

Public Document Pack

Kirklees Council



Main Hall - Town Hall, Huddersfield

Tuesday 10 October 2023

Dear Member

The Council will meet on Wednesday 18 October 2023 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.

2: Apologies for absence

Group Business Managers to submit any apologies for absence.

3: Minutes of Previous Meeting

1 - 8

To approve the Minutes of the meeting of the Council Meeting held on 13 September 2023.

4: Declaration of Interests

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

5: Petitions (From Members of the Council)

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

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

Council will receive any petitions and/or 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 submit a petition at the meeting relating to a matter on which the body has powers and responsibilities.

In accordance with Council Procedure Rule 10, Members of the Public must submit a deputation in writing, at least three clear working days in advance of the meeting and shall subsequently be notified if the deputation shall be heard. A maximum of four deputations shall be heard at any one meeting.

7: Public Question Time

To receive any public questions.

In accordance with Council Procedure Rule 11, the period for the asking and answering of public questions shall not exceed 15 minutes.

Any questions must be submitted in writing at least three clear working days in advance of the meeting.

- 8: West Yorkshire Combined Authority - Minutes** 11 - 26
- To receive the Minutes of West Yorkshire Combined Authority held on 27 July 2023.
-
- 9: Corporate Governance and Audit Committee - Annual Report (Reference from Corporate Governance and Audit Committee)** 27 - 42
- To receive the report.
- Contact: Nicola Sylvester, Governance
-
- 10: Re-appointment of Independent Person** 43 - 46
- To consider the report.
- Contact: David Stickley, Legal Services
-
- 11: Overview and Scrutiny Annual Report 2022/23** 47 - 122
- To receive the report.
- Contact: Leigh Webb, Governance
-
- 12: Written Questions to the Leader, Cabinet Members, Chairs of Committees and Nominated Spokespersons**
- To receive the written questions to the Leader, Cabinet Members and Chairs of Committees and Nominated Spokespersons in accordance with Council Procedure Rule 12.
- A schedule of written questions will be tabled at the meeting.
-
- 13: Minutes of Cabinet and Cabinet Committee - Local Issues** 123 - 148
- To receive the Minutes of (i) Cabinet held on 27 June, 11 July, 15 August and 6 September 2023 and (ii) Cabinet Committee – Local

14: Holding the Executive to Account

- (a) To receive a portfolio update from the Leader of the Council.
 - (b) To receive oral questions/comments to Cabinet Members on their portfolios and relevant Cabinet Minutes;
 - The Leader of the Council (Councillor Scott)
 - The Deputy Leader of the Council/Corporate Portfolio (Councillor P Davies)
 - Children's Services Portfolio (Councillor Kendrick)
 - Communities Portfolio (Councillor Pervaiz)
 - Culture and Greener Kirklees Portfolio (Councillor Hussain)
 - Finance and Regeneration Portfolio (Councillor Turner)
 - Health and Social Care Portfolio (Councillor Ramsay)
 - Housing and Highways Portfolio (Councillor Ahmed)
 - Learning and Aspiration and Portfolio (Councillor Reynolds)
-

15: Minutes of Other Committees

149 -
222

- (a) Corporate Governance and Audit Committee
 - (b) Corporate Parenting Board
 - (c) Health and Wellbeing Board
 - (d) Licensing and Safety Committee
 - (e) Overview and Scrutiny Management Committee
 - (f) Personnel Committee
 - (g) Strategic Planning Committee
-

16: 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):

- Appeals Panel (Councillor H Zaman)
- Corporate Governance and Audit Committee (Councillor Homewood)
- Corporate Parenting Board (Councillor Kendrick)
- Health and Wellbeing Board (Councillor Ramsay)

- Licensing and Safety Committee - including Licensing and Regulatory Panel (Councillor A U Pinnock)
 - Overview and Scrutiny Management Committee (Councillor Smaje)
 - Personnel Committee (Councillor Scott)
 - Planning Sub Committee - Heavy Woollen Area (Councillor E Firth)
 - Planning Sub Committee - Huddersfield Area (Councillor Ullah)
 - Scrutiny Panel – Childrens (Councillor Cooper)
 - Scrutiny Panel – Environment and Climate Change (Councillor J D Lawson)
 - Scrutiny Panel – Growth and Regeneration (Councillor Crook)
 - Scrutiny Panel – Health and Adult Social Care (Councillor Armer)
 - Standards Committee (Councillor McCarthy)
 - Strategic Planning Committee (Councillor S Hall)
 - Kirklees Active Leisure (Councillor Sokhal)
 - West Yorkshire Combined Authority (Councillor Scott)
 - West Yorkshire Combined Authority Transport Committee (Councillor Anwar)
 - West Yorkshire Fire and Rescue Authority (Councillor O'Donovan)
 - West Yorkshire Joint Services Committee (to be confirmed)
 - West Yorkshire Police and Crime Panel (Councillor Lowe)
-

By Order of the Council



Steve Mawson
Chief Executive

This page is intentionally left blank

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 13 September 2023**

PRESENT

The Mayor (Councillor Cahal Burke) in the Chair

COUNCILLORS

Councillor Beverley Addy	Councillor Masood Ahmed
Councillor Itrat Ali	Councillor Karen Allison
Councillor Ammar Anwar	Councillor Zarina Amin
Councillor Bill Armer	Councillor Timothy Bamford
Councillor Donna Bellamy	Councillor Martyn Bolt
Councillor Andrew Cooper	Councillor Moses Crook
Councillor Paul Davies	Councillor Ebrahim Dockrat
Councillor Eric Firth	Councillor Charles Greaves
Councillor David Hall	Councillor Steve Hall
Councillor Tyler Hawkins	Councillor Lisa Holmes
Councillor James Homewood	Councillor Yusra Hussain
Councillor Manisha Roma Kaushik	Councillor Viv Kendrick
Councillor Musarrat Khan	Councillor Jo Lawson
Councillor John Lawson	Councillor Vivien Lees-Hamilton
Councillor Susan Lee-Richards	Councillor Gwen Lowe
Councillor Andrew Marchington	Councillor Harry McCarthy
Councillor Tony McGrath	Councillor Bernard McGuin
Councillor Hannah McKerchar	Councillor Matthew McLoughlin
Councillor Paul Moore	Councillor Alison Munro
Councillor Darren O'Donovan	Councillor Shabir Pandor
Councillor Carole Pattison	Councillor Mussarat Pervaiz
Councillor Amanda Pinnock	Councillor Andrew Pinnock
Councillor Jackie Ramsay	Councillor Elizabeth Reynolds
Councillor Imran Safdar	Councillor Cathy Scott
Councillor Joshua Sheard	Councillor Will Simpson
Councillor Anthony Smith	Councillor Elizabeth Smaje
Councillor Richard Smith	Councillor Mohan Sokhal
Councillor John Taylor	Councillor Mark Thompson
Councillor Graham Turner	Councillor Sheikh Ullah
Councillor Habiban Zaman	

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

The Mayor welcomed Councillor Ebrahim Dockrat following his election to represent the Batley East ward on 31 August 2023.

Council - 13 September 2023

The Mayor conveyed congratulations to Dewsbury Rams upon their first league win and championship promotion, and to Batley Bulldogs for their participation in the AB Sundecks 1895 cup final at Wembley.

The Mayor also conveyed congratulations to the Deputy Mayor, Councillor Nosheen Dad, upon the recent birth of her daughter.

The Mayor acknowledged the forthcoming retirement of the Chief Executive, Jacqui Gedman, and paid tribute to her service. Tributes were also paid by Group Leaders.

21 **Apologies for absence**

Apologies for absence were received on behalf of Councillors Butt, Dad, P A Davies, Gregg, Mather, K Pinnock and A Zaman.

22 **Minutes of Previous Meetings**

RESOLVED – That the Minutes of the Meeting held on 12 July 2023 and 18 August 2023 be approved as a correct record.

23 **Declaration of Interests**

No interests were declared.

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

Council received a petition from Councillor J D Lawson in regards to the preservation of Dryclough Road horse fields.

The Mayor advised that, in accordance with Council Procedure Rule 9(3) the petition would be directed to the appropriate Service Director for investigation.

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

Under the provision of Council Procedure Rule 10, Council received deputations from;

- (i) Mick Donoghue (on behalf of Unison) in regards to the Council's funding crisis.

A response was provided by the Cabinet Member for Corporate Services (Councillor P Davies).

- (ii) Amelia Franks (Countryside Canines) in regards to the increase in dog boarding licence fees.

A response was provided by the Cabinet Member for Housing and Highways (Councillor Ahmed).

26 **Public Question Time**

No questions were asked.

27 West Yorkshire Combined Authority - Minutes

The Minutes of the Meeting of West Yorkshire Combined Authority held on 2 February, 16 March, 25 May and 22 June 2023 were received and noted.

28 Election of the Leader of the Council

It was moved by Councillor P Davies and seconded by Councillor Simpson that Councillor Scott be elected as Leader of the Council.

It was moved by Councillor Taylor and seconded by Councillor Smaje that Councillor D Hall be elected as Leader of the Council.

Upon being put to the vote, the nomination of Councillor Scott was carried and it was therefore;

RESOLVED – That Councillor Cathy Scott be elected as Leader of the Council, in accordance with Article 7 of the Constitution.

29 Planning Scheme of Delegation and Planning Committees (Reference from Corporate Governance and Audit Committee)

It was moved by Councillor Homewood, seconded by Councillor Taylor and

RESOLVED –

- 1) That the Scheme of Delegation to the Strategic Director (Growth and Regeneration), as set out at Appendix A, be approved and effective from 10 November 2023.
- 2) That the Scheme of Delegation to the Strategic Director (Environment and Climate Change), as set out at Appendix F, be approved and effective from 10 November 2023.
- 3) That approval be given to (i) renaming 'Strategic Planning Committee' to 'Strategic Planning Committee (Major Planning Applications)', and (ii) the revised terms of reference as set out at Appendix B, effective from 10 November 2023.
- 4) That, pursuant to (3 above), it be noted that the membership and composition of the Committee shall be unchanged for the remainder of this municipal year.
- 5) That the revised terms of reference for the existing two planning sub-planning committees (Heavy Woollen Area and Huddersfield Area), as set out at Appendix C, be approved and effective from 10 November 2023 to 9 February 2024.
- 6) That approval be given to the disestablishment both Heavy Woollen Area Planning Sub-committee and Huddersfield Area Planning Sub-Committee with effect from 9 February 2024.
- 7) That approval be given to (i) the establishment a new planning committee to be named 'District Wide Planning Committee (Minor and Other Planning Applications)', to be effective from 9 February 2024, and (ii) the terms of reference as set out at Appendix D.
- 8) That approval be given to the composition of the 'District Wide Planning Committee (Minor and Other Planning Applications)' as set out at Appendix B

Council - 13 September 2023

(effective from 9 February 2024), namely 9 Members of the Council on a ratio of 5:3:1.

- 9) That Group Business Managers be delegated authority to nominate the membership of the District Wide Planning Committee (Minor and Other Planning Applications).
- 10) That authority be delegated to the Service Director (Legal, Governance and Commissioning) to make consequential changes to the Constitution (including Scheme of Delegation at Appendix A and Appendix F (subject to amendment as recommended by Corporate Governance and Audit Committee, as set out in this report) Strategic Planning Committee (Major planning applications) Terms of Reference at Appendix B, and revised Terms of Reference for Heavy Woollen and Huddersfield Planning Sub-Committees at Appendix C) as set out in this report to implement the recommendations to this committee and full Council in relation to this report. To come into effect 10 November 2023.
- 11) That authority be delegated to the Service Director (Legal, Governance and Commissioning) to make consequential changes to the Constitution (including Dis-establishment of the Heavy Woollen and Huddersfield Sub-Planning Committees, establishment of the District-Wide Planning Committee (Minor and Other planning applications) at Appendix A, D and F, and Protocols for Planning Committee at Appendix E (subject to amendment as recommended by Corporate Governance and Audit Committee, as set out in this report) to implement the recommendations to come into effect from 9 February 2024.

30

Members Allowances Scheme (Reference from Corporate Governance and Audit Committee)

It was moved by Councillor Homewood, seconded by Councillor McCarthy and

RESOLVED – That Council:

- 1) Notes the recommendation of Corporate Governance and Audit Committee.
- 2) Requests that a Members' Allowance Independent Review Panel is convened as soon as possible to consider the allowances paid to Councillors, having regard to the financial position of the Council.
- 3) Requests that Members in attendance at the Council meeting to indicate by recorded vote whether they wish to forgo the increase in allowances (basic and SRA) based on the officer pay award for the 2023/24 financial year and in addition to take a 5% reduction in their current allowances (basic and SRA).
- 4) Requests that Members of the Council not in attendance at the Council meeting be asked to indicate whether they intend to forgo the increase and in addition take a 5% reduction in their current allowances (basic and SRA).

