimum'. It should be noted that diversity must be valued without (negatively) stereotyping difference so as to avoid any or perpetuating any inequalities.

### INCLUSION

Inclusion within the equality and diversity context:

- Is about including all people
- Is about the culture, environment, and processes operated by the organisation
- Is measured by how people feel
- Requires effort to be achieved

## APPENDIX B: LEGAL REQUIREMENTS

When public authorities carry out their functions, the Equality Act says they must have due regard or think about the need to do the following things:

- eliminate unlawful discrimination
- advance equality of opportunity between people who share a protected characteristic and those who do not
- foster or encourage good relations between people who share a protected characteristic and those who do not

Having due regard means public authorities must consciously consider or think about the need to do the three things set out in the public sector equality duty. It is the courts who decide if a public authority has done enough to comply with the duty.

The Equality Act says public authorities should think about the need to:

- remove or reduce disadvantages suffered by people because of a protected characteristic
- meet the needs of people with protected characteristics
- encourage people with protected characteristics to participate in public life and other activities

The equality duty covers the nine protected characteristics: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation. Public authorities also need to have due regard to the need to eliminate unlawful discrimination against someone because of their marriage or civil partnership status. This means that the first aim of the duty applies to this characteristic but that the other aims (advancing equality and fostering good relations) do not apply.

Public authorities are required to monitor and publish all the protected characteristics of their employees.

- It is a mandatory requirement for all larger public sector employers, with 250 or more employees, in England to publish statutory calculations every year showing how large the pay gap is between their male and female employees.

### SPECIFIC DUTIES

Public authorities also have specific duties under the Equality Act to help them comply with the public sector equality duty.

Public authorities must do the following:

- publish equality information at least once a year to show how they have complied with the equality duty
- prepare and publish equality objectives at least every four years.

The Annual Report will provide this information.

## APPENDIX C: KEY SUCCESSES FROM THE 2017-2021 INCLUSION AND DIVERSITY STRATEGY

Of the seven key areas in the last Inclusion and Diversity Strategy, there has been significant progress, of which colleagues should be considerably proud. Inclusion never stops, though, and this table sets out where we are now, but crucially where we hope this work will develop in the future. More details on the achievements and plans relating to the 2017-2021 Inclusion and Diversity Strategy are available in the 2020-21 Action Plan.

| I&D Policy Statement Area                | What has been achieved  | What next  |
|--|---|--|
| <b>A committed and diverse workforce</b> | <ul style="list-style-type: none"> <li>Name-blind recruitment implemented</li> <li>Data collection across all equality groups has improved</li> <li>Virtual work experience programmes</li> <li>Creation of a Black, Asian and Ethnic Minority leadership programme</li> <li>Early development of Project Search – internships for young people with learning disabilities</li> <li>Development of an improved careers website</li> </ul> | <ul style="list-style-type: none"> <li>Continue to encourage reporting of protected characteristics, supporting services through the upcoming Data and Insight Strategy to develop effective data monitoring measures</li> <li>Move Project Search to be a priority area for this Strategy</li> <li>Launch the new careers website, with a focus on inclusion and diversity</li> </ul> |
| <b>Positive and inclusive approach</b>   | <ul style="list-style-type: none"> <li>Diversity Calendar of important events to celebrate through the Corporate Calendar</li> <li>Creation of the Kirklees Inclusion and Diversity Awards</li> <li>Achievement of the Inclusive Employers Bronze Standard</li> <li>Founder member of the Kirklees Diversity = Innovation Network, which shares best practice across the public, private and voluntary sectors in Kirklees</li> </ul>     | <ul style="list-style-type: none"> <li>Benchmarking of our internal I&amp;D processes through the IE Bronze Standard has given us a series of areas to progress to reach an even higher standard</li> <li>Develop our collaboration with partners and learn from best practice across sectors</li> </ul>   |
| <b>Zero tolerance</b>                    | <ul style="list-style-type: none"> <li>Hate crime awareness – campaigns have taken place to encourage crime awareness and the reporting of hate incidents</li> </ul>  | <ul style="list-style-type: none"> <li>Hate crime awareness campaigns to be included in Learning and Development programmes and incorporated into the People Strategy</li> <li>Training for managers to support staff experiencing hate crime incidents</li> </ul>   |



| I&D Policy Statement Area               | What has been achieved  | What next  |
|---|---|--|
| <b>The way we do things in Kirklees</b> | <p>A series of events aimed to improve inclusion and diversity across the organisation and wider community:</p> <ul style="list-style-type: none"> <li>• National Inclusion Week</li> <li>• LGBT Pride (40th anniversary of London Pride coming to Huddersfield)</li> <li>• Black History Month</li> <li>• Our inaugural South Asian History Month</li> <li>• Mental Health Week</li> <li>• Men's Health Week</li> <li>• Creation of Working Carers Passports</li> </ul>  | <ul style="list-style-type: none"> <li>• I&amp;D events continue to feature in the Corporate Calendar, in collaboration with the Communications Team, incorporating new methods of qualitative evidence capture, such as restorative listening circle feedback</li> <li>• Development and increased awareness of the Working Carers Passport</li> </ul>  |
| <b>Inclusive policies</b>               | <ul style="list-style-type: none"> <li>• Inclusion and diversity has been made an organisational priority, with a commitment to address structural inequalities that exist within the Council and the district</li> <li>• Kirklees Welcome has an increased emphasis on inclusion and diversity</li> </ul>  | <ul style="list-style-type: none"> <li>• Development of Integrated Equality Impact Assessments</li> <li>• Improvements to the collection and use of qualitative data and intelligence</li> </ul>   |
| <b>Spread the word</b>                  | <ul style="list-style-type: none"> <li>• Networking with local partners, such as through the Diversity = Innovation Network</li> <li>• External-facing events, such as the Inclusion and Diversity Awards</li> <li>• Articles on the staff intranet from senior officers on topics such as menopause, working carers, and living with cancer</li> <li>• Founding member of the West Yorkshire Mayor's Fair Work Charter programme</li> <li>• Significant partnership work through the West Yorkshire Race Equality Network</li> </ul> | <ul style="list-style-type: none"> <li>• Continue to develop partnership work through the Diversity = Innovation Network</li> <li>• Continue work with the West Yorkshire Mayor on I&amp;D matters, including the Fair Work Charter</li> <li>• Support partners to develop their social value work, and encourage them to strive to go beyond compliance with inclusivity</li> <li>• Continue progress towards the aims of the West Yorkshire Race Equality Network, such as through the Health Inequalities Academy and the Root Out Racism campaign</li> </ul> |
| <b>Listen and act</b>                   | <ul style="list-style-type: none"> <li>• Increased activity and joint working / support for the employee networks</li> </ul>  | <ul style="list-style-type: none"> <li>• Clear guidance for managers that staff should be encouraged to get involved with the networks</li> <li>• Consideration of next steps for the networks</li> </ul>  |



## APPENDIX D: INCLUSION AND DIVERSITY ACTION PLAN

| Priority Area          | Outcomes / Objectives<br>(what are we looking to achieve?)   | Activity<br>(what are we going to do?)  | Performance measures<br>(how are we going to assess progress?)   | Timeframe  |
|------------------------|--|---|--|--|
| <b>Inclusion First</b> | <ul style="list-style-type: none"> <li>Employees feel confident they are considering inclusion as an essential first step in thinking about how services work for communities, through project development, service delivery and organisational change</li> <li>Systems change across the institution will have inclusion at its heart, with an expectation that directorates will evidence their work putting community knowledge into action to best serve citizens</li> </ul> | <ul style="list-style-type: none"> <li>Redevelop Integrated Equality Impact Assessments (IEIAs), through an integrated online platform where officers can access relevant insight to enable them to develop services in partnership with communities</li> <li>Alongside the Data and Insight Strategy, scope new opportunities for the application of data to all our inclusion work. Use IEIA development to create a tableau of data, where IEIAs can be utilised and evaluated as dynamic documents and systems</li> <li>Support and work with Children's Services to address recommendation 4 (Tackling Growing Inequalities) of the Kirklees Futures Strategy, such as with working class communities</li> </ul> | <ul style="list-style-type: none"> <li>New Integrated Equality Impact Assessment process</li> <li>Evidence of the application and consideration of relevant data and insight through the IEIA</li> <li>A sample of IEIAs to be submitted to a relevant group for quality assurance and monitoring</li> </ul> | <ul style="list-style-type: none"> <li>New process in place by November 2022</li> <li>Evaluation of the use of IEIAs and the generation of relevant data for future project scoping by September 2023</li> </ul> |
| <b>Project Search</b>  | <ul style="list-style-type: none"> <li>Workplace diversity is enhanced by targeting the underrepresented group of young adults with learning disabilities and / or autism, creating meaningful opportunities for them to enhance our teams</li> </ul>  | <ul style="list-style-type: none"> <li>Establish an internship programme for young adults with learning disabilities and autism</li> <li>Put in place strategies and job development processes, to ensure the sustainability of the project in future years, and our continued support for this area of the workforce</li> </ul>  | <ul style="list-style-type: none"> <li>At least 50% of interns secure employment with Kirklees Council</li> </ul>  | <ul style="list-style-type: none"> <li>Pilot project completed by September 2022</li> </ul>  |

| Priority Area                          | Outcomes / Objectives<br>(what are we looking to achieve?)  | Activity<br>(what are we going to do?)  | Performance measures<br>(how are we going to assess progress?)  | Timeframe   |
|--|---|---|---|---|
| <b>Culturally Confident Colleagues</b> | <ul style="list-style-type: none"> <li>Employees feel confident interacting with people different to themselves, understanding their own cultural values and those of colleagues and citizens, enabling them to represent and value everyone</li> </ul>       | <ul style="list-style-type: none"> <li>Develop person-centred I&amp;D training for staff which will equip them to work confidently alongside culturally different colleagues and citizens</li> <li>Enhance 'Our Kirklees Welcome', using a strengths-based approach, including the incorporation of inclusion into the development of appraisals</li> <li>Create a shared understanding of inclusion, building confidence and skills, with ongoing training in line with restorative principles</li> <li>Establish a blended approach to colleague development including 'bite size' resources, self-service guides, short topic learning sessions, longer programmes, action learning sets or listening circles</li> </ul> | <ul style="list-style-type: none"> <li>Survey-based – include a diversity question in the Pulse Survey – to benchmark ahead of the implementation of this Strategy, and then afterwards</li> <li>All staff to complete some element of inclusion training</li> </ul>  | <ul style="list-style-type: none"> <li>First survey April 2022</li> <li>Training developed 2022</li> <li>Follow-up survey January 2023</li> <li>All staff to have undertaken some inclusion training by January 2023</li> </ul> |
| <b>Inclusion Allies</b>                | <ul style="list-style-type: none"> <li>Employees are encouraged to join at least one employee network, either as a member or ally, or undertake personal development opportunities to champion diversity across the organisation and wider society</li> </ul> | <ul style="list-style-type: none"> <li>Create an Allies Network to support and amplify the work of the Employee Networks</li> <li>Train and support Allies Network members to be effective allies to all underrepresented voices, building their confidence with appropriate terminology and tools</li> <li>Ensure the voices of employee network members are prominent, even with increased ally membership</li> </ul>   | <ul style="list-style-type: none"> <li>Membership details of networks gathered, differentiating between those sharing a protected characteristic and allies</li> <li>Training developed for allies to respectfully support and champion people with a protected characteristic, fostering good relationships across groups</li> </ul> | <ul style="list-style-type: none"> <li>Membership open immediately</li> <li>Training developed 2022</li> <li>Survey of networks carried out National Inclusion Week 2022</li> </ul>   |

ACHIEVING INCLUSION

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Kirklees Council

# Inclusion and Diversity

## Annual Report 2021



## INTRODUCTION

This annual report on Inclusion and Diversity in the Council has two primary aspects to it. Firstly, it reflects on the areas of improvement set out in the last annual report and establishes what progress has been made. Secondly, the report outlines the range of work that has taken place across the organisation as part of a tackling inequalities programme, which has begun to address some of the systemic issues adversely impacting our communities. These issues were bluntly exposed by the Covid pandemic. Our response to this was to place inclusion at the heart of all that we did in the initial phase, where we had to meet a range of needs quickly and effectively, while also considering the disparate nature of our communities and the uneven spread of the virus.

## ADDRESSING AREAS OF IMPROVEMENT FROM THE LAST ANNUAL REPORT

The current Inclusion and Diversity (I&D) Strategy – ‘From Equality to Inclusion: 2017-2021’ - and the previous annual report were constructed around the following key themes:

- A committed and diverse workforce
- Taking a positive and inclusive approach to everything we do
- Zero tolerance on abuse, harassment, bullying and violence
- Demonstrating our commitment through the way we do things in Kirklees
- Inclusive policies
- Spreading the word about inclusion and diversity
- Listening and acting for ongoing improvement

The current I&D Strategy was constructed around the following eight themes.

## SUMMARY OF ACTIONS FROM THE LAST ANNUAL REPORT

- Need equality profile information on all nine protected characteristic groups.
- Need to attract apprentices and improve the profile of the workforce especially at grade 12 and above from Black, Asian and Ethnic Minority communities.
- Better prepare care leavers for apprenticeships by piloting paid work experience one day a week.
- On the gender pay gap, recruitment for all posts is open and inclusive. The Council is committed to reducing the gender pay gap and will take additional initiatives to address this further.



# 1. A COMMITTED AND DIVERSE WORKFORCE

## 1.1 ACHIEVEMENT

### INTRODUCTION OF NAME-BLIND RECRUITMENT

This has been introduced for all vacancies across the Council. In practice, this means all applications for Council vacancies do not show names or any other personal characteristics to the recruiting panel. This reduces potential for bias in the shortlisting process.

### IMPROVED DATA COLLECTION ACROSS ALL EQUALITY GROUPS

We now capture information on sexual orientation and religion. This has been the case for the last two municipal years, which is in addition to the existing categories we had for age, gender, disability, and ethnicity. However, non-reporting – especially in the sexual orientation category – remains a noticeable weakness in the data and the organisation needs to lead to greater confidence in employee declarations in this regard.

### VIRTUAL WORK EXPERIENCE

The pandemic drastically reduced the amount of contact the Council's apprenticeship recruiters could have with local schools and colleges. In response, a pilot virtual work experience scheme saw Year 10 pupils from three schools in areas of deprivation across Kirklees engage on a range of online activities, supported by colleagues drawn from a range of services. The feedback from the pilot programme was very positive and the scope of the engagement was widened. Four work experience programmes have now taken place.

### APPRENTICE RECRUITMENT

The Council now has a more developed apprenticeship scheme. However, due to Covid, face-to-face recruitment fairs in sixth forms and further education colleges could not take place, with the result that applications were down in 2021 on previous years across all protected characteristic groups.

### BLACK, ASIAN AND ETHNIC MINORITY LEADERSHIP PROGRAMME

The cohort for the Level 5 Solace leadership programme in 2021 was five colleagues, with a further colleague taking up a Level 7 Black, Asian and Ethnic Minority Fellowship with the West Yorkshire and Harrogate Partnership.

For the previous year, statistics as of 22 December 2020 show that:

- 79 Black, Asian and Ethnic Minority colleagues attended priming sessions (3 attended non-Black, Asian and Ethnic Minority sessions)
- 33 (46%) either attended further courses or had further discussions with Learning & Organisational Development (L&OD)
- 13 (18%) fully engaged (i.e., attended more than one session or had ongoing discussions with L&OD)
- 13 (18%) engaged (i.e., brief discussions e-mails with L&OD)
- 18 (25%) attended Career Focus

- 4 attended Black, Asian and Ethnic Minority Interview Skills
- 12 (15%) attended Introduction to Management.

## **PROJECT SEARCH**

With only 9% of people with learning disabilities in paid work in Kirklees, the Council entered a partnership with DFN Project Search, a national organisation, and Kirklees College to provide 10, one-year internships.

## **CAREERS SITE**

Launched in September 2021, this is a new landing page for job vacancies and is intended to serve as an improved showcase for careers with the Council. The site has an inbuilt focus on services with ongoing recruitment and retention issues, with content changing regularly to reflect this. The site also features a section on inclusion and diversity in the recruitment process and represents a significant improvement on the previous offer.

## **1.2 IMPACT**

### **INTRODUCTION OF NAME-BLIND RECRUITMENT**

The new name-blind recruitment process will be evaluated in January 2022, a year after its introduction, to assess its impact.

### **VIRTUAL WORK EXPERIENCE**

Over 100 young people took part in three courses, with a further course reserved solely for care leavers. Feedback has been overwhelmingly positive and many of the Year 10 pupils have gained valuable insights into the many areas of employment the Council can offer.

### **BLACK, ASIAN AND ETHNIC MINORITY LEADERSHIP PROGRAMME**

As an example of the impact of the leadership programme, a Black, Asian and Ethnic Minority colleague decided to take part in two training courses: Introduction to Management and Career Focus for Black, Asian and Ethnic Minority colleagues. They reported having really enjoyed the courses and found that they helped them to focus on what they'd learned in their career to date as well as giving valuable opportunities to share thoughts and feelings with co-workers, as well as exploring barriers to progression and how these could be overcome. The Personal Development Plan was particularly valuable, as it allowed attendees to map out what they could realistically achieve within a certain time.

This led onto a career focus course that included a smart options test designed to highlight career direction options that in turn led to attendees attending an Introduction to Project Management course, which clarified the direction they wanted to take. In terms of training progression, they have now successfully completed an approved project management qualification leaving them optimistic about the future and hoping for an opportunity to work within a project team.

### **PROJECT SEARCH**

The programme, which started in October 2021, is running from the Council's High Street building, with Kirklees College delivering training support from there as well. Fifteen internship



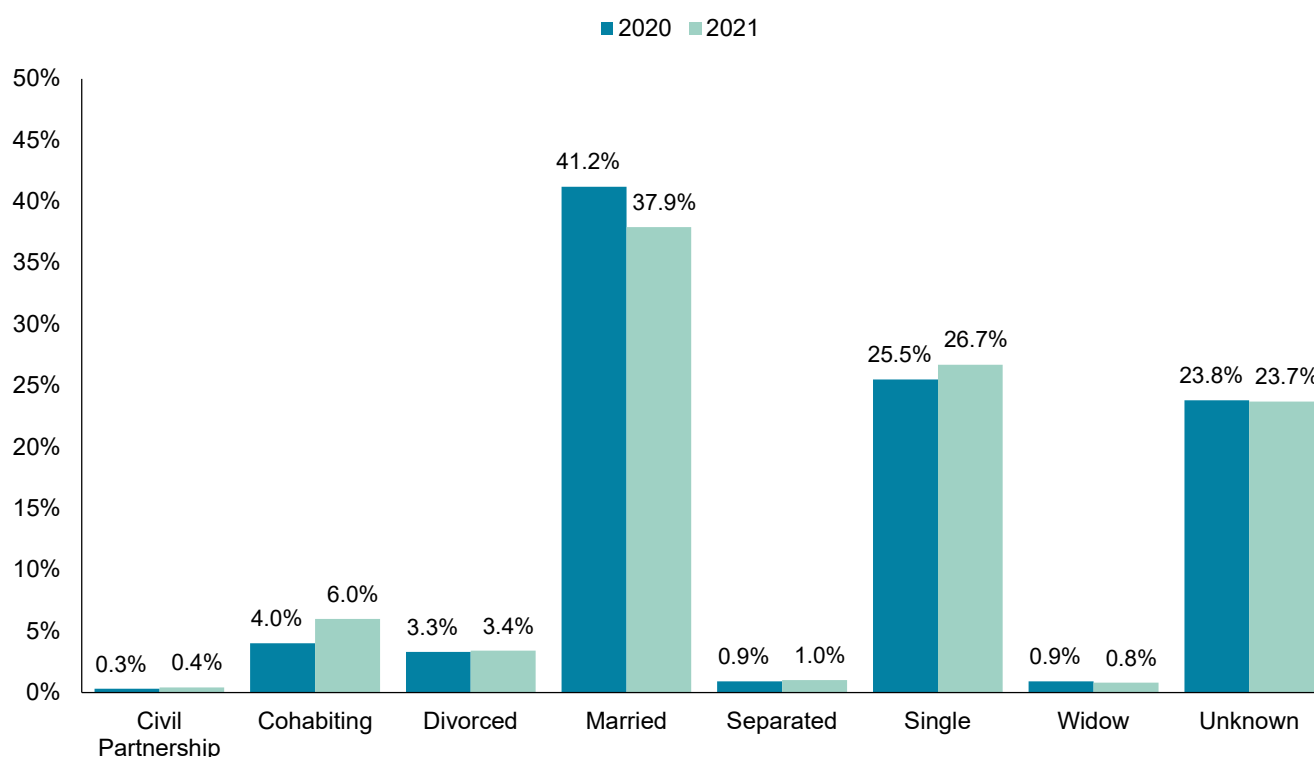
roles have been identified across the Council, and each intern will undertake two placements each, on a rotational basis.

## IMPROVED DATA COLLECTION ACROSS ALL EQUALITY GROUPS

Improved insight into the workforce profile across the organisation. The figures for 2021 reflect the integration of former Kirklees Neighbourhood Housing employees into the Council's overall workforce with the addition of a fifth directorate – Growth & Regeneration, adding a further 793 employees to the total headcount. The percentage gender balance shows some slight movement from the previous year, all other protected characteristic groups have remained fairly static in percentage terms across the last two years:

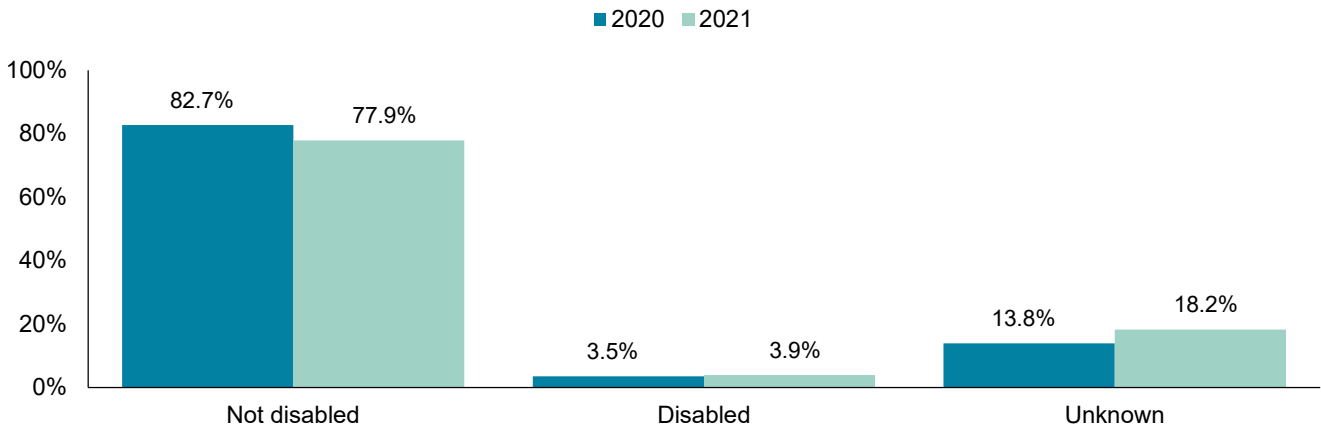
### MARITAL STATUS, 2020-21

|                   | 2020<br>% (headcount) | 2021<br>% (headcount) |
|-------------------|-----------------------|-----------------------|
| Civil Partnership | 0.3% (22)             | 0.4% (34)             |
| Cohabiting        | 4.0% (283)            | 6.0% (504)            |
| Divorced          | 3.3% (234)            | 3.4% (289)            |
| Married           | 41.2% (2,899)         | 37.9% (3,188)         |
| Separated         | 0.9% (60)             | 1.0% (86)             |
| Single            | 25.5% (1,792)         | 26.7% (2,248)         |
| Widow             | 0.9% (63)             | 0.8% (0.8)            |
| Unknown           | 23.8% (1,675)         | 23.7% (23.7)          |



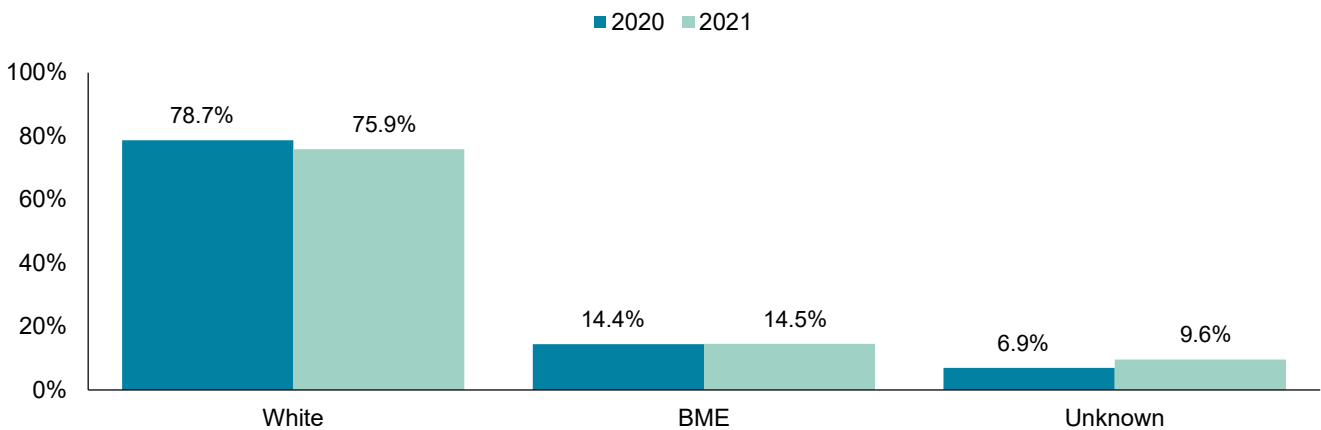
## DISABILITY, 2020-21

|              | 2020<br>% (headcount) | 2021<br>% (headcount) |
|--------------|-----------------------|-----------------------|
| Not disabled | 82.7% (5,814)         | 77.9% (6,550)         |
| Disabled     | 3.5% (244)            | 3.9% (326)            |
| Unknown      | 13.8% (970)           | 18.2% (1,530)         |



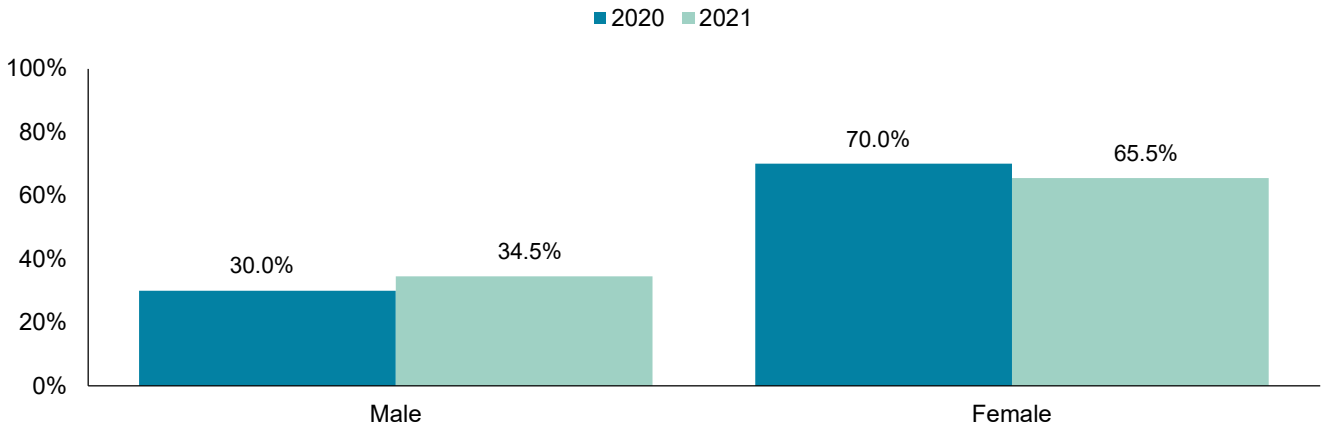
## ETHNICITY, 2020-21

|  | 2020<br>% (headcount) | 2021<br>% (headcount) |
|--|-----------------------|-----------------------|
| White                                  | 78.7% (5,529)         | 75.9% (6,376)         |
| Black, Asian<br>and Ethnic<br>Minority | 14.4% (1,014)         | 14.5% (1,219)         |
| Unknown                                | 6.9% (485)            | 9.6% (811)            |



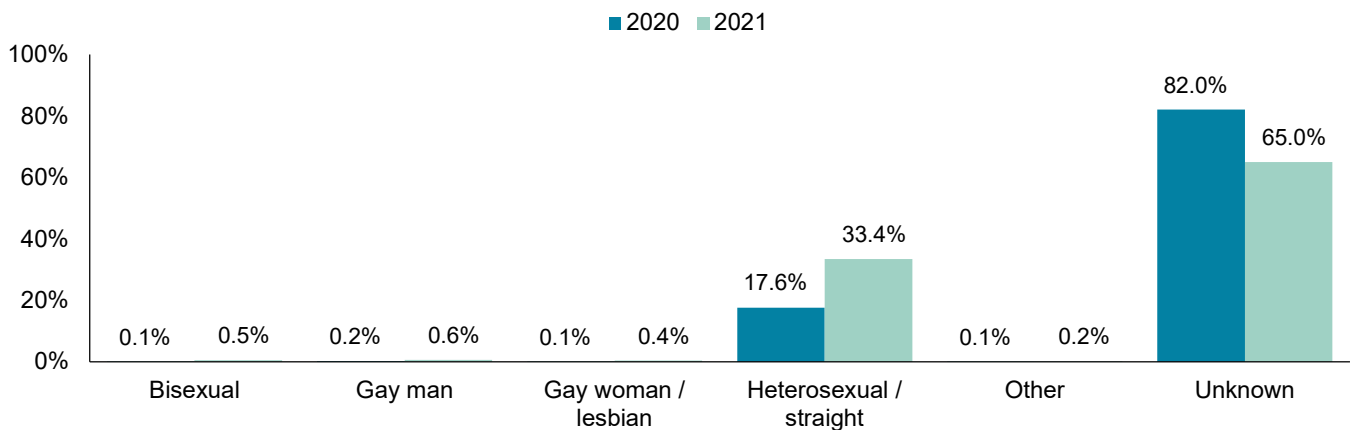
## GENDER, 2020-21

|        | 2020<br>% (headcount) | 2021<br>% (headcount) |
|--------|-----------------------|-----------------------|
| Male   | 30.0% (2,106)         | 34.5% (2,896)         |
| Female | 70.0% (4,922)         | 65.5% (5,510)         |



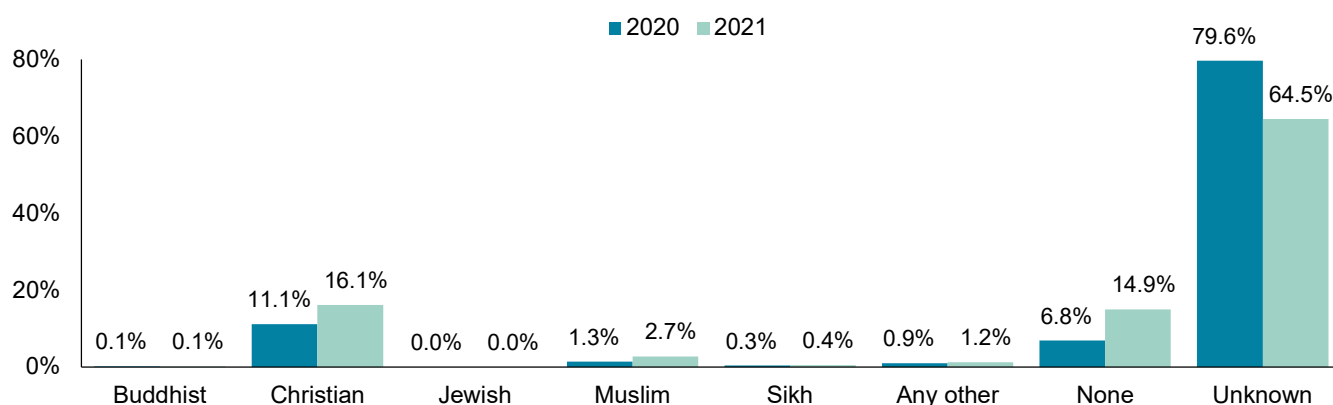
## SEXUAL ORIENTATION, 2020-21

|                         | 2020<br>% (headcount) | 2021<br>% (headcount) |
|-------------------------|-----------------------|-----------------------|
| Bisexual                | 0.1% (7)              | 0.5% (40)             |
| Gay man                 | 0.2% (13)             | 0.6% (47)             |
| Gay woman / lesbian     | 0.1% (4)              | 0.4% (31)             |
| Heterosexual / straight | 17.6% (1,239)         | 33.4% (2,811)         |
| Other                   | 0.1% (4)              | 0.2% (16)             |
| Unknown                 | 82.0% (5,761)         | 65.0% (5,461)         |



## RELIGION, 2020-21

|           | 2020<br>% (headcount) | 2021<br>% (headcount) |
|-----------|-----------------------|-----------------------|
| Buddhist  | 0.1% (5)              | 0.1% (12)             |
| Christian | 11.1% (777)           | 16.1% (1,356)         |
| Jewish    | 0.0% (1)              | 0.0% (1)              |
| Muslim    | 1.3% (94)             | 2.7% (228)            |
| Sikh      | 0.3% (18)             | 0.4% (33)             |
| Any other | 0.9% (61)             | 1.2% (100)            |
| None      | 6.8% (479)            | 14.9% (1,256)         |
| Unknown   | 79.6% (5,593)         | 64.5% (5,420)         |



We can now report every quarter on seven protected characteristic groups, enabling the organisation to analyse gaps in the workforce profile and target interventions appropriately.

### 1.3 AREAS FOR IMPROVEMENT

We now report on seven of the nine protected characteristic groups, but work is underway to incorporate the final two areas of gender reassignment and pregnancy/maternity. It is envisaged that the new Data and Insight Strategy, currently in development, will support services to develop data monitoring measures to capture the full range of protected characteristics.

We require improved take up of Project Search from services across the Council to offer a variety of internships.

The most recent gender pay gap for 2021 shows that the mean gender pay gap is down 0.5% against the previous reported figure of 9.8% in favour of males. However, the median pay gap for males is up by 2.9% against the previously reported figure of 12.4%. In terms of bonus pay, this shows that 0.57% of males received a bonus, as opposed to 0.81% of female employees.

Data collection on protected characteristic groups needs to be improved and the Council will undertake an awareness-raising campaign to explain why we require equality monitoring data and how it will be used, for example, to tackle under-representation in the workforce. A key aspect of the campaign will be to reassure employees that declaring highly sensitive personal information (e.g., sexuality) will not be used for any purposes other than characteristic group monitoring.

## **SUMMARY OF AREAS FROM THE LAST ANNUAL REPORT**

- The Council needs to tap into the external support and challenge from organisations such as Inclusive Employers to enhance best practice and address under performance.
- The I&D Hub will continue to provide leadership and extra capacity; however, all services need to incorporate I&D as part of their service priorities and day-to-day activities.

## 2. TAKING A POSITIVE AND INCLUSIVE APPROACH TO EVERYTHING WE DO

### 2.1 ACHIEVEMENT

#### **DIVERSITY CALENDAR**

This is now part of the Corporate Calendar, which means that I&D events form part of ongoing Council plans. Throughout the year, we now use a diversity calendar to help plan events throughout the year, which is linked to our Corporate Calendar and plans and celebrates diversity.

#### **KIRKLEES DIVERSITY AWARDS**

The event celebrated the diversity of Kirklees by recognising and rewarding organisations and teams that are passionate about inclusion and diversity. It also honoured organisations that promote outstanding inclusion and diversity, and individuals who have been acknowledged for their contributions and commitment to improving practices and making working environments more inclusive.

#### **INCLUSIVE EMPLOYER BRONZE STANDARD**

The Council has attained the Inclusive Employer's Bronze Standard. This was recognition for the Council's progress on diversity as an employer and covers areas such as positive engagement with staff at all levels on inclusion; developing and supporting employee networks; embedding inclusion in recruitment and training processes; and demonstrating how we are continuously learning and drawing on best practice.

#### **DIVERSITY = INNOVATION NETWORK**

This is a group of employers and businesses in the Kirklees district that is focussed on reaping the opportunities of the diversity advantage in the labour market and enterprise. Participation in the Network allows officers and managers to share best practice in open forum meetings with other D=I members, participation in the planning and delivery of themed webinars, and greater interaction between public, private and Voluntary and Community Sector (VCS) organisations.

The D=I Network is the business aspect of Kirklees' involvement in the Council of Europe's Intercultural Cities programme (ICC).

### 2.2 IMPACT

#### **INCLUSIVE EMPLOYER BRONZE STANDARD**

The award has given us a benchmark on our internal I&D processes, which we've begun to build on and will be reflected in our 2021/23 strategy.

#### **DIVERSITY = INNOVATION NETWORK**

The Network, which includes all major Kirklees anchor institutions and businesses, along with representatives of the local VCS, has strengthened partnership working around inclusion and diversity. Sharing best practice on this agenda has been very successful, with webinars being

organised by different members on a variety of topics, including ‘George Floyd – one year on’ and ‘Reflections on 10 years of the Equality Act and the Public Sector Equality Duty” and a planned future event looking at financial inclusion.

The Network has developed a charter, which now boasts 15 signatory organisations. This is a commitment to mainstream diversity and interculturalism into each respective organisation.

### 1.3 AREAS FOR IMPROVEMENT

The Council is now tapping into the external support and challenge from organisations such as Inclusive Employers as well working with partners via the D=I Network. However, learning from best practice elsewhere needs to be ramped up and embedded as a way of working, along with increased collaboration with partners.

Over the last 2 years, inclusion has been given a much higher profile within the organisation, and services have been engaged with and asked to incorporate inclusion via forums such as the Kirklees Leadership Forum – where managers have been asked to offer internships under Project Search and to recruit apprentices in line with the agenda set by the virtual work experience programme.

## 3. ZERO TOLERANCE ON ABUSE, HARASSMENT, BULLYING AND VIOLENCE

### SUMMARY OF ACTIONS FROM THE LAST ANNUAL REPORT

- Need to raise employee and management awareness to combat under-reporting of hate crimes.
- Equip managers to better support staff experiencing such incidents.
- Better understanding of people's perception of bullying and harassment.

### 3.1 ACHIEVEMENT

#### HATE CRIME AWARENESS AND REPORTING

Several campaigns, both internal to the Council and externally in the community at large, have taken place over the past 18 months to increase hate crime awareness and encourage reporting of incidents. This work is continuing and will be included in learning and development programmes and incorporated into the People Strategy.

### 3.2 IMPACT

#### HATE CRIME AWARENESS AND REPORTING

Across the five established monitoring strands (disability, faith, race, sexual orientation and transphobic) there has been an increase in reported incidents in each one apart from transphobic, which fell by 3.8% across Kirklees. Although this is concerning, the increase across the other four areas, which ranged from 16% for race, 37% for disability, 53% for faith to 56% for sexual orientation, can be seen as positive due to increased awareness and publicity campaigns. There was a particular focus on this in National Hate Crime Awareness Weeks in 2019 and 2020; nonetheless, this is an issue that will need to be reinforced and revisited on a regular basis and there is a need to ensure information reaches our dispersed workforce.

### 3.3 AREAS FOR IMPROVEMENT

#### HATE CRIME AWARENESS AND REPORTING

Greater awareness among all employees about the process of reporting incidents is required – under-reporting is a national issue particularly on hate crimes.

Consideration is now underway about how awareness is increased and how managers are equipped to support their staff experiencing such incidents.



## 4. DEMONSTRATING OUR COMMITMENT THROUGH THE WAY WE DO THINGS IN KIRKLEES

### SUMMARY OF ACTIONS FROM THE LAST ANNUAL REPORT:

- Improve communication about Working Carers' Passports to managers and employees, along with improved monitoring of their effectiveness.
- National Inclusion Week involvement needs to be the basis of a more coordinated approach to celebrating and promoting good I&D practice throughout the whole year.

### 4.1 ACHIEVEMENT

#### NATIONAL INCLUSION WEEK

We continue to highlight and take part in National Inclusion Week (NIW), with 2021's theme being 'united for inclusion'. The week began with the Council's Executive Team discussing the importance of inclusion and what it meant to them both as individuals and leaders within the organisation. Activities during the week ranged from the importance of valuing staff to anti-racism, a quiz, Coffee Roulette (where people were matched with other colleagues from cross Kirklees), profiling the employee networks, and a webinar hosted by the D=I Network and led by a speaker from the Equality and Human Rights Commission looking at the first 10 years of the Equality Act Public Sector Equality Duty.

#### THE LGBT PRIDE

The Council and particularly its LGBT Network lent its support to the success of 2021 Pride events. This year marked the 40<sup>th</sup> anniversary of London Pride coming to Huddersfield in a widely applauded act of solidarity with the local LGBT+ community, which was facing police harassment in the form of an attempt to close a Huddersfield venue, the Gemini Club. The attendant publicity saw the club keep its licence and several charges being dropped against members of the LGBT+ community.

#### BLACK HISTORY MONTH

Events taking place in 2021 included Stories of Protest – a primary school history project; an exploration of Black lives in the library archives and the Windrush Achievement Awards – an online event to celebrate the contribution of the Caribbean community to cultural and economic life in West Yorkshire. The month culminated in a celebration led by the Iroko Project, which promoted both Black History Month and the co-production work happening here in Kirklees by Black African and Caribbean communities, the Iroko Ambassadors and the project's Community Change leadership graduates. This far-reaching and exciting programme of work was shortlisted for the Community Project of the Year award at the European Diversity Awards after a successful three-way nomination that embraces the Kirklees Black African and Caribbean community, Amber & Greene (Project Iroko consultants) and Kirklees Council.

#### SOUTH ASIAN HISTORY MONTH

The inaugural Sangam festival took place in July and August 2021 as a community festival celebrating South Asian arts, culture and heritage that was intended to bring people together to enjoy heritage and multi-arts events in a spirit of celebration, positivity and harmony. Over four weeks in the summer, events were held to commemorate and celebrate history and culture and

give a wider understanding of the diverse heritage that links the UK with South Asia. The four-week festival covered the history of South Asian communities in Kirklees and the contribution immigration has made to both local and national life – starting with the Sikh warrior memorial in Greenhead Park, which commemorates the service, suffering and sacrifice of Sikhs in both World Wars. Other events during the month covered mental health and wellbeing support – with emphasis on the impact of the pandemic on the South Asian communities; music, in particular the evolution of Bhangra music and dance; and the important place of food in South Asian culture – with particular emphasis on Bangladeshi and Bengali cuisine.