Under the provision of Council Procedure Rule 24(3), a recorded vote was taken on this item as follows;

For: Councillors Addy, Ahmed, Allison, Amin, Anwar, Burke, Cooper, Crook, P Davies, Dockrat, E Firth, S Hall, Hawkins, Homewood, Hussain, Kaushik, Kendrick,

Council - 13 September 2023

Khan, J D Lawson, J Lawson, Lee-Richards, Marchington, McCarthy, McKerchar, McLoughlin, Moore, Munro, O'Donovan, Pandor, Pattison, Pervaiz, A U Pinnock, A Pinnock, Ramsay, Reynolds, Safdar, Scott, Simpson, A Smith, Sokhal, Turner, Ullah and H Zaman (43 votes)

Against: Councillors Ali, Armer, Bamford, Bellamy, Bolt, D Hall, Holmes, Lees-Hamilton, McGrath, McGuin, Sheard, Smaje, R Smith, Taylor and Thompson (15 votes)

Abstained: Councillor Greaves

31 Council Budget Strategy Update: 2024/2025 and Future Years (Reference from Cabinet)

It was moved by Councillor Turner, seconded by Councillor Scott and

RESOLVED –

- 1) That the key risks to the delivery of the budget in 2023/2024 be noted and be subject to consideration as part of the regular Budget Monitoring reports submitted to the Cabinet.
- 2) That the uncertainty of the funding outlook for the Council be noted, not least the limited progress on Local Government Finance reforms and that these will not now take place before the next General Election.
- 3) That, subject to the continuation of the Business Rates Pooling arrangements, authority be delegated authority to the Chief Executive and the Service Director (Finance), in consultation with the Leader and the Finance and Regeneration Portfolio Holder, to determine whether the Council should continue as a member of the Leeds City Region Business Rates Pool in 2024/25.
- 4) That the update to the Medium Term Financial Plan for 2024/2029 (Appendix A refers) be noted, and that in view of the uncertainty with some of the assumptions upon which the Plan is based, that it will remain under review as the Council's budget process progresses.
- 5) That the scenario analysis as set out at Appendix D, which models 'worst'/'best' case scenarios around the baseline MTFP as part of the assessment of potential risks facing the Council, be noted.
- 6) That approval be given to the Medium Term Financial Strategy.
- 7) That under the provision of delegations, and in view of the significant financial challenge faced by the Council, early action will be taken to identify and implement budget reduction measures (consistent with the Medium Term Financial Strategy set out above) as a means of reducing the funding gap set out in this report.
- 8) That, consultation with relevant Cabinet Members, Officers identify and bring forward proposals consistent with the Medium Term Financial Strategy set out in this report for consideration by Cabinet as part of their development of the budget for 2024/2025.
- 9) That the timetable for the development of the Council's budget 2024/2025, as set out in the report, be noted.
- 10) That subject to consideration by respective Portfolio Holders, any budget proposals arising from the work above be considered by the Cabinet in due course (and subject to the proposal on consultation as set out at (11) below.)

Council - 13 September 2023

11) That pursuant to (10) above and agreement with Councillors and recognising that it may be necessary to consult on specific matters as required, it be noted that it is proposed to undertake consultation on the budget over Autumn 2023 with a view to informing decisions on the Council's budget for 2024/25.

32 **Overview and Scrutiny Annual Report 2022/2023**

Item not considered (Meeting terminated in accordance with Council Procedure Rule 16:2).

33 **Appointment of Committee and Panel Chairs**

It was moved by Councillor Sokhal, seconded by Councillor P Davies and

RESOLVED –

That the following Chairs be appointed for the remainder of the 2023/2024 municipal year;

Appeals Panel – Councillor H Zaman

Environment and Climate Change Scrutiny Panel – Councillor J D Lawson

Growth and Regeneration Scrutiny Panel – Councillor Crook

Health and Wellbeing Board – Councillor Ramsay

Personnel Committee – Councillor Scott

Planning Sub Committee (Heavy Woollen Area) – Councillor E Firth

Standards Committee – Councillor McCarthy

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

Item not considered (Meeting terminated in accordance with Council Procedure Rule 16:2).

35 **Key Discussion - Addressing The Council's Financial Challenge**

Council held a key discussion on addressing the Council's Financial Challenge.

36 **Motion submitted in accordance with Council Procedure Rule 14 as to the Ending of the Practice of using Council Street Furniture for the Displaying of Election Posters**

Item not considered (Meeting terminated in accordance with Council Procedure Rule 16:2).

37 **Motion submitted in accordance with Council Procedure Rule 14 as to Helping address the Council's Financial Crisis**

Item not considered (Meeting terminated in accordance with Council Procedure Rule 16:2).

38 **Motion submitted in accordance with Council Procedure Rule 14 as to Kirklees Council's Financial Position**

Item not considered (Meeting terminated in accordance with Council Procedure Rule 16:2).

- 39 Motion submitted in accordance with Council Procedure Rule 14 as to Water Quality and Sewage Discharge**
Item not considered (Meeting terminated in accordance with Council Procedure Rule 16:2).

This page is intentionally left blank

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

Signed: Dated:

NOTES

Disclosable Pecuniary Interests

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

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

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

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

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

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

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

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

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

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

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

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



**MINUTES OF THE MEETING OF THE
WEST YORKSHIRE COMBINED AUTHORITY
HELD ON THURSDAY, 27 JULY 2023 AT COMMITTEE ROOM 1,
WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS**

Present:

Mayor Tracy Brabin (Chair)	West Yorkshire Combined Authority
Councillor Susan Hinchcliffe	Bradford Council
Councillor Jane Scullion	Calderdale Council
Councillor James Lewis	Leeds City Council
Councillor Rebecca Poulsen	Bradford Council
Councillor Alan Lamb	Leeds City Council
Councillor Claire Douglas	City of York Council
Councillor Matthew Morley (Substitute)	Wakefield Council
Councillor Stewart Golton (Substitute)	Leeds City Council

In attendance:

Ben Still	West Yorkshire Combined Authority
Alan Reiss	West Yorkshire Combined Authority
Melanie Corcoran	West Yorkshire Combined Authority
Felix Kumi-Ampofo	West Yorkshire Combined Authority
Liz Hunter	West Yorkshire Combined Authority
Angela Taylor	West Yorkshire Combined Authority
Caroline Allen	West Yorkshire Combined Authority
Ian Parr	West Yorkshire Combined Authority

21. Apologies for Absence

Apologies for absence were received from Cllr Jeffery, Cllr Holdsworth, Cllr Pandor, Cllr Scott and Mandy Ridyard.

The Mayor welcomed Felix Kumi-Ampofo, the new director of Inclusive Economy, Skills, and Culture to his first Combined Authority meeting.

The Mayor noted that Cllr Shabir Pandor had resigned as leader of Kirklees Council with immediate effect on 26 July 2023. The Mayor expressed thanks to Cllr Pandor for his support, his championing of inclusivity and growth, and his leadership of Kirklees throughout the pandemic and the difficult economic landscape. The Mayor noted that a new leader would be selected, and Cllr Cathy Scott, the current Deputy Leader, would assume the leadership role until then.

The Mayor highlighted the national closure of train station ticket offices which would close all West Yorkshire ticket offices apart from Bradford, Huddersfield, and Leeds, and would negatively impact the accessibility of stations as well as the employment of the staff affected. The Mayor informed the members of the intention to submit a legal challenge regarding the lawfulness of the consultation in conjunction with other Mayoral Combined Authorities. The Mayor noted that the Rail Delivery Group had announced an extension of the consultation until 1 September 2023, and the Combined Authority was awaiting a response from operators which would inform the actions taken.

22. Declarations of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

23. Exempt Information - Possible Exclusion of the Press and Public

There were no items identified as exempt from the press and public.

24. Minutes of the Meeting of the Combined Authority held on 22 June 2023

Resolved: That the minutes of the meeting of the West Yorkshire Combined Authority held on 22 June 2023 be approved and signed by the Chair.

25. West Yorkshire Investment Strategy Review

Members considered a report to endorse the revisions made to the West Yorkshire Investment Strategy through the annual review process

The Mayor noted the West Yorkshire Investment Strategy was a key document to inform the prioritisation of investments, and the updates reflected the current economic landscape and the missions of the West Yorkshire Plan. Officers noted changes were summarised in the submitted report. The Mayor highlighted the focus on health outcomes and noted that work was ongoing alongside the Inclusivity Champion to address health inequality.

Members questioned if the equality impact assessment could incorporate the voice of children into the decision-making process. Officers offered to take the suggestion into consideration.

Members questioned how the outcomes would be measured, and how potential inadvertent negative health outcomes would be avoided. The Mayor responded that the targets to measure against were detailed in the West Yorkshire plan and that the Combined Authority would be guided by the data in decision making, but members were encouraged to raise any concerns they had. The Mayor added that further devolution would allow for greater autonomy regarding how the management of health funding and would result in further positive outcomes.

Resolved: That the revisions to the West Yorkshire Investment Strategy be approved.

26. UK Shared Prosperity Fund (UKSPF)

Members considered a report to provide and update of the progress made on implementing the West Yorkshire UKSPF Local Investment Plans, including Core UKSPF, Multiply and the new Rural England Prosperity Fund, and to approve officers to develop the Invitation to Bid and agree the full Invitation to Bid.

The Mayor noted the funding included the Multiply programme and had so far improved the skills of more than 2,000 learners across the region. The Mayor emphasised the aim to further develop innovative solutions towards the improvement of skills, and expressed frustration that delays in receiving the funding had given less time to deliver the project and the unspent funding had to be returned to the government. The Mayor raised concerns that the funding was difficult to access for smaller organisations, and challenged officers to address the issue so more learners could benefit overall.

Officers confirmed that approximately 60% of the £68 million of funding had been allocated. The bidding process for organisations to access approximately £12 million for the Pillar 2 'Business Support' element had been run and the Local Partnership Group, made up of councillors and regional stakeholders, would consider the bids before returning to the Combined Authority for approval in September. For the Pillar 3 'People and Skills' element, it had been agreed to allocate £14 million, with the government requirement that it could only be allocated for one year which had created a challenge to identify suitable providers who could deliver within that period. Officers confirmed Employment and Skills Committee had discussed the funding, which was aligned with the investment strategy for delivery in conjunction with the five partner councils. Three additional programmes would be delivered with external partners, comprising of the Work and Health Programme, the Community Grant Programme, and the Youth Unemployment Programme. Officers noted funding had been allocated to each of the districts for hyper-local programmes, and there were further opportunities for small organisations to access funding. Officers explained that a grant provider would manage the funding, but the details had not yet been agreed waiting feedback from regional stakeholders

The Mayor queried how organisations would be informed of the funding opportunities, officers responded that a website was under development, and the Combined Authority had a list of over 1,000 businesses who could be contacted directly, with each district also having similar contact lists. The Mayor suggested the organisations that had been involved with the delivery of the Mayor's Cost Of Living Emergency Fund should be involved as well as the Combined Authority's Inclusivity Champion.

Members welcomed the funding and questioned what support would be provided for rural areas given the relative difficulty of access to urban centres. Officers responded the delivery in rural areas would be built into the bid invitation, the Mayor added that the focus on improved transport links for rural areas would improve the access to training and education.

Members questioned which rural partners were being engaged with and if

there were any details that could be shared with schools and communities, officers noted the organisations included the National Farmers Union and the Yorkshire Food and Farming Rural Network, but a more complete list could be provided to members. Officers responded that there was difficulty engaging with schools due to the timing of receipt of the funding in relation to the school year. The Mayor noted that engaging with parents was key to building relationships, and if they attended one class, they would be more likely to attend more and increase their skills further. Members requested a report detailing the approved rural projects following delivery.

Members expressed concerns about the delivery of projects in Calderdale where the funding delays had caused some projects to be shut down early. Members noted there was limited capacity for community organisations to deliver projects, the Mayor responded that deeper devolution would be able to address the capacity issues. The Mayor thanked the members of the Local Partnership Group for their diligent work considering bids in relation to UKSPF projects.

Resolved:

That the progress made on implementing the West Yorkshire UKSPF Local Investment Plans be noted.

That the recommendations made by the West Yorkshire UKSPF Local Partnership Group on its 31st July 2023 meeting be noted and approved, which are:

- The LPG endorsed the design of the Calls including the proposed funding envelopes and key policy areas for intervention as set out above, providing their feedback and advice is taken in to account as the Invitation to Bid is finalised.

The funding envelopes and priority areas for the three Pillar 3 People and Skills open calls for projects via an invitation to bid be approved, and the Chief Executive be authorised to agree, prior to publication, the full Invitation to Bid documentation in consultation with the Mayor and the Chair of the Employment and Skills Committee given the launch timescales.