## 4.2 IMPACT

### NATIONAL INCLUSION WEEK

Active involvement in this week continues to help highlight the importance of inclusion and raise its profile across the organisation. In 2021 all the activities were online, which in some respects gave greater reach. For example, the D=I webinar had over 75 attendees from a variety of partner organisations and other local authorities, with free tickets available via Eventbrite. As a result of many of the activities, including the webinar and Coffee Roulette, new relationships have been formed between people from different backgrounds and some will lead to further collaborative work on inclusion.

## 4.3 AREAS FOR IMPROVEMENT

### REACHING THE DISPERSED WORKFORCE

Due to the pandemic, National Inclusion Week in 2021 was virtual. In one respect this gave us greater reach with partners external to the Council. However, there is real concern that the information and organised activities did not reach frontline workers and those members of staff who do not have access to IT at work. It is hoped that this will be partly addressed in the future by the introduction of the MySpace app, which will give employees smartphone access to news about other events.

While it is positive that the Working Carers' Passports are in place, communication about them to managers and employees needs to be improved and their effectiveness needs to be monitored.

Our involvement in National Inclusion Week needs to be the basis of a more coordinated approach to celebrating and promoting good practice on I&D throughout the whole year. As stated earlier in this report we are now members of Inclusive Employers which will help in respect of external support and resources.

The Council now regularly promotes and celebrates several events and themed days and weeks in its Corporate Calendar, for example Mental Health Week, Black History Month, Pride, LGBT History Month, Men's Health Week. These events are now far better co-ordinated, and we work in collaboration with the Council's Communications Team, who promote them both internally and externally on a range of media that encompass different methods of qualitative evidence capture, such as feedback from restorative listening circles.

## 5. INCLUSIVE POLICIES

### SUMMARY OF AREAS FROM THE LAST ANNUAL REPORT

- While the People Strategy is explicit about the importance of I&D and this being part of our cultural transformation, work is still needed to embed this and make it a reality.
- Need to ensure a stronger I&D focus across a range of work areas – for example through looking at inclusive recruitment, inclusive communication, inclusive leadership and management, induction, and so on.

### 5.1 ACHIEVEMENT

The new Council Plan 2021/23 has inclusion as a key value, stating that there will be equal access to opportunities, removing barriers and discrimination and the promotion of a culture of inclusion and diversity. This principle runs throughout all the shared outcomes within the plan and agreed priorities. The revised People Strategy also has inclusion running throughout it, but with a particular focus on supporting under-represented sections of the workforce – either through recruitment or internal development. Examples of these include: the introduction of name-blind recruitment; Project Search, which provides work experience and training to young people with learning disabilities to improve employment prospects and life skills; Black, Asian and Ethnic Minority Leadership Programme, intended to address traditional areas of under-representation at senior management level (Grades 13 and above). Also in development is the Kirklees Inclusive Communities Framework, which is being co-produced with partners and communities and is intended to improve community safety and cohesion.

### 5.2 IMPACT

There has been real progress in key strategic documents incorporating inclusion as part of their principles and specified outcomes. As demonstrated with the examples above, the principles are being translated into practice via a range of programmes and interventions to address inequalities and under-representation.

### 5.3 AREAS FOR IMPROVEMENT

While the People Strategy is explicit about the importance of inclusion and diversity and this being part of our cultural transformation, much more work is still needed to embed this and make it a reality.

We will need to ensure a stronger I&D focus across a range of work areas – for example through looking at inclusive recruitment, inclusive communication, inclusive leadership and management, induction, and so on.

The induction programme has been relaunched under the title Our Kirklees Welcome and is designed to offer a warm welcome to colleagues that are either new or returning to work for the Council, as well those changing roles internally. Our Kirklees Welcome covers the first 12 months' employment, with a greater emphasis on I&D than was previously the case.

## 6. SPREADING THE WORD ABOUT INCLUSION AND DIVERSITY

### SUMMARY OF AREAS FROM THE LAST ANNUAL REPORT

- Need to improve our internal and external communications on I&D to raise awareness of good practice, call people and services to action and engage communities and partners to collaborate more effectively in the future

### 6.1 ACHIEVEMENT

Kirklees has been recognised for its positive work on the inclusion and diversity agenda by being shortlisted for several national and international award nominations.

#### **EUSS**

As a result of the decision to leave the European Union, the UK government introduced the European Union Settlement Scheme, which established a form of indefinite leave to remain for EU citizens living in the UK. In Kirklees, this led to a programme of engagement with a range of communities, employers, and faith groups to ensure maximum take up of the scheme. For many people, this required an inclusion-based approach, with information translated into EU languages and family groups contacted by schools and other locally based organisations. The work was recognised by being shortlisted for a Local Government Chronicle Award.

#### **IROKO PROJECT**

The Iroko Project is an innovative eight-month community-led initiative seeking to uncover inequalities and racism, improve the relationship between the Council and Black and African Caribbean communities and build a framework to continue these relationships and identify systemic changes that will benefit Black and Ethnic Minority communities for generations.

The project takes a culturally responsive co-production approach, where the Black and Caribbean communities design, create and spotlight their important issues. They share their lived experiences, their challenges, their strengths and identify the steps and actions they feel will bring about impactful change. The project has enjoyed a high level of support, with 111 attending its formal launch and over 200 pre-ordering tickets for the culmination of the project's first phase at the end of Black History Month on 29 October 2021. The Iroko Project was shortlisted for the Community Project of the Year award at the European Diversity Awards 2021.

The project's achievements included:

- The pilot and evaluation of a new engagement framework focussed around:
  - #HearMyVoice, (Community Engagement) – which had 99 attendees;
  - #SupportMyVoice (Community Action Planning) – with 77 attendees; and
  - #GrowMyVoice (Community Capacity Building) – 65 attendees.
- The co-production of a 12-month action plan developed with Black communities
- Growing a reference group of community leaders who can continue to cultivate a relationship with the Council, helping to build capacity in the community and ensure the communities voices are represented.

- Introducing learning and development for employees, focussed on improving skills in inclusion and cultural competence in anti-racist practice.

## **KIRKLEES APPRENTICESHIPS FOR ALL/PROJECT SEARCH**

The Council's strategic lead for employability and promoting inclusivity and diversity won the HR Champion of the Year award at the 2021 European Diversity Awards for his work in developing the Council's apprenticeship programme and in supporting a range of anchor institutions to attract, grow and support apprenticeships across the region. In addition, he was also instrumental in getting the Council to sign up to DFN Project Search, an internationally acclaimed programme that helps young people with learning disabilities and autism to access the world of work.

## **6.2 IMPACT**

The Council, along with Kirklees Citizens Advice and Law Centre (KCALC) obtained Home Office funding to raise awareness and provide support for those needing to access the European Union Settlement Scheme. The Council's Community Cohesion Team worked closely with a team of locally recruited community connectors and ran street stalls and other information raising initiatives to ensure information on EUSS was disseminated as widely as possible to communities, including schools, employers, and faith groups. This led to 16,910 EUSS applications from Kirklees residents, which exceed the Home Office's estimated figure of 13,000. Out of the total figure, 14,690 were determined by the 30 June 2021 deadline, with 45% of applicants granted settled status, 37% pre-settled and 13.1% still to be decided at the deadline date. The scale of the engagement work undertaken here in Kirklees led the Home Office to use the programme we developed as an exemplar for other authorities, including the use of individual Kirklees residents' case studies. The work of the Council, KCALC and other partners in raising EUSS awareness and supporting applicants from our citizens was shortlisted for a Local Government Chronicle Award.

On a broader plane, the Council plays a full part in the D=I Network, which was formed under the auspices of the Council of Europe's Intercultural Cities (ICC) programme. The D=I Network is comprised of major anchor partnership organisations, including Huddersfield University, West Yorkshire Police, major local private sector employers, including Syngenta and Cummins Turbo Technologies, and local further education and sixth form colleges. Part of its work involves both sharing good practice and collaborating on a range of projects and programmes, for instance planning and participation in webinars on such topics as policing, financial inclusion and a retrospective on the Public Sector Equality Duty and the Equality Act on the 10<sup>th</sup> anniversary of its enactment. Following the inaugural Kirklees Diversity Awards in February 2020, we are now working with the D=I Network to deliver the second Awards in September 2022. These will focus on the role of I&D in pandemic recovery and the work of individuals and organisations that has been undertaken both during and after the pandemic itself.

Over the past year, the Council has increased its messaging on I&D internally, with several articles by senior officers on topics including the menopause, working carers, highlighting Project Search – a work experience initiative for people with learning disabilities - and promoting staff wellbeing, particularly in light of the pandemic. A Kirklees Leadership Forum in September 2021 was devoted exclusively to inclusion and diversity, which informed senior and middle management about the work of the Tackling Inequalities Programme, progress on the three priority areas from 2020 (e.g. improving health check participation, becoming a more inclusive employer and the Breaking Barriers programme), and the progress of the Iroko Project, which focussed on the Kirklees Black African and Caribbean community and was instrumental in

creating relationships built on trust and mutual benefit between members of the Black community and the Council.

The Council is also a founding member of the West Yorkshire Mayor's Fair Work Charter programme, and several officers will be contributing to the work of this major regional initiative over the coming months – a sign that the importance of our I&D work is being recognised at a regional level.

## 6.3 AREAS FOR IMPROVEMENT

In terms of the Iroko Project, there is a recognition of the need for greater skills and awareness across the organisation to respond to the needs of Black African and Caribbean communities who, having suffered the effects of inequalities for many years, saw them exacerbated by Covid.

There is also a wider requirement for the whole organisation to become more culturally confident, enhancing understanding across all employees to meet the needs of all protected characteristic groups more effectively.

## 7. LISTENING AND ACTING FOR ONGOING IMPROVEMENT

### SUMMARY OF ACTIONS FROM THE LAST ANNUAL REPORT:

- Our commitment at the beginning of 2017 to rejuvenate all employee networks has seen progress by the Young Employee Network and the Black, Asian and Minority Ethnic Network. However, more work still needs to take place to support all the other networks to enable them to thrive, with increased recognition by services and managers of the positive contribution made by networks to the Council's core business.

### 7.1 ACHIEVEMENT

Our commitment to rejuvenate all the employee networks, first set out in 2017, continues to gain impressive results, with the Young Employee, Black Asian and Minority Ethnic and Working Carers Support Networks all making changes to their leadership structures and widening their offer to both existing members and newcomers. The Disabled Employee Network took a leading role in consultations for the return to office working and changes to recruitment processes, while the LGBT Network made important contributions to 2021's Pride celebrations – which marked 40 years since London Pride came to Huddersfield.

Moves commenced last year to encourage attendance and involvement in network activities have also continued, with the active support of senior management network champions and the Chief Executive.

While the YEN and Black, Asian and Minority Ethnic Networks continue to be the most active, the other networks have been provided with additional support and are now far more visible and confident, which has enabled them to attract more members and independently organise events. There is also greater collaboration across networks, for example YEN support for some Working Carers Support Network activities.

As will be seen in the work undertaken jointly between the Working Carers Support Network and the Young Employee Network (below), and previous work on menopause awareness and mental health wellbeing support, network intersectionality (in the sense of identifying overlapping and interdependent systems of discrimination or disadvantage) is developing on a shared experience basis, something that has been particularly noticeable during the pandemic in relation to YEN and issues of isolation and anxiety.



## 7.2 IMPACT

### YOUNG EMPLOYEE NETWORK

YEN is composed of all Council employees aged 30 or under. The Network is led by a team of leads and two co-chairs who commit their time, alongside their jobs, to delivering the Network's priorities and championing young people in Kirklees.

Here are some examples of the work YEN has done and continues to do:

- Empowered staff to talk about and improve their health and wellbeing through the Men's Minds Matter and Working Women's Wellness events.
- Helped managers find new ways to support their young employees through the Manager's Meet-Up workshop, leading to young employees taking over as Head of IT for a week.
- Supported age diversity and recruitment of young employees through attending apprenticeship recruitment events and enabling young employees to be consulted on our new recruitment system.
- Helped young employees get to know each other through regular socials and weekly virtual 'Tea 'n' Talks'.
- Mental Health Awareness week activities such as the wellbeing walks.
- Built the power of employees' voices by facilitating discussions across the employee networks.
- Shaped Council strategy on inclusion and diversity through membership of the Inclusion and Diversity Hub.
- Hosted themed workshops for young employees with guest speakers, recent examples include climate change and pensions workshops.
- Built the profile of young employees in the Council through the best Young Employee Network Awards yet, with the largest number of attendees to date.
- Made a difference to lives through volunteer hours organised and delivered through YEN and fundraising for local charities.
- Annual activities to champion and celebrate Local Democracy Week.
- Supported the Council's Kickstart Scheme and Virtual Work Experience offer.

YEN is also currently engaged in succession planning and will soon be recruiting to vacancies within its leadership team, including that of co-chair. Any employees aged 30 and under can apply for these roles and take a leading part in helping the network deliver on its priorities and further their skill set at the same time.

### THE WORKING CARERS SUPPORT NETWORK

The Working Carers Support Network (WCSN) aims to support Kirklees employees who have the additional responsibility of caring for a family member or friend in an unpaid capacity alongside their day-to-day role with the Council.

The Network offers monthly virtual meetings for members to catch up and benefit from peer support from other working carers. The meetings also provide the opportunity for guest speakers to provide information about the support that is available for working carers both through the Council and through local charities and organisations.



The Network also enables working carers to be able to share their experiences and ideas with council officers and our two Network Director Champions, who continually work to ensure that Kirklees Council is an inclusive and supportive employer of working carers.

The Working Carers Support Network is an employee network run by its members and supported by two co-chairs.

While the Working Carers' Passport is still operational across the organisation, there is still work to do to ensure it is applied consistently and enjoys recognition across all services and directorates.

## **LGBT NETWORK**

The LGBT Network works to ensure the wellbeing of its membership and that no Council employee suffers from discrimination because of their sexual orientation or gender identity. If needed, help in this regard can be sought anonymously via the network chairs.

The Network feels that representation in the workforce is a paramount requirement for an inclusive employer. It works across the Council to mark notable periods such as LGBT History Month and Pride, with events for both Council staff and residents alike. The main aim is to showcase the contribution that LGBT staff make to Kirklees, everything that the Council has done to make itself an inclusive and welcoming place in which LGBT employees can thrive, and to focus forwards on what can still be done to improve even further. The Network promotes awareness and education around the LGBT community and bolsters wider allyship.

During the pandemic, regular meetings have become more important than ever, giving members the chance to connect and facilitate that all-important social interaction, albeit digitally. Further to this, and despite the coronavirus restrictions, the network has maintained the work needed to deliver virtual Kirklees Pride 2021, and it continues to work with the Kirklees senior leadership teams on further improving the experience of LGBT staff, with a particular focus recently being on that of non-cis-gendered employees.

In terms of who can join the network, membership is open to anyone who both works for the Council and is a member of the LGBT community.

## **DISABLED EMPLOYEE NETWORK**

The Network has spent a large part of its time supporting members during the pandemic, but there have also been a wide range of consultation and further support activities, including the following:

- Provided 1-to-1 and group support to members of the Network on ad hoc issues arising in the workplace.
- Supported development of a state-of-the-art design for disabled living at Cherry Trees respite care centre for people with learning disabilities in Shepley.
- Supported managers in areas such as how to approach a conversation with a disabled employee around disability and adjustments, providing information and signposting to other information resources.
- Participating in citizen engagement sessions to provide a disability perspective.
- Supporting the organisation to improve access to documents more generally.
- Provided views from members to the Network's strategic director champion to support the organisation's recovery plan.
- Input into new recruitment processes and guidance on approaches for managers to enable a more inclusive recruitment process from start to finish, with a current focus on reasonable adjustments and making information available to managers around what may be able to be offered.

## **BLACK, ASIAN, MINORITY ETHNIC NETWORK**

Over the past year, the Network has increasingly used social media to access its work with colleagues. It continued to steer on learning and development, inclusion and diversity, cultural events, health and wellbeing awareness, and anti-racism campaigns where Black, Asian, and Ethnic Minority staff could talk about their lived experiences and others were able to listen and share thoughts and feelings. The Network also engaged with local Black, Asian and Ethnic Minority communities through its collaborative work with the Iroko Project to build infrastructure with community groups.

The pandemic continued to have a significant effect on the Network's cultural events, but virtual meetings have given it the opportunity to demonstrate, dive deeply into and explore cultural richness and the amazing contributions various cultures have made in enriching society. The Network's varied and exciting programme began in May 2021 with the Local History Month project.

### **MAY 2021 – LOCAL HISTORY MONTH**

In May the Local History Month project was launched as a collaboration between Kirklees Libraries, Local Studies, West Yorkshire Archive Service, Kirklees Black, Asian, Minority Ethnic Employee Network, and the Council's Cohesion Team – all working alongside Dr Hannah Rose-Murray of Edinburgh University, whose research this piece of work is built upon.

Due to the Covid restrictions, a virtual tour was created that highlighted several venues and sites across Kirklees during the 19<sup>th</sup> Century where Black African American abolitionists came to campaign to end the cruel transatlantic slave trade. The project was very successful with lots of people joining the live event on 20 May 2021 plus many more viewing the recording in the following weeks. The project was well received and therefore it was decided to continue with the abolition theme into Black History Month and the International Women's Festival in March 2022.

### **JUNE 2021 – WINDRUSH WEEK**

For the first time in Kirklees history, an official Windrush Design flag flew from each of the four town halls across Kirklees. The week's theme was aptly named 'Flagtastic Windrush Week in Kirklees' with a range of complimentary activities suggested and promoted through the specially designed brochure.

Once again, the Black, Asian and Minority Ethnic Network worked closely with Kirklees Libraries and the Cohesion Team to deliver the programme. A select handful of elders and council staff engaged in a photo opportunity alongside the Mayor of Kirklees with a promotional clip being released thereafter. It is envisaged that the flag flying will become an annual event each June during Windrush Week in Kirklees – creating a true legacy.

### **JULY 2021 - KIRKLEES SOUTH ASIAN HERITAGE MONTH**

The inaugural Kirklees South Asian Heritage Month was launched in the House of Commons in July 2019. The celebrations ran from 18 July to 17 August, celebrating South Asian Heritage Month, a month of activity to explore the shared cultures and histories of the UK and South Asia. This event was a great success for its vibrancy, colour, splendour and impressive opulence.

## **SEPTEMBER 2021 – HEALTH & WELLBEING AWARENESS**

2021's 'Know Your Numbers!' campaign was low-key due to the pandemic. However, we had the opportunity to remind members of the importance of the UK's biggest blood pressure testing and awareness week.

## **OCTOBER 2021 – BLACK HISTORY MONTH**

Staying with the theme of abolition (also bringing awareness of up-to-date social justice movements) the Black, Asian and Minority Ethnic Network once again partnered with Kirklees Libraries and the Cohesion Team to develop two main projects: The story of Ellen Craft (a Black female abolitionist who visited Kirklees with her husband in the 1900s/ A small exhibition has been created and toured four libraries and a community centre during October. It is aimed at primary school aged children (also offered as a school classroom visit). It again creates a legacy as it is available for bookings beyond October and Black History Month.

Secondly, the internal staff offer was a virtual presentation entitled 'The Power of Platform' delivered by Andrew Muhammad (AKA the Investigator). Over 55 employees logged on to watch in the live chat room at lunchtime on Wednesday 20 October with lots of engagement and discussion afterwards. The attendance was very diverse in terms of ethnic background, gender, age and role within the organisation. Feedback has been extremely positive, and the recording is still available to view on the [Council YouTube Channel](#).

In addition, each Wednesday during October complimentary content was released onto the staff intranet for staff to engage with. This concluded with a quiz and prize draw on Friday 29 October.

Furthermore, support and guidance were given to Locala who wanted to start to embed Black History Month within their organisation and subsequently organised a small walking tour of the abolitionist virtual tour for some staff on 16 October.

## **31 OCTOBER - LOCAL COMMUNITY GROUP - CYCLE OF LIFE**

Finally, on Sunday 31 October, a local community group, Cycle of Life, which promotes Black male wellbeing via a weekly cycle activity, also rode the abolitionist route. A more formal evaluation meeting between partners is planned in November so that learning and planning for Black History Month 2022 can begin much earlier.

## **7.3 AREAS FOR IMPROVEMENT**

All networks will need continued support moving forward and part of this will be about exploring allyship. To link in employees who want to make a difference and actively support protected characteristic groups would be a powerful way to help the networks progress even further.

## 8. TACKLING INEQUALITIES PROGRAMME AND PRIORITY AREAS 2020/21

The continuing focus on tackling inequalities over the past year was heightened by the disproportionate impact of the pandemic on certain communities and particular equality groups, plus the murder of George Floyd and resurgence of the Black Lives Matter movement. This next section outlines the main areas of work that have been undertaken to address some of these inequalities.

Over the last year, this programme has included projects already outlined in this report, including Project Search and the Iroko Project, it has also had a focus on anti-racism in the workplace, building on the outcomes of the employee listening circles. While it is very positive that inclusion is being discussed in key forums, there is still a need to ensure this is happening throughout the whole organisation at all levels and with all employees.

### 8.1 ACHIEVEMENT

Set out below are the three priority areas agreed by Cabinet and Council in October 2020.

#### HEALTH CHECKS PILOT PROJECT

The National Health Service Health Check programme has been delivered in general practices in Kirklees since March 2012. The health check involves a cardiovascular disease risk assessment and personalised advice to all individuals aged 40-74, who do not have pre-existing cardiovascular disease or related conditions. It is offered once every five years to all eligible individuals.

Data shows that a high proportion of people experiencing health inequalities (e.g., Black, Asian and Ethnic Minority groups, people living with mental health conditions or those living in areas of greater deprivation) don't access the National Health Service health checks at the same rate as the general population. In February 2020, Kirklees Public Health commissioned the Council's Wellness Service to develop and deliver a pilot project to look at ways of maximising the impact of the health checks programme. The aim of that pilot is to find innovative ways to target and reach those most at risk and provide more person-centred support for health improvement, leading to better health outcomes for people.

The pilot runs for six months and began in early November 2021.

In the winter of 2020, a series of focus groups facilitated by Healthwatch provided feedback to shape the health checks pilot.

In spring 2021, engagement with clinical directors and practice managers in the [Kirklees Primary Care Networks](#) identified Batley & Birstall, Viaduct and Greenwood as pilot areas.

In summer 2021, five wellness health coaches (who can support individuals on a 1-to-1 basis to develop personally tailored health and wellbeing goals) were recruited and completed a 10-week training programme to deliver health checks.

In October 2021, health checks promotion and targeted invitations to community venues commenced.

## INCLUSIVE EMPLOYER

The aim has been to attract and retain a workforce that represents the communities we serve. For this, we need a workforce made of individuals who are supported, well managed, developed and rewarded as individuals who respond with pace and innovation as we transform the way we work. Our commitment to advancing equalities in everything we do to further foster an inclusive culture where all people feel their differences are valued, respected, and accepted is clear.

Among the achievements a name-blind recruitment process has been operational for 12 months (see section 1.1 for details.).

## BREAKING BARRIERS

In 2020 the murder of George Floyd echoed that of the Stephen Lawrence case, and the subsequent resurgence of the Black Lives Matter movement emphasised the need for targeted work to close the gap on racial inequality and promote an anti-racist culture. In Summer 2020, Conscious Youth were approached by the Council's leadership to discuss how we could work collaboratively to start identifying ways to create a positive change in Kirklees and develop a programme with the aim to 'redress historical injustice and inequalities to make a step-change in improving outcomes for young Black people in Kirklees and to support public agencies to be fair and inclusive service providers'.

In October 2020 Conscious Youth developed Breaking Barriers in conjunction with Kirklees Council. The suite of projects was designed to educate, inform, and involve young adults in developing their life skills, cultural knowledge, leadership, potential, and aspirations to want better for themselves. The programme is aimed at Black communities but remains open to all that are interested. Projects include:

- **Voices to Action Campaign ([Voices to Action – Conscious Youth](#))** A youth-led social action to highlight the lived experiences of Black and minority young people living in Kirklees. The campaign provides a safe and accessible platform for all young people to talk openly about race, culture and identity and break barriers.
- **Conscious Boys ([Conscious Boys – Conscious Youth](#))** A grassroots youth-led initiative focussed on improving the educational attainment and resilience of boys aged 11-18 years old. Conscious Boys is focussed on delivering meaningful engagement and positive youth-led activities that range from self-development workshops to voice and influence.
- **Stepping Up and Stepping Out ([Our services – Conscious Youth](#))** A programme of six workshops to support young people to set goals, build resilience, care for and about themselves and those around them and identify strategies for building a positive future.
- **Back To Our Roots ([Back to our Roots, a youth-led initiative by Conscious Youth](#))** A youth-led initiative, creating an all-year programme of history and cultural events and activities relevant to local young people. The project is led by a steering group of young people of African and Caribbean heritage and aims to engage the wider community and improve cultural understanding.

Supported by Kirklees Council seed funding, Conscious Youth were successful in securing funding for the next phase of the Breaking Barriers programme. Since October 2020 they have raised over £150,000, additional funding, including funding from Amazon, Paul Hamlyn, and Ellis Campbell Foundation, and in-kind work from Wild PR.

In 2021 Conscious Youth formed a youth steering group of 14 young people for 'Voices to Action' and 'Back to Our Roots' projects. In the summer of 2021, this group carried out a consultation to find out young people's views on a range of current affairs topics and published their findings in a blog.

## ACHIEVEMENTS

On International Men's Day 2020, Conscious Youth launched the 'Conscious Boys' project by recording a series of four introductory podcasts targeting young Black men. The podcasts highlighting the life experiences of Black men from different walks of life were aired throughout Black History Month 2021. This programme of workshops with young men at risk of exclusion and exploitation was piloted in conjunction with North Huddersfield Trust School. The project was delayed due to the pandemic, however Conscious Youth started working with Year 10 at the school in June 2021 and are still working with that cohort now they have progressed to Year 11.

Through the 'Stepping Up and Stepping Out' project in North Huddersfield Trust School, six young Black males were identified for additional support to prevent them from school exclusions. They will be receiving 1-to-1 mentorship from a new staff member starting in October 2021.

During Black History Month 2020, Conscious Youth launched their 'Back to Our Roots' Black History Month programme and delivered a series of four educational webinars. Additionally, they produced seven mini videos on local role models and three 'in conversation' live interviews with local sporting celebrities. This activity engaged over 43,000 people, 73% of whom were from Kirklees. The audience split in the target age range (13-30) was 39% male and 50% female.

In Spring 2021 Conscious Youth were granted accreditation of their Level 3 blended learning leadership programme by the Institute of Leadership Management. The leadership programme will launch in October 2021 and be available to 30 young people aged 16-30 from marginalised communities (Black, Asian and Ethnic Minority). The programme involves other key partners (Kirklees Council, Amazon, NHS, Transpennine Express, Kirklees Active Leisure and C&K Careers) who will support recruitment, delivery and participant sponsorship and mentorship.

In September 2021 Conscious Youth were chosen as Amazon's BEN (Black Employee Network) charity to support. Amazon has allocated a community engagement representative to support the organisation's work by providing mentorship, resources, and delivery support for the leadership programme.

## 8.2 IMPACT

### HEALTH CHECKS PILOT PROJECT

The health checks pilot's focus is on increasing access for groups less likely to take up the NHS Health Check and who are at most risk of poor health outcomes. The impact of the project is being evaluated by the University of Huddersfield, and the evaluation will be available in Autumn 2022.

### INCLUSIVE EMPLOYER

We have developed an approach that captures quantitative data to direct and measure interventions in this space. As part of the initial scoping activity, data analysis shows that:

- The proportion of disabled starters was 11% from Sep 2020 to Aug 2021, compared to only 4% from Sep 2019 to Aug 2020.
- Consistently across the three-year period from 2018-2021, the proportion of Black, Asian and Ethnic Minority starters was greater than White starters.
- The proportion of LGBTQ+ starters was 42% from Sep 2020 to Aug 2021, a significant increase compared to 13% from Sep 2019 to Aug 2020.
- Black, Asian and Ethnic Minority colleagues were twice as likely to have an employee relations case raised from Sep 2020 to Aug 2021, with 2.3% as opposed to 1.05% for White colleagues. This is part of a consistent similar picture across the three years 2018-2021.

### BREAKING BARRIERS

Over the past year, Conscious Youth has worked collaboratively with public, private and third sector partners to help further inform and support their work. Partners now include Amazon (Black Employee Network), NHS Huddersfield and Calderdale, Cummins Turbo Technologies, Transpennine Trains, Huddersfield New College, Kirklees College, North Huddersfield Trust, The University of Huddersfield, Ellis Campbell Foundation, C&K Careers, Kirklees Active Leisure (KAL) and the Paul Hamlyn Foundation.

To date, Voices to Action has engaged with 580 young people via social media and face-to-face across Kirklees. Voices to Action has also published a blog. The success of their activism has meant that they have partnered with [‘In place of war’](#) a worldwide organisation that empowers young people to act on things that matter to them. Conscious Youth, with Voices to Action and nine other organisations from across the UK, will take part in the ‘100 Agents of Change’ project.

Since June 2021, through ‘Stepping up and Stepping out’, Conscious Youth have worked with 65 of the most disengaged and vulnerable young people at North Huddersfield Trust, covering topics such as inequality, attitude, racism, and discrimination. When this work began in June 2021, 43% of those young people said they did not fully understand what racism was and did not feel they could challenge it. By September 2021, 91% better understood racism and felt confident to challenge it appropriately. Additionally, feedback from school staff indicates that the programme has been successful in creating a positive change in the attitude of participants and has improved attendance.

Two young women from the ‘Stepping Up and Stepping Out’ programme have joined the Conscious Girls initiative to combat isolation and loneliness and are receiving further mentorship. One boy on the programme was permanently excluded from school. However, due



to the relationship built with Conscious Youth, he will join the Conscious Boys initiative and receive 1-to-1 support to get back on track.

Feedback from the 'Back to our Roots' Black History Month programme showed that the audience found the material engaging, thoughtful and inspiring.

## 8.3 AREAS FOR IMPROVEMENT

### HEALTH CHECKS PILOT PROJECT

The pilot is a chance to understand what works and what does not to test out new and innovative ways of working with minimal risk. For example, will communities be more likely to take up health checks if they are provided at workplaces, faith settings, sports venues or libraries, and could greater engagement with health coaches have a positive impact on health inequalities? By Autumn 2022, the project expects to have recommendations for the future design and delivery of health checks within Kirklees that will positively influence the tackling inequalities agenda.

### BREAKING BARRIERS

In Winter 2021, Conscious Youth will create a programme board for partners and stakeholders. This programme board will help support the direction of the programme, establish new relationships, and discover areas of collaboration.

## 8.4 REGIONAL IMPACT

The West Yorkshire and Harrogate Health and Care Partnership responded promptly to the heightened risks Covid posed to ethnic minority communities and people, including health and care staff. Resources for those in high-risk roles were produced to support and advise colleagues on health risks and how to mitigate them.

The [West Yorkshire Race Equality Network](#) was a critical partner in developing and delivering the partnership's priorities, providing constructive challenge and support while bringing people's lived experience into discussions. Kirklees played a key role in this work and the Council's Leader, Cllr Shabir Pandor, became the ambassador for the partnership's [Anti-Racism Movement](#).

Working in partnership with other local authorities in the region and the wider NHS health and social care sector, the following work was successfully undertaken:

- The development of a racial inequalities training package.
- Recruitment was overhauled across the entire partnership to emphasise the importance of inclusive processes and to encourage diverse talent. This was supported by the launch of an award-winning fellowship programme and a health inequalities academy.
- The Health Equity Fellowship demonstrates the partnership's commitment to tackling health inequalities and promoting a more equitable West Yorkshire.
- The launch of the partnership's [Anti-Racism Movement](#) in August 2021. The movement garnered support from 584 organisations and community allies across West Yorkshire and Harrogate and saw six local districts (Bradford and Craven; Calderdale, Kirklees, Leeds and Wakefield) make their own commitments to become anti-racist organisations.

ACHIEVING INCLUSION



**Name of meeting:** Council  
**Date:** Personnel Committee :14<sup>th</sup> March 2022  
 Council: 16<sup>th</sup> March 2022  
**Title of report:** Pay Policy Statement 2022/23

**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 matters concerning the pay of the authority’s principal Chief Officers.

|   |  |
|---|--|
| <b>Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?</b> | <b>Not Applicable</b>                                |
| <b>Key Decision - Is it in the <a href="#">Council’s Forward Plan (key decisions and private reports?)</a></b>                                    | <b>No – Not Applicable</b>                           |
| <b>The Decision - Is it eligible for call in by Scrutiny?</b>   | <b>No</b>  |
| <b>Date signed off by <u>Strategic Director</u> &amp; name</b>  | Rachel Spencer-Henshall 10th February 2022           |
| <b>Is it also signed off by the Service Director (Finance)?</b>   | Eamonn Croston 10th February 2022                    |
| <b>Is it also signed off by the Service Director for Legal Governance and Commissioning?</b>  | Julie Muscroft 10th February 2022                    |
| <b>Cabinet member <a href="#">portfolio</a></b>   | <b>Cllr Shabir Pandor,<br/>Leader of the Council</b> |

**Electoral wards affected:** All

**Ward councillors consulted:** All

**Public or private:** Public

**GDPR:** This report contains no information that falls within the scope of 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 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 2022/23 Pay Policy Statement is attached in more detail for Council approval as follows:

### Appendices

- Ai) Kirklees Pay Policy Statement 2022/23  
Remuneration of Chief Officers  
Kirklees Council Single Status Grades (1<sup>st</sup> April 2020) this will be subject to the national pay award consultations for 2021/22 and 2022/23.  
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 2022/23 to implement the attached 2022/23 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**  
That Personnel Committee notes, and Council approves the annual Pay Policy Statement attached to this report in accordance with the 2011 Localism Act.
6. **Cabinet portfolio holder's recommendations**  
That Personnel Committee note, and Council approves the annual Pay Policy Statement for 2022-23.
7. **Contact officer**  
Deborah Lucas – Head of People Services  
Margaret Lunn – Human Resources Partner, People Services
8. **Background Papers and History of Decisions**  
  
2021-22 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**

## **1 April 2022 to 31 March 2023**

### **Introduction**

Sections 38 – 43 of the Localism Act 2011 requires that the authority produce a policy statement that covers 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 & Families
  - Strategic Director - Adults & 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 - Environment & Climate Change
  - Strategic Director - Growth & Regeneration
  
- 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 – Integrated Commissioning
  - Service Director – Customers & Communities
  - Service Director – Adults Social Care Operation
  - Service Director – Learning Disabilities & Mental Health
  - Service Director – Development
  - Service Director – Homes & Neighbourhoods
  - Service Director – Skills & Regeneration
  - Service Director – Environmental Strategy & Climate Change

- Service Director – Culture & Visitor Economy
- Service Director – Highways & Streetscene
- Service Director – Strategy & Innovation
- Head of People Services
- Consultant in Public Health
- Head of Health Protection
- Head of Accountancy
- Head of Commercial Services
- Head of Welfare & Exchequer Services
- Head of Finance

## **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 A. 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, which may include reference to appropriate benchmarks.

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; £9.25 hourly rate.

The pay rate is increased in accordance with any pay settlements which are reached through the National Joint Council for Local Government Services. (The 2020 pay spine shown at Appendix B, will be subject to the national pay award consultations, for 2021/22 and 2022/23).

The authority reviewed and implemented apprenticeship rates of pay from the 1<sup>st</sup> of April 2019. The rates of pay for 2022/23 are Year 1 £9.18 hourly rate and Year 2 onwards £9.50 hourly rate. The rates are paid to all apprentices and is no longer related to the age of the apprentice. The apprenticeship rates are increased in accordance with the national minimum wage and national living wage requirements

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

The highest paid (actual) salary in this authority is £171,576 which is paid to Jacqui Gedman. The median (full time equivalent) salary\* in this authority (not including Schools or other external organisations) is £21,748 top of Grade 6 SCP 11.



### **\*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, 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, which may include reference to appropriate benchmarks, 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 a 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 C).

### **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 A (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 or retention 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 or retention through for example market supplements or recruitment and retention payments. 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.

## Remuneration of Chief Officers

## Appendix A

| Job Category               | Employment Conditions either Chief Execs, Chief Officer or Local Government Scheme (LGS) | Post Title   | Salary Band*<br>**     | 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  | £155,000 -<br>£184,999 | 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 -<br>£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                           | £120,000 -<br>£139,999 | 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 & Health                               | £120,000 -<br>£139,999 | 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,                         | £120,000 -<br>£139,999 | Kirklees has a common set of Terms and Conditions that  | 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 |
|---|--|--|---------------------|---|--|------------------------|-------|-------------------|---------------|------------------------------|
|   |  | Commissioning & Public Health                        |                     | applies to all staff. Entitled to claim.  |  |                        |       |                   |               |                              |
| 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                           |
| D Non -Statutory Chief Officers   | LGS  | Strategic Director Environment & Climate Change      | £120,000 - £139,999 | 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 & Regeneration             | £120,000 - £139,999 | 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                           |

| 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 - 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 – Integrated Commissioning              | £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                           |
| 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 - Development                           | £85,000 - £104,999 | Kirklees has a common set of Terms and Conditions that  | 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 |
|---|--|--|--------------------|---|--|------------------------|-------|-------------------|---------------|------------------------------|
|   |  |  |                    | applies to all staff. Entitled to claim.  |  |                        |       |                   |               |                              |
| E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer) | LGS  | Service Director - Homes & Neighbourhoods                  | £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 - Skills & Regeneration                   | £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 - Environmental Strategy & Climate Change | £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 - Culture & Visitor Economy               | £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 - Highways & Streetscene                  | £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*<br>** | 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 - 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                   | £70,000 - £89,999  | 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              | £70,000 - £89,999  | 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 Health Protection                | £70,000 - £89,999  | 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  | Head of 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                           |

| 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 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                           |
| E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer) | LGS  | Head of Finance                      | £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 of 1 April each year

\*\* 2021 and 2022 Salaries are still to be confirmed salary band based on 2020 salaries



## Kirklees Council Single Status Salary Grades

## Appendix B

| Grade      | SCP    | Salary  |          | Grade | SCP | Salary   |
|------------|--------|---------|----------|-------|-----|----------|
| Apprentice | Year 1 | £17,710 |          | 14    | 40  | £43,857  |
| Apprentice | Year 2 | £18,328 |          | 14    | 41  | £44,863  |
| 1          | 1      | £17,842 |          | 14    | 42  | £45,859  |
| 2          | 2      | £18,198 |          | 15    | 43  | £46,845  |
| 3          | 3      | £18,562 |          | 15    | 44  | £47,718  |
| 4          | 4      | £18,933 |          | 15    | 45  | £48,636  |
| 4          | 5      | £19,312 |          | 16    | 46  | £49,497  |
| 5          | 5      | £19,312 |          | 16    | 47  | £50,396  |
| 5          | 6      | £19,698 |          | 17    | 48  | £51,278  |
| 6          | 7      | £20,092 |          | 17    | 49  | £52,173  |
| 6          | 8      | £20,493 |          | 17    | 50  | £53,070  |
| 6          | 9      | £20,903 |          | 18    | 51  | £53,984  |
| 6          | 10     | £21,322 | Not used | 18    | 52  | £54,722  |
| 6          | 11     | £21,748 |          | 18    | 53  | £55,844  |
| Unused     | 12     | £22,183 |          | 19    | 54  | £56,799  |
| Unused     | 13     | £22,627 |          | 19    | 55  | £57,779  |
| 7          | 14     | £23,080 |          | 19    | 56  | £59,120  |
| 7          | 15     | £23,541 |          | 19    | 57  | £63,449  |
| 7          | 16     | £24,012 | Not Used | 20    | 58  | £71,224  |
| 7          | 17     | £24,491 |          | 20    | 59  | £76,415  |
| Unused     | 18     | £24,982 |          | 20    | 60  | £81,996  |
| 8          | 19     | £25,481 |          | 21    | 61  | £81,638  |
| 8          | 20     | £25,991 |          | 21    | 62  | £87,603  |
| 8          | 21     | £26,511 | Not Used | 21    | 63  | £93,978  |
| 8          | 22     | £27,041 |          | 22    | 64  | £89,830  |
| 9          | 23     | £27,741 |          | 22    | 65  | £96,594  |
| 9          | 24     | £28,672 |          | 22    | 66  | £103,353 |
| 9          | 25     | £29,577 |          | 23    | 67  | £123,238 |
| 9          | 26     | £30,451 |          | 23    | 68  | £126,232 |
| 10         | 27     | £31,346 |          | 23    | 69  | £129,400 |
| 10         | 28     | £32,234 |          | 23    | 70  | £132,481 |
| 10         | 29     | £32,910 |          | 23    | 71  | £135,563 |
| 10         | 30     | £33,782 |          | 24    | 72  | £155,978 |
| 11         | 31     | £34,728 |          | 24    | 73  | £161,179 |
| 11         | 32     | £35,745 |          | 24    | 74  | £166,376 |
| 11         | 33     | £36,922 |          | 24    | 75  | £171,576 |
| 12         | 34     | £37,890 |          | 24    | 76  | £176,775 |
| 12         | 35     | £38,890 |          | 24    | 77  | £181,977 |
| 12         | 36     | £39,880 |          |       |     |          |
| 13         | 37     | £40,876 |          |       |     |          |
| 13         | 38     | £41,881 |          |       |     |          |
| 13         | 39     | £42,821 |          |       |     |          |

\*Revised Pay spine Implemented 1st April 2019

\*\* 2021 and 2022 Salaries are still to be confirmed salary band based on 2020 salaries

\*\*\* Apprenticeship rates of pay are increased in accordance with the national minimum wage and national living wage requirements (rates shown are from 01.04.2022).

## Range of Kirklees Policies

## Appendix C

| 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.  |

| <b>Aspect of Chief Officer Remuneration</b>  | <b>Authority Policy</b>   |
|--|---|
| 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 a 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> |

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Contact Officer: Andrea Woodside

## KIRKLEES COUNCIL

### CABINET

**Tuesday 16th November 2021**

Present: Councillor Shabir Pandor (Chair)  
Councillor Paul Davies  
Councillor Eric Firth  
Councillor Viv Kendrick  
Councillor Peter McBride  
Councillor Naheed Mather  
Councillor Carole Pattison  
Councillor Cathy Scott  
Councillor Will Simpson

Observers: Councillor Bill Armer  
Councillor Martyn Bolt  
Councillor David Hall  
Councillor Alison Munro  
Councillor Elizabeth Smaje  
Councillor John Taylor

Apologies: Councillor Musarrat Khan

**95 Membership of Cabinet**

Apologies for absence were received from Councillor Khan.