27. Appointment of Combined Authority Returning Officer

Members considered a report to agree to appoint Tom Riordan, the Leeds City Council Chief Executive and Local Returning Officer, as the Combined Authority Returning Officer (CARO) for the West Yorkshire Combined Authority Mayoral election, due to take place on Thursday 2 May 2024. The report also noted the intention that Ben Still, Chief Executive of the Combined Authority would be appointed as a deputy CARO.

The Mayor noted the arrangements would mirror the arrangements of the election held in 2021.

Resolved:

That Tom Riordan, Leeds City Council Chief Executive and Local Returning

Officer, be appointed as the Combined Authority Returning Officer (CARO) in respect of the West Yorkshire Combined Authority Mayoral election, due to take place on Thursday 2 May 2024.

The intention that Ben Still, Chief Executive of the Combined Authority will be appointed as a deputy CARO be noted.

28. Project Approvals

(a) Investment Priority 3: Creating Great Places and Accelerated Infrastructure

Members considered two schemes for progression through the West Yorkshire Combined Authority Assurance Framework.

Employment Land Accelerator Fund

Officers explained the scheme would support the creation of a pipeline of potential employment sites to create opportunities for future investments. Locations would be identified alongside the partner councils and external consultants to determine the feasibility and future needs of each location. The Place, Regeneration, and Housing Committee had also contributed to the development of criteria for each site.

Members queried how the value for money for each site would be determined. Officers responded that the estimation could vary but would be based on the future evaluations of the sites and the potential jobs that could be created as a result. Members questioned when updates would be brought to the members for review, officers responded that evaluations are conducted as a part of the assurance process and members could challenge each scheme at the appropriate decision point. Officers added a similar housing project was currently under evaluation before returning for review by the Combined Authority at a future meeting.

Members queried if the criteria for the identification of sites included their potential, or if the potential was considered after land was identified and suggested that links to transport would be beneficial to encourage public transport and active travel to access the sites. Members also asked if local communities would be able to provide input for the businesses that would occupy the site. Officers responded that the Place, Regeneration, and Housing Committee considered the transport links during the development of the criteria, and there was a focus on sites that were already close to existing or developing mass transit corridors. The Mayor noted that the Backstage Academy was already providing opportunities for young people and similar businesses would further improve the opportunities in any location.

Langthwaite Enterprise Zone – Wakefield

Officers explained the site was already owned by the Combined Authority, and additional funding would allow for the purchase of

adjoining land for the development of an access road and further development of the site.

Resolved:

With respect to Employment Land Accelerator Fund the Combined Authority approved that:

- i. The Employment Land Accelerator Fund scheme proceed through decision point 2 to 4 (business justification) and work commence on activity 5 (delivery).
- ii. Approval to the Combined Authority's contribution of £2,000,000. The total scheme value is £2,000,000.
- iii. Future approvals be made in accordance with the assurance pathway and approval route and tolerances outlined in the submitted report. Where required, any future committee level approvals be delegated to the Place, Regeneration and Housing Committee.

With respect to Enterprise Zone Langthwaite Business Park Extension the Combined Authority approved that:

- i. The Enterprise Zone Langthwaite Business Park Extension scheme proceed through decision point 4 (FBC) and work commences on activity 5 (Delivery), subject to the conditions set by the Programme Appraisal Team.
- ii. Subject to the conditions set by the Programme Appraisal Team, approval of £11,626,000 be given, taking the total approval to £12,678,000. The total scheme value is £12,678,000.
- iii. Approval of £350,000 development costs, from the total approval, taking the approval to date to £1,402,000.
- iv. Approval be granted for the purchase of additional land adjacent to Onward Way for provision of the access road.
- v. Future approvals be made in accordance with the assurance pathway and approval route and tolerances outlined in the submitted report. Where required, any future committee level approvals be delegated to the Place, Regeneration and Housing Committee.

(b) Investment Priority 5: Delivering Sustainable, Inclusive and Affordable Transport

Members considered five schemes for progression through the West Yorkshire Combined Authority Assurance Framework.

Local Electric Vehicle Infrastructure Scheme (LEVI)

Officers explained that the Combined Authority had been awarded a total of £17 million of government funding from three different funding pots, for a pilot scheme, a second phase, and additional capacity funding. The scheme would deliver publicly accessible electric vehicle charging points for homes without access to off-street parking. Officers noted that additional private sector funding was being sought to increase the total available funding, which would be distributed between the Combined Authority and the partner councils for local delivery. The Mayor noted that there were additional opportunities to set up training and new jobs regarding the installation and maintenance of charging points which would deliver further value from the scheme.

Members queried what metrics would be measured to identify success and noted that many households could not afford an electric vehicle even with access to new charging points. The Mayor noted that car clubs were considered within the plans to encourage more electric vehicle usage. Officers added that the relative affluence of communities was taken into consideration, but the object of the scheme was not to incentivise the purchase of a vehicle, but to deliver where chargers were not currently available. The Mayor added that the government had introduced a ban on the sale of new petrol and diesel vehicles from 2030 and the scheme would help to support communities towards that eventuality.

Members questioned if there was an estimate of the number of homes with no off-street parking, and if a range of solutions would be considered. The Mayor noted the delivery would be led by the available data to ensure value from the scheme, officers added that the local authority partners would have input into the locations of delivery and the funding would contribute towards the identification of solutions.

Members questioned how the scheme would fit with the published strategies of the Combined Authority. Officers responded that the Local Transport Plan was under revision, and further guidance would be released by the government regarding electric vehicles and parking. Officers added the scheme was at the strategic outline business case stage and further detail would be available once more individual schemes began development.

Members suggested the private sector would favour installation in areas with more potential customers, and faster delivery in higher demand areas would drive down the cost of future installations. Officers noted that the number of required charging points had not yet been calculated, but more information could be circulated to members.

CRSTS Highways Asset Management and Enhancement Programme and Off Highway Walking and Cycling Network

Officers explained that the scheme would deliver the second and third year of a five-year programme of highway and carriageway improvements. Officers noted it was proposed to enter into agreements

with each partner authority to deliver the improvements. Members questioned if pavement parking was taken into consideration and if the Combined Authority had a position on the outlaw of pavement parking. Officers responded that the interventions would be to create a better environment along targeted corridors and would not directly address the issue, however the issue would be targeted in new scheme designs. Officers added that the government had recently run a consultation on pavement parking and the outcome was being awaited.

Members suggested that local authorities were already behind in the delivery of highway improvements and questioned if there was enough capacity to deliver new improvements. Officers responded that they understood there were no issues with delivery, and maintenance and delivery of new schemes were delivered by separate teams.

Safer Roads

Officers noted the scheme would provide a range of road safety interventions in line with the 'Vision Zero' action plan to reduce injury and death on the roads. The scheme would initially identify locations for delivery and develop in the second and third years.

Members questioned if preventative measures could be taken in other areas as well as those that had been identified as dangerous. Members noted that the most dangerous areas should be targeted as a priority, and officers added that local officers would help to identify such areas.

Active Travel Fund 3 – A660 Otley Road

Officers explained the scheme would deliver interventions along the A660 to provide a sustainable travel corridor, including 2.5 kilometres of segregated cycleway on each side of the carriageway. The scheme would seek to halve the number of injuries over a five-year period and encourage active travel and bus use.

Members questioned the methodology used to identify the improvements and raised concerns about the mingling of cycles and pedestrians, especially if e-bikes became more common. Officers responded there were strict appraisal criteria used to make the case, the model used was pre-pandemic and the situation had changed in the meantime, however it would be preferable to act rather than waiting for updated guidance by which time inflation or other factors may affect delivery. Officers noted the impact of the changes on bus travel were not considered to be significant. Officers added that Active Travel England had provided engineering standards and advice, the scheme had met their criteria but there was still much to learn regarding the appraisal of schemes.

Members asked if a consultation had been undertaken, officers noted there had been one conducted by Leeds City Council, members offered to provide the outcome.

Zero Emissions Bus Regional Area

Officers noted the scheme would introduce 111 zero-emission buses, and the change request would add 25 more up to a total of 136 from March 2024. Officers explained the scheme would remove 50 tonnes of nitrogen oxides and reduce carbon dioxide emissions by 7,000 tonnes per year. Older diesel buses would be replaced, and the government would pay the operator for the difference in cost. The Combined Authority would work with First Group to introduce the buses via the Bramley depot.

Resolved:

With respect to Local Electric Vehicle Infrastructure (LEVI) Programme the Combined Authority approved that:

- i. The Local Electric Vehicle Infrastructure (LEVI) Programme proceed through decision point 2 (strategic outline case) and work commence on individual project business cases as outlined in the submitted report.
- ii. An indicative approval to the Combined Authority's contribution of £17,142,000. The total programme value is between £20,642,000 and £32,642,000, dependent on leveraged private sector contributions.
- iii. Subject to the conditions set by the Programme Appraisal Team, approval to funding of £1,316,000 to progress the Local Electric Vehicle Infrastructure (LEVI) Capability Fund scheme to Activity 5 (Delivery). The total scheme costs are £1,316,000.
- iv. Indicative approval to funding of £1,500,000 for the Local Electric Vehicle Infrastructure (LEVI) Phase 1 Pilot scheme be given and work commence on Activity 4 (full business case). The total scheme costs are £3,000,000.
- v. Indicative approval to funding of £14,326,000 for the Local Electric Vehicle Infrastructure (LEVI) Phase 2 scheme be given and work commence on Activity 3 (outline business case). The total scheme costs are £16,326,000.
- vi. The following development costs be approved:
 - a. £354,953 for the Combined Authority for the LEVI Capability scheme
 - b. £ 961,047 for the five West Yorkshire partner local authorities for the LEVI Capability scheme
 - c. £120,000 for the Combined Authority for the Phase 1 LEVI Pilot scheme and the Phase 2 LEVI scheme
- vii. The Combined Authority enter into a funding agreement for the amounts set out below with each of the five partner councils for the capability fund:

- City of Bradford Metropolitan District Council for expenditure of up to £184,480.
 - Calderdale Council for expenditure of up to £195,000.
 - Kirklees Council for expenditure of up to £188,631.
 - Leeds City Council for expenditure of up to £197,936.
 - Wakefield Council for expenditure of up to £195,000.
- viii. Future approvals be made in accordance with the assurance pathway and approval route outlined in the submitted report and where required, any change requests be delegated to the transport committee. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.

With respect to CRSTS Highways Asset Management and Enhancement Programme and Off Highway Walking and Cycling Network the Combined Authority approved that:

- i. The CRSTS Highways Asset Management and Enhancement Programme for the 2023/24 financial year (year 2) proceed through decision point 2 to 4 (strategic outline case) and delivery continue to end of 2023/24, and work commence on the strategic outline case for future years.
- ii. The CRSTS Off Highway Walking and Cycling Network Programme for the 2023/24 financial year (year 2) proceed through decision point 2 to 4 (strategic outline case) and delivery continue to end of 2023/24, and work commence on the strategic outline case for future years.
- iii. The Department for Transport's Pothole Fund proceed through decision point 2 to 4 (strategic outline case) and into delivery.
- iv. An indicative approval be given to the total £248,000,000 for CRSTS Highways Asset Management CRSTS Highways Asset Management and Enhancement programme and £3,440,000 for the Off Highway Walking and Cycling network programme.
- v. Approval to an additional £35,768,466 of development and delivery costs for quarters 2, 3 and 4 of the CRSTS Highways Asset Management and Enhancement programme (year 2) be given to provide a total allocation of £48,168,466 for the 2023/24 financial year.
- vi. Approval to an additional £516,000 of development and delivery costs for quarters 2,3 and 4 of the CRSTS Off Highway Walking and Cycling network programme (year 2) be given to provide a total allocation of £688,000 for the 2023/24 financial year.
- vii. Approval to the £6,484,800 additional funding awarded from the Department for Transport's Pothole Fund to fund interventions to maintain the highway network prioritised through the CRSTS

programme.

- viii. The Combined Authority enter into addendums to the existing funding agreement(s) with partner councils for expenditure of the apportioned £35,768,466 for CRSTS Highways Asset Management and Enhancement programme (year 2), £516,000 for the CRSTS Off Highway Walking and Cycling Network programme (year 2) for the 2023/24 financial year, and £6,484,800 for the Pothole Fund up to the amounts below:
 - Expenditure of up to £20,297,416 with Bradford Council
 - Expenditure of up to £13,810,080 with Calderdale Council
 - Expenditure of up to £21,839,627 with Kirklees Council
 - Expenditure of up to £33,203,445 with Leeds Council
 - Expenditure of up to £16,478,698 with Wakefield Council
- ix. Delegations to the Director of Transport Policy and Delivery to amend allocated funding amounts released as part of this decision as required.
- x. Future approvals be made in accordance with the assurance pathway and approval route outlined in the submitted report and where required, any change requests be delegated to the Transport Committee. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.

The Combined Authority approved that subject to the conditions set by the Programme Appraisal Team that:

- i. The CRSTS Highways Asset Management and Enhancement Programme for the 2024/25 financial year (year 3) proceed through decision point 2 to 4 (strategic outline case) and delivery continue to end of 2024/25.
- ii. The CRSTS Off Highway Walking and Cycling Network Programme for the 2024/25 financial year (year 3) proceed through decision point 2 to 4 (strategic outline case) and delivery continue to end of 2024/25.
- iii. Approval to an additional £52,736,931 for development and delivery costs for the CRSTS Asset Management and Enhancement programme (year 3) be given to provide a total allocation of £52,736,931 for the 2024/25 financial year.
- iv. Approval to an additional £688,000 for development and delivery costs for the CRSTS Off Highway Walking and Cycling network programme (year 3) be given to provide a total allocation of £688,000 for the 2024/25 financial year.
- v. The Combined Authority enter into addendums to the existing funding agreement(s) with partner councils for expenditure of the apportioned £52,736,931 for CRSTS Asset Management and Enhancement programme (year 3) and £688,000 for CRSTS Off

Highway Walking and Cycling Network programme for the 2024/25 financial year (year 3), up to the amounts below:

- Expenditure of up to £32,607,832 with Bradford Council
 - Expenditure of up to £19,954,032 with Calderdale Council
 - Expenditure of up to £31,866,203 with Kirklees Council
 - Expenditure of up to £50,036,552 with Leeds Council
 - Expenditure of up to £24,589,578 with Wakefield Council
- vi. Delegations to the Director of Transport Policy and Delivery to amend allocated funding amounts released as part of this decision as required.
- vii. Future approvals be made in accordance with the assurance pathway and approval route outlined in the submitted report and where required, any change requests be delegated to the Transport Committee. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.

With respect to CRSTS Safer Roads Programme the Combined Authority approved that:

- i. The CRSTS Safer Roads Programme proceed through Decision Point 2 and 4, and delivery continues until the end of 2023/24, and work commence on the development of the strategic outline case for Year 3.
- ii. An indicative approval to the total CRSTS Safer Roads programme value of £25,000,000 be given.
- iii. Approval to an additional £4,397,000 of development and delivery costs for quarters 2, 3 and 4 for the CRSTS Safer Roads programme (Year 2) be given to provide a total allocation of £5,647,000 for the 2023/24 financial year. The total allocation up to the end of Year 2 is £10,647,000.
- iv. The Combined Authority enter into addendums to the existing funding agreements with the five partner councils for expenditure of the apportioned £5,647,000 for the 2023/24 financial year, up to the amounts shown below:
- City of Bradford Metropolitan District Council for expenditure of up to £1,155,000
 - Calderdale Council for expenditure of up to £440,000
 - Kirklees Council for expenditure of up to £925,000
 - Leeds City Council for expenditure of up to £2,377,000
 - Wakefield Council for expenditure of up to £750,000
- v. Future approvals be made in accordance with the assurance pathway and approval route outlined in the submitted report and where required, any change requests be delegated to the Transport Committee. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.

With respect to Active Travel Fund 3 - A660 Otley Road the Combined Authority approved that:

- i. The Active Travel Fund - Tranche 3: A660 Otley Road scheme proceed through FBC (Decision Point 4) to Activity 5 (Delivery).
- ii. Approval to the delivery costs of up to £10,005,000 be given, taking the total approval to £10,475,000. The total scheme cost is £10,475,000, which is to be fully funded by the Combined Authority.
- iii. The Combined Authority enter into an addendum to the existing funding agreement with Leeds City Council for expenditure of up to £10,475,000.
- iv. Future approvals be made in accordance with the assurance pathway and approval route and tolerances outlined in the submitted report. Where required, any future committee level approvals be delegated to the Transport Committee.

With respect to Zero Emission Bus Regional Area the Combined Authority approved that:

- i. The change request for the Zero Emission Bus Regional Area scheme to increase the funding approval by £5,744,069, taking the total contribution to £30,309,240, be approved. The total scheme value is £69,978,646.
- ii. The Combined Authority enter into an Addendum to the existing Grant Funding Agreement with First Bus for expenditure of up to £12,635,472 from the DfT Zero Emission Bus Regional Areas (ZEBRA) fund.
- iii. Future approvals be made in accordance with the assurance pathway and approval route outlined in the submitted report and where required, any change requests be delegated to the Transport committee. This will be subject to the scheme remaining within the tolerances outlined in the submitted report.

(c) Investment Priority 6: Culture and Creative Industries, Sport and Physical Activities

Members considered two schemes for progression through the West Yorkshire Combined Authority Assurance Framework.

The Mayor noted the schemes would feeds into the Creative New Deal and provide training and support for individuals to access creative industries. The Mayor noted almost 48,000 jobs in the creative industries were advertised in West Yorkshire in the preceding year, which was a 17% increase compared to the year before and greater than the national average. The Mayor added that investment in well-paid jobs would increase the available talent and innovation, and

support growth across the sector.

Bradford City of Culture 2025

Officers explained the funding would contribute to the development of the business case, which would further confirm the future funding needs. Delivery would be led by the City of Bradford and would help to build capacity in charitable and community organisations ahead of the year of culture. The Mayor noted Bradford had also successfully applied for funding from the Department for Culture, Media & Sport and the Heritage Fund.

Members queried how it could be ensured that local talent would be developed in favour of those travelling from outside of West Yorkshire. The Mayor noted that there had already been many opportunities created, and through assessment of the workforce it could be seen over several years that individuals would progress to more senior roles with the experience they had gained. Officers added that as projects develop there would be better estimations of where people had come from. Members noted that similar projects had long-lasting impacts beyond the culmination of the scheme and cited the arrival of Channel 4 in Leeds which had provided significant employment for local people.

Members questioned who would decide how the funding was spent. Officers confirmed the initial funding would be to support capacity for small organisations, but future funding needs would be for Bradford to determine.

You Can Make it Here – Skills and Business Support for Culture

Officers explained the scheme would focus on multiple projects, including development of skills and support, funding for accessibility, and support for freelancers and micro businesses. Some projects had already achieved success, and officers expressed the aim to develop further knowledge to improve future schemes. The Mayor noted that freelancers had been particularly affected throughout the pandemic and did not always have broad networks, and similar organisations to Brudenell would provide benefit. The Mayor added the Screen Diversity Programme had given positive outcomes for diversity in culture and could be expanded to writers as well as performers.

Resolved:

With respect to Bradford City of Culture 2025 the Combined Authority approved that:

- i. The Bradford City of Culture 2025 scheme proceed through decision point 1 (strategic assessment) and work commence on the business case.
- ii. Approval be given to the Combined Authority's contribution of £300,000.

- iii. The Combined Authority enter into a funding agreement with Bradford Council for expenditure of up to £300,000.

With respect to You Can Make it Here – Creative Industries Skills and Business Support the Combined Authority approved that:

- i. The You Can Make it Here – Creative Industries Skills and Business Support scheme proceed through decision point 2 to 4 (business justification) and work commence on activity 5 (delivery).
- ii. Approval to the Combined Authority's contribution of £1,734,750 be given. The total scheme value is £1,734,750.
- iii. Future approvals be made in accordance with the assurance pathway and approval route outlined in the submitted report. This would be subject to the scheme remaining within the tolerances outlined in the submitted report. Where required, any future committee level approvals be delegated to the Culture, Heritage, and Sport Committee.

29. Governance Arrangements

Members considered a report to provide the Combined Authority with an update on the process to seek new private sector members for the LEP Board.

The Mayor noted that process of integration of the LEP and Combined Authority was ongoing, and the aim was to maintain a strong public and private sector partnership. The Mayor informed members that the recruitment campaign had been undertaken, and appointments made which reflected the diversity of the region. Officers added the delegations for recruitment were agreed at the previous LEP meeting and the appointments had been agreed with the individuals. With the new members the LEP Board would have a full complement of members. Officers confirmed the appointment of the Mayor's business advisor would continue through the summer.

The new appointments made were:

- Aaron Holt - Holdson Ltd, based in Kirklees
- Annette Joseph MBE - Diverse & Equal, based in Leeds
- Jane Atkinson CBE - Enfinium UK Ltd, based in Wakefield
- Lisa Johnson - Starship Technologies, based in Leeds
- Natalie Sykes - James Wilby Ltd, based in Wakefield
- And Sherin Mathews - AI Tech Ltd, based in Leeds

Existing members of the board were as follows:

- Fara Butt
- Nicky Chance-Thompson
- Asma Iqbal

Resolved: That the update provided at the meeting on the process to seek new private sector members for the LEP Board be noted.

30. Minutes for Information

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



Name of meeting: Council (Reference from Corporate Governance and Audit Committee)

Date: 18 October 2023

Title of report: Corporate Governance and Audit Committee Annual Report

Purpose of report: This report provides an assurance that the Corporate Governance and Audit Committee has discharged its duty in ensuring that the Committee complies with the CIPFA’s Position Statement: Audit Committees in Local Authorities and Police.

Key Decision - Is it likely to result in spending or saving £500k or more, or to have a significant effect on two or more electoral wards? Decisions having a particularly significant effect on a single ward may also be treated as if they were key decisions.	Not Applicable
Key Decision - Is it in the <u>Council’s Forward Plan (key decisions and private reports)?</u>	Key Decision – No Private Report/Private Appendix – No
The Decision - Is it eligible for call in by Scrutiny?	Not Applicable This does not require an executive decision.
Date signed off by <u>Strategic Director</u> & name Is it also signed off by the Service Director for Finance? Is it also signed off by the Service Director for Legal Governance and Commissioning?	For information only No financial implications – for information only Julie Muscroft – 19 Sept 23
Cabinet member <u>portfolio</u>	Cllr Paul Davies

Electoral wards affected: Not Applicable

Ward councillors consulted: Not Applicable

Public or private: Public

Has GDPR been considered? There are no GDPR Implications

1. Summary

This report sets out the draft annual report of the Corporate Governance and Audit Committee for the 2022/23 municipal year.

2. Information required to take a decision

In accordance with best practice published by the Chartered Institute of Public Finance and Accountancy (CIPFA), this report demonstrates how the Committee has discharged its responsibility.

The report demonstrates how the Committee supports the Council's governance arrangements, and in doing so supports the Council's vision to be a district which combines a strong sustainable economy with a great quality of life – leading to thriving communities, growing businesses, high prosperity and low inequality where people enjoy better health throughout their lives.

3. Implications for the Council

3.1 Working with People

Not applicable.

3.2 Working with Partners

Not applicable.

3.3 Place Based Working

Not applicable.

3.4 Climate Change and Air Quality

Not applicable.

3.5 Improving outcomes for children

Not applicable.

3.6 Financial Implications for the people living or working in Kirklees

Not applicable.

3.7 Other (e.g. Integrated Impact Assessment (IIA)/Legal/Financial or Human Resources) Consultees and their opinions

Not Applicable

4. Consultation

Not applicable.

5. Engagement

Not applicable.

6. Next steps and timelines

Not applicable.

7. Officer recommendations and reasons

Council is requested to note the assurances set out in this report that the Committee complies with CIPFA's Position Statement: Audit Committees in Local Authorities and Police.

8. Cabinet Portfolio Holder's recommendations

Not applicable.

9. Contact officer

Nicola Sylvester, Principal Governance Officer. 01484 221000

10. Background Papers and History of Decisions

None.

11. Service Director responsible

Julie Muscroft, Service Director – Legal Governance and Commissioning



Annual Report to Council

**Corporate Governance and
Audit Committee**

2022/23

Annual Report of the Corporate Governance and Audit Committee 2022/23

Foreword by Councillor Yusra Hussain – Chair

I am delighted to introduce an annual report of Corporate Governance and Audit Committee, summarising the contribution we have made during the Municipal Year to the achievement of good governance and internal control within the Council.

All Members of the Committee bring an independent and open mind to the business of the Committee, and I thank them for the contributions they have made.

We have:

- Overseen the production of the draft Annual Governance Statements for 22/23 as well as 21/22
- Reviewed the Council's accounts for 21/22. Approval will be completed in the 2023/24 Municipal Year for 22/23.
- Overseen the work of internal audit, established a risk-based audit plan and reviewed the quarterly and annual report from the Council's Internal Audit team.
- Reviewed the Constitution, Financial and Contract Procedure Rules
- Ensured that assurance reports have been reviewed in detail on the key aspects of the Council's internal control arrangements including:
 - Risk management
 - Emergency planning
 - Business Continuity
 - Financial management (including arrangements for Treasury management)
 - Customer access and complaints handling
 - Information governance
 - Health and Safety arrangements
- Considered the interim polling district review
- Reviewed the improvement of SAP control
- Provided robust challenge to our arrangements and monitoring for areas in need of improvement.