**96 Minutes of Previous Meetings**

**RESOLVED** – That the Minutes of the Meetings held on 21 September 2021, 5 October 2021 and 12 October 2021 be approved as a correct record.

**97 Declarations of Interest**

No interests were declared.

**98 Admission of the Public**

It was noted that Agenda Item 19 was exempt from publication (Minute No. 113 refers).

**99 Deputations/Petitions**

No deputations or petitions were received.

**100 Questions by Members of the Public**

No questions were received.

**101 Questions by Elected Members (Oral Questions)**

Cabinet received the following questions in accordance with Executive Procedure Rule 2.3;

**Question from Councillor J Taylor**

“When will the public see the results of the public consultation on the new museum for Huddersfield?”

A response was provided by the Cabinet Member for Culture and Greener Kirklees (Councillor Simpson).

**Question from Councillor Bolt**

“With regards to transparency, why is there a problem in getting information from your Council. In September, following a scrutiny meeting, I asked for a copy of a report which had been published and referred to, and I have had many exchanges since then. To date, approaching midway through November, despite several requests for the report relating to fire safety, which has many recommendations, so far the report hasn’t been published despite decisions being made. Why is it being withheld?”

A response was provided by the Cabinet Member for Housing and Democracy (Councillor Scott).

**Question from Councillor Munro**

“Please can you tell me what your plans are for the pupils who are being educated at the former ACS site following the disclosure that building works are delayed at King James’ due to scarcity of materials?”

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

**Question from Councillor Bolt**

“In 2018 residents were told that Kirklees had released plans to beat Leeds Road’s busiest bottle necks in a scheme which was described as dynamic, transformational and crucial. How are works going with regards to that?”

A response was provided by the Cabinet Member for Environment (Councillor Mather).

**Question from Councillor J Taylor**

“With regards to street cleaner leaf and street rubbish collections and the use of black bin bags, have we given thought to a policy given what we are trying to achieve through climate change and the waste strategy to stop using ordinary plastic bin bags for street rubbish collection?”

A response was provided by the Cabinet Member for Environment (Councillor Mather).

**Question from Councillor Bolt**

“In preparation for Dewsbury Riverside, in 2013 we were told that Dewsbury was going to get a ring road to relieve congestion around Ravensthorpe. How is that progressing?”

A response was provided by the Cabinet Member for Regeneration (Councillor McBride).

**102 Outcome of Call in Review of Cabinet Decision in relation to A62 Cooper Bridge Improvement Corridor**

(Under the provision of Council Procedure Rule 36(1) Cabinet received representations from Councillor Bolt and Councillor Smaje).

Cabinet received a report which which set out the outcome of a Scrutiny Call In Review of the Cabinet decision of 12 October 2021 regarding the A62 Cooper Bridge Improvement Corridor.

The report advised that the Scrutiny Panel had assessed the call in notice against specific areas of focus and had concluded that the report and information submitted to the meeting of Cabinet should have been clearer in regards to the clarity of the business case and which issues would be determined as part of the process for agreeing the full business case. The Panel also identified that further clarity was needed in the report's recommendations, particularly in regards to the delegations to the Strategic Director (Growth and Regeneration), and that a summary should have been provided with regards to the options that had been considered and the process that had been followed to discount up to 30 options.

The Panel agreed that the matter should be referred to Cabinet with recommendations for amendment and a number of learning points, as set out at para. 2.4 of the considered report.

**RESOLVED** – That the recommendations of the Economy and Neighbourhoods Scrutiny Panel, as set out at para. 2.4 of the considered report, be accepted.

**103 A62 to Cooper Bridge Corridor Improvement Scheme**

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

Cabinet received a report, pursuant to the meeting of the Economy and Neighbourhood Scrutiny Panel held on 2 November 2021, which had recommended the submission of additional information to inform Cabinet's decision regarding the A62 to Cooper Bridge Corridor Improvement Scheme. The report sought the approval of Cabinet to (i) agree in principle to the scheme (ii) authorise the Council to accept and spend funding to work up the WY+TF A62 to Cooper Bridge scheme

## Cabinet - 16 November 2021

to full business case and (iii) agree in principle to land acquisition as part of a land assembly.

The report outlined information regarding (i) the strategic fit/alignment with local plans and emerging local area masterplans (ii) business case development (iii) the outcomes of the scrutiny call-in process (iv) the delegated authorisation sought by the Strategic Director (Growth and Regeneration) (v) options considered and the preferred option proposed and (vi) existing issues, journey time benefits, modelling and land requirements.

The report set out an anticipated timeframe for the scheme, with works commencing in 2024 and completion scheduled during 2026. Cabinet were advised that a further report would be submitted to seek authority for Compulsory Purchase Orders as required.

### **RESOLVED –**

- 1) That the scheme, as set out within the considered report be agreed in principle.
- 2) That the Strategic Director (Growth and Regeneration) be authorised to submit the outline business case to the West Yorkshire Combined Authority on the basis of the scheme as set out within the report.
- 3) That authorisation be given to the Council accepting and entering into any agreement with the West Yorkshire Combined Authority for funding to work up the A62 to Cooper Bridge Scheme to full business case stage.
- 4) That the Council be authorised, in consultation with the relevant Cabinet Member, to incur expenditure in the working up of the scheme to full business case stage if the Council's application to the West Yorkshire Combined Authority for funding is successful.
- 5) That authority be delegated to the Strategic Director (Growth and Regeneration) to negotiate and agree the terms of any agreements that may be necessary to work up to the A62 to Cooper Bridge Scheme to full business case, including the funding agreement with the West Yorkshire Combined Authority.
- 6) That authority be delegated to the Service Director (Legal, Governance and Commissioning) to enter into the grant agreement with the West Yorkshire Combined Authority for the funding of the A62 to Cooper Bridge full business case stage and any other relevant agreements and documents to which the Council is party.
- 7) That authorisation be given to the acquisition of land in principle as part of a land assembly.
- 8) That the design team's commitment to undertake further appraisal of contentious elements of the scheme and work with and place shape the scheme with residents and businesses be noted.
- 9) That it be noted that land acquisitions will commence subject to funding approval of the outline business case.
- 10) That it be noted that a further report will be submitted to Cabinet in order to secure authority to make Compulsory Purchase Orders in relation to the scheme, where necessary, and prior to full business case submission to present the final scheme.



**104 Afghanistan Refugee Resettlement Programmes**

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

Cabinet gave consideration to a report which sought approval to receive grant funding in respect of Home Office Afghanistan Refugee Programmes. The report advised that the Afghan Citizen Relocation Scheme would provide a route to safety for those at risk and set out those that would be prioritised within the scheme, along with a suggested approach. Paragraph 4 of the report outlined key considerations and challenges which included capacity and housing issues and the Council's commitment to the Refugee Resettlement Programme.

Cabinet noted that the proposed approach would be a phased approach to building towards the minimum fair share allocation numbers to effectively manage the impact upon resources and partnerships and that the Kirklees fair share was estimated to be 79 individuals.

The Funding Instruction for local authorities in support of the Afghan Citizens Resettlement Scheme and Afghan Relocation and Assistance Policy was appended at Appendix 1 to the report.

**RESOLVED –**

- 1) That the receipt of grant funding related to Afghanistan Refugee Programmes, in accordance with Financial Procedure Rule 22.4, be endorsed.
- 2) That authority be delegated to the Strategic Director (Children and Families), in consultation with the Cabinet Member (Learning, Aspiration and Communities), to approve any changes to the approach and allocation of resources or adjustment to the number of families or individuals accommodated, within financial regulations as specified by Home Office funding Regulations, as set out at Appendix A, and the fair share allocation principle.
- 3) That any future changes to the programme be delegated to the Strategic Director (Children's Services), within the parameters of financial and contractual procedure rules and any future Home Office Guidance relating to changes, based upon consideration and recommendations from the Tactical Group.
- 4) That, pursuant to (3) above, any significant delegated decisions be reported to a future meeting of Cabinet.
- 5) That it be acknowledged that a longer term approach is being developed to manage resource implications in order to ensure that adequate resources to respond are in place, including housing, welfare and exchequer.
- 6) That the Council's ongoing engagement with regional and national bodies to managing any challenges arising from Home Office requests be endorsed.

**105 Kirklees Youth Justice Plan 2021 - 2025**

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

Cabinet received the updated Kirklees Youth Justice Plan 2021-2025. The report advised that the plan provided an overview of the work of the Youth Justice Service and set out details of performance over the past year, along with priorities for the coming four years. It was noted that the Youth Offending Partnership had a statutory duty to submit an annual youth justice plan but a longer term vision had been set, in line with the financial plan and strategic priorities, to cover the period 2021-2015.

Cabinet were asked to submit the Plan to Council on 18 November 2021 with a recommendation of approval. It was noted that, subject to approval, the plan would be submitted to the Youth Justice Board for England and Wales and published in accordance with the direction of the Secretary of State. Cabinet were advised that the plan and strategic priorities would be reviewed regularly and updated to reflect any changes that may impact upon priorities and delivery of services.

**RESOLVED** – That the Youth Justice Plan 2021-2025 be endorsed and submitted to the meeting of Council on 17 November 2021 with a recommendation that (i) the plan be approved and (ii) authority be delegated to the Service Director (Family Support and Child Protection) to make any minor updates to the plan within the 2021-2025 period of the plan.

**106**

**Corporate Financial Monitoring Report; Quarter 2 for 2021-22**

(Under the provision of Council Procedure Rule 36(1) Cabinet received representations from Councillor D Hall and Councillor J Taylor).

Cabinet received that Corporate Financial Monitoring Report, Quarter 2, 2021/2022 which set out financial information for General Fund Revenue, Housing Revenue Account and the Capital Plan. Cabinet were advised that the Council's revised General Fund controllable (net) revenue budget for 2021/2022 was £320.9m and that the budget included planned (net) revenue savings in-year of £1.8m. The report indicated that there was a forecast overspend of £1.2m against the £320.9m revised budget at Quarter 2, which equated to 0.4%, and that there had been a net reduction of £0.4m in the forecast overspend position since Quarter 1. Information regarding headline variances, including Covid impacts, were set out at paras. 1.3 to 1.8 of the considered report.

The report provided a breakdown of budget information by service area, along with information on (i) General Fund Reserves (ii) the Collection Fund (iii) Housing Revenue Account (iv) Capital and (v) 2021/22 capital scheme budget proposals.

**RESOLVED** –

- 1) That in regard to the General Fund (i) the Forecast Revenue Outturn position at Quarter 2 be noted (ii) the forecast year end position on corporate reserves and balances at Quarter 2 be noted and (iii) it be noted that the regular monitoring and review of corporate reserves in 2021/2022 will be reported to Cabinet as part of the quarterly financial monitoring cycle.
- 2) That the Collection Fund forecast position as at Quarter 2 be noted.
- 3) That the Housing Revenue Account position and forecast year-end reserves position at Quarter 2 be noted.

- 4) That, in regards to Capital, (i) the Quarter 2 Capital Monitoring Position 2021/2022 be noted (ii) approval be given to the re-profiling across years of the Capital Plan (appendix 6 refers) (iii) approval be given to £483k self-funding within the Kirklees Active Leisure Capital Plan towards the invest to save Phase 2 Public Sector Decarbonisation Scheme, as detailed within the report (iv) approval be given to a £350k grant allocation from MHCLG and that authority be delegated to the Head of Technology to progress works on increasing the level of Council cyber security and resilience as appropriate and (v) approval be given to a £85k match fund grant to Marsden Mechanics Trust as part of a lottery fund bid to be drawn down from the Regeneration and Greening of Smaller Towns and Villages Capital Plan programme line.

**107 Youth Places to Go - Capital Grant Scheme 2022-23**

Cabinet gave consideration to a report which set out a proposal to establish a capital grants scheme time limited to 2022-2023 which would support Voluntary Community Sector organisations working with children and young people in supporting the Council to meet its statutory duties. The Youth Places to Go Plan was attached at Appendix 1 to the report and the report set out a proposed service model which included the establishment of a capital and revenue grant scheme for third sector voluntary youth service providers to fund the development and expansion of local community youth facilities and services across the whole of Kirklees. Cabinet noted the proposal to create a central location in both Huddersfield and North Kirklees and to explore the need for a mobile scheme for those living in rural and hard to reach children and young people.

Cabinet noted the proposed timescale for the project, which aimed to begin awarding capital grants from April 2022 onwards.

**RESOLVED –**

- 1) That the proposal, as detailed within the report, be endorsed and that approval be given to the allocation of a maximum amount of £1m capital funding to set up a Youth Places to Go capital funding scheme for a time of limited duration, the financial year 2022 to 2023 in line with the VCSE Investment Strategy, to be submitted to a future meeting of Cabinet.
- 2) That authority be delegated to the Strategic Director (Children's Services) to design and implement the capital grant scheme and award grant agreements in accordance with Financial Procedure Rules.
- 3) That authorisation be given, in accordance with Financial Procedure Rules, to a broad scheme as set out at Appendix 3 and for the Strategic Director (Children's Services), in consultation with Senior Leadership Team and relevant Cabinet Members, to develop a detailed scheme to be used by a grant panel to recommend grants for approval.
- 4) That, pursuant to (3) above, the Strategic Director (Children's Services) be authorised to amend details of the scheme in consultation with Senior Leadership Team and Cabinet Members.

**108 Netherton and South Crosland Neighbourhood Forum Approval and Neighbourhood Development Plan Area Designation**

Cabinet gave consideration to a report which sought approval for the designation of Netherton and South Crosland Neighbourhood Forum, and of the Neighbourhood Area for the purposes of Neighbourhood Planning. The report advised that Netherton and South Crosland Neighbourhood Plan Forum had applied to have the Forum designated for the purposes of producing a neighbourhood development plan, and also for the designation of the neighbourhood area. Cabinet were requested to give approval to both the designation of the Neighbourhood Forum and the Neighbourhood Area.

The report advised that the applications met legal requirements and that the applications had been publicised for a period of 6 weeks, during which 9 representations were received. The Forum and Area applications were set out at Appendix B of the report.

**RESOLVED** - That approval be given to the designation of Netherton and South Crosland Neighbourhood Plan Forum and Neighbourhood Area, as outlined at Appendix C, for the purposes of neighbourhood planning.

**109 Household Support Fund**

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

Cabinet gave consideration to a report which set out proposals to provide assistance to households in most need of support, in accordance with issued Government guidance. The report advised that a national Household Support Fund of £500m was to be made available from 6 October 2021 to 31 March 2022, to which the Council was entitled to a share of £3.702m. Cabinet noted that the funding would enable, in collaboration with partners, support to be given to families with children, and other households in need. It was noted that participants would be identified through the Local Welfare Provision Scheme and that this approach would take advantage of existing administration and delivery mechanisms.

It was noted that the funding was a one off contribution for the 2021-2022 financial year, under the provisions of the Local Government Act 2003, Section 31.

**RESOLVED** –

- 1) That approval be given to the £3,702,823 Household Support Fund government grant being allocated to support financially vulnerable families and individuals in accordance with the requirement that (i) a sum equivalent to at least £50 per means-tested Free School Meal child be provided to schools and colleges in order that they can provide a voucher for food and fuel for the December holiday (ii) a sum equivalent to at least £25 per means-tested Free School Meal child be provided to schools and colleges in order that they can provide a voucher for food and fuel for the February holiday and (iii) the balance of funding available, estimated to be £2.05m, be allocated to the Local Welfare Provision budget to support the meeting of additional

support for food, fuel and other essentials in accordance with the grant determination and guidance issued by the Secretary of State.

- 2) That delegated authority be given to the Strategic Director (Corporate Strategy, Commissioning and Public Health) and the Service Director (Children's Services), in consultation with Cabinet Member (Corporate Services) and Service Director (Finance), to further amend the indicative resource allocations across interventions as set out within the report to ensure full utilisation of the £3.7m Government funding to 31 March 2022.

**110 Dewsbury Town Park**

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

Cabinet gave consideration to a report which sought approval for the scope and preferred concept design for Dewsbury Town Park. The report advised of the proposal to create a significant new piece of public realm in the heart of Dewsbury which would significantly improve the town centre and that the preferred option encompassed Longcauseway, Memorial Gardens and the site of the Customer Service Centre. The site and boundary of the proposed new park was set out at Appendix 1 to the report. Cabinet were advised that the new park would have the flexibility to cater for a variety of events, including live performances and festivals, and aimed to facilitate unrestricted movement whilst combining routes to shops, pathways and cycleways.

A proposed timeframe indicated that construction would commence in 2024 with completion taking place by 2025.

**RESOLVED –**

- 1) That approval be given to the physical scope and the preferred design concept of the Dewsbury Town Park, as set out within the considered report, specifically the inclusion of the site of the Walsh building (Customer Service Centre) and associated car park within the scope of the scheme.
- 2) That the allocation of £7.5m capital resources to fund the project be approved.
- 3) That approval be given to the progressing of detailed signs.
- 4) That approval be given to the principal of relocating the services currently delivered from the Walsh Building (Customer Service Centre) to another location within Dewsbury Town Centre, and that authority be delegated to the Strategic Director (Growth and Regeneration) in consultation with the relevant Cabinet Member to approve the detailed plans and implementation.
- 5) That the intention to carry out further public consultation during 2022 on the detailed plans and proposals for the project be noted.
- 6) That approval be given to the principle of acquiring the land for the Town Park and if necessary by using Compulsory Purchase Order Powers.
- 7) That approval be given to progressing legal procedures necessary to implement the Town Park, including road closures and traffic regulation orders.

- 111 Delivering the Cultural Heart - Gateway 1: Strategic Outline Case**  
(Under the provision of Council Procedure Rule 36(1) Cabinet received representations from Councillor D Hall, Councillor Munro and Councillor J Taylor).

Cabinet gave consideration to a report which provided an update on the development of the Cultural Heart programme as part of the wider Huddersfield Blueprint. The report set out the strategic case for the Cultural Heart and sought approval to enable progress to be made to the next stage of work and Gateway 2, the outline business case. The report provided a breakdown of the components of both Gateway 1, the strategic outline case, and gateway 2, the outline business case, which was scheduled for July 2022.

(Cabinet gave consideration to the exempt information at Agenda Item 19 (Minute No. 113 refers) prior to the determination of this Agenda Item).

**RESOLVED –**

- 1) That approval be given for the scheme to be progressed in accordance with the proposals and recommendations in the strategic outline case to gateway 2, within the agreed funding limits approved at the meeting of Cabinet on 22 June 2021.
- 2) That, pursuant to (1) above, authority be delegated to the Strategic Director (Growth and Regeneration) to deliver the programme to gateway 2 – outline business case.

- 112 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.

- 113 Delivering the Cultural Heart - Gateway 1: Strategic Outline Case**  
(Exempt information relating to Part 1 of Schedule 12A of the Local Government Act 1972 (as amended), namely that the report contains information relating to the financial or business affairs of any particular person or third party (including the authority holding that information). It is considered that the disclosure of the information would adversely affect those third parties including the Authority and therefore the public interest in maintaining the exemption, which would protect the rights of an individual or the Authority, 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 17 (Minute No. 111 refers).

Contact Officer: Yolande Myers

## KIRKLEES COUNCIL

### CABINET

**Tuesday 14th December 2021**

Present: Councillor Shabir Pandor (Chair)  
Councillor Eric Firth  
Councillor Viv Kendrick  
Councillor Musarrat Khan  
Councillor Peter McBride  
Councillor Naheed Mather  
Councillor Carole Pattison  
Councillor Cathy Scott  
Councillor Will Simpson

In attendance: Councillor Martyn Bolt  
Councillor John Lawson

Apologies: Councillor Paul Davies

**114 Membership of Cabinet**

Apologies for absence were received on behalf of Councillor Davies.

**115 Minutes of Previous Meeting**

**RESOLVED** – That the Minutes of the Meeting held on 12 October 2021 be approved as a correct record.

**116 Declarations of Interest**

No interests were declared.

**117 Admission of the Public**

It was noted that Agenda Items 21, 22 and 23 would be considered in private session (Minute Nos. 134, 135, and 136 refers).

**118 Deputations/Petitions**

No deputations or petitions were received.

**119 Questions by Members of the Public**

No questions were received.

**120 Questions by Elected Members (Oral Questions)**

Cabinet received the following questions in accordance with Executive Procedure Rule 2.3;

**Question from Councillor Lawson**

“Considering the arrangements for the exit from Europe and the stage in January when the grace period for tariffs and implementations of paperwork and the six-month period comes to an end, what plans have we made to make sure that our suppliers are not going to be affected by this and in turn that our council business can continue as smoothly as possible?”

A response was provided from the Leader of the Council.

**Question from Councillor Bolt**

“When are the minutes of the previous meeting going to be approved please?”

A response was provided from the Leader of the Council.

**Question from Councillor Bolt**

Can you confirm that when residents are seeking answers to planning questions and people are challenging planning issues, being a very difficult area getting to grips with council procedures, that officers are considerate of our members of the public and indeed elected members?”

A response was provided from the Leader of the Council.

**121 Building Safety, Compliance Report. Anthony Brown, RM Consulting: April 2021**

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

Cabinet considered report which outlined that Compliance and Building Safety had been a key organisational priority since 2017. It was advised that following a major regulatory reform in late 2020, the Council commissioned an independent review, and subsequently appointed Anthony Brown of Robust Management Consulting to undertake a root and branch review across all areas of compliance and building safety. The review report identified several areas of improvement, with individual recommendations which formed the basis of an Improvement Plan.

Cabinet was advised that the ongoing improvement plan had delivered significant and tangible benefits in particular; (i) a robust governance structure with a focused Assurance Board, (ii) reliable asset data and an asset structure that clearly identified all properties with a compliance requirement, (iii) an inspection programme with clearly defined dates and (iv) a prioritised remediation programme and forward plan aligned to the current Regulatory Framework.

**RESOLVED -**

- 1) That the review and its findings be noted.
- 2) That approval be given to the direction of the improvement plan.
- 3) That the progress with delivery of remedial actions be noted.

**122 Amendment to Tenancy Agreement from Monthly to Weekly Debit**



## Cabinet - 14 December 2021

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

Cabinet considered a report which sought approval to vary the Councils Housing Tenancy Agreement to replace the current monthly (debit) period to weekly. The report outlined that the Tenancy Agreement was moved from a weekly to monthly debit period in 2016, with the purpose being to align rent payments to monthly benefit payments.

The report advised Cabinet however, that an issue was identified with the Housing Benefit processing system, with it not being able to align payments to rent accounts without a significant investment to change the IT infrastructure. Although a new Housing IT system is being implemented, some of the current difficulties would remain.

The Cabinet noted that Aligning the Tenancy Agreement to a weekly debit period will improve the service for tenants and avoid the confusion caused by different rent debit periods.

### **RESOLVED -**

- 1) That approval be given to change the existing Tenancy Agreement from a monthly to weekly debit period.
- 2) That approval be subject to a period of consultation with tenants.
- 3) That authority be delegated to the Service Director of Homes & Neighbourhoods to consider the feedback from the consultation and to decide and apply any amendment to the Tenancy Agreement by means of serving Notice of Variation of Tenancy.

### **123 Housing Revenue Account (HRA) rent and service charge setting report and key housing challenges**

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

Cabinet considered a report which provided the financial context and basis for the annual setting of rents and service charges, as well as for the Housing Revenue Account budget for 2022-23.

Cabinet was advised there was a need to invest in Tenant Safety, High Rise remediation & regeneration, decarbonising the council's housing stock, and embark on a retrofit programme and to build new council homes. Approval was sought for an average of £2.91 per week (4.1%, CPI + 1%) increase in dwelling rents in 2022/23 and for the proposed garage rents and other service charges an annual uplift of between 0.02p and 0.84p (4.1%) and Extra Care services - Intensive Housing Management a proposed annual increase of between 98p and £2.50 per week (4.1%) with the exception of Extra Care services - Night Time Security, which has a proposed annual increase of £1.19 per week (6.6%).

### **RESOLVED -**

## Cabinet - 14 December 2021

- 1) That approval be given to increase rents by an average of £2.91 per week (4.1%) and service charges payable between 0.02p and 0.84p per week (4.1%) for social housing from 4 April 2022.
- 2) That approval be given to increase charges for Extra Care Services – Intensive Housing Management by between 0.98p and £2.50 (4.1% - CPI + 1%) and Extra Care Services – Night care Service by £1.19 per week (6.6%).
- 3) That the national and local financial challenges for the Housing Revenue Account budget discussions in January 2022 be noted.

### 124 **2021/22 to 2025/26 Council Capital Plan - Proposed allocation of capital funding from the Directorate for Children's Achieve and Aspire Strategic Priorities and Basic Need funding sections**

Cabinet considered a report which identified schools' projects to be funded from the 2021/22 to 2025/26 Achieve and Aspire Strategic Priorities and Baseline Basic Need funding sections of the Council's Capital Plan.

The report advised that for three years, a pupil population bulge had been moving through the Secondary School phase. Several secondary schools had been offering bulge classes for the past three years and further bulge classes would be needed for the next two to three years. The cumulative impact of these bulge classes was placing pressure on the available facilities of some schools. Capital investment was therefore required to address some of the more acute pressures to ensure a high-quality education offer was sustained.

Cabinet was advised that in two geographical locations the population pressures were expected to continue for a little longer and they were also close to strategic housing development sites which over time would have an upward impact on the demand for school places. In these two areas, Dewsbury, and North Huddersfield, it is considered prudent to introduce a modest amount of additional secondary school places on a permanent basis.

#### **RESOLVED -**

- 1) That approval be given for the secondary school places capital allocation of £2.7M for the implementation of building work at Manor Croft Academy to enable the permanent provision of 150 additional secondary school places and an interim modular build solution for September 2022.
- 2) That approval be given for the secondary school places capital allocation of £600K for the building work at Thornhill Community Academy to support an agreed bulge of pupils.
- 3) That the basic need capital investment of £104K agreed under delegated authority from Cabinet on 13 April 2021 for Westborough High School to support additional pupils as part of agreed bulges of pupils be noted.
- 4) That the basic need capital investment of £250K agreed under delegated authority from Cabinet on 13 April 2021 for North Huddersfield Trust School for building works required to support agreed bulges of pupils be noted.
- 5) That approval be given for the basic need allocation of £215K for reinstatement and remodelling works at Reinwood Infants and Reinwood Juniors, to be funded from the 2021/22 £604K Basic Need funding programme.

- 6) That approval be given for the capital allocation of £650K from the Capital Maintenance grant for a permanent new build replacement of a failed temporary classroom at Headlands CE (VC) J I & N School.
- 7) That authority be delegated to the Service Director for Development and the Service Director for Learning and Early Support to increase or decrease the budget allocations to the schemes to facilitate the delivery of the tendered schemes providing that the total resources allocated to the programme areas is not exceeded.
- 8) That authority be delegated to the Service Director for Development and the Service Director for Learning and Early Support to identify, develop, and implement capital projects using the £500K allocation in Financial Year 2022/23, with approved schemes being retrospectively reported to Cabinet.

**125 White Rose Forest - Northern Forest and Urban Tree Challenge grant agreements**

Cabinet considered a report which advised that Kirklees Council as the lead organisation and accountable body for the White Rose Forest, had been offered further grant funding to support the White Rose Forest tree planning programme.

The White Rose Forest Action Plan's ambition was to plant trees across West and North Yorkshire to mitigate flood risk, support economic investment, improve public well-being, and adapt against the impacts of climate change.

The report advised that approval to enter into the next phase of grant agreements which would help secure funds for the continued delivery of the White Rose Forest tree planting programme.

**RESOLVED -**

- 1) That approval be given for the Council as the accountable body for the White Rose Forest to enter into a grant agreement with the Community Forest Trust for funding from the Nature for Climate - Northern Forest fund.
- 2) That approval be given to enter into a grant agreement with the Forestry Commission for funding from the Urban Tree Challenge programme.
- 3) That approval be given to receive capital and revenue funding from the 'Nature for Climate Fund' – Northern Forest fund and the Urban Tree Challenge Fund, both as the accountable body for the White Rose Forest and the Northern Forest Urban Tree Challenge Fund and as a grant recipient.
- 4) That approval be given to enter into both capital and revenue grant agreements (in the Council's capacity as accountable body) with the other parties to the White Rose Forest Project and the Northern Forest Urban Tree Challenge Fund (from time to time).
- 5) That approval be given to enter into grant agreements (in the Council's capacity as accountable body) with third party landowners who are not party to the White Rose Forest Project joint venture agreement.
- 6) That approval be given to use the grant funding to recruit and, or procure the resources required to deliver the programme over multiple years.
- 7) That approval be given to pursue and secure further funding including match-funding opportunities to support the creation of the Northern Forest.

**126 Community Asset Transfer of Dunromin, 20a Ravens Lodge Terrace, Scout Hill, Dewsbury, WF13 3EF**

Cabinet considered a report which sought to approve the Community Asset Transfer of Dunromin, 20a Ravens Lodge Terrace, Scout Hill, Dewsbury to the 20:20 Foundation. The building was occupied by the Scout Hill Action Group whose primary focus was to support tenants and residents with estate management related matters.

Scout Hill Action Group worked in conjunction with the 20:20 Foundation to manage the day to day running of the building and activities delivered from it. The Foundation was established in 2002 by a group of parents and carers with the aim of creating a community hub that would serve the Scout Hill, Pilgrim and wider areas of Dewsbury West. The Foundation had adopted a Small Charity Constitution.

Cabinet was advised that the asset would be transferred by the grant of a 125 year lease at a peppercorn rent to 20:20 Foundation. It was envisaged that the trustees of Scout Hill Action Group would surrender their lease in respect of the premises prior to a new lease being granted to 20:20 Foundation.

**RESOLVED -**

- 1) That authority be delegated to the Director of Development to negotiate and agree terms for the grant of a 125 year lease of Dunromin, 20a Ravens Lodge Terrace, Scout Hill, Dewsbury, WF13 3EF, being the land and buildings shown edged red on Plan reference 17-0266 and enter into a deed of surrender for the existing lease to the Scout Hill Action Group.
- 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 Dunromin, 20a Ravens Lodge Terrace, Dewsbury to 20:20 Foundation and the surrender of the current lease to Scout Hill Action Group and enter into a Polling Station Agreement.

**127 Community Asset Transfer of Netherton Moor Community Centre**

Cabinet considered the Community Asset Transfer of Netherton Moor Community Centre, Rowan Avenue Mews, Netherton to Netherton Community Centre Community Interest Company (CIC). The building was a well-used community centre and for the last 16 years had been run and managed by a community organisation and was current managed by the CIC.

Cabinet was advised that the Netherton Moor Community Centre would be transferred to the CIC by way of a 125 year lease. The CIC was managed by a local Board of Directs who had experience of the community asset transfer process and building management having successfully completed an asset transfer of Honley Community Centre in April 2017.

**RESOLVED -**

## Cabinet - 14 December 2021

- 1) That authority be delegated to the Director of Development to negotiate and agree terms for the grant of a 125 year lease of Netherton Community Centre, Rowan Avenue Mews, Netherton, Huddersfield, HD4 7WH.
- 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 Netherton Community Centre to Netherton Community Centre Community Interest Company.

### **128 Half yearly monitoring report on Treasury Management Activities 2021-22**

Cabinet received the half yearly monitoring report on treasury management activities in 2021-22.

The report gave assurance that the Council's treasury management function was being managed prudently and pro-actively. External investments, including £10.0 million invested in the Local Authorities Pooled Investment Fund (LAPF), averaged £37.6 million during the period at an average rate of 0.49%. Investments had ranged from a peak of £68.8 million and a low of £16.6 million both in April. The high investment balance in April was due to receiving a restart grant of £22.4 million from Central Government but this was paid out to local businesses in mid-April.

**RESOLVED** - That the half-year treasury management performance in 2021/22 be noted.

### **129 New Inclusion & Diversity Strategy 2021-23 Recovery through Inclusion and Annual Report 2020-21**

Cabinet considered the Inclusion and Diversity (I&D) Strategy 2021-23 and received the I&D 2020-21 Annual Report. It was noted that the I&D strategy outlined the approach for addressing the key strategic issues on I&D for the Council.

Cabinet was advised that the strategy had an emphasis on key elements of processes that needed fixing, which helped support communities and employees more effectively. It was predicated on the need to embed inclusion throughout everything the Council does and to proactively consider the equality implications for our citizens and employees, from the inception of new areas of work right through to their conclusion.

The report advised that the new strategy built upon a strong foundation of inclusion being given an organisational priority, and a variety of projects that had sought to tackle long-standing inequalities. The annual report outlined the outcomes from these projects and set out the impact those activities had on inclusion across the organisation and in communities.

**RESOLVED** -

- 1) That approval be given to the Inclusion and Diversity Strategy 2021-23 and the priority areas, and recommend it to council for approval
- 2) That the Inclusion and Diversity Annual Report 2020-21 and progress made on Inclusion and Diversity, be noted and recommend it to Council for information and noting.

**130 Supporting the recruitment, retention and valuing the contribution of social care staff in Kirklees this Winter**

Cabinet considered a report which sought approval of the use of funding the Council will receive from the NHS to support the adult social care sector this winter and to design an appropriate approach to utilising this and other short-term funding to support the adult social care sector.

Cabinet was advised the last 18 months had been hugely challenging for staff working across the health and social care sectors. The pressures of the pandemic, alongside longstanding issues with pay and competition for staff from other sectors, had come to a head, particularly in the context of seasonal workforce recruitment in the retail and hospitality sectors. This resulted in additional recruitment and retention challenges and further pressure on the health and care sector, which impacted on hospital discharge, community care service delivery and quality of care received by local people.

The report outlined that subject to final approval through the relevant local NHS bodies the funding would be released to Council's across West Yorkshire as soon as possible. It was expected that the local eligible CQC registered care providers would be notified before Christmas of the process for them claiming the funding.

**RESOLVED -**

- 1) That approval be given to use the available NHS funding to bring forward the benefits of the uplift in the National Living Wage due on the 1 April 2022 for the lowest paid care workers in domiciliary, residential, and nursing care homes for adult across Kirklees to ensure all staff are receiving at least the 2022 National Living wage rate from 1 December 2021 at the latest.
- 2) That authority be delegated to the Director of Adults and Health, in consultation with the Section 151 officer and the Cabinet member for Adults and Health, to design an appropriate approach to utilising short-term funding to support the adult social care sector over this Winter.

**131 Transport Services Capital Investment Vehicle Replacement Programme (VRP); 21/22 - 25/26 - Proposed Expenditure**

Cabinet considered a report which sought approval to proceed with the expenditure of £6.25m from the agreed Capital Plan for the Vehicle Replacement Programme (VRP) in 21/22 - 25/26.

Cabinet was advised that there may be a requirement to drawdown some of the later year's capital to meet commitments. The proposed expenditure would replace ageing Euro 4 and 5 standard vehicles with electric vehicles and the latest greener Euro 6 models including purchasing a number of electric vehicles for Waste Services for sustainable transport development purposes, this included an Electric Refuse Collection Vehicle (E-RCV).

**RESOLVED -**

- 1) That approval be given to the existing capital plan allocation of £6.25m for 21/22 to 25/26 to facilitate a Vehicle Replacement Programme. This includes a potential drawdown of future years funding to meet commitments.
- 2) That authority be delegated to the Service Director Highways and Streetscene to manage the implementation of the VRP including any unforeseen issues that require urgent fleet replacements.

**132 Procurement Options for Waste Management**

Cabinet considered a report which provided the key outcomes and recommendations of the Outline Business Case (OBC) for the procurement of a new Waste Management Contract.

Cabinet was advised that a Strategic Business Case (SBC) shortlisted a long list of options to take forward into an OBC that evaluated 3 options. During the process of developing the OBC the options were refined to (i) Option 1 - Single integrated contract (ii) Option 2 - Lots (iii) Option 3 - Limited lots in-house.

Cabinet was informed that following a number of workshops, condition surveys, support from consultants, development of a waste flow model and financial models, the option that delivered the best outcomes for the Council was Option 3, as detailed in the OBC which was summarised within the report. The purpose of the OBC was to identify the optimal route for the procurement of a new waste treatment and disposal Services Contract to replace the existing integrated PFI contract which was approaching its expiry date; to identify the most appropriate strategy for the continuation of waste management services and identified the preferred technology and future contracting structure for the Council.

**RESOLVED -**

- 1) That approval be given to re-procure the Energy from Waste at contract end in 2023
- 2) That approval be given to the following recommendations in respect of the outline business case:
  - (a) To proceed to a pre-procurement phase in line with Option 3 as set out in the report.
  - (b) That HWRCs and closed landfills are delivered in-house, subject to further detailed consideration in advance of procurement.
  - (c) That the procurement route is through the Competitive Dialogue (CD) process.
  - (d) That authority be delegated to the Strategic Director for Environment & Climate Change, and Service Directors for Legal, Governance and Commissioning and Finance to commence procurement in Autumn/Winter 2022.
  - (e) That oversight be provided by a Project Board and a new Member Reference Group.
  - (f) That an update to be provided to Scrutiny and Cabinet in Autumn 2022.
  - (g) That a full business case be presented to Cabinet in the Spring of 2024 requesting approval to appoint a preferred bidder.

**133 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 Schedule 12A of the Act.

**134 Transport Services Capital Investment Vehicle Replacement Programme (VRP); 21/22 - 25/26 - Proposed Expenditure**

(Exempt information relating to 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. It was considered that the disclosure of the information would be contrary to confidential terms and that 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 18 (Minute No. 131 refers).

**135 Procurement Options for Waste Management**

(Exempt information relating to 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. It was considered that the disclosure of the information would be contrary to confidential terms and that 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 19 (Minute No. 132 refers).

**136 Building Safety, Compliance Report. Anthony Brown, RM Consulting: April 2021**

(Exempt information relating to 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. It was considered that the disclosure of the information would be contrary to confidential terms and that 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 8 (Minute No. 121 refers).



Contact Officer: Andrea Woodside

## KIRKLEES COUNCIL

### CABINET

**Tuesday 18th January 2022**

Present: Councillor Shabir Pandor (Chair)  
Councillor Paul Davies  
Councillor Eric Firth  
Councillor Viv Kendrick  
Councillor Musarrat Khan  
Councillor Peter McBride  
Councillor Naheed Mather  
Councillor Carole Pattison  
Councillor Cathy Scott  
Councillor Will Simpson

Observers: Councillor D Hall  
Councillor Munro

**137 Membership of Cabinet**

All Cabinet Members were present.

**138 Minutes of Previous Meeting**

**RESOLVED** – That the Minutes of the Meeting held on 16 November 2021 be approved as a correct record.

**139 Declarations of Interest**

Councillor Scott declared an ‘other’ interest in Agenda Item 9 on the grounds that members of her family reside in council properties (Minute No. 145 refers).

**140 Admission of the Public**

It was noted that Agenda Item 17 was exempt from publication (Minute No. 153 refers).

**141 Deputations/Petitions**

No deputations or petitions were received.

**142 Questions by Members of the Public**

Cabinet received the following questions from Mr Tejinder Ajiz under the provision of Council Procedure Rule 11(5);

- 1) “Does the Kirklees Leader accept that my declaration of my good intentions and purposes are without prejudice, rancour, animus, quid pro quo, and/or duress to build professional relationships of mutual trust, integrity, two-way communication with you on a non-party political basis and cross political party basis, that KMC is robustly defended when it is justified in the pursuit of

## Cabinet - 18 January 2022

its positive aims and objectives, with the standard exceptions? Has the KMC Leader shared with the rest of the Cabinet Members that I have been trying to make him and them aware, inform them of actual evidences, my concerns about possible minor or more serious issues, crises, scandals, possible embarrassment to individual Cabinet Members and, all in all, details which are nobody else's business to know and breach general data protection rules and which only came to my attention recently when I opened an envelope posted and addressed to me, which I left unopened due to my heart attack and having to concentrate on my medical condition and my health needs and recovery, which I must reasonably assume, that had some one else received these details in the post it might have been embarrassing for me...?"

A response was provided by the Leader of the Council.

- 2) "Does the Leader or Cabinet Members agree with me that it is all too easy to turn around and blame the messenger who brings you unwelcome news, real evidences of breaches or failures, which need to be put before them. Will they look at any of the following; scrutiny, oversight, management, effectiveness, equality, risk assessments etc? What will the Council Leader, Cabinet Members, here and now, commit to do, or do differently, to strengthen and raise their awareness, explore, scrutinise and review everyone of their roles, functions, duties, responsibilities on an ongoing basis to improve some element that justifies their continued involvement in what they are doing?"

A response was provided by the Leader of the Council.

### 143 Questions by Elected Members (Oral Questions)

Cabinet received the following questions in accordance with Executive Procedure Rule 2.3;

#### Question from Councillor Munro

"How much is it going to cost to bring Tolson Museum up to a modern day standard for the complimentary heritage offer?"

A response was provided by the Cabinet Member for Culture and Greener Kirklees (Councillor Simpson).

#### Question from Councillor D Hall

"With regard to the George Hotel, given that you've now said that there'll be a liability to the public of approx. £20m if this goes ahead with the museum, can you tell me why Cabinet passed the idea in the first place?"

A response was provided by the Leader of the Council.

**Question from Councillor D Hall**

“Professor Collins, who was Chairman of the Independent Panel who awarded Kirklees the bid, said ‘the Council doesn’t have a viable alternative, nor do they have a track record of suggesting they have the capabilities of supporting the museum somewhere else’. This is of national interest, and what really disturbs me in that a well-qualified and respected person has the impression that Kirklees does not have a track record of capability as far as museums are concerned. Could you suggest why that might be?”

A response was provided by the Cabinet Member for Regeneration (Councillor McBride).

**144 Kirklees school funding arrangements for financial year 2022-23**

Cabinet gave consideration to a report which sought approval for school funding arrangements for the 2022-2023 financial year. The report set out the arrangements that had been consulted upon for the funding of local schools and academies for the funding year 2022-2023 and school revenue funding issues that had been discussed with the Schools Forum and constituent groups. The report provided an overview of detail in regards to (i) movement towards a national funding formula in the soft national funding formula years of 2018-2019 to 2022-2023 (ii) exception applications made to the Education and Skills Funding Agency (iii) de-delegation arrangements for mainstream maintained schools (iv) dedicated schools grant funding settlement 2022-2023 (v) high needs block funding 2022-2023 (vi) early years blocking funding 2022-2023 and (vi) recommendations from the Kirklees Schools Forum.

Cabinet noted the changes to the schools funding formula arrangements for 2022-2023, which was the fifth year of soft application of the national funding formula, leading up to the full introduction of the National Funding Formula for Schools from April 2024, subject to ongoing response to consultation. It was also noted that ongoing consultation would take place with schools and other providers to ensure an appropriate local response to national funding formula developments. Cabinet asked that thanks be conveyed to the Kirklees Schools Forum for the work that they had undertaken. The report advised that the deadline for the submission of school funding allocations for 2022-2023 to the Education and Skills Funding Agency was 21 January 2022, and it was expected that maintained schools would be informed of budget share by 28 February 2022 and that academies would be advised by 31 March 2022.

**RESOLVED –**

- 1) That approval be given to the recommendations of the Schools Forum, following the consultative process undertaken in collaboration with Head Teachers, to determine the ongoing local approach to the distribution of DSG Schools Block funding for 2022-2023 and the fifth year of a soft National Funding Formula approach.
- 2) That the exceptions application made to the ESFA, and subsequently approved, be noted.
- 3) That approval be given to the submission of the schools funding formula to the ESFA for 2022-2023.

- 4) That approval be given to proposals for central budgets and de-delegated budgets 2022-2023, as set out within the considered report.
- 5) That the changes to schools funding arrangements for 2022-2023, the fifth year of soft application of the National Funding Formula, in advance of the full introduction of the National Funding Formula for Schools from April 2024, subject to ongoing response to consultation, be noted.
- 6) That the ongoing consultation with local schools and other providers, to ensure an appropriate local response to national funding formula developments, be noted.

**145 Enhanced Lettable Standard Review, the Lettable Standard and the Home Starter Fund**

Cabinet received a report which set out the outcome of the review of the enhanced lettable standard pilot scheme and proposed a new universal standard for all empty homes to better meet tenant needs. The report advised that the pilot scheme started in January 2020 and aimed to enable vulnerable tenants to have the best possible start to their tenancies, providing full decoration of the property subject to applicants meeting a specific criteria. It advised that the pilot had provided the opportunity to evaluate the impact of an improved standard for new tenants, and how this impacted upon their early months of settling into a new home. The report also advised that the implementation of the pilot had meant that clearer comparisons could be made with the existing lettable standard which applied to other properties where the tenant did not meet the enhanced lettable standard criteria.

Cabinet noted that the proposed new lettable standard would ensure that every new tenant would benefit from a newly decorated home in instances where decoration was needed and that applicants who were more vulnerable would receive additional support through the Home Starter Fund.

**RESOLVED –**

- 1) That approval be given to amendments to the Lettable Standard Policy to reflect the proposed new standard to support an improved experience for all of the Council's new lets from the beginning of February 2022.
- 2) That approval be given to the continuation of the Home Starter Fund for the most vulnerable from the beginning of February 2022, in accordance with the criteria as set out at para 1.23 of the report, to ensure that people are supported to start their tenancy with quality furniture and fittings.

**146 Highways 2 year Capital Plan for 2021/22 and 2022/23**

Cabinet gave consideration to a report which sought approval of an updated detailed two year Highways Capital Plan for 2021-2022 and 2022-2023 which included confirmation of rollover, additional grant monies and re-profile of funding from 2021-2022 into 2022-2023. The report highlighted changes to the Highways Capital Plan since the previous report was submitted on 1 June 2021 and included information relating to (i) funding rolled over from 2020-2021 underspend (ii) additional grant monies received from DfT (iii) additional Council self-funding approval and (iv) re-profiling of some funding from 2021-2022 for spend in 2022-2023.

The report also advised of the upcoming City Regional Sustainable Transport Settlement grant funding for the next five year period, 2022-2023 to 2026-2027, prior to detailed highways 2022-2023 and 2023-2024 report being submitted to Cabinet in the new financial year.

Appendix A to the considered report set out current budget grants for 2022/2023 which were provisional based upon the assumption of the budgets received in previous years and the re-profiled money from 2021-2022. Appendix B illustrated the funding changes to each individual budget area as an update to the original amounts as approved on 1 June 2021.

**RESOLVED –**

- 1) That the revised detailed 2 year Capital Plan 2021/2022 and 2022/2023 in the sum of £26,194,532 and £24,106,315, as set out at Appendix A to the report, be approved.
- 2) That authority be delegated to the Service Director (Highways and Streetscene) in consultation with the Cabinet Member (Environment) to enable future amendments to identified schemes and funding allocation for those schemes not already identified in the report, in accordance with Financial Procedure Rules, for the purposes of expediting efficient delivery of the programme.

**147 Non-Transport Function Borrowing Regulations**

Cabinet received a report which sought agreement to consent in principle to the regulations to provide the Combined Authority with the power to borrow for non-transport related functions, set out in the 'minded to' Devolution Deal. The report advised that the Government had made a late notification to the Combined Authority that they were aiming to lay the draft Order for Powers to Borrow for Non-Transport related functions in January 2022 and therefore consent was required from all constituent councils and the Combined Authority by 20 January 2022. It was noted that the Combined Authority already had powers to borrow for transport and police and crime, and that this power would enable borrowing for the other Combined Authority functions, such as regeneration and net zero carbon.

Cabinet were advised that the regulations would extend the borrowing powers of three Combined Authorities, including West Yorkshire, for all of their functions, subject to a debt cap agreed with HM Treasury.

**RESOLVED –**

- 1) That consent be given in principle to the regulations to provide the Combined Authority with the power to borrow for non-transport related functions, as set out in the 'minded to' Devolution Deal.
- 2) That authority be delegated to the Managing Director of the Combined Authority, in consultation with the Leader and Chief Executive of each constituent Council and the Chair of the Combined Authority, to finalise and consent to the final draft of the regulations further to any technical issues which may arise.
- 3) That it be noted that this decision of Cabinet shall be exempt from Call-In, as agreed by the Chair of Overview and Scrutiny Management Committee, upon grounds of urgency, as set out at para. 1.2 of the report.

**148 Relocation of Council's indoor market in Huddersfield**

Cabinet gave consideration to a report which sought approval to provide alternative accommodation for traders currently located in Queensgate market to vacant shops or containers to be located within Huddersfield Town Centre to order to enable works to commence as part of the Cultural Heart Project. The report advised that the relocation would be for an interim period of at least 3 years until the Northumberland Street Regeneration Project, which would incorporate a new market offer, was delivered.

Cabinet were advised that the reliance upon containers would be minimised by instead using vacant shop premises in close proximity and that by careful planning of street units and vacant shops, it was hoped that the synergies provided by the existing provision would be maintained and that the whole development could operate as a single offer without disadvantage to some stall holders. It was noted that, in the long term, it was intended that the relocated traders would form the core market within the Northumberland Street Project.

**RESOLVED –**

- 1) That approval be given to the relocation of traders currently based in Queensgate Market.
- 2) That approval be given to the required capital funding of £1.6m (ex vat) from the capital plan for Huddersfield Town Centre as identified in the Council's Capital Plan.
- 3) That authority be delegated to the Strategic Director (Environment and Climate Change) to implement the scheme in conjunction with the Service Director (Legal, Governance and Commissioning) to agree the preferred legal powers to use in this case, namely, either the licensed street trading option, or alternatively, to establish a temporary statutory market and take all necessary steps and actions in accordance with the chosen legal powers and Kirklees' constitutional requirements to implement the proposal.
- 4) That authority be delegated to the Service Director (Culture and Visitor Economy) to undertake operational management of the market, working with the Service Director (Legal, Governance and Commissioning) to agree relevant leases and management agreements as required.
- 5) That the decision regarding details of the decant be delegated to the Strategic Director (Environment and Climate Change) and that where vacant shops in third party ownership are involved, authority is sought for the terms of those lettings to be negotiated and agreed by the Strategic Director (Growth and Regeneration), in conjunction with the Service Director (Legal, Governance and Commissioning) to agree and complete the legal documentation required.

**149 2021-22 Mid-year Corporate Performance and Impact Report**

Cabinet received the 2021-2022 mid year Corporate Performance and Impact report, which provided an overview of the Council's performance and highlighted the most significant issues and challenges facing the Council and partners in improving outcomes across Kirklees. The report set out an overview of key activities that contributed to Kirklees shared outcomes and the Council's 'efficient and effective' ambition, and also provided an update on the impacts of the pandemic.

It was noted that the next performance and impact report would be produced as an end of year update and would primarily focus upon priority actions and deliverables in the Council Plan 2021-2023, with a continued focus upon understanding and responding to inequalities and demonstrating the quality and impact of Council activity.

**RESOLVED** – That the 2021/2022 Mid Year Corporate Performance and Impact Report be received and noted.

**150 Calculation of Council Tax Base 2022-23**

(Cabinet were reminded of, and noted, the requirements of the Local Government and Finance Act 1992, Section 106, in relation to voting upon this matter).

Cabinet gave consideration to a report seeking approval for the various taxbases, which would apply to the Kirklees area in the financial year 2022-2023, in relation to council tax. The report provided an explanation of the council tax calculation and the need to calculate a taxbase for both the whole of Kirklees, and each town and parish council area. Paragraph 2 of the report set out the factors which were applied to the valuation bandings and the council tax calculation.

The report recommended that, in order to meet the requirements of Section 67(2) of the Local Government Finance Act 1992, Cabinet endorse the council taxbase for submission to Council.

**RESOLVED** - That the 2022-2023 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 16 February 2022 with a recommendation of approval;

Whole of Kirklees £121,906.00  
Denby Dale £5,993.84  
Holme Valley £10,400.79  
Kirkburton £9,187.00  
Meltham £2,960.91  
Mirfield £6,818.29

**151 The Arcade, Market Place Dewsbury - Lease**

(Under the provision of Council Procedure Rule 36(1), Cabinet received a representation from Councillor D Hall).

Cabinet gave consideration to a report which sought approval with regards to the future lease/management of the Arcade, Dewsbury. The report provided an update on the works undertaken since the Council purchased the Arcade in 2020 and indicated that the programme of works should be complete by Autumn 2023. The report advised that the overall project would involve the repair, refurbishment and reconfiguration of the building to a high heritage standard, which would allow greater flexibility in the use of the space and improved financial sustainability in the future.

Cabinet noted that it was now timely to consider the future management arrangements of the Arcade as clarity on the preferred option would allow planning to take place for when the physical works are completed and the building is ready to open. The report set out four options for consideration; (i) the Council directly manages/operates the Arcade (ii) lease to a private sector company (iii) appoint a management company to operate on behalf of the Council and (iv) lease to non-profit distributing organisation. It advised that, in May 2021, a proposal had been received from 'The Arcade Dewsbury' to manage the building and the proposal was set out at Appendix 3 to the report. The report advised that the proposal was considered to be credible and would enable the Arcade to be run by local business people, benefiting from their commitment and expertise.

The report recommended that Cabinet give approval to option (iv) which would enable the Arcade Group, utilising the Arcade Company, to operate the property, and details of the lease and management proposal were set out at paragraphs 2.32 – 2.36 of the considered report.

(Cabinet gave consideration to the exempt information at Agenda Item 17 (Minute No. 153 refers).

**RESOLVED –**

- 1) That approval be given to the granting by the Council of an Agreement for Lease to the Arcade Group/Arcade Company in a form as set out at para. 2.34 of the considered report and that authority be delegated to the Strategic director (Growth and Regeneration) in conjunction with the Service Director (Legal, Governance and Commissioning) to agree and complete the agreement for lease.
- 2) That approval be given to the granting by the Council of an agreement for lease and lease of the Arcade to the Arcade Group/Arcade Company under the Heads of Terms as set out at Appendix 4 and that authority be delegated to the Strategic Director (Growth and Regeneration) in conjunction with the Service Director (Legal, Governance and Commissioning) to agree and complete the lease once preconditions outlined in the Agreement for Lease have been met and to obtain legal confirmation of the position regarding any possible implications that may arise from the Subsidy Control Bill.
- 3) That, subject to the Arcade Group being ineligible for the Community Share Booster scheme, approval be given for the Council to provide equity investment into the Community Share issue proposed by the Arcade Group on the basis of match funding of £1 for every £1 raised from the community up to a maximum of £25,000 investment from the Council and that authority be delegated to the Strategic Director (Growth and Regeneration) in conjunction with the Service Director (Legal, Governance and Commissioning) to agree and complete the contractual agreements.

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**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 on the grounds that it involves the likely disclosure of exempt information, as defined in Part 1 of Schedule 12A of the Act.



**153 The Arcade, Market Place Dewsbury - Lease**

(Exempt information relating to Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006 namely that it contains information relating to the financial and business affairs of third parties (including the Authority holding that information). It is considered that the disclosure of the information would adversely affect those third parties including the Authority and therefore the public interest in maintaining the exemption, which would protect the rights of an individual or the Authority, outweighs the public interest in disclosing the information and providing greater openness and transparency in relation to public expenditure in the Authority's decision making).

Cabinet gave consideration to the exempt information prior to the determination of Agenda Item 15 (Minute No. 151 refers).

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Contact Officer: Jodie Harris

**KIRKLEES COUNCIL**

**CABINET COMMITTEE - LOCAL ISSUES**

**FRIDAY 8 JUNE 2021**

Present: Councillor Peter McBride (Chair)  
Councillor Naheed Mather  
Councillor Paul Davies

In attendance: Karen North, Principal Technical Officer  
- Highways Design and Road Safety  
Nick Hirst, Senior Planning Officer  
Dean Barker, Principal Road Safety Engineer -- Highways  
Design and Road Safety  
Cllr Bernard McGuin

Apologies: N/a

1. **Membership of the Committee**  
No apologies were received.
2. **Minutes of the Previous Meeting**  
The Committee approved the Minutes of the meeting held on 23<sup>rd</sup> June 2021 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. **Member Question Time**  
No member questions were asked.
7. **Proposed PUFFIN Crossing and Traffic Calming Measures, Fenay Lane and St St Helen's Gate, Almondbury.**

The Committee considered a report presented by Dean Barker, Principal Road Safety Engineer – Highways Design and Road Safety in respect of 2 objections received to:

- Kirklees Council Traffic Regulation [No. 18] Order 2021– Proposed Prohibition of Waiting, Loading and Left Turn, Fenay Lane and St. Helen’s Gate, Almondbury
- Kirklees Council Speed Limit [No. 108] Order 2021 – Proposed 20mph speed limits, Fenay Lane and St. Helen’s Gate, Almondbury

It was explained that Highway Safety proposed to construct a signalised ‘PUFFIN’ pedestrian crossing on Fenay Lane east of its junction with St. Helen’s Gate, and to impose a 20mph speed limit along St. Helen’s Gate between Fenay Lane and Arkenley Lane to meet planning conditions arising from an application to expand King James’s School, the subsequent crossing assessments and requests from Ward Councillors.

The Committee heard representations from the objectors who outlined their concerns and reasons for opposing the proposals. In summary, these included:

- That the introduction of double yellow lines outside 1 objectors residential property would prevent loading/unloading and drop off and pick ups at the property for a relative with a disability.
- The PUFFIN crossing was to be placed on a slope and there were concerns about the accessibility of this for disabled users.
- The quality and tread depth of the steps and the suitability of the handrail to enable pedestrians to use the steps safely.
- There was no timeline stated for the widening and realigning of the steps.
- The steps were not maintained by Kirklees and were overgrown with ivy. There were concerns that this was dangerous for pedestrians.
- That the steepness of St Helen’s gate combined with the location of the proposed crossing would reduce visibility for north bound traffic at school start and finish times and there were concerns about what risk this may pose to pedestrians.
- In respect of visibility issues, 1 Objector highlighted that safety mirrors (to be placed on bend on St Helens Gate) were requested in consultation and questioned why this feature was not mentioned in report.
- There were questions as to whether the location of the proposed PUFFIN crossing was to be placed on the primary walking route for students travelling to and from King James’s High School.
- It was asked if a detailed survey of students and the local community had been conducted to identify where they would choose to cross the road and if the principal of King James’s High School had been consulted with on the matter.
- There were concerns that the proposals to reduce the width of the road would reduce access for emergency services, HGV’s and local farmers.
- That notices of public consultation were late to be published on the website which did not allow enough time for responses.

Dean Barker responded to the issues raised. In respect of concerns about the double yellow lines it was explained that there were no loading restrictions and that the introduction of the yellow lines would not affect deliveries and pick up/drop off to the property. In respect of the proposed crossings accessibility, the Committee were advised that the geography of the area was challenging, and it was noted that some pedestrians may have difficulty traversing the crossing in icy conditions. However, under normal circumstances most pedestrians would be able to traverse the crossing.

Responding to questions about the steps, Dean Barker explained that the Council did not have the structural engineering expertise to address realigning and widening, but there were plans to add anti-grip surfacing on the steps and an enquiry had been made with the Council's street lighting team to add a lamp column to improve safety.

Dean Barker reassured the Committee that visibility had been checked both horizontally and vertically for pedestrians as well as at the give way line for oncoming traffic. He accepted that during peak times, crowds of children waiting at the crossing may affect visibility for vehicles but estimated however, that drivers should always wait until they had full vision before pulling out into the road.

In terms of engagement and consultations, Dean Barker explained that there were a number informal and formal surveys carried out which identified that the desire lines for school children was where the crossing was proposed to be located. The emergency services were also consulted with as well as the Councils Planning team throughout the process.

Responding to the question about restricting HGV access, Dean Barker advised that a survey would need to be undertaken which provided reasonable reason to restrict HGV's in the area. He also explained that adding restrictions would affect deliveries to the school and properties in the area. In respect of publication of notice of the consultation on the website the Committee were reassured that publication on the website was not a legal requirement, and the correct notices were posted within the correct timeframes.

Councillor Bernard McGuin asked if any alternative to a crossing point was considered, suggesting the option to close off a road near the school during peak times. Karen North, Principal Technical Officer (Highways Design and Road Safety) responded to explain that due to capacity issues caused by the Covid-19 pandemic the option had not yet been considered but there were plans to trial this approach in the future.

Councillor Alison Munro raised concerns about the loss of parking space as a result of the proposals and requested that alternative parking provision was provided for residents. Karen North explained that once the development works had completed a reassessment of parking provision would take place and the suggestion to introduce a residents parking scheme using the existing car park or the land at the top of Blacksmiths Fold would be considered.

The Committee emphasised that the key point of the proposed measures was the safety of school children but noted that the geography of the area meant that there were limited options available. Having considered all the information presented, the

Committee were confident that Officers had listened to residents' concerns and were satisfied that the scheme would create a much safer route for residents. However, the Committee was assured that Council Officers would take an ongoing approach to monitor and review the success of the scheme as well as continuing to work with and listen to residents to address and alleviate concerns.

**RESOLVED:** It was agreed that the proposed PUFFIN Crossing and Traffic Calming Measures, Fenay Lane and St Helen's Gate, Almondbury be implemented as advertised.

## **8. Objection to the Proposed traffic calming features on Cumberworth Road Skelmanthorpe**

The Committee considered a report presented by Karen North, Principal Technical Officer (Highways Design and Road Safety) in respect of an objection received in response to the proposed traffic calming features on Cumberworth Road, Skelmanthorpe.

Planning permission had been granted for the erection of a residential development of up to 190 dwellings at land to the north of Cumberworth Road.

As a part of this the following traffic calming measures were proposed:

- Construction of 4 no. road humps;
- The relocation of the current 30 mph speed limit further along the road.

The proposed schemes were aimed at reducing and maintaining the speed of traffic travelling into and through the residential area and past the development to 30 mph. The traffic calming proposals were publicly advertised between 5 July 2021 and 2 August 2021, and during that period 2 objections were received.

The Committee noted the written representations from the objectors who outlined their concerns and reasons for opposing the proposals. In summary, these included:

- Concerns about snowploughs/ Winter maintenance vehicles being unable to traverse speed humps during winter weather.
- Vehicles leaving Sklemanthorpe having to give way to oncoming traffic.
- Unnecessary air and noise pollution as a result of increased traffic and vehicles speeding up and down in between speed humps.

In response, Karen North explained that whilst there was a risk posed by any traffic calming measure on a route during winter weather, the requirement to closed a traffic calmed road due to icy conditions/snow was low where as if the traffic calming features were not introduced, the benefits of reducing speeds here, at all times of the year would be lost.

The Committee were further advised that the scheme was designed in accordance with guidance to deter drivers from speeding up and slowing down between speed bumps and in response to the alternative suggestions made by objectors, the Committee were advised that:

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- The installation of a 20mph speed limits would require average speed recordings to be no more than 24mph and therefore traffic calming measures would be required alongside a speed limit.
- Reducing the road width to introduce a pinch point was a well-used horizontal traffic calming feature. However, forward visibility on the section of road concerned was excellent and whilst most drivers would slow and stop to give way to oncoming traffic, potentially some drivers may accelerate to speeds above the speed limit to avoid giving way.
- Mobile speed cameras were enforced by the police and were used in areas where there were a high number of collisions. They are not provided as an alternative to the installation of traffic calming features or to maintain the adherence to the speed limit in such circumstances.

**RESOLVED:** The Committee considered all the information received both verbally and in writing and it was agreed that the proposed traffic calming features on Cumberworth Road Skelmanthorpe be implemented as advertised.

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Contact Officer: Yolande Myers

## KIRKLEES COUNCIL

### CORPORATE GOVERNANCE AND AUDIT COMMITTEE

**Friday 26th November 2021**

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

Observers: Councillor Elizabeth Smaje

Apologies: Councillor Paul Davies (ex-Officio)

**1 Membership of the Committee**

Apologies for absence were received on behalf of Councillor Paul Davies.  
Councillor Adam Gregg substituted for Councillor Mel Stephens.

**2 Minutes of Previous Meeting**

**RESOLVED** – That the Minutes of the meeting held on 24 September 2021 be approved as a correct record.

**3 Declarations of Interest**

There were no declarations of interest.

**4 Admission of the Public**

It was noted that Agenda items 15 and 16 would be considered in private session.

**5 Deputations/Petitions**

There were no deputations or petitions received.

**6 Public Question Time**

No public questions were submitted.

**7 Committee System Proposal**

The Committee considered a report from the Local Government Advisor (LGA), Mark Edgell following his appointment to advise and work with Councillors on the governance review process.

The report noted that there were three official options for council governance being Leader and Cabinet, Committee and Mayor and Cabinet. The report advised that some Councils had differing arrangements for decision making, but the important aspect of any model was culture. This was described within the report as the way

that people behave within any system, the way they assert themselves and the way they listen to others and are influenced by them.

Following an LGA facilitated all-Councillor session, Mark Edgell reported that overall there was not a sense that the current governance system was failing with members describing many strengths from the arrangement. However, there was a clear view from Councillors that improvements could be made.

The Committee determined that further work should be undertaken to consider (i) further evidence from LA's who had moved from cabinet and scrutiny model to a committee system (ii) further evidence from LA's who had moved from committee system to cabinet and scrutiny model (iii) further evidence from LA's who had returned to a cabinet and scrutiny system after changing to a committee system (iv) how the evidence base for decision making could be improved (v) how the rationale for decision making could be more effectively communicated (vi) how non-executive members could influence decision making (vii) how pre-scrutiny consideration could be improved.

**RESOLVED –**

- (i) That the Corporate Governance and Audit Committee request the Democracy Commission gather further evidence to inform future decision making.
- (ii) That a draft Terms of Reference be considered at the next meeting of the Committee with a timeframe for the Democracy Commission to complete their evidence gathering.

**8 Half Yearly Monitoring Report on Treasury Management Activities 2021/22**

The Committee received a report providing assurance that the Council's treasury management function was being managed prudently and pro-actively. External investments, including £10.0 million invested in the Local Authorities Pooled Investment Fund (LAPF), averaged £37.6 million during the period at an average rate of 0.49%. Investments had ranged from a peak of £68.8 million and a low of £16.6 million both in April. The high investment balance in April was due to receiving a restart grant of £22.4 million from Central Government but this was paid out to local busines in mid-April.

It was reported that balances were invested in line with the approved treasury management strategy, details of which were appended to the report, in instant access accounts or short-term deposits.

The treasury management revenue budget was £24.3 million. The change in Minimum Revenue Provision (MRP) policy allowed for a planned release of £9.1 million MRP budget over-provision in 2021/22. The budget strategy update report 2022/23 re-affirmed the decision taken in the annual budget report in February 2021 to forward profile the release of the MRP over-provision with an additional £4.6 million, in light of the estimated medium term COVID impacted pressures on the Council finances. The MRP policy was to provide for MRP based on the asset life to which external borrowing was incurred. The MRP calculation was used to

determine the amount of revenue resources that needed to be set aside annual by the Council to meet its debt obligations.

It was reported that in-year treasury management performance was in line with the treasury management prudential indicators set for the year and details were appended to the report.

**RESOLVED** – That the Committee noted the half-year treasury management performance in 2021/22 as set out in the report.

**9 Audit Progress Report and Sector Update**

The Committee received the External Audit Progress Report (Year Ending 31 March 2022) and Sector Update from Grant Thornton External Audit.

The report updated the Committee on progress in delivering Grant Thornton's responsibilities as the external auditors. The report also set out an update on headlines regarding (i) a summary of emerging national issues and developments that may be relevant to the Local Authority and (ii) a number of challenge questions in respect of the emerging issues which the Committee was asked to consider.

**RESOLVED** - That the External Audit update report be received and noted.

**10 Public Sector Audit Appointments Process for the 2023/28 Period**

The Committee consider a report which updated Members on the proposed procurement exercise for Public Sector Audit Appointments (PSAA) process for the 2023 to 2028 period, which, subject to Local Authorities exercising their right to opt in, was to be undertaken by the PSAA to appoint their external auditors from 1 April 2023 to cover the period 2023-2028.

The Committee noted that the recommendation of the Service Director for Finance was that the Council should opt-in to the procurement exercise undertaken by the PSAA, who remained best placed to drive whole system improvements on the sector's behalf.

**RESOLVED** – That the Committee recommend that the Council ask Public Sector Audit Appointments Ltd to carry out Auditor Panel duties on behalf of the Council and nominate a proposed External Auditor to the Council in due course, for the 2023-28 period.

**11 Recommendation on the Code of Conduct from Standards Committee**

The Committee considered a report which outlined changes to the Council's Code of Conduct proposed by the Standards Committee to Council. The promotion and maintenance of high standards of conduct by Councillors was an important part of maintaining public confidence in both the council and its members.

The report advised that following a discussion of the options, the Standards Committee resolved to recommend a 'hybrid' Code of Conduct to this committee and requested that it be agreed and referred to Council. A copy of the 'hybrid' Code of Conduct was appended to the report.

**RESOLVED** – That the Committee recommend the Council adopt the draft ‘hybrid’ Code of Conduct that was based on the LGA model code as set out in the appendix to the report.

**12 Risk Management Update**

The Committee received a report relating to the Council’s Risk Management Statement and its arrangements for Corporate Risk Management.

It was noted that the Corporate Risk Matrix which was appended to the report, identified the ongoing risks and issues, many of which were common to a large authority or organisation. The Risk Matrix remained stable in terms of its content and was now structured by risk type with trend analysis and responsibility holders along with some symbolic information.

The report explained that the Project Risk Matrix, appended as a private appendix, listed features of several projects that involved the council, typically with a high value or high profile.

**RESOLVED –**

1. Council’s Risk Management Statement and its arrangements for Corporate Risk Management be noted.
2. That the Committee confirm they are content with the risk management process and operation as described within the report.

**13 Quarterly Report of Internal Audit Q2 2021/22 - July 2021 to September 2021**

The Committee received the Internal Audit Quarterly Report, Quarter 2 2021/22 which set out an overview of internal audit activity for the period July 2021 – September 2021.

The report highlighted that coronavirus continued to impact on the ability to do internal audit work and provide a strong level of assurance. A number of services areas had asked that some work be deferred, and as a result, a reduction of 22 topics (and an addition of 1 item) was proposed to the planned work as summarised within the appendix to the report. The reductions were based on an assessment of imminency of risk and was also based on anticipated levels of resource availability.

**RESOLVED –**

1. That the Internal Audit Quarterly Report 2021/22 (Quarter 2) be received and noted.
2. That the Committee noted that there had been no Regulation of Investigatory of Powers Act activity during the period Quarter 2 2021/22.

**14 Exclusion of the Public**

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

Part 1 of Schedule 12A of the Act, as specifically stated in the undermentioned Minute.

**15 Risk Management Update**

(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 Council's Risk Management Statement and its arrangements for Corporate risk Management.

**RESOLVED** - That the Council's Risk Management Statement and its arrangements for Corporate risk Management be received and noted.

**16 Quarterly Report of Internal Audit Q2 2021/22 - July 2021 to September 2021**

(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 Internal Audit Quarterly Report, Quarter 2, which set out an overview of internal audit activity in the second quarter of 2021/2022.

**RESOLVED** - That the Internal Audit Quarterly Report 2021/2022 (Quarter 2) be received and noted.

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Contact Officer: Yolande Myers

## KIRKLEES COUNCIL

### CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Friday 21st January 2022

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

Observers: Councillor Paul Davies (Ex-Officio)

**1 Membership of the Committee**

No apologies for absence were received.

**2 Minutes of Previous Meeting**

That the Minutes of the previous meeting, held on 24 November 2021 be approved as a correct record.

**3 Declarations of Interest**

No interests were declared.

**4 Admission of the Public**

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

**5 Deputations/Petitions**

No deputations or petitions were received.

**6 Public Question Time**

No questions were asked.

**7 Democracy Commission - Terms of Reference for the Committee System Proposal**

The Committee considered a report which set out a draft Terms of Reference for the Democracy Commission to carry out a detailed piece of work following the recommendations produced by the Local Government Association in relation to the proposal for a Committee System motion.

The report advised that the Group and Deputy Leaders had considered the draft, and the Committee was advised that the Democracy Commission had now been consulted on the draft Terms of Reference and Timeline.

**RESOLVED** – That subject to the following amendments, the Terms of Reference be approved:

- i. To review the current model in light of evidence from other Councils/Models and consider whether more inclusive decision making can be achieved
- ii. The Commission will report back to Corporate Governance & Audit committee at every meeting.

**8 Treasury Management Strategy 2022/23**

The Committee received the Treasury Management Strategy 2022/2023 and associated appendices, in accordance with the CIPFA Code of Practice on treasury management. The report provided information regarding (i) the outlook for interest rates and credit risk, and a recommended investment strategy (ii) the current and estimated future levels of Council borrowing (internal and external) and a recommended borrowing strategy (iii) methodologies adopted for providing for the repayment of debt and a recommended policy for calculating minimum revenue provision (iv) 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 the housing revenue account and (v) a recommended an annual investment strategy in line with MHCLG guidance.

The Committee was advised that the report would be submitted to the meeting of Council (Budget) on 16 February 2022.

**RESOLVED** – That the Treasury Management Strategy and appendices 2022/23 be noted and referred to the meeting of Council on 16 February 2022.

**9 Audit Progress Report**

The Committee received the External Audit Progress Report and Sector Update from Grant Thornton External Audit.

The Report set out (i) the progress with the Kirklees work for 2020/21 and 2021/22 (ii) a summary of emerging national issues and developments that may be relevant to the local authority and (iii) a number of challenge questions in respect of the emerging issues which the Committee were asked to consider.

**RESOLVED** – That the External Audit Progress and Sector Update Report be noted.



Contact Officer: Leigh Webb

## KIRKLEES COUNCIL

### CORPORATE GOVERNANCE AND AUDIT COMMITTEE

**Friday 11th February 2022**

Present: Councillor Yusra Hussain (Chair)  
Councillor Paola Antonia Davies  
Councillor Steve Hall  
Councillor Susan Lee-Richards  
Councillor Kath Pinnock  
Councillor Melanie Stephen  
Councillor John Taylor

Observers: Councillor Paul Davies (ex-Officio)  
Councillor Elizabeth Smaje (ex-Officio)

**1 Membership of the Committee**

No apologies for absence were received.

**2 Minutes of Previous Meeting**

**RESOLVED-** That the minutes of the meeting of the Board held on 21 January 2022 were agreed as a correct record subject to item 2 where apologies were received from Councillor Melanie Stephen.

**3 Declarations of Interest**

Councillor John Taylor declared an interest as a Member of the Democracy Commission.

Councillor Kath Pinnock declared a personal interest in respect of item 10 as a Governor of a school named in the report.

**4 Admission of the Public**

It was noted that Agenda item 10 would be considered in private session.

**5 Deputations/Petitions**

There were no deputations or petitions received.

**6 Public Question Time**

No public questions were submitted.

**7 Democracy Commission Update**

The Committee received an update on behalf of the Chair of the Democracy Commission which advised that the first Democracy Commission meeting had been arranged for 14<sup>th</sup> February 2022. The purpose of the meeting was to map out the

## **Corporate Governance and Audit Committee - 11 February 2022**

work of the Commission and identify specific witnesses/contributors the Commission wished to hear from.

**RESOLVED-** That the Democracy Commission update be received and noted.

### **8 Quarterly Report of Internal Audit Q3 2021/22 - October 2021 to December 2021**

The Committee received the Internal Audit Quarterly Report, Quarter 3 2021/22 which set out an overview of internal audit activity for the period October 2021 – December 2021.

The report highlighted that coronavirus continued to impact on the ability to do internal audit work and provide a strong level of assurance. Three investigations had taken place and there were 11 formal completed pieces of work. All new work had at least adequate assurance.

**RESOLVED –**

1. That the Internal Audit Quarterly Report 2021/22 (Quarter 3) be received and noted.
2. That the Committee noted that there had been no Regulation of Investigatory of Powers Act activity during the period Quarter 3 2021/22.

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

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

### **10 Quarterly Report of Internal Audit Q3 2021/22 - October 2021 to December 2021**

(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 Internal Audit Quarterly Report, Quarter 3, which set out an overview of internal audit activity in the third quarter of 2021/2022.

**RESOLVED -** That the Internal Audit Quarterly Report 2021/2022 (Quarter 3) be received and noted.

Contact Officer: Jodie Harris

## KIRKLEES COUNCIL

### CORPORATE PARENTING BOARD

**Tuesday 5<sup>th</sup> October 2021**

Present: Councillor Viv Kendrick (Chair)  
Councillor Richard Smith  
Councillor Karen Allison  
Councillor Andrew Marchington (ex-officio)  
Stewart Horn, Head of Joint Commissioning - Children and Families  
Elaine McShane, Service Director - Family Support and Child Protection  
Tom Brailsford, Service Director (Resources, Improvement and Partnerships)  
Ophelia Rix, Head of Service for Children in Care, Care Leavers and Looked After Children  
Janet Tolley, Virtual School Headteacher  
Sara Miles, Head of Service – Resources, Improvement and Partnerships  
Gill Addy, Designated Nurse for Looked After Children  
Colleen Kenworthy - Kirklees Fostering Network  
Jo-Anne Sanders, Service Director, Learning and Early Support - Learning and Skills  
Keith Fielding, Kirklees Fostering Network  
Dale O'Neill – Children's Scrutiny Panel Co-optee

In attendance: Suzanne Whitley – One Adoption West Yorkshire  
Michelle Rawlings – One Adoption West Yorkshire

Apologies: Christine Carmichael - Kirklees Fostering Network  
Councillor Elizabeth Reynolds  
Councillor Carole Pattison

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

The Chair welcomed Board Members to the meeting. Apologies had been received from Councillor Elizabeth Reynolds, Councillor Carole Pattison and Christine Carmichael.

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**2. Minutes**

The Board considered the minutes of the last meeting held on the 29<sup>th</sup> June 2021.

**RESOLVED-** That the minutes of the previous meeting be approved as a correct record.

**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 Public Question Time**

No questions from the public were received.

**7. One Adoption West Yorkshire Annual Report**

The Board considered the One Adoption West Yorkshire (OAWY) Annual Report for 2020 – 21 presented by Suzanne Whitley, Service Delivery Manager, and Michelle Rawlings, Interim Head of One Adoption West Yorkshire. They gave an overview of the work undertaken by OAWY as well as a general update in terms of the national picture with regards to adoption. It was noted that:

- Nationally, the latest figures released showed that there was no longer a gap between children waiting and the number of adopters available.
- There was a mismatch between the needs of the children requiring adoption and the adopters willing to consider these priority children.
- The government had provided £1million to the adoption sector to improve the recruitment and preparation of adopters with a key focus on attracting more adopters from black and minority ethnic communities.
- The national campaign #YouCanAdopt was launched in September 2020 focussing on myth busting about who can adopt and was followed up with a pilot project for Black Adopters in Birmingham and London.
- A further campaign around adopting brothers and sisters together was launched with a more targeted approach to seek adopters specifically for priority children.
- The Adoption Support Fund (ASF) was committed until July 2022 and the next Spending Review was predicted to clarify the longer-term plans for the ASF.
- 2020/21 had been an unprecedented year for OAWY as a result of the COVID-19 Pandemic.
- OAWY maintained the Duty and Advice service and (whilst staff worked from home) and provided the same level of support for families as before the pandemic.
- OAWY had continued to work in partnership with Operational Leads across the 5 West Yorkshire Local particularly focussing on the impact of coronavirus upon children's care planning and moving into adoption.

- Discussions had also taken place around the implementation of aligning adoption and special guardianship payments and joint audit work had also been discussed and agreed.
- The work across the region from the Education Lead alongside the five Virtual School Heads (VSH) continued to grow. The helpline was well used and accessed by adoptive parents, schools and other professionals offering advice and support as needed.
- This helped gain a current understanding of the difficulties faced by families and professionals and how best to support them.
- Work had continued to increase the awareness of attachment and trauma in West Yorkshire schools through the delivery of workshops and training sessions to school staff, childcare provisions and to adopters in partnership with the service delivery teams.
- The two key areas for development regarding Special Guardians (SG's) was the implementation of a regional support plan and the implementation of a regional approach regarding the financial support to SG's.
- A therapeutic parenting programme designed for SG's called 'Guiding Guardians' had been commissioned. The first program was in March and OAWY made a group application to the fund on behalf of the region.
- The Kinship (formerly Grandparents Plus) project was progressing well with the further support provided from the ASF Covid-19 funds.
- Between April 2020 and March 2021, 207 children had a plan for adoption ratified by the 5 West Yorkshire local authorities Agency Decision Makers.
- This was a reduction from last year's full year figure of 220 children from across the 5 West Yorkshire local authorities and reflects the delays in the court arena caused by the pandemic.
- 118 adoptive households were approved during the year an increase in previous years.
- Priorities included placing sibling groups together and increasing adoptive families from BAME backgrounds whilst also not relying on matching children to ethnic minority.
- As of the end of March 2021 there were 137 children with a plan for adoption and a placement order, from the 5 West Yorkshire local authorities not currently placed and requiring adopters.
- The average time between a child entering care and moving in with its adoptive family (indicator A1) for children in West Yorkshire was 534 days, the National Indicator target was 426 days.
- The average time for those children adopted in the period, between a local authority receiving court authority to place a child and the local authority deciding on a match to an adoptive family (Indicator A2) for children in West Yorkshire had increased to 259 days, the National indicator target was 121 days. This reflected an issue of a national decline in the number of adopters available and the complexity of children waiting for adoption.
- The first half of the year saw an increase in enquiries to adopt and with a backlog caused by the pandemic this presented real challenges for the recruitment teams.
- Two additional social workers were recruited to join the Recruitment and Assessment teams in to increase capacity.
- Adoption Panel was continued to be held via Zoom and had moved from 7 to 8 Panels meetings per month to increase capacity.

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- When supporting transitions, individual risk assessments were undertaken to minimise risk and the University of East Anglia Moving to Adoption model had been utilised where possible.
- OAWY commissioned the Voluntary Adoption Alliance within the region to provide families more locally for priority children. This contract commenced at the end of May 2020 with the aim of 30 families being provided within an 80-mile radius, in fact, 34 children were placed by the end of the year.
- There were 2 disruptions of adoption placements (preadoption orders) during 2020/21. This was a decrease from the previous year where there was 7 disruptions.
- A disruption review had been commissioned to analyse the circumstances of the disruptions.

The Board noted the contents of the report and were invited to ask questions.

Responding to a question about delays in the adoption process from stage 1 to stage 2 Michelle Rawlings, Interim Head of One Adoption West Yorkshire, explained that there were some delays in the assessment of potential adopters. This was due to the additional pressures placed on GP surgeries during the pandemic which impacted their ability to carry out medical assessments which were a key requirement of the assessment process. There were also further challenges caused by COVID-19 such as staff sickness alongside an increased volume of enquiries to manage and respond to. However, two additional social workers had been recruited to add further capacity, and delays in the Courts and GP surgeries had now improved. It was agreed that the Board may send OAWY officers the details of any individual cases where delays were reported for them to investigate.

In response to a question around the further context of the disruption figures, Suzanne Whiteley explained that disruption rates in West Yorkshire fluctuated between 0.7% and just over 2% nationally and Kirklees was below the national average in terms of disruptions.

The Board wanted to know what learning could be taken away from the pandemic and in which ways the national lockdown's may have helped adoptive families and reduced the number of disruptions.

Suzanne Whiteley agreed there had been a wide range of learning points arising from the pandemic in terms of disruptions. This included the promotion of the University of East Anglia's approach to transitions and the importance of the 'getting to know you stage' in building the relationship between adopters/foster carers and children. Understanding family's needs in terms of support was also an important factor in minimising disruptions and OAWY made sure that a comprehensive core offer of adoption support was available.

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Positives aspects of the national lockdown included giving families time to cement their new relationships without external challenges/distractions (i.e.- such as children going to school). However, there were also some challenges particularly in respect of adopters/foster carers being unable to access their usual support networks (i.e.- friends and family.)

The Board welcomed information regarding the success of the multidisciplinary team and the therapeutic programme for special guardianship. The Board also commented that creative methods of delivering training established in response to the pandemic should continue if the new format was welcomed by recipients.

**RESOLVED:** The Board noted the contents of the report, and it was agreed that OAWY would receive the details of specific families who had reported delays in progressing from stage 1 to 2 and would provide a response following investigation.

## 8. Children's Performance Highlights Report

The Board considered the latest reports giving key highlights on Performance Monitoring data for the Children's Service for Children in Care, Fostering and Children's Homes up to the end of August 2021.