- Recommended to council a revision to the Terms of Reference of the Health and Wellbeing Board.

In addition to the work undertaken through our formal meeting cycle, I have been pleased, as the Committee's chair, to engage in:

- At the request of the Local Government Association, the establishment of the Yorkshire and Humberside Audit Chairs forum of which I was appointed Chair.
- The recruitment of a non-voting co-opted independent member for the Committee.

The Committee is supported by a number of officers who attend regularly and bring expertise in relation to governance, internal audit and finance. Without the support of the staff, it would not be possible for the Audit Committee to be as highly effective as it is, and my thanks and that of my fellow Committee members are given to all our officers.

1. INTRODUCTION

Governance in, and of the public sector, continues to be high profile with the Chartered Institute of Public Finance and Accountancy (CIPFA) supporting good practice in local government. Being well managed and well governed are important attributes in helping to improve performance and in reducing the risk of failing to achieve our objectives and providing good service to our community.

This annual report to Council demonstrates the importance Kirklees Council places on the authority's governance arrangements. The report on the work of the Council's Corporate Governance and Audit Committee demonstrates;

- How the Corporate Governance and Audit Committee has fulfilled its terms of reference.
- The extent to which arrangements comply with national guidance relating to audit Committees.

The benefits to the Council of operating an effective Audit Committee are:

- Maintaining public confidence in the objectivity and fairness of financial and other reporting.
- Reinforcing the importance and independence of internal and external audit and any other similar review process; for example, reviewing and approving the Annual Statement of Accounts and the Annual Governance Statement, and the Quarterly Reports from Internal Audit and the Annual Report from the Head of Audit.
- Providing sharp focus on financial reporting both during the year and at year end, leading to increased confidence in the objectivity and fairness of the financial reporting process, including specific review on behalf of the Council of specialist parts of budgeting and accounting policy and practice – such as Treasury Management.
- Assisting the co-ordination of sources of assurance and, in so doing, making management more accountable.
- Providing additional assurance through a process of independent and objective review.
- Raising awareness within the Council of the need for governance, internal control and the implementation of audit recommendations.
- Monitoring of related areas such as the Council's approach to threats from fraud, bribery and corruption.
- How the Corporate Governance and Audit Committee has contributed to strengthening risk management, internal control, and governance arrangements.

This report provides additional assurance and underpins the Annual Governance Statement, which is approved by the Committee.

2. COMMITTEE INFORMATION

Audit Committee Membership

Seven elected members served on the Committee in 22/23:

- Councillor Yusra Hussain (Chair)
- Councillor Ammar Anwar
- Councillor Kath Pinnock
- Councillor Harry McCarthy
- Councillor Elizabeth Reynolds
- Councillor Joshua Sheard
- Councillor John Taylor

Substitutes were invited to attend and contribute to all meetings and training.

Training

The Committee continues to undertake a programme of training, and this year they have received training in relation to:

- Treasury Management, provided by Arlingclose (independent treasury advisers)
- Final Accounts, provided by James Anderson, KMC the Head of Accountancy

The recruitment of a non-voting co-opted independent member on the Committee.

In summer 2022, the Government indicated an intention to create a statutory obligation for local authorities to have an Audit Committee, including an independent member, initially on a voluntary basis. The Committee considered that there would be merit in adopting the proposal for having an independent member.

Following the recommendation of the Committee, Council approved the appointment of a non-voting co-opted independent member of the Committee and in line with the CIPFA guidance for Audit Committee in Local Government, we prepared a role description and person specification. During the course of the municipal year a panel, drawn from the Committee's membership along with the Head of Internal Audit, invited applications from candidates for the role. Five applications were received, and we were pleased to appoint Chris Jones, a qualified accountant who has held a senior management and consulting role in the further education sector to the role.

3. COMMITTEE BUSINESS

The Committee met on ten occasions during the year with meeting dates structured around the regular receipt of annual assurance reports, external and internal audit reporting cycles, and the statutory requirements around the production of the Accounts and Annual Governance Statement.

This frequency of meetings ensures the Committee can fulfil its responsibilities in an efficient and effective way and has been benchmarked against the CIPFA recommended practice and arrangements in other local authorities.

A list of the reports considered by the Corporate Governance and Audit Committee can be found in **Appendix A**. The main outcomes of the Committees work in relation to its core functions can be summarised as follows:

Accounts

The Committee has:

- Received reports on the Statement of Accounts from the Director of Finance and approved the statement of accounts 2021/22 (statutory Chief Finance Officer).
- Approved the Statement of Accounts 2021/22 incorporating the Annual Governance statement with delegated authority of the Chair of Corporate Governance and Audit Committee and the Service Director – Finance who is to sign the final accounts once external audit had signed the audit opinion.
- Received and considered reports from the External Audit on the Statement of Accounts.

External Audit

The Committee has received from the Council's appointed external auditor, Grant Thornton:

- The external audit plan;
- Regular reports setting out progress against the audit plan and sector updates;

In addition the Committee has continued to consider the responses of management to audit recommendations, to ensure that appropriate actions are agreed and implemented and approved the provision to the auditor of assurances about the governance and financial arrangements of the authority. The Committee also oversaw value for money advice from the auditor.

Internal Control

The Committee has:

- Approved the annual reports from the head of internal audit;
- Overseen the production of and recommended the adoption of the Annual Governance Statement;

- Received and considered Assurance reports in relation to;
 - Financial Management arrangements
 - Fraud Investigations
 - Treasury Management
 - Risk management
 - Customer Contact and Satisfaction
 - Information Governance
- Requested specific work items to;
 - Follow up and receive additional assurances around the Primary Care Networks which were established during the 2021-22 municipal year.
 - Follow up on an area of concern identified by the external auditors in relation to SAP controls.
 - Follow up on the motion on the Committee System Proposal.

IT Audit Controls

At their meeting on 2 December 2022, the Committee considered a report on IT controls submitted as part of the 2021/22 audit review by Grant Thornton, the external auditor. The Committee asked that the Head of Technology attend the following meeting to answer questions related to the matter raised by the auditor.

Internal Audit, as part of this work, reviewed arrangements and found that with the exception of one minor issues, strong progress had been made. The Committee considered the issue, which included the questioning the Head of Technology at its meeting and was subsequently satisfied with the controls in place.

Committee System Proposal

Following the motion received at Annual Council on 19 May 2021, the Committee has overseen the work of the Democracy Commission, receiving regular update reports in addressing the terms of reference for the Democracy Commission as agreed by the Committee.

The Committee would like to thank the Democracy Commission, Chaired by Councillor Cathy Scott for undertaking an extensive review of the council's governance arrangements.

At the Corporate Governance and Audit Committee meeting on 2 December 2022, the Committee approved the recommendation to retain the current model of governance (Cabinet and Strong Leader Model) with further suggested improvements to strengthen the role of good scrutiny and decision making. This was agreed by Council on 11 January 2023.

The Committee will consider the review of the implementations of the recommendations of the Democracy Commission at its meeting in March 2024.

Knowledge and Skills Framework

Members bring with them a range of knowledge and skills from their working life and elected representative roles to the work of the Committee.

The Committee's skills and knowledge will be further complemented by those of the non-voting co-opted independent member, who in turn will receive a full induction to the role to enable them to apply their knowledge, skills, and experience in the local government setting.

As in previous years, the Chief Finance Officer and Head of Accountancy provided training to the Committee in preparation for their examination of the Accounts and further training is provided to Members as necessary.

Looking Forward

I'm pleased to pass the role of Chair on to Councillor James Homewood who will steer the Committee through the challenges we all face together in the year ahead.

The Committee will continue with its regular receipt of reports, and the Committee will provide the usual level of robust challenge to corporate governance and audit practice and procedure across the authority to ensure that our arrangements are up to date and fit for purpose, communicated, embedded, and routinely complied with. In addition, the Committee will request and consider reports in relation to relevant matter which come to our attention during the course of the year.

Councillor Yusra Hussain

CORPORATE GOVERNANCE AND AUDIT COMMITTEE ACTIVITY – 2022-23

APPENDIX A

Reports	May 22	June 22	July 22	Sep 22	Nov 22
Members' Allowances Independent Review Panel					
Changes to the Council's Constitution					
Corporate Customer Standards Interim Report 21-22					
Annual Report on Treasury Management 21-22					
External Audit Plan					
Government response to local audit framework: technical consultation					
Revisions to the terms of reference for the Health and Wellbeing Board					
Corporate Emergency Planning and Business Continuity Annual Report					
Members' Allowances Independent Review Panel					
Quarterly Report of Internal Audit Q1 22-23 April 2022 to June 2022					
Interim Polling District Review					
Update on Representation on Outside Bodies					
Annual report on bad debt write-offs 21-22					
Draft Annual Governance Statement 21-22					
Audit progress report and sector update					
Appointment of an independent member to the CGA Committee					
Half Yearly Monitoring Report on Treasury Management Activities 22-23					
Audit Findings					
Update on Representation on Outside Bodies					
Quarterly Report of Internal Audit Q2 22-23 July 2022 to September 2022					

CORPORATE GOVERNANCE AND AUDIT COMMITTEE ACTIVITY – 2022-23

APPENDIX A

Reports	Dec 23	Feb 23	March 23	Apr 23	May 23
Corporate Customer Standards Annual Report 21-22					
Change to Council Budget meeting date 2023					
Committee System Proposal – Democracy Commission Report					
Public Sector Internal Audit Standards Five Yearly External Review					
Treasury Management Strategy and Investment Strategy 2023/23					
Annual Governance Statement 2021/22					
Audit Findings					
Approval of the Council’s final accounts for 2021/22					
Dates of Council Meetings 2023/24					
Risk Management Update					
IT Audit Controls Update					
Annual Report – Information Governance					
Quarterly Report of Internal Audit Quarter 3 22/23 October 2022 to December 2022					
Lead Councillor Role – Primary Care Networks and Local Health Improvement					
Quarterly Report of Internal Audit Quarter 3 22/23 January 2023 to March 2023					
Annual Report of Internal Audit 2022/23 & Issues for 2023/24					
Changes to the Council’s Constitution					
Amendments to Overview and Scrutiny					
Revisions to Financial Procedure Rules					
Revisions to Contract Procedure Rules					
Informing the Audit Risk Assessment					
External Audit Progress Report					

This page is intentionally left blank



Name of meeting: Council

Date: 18th October 2023

Title of report: Reappointment of Independent Person

Purpose of report: To seek agreement from Council that the Independent Person be reappointed for a further period of 2 years and to note recruitment of a further Independent Person.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Key Decision - Is it in the <u>Council's Forward Plan (key decisions and private reports)</u>?	No
The Decision - Is it eligible for call in by Scrutiny?	No
Date signed off by <u>Strategic Director</u> & name	Rachel Spencer-Henshall – 27/9
Is it also signed off by the Service Director for Finance?	N/A
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Julie Muscroft – 22/9
Cabinet member portfolio	Cllr Paul Davies

Electoral wards affected: All

Ward councillors consulted: GBMs and

Standards Committee members

Public or private: Public

Has GDPR been considered? Yes

1. Summary

- 1.1 This report seeks agreement by Council that the current Independent Person be reappointed for a further two year term, to commence on November 1st 2023.
- 1.2 It also asks Council to note that, following previous authority to appoint a second Independent Person being granted , that steps will now be taken by the Monitoring Officer to advertise and recruit a further Independent Person.

2. Information required to take a decision

- 2.1 Kirklees is required by the Localism Act, 2011, to have appointed at least one Independent Person to assist and advise with standards complaints.
- 2.2 Council is asked to approve the reappointment of the current Independent Person and to note that a further one will now be recruited.

3. Implications for the Council

The Council is required under the Localism Act 2011 to have at least one Independent Person appointed to be available for consultation in relation to code of conduct complaints. If the council fails to have at least one Independent Person in post they would be in breach of this requirement and could face a potential legal challenge in respect of any decisions taken that required input from an Independent Person.

3.1 Working with People

Not applicable.

3.2 Working with Partners

Not applicable.

3.3 Place Based Working

Not applicable.

3.4 Climate Change and Air Quality

Not applicable.

3.5 Improving outcomes for children

Not applicable.

3.6 Financial Implications for the People Living or Working in Kirklees Council

Not applicable.

3.7 Other (eg Legal/Financial or Human Resources)

Not applicable.

4. Consultees and their opinions

Not applicable.

5. Next steps and timelines

5.1 The Monitoring Officer will issue a two year extension to the existing Independent Person's contract if Council approve this.

5.2 The Monitoring Officer will take steps to advertise for and recruit one further Independent Person.

6. Officer recommendations and reasons

6.1 Members are asked to approve the reappointment of the existing Independent Person for a further two years.

6.2 Members are asked to note that the Monitoring Officer will take the necessary steps to advertise for and appoint a further Independent Person.