Ophelia Rix, Head of Service for Children in Care, Care Leavers and Looked After Children presented the data relating to 'children entering care, children in care and placement stability'. It was noted that:

- There was currently a decreasing trend in the number and rate of children in care from 68.7 (688 children) in November 2020 to 64.7 (648 children) in August 2021. The current 12-month average for Kirklees was 66.9 (670 children) and was below Statistical Neighbours 2020 rate of 92.2.
- This may be due to the use of Special Guardianship Orders (SGO's), an alternative legal order which gave parental responsibility of a child to connected family and friends.
- The data showed that in Kirklees SGO's were particularly effective in ensuring successful outcomes for children and young people.

The Board welcomed this information and requested that a piece of work be undertaken around understanding the use of SGO's in neighbouring Local Authorities and suggested sharing Kirklees's best practices with those authorities.

In relation to educational outcomes Janet Tolley, Virtual School Headteacher reported that:

- 100% of PEPs were completed within the Summer Term in-line with the new termly processes.
- The Virtual School was currently leading on all PEPs since the Covid-19 lockdowns began in March 2020.
- PEP meetings were currently held virtually and enabled the virtual school to be involved in every young person's meeting whilst bringing together social workers and schools to provide high quality wrap around support.

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- 100% of school moves since the start of the academic year were carefully planned across the service to ensure a smooth transition with no break in provision.
- Absence/ Persistence Absence (PA) figures could not be compared to previous years due to the impact of the Covid-19 pandemic where reported absences were higher due to illness, and school bubble closures.
- This negatively impacted on the number of PA pupils, even though many of these young people were not attendance concerns.
- This was reflective of the national situation and the local one, where Kirklees was subject to public health restrictions and high rates of infection over a longer period.
- The Virtual school continued to monitor individual attendance closely and work to support young people on an individual basis.
- A key priority of the Virtual School was to support young people with their mental health to ensure that they were engaging with education in the recovery from the pandemic.
- The full detailed Virtual Head Teacher Report (containing the data for the previous academic year) was scheduled to be presented to the full governing board and then could be provided to the Corporate Parenting Board for consideration.

The Board noted that the information was reassuring, and it was agreed that the Virtual Head Teacher Report (containing the data for the previous academic year) be presented at the next meeting of the Corporate Parenting Board.

Gill Addy, Designated Nurse for Looked After Children presented the data relating to Children Looked After Health and highlighted that:

- Initial health assessments: Kirklees rolling 12-month data showed that 88.8% were completed in the statutory 20 working day timescale.
- Initial Health Assessments were carried out by telephone due to social distancing restrictions in clinics. This allowed birth parents and social workers to be involved.
- Review health assessments: Kirklees rolling 12-month data showed that 88.2% and 92.2% of the 'Developmental' assessments (for under 5yrs old) and 'Annual' assessments (for over 5 yrs. old) were completed in statutory timescales.
- Dental Checks within last 12 months: Kirklees rolling 12-month data showed that 50.7% of children had attended the dentist.
- This was an improving picture from times when the closure/limited availability of dentists during the Covid-19 lockdowns prevented routine checks.
- A new 'Flexible Commissioning' dental project aimed at vulnerable children, was allowing easier access to some named dental surgeries in Kirklees.
- Substance misuse: 5 young people (0.97%) had admitted to, or were known to, use substances that significantly affected their life when asked at their Review Health Assessment (RHA).
- This information was dependent on voluntary admission but there may be a more accurate source for this information through social workers and the substance misuse service. Any young person misusing substances at any level is offered support.



In respect of the 'flexible commissioning project' the Board requested that the details of registered dentists were shared with foster carers through the Kirklees Fostering Network and Gill Addy agreed to identify the correct contacts.

Responding to a question from the Board about the length of the project and continued funding, Gill Addy explained that the project was to be promoted across key partners and through the Oral Health Advisory Group. The Board noted the information relating to Looked After Children Health welcoming particularly the benefits of the 'flexible commissioning project' and the approach to its promotion. It was also agreed that the Annual Health Report would be presented to a future meeting of the Board.

In relation to Looked After Children Convictions, Elaine McShane, Service Director - Family Support and Child Protection suggested that a report on Looked After Convictions including the outcome of the Youth Justice Inspection be provided to the next meeting of the Board.

Ophelia Rix presented that data on Care Leavers and noted in relation to 'Contact with Care leavers' that there had been an increase in contact with Care leavers during June, July, and August 2021. This was to be viewed in the context of this group all being aged 18 plus. However, Ophelia noted that in some situations, young people did not wish to keep in contact with their Personal Advisor (PA's). It was agreed that a full report be presented to a future meeting of the Board that sets out the work of the PA service and the legal requirements in relation to contact with Care leavers.

In relation to adoption Sara Miles, Head of Service – Resources, Improvement and Partnerships advised that the Annual Review of Fostering report was to be presented to the next meeting of the of the Board. Tom Brailsford, Service Director (Resources, Improvement and Partnerships) highlighted that over 76% of children and young people were in foster care which was above the national average. Going forward, it was noted that recruitment and retention of foster carers was a priority and in relation to this, the Board highlighted the importance of learning from foster carer exit interviews.

**RESOLVED:** The Board noted the Children's Performance Highlights Report and it was agreed that:

1. A piece of work be undertaken around understanding the use of Special Guardianship Orders in neighbouring Local Authorities and to share Kirklees's best practices with those authorities.
2. The Virtual Head Teacher Report (containing the data for the previous academic year) be presented at the next meeting of the Corporate Parenting Board.
3. The Annual Health Report would be presented to a future meeting of the Corporate Parenting Board.
4. The names and contact details for the dental surgeries registered under the Flexible Commissioning Project be provided to the Kirklees Fostering Network.
5. A report on Looked After Convictions including the outcome of the Youth Justice inspection be provided to the next meeting of the Corporate Parenting Board.

6. A report in relation to PA Contact with Care Leavers be provided to a future meeting of the Corporate Parenting Board.
7. The Annual Review of Fostering report be presented to the next meeting of the of the Corporate Parenting Board.

## 9. **Staying Put Policy**

The Board considered a report setting out the refreshed Staying Put Policy presented by Elaine McShane, Service Director - Family Support and Child Protection who highlighted the following key points:

- All Local Authorities were required to set out how they will operate a Staying Put scheme. The refreshed policy set out the arrangements in Kirklees for Care Leavers aged 18 and above to continue living with their foster families.
- The report was approved by Cabinet on 27<sup>th</sup> July 2021 and was well received.
- There was strong national evidence to support that young people's life chances are improved when remaining in a supportive family home post 18.
- The policy set out an improved support and financial offer which reflected the importance of Staying Put Carers and the role they play in equipping young people with the emotional confidence and practical skills needed to live independently, whilst they remain living in a supportive family home.
- A key priority was to make sure no Staying Put Carers were financially worse off and there were a number measures included in the policy to mitigate the issue of Staying Put Carers experiencing a detrimental financial impact through their benefits being reduced.
- The service was to work with existing Staying Put Carers and young people living these arrangements to communicate changes on a one to one basis to ensure support in relation to financial impact queries.
- A simplified guide to Staying Put will be produced aimed at Foster Carers and young people who may be considering Staying Put for their future together.
- Regular updates on progress and the impact/outcomes as a result of implementing the policy will be scheduled in the forward plan and provided to Corporate Parenting Board

The Board noted the refreshed Staying Put Policy report and welcomed its arrival. In the discussion to follow the Board highlighted the importance of viewing Staying Put Carers as the continuation of family to young people and that the language used when engaging with Staying Put Carers should reflect this. The Board also suggested that an event should be held with tax advisors for staying put foster carers to help them understand the changes. Elaine McShane agreed with the Boards comments advising that advice on tax could be included in the formal launch. It was also explained that some work was being undertaken to improve language to reflect that Staying Put Carers are family.

A question was asked around backdated payments. Elaine McShane responded to advise that the current understanding was that changes to payment would take affect from the date when the policy was approved by Cabinet, but agreed to check the information.

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Responding to a question around reviewing and measuring the success of the refreshed policy, Elaine McShane advised that it was important not to wait for a formal review to make improvements where there was delegated authority to do so, but reassured the Board that any changes would be made in consultation with the relevant Cabinet Member and that the Board would also be briefed of any changes made or proposed. There were also plans to conduct a formal review alongside this in 6 months.

**RESOLVED:** The Board noted the contents of the Staying Put Fostering Policy report, and it was agreed that:

1. Information regarding backdated payments be provided to the Board.
2. That any changes made or proposed be reported to the Corporate Parenting Board following consultation with the relevant Cabinet Member.

#### **10. Virtual School Governing Body Update**

The Board considered a verbal update on the Virtual School Governing body presented by Janet Tolley (Virtual School Headteacher) who explained that the Governing Body meetings were half termly and the next one was to take place on the 21<sup>st</sup> October and an update would be provided to the Board at its next meeting.

**RESOLVED –** The Board noted the Virtual School Governing Body Update.

#### **11. Children’s Ambition Board Update**

Tom Brailsford, Service Director (Resources, Improvement and Partnerships) gave a verbal update on the work of the Children’s Ambition Board. It was noted that the Board continued to broaden its scope of focus to include the SEND transformation programme and continued to monitor the work from the children’s social care 10-point improvement plan. It was suggested that a report on SEND Transformation be provided to the Board in relation to Looked After Children, the Board noted the update and agreed that the report be presented to a future meeting.

**RESOLVED:-**

1. The Board noted the Children’s Ambition Board Update
2. It was agreed that a report on SEND Transformation be presented to the Board in relation to Looked After Children within the Calendar year.

#### **12. Updates from Board Members on Interactions with Services**

Board members shared verbal updates following interactions with services. It was noted that:

- The Chair of the Panel had met with the independent Chair of the Kirklees Safeguarding Partnership, had attended a webinar on contextual safeguarding and had visited the Kirklees Food Network to understand the impact of families under greater financial strain.

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- The success of the Children in Care Council's Safety and Music Project was highlighted and Board members suggested that work be undertaken to identify potential to expand the project.
- The Children's scrutiny Panel had established a work programme of visits to front line services.
- Most recently the Panel had visited The Valley's Cluster Children's Social Work Team. The Board noted that front line staff were positive about their casework and opportunities for development.
- It was also noted that a member of the Adults Mental Health Team had been working alongside the children's social workers to provide advice to the wider family supporting children and that this was an example of particularly effective partnership working between services.

**RESOLVED:-** Board Members noted the update on Interactions with Services and it was agreed that:

1. Work be undertaken in respect of expanding the Children in Care Council's Safety and Music Project.
2. The outcomes of future Children's Scrutiny Panel visits to front line services be reported to the Corporate Parenting Board.
3. That the team planning the Children's Celebration event be informed to send the relevant details to Kirklees Foster Carers.

#### **14. Corporate Parenting Board Work Programme and Agenda Plan for 2020/21.**

The Board considered the work plan for 2021/22.

**RESOLVED –**

1. The Board noted the forward work programme for the 2021/22 municipal year,
2. It was agreed that all reports identified for presentation to the Board at a future meeting be incorporated to the work programme at the appropriate time.

Contact Officer: Jodie Harris

**KIRKLEES COUNCIL**  
**CORPORATE PARENTING BOARD**

**Tuesday 23<sup>rd</sup> November 2021**

Present: Councillor Viv Kendrick (Chair)  
Councillor Richard Smith  
Councillor Elizabeth Reynolds  
Councillor Andrew Marchington (ex-officio)  
Councillor Carole Pattison  
Councillor John Lawson  
Elaine McShane, Service Director - Family Support and Child Protection  
Janet Tolley, Virtual School Headteacher  
Tom Brailsford, Service Director (Resources, Improvement and Partnerships)  
Ophelia Rix, Head of Service for Children in Care, Care Leavers and Looked After Children  
Sara Miles, Head of Service – Resources, Improvement and Partnerships  
Gill Addy, Designated Nurse for Looked After Children  
Colleen Kenworthy - Kirklees Fostering Network  
Dale’O Niell – Children’s Scrutiny Panel Co-optee  
Keely Lucas- Care leaver Representative

In attendance: Ian Mottershaw, Head of Service –Contextual Safeguarding and Y.E.S, Family Support and Child Protection  
Louise Hallas, Virtual School Team Manager  
Sara Hions, Virtual School Team Manager

Apologies: Councillor Karen Allison  
Christine Carmichael - Kirklees Fostering Network  
Barry Lockwood - - Kirklees Fostering Network  
Stewart Horn, Head of Joint Commissioning - Children and Families  
Jo-anne Sanders, Service Director – Learning and Early Support

**1 Membership of the Board/Apologies**

Apologies had been received from Councillor Karen Allison, Christine Carmichael - Kirklees Fostering Network Barry Lockwood - Kirklees Fostering Network, Stewart Horn, Head of Joint Commissioning – Children and Families and Jo-Anne Sanders, Service Director – Learning and Early Support.

The Board welcomed Keely Lucas, Care Leaver Representative to the Boards Membership.

**2. Minutes**

The Board considered the minutes of the last meeting held on the 5<sup>th</sup> October 2021.

**RESOLVED-** That the minutes of the previous meeting be approved as a correct record.

**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 Public Question Time**

No questions from the public were received.

**7. Children's Performance Highlights Report**

The Board considered the latest reports giving key highlights on Performance Monitoring data for Children's Services up to the end of August 2021.

Ophelia Rix, Head of Service for Children in Care, Care Leavers and Looked After Children presented the data relating to 'children entering care, children in care and placement stability'. It was noted that:

- There was a decreasing trend in the number and rate of children in care from 68.7 (688 children) in November 2020 to 62.6 (627 children) in October 2021.
- The decrease was attributed to successes in ensuring that children remained at home with parents or with connected carers.
- 6 Care Orders (enabling children to stay with parents/families) had been successfully discharged.
- Social workers continued to see children in a timely manner and build positive relationships with them.
- There had been an increase in the number of Pathway Plans (which support young people with educational needs, independent living, and suitable accommodation).

The Board commented that it was positive that the average number in changes of social workers had reduced but wanted to know under what circumstances it was deemed important or beneficial to change the social worker.

In response, Ophelia Rix advised that once children become Looked After that there was a natural transition as the child moved from one service to another. Maternity leave could also lead to changes in social workers. To manage transitions, joint work was undertaken between service and old and new social workers to ensure that positive relationships were built with new social workers prior to the change.

The Board noted that transitions where appropriate were being carefully managed. In response, Ophelia Rix further suggested that a report was provided to a future meeting of the Board in respect of the reduction in the number of Care Leavers been seen within an 8-week period and this was agreed by the Board.

Gill Addy, Designated Nurse for Looked After Children gave an overview of the data relating to Children Looked After Health for October. It was noted that:

- Initial health assessments (IHA's): In October 86% of Children who came into care were seen by the paediatrician within the statutory 20 working day timescale.
- Review health assessments (RHA): In October 95% of RHA's for under 5-year-olds, and 86% of RHA's for over 5 years old, were completed in statutory timescales.
- Dental Checks: Kirklees rolling 12-month data showed that 58% of children when asked at their health assessment had attended the dentist. This figure seemed low but consideration should be made to the period of time when dental surgeries were shut during the national Covid-19 lockdown.
- Dental Checks showed an improving picture. During October, 100% of 18 months to 5-year-olds, and 97% of 5- to 18-year-olds were registered at a dentist and had attended a dental at the point of their RHA.
- Substance misuse: A gap had been identified in collecting this data, as it was captured at the RHA. The team were now following up any declined assessments.
- Young people who refused support, were discussed with the local Substance Misuse Service, to offer an alternative response e.g.- group work or access through other agencies.

The Board welcomed the positive work undertaken in relation to dental checks and the Flexible Commissioning project but queried the issue of Care leavers in relation to registrations. In response, Gill Addy explained that Care leavers did face some challenges in this area, such as commonly being required to re-register at a Dentist after a change of address. There were also concerns that care leavers were not covered under the support to access to Dentists through the Flexible Commissioning Project.

In response, Ophelia Rix suggested that the support of Personal Advisors (PA's) would help improve access to Dentists for Care leavers and it was agreed that a meeting would be held to discuss the approach.

**RESOLVED:** The Board noted the Children's Performance Highlights Report and it was agreed that:

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1. A report be provided to a future meeting of the Board in respect of the reduction in the number of Care Leavers within an 8-week period.
2. It was agreed that a meeting would be held to discuss the approach to improving Care leavers access to Dentists with the support of PA's.

## 8. Youth Justice Service Verbal Update

The Board considered a verbal update on the work of the Youth Justice Service (YJS) and the outcomes of the Youth Justice Inspection presented by Ian Mottershaw, Head of Service –Contextual Safeguarding and Y.E.S, Family Support and Child Protection. It was noted that:

- There was a very small cohort (9 %) of Looked After Children within the youth justice system.
- The YJS were inspected (HMPI Youth Offending Inspection) in the summer of 2021, but the inspection focused predominantly on cases during the Autumn and Winter of 2020.
- Those cases coincided with the transition process and the Covid-19 lockdown restrictions which remained in Kirklees for an elongated period of time.
- Following the examination, the HMIP provided the rating of 'needed improvement'.
- This concurred with the Kirklees assessment of the status of the YJS at that same time.
- It was evident in the decisions made following the assessment that significant changes to structure were to be made.
- The HMIP recognised that a restructure had taken place and were reassured that Kirklees's plans and ambitions were the platform for those positive changes to be made.
- The HMIP went on to express confidence in Kirklees's strategies stating that, 'Implementation, delivery and reviewing of work to address desistance was outstanding' resonating with how Kirklees 'place the child at heart at what we do'.

The Board noted that it would be helpful to understand the different types of Looked After placement types included in the cohort of Looked After Children within the YJS. In response, Ian Mottershaw advised that the current data did not include this breakdown and agreed for this information to be provided to the Board.

Responding to a question about the trend in the data Ian Mottershaw confirmed that there had been no significant rise or fall in the number of Looked After Children within the YJS.

The Board noted that some children within the YJS cohort had become Looked After by nature of their offence and it was agreed that these details be provided to the Board in a private meeting.

**RESOLVED:** The Board noted the verbal Youth Justice Service update and it was agreed that:



1. A breakdown of the different placement types included in the cohort of Looked After Children within the YJS be provided to the Board.
2. The details of when a child within the YJS cohort had become Looked After by nature of their offence be provided to the Board in a private meeting.

## **9. Thriving Kirklees and CAMHS Update**

The Board considered a report setting out the Thriving Kirklees and CAMHS Update presented by Tom Brailsford, Service Director (Resources, Improvement and Partnerships) who explained that:

- Children’s Emotional Health and Wellbeing activity in Kirklees was provided through the Thriving Kirklees contract.
- The lead contractor for Thriving Kirklees was Locala, in partnership with South West Yorkshire Foundation Trust (SWYFT), Northorpe Hall, Yorkshire Children’s Centre and Homestart.
- An independent review of the service had been commissioned to evaluate how the partnership and integration had progressed.
- Following the review, an action plan has been created to implement the recommendations to be implemented by commissioners and partners.
- This included an update of the service specifications, which were being reviewed with stakeholders to reflect changing needs and to drive improvements during the second five years of the contract.
- The Children’s Emotional Wellbeing Service (CHEWS) was provided by Northorpe Hall Child and Family Trust. The Children’s Emotional Wellbeing Service (CHEWS) was provided by Northorpe Hall Child and Family Trust.
- The Covid 19 pandemic impacted the service in two ways – demand for the service had increased and the capacity to deliver the service had been reduced.
- This was either through restricted face to face contact or staff sickness/isolation.
- This resulted in the increase in expected waiting times from under 12 weeks in October 2020 to 24 weeks in July 2021.
- Work was being undertaken with Thriving Kirklees to find ways to reduce 24 week waiting time.
- This included improvements to the Single Point of Access, such as better clinical triage and closer working with Early Support services.
- In line with national and regional trends demand for autism and ADHD assessment in Kirklees had increased in recent years
- The assessment service was significantly impacted by the Covid 19 pandemic. Assessment clinics were halted as face to face contact was not possible and clinicians were redeployed to carry out other tasks.
- Waiting times rose to 92.4 weeks in September 2021, with 789 children and young people on the waiting list.
- An action plan had been created to reduce waiting times and improve support to children and families waiting for assessment. This included short term funding for extra assessments and additional long term funding to increase the number of assessments carried out to match demand.

- The aim was to reduce the longest waiting times to under 12 months within a year.
- The waiting list for autism diagnosis was now down to around 6 months.
- Demand for support with eating disorders had risen sharply throughout the pandemic with the caseload rising from 39 in September 2020 to 81 in August 2021.
- Eating disorder referrals were on a downward trajectory with a 100% response time targets achieved in September 2021.
- Additional funding has been made available to support and develop an increased community eating disorder provision, with an emphasis on early intervention and hospital admission avoidance.
- Waiting times for Emotional Wellbeing clinics were 5 to 6 weeks, against a target of 28 days. This was a result of difficulties with recruitment and retention of staff.
- A new holistic service model for the Placement Support team (known as One Placement Support) was currently being developed which will include dedicated clinicians, including psychologists, to work with children and staff teams.
- The Board were asked to agree to receive future updates in relation to the Emotional Health and Wellbeing provision for Looked After Children as the One Placement Support was developed and implemented.

The Board commended the work done to drive improvement under very challenging circumstances and it was noted that the rise in demand had overtaken planned investment to increase capacity.

Tom Brailsford acknowledged the need to invest in the model which offered support at the earliest opportunity and added that a place-based approach would be taken in partnership with schools. The Board commented that involvement with stakeholders, schools and the local community was reassuring and that investment to enable efficient early interventions could prevent children becoming Looked After.

The Board noted that waiting times were long especially from a child's point of view and a discussion was held in relation to the challenges in the recruitment and retention of staff.

Responding to a question about the effect of the Covid-19 pandemic on resignations, Tom Brailsford advised there was the need to invest in long term career progression, taking a proactive approach in making sure that Kirklees was seen as an attractive place to work. Work was also being undertaken to formulate a 'work-force' strategy for the next 2-5 years.

The Board highlighted developing local talent, such as university students, was important. Tom Brailsford agreed and added that this could be achieved through establishing a route into early careers with the local authority, and by providing work experience opportunities.

**RESOLVED** – The Board noted the contents of the Thriving Kirklees and CAMHS Update and agreed to receive future updates in relation to the Emotional Health and Wellbeing provision for Looked After Children as the One Placement Support was developed and implemented.

## 10. Annual Fostering Report

Sara Miles, Head of Service (Resources, Improvement and Partnerships) and Tom Brailsford, Service Director (Resources, Improvement and Partnerships) presented an overview of the Annual Fostering Report and highlighted that:

- The purpose of the report, as set out in regulations, was to inform the Board of the work undertaken by the fostering service between April 2020 and September 2021.
- In Kirklees the number of children who were Looked After had decreased over the past 18 months.
- There had been a change in the ages of children looked after in including a significant reduction in children aged under 1 and a significant rise in young people aged over 16.
- This presented difficulties in recruiting foster carers with the necessary skills to care for older children.
- In total 489 children were placed with approved foster carers, either through Kirklees fostering or through an Independent Fostering Agency (IFA).
- Of these, Kirklees fostering provided 308 children with a foster placement and 181 children were Looked After by an IFA carer.
- 54% of all Kirklees children living in foster care were placed within the Kirklees area.

The Corporate Parenting Board were asked to support specific recommendations and areas for improvement which were to:

- Increase the number of current foster care placements available to children and young people cared for by Kirklees and to reduce the use of external residential and Independent Fostering Agency placements for children.
- Conduct exit interviews when foster carers leave the service and use this information to inform future service developments.
- Develop the offer of additional activities and support for fostering families.
- Increase the diversity of foster carers to match that of the communities served.
- Increase the services ability to meet a wide range of complex needs by developing a broader service offer and an enhanced training programme.
- Continue work to improve and enhance the offer for Foster Carers agreeing to Special Guardianship Orders (SGO's).

Tom Brailsford highlighted in relation to the retention and recruitment that there had been a net increase of 11 fostering households in the last year. Sara Miles added that improving the conversion rate was a key area for improvement.

Responding a question about the conversion rate, Sara Miles explained in relation to the 'return of essential information' (i.e.- medical checks etc...) that this was a complex process and that there was a period of time between receipt of the information and Approval Panel. Sara Miles added that work was to be undertaken with the recruitment team around understanding why potential foster carers do not complete the process. The Board requested that an update including outline figures were provided to the Board when this piece of work had progressed.

The Board welcomed the recommendations to improve and enhance the offer for Foster Carers agreeing to SGO's, commenting that the new financial arrangements for SGO's allowed children to stay with families and connected carers which was a better outcome for young people.

Responding to a question about allowances for where children were originally Looked After, Elaine McShane, Service Director - Family Support and Child Protection advised regional work had been undertaken which involved looking at individuals' circumstances to ensure they were not disadvantaged financially. It was agreed that the issue of second allowances/part-time work and SGO's would be explored further in discussion with the Chair of the Board and that the outcomes would be presented to a future meeting of the Board.

Responding to a question around whether it was financially more attractive to Foster a Child rather than adopt one. Elaine McShane advised that adoption was a very different type of permanency placement. The financial package for adoption was considered taking into account a range of different circumstances (i.e.- SEN, sibling groups etc...). It was agreed that the decision-making process in relation to financial support for adoption be explored in an informal meeting.

**RESOLVED:-** The Board noted the Annual Fostering Report and it was agreed that:

1. An update on understanding why potential foster carers do not complete the recruitment process, along with outline figures be provided to the Board.
2. The issue of second allowances/part-time work and SGO's would be explored further in informal discussion with the Chair of the Board and that the outcomes would be presented to a future meeting of the Board.
3. It was agreed that the decision-making process in relation to financial support for adoption be explored in an informal meeting.

## **11. Kirklees Looked After Children Annual Health Report 2020-21**

The Board considered the Kirklees Looked After Children Annual Health Report 2020-21 presented by Gill Addy, Designated Nurse for Looked After Children who highlighted that:

- The main body of the report was based on the local activity, during the time frame 1st April 2020 – 31st March 2021.
- The report outlined the work that had taken place in the Looked After Children's Health Team and provided assurance that the Clinical Commissioning Groups were fulfilling their statutory responsibilities.

- The report commenced at the start of the COVID-19 pandemic, the impact of which altered the provision and practice usually delivered.
- The key performance indicators were difficult to achieve due to practice changes, but the Initial Health Assessments (IHA's) remained excellent at an average 98% in timescales.
- Due to clinic closures, IHA's were completed virtually by telephone throughout the year, with face-to-face appointments taking place if they were necessary, in a hospital setting.
- An Audit (to identify the communication pathways, health needs and potential impact on services for looked after children originating from other authorities who are accommodated in Kirklees) had taken place.
- Results of the key lines of enquiry were that there was a statutory process in place to share information from local authorities to health agencies, but limited information from the originating area delayed the process.
- The Health Outcome Audit was undertaken, to identify the health needs of children as they entered care at their IHA and then a comparison was made of their health status at their first review health assessment (RHA).
- The timeframe used was February 2019 to July 2020 and the aim was to provide an opportunity to illustrate positive health outcomes for children, who enter the care of the local authority and to develop a tool to support the general assessment process.
- Key statics in relation to the health needs of the 325 children entering care which included 65 children who required a catch up of one or more immunisations, 143 children who had no dental registration and 29 had a registration but had not been taken, 52 children had chronic health conditions and 65 children had recognised emotional wellbeing issues but were not receiving intervention.
- Once the child came into care, they would be set on a journey to have any health needs identified addressed.
- At the RHA, the tool was used to identify what difference had been made since the IHA.
- There was a maximum cohort of 86 children, who had stayed in care until 1st RHA.
- Of this cohort, 8 of the 10 children with outstanding immunisations when they entered care had caught up and 1 child was on a reduced schedule.
- All children engaged or re-engaged with dental services and there was a 100% improvement for those over 5 years old.
- All 8 children identified at IHA with a growth issue had improved, 20 saw their physical health improve and 6 children with development and learning issues were referred to services and 8 were re-referred.
- 20 children had been referred to services following non-engagement with emotional wellbeing support, or they were referred from the IHA.
- The outcome showed that the tool could be used to provide key data about the health needs of children entering care and comparative data to show what difference was made by the time of their RHA.
- The use of the tool was now embedded into practice going forwards and could be used to provide such data at any opportunity.

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In response the Board expressed thanks to health care staff for their commitment to their work throughout the pandemic, commenting that the work carried out was positive and reassuring. The Board also highlighted that exceptional effort had been made to undertake review and audit work alongside the additional challenges posed throughout the pandemic.

Gill Addy noted the Boards comments but further highlighted the importance of protecting staff and specialist staff wellbeing during difficult times.

**RESOLVED:** - The Board noted the Kirklees Looked After Children Annual Health Report 2020-21.

## 12. Virtual School Governing Body Update

The Board noted that there had not been a meeting of the Virtual School Governing Body and there was no update to be given at this time.

The next meeting was to be held on the 15<sup>th</sup> of December 2021 where the Virtual School Headteacher Report would be considered, and the Corporate Parenting Board would receive an update at its next meeting to be held on 11<sup>th</sup> January 2022.

**RESOLVED:** That the next Virtual School Governing Body update be presented to the Corporate Parenting Board at its meeting to be held 11<sup>th</sup> January 2022.

## 13. Virtual School Headteacher Report

The Board considered the Virtual School Headteacher Report for the academic year 2020-21 presented by Louis Hallas, Virtual School Team Manager, Sara Hions, Virtual School Team Manager and Janet Tolley, Virtual School Headteacher. The following key points and challenges were highlighted:

- The Covid-19 pandemic had placed increased pressure on the Virtual School to respond to the additional needs of young people as their education had been disrupted.
- The Virtual School had continued to ensure that resources were in place to minimise the impact to young people and had continued to deliver a full educational service throughout 2020-21, to meet the needs of young people as well as fulfilling statutory duties.
- Working virtually had enabled the Virtual School to increase involvement in coordinating and leading all PEPs (Personal Education Plans) for all young people.
- This had increased the quality of these discussions as well as achieving 100% PEP completion in all terms.
- PEP meetings involved looking at the individual education of each child.
- Each young person should have at least 1 PEP meeting per term, or more if their individual needs require it.

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- The pandemic had increased the need for more PEP meetings, all of which were attended by virtual school staff.
- Key strengths of the virtual school included:
  - An experienced and effective team.
  - Strong partnership work and the improvement of relationships with key partners throughout the year.
  - Raising the profile of PEPs across the service, and the completion of all PEP's and initial PEPs within the statutory timescales,
  - Strong and robust processes enabled the virtual school to know the young people they support and to obtain accurate data to help inform key priorities for improvement.
  - Outcomes for young people were in line with national outcomes for children and young people in care (2019 validated data).
  - There were no permanent exclusions and low numbers of fixed term exclusions because the Virtual School worked proactively with educational providers.
  - Progression post 16 remained positive and the monitoring of attendance by the virtual school remained strong.
  - Any unavoidable school moves were effectively supported in partnership with social care colleagues, schools, and educational providers.
  - There was clear evidence that Pupil Premium Plus (PP+) funding was used efficiently.
  - An established Governing Body, with a cross section of representation, continued to meet regularly to hold the Virtual School to account through support and challenge meetings.
- Key challenges and opportunities going forward included:
  - To continue to support young people in the recovery from the pandemic.
  - There was an increasing number of boys in the school cohort, and it was important to ensure that steps were taken to have the greatest impact on attainment.
  - It was important to continue to decrease the number of young people not accessing education on full time basis.
  - Continuing to support stability and transitions where a school move was unavoidable.
  - Being proactive to extend the age range of children working with the virtual school to include Year 13 and Care leavers.
  - Historically, the outcomes for Kirklees Children Looked After (CLA) at the end of Key Stage 2 (Year 6) were poorer than for all CLA nationally, for both key outcomes: attainment and progress.
  - Improving outcomes for KS2 included the need to understand key contributors to this data to make improvements. To address this, included undertaking work at a strategic, cohort and individual level.

The Board noted that transitions between schools was a challenging issue and asked what steps were in place to manage school moves.

In response, Sara Hions explained that at the last PEP, procedure included inviting the Secondary School Headteacher to the discussion to help manage the transition and ensure a strong handover. Where there was a requirement for enhanced support

the Virtual School would advocate for work to start early to ensure transitions were as smooth as possible. The young person would then continue to be monitored into year 7. The Board commented that this was good practice.

The Board welcomed news that there were no permanent exclusions and requested to know how the challenge of the KS2 outcomes was being addressed. The Board highlighted those transitions had been managed well but asked for reflection on the number of schools moves an individual young person has had.

**RESOLVED:** The Board noted the Virtual School Headteacher Report and it was agreed that:

1. A report showing how the challenge of KS2 outcomes were being addressed be provided to the Board.
2. That work be undertaken to reflect and consider where an individual young person has had a number of school moves.

### 13. Ofsted Report Update

Elaine McShane, Service Director - Family Support and Child Protection presented a verbal update on the most recent Ofsted Report giving an overview of the mainly positive feedback and key findings. It was highlighted that despite the challenges of pandemic, senior leaders had continued to prioritize improvements to services, underpinned by strong corporate and political support. It was noted that the positive feedback given was testament to social workers commitment and dedication to children and young people in Kirklees.

There was one area for improvement identified which was the quality and frequency of social care supervision. Elaine McShane confirmed that a meeting was to be held with service managers to address the matter consistently. It was noted that the recording of different types of conversations with social workers was important, and it was agreed for the Corporate Parenting Board to be updated on the process once it had been developed.

The Board welcomed the positive comments expressed thanks to Children's Services staff for their commitment to their work, and to the members of the Children's Scrutiny Panel in helping to drive service improvement.

**RESOLVED:** The Board noted the verbal Ofsted Report Update and it was agreed that the Board would be updated on progress in relation to the quality and frequency of social care supervision and the recording of different types of conversations with social workers as this area of work progressed.

### 14. Children's ambition board update



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Elaine McShane, Service Director - Family Support and Child Protection advised that the Ambition Board had not had a recent meeting and there was no update to be given at this time.

**RESOLVED:** It was agreed that an update would be provided at the next meeting of the Corporate Parenting Board to be held 11<sup>th</sup> January 2022.

#### **15. Updates for Board Members on Interactions with Services.**

Board members shared updates following key interactions with services. It was noted that:

- Cllr Lawson and Cllr Marchington had attended a meeting in respect of the budget for Children's Services and received an overarching picture of the pressures and challenges. There would be further detail provided in respect of the budget for Children's services in the coming weeks.
- The Chair reported attendance at several events including the Children Looked After and Care Leavers achievement evening, the Mockingbird launch, the Foster Carer Celebration, the Kinship Carers Halloween Party, and the Samantha Sykes Foundation Charity Ball (who provide funding and support for Care leavers).
- An update was planned for a future meeting of the Full Council on children's services. This was originally scheduled for 17<sup>th</sup> November but was deferred.

#### **16. Corporate Parenting Board Work Programme and Agenda Plan for 2020/21.**

The Board considered the Work Programme and Agenda Plan for 2020/21.

##### **RESOLVED –**

1. The Board noted the forward work programme for the 2021/22 municipal year.
2. It was agreed that the Samantha Sykes Foundation Trust be invited to a meeting of the Board to provide an update on their work.

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Contact Officer: Jenny Bryce-Chan

## KIRKLEES COUNCIL

### HEALTH AND WELLBEING BOARD

**Thursday 30th September 2021**

- Present: Councillor Viv Kendrick (Chair)  
Councillor Musarrat Khan  
Councillor Carole Pattison  
Councillor Mark Thompson  
Councillor Kath Pinnock  
Richard Parry  
Rachel Spencer-Henshall  
Carol McKenna  
Dr Khalid Naeem  
Helen Hunter  
Karen Jackson  
Beth Hewitt
- In attendance: Catherine Riley, Assistant Director of Strategic Planning  
Calderdale and Huddersfield NHS Foundation Trust  
Chris Lennox  
Diane McKerracher, Chair, Locala  
Alex Chaplin, Strategy and Policy Officer, Integration  
Councillor Habiban Zaman, Lead Member for Health and  
Adult Social Care Scrutiny Panel
- Apologies: Mel Meggs  
Jacqui Gedman

**13 Membership of the Board/Apologies**

Apologies were received from Mel Megg and Jacqui Gedman.

Dr Khalid Naeem, Deputy Chair of the Health and Wellbeing Board, chaired the meeting.

**14 Minutes of previous meeting**

That the minutes of the meeting held on the 15<sup>th</sup> July were approved as a correct record.

**15 Interests**

No interests were declared.

**16 Admission of the Public**

All agenda items were considered in public session.

**17 Deputations/Petitions**

No deputations or petitions were received.

**18 Public Question Time**

No questions were asked.

**19 Covid-19 Update**

Rachel Spencer-Henshall, Strategic Director, Corporate Strategy, Commissioning and Public Health provided an update on the current position regarding Covid-19 in Kirklees, highlighting some of the key points from the current data.

In summary, the Board was informed that in terms of the vaccination uptake, Kirklees, as a whole has an uptake of 82.9% in its over 18 population, for dose one and 76% for dose two. The data suggests that in terms of uptake there are some differences within the place-based community at a local level and there are a couple of district where uptake is not as good as in the rest of Kirklees.

The data also shows that the uptake of the vaccination in younger people is more gradual and anecdotal evidence suggests that it's more about people going for their vaccine when they find the time, or when it fits with their life, rather than actively booking it. The vaccine programme is going well however, there is still some work to do to increase uptake and the CCG, Council and partners have been working on trying to increase uptake up by working with schools, colleges, and universities. Work is currently being undertaken to roll out the vaccine to 12-15-year-olds in schools.

In response to the information presented, the Board raised a number of questions and comments as follows:

- Building on the discussion around young people are there any patterns or differences emerging between north and south Kirklees given that there is a university, bigger colleges, and more schools in south Kirklees?
- Will lateral flow tests no longer be free and if so, what will be the likely impact on testing arrangements?
- In terms of communicating to the public what are the key messages that residents of Kirklees should still be mindful of to keep themselves and others safe as far as is possible?

The Board was informed that it is important that people undertake their own personal risk assessment, for example wearing a face covering is a personal choice. As winter approaches there is less opportunity for people to be out and about in the fresh air, however, hand washing, keeping good ventilation, and giving people space are things that individuals can still do. In addition, get the vaccine and the booster program which will be starting shortly.

**RESOLVED**

That Rachel Spencer-Henshall be thanked for providing an update on the current position with regard to Covid-19 in Kirklees.

**20 Showcasing Innovation : Kirklees Better Outcomes Partnership**

Emma Hanley, Senior Contracting and Procurement Manager and Victoria Busby, Kirklees Better Outcomes Partnership provided the Board with an update on the work of Kirklees Better Outcomes Partnership (KBOP).

The Board was provided with background information which outlined the reason why the previous provision for housing related support services contracted with a number of different organisations to deliver different contracts to the most vulnerable in society, was remodelled. The service provides for people who have vulnerabilities, disabilities or lifestyle factors that may make them more at risk of becoming homeless or being able to live independently. For example, it might include people with mental health problems, drug and alcohol dependency, offenders, young people, and domestic abuse, people with a range of needs.

The previous contracts didn't always allow or encourage services to think differently or creatively, and as a result of significant budget reductions, interventions have become a lot shorter. While it may address the presenting need, it does not necessarily tackle the underlying root causes, thereby creating a revolving door.

The focus was on ensuring that people were accessing the correct benefits rather than truly maximising income by developing employability skills to enter work. The aim was to find a way to incentivise support services to address those underlying issues to help build on service users, resilience and encouraging sustainable skills, and behaviour. Developing more flexible interventions to improve outcomes instead of process focused service provision.

The new service model is now paid based on outcomes achieved. It uses additional top up funding from the Life Chances Fund utilising social investors through a social impact bond which brings new investment into the sector and creates new partnerships between social investors, commissioners, voluntary sector service providers and beneficiaries working co-productively. The services commenced in September 2019, and to date it has supported over 2500 new starts on the program.

The Board was informed that Kirklees Better Outcomes Partnership (KPOB) is a social enterprise with eight expert organisations collaborating to prevent homelessness. Each service has an individual specialism across mental health, support, substance misuse, domestic abuse, housing, and offending. The social enterprise was formed as an alternative to traditional support services and a way to place outcomes at the forefront of delivery.

During the Covid period, delivery was expanded in a matter of weeks as part of a community led response implementing a seven-day emergency helpline, digital interventions, and home deliveries to frightened and isolated people.

The focus is on empowering individuals to achieve their ambitions and prevent homelessness. It was identified that traditionally contracts and services had been commissioned in a deficit focus way, with the effectiveness based on the number of

individuals using the program rather than the outcomes of the milestones achieved. The system and processes had prevented many from moving into independence fully from services.

The aim was to do something different, to use the flexibility of the outcomes-based contracts to reallocate power and decision making and handing it back to the person, using personalisation, advantage thinking, relationships and working on an equal person to person level.

The approach at KBOP is the belief that people can achieve anything they want when they are not trapped within a deficit system. This belief and the commitment to do things differently, gave the flexibility to innovate and change how services are delivered by moving away from traditional support towards person led models.

Processes have been changed to one that focuses on understanding what is important to people through conversation rather than through assessment. Paperwork and linear procedures have been removed enabling people to make their own decisions at the right time for them. Due to this approach and the hard work of partners and participants KBOP is now more than doubling the expected outcomes.

## **RESOLVED**

That Emma Hanley and Victoria Busby be thanked for providing an update on Kirklees Better Outcomes Partnership.

**21**

### **Shaping the partnership response to Tobacco Control in Kirklees**

Rebecca Gunn, Public Health Manager, presented a report which outlined the partnership response to shaping tobacco control in Kirklees.

The Board was informed that by way of background, the government set out its ambition that England will be smoke free by 2030, which is defined as rates of less than 5%. It is widely acknowledged that this will be a challenge particularly in areas of deprivation and among people living with mental health conditions for example. Therefore, bold action will be required both to discourage young people from taking up smoking and also support smokers to quit.

In the two years since this ambition was stated, it is estimated that around 200,000 children under the age of 16 will have started smoking and without action two thirds of those will go on to become regular smokers. It is really important within Kirklees that action is taken to drive down this prevalence through discouraging people from starting in the first place and supporting people to quit and normalising non-smoking within the communities.

Within Kirklees, there is a dispersed, model of smoking cessation across GP's, pharmacies and community providers for example, Auntie Pam's service and the Wellness service. They are doing some interesting work in terms of trying to encourage people to come to give up smoking in a range of different ways.

In order to achieve the government's ambition to be smoke free, there needs to be a district wide approach to tackling tobacco, and it was a good opportunity to strengthen the partnership approach. With the support of the Portfolio Holder for

## Health and Wellbeing Board - 30 September 2021

Health and Social Care, work has begun to formalise a tobacco alliance (name to be to be confirmed for Kirklees).

There have been two virtual meetings held so far, with quite broad representation, including people from people from housing, licensing, the acute trusts, the mental health trust, Yorkshire Cancer Research and Public Health England. It is important to keep momentum going and work has started on drafting an action plan.

The partnerships aim is to reduce smoking prevalence for a healthier tobacco free future for the children and young people in Kirklees and looking to align to the ambition to make Kirklees smoke free by 2030.

The Board was informed that on the 9<sup>th</sup> June 2021, the All-Party Parliamentary Group (APPG) on Smoking and Health launched its report and recommendations for the forthcoming Tobacco Control Plan to secure the government's ambition of a smoke free country by 2030.

Within the report that there are there are twelve recommendations, and it is important to note the ones which relate to the funding of tobacco control programs through a tobacco control levy. It proposes that funding be secured through a 'polluter pays' amendment to the health and social care bill, which forces manufacturers to pay to deliver end of smoking. The levy on manufactures is expected to raise £700m in the first year.

Another key recommendation calls for targeted investment to provide additional support to help smokers quit in regions and communities where smoking does the most damage, for example, areas where people work in more routine and manual jobs, and people who are unemployed and people with mental health conditions.

The Board was informed that the next Tobacco Control Plan for England is due to be published in October 2021 and was asked to note the recommendations and to support the call for the tobacco levy.

The Board agreed it would be useful to have a further timely update once the report had been published to comment and understand how things are working and contribute to that discussion.

The Board commented that the information presented links into the conversations around the Joint Health and Wellbeing Strategy and the need to look at new and different ways to approach some of the challenges that have been around for a long time. The work of the alliance will do that and help to embed tackling inequalities which is a key priority for the Council and its partners.

The Board further commented on the connotations of the name 'tobacco alliance' and was advised that it has been introduced by that name in other areas and therefore Kirklees also went with that name, however this could be looked at.

The Board was asked to comment and make a formal decision regarding the reporting arrangements on the following recommendations:

## Health and Wellbeing Board - 30 September 2021

- Tobacco Alliance is recognised as formally accountable to the Health and Wellbeing Board
- Health and Wellbeing Board receive updates regarding the work of the Tobacco Alliance on a regular basis as agreed by the Board
- Health and Wellbeing Board will shape the work of the Tobacco Alliance and influence the agenda at a strategic level

### RESOLVED

- That the draft action plan once formulated would be shared with the Board for feedback
- That timely updates on the work of the Tobacco Alliance would be presented to the Board

## 22 **The Health and Care Bill: Preparations in West Yorkshire and Kirklees for the proposed changes**

Carol McKenna, Chief Officer and Richard Parry Strategic Director for Adults and Health updated the Board on the Health and Social Care Bill. In summary, the Board was informed that the legislation is focused on establishing Integrated Care Systems (ICS) as statutory bodies from the 1<sup>st</sup> of April 2022. This will mean that the functions that currently sits within Clinical Commissioning Group's (CCG) will transfer into ICS's and CCGs will be dissolved after the 31<sup>st</sup> March 2021.

There are a number of dimensions that it just be helpful for the Board to consider. The Health and Social Care Act will establish:

- 1) **Integrated Care Partnerships (ICPs)** - which is a broad alliance of organisations and representatives, and that is very, very similar to the Partnership Board that is now operating across West Yorkshire and Harrogate ICS
- 2) **Integrated Care Boards (ICB)** - which will bring together the NHS bodies to improve population health and care, and that is a statutory body that will be accountable for funding and performance
- 3) **Place-Based Partnership (PBP)** – will remain as the foundations of Integrated Care Systems building on existing local arrangements and relationships. This will be an important element of the new arrangement

ICS exist to achieve four aims:

- Improve outcomes for population health and healthcare
- Tackle inequalities in outcomes, experience, and access
- Enhance productivity and value for money
- Help the NHS support broader social and economic development

West Yorkshire and Harrogate have been operating as an informal ICS for several years now and it is fairly well developed. However, the changes required by the Act will see the current voluntary partnership move to statutory arrangements. The



## Health and Wellbeing Board - 30 September 2021

intention remains that collaborating as an ICS will help health and care organisations tackle complex challenges that are beyond the scope of individual organisations.

The Board was informed that in the early drafts of the Health and Social Care Bill social care got very little mention, but there are two key changes:

- from 2023 the CQC will start to inspect local authorities social care functions, in addition to existing inspection of care providers
- the government being able to pass funding to directly fund social care providers, rather than money flowing into local authorities then to social care providers,

As the development of the Act moved through various stages there has been more focus on social care, for example, the Health and Social Care Act will establish a requirement to create a workforce plan for the effectiveness of the health and care workforce. There is also the potential complexity of some announcements around the future of social care funding and who pays for their own care, and the pricing structure for things like residential care, with further detail to follow on that. There is also talk of an integration white paper later this year.

The Board was informed that there are five place-based partnerships within the West Yorkshire ICS. The potential activities and approaches of place-based partnerships include:

- Health and Care Strategy and planning at place
- Service planning
- Service delivery and transformation
- Population health management
- Connection support in the community
- Promote health and wellbeing
- Align management support

Provider Collaboratives – partnership arrangements involving at least two trusts working at scale across multiple places, with a shared purpose and effective decision-making arrangements to:

- Reduce unwanted variation and inequality in health outcomes, access to services and experience
- Improve resilience for example by providing mutual aid
- Ensure that specialism and consolidation occur where this will provide better outcomes and value

It is very much expected that the ethos of provider collaboratives will be the spirit of collaboration and cooperation rather than competition. The way the partnership has worked over the past 18 months in Kirklees to respond to the pandemic and deliver the vaccine program has been about collective teams and communities working together to address specific need.

## Health and Wellbeing Board - 30 September 2021

The place-based partnership will take on delegated authority for some elements, from the ICB, in terms of funding and performance. The expectation at the moment is that the level of resource delegated back into place will be quite significant to continue to make decisions locally on matters that are relevant to each place under that delegated authority.

The expectation is that the Health and Wellbeing Board will continue into the new arrangement and will still be responsible for setting the overall strategy within which the rest of the system will operate.

With CCG's no longer being in place, there will no longer be governing bodies made up predominantly of GPs. The aim will be to create a multi-professional multi-disciplinary, clinical, and professional reference group who can provide advice and leadership and guidance into the system and ensure that the decisions that are made are clinically sound.

### Timeline and next steps

|              |  |
|--------------|--|
| September 21 | ICS Chair and Chief Executive appointment (currently underway) |
| Oct/Nov 21   | ICS shadow form  |
| November 21  | PBP Shadow form  |
| December 21  | Place lead appointed   |
| March 22     | CCG transition complete  |
| April 22     | ICS and PBP live   |

- The Integrated Health and Care Leadership Board and Design Team will continue to develop Kirklees PBP model and structures
- Continue to test back with NHSE and West Yorkshire (WY) ICS
- Develop plan to be shared with WY team in November
- West Yorkshire refining functions using once or five times model and developing structures

### **RESOLVED**

That Carol McKenna and Richard Parry be thanked for providing an update on the Health and Social Care Bill

**23**

### **Date of the next meeting**

The date of the next meeting be noted by the Board.

Contact Officer: Jenny Bryce-Chan

**KIRKLEES COUNCIL**

**HEALTH AND WELLBEING BOARD**

**Thursday 2nd December 2021**

Present:

Councillor Musarrat Khan  
Councillor Mark Thompson  
Councillor Kath Pinnock  
Carol McKenna  
Dr Khalid Naeem  
Rachel Spencer-Henshall  
Helen Hunter  
Karen Jackson  
Beth Hewitt

In attendance:

Catherine Riley, Assistant Director of Strategic Planning  
Diane McKerracher, Chair, Locala  
Phil Longworth, Senior Manager, Integrated Support  
Nicola Cochrane, Joint Transformation Programme  
Manager  
Alex Chaplin, Strategy and Policy Officer, Integration  
Patrick Boosey, Wellness Service Lead  
Trudie Davies, Mid Yorkshire NHS Trust  
Julie Oldroyd, Senior Manager, Transformation,  
Community, Kirklees CCG  
Debra Tate-Taylor, Locality Lead, Urgent and Emergency  
Care  
Alexander Jennings, Scissett Mount Care Home Manager  
Kyomi Cambell, Kirklees Urgent Community Response  
Manager  
Sean Rayner, South West Yorkshire Partnership NHS  
Foundation Trust  
Lisa Waldron, Wellness Service Operations Manager

Apologies:

Councillor Viv Kendrick (Chair)  
Councillor Carole Pattison  
Mel Meggs  
Richard Parry

**24 Membership of the Board/Apologies**

Apologies were received from Cllr Viv Kendrick, Cllr Carole Pattison, Mel Meggs, Richard Parry and Jacqui Gedman.

## Health and Wellbeing Board - 2 December 2021

Dr Khalid Naeem, Deputy Chair of the Health and Wellbeing Board, chaired the meeting.

### 25 **Minutes of previous meeting**

That the minutes of the meeting held on the 30 September 2021 be approved as a correct record.

### 26 **Interests**

No interests were declared.

### 27 **Admission of the Public**

All agenda items were considered in public session.

### 28 **Deputations/Petitions**

No deputations or petitions were received.

### 29 **Public Question Time**

No questions were asked.

### 30 **Covid-19 Update**

Rachel Spencer-Henshall, Strategic Director, Corporate Strategy, Commissioning and Public Health provided an update on the current position regarding Covid-19 in Kirklees, highlighting some of the key points from the current data.

Referring to statistical information, the Board was informed that there has been a good uptake across the older age groups of, both vaccine doses, and the booster. While in the age 80 plus uptake has been slightly less, there has been a good uptake of the booster in the 75 to 79 age range. Colleagues in primary care and other partners have been working hard to get into places like care homes and to housebound patients to make sure that they are targeted. There is still some way to go, however there is good coverage in Kirklees.

The Board was informed that the information shows that there is still a difference in uptake in the most deprived areas versus the least deprived areas. This reinforces the need to put up more convenient popups in those areas where there are people working multiple jobs and potentially cannot access that vaccination clinic as easily.

The partnership has provided an excellent response in getting popups established in the right locations along with the Community Champions who fed in the intelligence in terms of how to increase uptake. Again, there is more work to do however, it feels like a positive story.

The data shows that Kirklees has done particularly well in the under 18's, which reflects the work that has happened to get the 12 to 15 campaign into schools. Kirklees has consistently been higher than its neighbours in Yorkshire and the Humber with the school program. This is very much testament to Locala and the school system for the relationship that they have got and Medicare and the pharmacies who have worked alongside them. This is another good news story for Kirklees.

In terms of the infection rate, there has been a significant reduction. Kirklees has the lowest rating in West Yorkshire, well below the England average of 440 and is 145<sup>th</sup> out of 149, local authorities with a rate of 261.5. This again feels like positive news. It is important to recognise that this is a stressful time and people have been following the guidance, which is hugely positive to try and keep that number down.

The Board was informed that with regard to the new variant the messages coming out of the media is confusing. It is important that if people have symptoms of Covid, getting a PCR test is by far the best way to get the most accurate result possible. PCR tests also enables a lab to genetically sequence and determine very quickly if there are different variants.

In response to the information presented the Board asked about the eligibility for the booster because when people have tried to make an appointment for their booster, they have not been available. In response the Board was advised that the difficulty at the moment is that people are presenting based on the announcement, however that is not how the system is set up because people will be called descending order of age, which she's right because age is the most important factor.

### **RESOLVED**

That Rachel Spencer-Henshall be thanked for providing an update on the current position with regard to Covid-19 in Kirklees

- 31 Showcasing Innovation : Kirklees Urgent Community Response**  
Julie Oldroyd, Senior Manager Transformation attended the meeting to provide an update on Kirklees Urgent Care Response Service (UCR). Also in attendance to share their experience of the service were Alexander Jennings Care Home Manager and Kyomi Campbell, Urgent Community Response Manager.

In summary, the Board was advised that part of the NHS long term plan was to introduce an urgent community response service for the local populations by 2024. The aim of the UCR is to get fast access to both health and social care professionals to avoid, admissions to hospital where possible, delivering a crisis response where people are seen within two hours for any urgent needs and receive reablement within two days.

In 2019, Kirklees was picked as one of seven pilot sites across the country for this service and the pilot was launched in November 2020. The pilot is a provider alliance approach working with partners across the system such as the Council, CCG, Locala, Local Care Direct, Primary Care Colleagues and working with South West Yorkshire NHS Foundation Trust and Kirkwood Hospice. Since November 2020, there have been approximately 1200 face visits and have hit the target of nought to two hours 96% of the time on average, which is positive.

Through the pilot period, changes have been made to how the pilot is delivered. The service initially began by being for people with frailty however, it is now available to all adults. There are more referral routes into the service now than there was at the beginning. There is a single pathway for roadside paramedics to

refer in and work is being undertaken to link in with Calderdale who are also looking developing a similar service and taking learning from the experience in Kirklees. The service has progressed from five days a week Monday to Friday to a seven-day service 8am to 8pm which has been positively received.

In addition, all providers of UCR submit data to a central database which captures data from across the countries to compare and contrast robust data. The impact to date is that 81% of people seen by the UCR have not attended A&E or been admitted to hospital within two days of a visit from the UCR teams.

Alex Jennings Care Home Manager, and Kyomi Campbell, Urgent Community Response Manager shared their experience of the service with the Board.

## **RESOLVED**

That Julie Oldroyd, Alex Jennings and Kyomi Cambell be thanked for providing an update on Kirklees Urgent Community Response

### **32 Kirklees Ageing Well Strategy**

Nicola Cochrane, Joint Transformation Programme Manager Kirklees CCG presented the Ageing Well Strategy for discussion with the aim of getting support from the Board to approve the strategy which had already been presented to the local Ageing Well Board and the Integrated Health & Care Leadership Board.

The Board was informed that the purpose of the strategy is to outline how quality of life and outcomes for the Kirklees population will be improved by supporting people to age well and remain independent for longer with focus on

- Early identification, prevention, proactive care
- Supporting people to identify their own needs
- Personalised care approach
- Empowering people to self-care and take control of their own care
- Services working in an integrated way (multi-disciplinary working/provider collaboratives)

There is a specific section within the strategy that focuses on health inequality that draws out the priorities that are within the Health and Wellbeing Plan with the aim of embedding these priorities where possible into the individual work streams. There are domains within the strategy which give more detail of how those priorities will be delivered through the individual work streams.

The strategy supports the key deliverables within the NHS Long Term Plan and the national NHS England Ageing Well Program. There are three main elements of the NHS England Ageing Well Program.

- The Urgent Community Response
- Enhanced Health in care homes
- Anticipatory care

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In Kirklees the definition has been widened within the ageing well program by using the national definition and then added a few other programs that are quite interdependent in terms of success of those three main programs. There are six work streams within the Ageing Well programme.

- Anticipatory care,
- Frailty
- A big piece of work around care homes
- End of life
- Urgent Community Response
- Discharged to assess work stream.

The strategy includes details of each of these programs.

The Board was informed that the aim of the strategy is to ensure that the population of the Kirklees receives a more personalised approach that is tailored to support their needs with the focus on prevention and early identification. The approach will embed shared decision making to ensure people feel more empowered to take control of their care and include outcome focused care planning with the strength-based approach.

### RESOLVED

That the Board

- Support and sign off the Ageing Well strategy
- Note that the implementation of the Ageing Well Strategy will be enabled by the use of pooled budget arrangements where these can support integration and transformation of services to improve outcomes.

### 33 Health Check Pilot Update

Patrick Boosey, Wellness Service Lead and Lisa Waldron, Wellness Service Operations Manager provided an update on the Health Check Pilot.

In summary, the Board was informed that the Wellness Service aims to support adults in Kirklees live healthier, happier lives and feeling more able to look after themselves to foster people to look after their own health and well-being and maintain their independence. The service offers support to people who are experiencing low level mental health needs like anxiety and low mood, there is also support for people who want to stop smoking with support given using nicotine replacement therapy or vaping devices. There is support for people who are wanting to get more physically active and programmes and opportunities to support people to get more active in the community and utilise the resources that are already in Kirklees.

The service offers a healthy weight programme, which is one of the big referral areas. This is an example of where the service is using innovative evidence led approaches to tackling health inequalities through a Weight Neutral approach. This is a new approach to issues of weight and health that is driven primarily by

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compassion, takes blames away from individuals and fully acknowledges the mental and financial burden poverty and inequality places on people.

If an individual comes with a range of issues they want to improve or get support with, for example, they may want to stop smoking and want to get more physically active, the benefit of the health coaching approach is that they only have to tell their story once. The health coach can support across all these different areas offering a whole services, person-centred, holistic approach and people can be supported all under one roof by one individual and develop a rapport and relationship with that person.

The health coaching approach focuses on identifying individual strengths and resilience, recognising that everyone who comes has a lot of strengths and assets that they may not have recognised. The aim is to try and support them to use those strengths and assets in making positive changes to their health.

Up until end of November 2021, there have been approximately 1500 referrals to the Wellness service across the different pathways, supporting people with smoking weight and getting more physically active. A key highlight is the smoking quit rate within the Wellness service is at 56%, which is significantly higher than the national average of 40%.

The Board was informed that the rationale and the background around the Health Check Pilot was that there has been a decline for people eligible for health checks in Kirklees taking up that offer in certain communities particularly those that face higher health inequalities. The Wellness Service and asked how uptake could be increased to attract people to have health checks in those that faced the highest health inequalities. The aim was to try to move away from medicalised model to more a more holistic person-centre approach.

There are qualified health coaches trained in health check delivery supervised by a clinical practitioner. The service offers a 45-minute face to face health check that is in a range of different community settings across Kirklees these are one-to one. The service offers health coaching follow ups, signposting and referring into specialist or clinical services.

The pilot started on the 8<sup>th</sup> November 2021 and is going to last a minimum of six months.

Key highlights to date:

- Since the launch the service has received 178 health check referrals
- 33 health checks in week one, 41 health checks in week two with 37 completed, 38 health checks booked in for week three with 37 completed
- Completed 107 health checks that were fully completed with follow on support provided up until the 26<sup>th</sup> of November
- 78% of the results obtained have shown abnormal, for example people might be reading as hypertensive and elevated cholesterol levels or might be classified in the obese ranges



The results highlight that the health checks are reaching the right people as this is a first opportunity of early intervention and prevention with some people.

Tackling health inequality is an ongoing process and one of the issues identified was the need for flexible appointment times. This is being considered offering appointments from 8:00am to 8:00pm Monday to Saturday. The service is being data led, looking at mapping of health inequality data and the Index of Multiple Deprivation, then looking at venues and targeted promotions that are specific to those areas. The materials available are in the five most prominent community languages within the areas and there are interpreters on hand at multiple sites.

In response to the information presented the Board asked the following questions including:

- Is there a difference between the sort of support people were seeking before Covid and what they are seeking support for now?
- Will there be any longer-term evaluation of the impact of people using the service, particularly with enabling them to be independent and being motivated to change their lives?
- Where does the funding come from for the pilot?

## **RESOLVED**

That Lisa Waldron and Patrick Boosey be thanked for providing an update on the Health Check Pilot and the Board support the strategic direction of the service

### **34 The Health and Care Bill: Update on preparations in West Yorkshire and Kirklees**

Carol McKenna, and Phil Longworth provided an update on the preparations in West Yorkshire for the introduction of the Health and Care Bill. In summary, the Board was informed that the West Yorkshire Integrated Care System describes the arrangements that partially exist in shadow form, however some elements will become statutory from the 1st of April.

The arrangement encompasses a range of components, for example, a body called the West Yorkshire Integrated Care Partnership that will have a responsibility to agree the overall strategy for West Yorkshire and is built from place health and well-being strategies. It will also encompass a wide range of representatives in a similar way to the current West Yorkshire Health and Care Partnership Board. The enacting of that strategy sits with the Integrated Care Board which is the statutory body that receives the funding from NHS England. It is expected, subject to parliamentary approval, that these changes will come into effect from the 1<sup>st</sup> April 2022.

The Integrated Care Board (ICB) will be responsible for delivering the strategy, however a significant part of what they are accountable for will be enacted through delegation into place. There will be a sub-committee of the ICB in Kirklees, which is where the partnership will work together to respond to that delegation.

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The current Health and Wellbeing Strategy is being refreshed and will come through to the Kirklees Health and Wellbeing Board in due course for sign off. The Kirklees place-based committee of the ICB will be responsible for delivery against the Health and Wellbeing Strategy and agreeing health and care services in Kirklees.

It is expected that the place-based committee of the ICB in Kirklees will be supported by a range of other components and dialogue is taking place about establishing a clinical and professional forum that would play a key role in informing and supporting the decisions that will be taken. It is also important to retain and build on the many ways of hearing citizens and patient's voice.

The draft West Yorkshire ICB Constitution is currently being engaged on. Locally, work is being undertaken to develop a collaboration agreement to support the Kirklees place-based partnership, this will set out how partners work together taking decisions on a partnership basis.

The Board was informed that a white paper on an adult social care was published on the 1<sup>st</sup> December 2021 and there a couple of points to note:

- 1) Whilst the white paper sets out future funding commitments that should flow through into the adult social care system there will still be significant pressure on the system. This emphasises the importance of prevention and enabling people to be as independent as possible.
- 2) The statutory social care functions undertaken by local authorities will become subject to inspection by the Care Quality Commission. This will bring an extra level of assurance and is being viewed by most commentators as a positive development.

### **RESOLVED**

That Carol McKenna and Phil Longworth be thanked for providing an update on the preparations in West Yorkshire and Kirklees for the introduction of the Health and Care Bill

### **35 Date of the next meeting**

That the date of the next meeting 20 January 2022, be noted by the Board.

Contact Officer: Jenny Bryce-Chan

**KIRKLEES COUNCIL**

**HEALTH AND WELLBEING BOARD**

**Thursday 20th January 2022**

Present: Councillor Viv Kendrick (Chair)  
Councillor Musarrat Khan  
Councillor Carole Pattison  
Councillor Mark Thompson  
Councillor Kath Pinnock  
Mel Meggs  
Carol McKenna  
Dr Khalid Naeem  
Richard Parry  
Karen Jackson  
Beth Hewitt  
Stacey Appleyard

In attendance: Emily Parry-Harries, Head of Public Health  
Phil Longworth, Senior Manager, Integrated Support  
James Griffiths, District Commander, West Yorkshire  
Police  
Ryan Hunter, South-West Yorkshire NHS Foundation  
Trust  
Catherine Riley, Calderdale and Huddersfield Foundation  
Trust  
Diane McKerracher, Locala  
Rebecca Elliott, Public Health Manager  
Stewart Horn, Head of Joint Commissioning  
Carrie Rae, NHS Wakefield, CCG  
Caterina Westwood, South-West Yorkshire NHS  
Foundation Trust  
Emmerline Irving, NHS Wakefield, CCG

Apologies: Rachel Spencer-Henshall  
Jacqui Gedman

**36 Membership of the Board/Apologies**

Apologies were received from Rachel Spencer-Henshall and Jacqui Gedman.

Emily Parry-Harries attended as sub for Rachel Spencer-Henshall.

**37 Minutes of previous meeting**

That the minutes of the meeting 2 December 2021, be amended to reflect that Dr Khalid Naeem Deputy Chair of the Health and Wellbeing Board chaired the meeting.

**38 Interests**

No interests were declared.

**39 Admission of the Public**

All agenda items were considered in public session.

**40 Deputations/Petitions**

No deputations or petitions were received.

**41 Public Question Time**

No questions were asked.

**42 Covid 19 Update**

Emily Parry-Harries, Head of Public Health provided an update on the current position regarding Covid-19 in Kirklees, highlighting key points from data up to 12<sup>th</sup> January 2022.

In summary, the Board was informed that:

- the data on vaccination uptake by age shows there is a higher uptake in the older population and a lower uptake moving down the age brackets
- work is ongoing to encourage uptake of the vaccine within particular communities, and the vaccination in schools programme continues with the second dose to be delivery on the 10<sup>th</sup> January 2022. It is a successful programme in schools in Kirklees
- there is a robust vaccination programme being delivered in Kirklees with well-established vaccination sites, with well-established roles for the Primary Care Networks, and community pharmacy
- there are a series of pop-ups being delivered in particular communities where there are efforts to improve vaccination uptake
- the Kirklees weekly case numbers have decreased by 40% in the latest week
- Kirklees is ranked 41 (out of 142 upper tier local authorities) with a rate of 1,311 per 100,00 above the England rate of 1,129

The Board was informed that while it is positive that the case number are reducing Covid has not gone away, and the important message is that people should still take care

The Board reiterated that the easing of restrictions does not mean that the virus has disappeared and the messages around hand hygiene, social distancing and mask wearing particularly in crowded spaces are still relevant.

**RESOLVED**

That Emily Parry-Harries be thanked for providing an update on Covid-19 in Kirklees

43 **Health and Care Operational Pressures Updates**

Richard Parry, Strategic Director, for Adults and Health and Carol McKenna, Chief Officer NHS Kirklees CCG provided the Board with an update on Health and Care Operational Pressures.

The Board was informed that there has been much publicity about the pressures within the health and care system with the pressures being a combination of the usual winter pressures exacerbated by long standing workforce issues particularly around recruitment and retention. In response to these challenges the integrated care system made available some NHS funding to bring forward to December 2021 the pay uplifts for social care staff to reflect the national living wage due from April 2022.

In addition, there has been high rates of Covid, which has impacted on the availability of the workforce in terms of both residential and home care settings. It is a combination of increased demand and a reduced workforce both short and long term.

There has been joint working across the system, between Kirklees, Calderdale and Wakefield Councils as well as colleagues from Calderdale and Huddersfield Foundation Trust and Mid Yorkshire Hospitals which should help manage some of the system flow pressures. Kirklees Council has led on the commissioning of step-down beds on behalf of the three local authorities that can be used flexibly across all three local authorities.

The Board was informed that staffing pressures are also being experienced by other providers and NHS services remain busy. The challenges being faced are the usual winter pressures seen at this time of year overlaid with the effects of Covid, and staff sickness have been a key factor in the pressures being faced.

Mutual aid has been offered within the system and staff have been put in wherever possible to support staff testing for example. Both the acute trusts have largely been able to maintain their planned activities and there has not been the blanket cancellation of activities that has been seen in other areas of the country. It is important to acknowledge how well the system is working together.

The Board was informed that in respect of:

**Community Services** work is continually being undertaken, assessing the waiting lists and the growth in the waiting lists to ensure that there are no people on the list who are decompensating and therefore at greater clinical risk. This has been vital to how the workforce has been reallocated.

**Primary Care Services** there are a significant number of practices experiencing positive Covid cases which has resulted in staff absences and self-isolation. There are also people off with stress, exhaustion and are demoralised and this is having an impact on the functioning of primary care. There needs to be a consistent message that all the healthcare system is under pressure and that people should be patient and if the matter is not urgent to wait to give the system a chance to recover.

**South-West Yorkshire NHS Foundation Trust** the same staff challenges are being experienced. Recently, approximately 10% of the workforce was off work with Covid, which has now reduced to over 4%. While it is improving there are still challenges particularly across inpatient wards where there have been Covid breakouts. There are staff who have been working through it and have burnout, it has been difficult but improving.

## **RESOLVED**

That Carol McKenna, Richard Parry and colleagues from across the health and care system be thanked for taking the Board through health and care operational pressures

### **44 Trauma Informed Practice in Kirklees**

Rebecca Elliott, Public Health Manager and Stewart Horn, Head of Joint Commissioning attended the meeting to provide update on Trauma Informed Practice in Kirklees. Also, in attendance to input into the update, were Catherina Westwood, South-West Yorkshire NHS Foundation Trust and Carrie Rae and Emm Irving from West Yorkshire Health and Care Partnership.

In summary, the Board was informed that the information being presented aims to outline adversity, trauma, and resilience and what this means and to outline some of the work that is being undertaken across the region and the commitment that has been made to develop trauma informed working. Local leaders have signed up to a pledge and are committed to become more trauma informed and to work towards a trauma informed system by 2030. This is not a new concept and there are pockets of good work being undertaken across Kirklees. Last year a mapping exercise was carried out to capture and understand where things are currently.

The Board was informed that the definition of trauma in this context is “trauma represents the broad range of traumatic, abusive or neglectful experiences that people can experience or be subjected to during their lives” (NHS Education for Scotland 2014).

The ambition to be achieved is “to become an all-age, trauma informed organisation by 2030. Our ambition is to develop appropriate and proportionate service changes, both practically and culturally. We want to apply trauma informed practice into all aspects of our work to further prevent harm for our residents and staff.”

The Board was given information which highlighted the following:

- As the number of adverse childhood experiences increases, so does the risk of negative health outcomes
- Approximately half of all adults living in England have experienced at least one form of adversity in their childhood

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- The impact of trauma is multifaceted in terms of the impact it has on children, not just physically, but socially and mentally and it has long-lasting impact throughout a person's life course
- Connections are being made between people who have experienced trauma and the determinants of health and poor outcomes and the impact this has on their physical and mental health

The Board was informed that West Yorkshire Health and Care Partnership has signed up to becoming a Trauma Informed Responsive System by 2030. The whole system including health, social care, housing, third sector and community initiatives have come together to bring help and hope to people who are at risk of or, who have experience trauma. The Kirklees Director for Public Health has also signed the pledge to become a trauma informed organisation by 2030. Trauma informed practice is a strength-based approach which seeks to understand and respond to the impact on people's lives.

The Board was informed that in terms of governance structure it is a whole system approach. The Programme is led by the senior managers from the West Yorkshire Health and Care Partnership (WYHCP) Improving Population Health Programme, Children Young People and Family's Programmes and the West Yorkshire Violence Reduction Unit (WYVRU). The Chief Executive of Bradford Council is the system executive lead and chairs the West Yorkshire Adversity, Trauma and Resilience (WYATR) Strategy Board. Overall responsibility for the success, monitoring, progress, performance against system agreed performance indicators and evaluation of the Programme, sits with the WYHCP and WYVRU as the lead organisations.

WYATR Strategy Board's formal decision-making group, will manage any third-party providers, monitor, and mitigate slippage identified in the timeline and milestones, and report and escalate risk through the governance structures. The Strategy Board will delegate responsibilities and delivery to the WYATR Network and day to day decision making via the Senior Programme Managers.

The Board was informed that the next steps include:

- Securing additional resources to coordinate the work
- Develop a Kirklees adversity, trauma, and resilience action plan that compliments West Yorkshire ATR strategy
- Develop a steering group that can develop a Kirklees approach to tackling this ambition
- A proposed training development session for senior leaders to further understand the approach

### **RESOLVED**

That the officers be thanked for providing an update on Trauma Informed Practice in Kirklees.

**45 Responding to strategic and current tactical workforce issues in Kirklees**

Karen Jackson, Chief Executive, Locala provided an update on responding to strategic and current tactical workforce issues in Kirklees. The Board was informed that some of the current challenges include:

- National shortage – for some specialisms there are issues of national shortage of skilled workers, and this presents pressure in the system, in addition to the pressure caused by people being off with Covid and stress
- Differential pay rates across sectors
- Wellbeing of colleagues
- Impact on capacity
- Destabilisation of system provision
- Impact on quality
- Movement of staff within system with no overall growth of capacity

The Board was informed that there has been a great deal of positive work undertaken much of which has been led by the Integrated Workforce Group. This work has been matched with the wellbeing plan across the whole of the West Yorkshire ICS. There has been a programme promoting the sector in schools. There are health and wellbeing initiatives on-going to maintain the wellbeing of staff and volunteers, while supporting flexibility and caring responsibility to enable people to remain in employment and feel supported.

Partners from across the whole of the sector including the third sector had a time out session and develop some proposals including the following:

- Workforce to represent the community of Kirklees
- System agreement – Memorandum of Understanding to be developed outlining Kirklees identity, recognition of continuity of service, 'employ to deploy' models, recruitment for system benefit etc, rotational roles.
- Social care – different tiers of workforce to deliver differential complexity of demand (e.g. PEG feeds etc) providing the opportunity for professional development and career progression
- Myth busting between partners – broaden understanding and develop trust and respect on all sides

The working group's proposals will be presented in more detail to the Kirklees Integrated Health and Care Leadership Board on the 3<sup>rd</sup> February 2022, and will include how this is going to be resourced and how is it going to be taken forward and held together in coordinated way.

The Board was asked to recognise the extraordinary effort all health and care colleagues as they continue to care for the communities; to welcome the approach of developing a system wide response to strategic and tactical workforce issues in Kirklees and to agree to receive an update on progress at a future meeting.

**RESOLVED**

That Karen Jackson, be thanked for providing an update on current tactical workforce issues in Kirklees.



**46 Kirklees Place Based Partnership & West Yorkshire Integrated Care System**  
Carol McKenna, Chief Officer NHS Kirklees CCG provided an update on Kirklees Place Based Partnership and West Yorkshire Integrated Care System.

In summary, the Board was advised that there has been a delay in the implementation of the new arrangements. The original target date for the move to the statutory Integrated Care System was the 1<sup>st</sup> April 2022, however the new target date will be the 1<sup>st</sup> July 2022. In terms of the implications for West Yorkshire, the general view is that there will be no change in the direction of travel and things have already been put in place to transition into the new arrangement.

There are some technical implications of this and colleagues who work in the areas of finance and governance are the ones most likely to be affected by this. For example, finance colleagues having to do two-year end process within the space of three months. The CCGs statutory responsibility will continue until 30<sup>th</sup> June 2022, and the intention is to operate the new arrangement in shadow form from April 2022.

Transition stage

|                 |                          |
|-----------------|--------------------------|
| January – March | Continue the development |
| April – June    | Shadow form              |
| July            | Go live                  |

The Board was informed that there have been discussions regarding the name of the partnership in Kirklees and creating an identity that can be used in branding and communications. Through the design group that brings together a number of partners, engagement was conducted in November and 60 responses were received. A clear preference emerged that it should be called the Kirklees Health & Care Partnership. The Kirklees Integrated Health and Care Leadership Board approved that recommendation.

Collaboration agreement in Kirklees

- Each place within the ICS is developing a collaboration agreement which all partners will be invited to sign up to. The agreement sets out how partners will work together to deliver the shared vision and how business will be conducted and sets out support for the collaborative principles.
- Effective from 1<sup>st</sup> July (seeking partner agreement April-June)
- Entering the agreement does not overrule statutory duties or existing governance arrangements of partners
- Work programme is the Kirklees Health and Wellbeing Plan
- Not legally binding but partners will sign in good faith
- Expectation that it will evolve during 2022/23 and beyond

The Board was informed that some leadership appointments have been made and recently announced. Each of the five places will have a nominated place lead and the official title for the post holder will be the Accountable Officer, and the

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appointment to those roles have been made. The other appointment has been to one of the Directors of the ICB Board.

The Place Based Independent Chair and independent members of the ICB Committee in Kirklees are currently out for recruitment. The recruitment process is also underway for the four executive members of the ICB in Kirklees.

### **RESOLVED**

That Carol McKenna be thanked for providing an update on Kirklees Place Based Partnership and West Yorkshire Integrated Care System.

Contact Officer: Sheila Dykes

## KIRKLEES COUNCIL

### OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

**Tuesday 9th November 2021**

Present: Councillor Elizabeth Smaje (Chair)  
Councillor Andrew Marchington  
Councillor Harpreet Uppal  
Councillor Habiban Zaman

Apologies: Councillor Andrew Cooper

In attendance: Councillor Carole Pattison

**31 Membership of Committee**

Apologies were received from Councillor Cooper.

**32 Minutes of Previous Meeting**

The Minutes of the meeting of the Committee held on 28<sup>th</sup> September 2021 were agreed as a correct record.

The Chair provided updates as follows:

(i) Public Question Time (Minute 28)

The Operational Manager- Air Quality, Energy & Climate Change had provided a written response to the questions, as requested, and this had also been shared with Members of the Committee.

(ii) Climate Emergency and Net Zero Road Map (Minute 29)

The Air Quality Status Report had been written and submitted to DEFRA but had not yet been ratified. Once ratified and feedback provided an update would be provided to Scrutiny and the report would also be published on the Council's website.

(iii) Since the last meeting the Economy and Neighbourhoods Scrutiny Panel had undertaken a call-in, the decision for which had been published on the website. The report had been referred back to the Cabinet and would be considered at the meeting to be held on 16<sup>th</sup> November 2021.

**33 Interests**

During the meeting Councillor Smaje disclosed an interest, in that she was involved with a trust that had an asset transferred building.

**34 Admission of the Public**

All items were considered in public session.

**35 Deputations/Petitions**

No deputations or petitions were received.

**36 Public Question Time**

No questions were received.

**37 Draft Strategic Intelligence Assessment for Kirklees and the Communities Partnership Plan**

Jill Greenfield – Service Director, Customer and Communities presented a report providing:

- (i) An overview of the most up to date draft Partnership Strategic Intelligence Assessment for Kirklees.
- (ii) An overview of the emerging strategic priorities and themes informing the new Communities Partnership Plan.
- (iii) The opportunity to discuss and contribute to the emerging priorities, informing the new Communities Partnership Plan.
- (iv) Updates in respect of repeat victims, the approach to violence and the development of a new Domestic Abuse Strategy.

Councillor Carole Pattison - Cabinet Member and Portfolio Holder for Learning, Aspiration and Communities, Chief Inspector Alan Travis from West Yorkshire Police (WYP), Chani Mortimer – Service Manager, Domestic Abuse and Safeguarding Partnerships and Chris Walsh – Performance Manager, Communities were also in attendance to hear Members' comments and answer questions.

It was explained that the 2018-2021 Communities Partnership Plan was due to expire, with a new Plan being developed using insight, data and analysis from the most recent Partnership Strategic Intelligence Assessment (PSIA). The full Draft PSIA had been included at Appendix 1 of the report and an overview was given of the shared themes that had been identified.

The proposed strategic objectives for 2022-25 had been developed by the Community Partnership, taking account of the learning from the pandemic and the importance of these relationships in providing a strategic approach to the Plan. These were:

- Tackling Violence, Abuse and Exploitation,
- Reducing Re-offending, Anti-Social Behaviour and Neighbourhood Crime,
- Building Resilient Communities, and
- Reducing Risk

The objectives were underpinned by the following principles:

- Prevention and Early Intervention
- Partnership Collaboration
- Lived Experience
- Tackling Inequality of Outcome
- Place Based
- Victim Centred

Beneath each objective there were a number of task groups and workstreams. The focus was on building on the partnership collaboration to avoid duplication, ensure

## Overview and Scrutiny Management Committee - 9 November 2021

best use of resources and to establish concrete implementation and action plans, supported by strategies.

Councillor Pattison expressed a hope that the new plan would fully reflect the new reinvigorated partnership working and life as experienced by Kirklees' communities. She was pleased to see the emphasis on the resilience of communities. She said that there was a need to identify the risks that communities faced and to reduce them. It was also necessary to look at repeat criminality and its fundamental causes and to reduce violence and abuse in society. The consideration of these issues in a cross-cutting way was welcomed.

Questions and comments were invited from Committee Members, with the following issues being covered:

- The focus on early intervention and prevention was very important. As a Ward Councillor there were concerns in respect of the response to incidents of serious violence, in terms of communication and being kept informed in the longer term. Currently it was not considered that the early intervention and prevention work was visible and it would be good to see this progress at grass-roots level. It was explained that the new duty in respect of serious violence was considered to provide an opportunity to embed the grass-roots approach. The concerns about communication and need for Ward Councillors to be kept informed would be taken on board and would be considered when the relevant strategy was developed.
- In response to a question, it was clarified that the Public Health approach to serious violence had been in place for some time and work was being undertaken to consider how this could be further embedded and reinvigorated. The new duty would assist in that. Work was ongoing in terms of establishing what was currently in place in Kirklees and how this could be connected, to ensure that the most was being made of the available resources.
- In terms of the figures for repeat incidences of domestic violence and how changes in operational and partnership working were working to reduce these figures. It was explained that the data was complex; research indicated that, in domestic abuse cases, it was highly likely that the first reported incident was not actually the first incidence. In addition, an increase in repeat numbers did not necessarily indicate that the position was getting worse but could reflect increased confidence on the part of victims in reporting. Local police had received recognition in respect of the efficiency of their crime reporting, in that each crime was recorded separately, this could also affect the figures. The local picture reflected a national concern around repeat incidents and it was believed that a strong partnership response was being provided; for example work was being undertaken with the Pennine Abuse Partnership to support victims through the process. This included a new initiative to support victims who may be wavering about continuing with criminal action or to assist them to pursue civil action. The detailed figures in respect of incidents could be provided to the Committee after the meeting.
- A tension monitoring document was received by Ward Councillors on a weekly basis but this did not provide information on how the data was being used and what actions were being taken to address the identified issues; it was suggested that it would be useful to include such information. Alan Travis explained that a weekly partnership meeting was held, chaired by WYP, which involved a wide

## Overview and Scrutiny Management Committee - 9 November 2021

range of partners and a standing item was community tensions. Attendees received a full briefing on each issue and discussed approach and actions. He undertook to take on board the comments made. He stressed that any significant concerns would lead to the setting up of a bespoke partnership meeting to focus on an individual issue and establish an action plan.

- There appeared to be a theme of Councillors not feeling involved and fully informed and it was questioned whether there was any structure in place to allow them to have an input to action plans for their area. It was explained that this issue had been raised with Jo Richmond – Head of Service, Communities and ways of increasing the involvement of Ward Councillors and improving lines of communication were being explored.  
Councillor Pattison pointed out that the Communities Partnership Board had cross-party representation, albeit that this operated at a strategic level. The former Neighbourhood Management Groups had been very helpful in this respect and the Communities Service was considering what processes might be introduced to be able to take advantage of the valuable area-based knowledge of elected members.
- It was noted that Place Priorities from Place Standard work were mentioned in the report but some areas had not yet been through this process. The Neighbourhood Management Groups had allowed tasks and priorities to be set for an area as a whole.
- Quarterly briefings were undertaken with Ward Councillors by the Community Safety Officers and where there was intervention and challenge the service did try to involve elected members and their input was always taken into account where it was possible to do so.
- It was considered that there was a communications gap in terms of serious incidents and that, where they were geographically focused, Ward Councillors should be involved at an early stage. Ward Councillors had a good understanding of their communities and strong on-the-ground knowledge. It was known that other areas did undertake partnership meetings that including elected members and community leaders. Alan Travis said that he would feedback the points made.
- In response to questions, it was explained that the 'IQUANTA family' was a national benchmarking system which placed areas together based on socio-economic factors, to provide a like for like comparison (Leeds and Bradford, although direct neighbours, were significantly larger). It was acknowledged that cross-border issues were a key consideration and it was critical that the Kirklees partnership worked with surrounding areas to address them. The Committee were assured that cross-border working took place, from an investigative perspective. The point in relation to how the partnership plan interlinked and correlated with neighbouring district's plans would be taken on board.
- In respect of the 'Your Views' survey, which was distributed by the West Yorkshire Mayor's office on a regular basis to assist in establishing local priorities; this had previously been undertaken by the Police and Crime Commissioner's (PCC) office. In respect of use of the results for Kirklees, the PCC's office had sent out a quarterly update which gave an indication of the perceptions of the public and provided intelligence for use at a district level. It was understood that this was to be reintroduced. It was suggested that this should be circulated to elected members so that they were aware of any trends.