7. Cabinet Portfolio Holder's recommendations

Not applicable

8. Contact officer

David Stickley – Senior Legal Officer
Telephone: 01484 221000
Email: david.stickley@kirklees.gov.uk

9. Background Papers and History of Decisions

None

10. Service Director responsible

Julie Muscroft – Service Director – Legal, Governance & Commissioning

This page is intentionally left blank



Name of meeting: Council

Date: 18 October 2023

Title of report: Overview and Scrutiny Annual Report 2022/23

Purpose of the report: In line with constitutional requirements, this report presents the Overview and Scrutiny Annual Report for the 2022/23 municipal year to Council.

Key Decision - Is it likely to result in spending or saving £500k or more, or to have a significant effect on two or more electoral wards? Decisions having a particularly significant effect on a single ward may also be treated as if they were key decisions	No
Is it in the Council's Forward Plan?	Not applicable
Is it eligible for "call in" by Scrutiny?	Not applicable
Date signed off by <u>Director</u> & name	Rachel Spencer-Henshall 23.8.23
Is it signed off by the Director of Finance?	Not applicable
Is it signed off by the Service Director - Legal Governance and Commissioning?	Julie Muscroft 23.8.23
Cabinet member portfolio	Not applicable

Electoral [wards](#) affected: None specific

Ward councillors consulted: Not applicable

Public or private: Public Report

Have you considered GDPR?

Yes - GDPR has been considered. This report contains no information that falls within the scope of the General Data Protection Regulations.

1. Summary

The Annual report sets out a summary of the work undertaken by the Council's Scrutiny Panels during 2022/2023.

2. Information required to take a decision

The Council's Constitution requires the Chair of Scrutiny to submit a report to Council at the end of each municipal year, highlighting Overview and Scrutiny work in the previous twelve months.

Attached at Appendix One is the Overview and Scrutiny Annual Report for 2022/23. The Council is asked to receive and note the Annual Report.

3. Implications for the Council

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

- Working with People
- Working with Partners
- Place Based Working
- Climate Change and Air Quality
- Improving Outcomes for Children

3.1 Financial Implications for the people living or working in Kirklees

There are no financial implications for people living or working in Kirklees.

3.2 Other (eg Integrated Impact Assessment (IIA)/Legal/Financial or Human Resources) Consultees and their opinions

The Annual report is submitted in line with the requirements of the Constitution. There are no financial or Human Resource implications.

4. Next steps

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

5. Officer recommendations and reasons

That Council receive and note the Overview and Scrutiny Annual Report 2022/23.

6. Cabinet portfolio holder recommendation

Not applicable

7. Contact officer and relevant papers

Leigh Webb, Governance Manager

Tel: 01484 221000 Email: leigh.webb@kirklees.gov.uk

8. Background papers and history of decisions

- Minutes of Overview and Scrutiny Management Committee and Scrutiny Panels during 2022/23
- Lead Member Reports to Overview and Scrutiny Management Committee in 2022/23

9. Service Director responsible

Julie Muscroft, Service Director, Legal, Governance & Commissioning

This page is intentionally left blank

Overview and Scrutiny Annual Report

2022/23



Chair's Foreword

The start of the 2022/23 municipal year saw the appointment of four Scrutiny Panel Chairs and I would like to thank them for their hard work throughout the year.

Over the last year, we have discussed topics covering a wide range of policy areas and were given insight into some complex issues. Some of the highlights of the wider work of the Panels are outlined in this report, including pre-decision consideration of the Kirklees Communities Partnership Plan and the Inclusive Communities Framework; an update on the issue of Maternity services in Kirklees; monitoring of the Council's Plan; a review of the Council's Winter Maintenance policy; focus on education outcomes across Kirklees; and continued examination how the Council has responded to the cost of living crisis.

2022/23 saw the Council accept the findings of the Democracy Commission, who had been tasked with reviewing the current and alternative models of governance. Having agreed to retain the current model, a number of recommendations were made which related to enhancing the Council's scrutiny function, including reviewing the scrutiny structures, providing specific scrutiny training and encouraging more pre-decision scrutiny.

The new structures give responsibility to the Management Committee to undertake high level scrutiny in respect of financial management, risk and performance. In these challenging times, oversight of these areas is critical as the Council makes difficult decisions to manage budgets and provide services to the public. I look forward to engaging with Cabinet as these challenges are faced and am keen to further encourage a constructive relationship which results in



more engagement and pre-decision scrutiny.

I am continually grateful to members of the various scrutiny panels for their hard work and contributions throughout the year and would like to thank all the Scrutiny Councillors, Voluntary Co-optees and Governance Officers for their hard work and commitment during the year.

This year was the first year for a number of our new Voluntary Co-optee's, and I would like to pay tribute to them all for their valuable input to the scrutiny process in Kirklees. I am also grateful to all the local groups, organisations and individuals who have attended meetings, made presentations and provided evidence, and to council officers and Cabinet Members for their attendance and contributions.

Looking forwards, I am keen to build on the positive impacts outlined in this annual report and successfully embed the new scrutiny structures.

Chair of Scrutiny

A handwritten signature in blue ink that reads "Elizabeth Smaje". The signature is written in a cursive, flowing style.

Councillor Elizabeth Smaje

Contents

Chair's Foreword	2
Overview and Scrutiny Management Committee 2022/23.....	5
Work Programme 2022/23	5
Committee Highlights	6
Ad Hoc Scrutiny Panel – Health and Safety Compliance in Residential Housing Stock....	6
Leader of the Council Priorities 2022-23.....	7
Kirklees Communities Partnership Plan 2022-2027	7
Flood Risk Management Annual Update	9
Domestic Abuse in Kirklees – Update	9
Inclusive Communities Framework.....	10
Regional Funding Update	12
Loneliness and Social Isolation in Kirklees Post Pandemic	13
Lead Members' Updates from Standing Scrutiny Panels	15
Health and Adult Social Care Scrutiny Panel 2022/23	16
Work Programme 2022/23	16
Panel highlights	17
Maternity Services in Kirklees.....	17
Joined up Care in Kirklees Neighbourhoods	18
Dentistry in Kirklees	20
Comments	21
Joint Health Overview & Scrutiny Committees 2022/23.....	23
Calderdale and Kirklees Joint Health Overview and Scrutiny Committee (JHOSC)	23
West Yorkshire Joint Health Overview and Scrutiny Committee	24
Corporate Scrutiny Panel 2022/23	25
Work Programme 2022/23	25
Panel highlights	26
Responding to the cost-of-living crisis.....	26
Social Value Strategy.....	26
Access to Services and Customer Services	28
Comments	28
Economy and Neighbourhoods Scrutiny Panel 2022/23.....	30
Work Programme 2022/2023.....	30
Panel Highlights	31

Waste Strategy Capital Update	31
Winter Maintenance Policy Review.....	32
Kirklees Climate Change Action Plan	34
Progress Update on Huddersfield, Heckmondwike and Dewsbury Bus Station Projects (Part of the Transforming Cities Fund)	36
Grounds Maintenance Current Position	38
Comments	39
Children’s Scrutiny Panel 2022/23	41
Work Programme 2022/23	41
Panel Highlights	42
Review of the Improvement Journey – Outcomes of the Joint Area Targeted Multi- agency Inspection	42
Independent Review of Children’s Social Care – white paper.....	43
Education and Learning Outcomes	44
Changes To Young People’s Activity Team (YPAT) Provision	46
Special Educational Needs and High Needs.....	46
Mental Health in Schools.....	48
Partnership arrangements and visits by the Panel	49
Looking forward to 2023/24	56
Comments	56
Ad-Hoc Regeneration Scrutiny Panel.....	58
Terms of Reference	58
Work Undertaken	59
Panel Site Visits.....	60
Huddersfield Blueprint, the Cultural Heart and other projects surrounding the Cultural Heart.....	60
Huddersfield Station Gateway.....	62
Station to Stadium Enterprise Corridor Masterplan	63
Estate / Somerset Buildings and Residential Development in Huddersfield Town Centre	64
Local Centres Programme (focus on Cleckheaton)	65
The Dewsbury Blueprint	67
Looking ahead 2023/24	69
Comments	69
West Yorkshire Combined Authority Scrutiny 2022/23	70

Overview and Scrutiny Management Committee 2022/23

Committee Membership
Councillor Elizabeth Smaje (Chair)
Councillor John Taylor
Councillor Yusra Hussain
Councillor Andrew Marchington
Councillor Jackie Ramsay

Work Programme 2022/23

- Leader's Priorities.
- Council Plan.
- Crime and Disorder.
- Pre-Decision Scrutiny of the Communities Partnership Plan 2022-27.
- Annual Refresh of the Strategic Impact Assessment.
- Domestic Abuse Strategy.
- Local Flood Risk Management.
- Inclusion and Diversity.
- Inclusion and Diversity Strategy.
- Inclusion and Diversity Annual Report.
- Inclusive Communities Framework.
- Pre-Decision Scrutiny.
- Implementation.
- Community Anchor Network Update.
- Scrutiny of Loneliness in Kirklees.
- Regional Funding.
- Primary Care Networks and Local Health Improvement - Progress Report.

In addition to the formal meetings of the Committee, informal sessions also took place to facilitate pre-decision scrutiny and comment on the Council Plan, the Inclusion and Diversity Annual Report, and the revised Inclusion and Diversity Strategy, prior to submission to Cabinet and Council.

The Chair of Scrutiny also received briefings during 2022/23, including regular updates with the Authority's Head of Risk, with the Strategic Director – Corporate Strategy, Commissioning and Public Health in respect of budget engagement and, as necessary, to focus on areas of potential scrutiny interest that arose during the year.

Committee Highlights

Ad Hoc Scrutiny Panel – Health and Safety Compliance in Residential Housing Stock.

The Ad Hoc Panel was formally established by the Overview and Scrutiny Management Committee in 2021/22 to carry out a focused piece of work to consider the Council's policies, procedures and arrangements for managing the health and safety of its tenants and residential property portfolio, with a particular focus on high-rise and multiple occupancy blocks.

The cross-party panel included one of Kirklees' scrutiny co-optees and was assisted by an independent adviser with specialist knowledge of the area under consideration.

Following extensive evidence gathering, the Panel produced its final report containing its findings and seventeen recommendations. The report was submitted to Cabinet on 21 December 2022. Cabinet accepted all the recommendations, subject to the amendment of one to require monthly, rather than weekly, reporting. The related Action Plan was also approved.

A Homes and Neighbourhoods Improvement Board was established in early 2023 and the Overview and Scrutiny Management Committee will receive a progress report, in respect of the implementation of the recommendations, during 2023/24.

Leader of the Council Priorities 2022-23

The Leader of the Council was invited to the meeting of the Committee in July 2022 to set out his portfolio priorities for the year. He returned in February 2023 to give an update on progress. On each occasion he responded to comments and questions from the Members of the Committee.

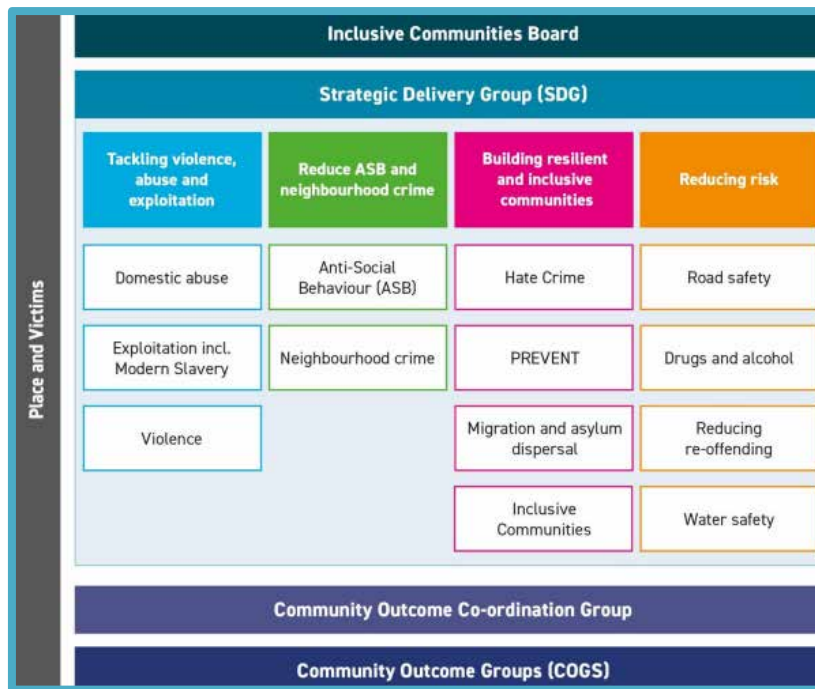
Kirklees Communities Partnership Plan 2022-2027

In June 2022 the Committee undertook pre-decision scrutiny of the latest version of the Communities Partnership Plan, which covered the period 2022-2027. They were joined by the Cabinet Member for Learning, Aspiration and Communities and Chief Superintendent Jim Griffiths from West Yorkshire Police.