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- The figures in the report indicated an increase in the number of deaths related to alcohol misuse, and it was questioned how drug and alcohol related issues and the links with mental health were to be addressed across partners. It was explained that a multi-agency strategic partnership was currently being pulled together to focus on this issue and there was a wish to adopt the public health approach. The Partnership was acutely aware of the need for a focus on these issues post-pandemic and the interdependencies with other priorities. The underlying detail in relation to drugs and alcohol mortality could be provided for the Committee.
- The point was made that protest should be differentiated from threat from terrorism and it was agreed that this would be re-worded.
- The numbers related to modern day slavery were very small, and this could result in the figures being skewed. There had been some issues uncovered as a result of visits to businesses associated with Covid, but any spike (such as in December 2019) was almost certainly due to a specific planned targeted operation. Operations were undertaken using a partnership approach alongside statutory partners and charities able to provide support to victims and underpinned by a whole package of support via the national referral mechanism.
- It was suggested that reference to enforcement in respect of fly tipping should be strengthened within the plan.

### **RESOLVED -**

(1) That account be taken of all the points raised by the Committee, in the development of the Communities Partnership Plan 2022-25, including:

- The importance of early intervention and prevention.
- The visibility of partnership working and early intervention and prevention at ward level.
- The need for improvements in the mechanisms to facilitate the involvement of Ward Councillors, to keep them informed and to engage them in respect of setting local priorities.
- Improvement in tension monitoring documents and involvement of and feedback to Ward Councillors in respect of incidents of serious violence.

(2) That results of the 'Your Views' survey be circulated to Elected Members

(3) That the following further detail be provided to Members:

- (i) Domestic abuse figures
- (ii) Underlying detail in respect of mortality related to alcohol and drugs

### **38 Development of Kirklees Voluntary, Community and Social Enterprise (VCSE) Investment Strategy**

Noreen Abbas - Community Investment Manager presented a report which sought the Committee's input in respect of the approach and work undertaken to develop a VCSE Investment Strategy for Kirklees,

Hilary Thompson the Chair of Kirklees Third Sector Leaders, Diane Sims – Engagement and Communications Lead for Democracy, Helen Orlic, the external consultant in respect of the strategy and Vina Randhawa - Active Citizens and Places Manager were also in attendance to answer questions.

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Questions and comments were invited from Committee Members, with the following issues being covered:

- In respect of lesser involvement from certain areas in Kirklees in the development of the strategy, and the potential impact of this on ownership; whilst this point was accepted it was believed that the engagement and events had been open to a wide variety of people and organisations, although perhaps the timing had been an issue. The engagement was still ongoing and it was considered that people would become more involved as interest increased and this would help achieve wider ownership. It had been advertised through a number of channels, including the Third Sector Leaders (TSL), but the difficulties of including smaller organisations were acknowledged in terms of capacity and time to take part. Feedback had been provided to keep them up to date with the emerging themes.
- In relation to information on Council grant funding opportunities, this data was crucial and linked back to how success was measured. The data was currently being collated and the aim was to have all contracts and funding information before Christmas. In terms of the reach to BAME communities; a threefold engagement had been undertaken using TSL's contacts and social media, the Council's Community Directory links and the Third Sector Team's contacts. Contacts made through grant funding would also be used and contact made with local elected members. Work was also being undertaken on a Community Champions project which would achieve a wider reach into BAME communities and would help in informing the development of a network and how better connections could be ensured and support provided.
- It was stressed that there needed to be a better understanding of communities and a focus on building capacity and ensuring sustainability. It was confirmed that this was also the aim of the sector so that groups were not reliant on sources of grant funding.
- There needed to be a strong focus on, understanding if all demographics were covered and expanding reach among all communities across all sectors. Diversity of ownership was very important.
- The TSL Board involved a wide variety of people, including members of different communities and the Board played a role at West Yorkshire level in respect of equality, diversity and inclusion.
- In respect of external funding and achieving improvements to the levels coming into Kirklees, it was considered that knowledge of what was available, across communities at all levels, was critical alongside the capacity; time, resource, and skills, to apply particularly for the larger grants. Increasing the support to assist in writing bids would help; there was no shortage of ideas and the challenge fell in framing these to meet funders' requirements. Eventually it was anticipated that the skills and experience imparted to undertake such tasks would then transfer into the organisation.
- Councillors had been emailed in relation to the current survey but it was accepted that more proactive engagement was needed going forward. This could assist in identifying gaps in knowledge about organisations. Councillors would be briefed in advance of surveys going live and briefings had been offered to groups in respect of the development of the strategy to date.
- It was suggested that ongoing involvement of Ward Councillors to ensure coverage across Kirklees would be helpful.



## Overview and Scrutiny Management Committee - 9 November 2021

- Sustainability was a key consideration and a community building support network could be a source of information but also of peer support; leading to the sector helping itself and bringing in experts or specialists as and when needed to increase knowledge within the group; this would become self-sustaining.

### **RESOLVED -**

That account be taken of the points raised by the Committee in the develop the Kirklees Voluntary, Community and Social Enterprise (VCSE) Investment Strategy including:

- Reach across communities.
- Better understanding of communities and covering all demographics.
- Communication and engagement with Ward Councillors.
- Understanding about funding and how people can find out what available
- Sustainability of the Strategy and actions.

### **39 Work Programme 2021-22**

Consideration was given to the Committee's Work Programme for 2021-22.

It was noted that the next meeting would be held on 21<sup>st</sup> December 2021.

### **40 Any Other Business**

The Chair reported an urgent officer delegated decision in respect of the Household Support Fund; this had been urgent due to the funding being needed for the provision of free school meals vouchers during the half term holiday. It would be reported to Cabinet on 16<sup>th</sup> November 2021.

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Contact Officer: Sheila Dykes

## KIRKLEES COUNCIL

### OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

**Tuesday 21st December 2021**

Present: Councillor Elizabeth Smaje (Chair)  
Councillor Andrew Cooper  
Councillor Andrew Marchington  
Councillor Harpreet Uppal  
Councillor Habiban Zaman

In attendance: Councillor Masood Ahmed  
Councillor Naheed Mather

**41 Membership of Committee**

All Members of the Committee were in attendance.

**42 Minutes of Previous Meeting**

The Minutes of the meeting of the Committee held on 9<sup>th</sup> November 2021 were agreed as a correct record.

**43 Interests**

No interests were declared.

**44 Admission of the Public**

All items were considered in public.

**45 Deputations/Petitions**

No deputations or petitions were received.

**46 Public Question Time**

No public questions were received.

**47 Kirklees Armed Forces Covenant Progress Report and the Armed Forces Bill 2021/22**

Vina Randhawa, Democracy Manager presented a report which provided an update on the work of the Kirklees Armed Forces Covenant Board, and an overview of the Armed Forces Bill 2021 and the associated preparatory work being undertaken in conjunction with partners.

Councillor Masood Ahmed, the Council's Armed Forces Champion and Councillor Naheed Mather, the Cabinet Member for Environment and the relevant Portfolio Holder were in attendance.

The Committee also welcomed Jim Dodds and Colin Cranswick, members of the Kirklees Armed Forces Covenant Board.

## Overview and Scrutiny Management Committee - 21 December 2021

Vina explained that the figures set out in the report for Kirklees were based on the 2011 Census and that updated data would be available from Spring 2022.

Councillor Ahmed said that significant work had been undertaken to further develop the work of the partnership, with limited resources, and he thanked Vina and the members of the Board for their work. He highlighted the following positive initiatives; Kirklees was now working towards achieving the Defence Employer Recognition Scheme Gold Award; the Board's engagement with the West Yorkshire Good Practice Forum; and promotion of the masterclasses run by the Ministry of Defence in respect of Defence Transition Services and the Veteran's Welfare Service. He said that the partnership was strong and productive, with around forty representatives of different services attending meetings, and the Action Plan was nearing completion. Work was ongoing to update the website and there was a wish to develop e-learning packages and perhaps a community directory for Kirklees. The Board would work with partners to try and address recognised gaps in terms of NHS representation.

Jim Dodds and Colin Cranswick echoed Councillor Ahmed's comments and thanked both him and Vina for their contributions. They commented that:

- The Covenant was moving forward but progress was slow, in the main, due to a lack of resources. A Life Forces Guide had been produced in 2014 and distributed to all doctors' surgeries. This needed to be updated but this could not be undertaken without funding. An excellent app had been developed with Huddersfield University, which could act as a gateway to accessing help for veterans, but again resources were needed to progress to production.
- The Chair of the Board needed to have the capacity to engage with partners and promote the Covenant within Kirklees.
- The meetings of the Board were very productive.
- A number of other authorities had appointed a dedicated officer to advise on the implications of the Covenant and associated responsibilities.
- It was considered that the position in Kirklees was excellent overall, but a single point of entry would be beneficial to avoid people being passed around the organisation and having to repeat information.

Questions and comments were invited from Committee Members, with the following issues being covered:

- The Committee expressed support for the principles of the Covenant and confirmed that the need to understand the particular issues affecting members and former members of the armed forces, and to support them, was recognised. Members thanked all those who had contributed to the work of the Board and acknowledged the positive actions and results achieved to date.
- It was considered that the response was affected by the national position in terms of healthcare, education and housing provision.
- Any individual experiencing being passed around the organisation was not acceptable and this should be addressed.
- An important role of the local authority was advocating with other agencies on behalf of residents.

## Overview and Scrutiny Management Committee - 21 December 2021

- The co-production of the Action Plan, alongside serving and former soldiers, and the learning being taken from their lived experience to allow them to influence the development of services was welcomed.
- Councillors Smaje and Zaman undertook to assist in respect of the issue of health representatives on the Board.
- In response to questions about champions within services and connections with Children's Services, it was explained that a representative of Pupil Admissions attended the Board. There was an expectation that attendees from different services would disseminate information and learning from the Board back to their service but perhaps the champion role could be progressed to try and ensure this happened effectively.
- A number of ex-services personnel regularly attended the Board; they had contributed to the detail of the action plan on the basis of their lived experience and their input was very valuable.
- Access to services had been considered at the Corporate Scrutiny Panel, and consideration should be given to how service and ex-service personnel are able to access services in the delivery of the Council's Access Strategy.
- It was noted that the return in respect of the numbers of Council staff who had been part of the armed forces, or had some connection to them, had been quite poor. It was suggested that such people would make ideal champions within services. These points were taken on board and it was suggested that efforts could be made to identify and engage with members of staff with relevant experience and to actively involve them in this work.
- It was noted that resourcing also covered things such as identifying like-minded people who were willing and able to engage, as well as finances.

### Resolved –

- 1) That the Armed Forces Board and the officers supporting it be thanked for their work.
- 2) That further information be provided for the Committee in respect of the development of the concept of Armed Forces Champions within services.
- 3) That the Cabinet Member be requested to consider resourcing, particularly in light of the upcoming changes to legislation, to support and build on the work already undertaken in respect of the Armed Forces Covenant.

**48 Local Government Association Corporate Peer Challenge - Progress Report**  
The Committee gave consideration to a report in relation to Council activity relating to the key recommendations outlined in the 2019 Local Government Association (LGA) Corporate Peer Challenge Report.

Andy Simcox, Service Director for Strategy and Innovation and Michelle Hope, Programme Manager, Policy, Partnerships and Corporate Planning introduced the report which set out the progress in respect of each of the recommendations and, where appropriate, the adjustment of actions in the context of the pandemic and recovery.

Questions and comments were invited from Committee Members, with the following issues being covered:

- Recommendation 6 had referred to a sharper delineation of the roles of Cabinet Members and senior officers; whilst the report addressed officers' actions it did

## Overview and Scrutiny Management Committee - 21 December 2021

not give a Cabinet response. It was suggested that this could be discussed with the Leader of Council when he next attended the Committee.

- In response to a comment in respect of appetite for risk and taking opportunities being considered on a systemic basis; this was acknowledged and it was suggested that opportunities should be catalogued and consideration given to how this informed the Council's ambition and decision-making. This was an issue that could be appropriate for consideration by the Corporate Governance and Audit Committee, and this would be discussed with the Service Directors for Legal, Commissioning and Governance, and Finance.
- Comments in the report in respect of the appetite for a review of the electoral cycle were queried, as a number of Members had supported this, and this was taken on board.
- In relation to Recommendation 1, the improvements achieved in terms of communications were recognised and welcomed. The development of a long-term sustainable relationships with residents was very important, both on the ground as well as through digital communications. There was a need to improve in terms of the promotion of good stories.
- In respect of the proposals for flexibility of staff roles, it was important that front-line staff were also included. This had been acknowledged as an important issue (that had arisen from the 'listening circles') and work was to be undertaken to understand the different types of frontline staff and what flexibility would mean to them, and to consider improvement of their working conditions.
- The Place Standard engagement work was good but it was considered that there was still some confusion for residents and Councillors about place-based working and how all the different elements fitted together.
- There was a need to engage with Councillors more effectively, it was important that, as place-based working progressed, corporate communications should work with Ward Councillors in respect of the activity going on in their areas.
- The Communications Strategy was being refreshed and input from scrutiny at an early stage would be welcomed, alongside engagement with other stakeholders, partners and communities with the aim of establishing how to achieve further reach within communities. The comments about place-based working and working with Ward Councillors would also be considered within this work.
- More councillor involvement was needed in the setting up of hubs and setting priorities for local areas.
- It was considered that the recommendation in respect of strengthening the corporate centre linked in with place-based working; an example was given of a ward meeting held in respect of highways issues which had been very productive; this kind of initiative required support from the corporate centre.
- The IT systems in respect of missed bins were now fully aligned and this indicated a good direction of travel.
- The Corporate Parenting Board was considered to be a good example of improved decision-making and the extension of this approach would be welcomed.
- It would be interesting to see if the decision to bring the management and maintenance of the Council's housing back in-house was working effectively in the long-term and if the opportunities around place-based working were being maximised to deliver the expected outcomes. It was suggested that the Economy and Neighbourhoods Scrutiny Panel could pick up this issue.

## Overview and Scrutiny Management Committee - 21 December 2021

- In respect of strengthening the corporate centre it was explained that resources had been put into a number of services, and this would also be considered within the current budget process, in order to develop capacity to deliver the ambitions of the Council Plan.
- It was suggested that a report should be brought to scrutiny in respect of progress on the Technology Strategy.
- There was a need to promote achievements and fully engage all Councillors.
- In terms of the Place Standard engagement it was important that this included wider communities and minority communities and did not focus on 'the usual suspects'.
- To strengthen capacity consideration should be given to using peer support from Councillors and communities, particularly in terms of health and wellbeing and being an inclusive employer.
- The benefits of working with the community alongside community leaders had been demonstrated during the response to the pandemic and there was significant learning to be taken from this process
- It was important that the reasoning behind Recommendation 8, in respect of the establishment of a single Clinical Commissioning Group, did not get lost in the discussions about the future of health and social care.

### Resolved -

- 1) That it be agreed that future reporting against the 2019 Peer Challenge will be incorporated within the reporting against the 2021/23 Council Plan, with an annual progress report being brought to this Committee for information and that different elements will be taken forward, as appropriate, by relevant Panels with the Chair of Scrutiny maintaining an overview.
- 2) That officers take account of the comments made by the Committee in moving forward with the work to respond to the key recommendations raised by 2019 Peer Challenge.

### 49 Work Programme 2021-22

Consideration was given to the Committee's Work Programme for 2021-22.

It was noted that the next meeting would take place on 3<sup>rd</sup> February 2022 and the following items were scheduled for consideration:

- (i) Leader's Priorities Update.
- (ii) Corporate Safeguarding Policy Refresh.

### 50 Any Other Business

The Chair reported that she had been consulted in respect of an urgent decision, made by Cabinet on 14<sup>th</sup> December 2021, in respect of supporting the recruitment, retention and valuing the contribution of social care staff in Kirklees this winter. She had agreed to the decision being exempt from call-in as the implementation of the funding was urgent but had requested that a report be presented to the Health and Social Care Scrutiny Panel in respect of the design of an appropriate approach to utilising short-term funding to support the adult social care sector over the winter.

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Contact Officer: Andrea Woodside

## **KIRKLEES COUNCIL**

### **PERSONNEL COMMITTEE**

**Tuesday 2nd November 2021**

Present: Councillor Shabir Pandor (Chair)  
Councillor Paul Davies  
Councillor Donald Firth  
Councillor David Hall  
Councillor John Lawson  
Councillor Susan Lee-Richards  
Councillor Naheed Mather  
Councillor Cathy Scott  
Councillor John Taylor

**1 Membership of the Committee**

Councillor Sokhal substituted for Councillor McBride.

**2 Minutes of Previous Meeting**

**RESOLVED** – That the Minutes of the Meeting held on 3 March 2021 be approved as a correct record.

**3 Interests**

No interests were declared.

**4 Admission of the Public**

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

**5 Deputation/Petitions**

No deputations or petitions were received.

**6 Public Question Time**

No questions were asked.

**7 Update on Recruitment Challenges**

The Committee received a report which provided an update on current recruitment challenges, and the mitigation strategies which were being put in place to address the challenges.

The report provided the context of the national labour shortage and the impact of that locally, which had exacerbated difficulty in recruiting, particularly in certain service areas. Appendix 1 to the report set out a statistical comparison of post leavers in 2020 and 2021, along with figures reflecting an increase in early retirements.

## Personnel Committee - 2 November 2021

The Committee were advised that recruitment had continued throughout the pandemic, and that, while there was an increase in the volume of applications received for most jobs, which was now subsiding, there had not been a noticeable increase in applications for roles which were difficult to fill. Appendix 2 to the report set out information on recruitment activity comparator data for 2020 and 2021. It was noted that difficulties in recruiting to posts that were traditionally difficult to fill, including social care and social work, were exacerbated by current labour market trends.

The report reflected upon the success of the Council in recruiting a large number of covid community support officers to support the pandemic response and advised that a project was currently underway to support the retention of officers.

With regards to addressing the challenges ahead, Appendix 3 to the report set out pathways into engagement and work that had been achieved through support into employment initiatives. The Committee were advised of a project to develop and embed a consistent approach to workforce planning, which would be initially piloted in hard to recruit areas, prior to being rolled out further. Information was also provided as to the refresh of the People Strategy, which was about to be launched and would focus upon the outcomes of (i) healthy and well people (ii) being an inclusive employer of choice (iii) having highly skilled, flexible and engaged people and (iv) effective and compassionate leadership.

The Committee noted the content of the report, and discussion took place in regard to (i) current numbers of vacancies (ii) application of the flexible retirement policy (iii) use of exit surveys (iv) making KMC an employer of choice, and enhancing conditions to help achieve this (v) the need to increase the range of opportunities for existing employees and (vi) the utilisation of job fairs to attract employees.

The Committee were advised that there were currently 153 candidates in the pre-employment screening process and that work was taking place to reduce the current recruitment process, which took an average of 90 days. It was noted that overall there were approximately 8,800 employees, not including those employed within local authority schools.

It was agreed that a meeting be convened in approximately 4 months time to receive a further update on the number of vacancies, the work undertaken to progress the mitigation strategies as set out in the report, and further information on the Project SEARCH intern scheme.

The Committee were also provided with an update on appointments within senior management and it was noted that the recruitment process for the posts of Service Director – Culture and Visitor Economy and Service Director – Skills and Regeneration was now complete. Approval was sought to progress the post of Service Director – Highways and Streetscene to advert.

## **Personnel Committee - 2 November 2021**

### **RESOLVED -**

- 1) That the recruitment and retention challenges faced by the Council, as set out within the report be noted, and that the actions and strategies to address these challenges be endorsed.
- 2) That approval be given for a recruitment process to be undertaken for the post of Service Director – Highways and Streetscene.

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Contact Officer: Sheila Dykes

## KIRKLEES COUNCIL

### STRATEGIC PLANNING COMMITTEE

Thursday 21st October 2021

Present: Councillor Steve Hall (Chair)  
Councillor Donna Bellamy  
Councillor Terry Lyons  
Councillor Carole Pattison  
Councillor Andrew Pinnock  
Councillor Mohan Sokhal  
Councillor Mark Thompson

Apologies: Councillor Charles Greaves

**1 Membership of the Committee**

Councillor Terry Lyons substituted for Councillor Charles Greaves.

**2 Minutes of the Previous Meeting**

The minutes of the meeting of the Committee held on 23<sup>rd</sup> September 2021 were agreed as a correct record.

**3 Declaration of Interests and Lobbying**

Councillors Bellamy, Pinnock, Sokhal and Thompson advised that they had been lobbied in relation to Application 2020/90640.

Councillor Pinnock advised that he had been lobbied in relation to Application 2021/92801.

Councillor Bellamy advised that she had been lobbied in relation to Application 2021/92465.

Councillor Hall advised that he had been lobbied in relation to Application 2021/91508.

**4 Admission of the Public**

All items on the agenda were taken in public session.

**5 Public Question Time**

No questions were asked.

**6 Deputations/Petitions**

No deputations or petitions were received.

**7 Site Visit - Application No. 2021/91508**

Site visit undertaken.

**8 Site Visit - Application No. 2021/92801**

Site visit undertaken.

**9 Planning Application - Application No. 2021/91508**

The Committee considered Application 2021/91508 relating to the demolition of part of the former college buildings and erection of a police station, including conversion of the Oldroyd Building and erection of new buildings comprising police custody suite, associated support services buildings, decked and surface car parking, vehicle access point, boundary treatments and landscaping at Kirklees College, Halifax Road, Dewsbury.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Clare Plant and Julie Sykes (on behalf of the applicant).

**RESOLVED –**

That approval of the application and issue of the decision notice be delegated to the Head of Planning and Development in order to complete the list of conditions, including those contained within the report, as set out below:

1. Time limit for implementation.
2. Development carried out in accordance with the plans and specifications.
3. Construction Environmental Management Plan (including consultation with surrounding residents and details of construction access points).
4. Details of materials, including samples.
5. Large scale details of replacement windows and doors to the Oldroyd Building.
6. Details of the Halifax Road gate and new door.
7. Detailed scheme for the improved visibility at the Halifax Road/Stonefield Street junction (including the relocation of the bus stop).
8. Car park management plan.
9. Full Travel Plan.
10. Defects survey of the condition of the highway along the Halifax Road, Stonefield Street and Pyrah Street site frontages before and after development and the reinstatement of any defects as a consequence of development.
11. Electric Vehicle Charging Points
12. Submission of a Phase 2 Intrusive Site Investigation Report
13. Submission of Remediation Strategy
14. Implementation of the Remediation Strategy
15. Submission of Validation Report
16. Implement Agreed Noise Mitigation Measures
17. Limited on the combined noise from fixed plant & equipment
18. Tree protection measures during construction
19. Landscape scheme – detailed soft and hard landscaping
20. Details of boundary treatment
21. Details of the Halifax Road gate and new door
22. Bio-diversity enhancement measures in accordance with Biodiversity Plan (BEMP) to include new nesting opportunities for swift the potential for faunal boxes for other species integral to the new buildings.
23. Landscape and Ecology Management Plan (LEMP).

24. Drainage details
25. Details of overland flow routing
26. Construction phase surface water plan
27. Separate systems for the drainage of foul and surface water
28. No piped discharge of surface water until the completion of surface water drainage works.
29. Details of measures to promote carbon reduction and enhance resilience to climate change prior to the commencement of construction on site.
30. Details of the solar array.

A recorded vote was taken, in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors Hall, Lyons, Pattison, Pinnock, Sokhal and Thompson  
(6 votes)

Against: Councillor Bellamy (1 vote)

**10 Planning Application - Application No. 2020/90640**

The Committee considered Application 2020/90640 in respect of the formation of an artificial grass pitch with associated features, including eight 15m high floodlights, fencing up to 4.5m, pedestrian circulation and access route, vehicular maintenance and emergency access with Springwood Road, erection of store, grass mounds, retaining structures and landscaping works at Holmfirth High School, Heys Road, Thongsbridge, Holmfirth.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Mark Young, Karen Franklin and Lauren Potts (in objection) and Rob Wilks, Daniel Hermann, Andrew Watson, Phil Keeley and Ben Stitchman (in support).

Under the provisions of Council Procedure Rule 36(1), the Committee received representations from Councillors Donald Firth and Nigel Patrick.

**RESOLVED –**

That approval of the application and issue of the decision notice be delegated to the Head of Planning and Development in order to complete the list of conditions, including those contained within the report, as set out below:

1. Commencement of development within 3 years
2. Development should be undertaken in accordance with the plans
3. Submission of specification details of the design of lighting columns, fencing, gates, barriers, equipment store and handrails.
4. Submission of finished floor levels and site sections.
5. Submission of a community use agreement
6. Artificial Grass Pitch management plan
7. Submission of a site specific noise management plan
8. The perimeter fencing to the pitch shall be fixed to support posts with a neoprene (or similar) isolator to fully isolate the panels from the posts to eliminate unnecessary noise

## Strategic Planning Committee - 21 October 2021

9. The sports pitch hereby permitted shall not be used for any sports activities outside the agreed hours.
10. Before the development is brought into use any external artificial lighting shall be installed in accordance with the approved details.
11. Scheme detailing the dedicated facilities that will be provided for charging electric vehicles and other ultra-low emission vehicles
12. Noisy construction, demolition and site clearance operations shall not take place outside the hours of: 0800 to 1900 Monday to Friday; 0800 to 1300 on Saturdays  
With no noisy activities on Sundays or Public Holidays
13. Ecological measures and/or works shall be carried out in accordance with the Ecological Appraisal
14. Submission of a "lighting design strategy for biodiversity" to show the levels of lighting to be installed on the site and to provide details of mitigative measures where any light spill onto the retained trees is anticipated
15. The development shall be carried out in accordance with the approved Landscape and Ecological Design Strategy
16. The development shall be completed in accordance with the advice and directions (recommendations) contained in the Arboricultural Impact Assessment
17. Details of all hard and soft landscaping measures, including circulation areas
18. Car Park Management Plan providing details of signing and markings to ensure customers are aware of the proposed parking provision, details of literature and advertising to be aimed at ensuring the use of the car park and details of the supervision and marshalling of the car park at peak times.
19. Proposed design and construction details for all new retaining walls adjacent to the existing highway including any modifications to the existing highway retaining wall on Springwood Road/ Heys Road
20. Submission of a Construction Environmental Management Plan
21. Details of cycle storage facilities
22. Detailed finalised design of the soakaway scheme
23. Details of the maintenance and management programme of the detailed soakaway scheme

A recorded vote was taken, in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors S Hall, Lyons, Pattison, and Sokhal (4 votes)

Against: Councillors Bellamy and Thompson (2 votes)

Abstain: Councillor A Pinnock

### 11 **Planning Application - Application No. 2021/92945**

The Committee considered Application 2021/92945 for the demolition of existing buildings and erection of a day care facility, centre of excellence and demonstration bungalow, formation of associated parking and landscaping, alterations to pedestrian access and formation of new pedestrian access to Knowl Park from Crowlees Road at Knowl Park House, Crowlees Road, Mirfield.

### **RESOLVED –**

That approval of the application and issue of the decision notice be delegated to the Head of Planning and Development in order to complete the list of conditions, including those contained within the report, as set out below:



## Strategic Planning Committee - 21 October 2021

1. Three years to commence development.
2. Development to be carried out in accordance with the approved plans and specifications
3. New access into Knowl Park to be provided prior to old access being closed.
4. Material samples to be provided, including coursing details.
5. Works to be done in accordance with Arboricultural Method Statement
6. Boundary treatment to be as per submitted plan.
7. North facing side windows to be obscure glazed.
8. Hours of use 0600 – 2200, 7 days a week.
9. Limitation on external plant noise.
10. Kitchen extraction / odour assessment.
11. Lighting strategy to be submitted, to include signage.
12. Construction Environmental Management Plan (CEMP) to be submitted and approved.
13. Parking / highways arrangement to be implemented as per the submitted details.
14. Construction Management Plan (CMP) to be submitted and approved.
15. Surface water interceptor details to be provided.
16. Detailed surface water attenuation strategy, with management and maintenance arrangements.
17. Temporary drainage provision during the construction phase
18. Electric Vehicle Charging Point details to be provided
19. Contaminated land conditions from phase 2 onwards.
20. Coal legacy investigation conditions
21. No clearance of vegetation within the bird breeding season
22. Submission of Biodiversity Enhancement Management Plan (BEMP) to secure identified level of net gain.
23. Landscaping strategy to be provided which replaces potentially invasive species

A recorded vote was taken, in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors Bellamy, S Hall, Lyons, Pattison, A Pinnock, Sokhal and Thompson (7 votes)

### **12 Planning Application - Application No. 2021/91172**

The Committee considered Application 2021/91172 in relation to the change of use from former petrol filling station, car and van repairs/part sales and car sales pitch to hot food take-away (sui generis) at Crown Motors, Waterloo Road, Waterloo, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Michael Beaumont (in objection) and Nick Willock, George Brown and Simon Docherty (in support).

Under the provisions of Council Procedure Rule 36(1), the Committee received representations from Councillors Musarrat Khan and Alison Munro.

**RESOLVED –**

That consideration of the application be deferred to allow for further consideration/provision of further information in respect of:

- the highways issues, including the potential for closure of one of the access points, the arrangements within the forecourt for the movement of vehicles and traffic movements in and around the site
- the potential for shortening the proposed hours of use, with advice from Environmental Health Officers

A recorded vote was taken, in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors Bellamy, S Hall, Lyons, Pattison, A Pinnock, Sokhal and Thompson (7 votes)

**13 Planning Application - Application No. 2021/92465**

The Committee considered Application 2021/92465 for the change of use from agricultural land to private dog exercise facility at land south of Chain Road, Slaithwaite, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Alan Senior (in support).

**RESOLVED –**

That approval of the application and issue of the decision notice be delegated to the Head of Planning and Development in order to complete the list of conditions, including those contained within the report, as set out below:

1. Hours of operation from 07:00am - 22:00pm Monday - Sundays including Bank Holidays.
2. No external lighting at the site.
3. Replacement of modern pressure treated fencing to the front of the site (within 3 months).
4. Ecological enhancements to be provided within 3 months as recommended within Ecological Impact Assessment (April 2021) undertaken by MAB Environment & Ecology Ltd.
5. A scheme for the disposal of animal waste shall be submitted to the council for agreement

A recorded vote was taken, in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors Bellamy, S Hall, Lyons, Pattison, A Pinnock, Sokhal and Thompson (7 votes)

**14 Position Statement - Application No. 2021/92801**

The Committee received a position statement in respect of Application 2021/92801 relating to the erection of 284 dwellings with associated works and access from Hunsworth Lane and Kilroyd Drive on land at Merchant Fields Farm, off Hunsworth Lane, Cleckheaton.

A representative of the applicant was in attendance to respond to questions from Members.

The contents of the position statement were noted.

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Contact Officer: Sheila Dykes

## KIRKLEES COUNCIL

### STRATEGIC PLANNING COMMITTEE

Thursday 18th November 2021

Present: Councillor Steve Hall (Chair)  
Councillor Donna Bellamy  
Councillor Charles Greaves  
Councillor Carole Pattison  
Councillor Andrew Pinnock  
Councillor Mohan Sokhal  
Councillor Mark Thompson

**1 Membership of the Committee**

All Members of the Committee were in attendance.

**2 Minutes of the Previous Meeting**

The minutes of the meeting of the Committee held on 21<sup>st</sup> October 2021 were agreed as a correct record.

**3 Declaration of Interests and Lobbying**

Councillor Thompson advised that Application 2021/90357 was in his ward and he had had prior involvement with the proposals for the site.

Councillor Pattison advised, in respect of Application 2021/92478, that she was a member of Kirklees Schools Services.

**4 Admission of the Public**

All items on the agenda were taken in public session.

**5 Public Question Time**

No questions were asked.

**6 Site Visit - Application No. 2021/90357**

Site visit undertaken.

**7 Deputations/Petitions**

No deputations or petitions were received.

**8 Planning Application - Application No: 2021/92528**

The Committee considered Application No. 2021/92528 relating to the erection of retail development, associated parking, servicing areas and landscaping at land off Bankwood Way, Birstall Retail Park, Birstall.

**RESOLVED –**

That consideration of the application be deferred to enable officers to undertake further assessment of the retail impacts of the proposed development.

A recorded vote was taken, in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors Bellamy, Greaves, Hall, Pattison, Pinnock, Sokhal and Thompson (7 votes)

**9 Planning Application - Application No: 2018/92647**

The Committee considered Application No 2018/92647, a hybrid planning application for mixed use development - retail/office and 239 residential units (Use Classes C3/A1/A3/B1a). Full Planning permission for the partial demolition of the former Kirklees College, erection of a food retail store with residential above and erection of two mixed use (retail/residential) buildings, alterations to convert grade ii\* listed building to offices and creation of vehicular access from Portland Street, New North Road and Trinity Street. Outline application for erection of four buildings mixed use (residential/office) (Listed Building within a Conservation Area) at the former Kirklees College, New North Road, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Richard Irving and Paul Fox (in support).

**RESOLVED -**

That consideration of the application be deferred, until no later than the meeting of the Committee scheduled for 24th March 2022, to allow officers to negotiate further with the applicants in respect of:

- (i) securing works to the Grade II\* listed buildings to make them weatherproof and watertight, in order to ensure that they are preserved, at an early stage of development.
- (ii) achieving certainty in respect of the restoration and conversion of the listed buildings in the future.

A recorded vote was taken, in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors Bellamy, Greaves, Hall, Pattison, Pinnock, Sokhal and Thompson (7 votes)

**10 Planning Application - Application No: 2019/94165**

The Committee considered Application No. 2019/94165 relating to the demolition of existing mills and associated structures, erection of five commercial units, and associated yard works at Butt End Mills, Chadwick Lane, Lower Hopton, Mirfield.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Andrew Keeling (in support).

**RESOLVED –**

That approval of the application and issue of the decision notice be delegated to the Head of Planning and Development, in order to complete the list of conditions, including those contained within the report and the update, as set out below:

1. Time limit (3 years)
2. Development in accordance with the approved plans
3. Development in accordance with the approved Flood Risk Assessment, including minimum finished floor levels
4. Full suite of contaminated land conditions (Phase 2 report, remediation and validation)
5. Detailed drainage design including surface water attenuation and petrol interceptor for the car park
6. Temporary drainage measures for construction phase
7. Scheme for provision of electric vehicle recharging points
8. Biodiversity Enhancement Management Plan (BEMP)
9. Construction Environmental Management Plan for biodiversity (CEMP)
10. Detailed planting schedule
11. Boundary treatment details (hard landscaping) including details of the bin store enclosure
12. Noise mitigation measures as proposed within the application
13. Restriction on the hours of use as detailed within this report
14. Scheme for external lighting (for biodiversity and amenity)
15. Surfacing of the parking and turning areas
16. Construction Management Plan for highways and residential amenity
17. Provision of the riverside path before the development is brought into use
18. Provision and retention of the proposed mezzanine floors
19. An emergency access egress plan for pedestrians

and to secure a Section 106 Agreement to cover the following matters:

- (i) Off-site contribution towards biodiversity enhancement to secure a net gain of 10% (£74,543)
- (ii) Contribution towards flood recovery scheme (£10,000)
- (iii) Formation of the proposed riverside path and the dedication of this land to secure public access.

In the circumstances where the Section 106 agreement has not been completed within three 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; if so, the Head of Planning and Development be 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 Bellamy, Greaves, Hall, Pattison, Pinnock, Sokhal and Thompson (7 votes)

**11 Planning Application - Application No: 2021/93368**

The Committee considered Application No. 2021/93368 relating to the re-development of the market with addition of mezzanine floor at Dewsbury Market, Cloth Hall Street, Dewsbury.

Under the provisions of Council Procedure Rule 37, the Committee received representations from David Staniland, Keith Ramsay and Simon Taylor (in support).

**RESOLVED –**

That approval of the application be granted subject to Regulation 3 and issue of the decision notice be delegated to the Head of Planning and Development in order to complete the list of conditions, including those contained within the report and the update, as set out below:

1. Time limit (3 years)
2. Development in accordance with the approved plans
3. Detailed landscaping scheme - including for the pocket park, proposed tree planting and plant beds, bollards, street furniture, boundary walls, waste enclosure gates and samples of surface materials including decorative inlays
4. Details of the terracotta rainscreen cladding
5. Details of the colours of external finishes to market hall and stalls
6. Detailed drainage design
7. Development in accordance with the Arboricultural Impact Assessment
8. Detailed scheme for ecological enhancement measures (Biodiversity Enhancement Management Plan)
9. Construction Management Plan/s for residential amenity and highway safety
10. Details of the closure and amendments to existing parking bays on Foundry Street and Whitehall Way including TROs
11. Highway structures condition relating to Dewsbury Beck culvert
12. Full suite of contaminated land conditions (including Phase 1 contaminated land report and further intrusive investigations, remediation and validation as may be necessary)
13. Restriction on hours of use to those proposed within the application
14. Restriction on entertainment noise
15. Restriction on noise from fixed plant and equipment
16. Kitchen extraction/ventilation scheme
17. Pollution prevention for drainage from food premises
18. Artificial lighting scheme to address comments from KC Environmental Services and WY Police DOCO
19. Revised CCTV scheme
20. Secure cycle and motorcycle parking
21. Scheme for hostile vehicle mitigation measures
22. Scheme of measures to prevent unauthorised access to the site when the Market is closed
23. Scheme for the replacement of the disabled parking and taxi bays affected by the proposals.

A recorded vote was taken, in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors Bellamy, Greaves, Hall, Pattison, Pinnock, Sokhal and Thompson (7 votes)



**12 Planning Application - Application No: 2021/90357**

The Committee considered Application No. 2021/90357 relating to works to existing sports facilities including erection of a clubhouse, additional changing facilities building, boundary treatments, storage facilities and floodlighting, works to existing pitches, and creation of new hybrid and five-a-side pitches and car park at East Bierley Playing Fields, Hunsworth Lane, East Bierley.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Andrew Walker, Simon Armitage and David Storrie (in support).

Under the provisions of Council Procedure Rule 36(1), the Committee received representations from Councillor Elizabeth Smaje.

**RESOLVED –**

That approval of the application and issue of the decision notice be delegated to the Head of Planning and Development in order to complete the list of conditions, including those contained within the report, as set out below:

1. Three years to commence development.
2. Development to be carried out in accordance with the approved plans and specifications.
3. Submission of a Construction (Environmental) Management Plan.
4. Submission of details of temporary drainage measures.
5. Provision of site entrance and visibility splays prior to works commencing.
6. Grampian condition requiring completion of track upgrade works (either as per application ref: 2019/93616 or an alternative approved scheme) prior to development being brought into use.
7. Submission of details of track upgrade works for the remaining 30m stretch, and implementation.
8. Cycle parking provision to be provided within the site.
9. Provision of Electric Vehicle charging points.
10. Submission, implementation and monitoring of travel plan.
11. Provision of waste storage and collection.
12. Coalmining legacy – submission of findings of intrusive investigation and remediation works.
13. Coalmining legacy – submission of a validation confirmation.
14. Submission of Remediation Strategy.
15. Implementation of Remediation Strategy.
16. Submission of Validation Report.
17. Details and validation of Japanese Knotweed eradication.
18. Submission of details of floodlighting (including measures to limit ecological and amenity impacts, and relating to low energy use).
19. Control of entertainment noise.
20. Hours of use of clubhouse.
21. Hours of use of pitches.
22. Submission of details of artificial and hybrid pitches.
23. Submission of details of ground conditions that may adversely affect use of pitches, and measures to address these constraints.
24. Submission of full drainage strategy.

## Strategic Planning Committee - 18 November 2021

25. Submission of details of management and maintenance of surface water drainage infrastructure.
26. Submission of details of crime prevention measures.
27. Submission of details of external materials.
28. Painting of goal storage containers to match fencing.
29. Submission of details of boundary treatments (including details of gabion walls).
30. Submission of full landscaping details.
31. Submission of details of biodiversity enhancement and net gain.
32. Submission and implementation of an Ecological Design Strategy

A recorded vote was taken, in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors Bellamy, Greaves, Hall, Pattison, Pinnock, Sokhal and Thompson (7 votes)

### 13 **Planning Application - Application No: 2021/91758**

The Committee considered Application No. 2021/91758 relating to the formation of a six-space car park at Trabel House, 26-28 Cambridge Road, Huddersfield.

#### **RESOLVED –**

That approval of the application and issue of the decision notice be delegated to the Head of Planning and Development in order to complete the list of conditions, including those contained within the report, as set out below:

1. Development shall be begun within three years of the date of the permission.
2. Development to be in complete accordance with plans and specifications.
3. No development until submission of a scheme of intrusive investigations to establish the risks posed to the development by past coal mining activity, and remediation works are implemented to address land instability.
4. Submission of a signed statement confirming the site is safe and stable for the approved development prior to the first use of the site.
5. The car park is to be surfaced and drained in accordance with the drainage strategy plan provided.
6. The provision of 1 electric vehicle charging space.
7. Work to stop and surveys to be submitted if unsuspected contamination encountered,

together with an additional condition in respect of the submission of a landscaping scheme.

A recorded vote was taken, in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors Hall, Pattison, Pinnock and Sokhal (4 votes)

Abstain: Councillors Bellamy, Greaves and Thompson

### 14 **Planning Application - Application No: 2021/92478**

The Committee considered Application No. 2021/92478 relating to the erection of perimeter fencing at Royds Hall Community School, Luck Lane, Paddock.

**RESOLVED –**

That approval of the application and issue of the decision notice be delegated to the Head of Planning and Development in order to complete the list of conditions, including those contained within the report, as set out below:

1. Three years to commence development.
2. Approved plans and documents.
3. External materials.
4. The removal of the fence (and land to be restored) should it no longer be needed.
5. Construction in accordance with the Method Statement for tree protection.
6. Dealing with unexpected contamination.