The plan is designed to address multi-agency issues affecting quality of life for residents, as required by Section 5 of the Crime and Disorder Act 1998, and is informed by a Strategic Intelligence Assessment (SIA) developed using data, intelligence and insight from partnerships, which was reviewed on an annual basis.

The key strategic priorities for the next five years were:

- Tackling Violence, Abuse and Exploitation.
- Reduce Anti-Social Behaviour and Neighbourhood Crime.
- Reducing Risk.
- Building Resilient and Inclusive Communities.



Members made a number of comments in respect of the involvement of Councillors, the need for a greater focus on speeding and road safety, to reflect the concerns of local people, and the inclusion of outcomes and good practice. These were taken on board in developing the final document, which was endorsed by Cabinet in September 2022 and adopted by Council at its meeting on 12 October 2022.

In February 2023, the Committee received a report which set out the findings emerging from the annual refresh of the Kirklees Strategic Intelligence Assessment (SIA) which aimed to ensure that the themes within the Partnership Plan remained valid and to highlight any exceptions, trends or potential areas for future focus. The report also included a specific focus on the issues of road safety and serious violence.

The Committee reiterated that the importance of working and engaging with Ward Councillors on issues in their areas should be embraced by all parties and requested the provision of further information in relation to the action taken in response to the data gathered from speed indication devices and how this is shared with partners, and how the data in respect of collisions not involving injury was collated and utilised.

Flood Risk Management Annual Update

In March 2023, the Committee undertook its annual scrutiny of local flood risk management and considered a report which detailed progress against the Action Plan of the Kirklees Local Flood Risk Management Strategy.

The report also set out the process for the development of the new strategy, which was due to be adopted in late 2023.

The Cabinet Member and Portfolio Holder for Regeneration was in attendance at the meeting along with representatives of partners; the White Rose Forest Project and the National Trust who explained projects being undertaken to provide natural flood management. Other partners included Yorkshire Water, the Woodlands Trust, Moors for the Future and the Environment Agency.

The Committee welcomed the interesting and informative presentations on the ongoing work in relation to natural flood management and the strong partnership working arrangements. It also requested that the new Flood Risk Management Strategy be submitted for pre-decision scrutiny in advance of it being presented to Cabinet.

Domestic Abuse in Kirklees – Update

A report was submitted to the Committee in February 2023 which provided a detailed update on activity to tackle domestic abuse in Kirklees, in line with the strategic aims and priorities of the 2022-2027 Domestic Abuse Strategy, which had been subject to pre-decision scrutiny by the Committee in 2021/22.

The Cabinet Member for Learning, Aspiration and Communities and representatives of West Yorkshire Police, West Yorkshire Integrated Care Board and Yorkshire Children's Centre (Perpetrators Programme) joined the discussion.

Members noted that the work being undertaken across the partnership was evident and was very positive. The work being undertaken with perpetrators and children was commended and the efforts to widen the provision of 'safezones', particularly in the Rural and Batley and Spen areas, was welcomed.

They also requested that further information be provided relation to benchmarking against other local authorities in respect of the incident/crime conversion rate for reports made to the Police; and the approach being taken in terms of the adjacent NHS Trusts.

Inclusive Communities Framework

A report was submitted to the meeting of the Committee on 28th June 2022 in respect of the Inclusive Communities Framework (ICF), prior to its submission to Council.



The ICF had been developed to provide a partner-produced strategic approach to building cohesive communities in Kirklees. It would sit alongside the Council's Health and Wellbeing, Sustainable Environment and Economic Strategies and set out how the Council and its partners would work with communities to try and ensure a safe and inclusive community.

Members asked a number of questions and requested that the implementation plan be brought back for consideration at an early stage and that its comments, as summarised below, be taken into account in the progression, and implementation, of the ICF:

- The importance of the role of Councillors as representatives of their communities.
- The need for realistic expectations, such as in respect of community input to decision-making.
- The use of accessible and clear language.
- The provision of a balance of stories.
- Reference to all of the engagement undertaken.
- The need for a focus on action as a key element.

The ICF was approved by Cabinet 5th July 2022 and Council on 13th July 2022 and, a report was submitted to the November meeting of the Committee which provided an update in respect of the Inclusive Communities Framework, including an overview of the Council's plans for implementation and a response to the issues raised by the Committee at its meeting on 28th June 2022.

The Committee reiterated its view in respect of the integral role of ward councillors in this work, due to their position at the heart of the organisation and their unique position within local communities. It also recommended that consideration be given to broadening representation on the Communities Board and stressed the importance of the Place Standard approach; listening to the voices and experiences of communities and robust monitoring of action plans to allow any issues with progress to be addressed, to learn from good practice and to assess impact and outcomes.

Regional Funding Update

At the meeting in December 2022 the Committee gave consideration to the Authority's approach to regional funding activity, with a focus on the funds administered by the West Yorkshire Mayoral Combined Authority (WYMCA).

A number of the Kirklees Councillors who were members of one of the WYMCA scrutiny committees were also welcomed to the meeting.

A report was presented which provided details on the main strategic economic development funding streams at regional level, including Gainshare and the UK Shared Prosperity Fund (UKSPF). It also gave an overview of the approach currently being taken including investment prioritisation, horizon scanning for future opportunities and overview/monitoring of all funding coming into Kirklees.

It was explained that the Council was taking a proactive approach in terms of the development of outline schemes, so that it was able to react quickly when funding opportunities came forward, and that the West Yorkshire Investment Strategy set out the following six investment priorities:

- Good Jobs and Resilient Businesses (including entrepreneurialism).
- Skills and training for people.
- Creating Great Places and Accelerated Infrastructure.
- Tackling the Climate Emergency and Environmental Sustainability.
- Future Transport Investment.
- Culture and Creative Industries.

The Committee recommended that consideration be given to:

- The need to facilitate a wider awareness of the work of the Combined Authority for Kirklees Councillors.
- The provision of greater support for those Councillors representing Kirklees on the Combined Authority.

- The need for a strategic approach to bus services across the district.
- The use of the Place Standard to build a strong evidence base for local priorities.
- Feedback to the wider Council from Kirklees Combined Authority representatives.

Loneliness and Social Isolation in Kirklees Post Pandemic

During 2022/23 the Committee gathered evidence in respect of the issue of loneliness in Kirklees and the impact of the pandemic, with the aim of helping to inform and shape the partnership approach in responding to this issue, in light of the potential impact on the health and wellbeing of local people.

This included formal sessions in October and December 2022 in respect of the role of the Partnership Loneliness Steering Group and how best to identify, signpost and refer people who are lonely or isolated and how loneliness could be 'made everyone's business'.

Members engaged with the following teams and partner organisations:

- Kirklees Partners' Loneliness Steering Group.
- Local Integrated Partnerships.
- Local Area Co-ordination.
- Public Health.
- Community Plus.
- The Council's Wellness Service.
- Luv2MeetU – a charity which operates on a national basis and organises events for small groups of people with learning disabilities or autism to address issues associated with independence and/or loneliness.
- Yorkshire Children's Centre – a local charity which takes a lead on the befriending partnership work in Kirklees.
- Age UK (Kirklees and Calderdale).
- Yorkshire Children's Centre.
- The Carer's Trust Mid Yorkshire – a local charity working to support unpaid family carers.

- Carer's Count - a not for profit organisation that supports unpaid carers within Kirklees.

Visits were carried out to the following groups to discuss the issues with service users:

- Long Covid Support Group - one of two support groups run by the Council's Wellness Service based at Batley Town Hall.
- Young Onset Dementia Support Group – led by volunteers through Yorkshire Children's Centre.
- Carer's Count at two locations in North and South Kirklees
- Carer's Trust Listening Group.

Further to some additional work in 2023, to focus on the views of young people, a report will be produced containing the Committee's recommendations.



Lead Members' Updates from Standing Scrutiny Panels

Each of the Lead Members provided the Committee with an update on the work of the standing scrutiny panel, listed below, on a regular basis.

Health and Adult Social Care Scrutiny Panel 2022/23

Panel Membership
Councillor Jackie Ramsay (Chair)
Councillor Jo Lawson
Councillor Bill Armer
Councillor Vivien Lees-Hamilton
Councillor Alison Munro
Councillor Lesley Warner
Helen Clay (Co-optee)
Kim Taylor (Co-optee)

Work Programme 2022/23

- Resources of the Kirklees Health and Adult Social Care Economy.
- Impact of Covid-19.
- Capacity and Demand - Kirklees Health and Adult Social Care System.
- Joined up Care in Kirklees Neighbourhoods.
- Mental Health and Wellbeing.
- Unplanned Care.
- Maternity Services.
- Access to dentistry.
- Quality of Care in Kirklees.
- Kirklees Safeguarding Adults Board (KSAB) 2021/22 Annual Report.
- Inequalities in access to health care services.
- New Plan for Adult Social Care Reform.
- Palliative and end of life care.

Panel highlights

Maternity Services in Kirklees

In the Panel's meeting held in September 2022 representatives from Calderdale and Huddersfield NHS Foundation Trust (CHFT), Mid Yorkshire Hospitals NHS Trust (MYHT) and the West Yorkshire Local Maternity System attended the meeting to present an update on the provision of maternity services in Kirklees.

Areas that were discussed included: recommendations and local improvement and action plans following publication of the Ockenden reports; the challenges of the local maternity workforce and the impact of these on childbirth choices for women in Kirklees; and details of the risk assessment of midwifery-led birth units against published European birth centre standards.

As part of their continuing review into maternity services in Kirklees panel members visited the Calderdale Royal Hospital (CRH) Birthing Unit and Labour Ward on 16 February 2023 to have a tour of the Birthing Unit and Labour Ward and to receive a presentation on CHFT maternity services that included an update on service developments.

Outcomes

As a result of the initial discussion the Panel agreed to write to the Chief Executives of both hospital trusts to express its concerns that women who lived in Kirklees were currently unable to access a birth centre located in their local district and the potential for there to be an extensive period before the resumption of services could take place.

The letters included a request to receive as soon as possible a clear timeline for the reopening of the birthing centres in Kirklees and details of the maternity services model.

The Panel also agreed that it would commit to engage with CHFT and MYHT on any external work or communications that the Panel undertook regarding the situation on

maternity services in Kirklees and to arrange a further meeting in public at the earliest opportunity to review in detail the maternity services proposals and to consider if they constituted a substantial change or variation to service.

Following the visit to CRH panel members discussed their findings and agreed that a follow up letter should be sent to the hospital trusts to outline further concerns relating to the intermittent closure of the CRH Birthing Unit due to staff shortages and to reiterate that scrutiny still had concerns regarding the lack of access for women living in Kirklees to a birthing facility located in their local district.

The Panel also highlighted concerns regarding the equality of access for Kirklees parents who had to travel further than they would have if a service was still available at Huddersfield and the impact on those families who relied on public transport. The Panel concluded that unless it was made aware of work that was taking place to reintroduce the birthing centres that taking account of the length time that the Birthing Units in Huddersfield and Dewsbury had been closed it would have no alternative but to recognise that a substantial change to service had taken place that the public should, retrospectively, be consulted on.

Joined up Care in Kirklees Neighbourhoods

The Panel included in its work programme a focus on how local primary care services via Primary Care Networks (PCNs) contributed to targeted integrated service delivery in the Kirklees neighbourhoods.

There were a number of areas that the Panel felt warranted review that included looking at the work that was being developed through the Council's primary care network & local health improvement leads and considering the progress, effectiveness and breadth of services being delivered in the community.

The Panel was also keen to assess the capacity of out of hospital care to include all aspects of community care including adult social care capacity, community services

capacity, and primary care support and to take account of the work that was being done by Community Pharmacy to help alleviate demand in hospitals.

At its meeting held in December 2022, the Panel heard from a range of representatives from the local health and adult social care system that included input from Community Pharmacy West Yorkshire and Local Care Direct, which is a community-owned healthcare provider delivering a wide range of NHS services to the people in Kirklees.

The discussions were detailed and constructive and covered a number of areas that included the role of community pharmacy in helping to alleviate pressures across the wider primary care system; the work being done to utilise the different skill mixes in the workforce and developing further the use of digital technology; the work that was taking place to align the agencies working in the neighbourhood model to general practice; and plans for the introduction of community diagnostic centres.