A recorded vote was taken, in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors Bellamy, Greaves, Hall, Pattison, Pinnock, Sokhal and Thompson  
(7 votes)

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Contact Officer: Richard Dunne or Sheila Dykes

**KIRKLEES COUNCIL**

**STRATEGIC PLANNING COMMITTEE**

**Thursday 16th December 2021**

Present: Councillor Steve Hall (Chair)  
Councillor Carole Pattison  
Councillor Mohan Sokhal  
Councillor Donna Bellamy  
Councillor Mark Thompson  
Councillor Andrew Pinnock  
Councillor Charles Greaves

Observers: Councillor Donald Firth  
Councillor Musarrat Khan

- 1 Membership of the Committee**  
All members were present.
- 2 Minutes of the Previous Meeting**  
The minutes of the meeting held on 18 November 2021 were approved as a correct record.
- 3 Declaration of Interests and Lobbying**  
Councillor A Pinnock declared that he had been lobbied on application 2021/92801.
- 4 Admission of the Public**  
All items on the agenda were taken in public session.
- 5 Public Question Time**  
No questions were asked.
- 6 Deputations/Petitions**  
No deputations or petitions were received.
- 7 Site Visit - Application No: 2021/91700**  
Site visit undertaken.
- 8 Site Visit - Application No: 2021/93674**  
Site visit undertaken.
- 9 Planning Applications**  
Consideration of the following applications took place.

**10 Planning Application - Application No: 2021/92801**

The Committee gave consideration to Planning Application 2021/92801 Erection of 287 dwellings with associated works and access from Hunsworth Lane and Kilroyd Drive Land at, Merchant Fields Farm, off Hunsworth Lane, Cleckheaton.

Under the provisions of Council Procedure Rule 37 the Sub Committee received representations from Mr Rankin, John Mason and Doreen Sugden (objectors), Rachel Flounders and Suzanne Mansfield (on behalf of the applicant).

Under the provisions of Council Procedure Rule 36 (3) the Sub Committee received representations from Councillors Kath Pinnock and John Lawson (ward members).

**RESOLVED –**

That consideration of the application be deferred for the following reasons:

1. To allow an opportunity for officers and the applicant to review the layout and mix of housing type to further reduce the dominance of the number of 4 bedroom detached dwellings.
2. To receive details of where the existing 85m stretch of translocated hedgerow would be replanted.
3. To allow officers to provide fully worded details covering all the conditions.
4. To receive more detail on the outstanding issues at the application stage with less deferred to the conditions stage.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors: Bellamy, Greaves, A Pinnock, Sokhal, Thompson and S Hall (6 votes)

Against: Councillor Pattison (1 vote).

**11 Planning Application - Application No: 2021/93674**

The Committee gave consideration to Planning Application 2021/93674 Partial redevelopment of Greenhead college including demolition and making good, rection of 2 and 4 storey buildings, reconfiguration of parking and access arrangements, reconfiguration of sports provision and other associated external works (Within a Conservation Area) Greenhead College, Greenhead Road, Huddersfield.

Under the provisions of Council Procedure Rule 37 the Sub Committee received representations from Simon Lett, Grant Sellars and John Blake (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 including:

## Strategic Planning Committee - 16 December 2021

1. Three years to commence development.
2. Development to be carried out in accordance with the approved plans and specifications
3. Condition for the community use of the playing pitch
4. Hours of use for the pitch (Monday – Friday 0830 to 2030, Weekends – 0900 to 1300)
5. Development done in accordance with Energy & Sustainability Statement.
6. Method statement to show how the external walls of the old school building would be cleaned, repaired and pointed following demolition.
7. Material samples to be submitted
8. Odour report technical points clarification
9. Fats, oils, and grease prevention scheme
10. Noise impact assessment, with amendments to address comments, submitted and implemented.
11. Lighting strategy, with amendments to address comments.
12. Construction Environmental Management Plan (CEMP) to be provided.
13. Limit site to 2,600 students and 185 staff (full time equivalent).
14. Buildouts and sight lines at Greenhead Road and Park Avenue accesses to be provided and secured.
15. Construction Management Plan (CMP) to be provided.
16. Applicant's travel plan to be implemented
17. Waste storage / collection areas to be provided and retained.
18. Provision of 66 cycle spaces.
19. Delivery strategy, phased with temporary spaces if required, of all 157 parking spaces to be provided and retained.
20. Coal Authority ground investigation and remediation conditions
21. Environmental Health ground contamination investigation conditions
22. Provision of the proposed Electric Vehicle Charing Points (EVCP)
23. No vegetation clearance in bird breeding season without survey
24. Provision of Biodiversity Enhancement Management Plan (BEMP), to provide and maintain 10% net gain minimum
25. Full technical details on foul, surface water and land drainage to be provided.
26. Management and maintenance of drainage infrastructure.
27. Details of temporary surface water drainage arrangements during construction
28. Development in accordance with Arboricultural Method Statement.
29. Notwithstanding the submitted plans, landscaping plan minus invasive species to be submitted and ongoing maintenance details.

An amendment to condition 4 to restrict the hours of use of the playing pitch at weekends from 9am to 3pm.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors: Bellamy, Greaves, Pattison, A Pinnock, Sokhal, Thompson and S Hall (7 votes)

Against: (0 votes).

**12 Planning Application - Application No: 2021/91826**

The Committee gave consideration to Planning Application 2021/91826 Variation of Condition 30 (Restoration Scheme) of previous permission 2000/90671 for the extension of Carr Hill Quarry including the extraction of sandstone and clay, associated ancillary activities and its restoration by means of infill with inert wastes, consolidating permission 1987/05723 Extension of a disused quarry for winning minerals and subsequent backfilling with approved inert waste Carr Hill Quarry, Barnsley Road, Shepley, Huddersfield.

Under the provisions of Council Procedure Rule 37 the Sub Committee received a representation from Chris Ballam (Agent).

**RESOLVED –**

That the application be refused in line with the following reason outlined in the considered report:

The proposed revision to the previously-approved restoration scheme includes the introduction of an engineered retaining structure and the retention of a level area, which would harm the visual amenities of the site and its context, would detract from local landscape character, would have an urbanising effect on the site and its surroundings, would result in development encroaching into the countryside, would result in built-up sprawl in the green belt, would fail to preserve the openness of the green belt, and would conflict with the purpose of including the land within the green belt. The proposed soft landscaping would not mitigate the harmful impact of the proposal. The proposal does not fall under any of the exceptions listed under paragraphs 149 and 150 of the NPPF. The proposal is, by definition, inappropriate development in the green belt, and very special circumstances (which clearly outweigh this inappropriateness and other harm) have not been demonstrated. The proposal is therefore contrary to policies LP32 and LP37 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:

For: Councillors: Greaves, Pattison, A Pinnock, Sokhal and S Hall (5 votes)

Against: Councillors: Bellamy and Thompson.

**13 Planning Application - Application No: 2018/93676**

The Committee gave consideration to Planning Application 2018/93676 Infill of land and formation of access and turning facilities, temporary fence and restoration to agricultural use Land North West, Hog Close Lane, Holmfirth.

Under the provisions of Council Procedure Rule 37 the Sub Committee received a representation from Chris Ballam (Agent).

Under the provisions of Council Procedure Rule 36 (3) the Sub Committee received a representation from Councillor Donald Firth (ward member).



**RESOLVED –**

That the application be refused in line with the following reason outlined in the considered report:

The Council has sufficient landfill capacity in the district for meeting the needs of Construction, Demolition and Excavation waste. The submitted information fails to sufficiently demonstrate and justify that there is a proven need for additional landfill capacity for this type of waste, contrary to Kirklees Local Plan Policy LP46.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors: Greaves, Pattison, A Pinnock, Sokhal and S Hall (5 votes).

Against: Councillor Bellamy (1 vote).

**14 Planning Application - Application No: 2021/91700**

The Committee gave consideration to Planning Application 2021/91700 Erection of extension to vehicle workshop, engineering operations to excavate and regrade land, formation of extensions to car park and external yard areas, erection of 2.4m high security fencing, external lighting and temporary construction access MAC's Truck Sales Ltd, Crosland Road, Lindley, Huddersfield.

Under the provisions of Council Procedure Rule 37 the Sub Committee received a representation from Richard Irving (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. Three years to commence development.
2. Development to be carried out in accordance with the approved plans and documents.
3. Submission of a Construction (Environmental) Management Plan. (Pre-commencement)
4. Car park surfacing to be implemented prior to use of development.
5. Highway retaining structure details (Pre-commencement)
6. Submission of foul and surface water drainage details (Pre-commencement)
7. Submission of temporary drainage details (Pre-commencement)
8. No piped discharge of surface water until satisfactory outfalls agreed
9. Southern hard-standing area to be restricted to the parking of personal vehicles only (i.e. not Heavy Goods Vehicles)
10. Coal Mining Intrusive Site Investigations (Pre-commencement)
11. Coal Mining Investigation report prior to the development being brought into use.
12. Phase 2 Contaminated Land Site Investigation Report (Pre-commencement)

## Strategic Planning Committee - 16 December 2021

13. Remediation Strategy works and potential for revision subject to site discovery.
14. Remediation Strategy submission and implementation and conducted by a suitably competent person as well as submission of a validation report.
15. Noise Assessment (Pre-commencement)
16. Lighting Scheme including PROW illumination
17. Electric Vehicle Charging Points
18. Archaeology Written Scheme of Investigation (Pre-commencement)
19. Protective Archaeological Fencing (Pre-commencement)
20. Temporary Access and Archaeological Investigation
21. Nesting Bird Protection
22. Submission of a Biodiversity Enhancement and Management Plan
23. Approved landscaping scheme details, Landscaping implementation timescale (within the planting season following completion of development) and 5 year maintenance period
24. Development to be constructed of matching materials.
25. Boundary wall details
26. Operation management plan with a focus on reducing unnecessary air pollution.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors: Bellamy, Greaves, Pattison, A Pinnock, Sokhal and S Hall (6 votes)

Against: (0 votes).

### **15 Planning Application - Application No: 2021/91172**

The Committee gave consideration to Planning Application 2021/91172 Change of use from former petrol filling station, car and van repairs/part sales and car sales pitch to hot food take-away (sui generis) Crown Motors, Waterloo Road, Waterloo, Huddersfield.

Under the provisions of Council Procedure Rule 37 the Sub Committee received representations from David Colley, Nick Willock and Simon Docherty (in support).

Under the provisions of Council Procedure Rule 36 (3) the Sub Committee received a representation from Councillor Musarrat Khan (ward member).

### **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 commences within 3 years.
2. Development to be in full accordance with plans and specifications.
3. Areas for parking to be provided, marked and thereafter retained.
4. Signage (as detailed in the highways statement) installed and thereafter retained.
5. Hours of use to be 8am-10:30pm Sun-Thurs, 8am-11pm Fridays and Saturdays.
6. Noise survey to be submitted and approved before the use commences.

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7. Details of ventilation system to be submitted and approved before use commences.
8. No external lighting to be installed other than in accordance with an approved scheme.
9. CCTV scheme submitted and approved before the use commences.
10. Minimum of 2 electric charge points, one for delivery vehicles and one for staff.
11. Details of external works showing how the building is to be made good after demolition.

An additional condition for an Operational Management Plan for Highway safety reasons requiring site and operations to be monitored.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors: Bellamy, Greaves, Pattison, A Pinnock and S Hall (5 votes).

Against: Councillor Sokhal (1 vote).

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Contact Officer: Richard Dunne

## KIRKLEES COUNCIL

### STRATEGIC PLANNING COMMITTEE

Thursday 27th January 2022

Present: Councillor Steve Hall (Chair)  
Councillor Carole Pattison  
Councillor Mohan Sokhal  
Councillor Donna Bellamy  
Councillor Mark Thompson  
Councillor Andrew Pinnock  
Councillor Charles Greaves

Observers: Councillor John Lawson  
Councillor Kath Pinnock

**1 Membership of the Committee**

All members were present.

**2 Minutes of the Previous Meeting**

The minutes of the meeting held on 16 December 2021 were approved as a correct record.

**3 Declaration of Interests and Lobbying**

Councillor Greaves, Bellamy, Thompson, Sokhal, A Pinnock, Patterson and S Hall Declared that they had been lobbied on application 2021/92801.

**4 Admission of the Public**

All items on the agenda were taken in public session.

**5 Public Question Time**

No questions were asked.

**6 Deputations/Petitions**

No deputations or petitions were received.

**7 Planning Applications**

The Committee considered the following applications.

**8 Planning Application - Application No: 2021/92801**

The Committee gave consideration to Planning Application 2021/92801 Erection of 291 dwellings with associated works and access from Hunsworth Lane and Kilroyd Drive Land at, Merchant Fields Farm, off Hunsworth Lane, Cleckheaton.

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Under the provisions of Council Procedure Rule 37 the Sub Committee received representations from Mr Rankin (objector), Rachel Founders, Suzanne Mansfield, Jason Pritchard and Mark Beevers (on behalf of the applicant).

Under the provisions of Council Procedure Rule 36 (3) the Committee received representations from Councillors John Lawson and Kath Pinnock (ward members).

### RESOLVED –

Subject to the Secretary of State not calling in the application, delegate approval of the application and the issuing of the decision notice to the Head of Planning and Development in order to:

1. Complete the list of conditions including those contained within the considered report and planning update including:

1. The development hereby permitted shall be begun within three years of 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 permitted shall be carried out in complete accordance with the plans and specifications schedule 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 in the interests of visual amenity, residential amenity and other matters relevant to planning and to accord with the Kirklees Local Plan and the National Planning Policy Framework.

3. Prior to the commencement of development (including ground works) a Construction (Environmental) Management Plan (C(E)MP) shall be submitted to and approved in writing by the Local Planning Authority. The C(E)MP shall include pre-development road condition surveys (covering an area to be agreed beforehand with Local Planning Authority officers), a timetable of all works, and details of:

- any phasing of development;
- hours of works;
- point(s) of access for construction traffic (as stipulated by condition 4);
- construction vehicle sizes and routes;
- numbers and times of construction vehicle movements;
- locations of HGV waiting areas and details of their management;
- parking for construction workers;
- loading and unloading of plant and materials;
- storage of plant and materials;
- signage;
- measures to be taken to minimise the deposit of mud, grit and dirt on public highways by vehicles travelling to and from the site, including the provision of adequate wheel washing facilities within the site;
- street sweeping;
- measures to control and monitor the emission of dust and dirt during construction;
- site waste management, including details of recycling/disposing of waste resulting from construction works;

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- mitigation of noise and vibration arising from all construction-related activities, including restrictions on the hours of working on the site including times of deliveries;
- artificial lighting used in connection with all construction-related activities and security of the construction site;
- measures to minimise biodiversity impacts during construction;
- site manager and resident liaison officer contacts, including details of their remit and responsibilities;
- engagement with local residents and occupants or their representatives; and
- engagement with the developers of nearby sites to agree any additional measures required in relation to cumulative impacts (should construction be carried out at nearby sites during the same period).

The development shall be carried out strictly in accordance with the C(E)MP so approved throughout the period of construction and no change therefrom 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 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 and prior to the occupation of no more than 200 dwellings of the development hereby approved unless otherwise agreed in writing by the Local Planning Authority.

**Reason:** In the interests of amenity, to ensure the highway is not obstructed, in the interests of highway safety, to ensure harm to biodiversity is avoided, and to accord with Policies LP21, LP24, LP30 and LP52 of the Kirklees Local Plan.

This pre-commencement condition is necessary to ensure measures to avoid obstruction to the wider highway network, to avoid increased risks to highway safety, and to prevent or minimise amenity impacts are devised and agreed at an appropriate stage of the development process.

4. Prior to the commencement of development (including ground works), a vehicular access into the site shall be created at Hunsworth Lane for use by construction traffic. This access shall be used by construction traffic for the duration of the construction phase, and no other access to or egress from the site for construction traffic shall be provided, enabled or used unless approved in writing by the Local Planning Authority.

**Reason:** In the interests of amenity, to ensure the highway is not obstructed, in the interests of highway safety, and to accord with Policies LP21, LP24 and LP52 of the Kirklees Local Plan. This pre-commencement condition is necessary to ensure measures to avoid obstruction to the wider highway network, to avoid increased risks to highway safety, and to prevent or minimise amenity impacts are devised and agreed at an appropriate stage of the development process.

5. Prior to the first use of the approved vehicular access point at Hunsworth Lane (including use by construction traffic with the exception of construction traffic associated with the formation of the construction access point), vegetation and boundary treatments shall be set back to the rear of the proposed visibility splays as shown on approved plan ref: [to be inserted]. The visibility splays shall be cleared and kept clear of all obstructions to visibility above 0.6m measured from the ground thereafter.

**Reason:** To ensure adequate intervisibility is provided and maintained in the interests of pedestrian and highway safety and to accord with Policy LP21 of the

Kirklees Local Plan. This pre-commencement condition is necessary to ensure that adequate visibility is provided to enable works vehicles to enter and exit the site.

6. Prior to the commencement of development (including ground works) a scheme detailing temporary surface water drainage for the construction phase (after soil and vegetation strip) shall be 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 details of how flooding of adjacent land is prevented; and
- Include methods of preventing contamination of watercourses once the new drainage has been installed.

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 is in place and functioning in accordance with written notification to the Local Planning Authority.

**Reason:** To ensure the risk of flooding does not increase during the construction phase, to limit the siltation of any on- or off-site surface water features, and to accord with Policy LP27 of the Kirklees Local Plan. This pre-commencement condition is necessary to ensure measures to avoid increased flood risk are devised and agreed at an appropriate stage of the development process.

7. Where implementation of the development hereby approved is to be phased, and/or any of the dwellings hereby approved are to become occupied prior to the completion of the development, details of temporary arrangements for the storage and collection of wastes from those residential units, and details of temporary arrangements for the management of waste collection points, shall be submitted to and approved in writing by the Local Planning Authority prior to the first occupation of those residential units. The temporary arrangements so approved shall be implemented prior to the first occupation of those residential units and shall be so retained thereafter for the duration of the construction works unless otherwise agreed in writing by the Local Planning Authority.

**Reason:** To ensure satisfactory arrangements are implemented in relation to waste during the construction phase, in the interests of visual and residential amenity and highway safety, to assist in achieving sustainable development, and to accord with Policies LP21 and LP24 of the Kirklees Local Plan.

8. Prior to the commencement of development (excluding ground works, establishing the site compound, clearing the site (excluding trees and vegetation that is subject to statutory protection and/or is to be retained as part of the development hereby approved) and undertaking initial enabling works) a scheme detailing the proposed internal adoptable roads shall be submitted to and approved in writing by the Local Planning Authority. The scheme shall include details of swept paths for a 11.85m refuse vehicle, full sections, drainage details, street lighting, signing, surface finishes and the treatment of sight lines, together with an independent safety audit covering all aspects of this work. No part of the development shall be brought into use until the internal adoptable roads for that part of the development have been completed in accordance with the approved plans and details or unless otherwise agreed in writing by the Local Planning Authority.



**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. This pre-commencement condition is necessary to ensure that details of internal adoptable roads are agreed at an appropriate stage of the development process.

9. Prior to the commencement of development (excluding ground works, establishing the site compound, clearing the site (excluding trees and vegetation that is subject to statutory protection and/or is to be retained as part of the development hereby approved) and undertaking initial enabling works) full details of the permanent site entrance at Hunsworth Lane shall be submitted to and approved in writing by the Local Planning Authority. The scheme shall include details of sight lines, road markings, construction specifications, details of surface finishes and any signage, an independent safety audit covering all aspects of this work, and details of the delivery of the scheme under an appropriate Section 278 approval. Unless otherwise agreed in writing by the Local Planning Authority, no more than 50 dwellings of the development hereby approved shall be occupied prior to the implementation of the approved scheme for use by residential traffic.

**Reason:** To ensure suitable vehicular access is provided for residents of the development hereby approved, to ensure existing residential streets are not subjected to unacceptable increases in traffic, in the interests of highway safety and to achieve a satisfactory layout in accordance with Policies LP20 and LP21 of the Kirklees Local Plan. This pre-commencement condition is necessary to ensure that details of the Hunsworth Lane entrance are agreed, and that the entrance is provided, at an appropriate stage of the development process.

10. Prior to the development commencing on the superstructure of any dwelling hereby approved, details of pedestrian connections between the site and adjacent land (namely, Links Avenue and Mazebrook Avenue) shall be submitted to and approved in writing by the Local Planning Authority. The details shall relate to levels, surface materials, construction methods, any handrails, splays to ensure adequate intervisibility for pedestrians and other road users, and measures to ensure opportunities for crime and anti-social behaviour are limited. The development shall be implemented in accordance with the details so approved. The approved works shall be retained thereafter.

**Reason:** In the interests of ensuring usable, convenient, safer and attractive pedestrian routes are provided, to contribute toward the creation of a walkable and well-connected neighbourhood, to encourage the use of sustainable modes of transport, to mitigate the highway and air quality impacts of the development, and in the interests of minimising the risk of crime and anti-social behaviour in accordance with policies LP20, LP21, LP24, LP47, LP51 and LP52 of the Kirklees Local Plan, chapters 9 and 15 of the National Planning Policy Framework, and the West Yorkshire Low Emissions Strategy.

11. Prior to the first occupation of any specified dwelling hereby approved, the approved vehicle parking area(s) for that dwelling shall be surfaced and drained in accordance with "Guidance on the permeable surfacing of front gardens (parking areas)", 13/05/2009 (ISBN 9781409804864) as amended or superseded, and shall thereafter be retained throughout the lifetime of the development.

**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.

12. Where highway retaining structures are necessary, prior to development commencing on the superstructure of any dwelling hereby approved, the design and construction details of any such structures (and any temporary highway retaining

structures that may be deemed necessary) shall be submitted to and approved in writing by the Local Planning Authority. The details shall include a design statement, all necessary ground investigations on which design assumptions are based, method statements for both temporary and permanent works and removal of any bulk excavations, together with structural calculations and all associated safety measures for the protection of adjacent public highways, footpaths, culverts, adjoining land and areas of public access. The development shall be completed in accordance with the approved details before any of the dwellings are occupied and shall be retained as such thereafter.

**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.

13. Prior to the first occupation of any specified dwelling hereby approved, details of secure, covered and conveniently-located cycle parking for use by residents of that dwelling shall be submitted to and approved in writing by the Local Planning Authority. The development shall be implemented in accordance with the details so approved and the cycle parking shall be retained thereafter unless otherwise agreed in writing by the Local Planning Authority.

**Reason:** In the interests of visual amenity and encouraging the use of sustainable transport modes, and to accord with policies LP20, LP21, LP22 and LP24 of the Kirklees Local Plan.

14. Prior to development commencing on the superstructure of any dwelling hereby approved, a scheme detailing the dedicated facilities to be provided for charging electric vehicles and other ultra-low emission vehicles shall be submitted to and approved in writing by the Local Planning Authority. The scheme shall meet at least the following minimum standard for numbers and power output:

- One Standard Electric Vehicle Charging point (of a minimum output of 16A/3.5kW) for each residential unit that has a dedicated parking space; and
- One Standard Electric Vehicle Charging Point (of a minimum output of 16A/3.5kW) for every 10 unallocated residential parking spaces.

Dwellings 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. The charging points installed shall be retained thereafter.

**Reason:** To ensure residents of the development are encouraged to use lower carbon and more sustainable forms of transport and to mitigate the air quality impacts of the development in accordance with policies LP20, LP24, LP47, LP51 and LP52 of the Kirklees Local Plan, chapters 9 and 15 of the National Planning Policy Framework, and the West Yorkshire Low Emissions Strategy.

15. Prior to the commencement of superstructure works, details of storage and access for collection of wastes from the residential units hereby approved, and details of management of waste collection points, shall be submitted to and approved in writing by the Local Planning Authority. The details shall confirm that waste collection points shall not obstruct access to private driveways, and shall include details of management measures (including measures to control odour and vermin) and measures to discourage flytipping. The works and arrangements comprising the approved details shall be implemented prior to first occupation and shall be so retained thereafter unless otherwise agreed in writing by the Local Planning Authority.

**Reason:** In the interests of visual and residential amenity and highway safety, to assist in achieving sustainable development, and to accord with Policies LP21 and LP24 of the Kirklees Local Plan.

16. Prior to the commencement of development (including ground works) a detailed design of surface water attenuation shall be submitted to and approved in writing by the Local Planning Authority. The design shall include flow control devices restricting the rate of surface water discharge from the site to a maximum of 17.5l/s to Nann Hall Beck and 3.5l/s to Yorkshire Water infrastructure leading to the River Spen. The drainage scheme shall be designed to attenuate flows generated by the critical 1 in 100 year storm events with a 30% allowance for climate change. 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 until such a time as it is adopted by the statutory undertaker.

**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 and chapter 14 of the National Planning Policy Framework. This pre-commencement condition is necessary to ensure that details of drainage are agreed at an appropriate stage of the development process.

17. Prior to the commencement of development (including ground works) a scheme detailing the management of residual risk of blockage scenarios after swales / ditches within the site have been constructed (for example, through the use of walling and landscape features and safe flood routing) shall be submitted to and approved in writing by the Local Planning Authority. The scheme shall also include a detailed management plan (itinerary, schedule and access) for the swale / ditch to the northern boundary of the site. Following the completion of works comprising the approved scheme, 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 and chapter 14 of the National Planning Policy Framework. This pre-commencement condition is necessary to ensure that details of drainage are agreed at an appropriate stage of the development process.

18. Notwithstanding what is shown on the drawings hereby approved, no building or other obstruction including landscape features shall be located over or within an 8m wide protected strip crossing the site (5m and 3m either side of the centre line of the western section, and 3m and 5m either side of the centre line of the eastern section) along the public 800mm diameter syphon sewer located to the south of the site. No construction works in the relevant area(s) of the site shall commence until measures to protect the public sewerage infrastructure within the site boundary have been implemented in full accordance with details that have been submitted to and approved in writing by the Local Planning Authority. The details shall include but shall not be exclusive to the means of ensuring that access to the pipe for the purposes of repair and maintenance by the statutory undertaker shall be retained at all times. If the required stand-off or protection measures are to be achieved via diversion or closure of any sewers crossing the site, the developer shall submit evidence in writing to the Local Planning Authority that the diversion or closure has

been agreed with the relevant statutory undertaker and that, prior to construction in the affected area, the approved works have been undertaken.

**Reason:** In the interests of ensuring water infrastructure is protected and can be inspected, maintained, adjusted, repaired and altered by the statutory undertaker without hindrance.

19. Prior to the commencement of development (including ground works) a further Phase II Intrusive Site Investigation Report shall be submitted to and approved in writing by the Local Planning Authority. The report shall include ground gas monitoring data.

**Reason:** To ensure unacceptable risks to human health and the environment are identified, and to ensure that the development is safely completed in accordance with the requirements of Policy LP53 of the Kirklees Local Plan and the National Planning Policy Framework. This pre-commencement condition is necessary to ensure that contamination is identified at an appropriate stage of the development process.

20. Where site remediation is recommended in the Phase II Intrusive Site Investigation Report approved pursuant to condition 19, prior to the commencement of development (including ground works, other than those required to inform a site investigation report) a Remediation Strategy shall be 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 unacceptable risks to human health and the environment are identified and removed, and to ensure that the development is safely completed in accordance with the requirements of Policy LP53 of the Kirklees Local Plan and the National Planning Policy Framework. This pre-commencement condition is necessary to ensure that contamination is identified and suitable remediation measures are agreed at an appropriate stage of the development process.

21. Remediation of the site shall be carried out and completed in accordance with the Remediation Strategy approved pursuant to condition 20. In the event that remediation is unable to proceed in accordance with the approved Remediation Strategy or contamination not previously considered is identified or encountered on site, all works on site (other than site investigation works) shall cease immediately and the Local Planning Authority shall be notified in writing within two 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 unacceptable risks to human health and the environment are identified and removed, and to ensure that the development is safely completed in accordance with the requirements of Policy LP53 of the Kirklees Local Plan and the National Planning Policy Framework. This pre-commencement condition is necessary to ensure that contamination is identified and suitable remediation measures are agreed at an appropriate stage of the development process.

22. Following completion of any measures identified in the approved Remediation Strategy or any approved revised Remediation Strategy, a Validation Report 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. Where validation has been submitted and approved in stages for different areas of the whole site, a Final Validation Summary Report shall be submitted to and approved in writing by the Local Planning Authority.

**Reason:** To ensure unacceptable risks to human health and the environment are identified and removed, and to ensure that the development is safely completed in accordance with the requirements of Policy LP53 of the Kirklees Local Plan and the National Planning Policy Framework.

23. Prior to the commencement of development (including ground works but excluding works related to land stability remediation) remedial treatment works to address land instability arising from shallow coal mining legacy and recorded mine shafts 419426-001, 419426-002 and 419426-005 shall be carried out in full. Following completion of the remediation works referred to in this condition and prior to the first occupation of any specified dwelling hereby approved, a Coal Legacy Validation Report shall be submitted to and approved in writing by the Local Planning Authority. The report shall confirm the completion of the remedial works and any mitigatory measures necessary to address the risks posed by past coal mining activity.

**Reason:** To ensure the site is made stable and to minimise risk associated with the area's mining legacy in accordance with Policy LP53 of the Kirklees Local Plan. This pre-commencement condition is necessary to ensure that remedial measures related to the site's coal mining legacy are carried out at an appropriate stage of the development process.

24. Prior to any part of the development hereby approved being brought into first use, a further Air Quality Impact Assessment shall be submitted to and approved in writing by the Local Planning Authority. The assessment shall:

- Determine the impact that the development will have on air quality (taking into consideration any cumulative impact from other local developments);
- Include a calculation of the monetary damages from the development; and
- Include a fully-costed mitigation plan detailing the proposed low emission mitigation measures. The monetary value of the damages should be reflected in money spent on the low emission mitigation measures. The approved low emission mitigation measures shall be implemented before the development is brought into first use and shall be retained thereafter.

**Reason:** In the interests of amenity and to mitigate the air quality impacts of the development in accordance with policies LP20, LP21, LP24, LP47, LP51 and LP52 of the Kirklees Local Plan, chapters 9 and 15 of the National Planning Policy Framework, and the West Yorkshire Low Emissions Strategy.

25. Prior to the commencement of development (including ground works) a further Noise Impact Assessment shall be submitted to and approved in writing by the Local Planning Authority. The assessment shall specify the measures to be taken to protect the development hereby approved from noise from all significant noise sources (including road traffic) that are likely to affect the development. The assessment shall:

- Determine the existing noise climate;
- Predict the noise climate in living rooms and gardens (daytime), bedrooms (night-time), and other habitable rooms of the development; and

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- Detail the proposed attenuation/design necessary to protect the amenity of the occupants of the new dwellings (including ventilation if required).

Prior to the first occupation of any specified dwelling hereby approved all works specified for that dwellings in the approved Noise Impact Assessment shall be carried out in full and such works shall thereafter be retained.

**Reason:** In the interests of amenity and to accord with Policies LP24 and LP52 of the Kirklees Local Plan.

26. Prior to the commencement of superstructure works, details of all external materials to be used shall be submitted to the Local Planning Authority, and samples shall be left on site for the inspection and approval in writing of the Local Planning Authority. No materials other than those approved in accordance with this condition shall be used.

**Reason:** In the interests of visual amenity and to accord with Policy LP24 of the Kirklees Local Plan and the National Planning Policy Framework.

27. Prior to the first occupation of any dwelling with external lighting (other than street lighting on streets to be adopted), details of the external lighting for that dwelling shall be submitted to and approved in writing by the Local Planning Authority. These details shall include a scheme detailing street lighting to all private (unadopted) roads/drives/courtyards and shall not include low-level or bollard street lighting. The external lighting shall be designed to avoid harm to residential amenity, increased highway safety risk, risk of creating opportunities for crime and anti-social behaviour, and disturbance to wildlife. All external lighting shall be installed in accordance with the details (including specifications and locations) so approved, and the external lighting shall be maintained thereafter in accordance with the approved details. No dwellings accessed from a private (unadopted) road/drive/courtyard shall be brought into use until the street lighting so approved for that road/drive/courtyard has been installed and brought into use, and the street lighting shall be retained as such thereafter. Under no circumstances should any other external lighting be installed without prior written consent from the Local Planning Authority.

**Reason:** In the interests of residential amenity and highway safety, to prevent significant ecological harm, to safeguard habitat, in the interests of creating a safer, more sustainable neighbourhood and reducing the risk of crime and anti-social behaviour, and to accord with Policies LP21, LP24, LP30 and LP47 of the Kirklees Local Plan and the National Planning Policy Framework.

28. Other than where indicated on the drawings hereby approved, and other than in relation to elevations not facing a highway, no cables, plumbing, foul pipes, vents, burglar alarm boxes, and/or CCTV cameras or related equipment and installations shall be located or fixed to any external elevation(s) of the development hereby approved. Should any such equipment or installations be considered necessary, details of these shall be submitted to and approved in writing by the Local Planning Authority. Thereafter the development shall be completed in accordance with the details so approved.

**Reason:** In the interests of visual amenity and to accord with Policy LP24 of the Kirklees Local Plan.

29. Prior to the commencement of superstructure works, details of all hard and soft landscaping shall be submitted to and approved in writing by the Local Planning Authority. These shall include:

- Details of existing and proposed levels, and regrading;

## Strategic Planning Committee - 27 January 2022

- Planting plans, including additional tree planting notwithstanding what is shown in the drawings hereby approved;
- Details of tree pit sizes and soils;
- Species schedules;
- Details of initial aftercare and long-term maintenance;
- Details of monitoring and remedial measures, including replacement of any trees, shrubs or planting that fails or becomes diseased within the first five years from completion;
- Details (including samples, if requested), of paving and other hard surface materials;
- Details of all on-site open spaces (including details of their purpose(s) and management) and of any areas for designated, informal, incidental and/or doorstep play;
- Details of covenants (or other suitable arrangements) regarding street tree retention, management and maintenance;
- Details of how soft landscaping has been designed to prevent and deter crime and anti-social behaviour; and
- Notwithstanding what is shown on the drawings hereby approved, details (including sections and details of levels) of all boundary treatments, and any retaining walls and gabions, corresponding with measures relating to flood routing and providing for the movement of hedgehogs.

No part of the development hereby approved shall be occupied until all hard and soft landscaping has been implemented in accordance with the approved details unless otherwise agreed in writing by the Local Planning Authority. All approved landscaping shall be retained thereafter in accordance with the approved details and approved long-term maintenance, monitoring and remedial arrangements.

**Reason:** In the interests of local ecological value, visual amenity and highways safety, to ensure high quality open spaces are provided, to minimise flood risk, to ensure the amenities of existing neighbouring residential units and the residential units hereby approved are protected, in the interests of creating a safer, more sustainable neighbourhood and reducing the risk of crime and anti-social behaviour, and to accord with Policies LP21, LP24, LP27, LP30, LP32, LP33, LP47 and LP63 of the Kirklees Local Plan, and chapters 8, 12 and 15 of the National Planning Policy Framework.

30. Prior to the commencement of development (including ground works), an Arboricultural Method Statement and a Tree Protection Plan shall be submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the documents so approved.

**Reason:** To protect trees in the interests of visual amenity and biodiversity and to accord with Policy LP33 of the Kirklees Local Plan. This pre-commencement condition is necessary to ensure that details of tree protection measures are agreed at an appropriate stage of the development process.

31. The translocation of the site's hedgerows shall be carried out in strict accordance with the Hedgerow Translocation Method Statement (FPCR, 08/09/2021) and no change therefrom shall take place without the prior written consent of the Local Planning Authority

**Reason:** To ensure the hedgerows are retained on-site, to ensure their viability and survival is not jeopardised and to accord with Policies LP30 and LP33 of the Kirklees Local Plan and the Hedgerows Regulations 1997.

32. No removal of hedgerows, trees or shrubs shall take place between 1st March and 31st August inclusive, unless authorised in writing by the Local Planning Authority in response to evidence to be submitted to the Local Planning Authority demonstrating that no birds will be harmed and/or that there are appropriate measures in place to protect nesting bird interest on site.

**Reason:** To prevent significant ecological harm to birds, their eggs, nests and young and to accord with Policy LP30 of the Kirklees Local Plan and chapter 15 of the National Planning Policy Framework.

33. Prior to the commencement of superstructure works, a Biodiversity Enhancement and Management Plan (BEMP) shall be submitted to and agreed in writing by the Local Planning Authority. The BEMP shall ensure that no less than a 10% biodiversity net gain (i.e., 10% above the site's pre-development biodiversity value based on its habitat units baseline) is achieved post-development, and shall include the following:

- Description and evaluation of features to be managed and enhanced;
- Details of the extent and location/area of proposed enhancement works on appropriate scale maps and plans;
- Details corresponding with landscaping details to be submitted pursuant to condition 31;
- Details of ecological trends and constraints on site that might influence management;
- Aims and Objectives of management;
- Appropriate management actions for achieving the Aims and Objectives;
- An annual work programme (to cover an initial five-year period capable of being rolled forward over a period of 30 years);
- Details of the management body or organisation responsible for implementation of the BEMP; and
- Details of an ongoing monitoring programme and remedial measures.

The BEMP will be reviewed and updated every five years and implemented for a minimum of 30 years. The BEMP shall include details of the legal and funding mechanisms by which the long-term implementation of the BEMP will be secured by the developer with the management body responsible for its delivery. The BEMP shall also set out (where the results from the monitoring show that the Aims and Objectives of the BEMP are not being met) how contingencies and/or remedial action will be identified, agreed and implemented so that the development still delivers the fully-functioning biodiversity objectives of the originally-approved BEMP. The development shall be implemented in accordance with the approved BEMP and all measures and features shall be retained in that manner thereafter.

**Reason:** To secure mitigation and compensation for the ecological effects resulting from loss of habitat and to secure a net biodiversity gain in line with policy LP30 of the Kirklees Local Plan and chapter 15 of the National Planning Policy Framework. This pre-commencement condition is necessary to ensure that measures to ensure adequate enhancement and a biodiversity net gain (based on biodiversity metric calculations which require data relating to the site's pre-development condition) are agreed at an appropriate stage of the development process.

34. Prior to the commencement of development (including ground works), a Biodiversity Gain Plan (BGP) shall be submitted to and approved in writing by the Local Planning Authority. The BGP shall demonstrate a measurable biodiversity net gain and shall include:

- Details of the measures taken or to be taken to minimise the adverse effect



of the development on the biodiversity of the on-site habitat and any other habitat;

- The pre-development biodiversity value of the onsite habitat, measured using the Biodiversity Metric 3.0 (or latest version, if available);
- The post-development biodiversity value of the on-site habitat, measured using the Biodiversity Metric 3.0 (or latest version, if available);
- Details of any off-site habitat enhancement required to achieve a biodiversity net gain, including pre-development and target biodiversity value.

The BGP shall inform the BEMP referred to under condition 35.

**Reason:** To secure mitigation and compensation for the ecological effects resulting from loss of habitat and to secure a net biodiversity gain in line with policy LP30 of the Kirklees Local Plan and chapter 15 of the National Planning Policy Framework. This pre-commencement condition is necessary to ensure that measures to ensure adequate enhancement and a biodiversity net gain (based on biodiversity metric calculations which require data relating to the site's pre-development condition) are agreed at an appropriate stage of the development process.

35. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 as amended (or any Order revoking or re-enacting that Order with or without modification) no development included within Classes A, D and E of Part 1 and Class A of Part 2 of Schedule 2 to that Order shall be carried out without the prior written consent of the Local Planning Authority.

**Reason:** In the interests of visual amenity and to ensure the amenities of existing neighbouring residential units and the residential units hereby approved are protected in accordance with Policy LP24 of the Kirklees Local Plan and the National Planning Policy Framework.

2. Secure a Section 106 agreement to cover the following matters:

- 1) Affordable housing – 58 affordable dwellings (55% affordable/social rent, 45% intermediate) to be provided in perpetuity.
- 2) Open space – Off-site contribution of £424,546 to address shortfalls in specific open space typologies (with potential for significant reduction subject to the detailed design of the on-site provision, particularly with respect to the “parks and recreation” and “children and young people” open space typologies).
- 3) On-site open space inspection fee – £1,000.
- 4) Education – £1,176,189 contribution to be spent on upon priority admission area schools within the geographical vicinity of the site (vicinity to be determined).
- 5) Off-site highway works – £65,000 contribution (£50,000 towards new signal equipment at Whitehall Road / Hunsworth Lane junction, and £15,000 towards Bluetooth journey time monitoring equipment at Bradford Road / Hunsworth Lane / Whitechapel Road junction).
- 6) Sustainable transport – Measures to encourage the use of sustainable modes of transport, including a £145,000 contribution towards sustainable travel measures, implementation of a Travel Plan, £15,000 towards Travel Plan monitoring, and a £10,000 contribution towards bus stop improvements.
- 7) Air quality mitigation – Contribution of circa £162,000.
- 8) Biodiversity – Contribution of circa £120,000 towards off-site measures to achieve biodiversity net gain.
- 9) Management and maintenance – The establishment of a management company for the management and maintenance of any land not within private curtilages or

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adopted by other parties, and of infrastructure (including surface water drainage until formally adopted by the statutory undertaker).

3. Pursuant to (2) above, In the circumstances where the Section 106 agreement has not been completed within three months of the date of the Committee's resolution (or of the date the Secretary of State for Levelling Up, Housing and Communities confirms that the application would not be called in) 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 mitigation and benefits that would have been secured; if so, the Head of Planning and Development is authorised to determine the application and impose appropriate reasons for refusal under Delegated Powers.
4. It was noted that the Committee requested that the application must be returned to the Committee should there be any changes to the S106 agreement or conditions as detailed in the considered committee report and planning update

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors: Greaves, Pattison, Sokhal and S Hall (4 votes)

Against: Councillors: Bellamy and A Pinnock (2 votes)

Abstained: Councillor Thompson

### 9 **Planning Application - Application No: 2021/91015**

The Committee gave consideration to Planning Application 2021/91015: Change of use of grazing land to dog exercise area at Blue Hills Farm, Whitehall Road West, Birkenshaw.

#### **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. Standard timeframe for commencement of development - 3 years.
2. In accordance with the approved plans.
3. Operations between 07:00-19:00 Monday to Sunday.
4. A maximum of three dogs using the exercise park at any one time.
5. No artificial lighting.
6. Reporting of unexpected contaminated land

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors: Bellamy, Greaves, Pattison, A Pinnock, Sokhal, Thompson and S Hall (7 votes)

Against: (0 votes).