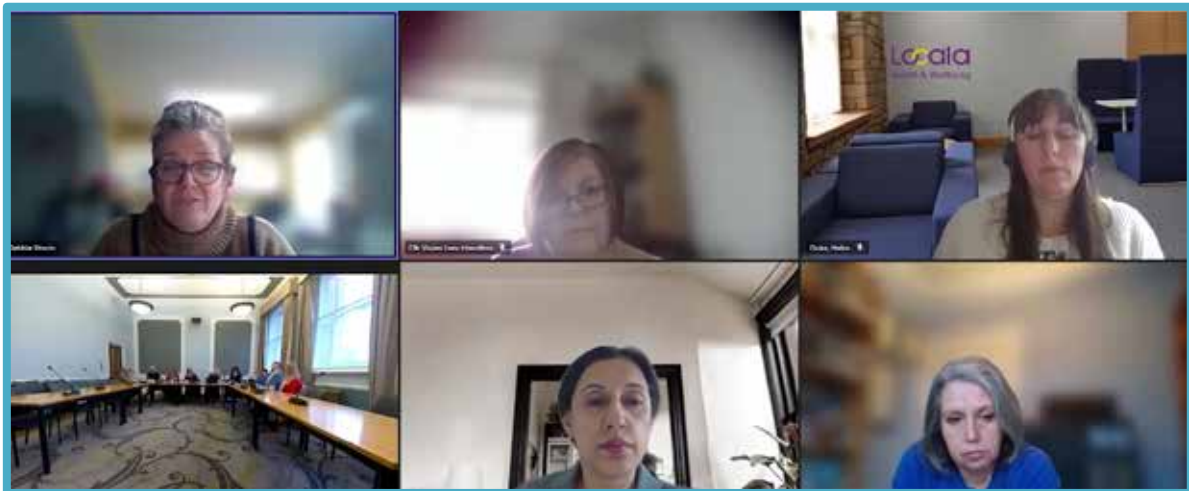
Outcomes

A number of concerns highlighted by the Panel were addressed that included an agreement that more work was needed to align the role of elected members in the work of Primary Care Networks (PCNs) and the neighbourhood model including developing the right forums to build that working relationship; an agreement that the development of the working relationships with the PCNs should be undertaken outside of the PCN formal business meetings; and an acknowledgment of the importance of communicating with the public and raising awareness of the local neighbourhood services.

The Panel acknowledged that the information and discussions had provided good evidence of the progress that was being made in integrated working despite the pressures in the local health and adult social care system.

Dentistry in Kirklees

The Panel has acknowledged that access to dental services in Kirklees can be a challenge for some people and was keen to explore in more detail the current position in Kirklees and what options may be available to address and tackle any inequalities in access to dental services.



The Panel also identified a number of areas that it felt warranted further scrutiny that included the approach being taken to promote oral health and dental health improvement; the support being provided to vulnerable groups; the forthcoming changes to dental commissioning arrangements; and looking more closely at orthodontic services in Kirklees.

At its meeting held in March 2023 representatives from NHS England, Public Health, Locala and the Kirklees Local Dental Committee attended to discuss in more detail the issues highlighted by scrutiny.

The discussions were robust and constructive and covered a number of issues that included:

The position of Orthodontic services in Kirklees; an update on the Oral Health Needs Assessment for the Yorkshire region; the challenges in accessing an NHS Dentist; delays in accessing hospital dental extractions for children and young people; the work

undertaken by Locala in providing Community Dental Services; and the transfer of commissioning responsibilities from NHS England to West Yorkshire ICB.

Outcomes

The Panel agreed that it should write to the two acute Trusts, Locala and the West Yorkshire ICB outlining its concerns in delays in accessing hospital dental extractions for children and young people. The Panel also agreed that following the transfer of the commissioning of dental services to the West Yorks Integrated Care Board (WYICB) that representatives of WYICB should be invited to attend a future Panel meeting to discuss its response to the delays in hospital dental extractions for children and young people.

Comments

Emily-Parry Harries - Head of Public Health

"The opportunities with scrutiny panels have been two fold this year and both very welcome – the Public Health team have been able to support the panel in furthering their understanding of inequalities and then use this understanding to support and challenge organisations to better support the population of Kirklees in the delivery of services."

Michelle Cross - Service Director- Mental Health & Learning Disability

"Involvement in Scrutiny Panel has been useful not only from an Adult Social Care perspective but from the whole Health and Social care system, we have done joint presentations with partners such as ICB, Independent Sector, SWYFT and LOCALA. It's good to show how joined up the system is in Kirklees and strength in partnerships that we have. The planning workshops are helpful in shaping the work plan and we get invited to be part of that which enables an understanding of what panel members want to understand further, I would say sometimes it's hard to understand how much detail is required as subjects are quite broad and there is a danger of providing too much detail but feedback we've had is its been well received and the conversation and discussion is always the best part of the sessions. "

Kim Taylor – Scrutiny Co-optee

“Working as a voluntary co-optee on the Health and Adult Social Care scrutiny panel has given me the opportunity to be part of the panel’s decision-making process and to use my experience of working in the NHS to influence and constructively challenge the way that services in Kirklees are delivered. As a lay member of the scrutiny panel, I am always mindful to consider the effect of any proposed changes or concerns about the quality of services delivered by the council and its partner organisations, and what these would mean to me, my family and friends, and the wider community. I particularly enjoyed the panel discussions on unplanned care and I am pleased that these have been included in the work programme for 23/24 with a focus on the work being done in the community to reduce unnecessary admissions to hospital.”

Joint Health Overview & Scrutiny Committees 2022/23

Calderdale and Kirklees Joint Health Overview and Scrutiny Committee (JHOSC)

Kirklees Membership
Councillor Elizabeth Smaje (Joint Chair)
Councillor Jackie Ramsay
Councillor Alison Munro
Councillor Aleks Lukic

During the 2022/23 municipal year the JHSC maintained its focus on reviewing the revised hospital services proposals at Calderdale and Huddersfield NHS Foundation Trust (CHFT) and held two formal meetings in October 2022 and March 2023. In June 2022 the JHSC members also attended an informal workshop with representatives from CHFT to discuss the Trusts Outline Business Case (OBC) which included a number of sections that contained highly commercial sensitive information.

The meeting held in October 2022 included a formal report that covered the areas discussed at the OBC informal workshop; an update on progress of the new Huddersfield Royal Infirmary Accident and Emergency Department; and a presentation from the Yorkshire Ambulance Service on its 2021 modelling report that would be used to determine the impact of changes and the additional ambulance capacity required.

At the meeting in March 2023 the JHSC was presented with details of CHFT's communication plans for its new Accident and Emergency department; details of the planned arrangements for the transition of services from the old Huddersfield Royal Infirmary A&E Department to the new; an update on the actions from the latest Travel

Plan and details of the plans for refreshing the Travel Plan and Survey; and an update on the hospital services reconfiguration project costs and contingency plans.

West Yorkshire Joint Health Overview and Scrutiny Committee

Kirklees Membership
Councillor Elizabeth Smaje
Councillor Jackie Ramsay

The JHOSC met 3 times during 2022/23 and covered a variety of issues that had implications for the West Yorkshire region.

Issues covered included: an overview of the aim and objectives of the West Yorkshire Association of Acute Trusts; an update on West Yorkshire Community Diagnostic Centre Plans; contributing to the refresh of the West Yorkshire (WY) Partnership Board Five Year Strategy; and an update and discuss on service demand pressures on the Yorkshire Ambulance Service; and considering access to NHS dentistry in West Yorkshire and looking at wider oral health issues.

Corporate Scrutiny Panel 2022/23

Panel Membership
Councillor John Taylor (Chair)
Councillor Steve Hall
Councillor Tyler Hawkins
Councillor Harry McCarthy
Councillor John Lawson
Councillor Aleks Lukic
Garry Kitchin (Co-optee)
Kristina Parkes (Co-optee)
James Ryan (Co-optee)

Work Programme 2022/23

- Financial Management/Capital Plan.
- Council Risk Register.
- Responding to the cost-of-living crisis.
- Procurement .
- Social Value Strategy.
- The People Strategy.
- Asset Management.
- Emerging Issue – Customer Service Capacity.
- Access to Services and Customer Services.
- Libraries.
- Technology Strategy.
- Comms Strategy.

Panel highlights

Responding to the cost-of-living crisis

At its meeting on the 3rd October 2022, the Panel received an update on the Council's response to the cost-of-living-crisis, specifically, the measures that were being put in place, to support local residents and communities in dealing with the difficult economic climate. Officers from the Welfare and Exchequer Team gave the Panel an overview of some of the support that was on offer to local residents which included: financial support and debt advice, advice on keeping your house warm and reducing energy bills, support with the cost of food, Kirklees jobs and careers and mental health support.

The 'Bread and Butter Thing', was hailed as a good example of the support available, which provided low cost, nutritious, affordable food across places in Kirklees, where residents could access three bags of food for £7.50, and anybody could access that provision. There were four such provisions across Kirklees, and the aim was to roll this out to more areas across the district.

The Panel was concerned that information regarding the support available may not be reaching the people who would most benefit from help and support, and asked how such information was being disseminated.

Outcomes

The panel welcomed the support proposed by the Council and was supportive of promoting Libraries as welcoming warm spaces and suggested supporting other community buildings to offer warm spaces as well.

Social Value Strategy

On the 15th August 2022, the Panel received an update on social value which had become an increasingly important focus for both the public and private sector, in

trying to optimise the social, economic, and environmental benefit of every pound invested.

The Panel learned that the current strategy had been in place since 2013, after the Social Value Act 2012 came into force. The legislation set a requirement for public sector bodies to consider social value in some procurement activity. The new strategy that was being developed, acknowledged some important developments that needed to be taken into account. Firstly, there was a need to consider, and embed social value much more widely in relation to the council's activities. Secondly, there was a need for commissioners to consider social value outcomes and how they might be achieved at a much earlier stage of the project development process. More importantly, the aim was to increase the visibility of social value commitments in the way contracts are commissioned and managed.

The Panel was presented with a set of proposals which outlined how the policy would be implemented. One part of that process would be to identify a lead within each service to develop social value knowledge and capacity, to ensure it was embedded throughout the commissioning of services. Another aspect would be developing a programme of training and action learning for the service leads.

In response to the information presented, the Panel raised concerns about what remedial action would be taken, for example, if faced with non-delivery against the social value stipulated, and not getting the value agreed with providers. The Panel questioned how successful have some of the measures like clawback and retention been?

Outcomes

The Panel asked that an action to talk to the big building companies be undertaken before finalising the policy, as this would ensure that the consequence of implementing the policy is fully understood.

Access to Services and Customer Services

At its meeting on the 28 November 2022, the Panel received information on some of the strategic objectives for libraries and access to services. The Panel was reminded that at its meeting on the 15 August 2022, information was presented on the work that was being undertaken to implement the new telephony system. Since the new system was introduced, the call answer rate had gone from between 73-75% on approximately 12,000 calls per week, to averaging over 85%, and this was consistently being achieved, and it is getting better.

The Panel also learned that there are 24 place-based libraries supporting access to services that reflect and are relevant to local communities by both the buildings and the outreach on offer. They are a valued and trusted local resource, providing a safe and welcoming space, and this is a key hinge point in terms of the council's commitment to delivering a warm spaces offer.

Outcomes

The Panel recognised that there are financial pressures, and a cost of living crisis and there are demands being placed on services as a consequence, and was encouraged by the steps being taken by the service to ensure that local people were able to access key services.

Comments

Cllr John Taylor - Lead Member

"Last year much of the focus was on the financial impact on the Council and communities as a result of the energy price rises and inflationary impacts. We looked at the range of support being provided by the Council and the Government. We also reviewed the performance of our customer service teams which is undergoing transformation to multi skill more of the team to provide quicker & better outcomes for residents".

Dave Thompson - Head of Access Strategy and Delivery

“Through the implementation of the access strategy, we have had valuable conversations with the Corporate Scrutiny Panel. The Panel has helped us work better, by asking key questions and providing support particularly around co-production with communities and our localised digital inclusion plans”.

Economy and Neighbourhoods Scrutiny Panel 2022/23

Panel Membership
Councillor Yusra Hussain (Chair)
Councillor Tyler Hawkins
Councillor Matthew McLoughlin
Councillor Martyn Bolt
Councillor John Taylor
Councillor Aafaq Butt
Chris Friend (Co-optee)
Jane Emery (Co-optee)
Jonathan Milner (Co-optee)

Work Programme 2022/2023

- Waste Strategy Capital Update.
- Hot Food Takeaway SPD.
- Affordable Housing SPD.
- Kirklees District Heat Network.
- Winter Maintenance Policy Review.
- Climate Change Action Plan.
- Progress update on Bus Stations (part on TCF).
- Tourism, Heritage & Cultural Strategies.
- Road Safety – Speeding Enforcement (deferred).
- Housing Allocations Update.
- Tree Policy Framework.
- Grounds Maintenance.

- Post 16 Skills.
- Future of Housing Homes and Neighbourhoods.
- Affordable Housing SPD.
- Public Space Protection Orders.
- Statutory Food Hygiene Plan 2023 – 2024.
- Statutory Health & Safety Plan 2023 – 2024.

Panel Highlights

Waste Strategy Capital Update

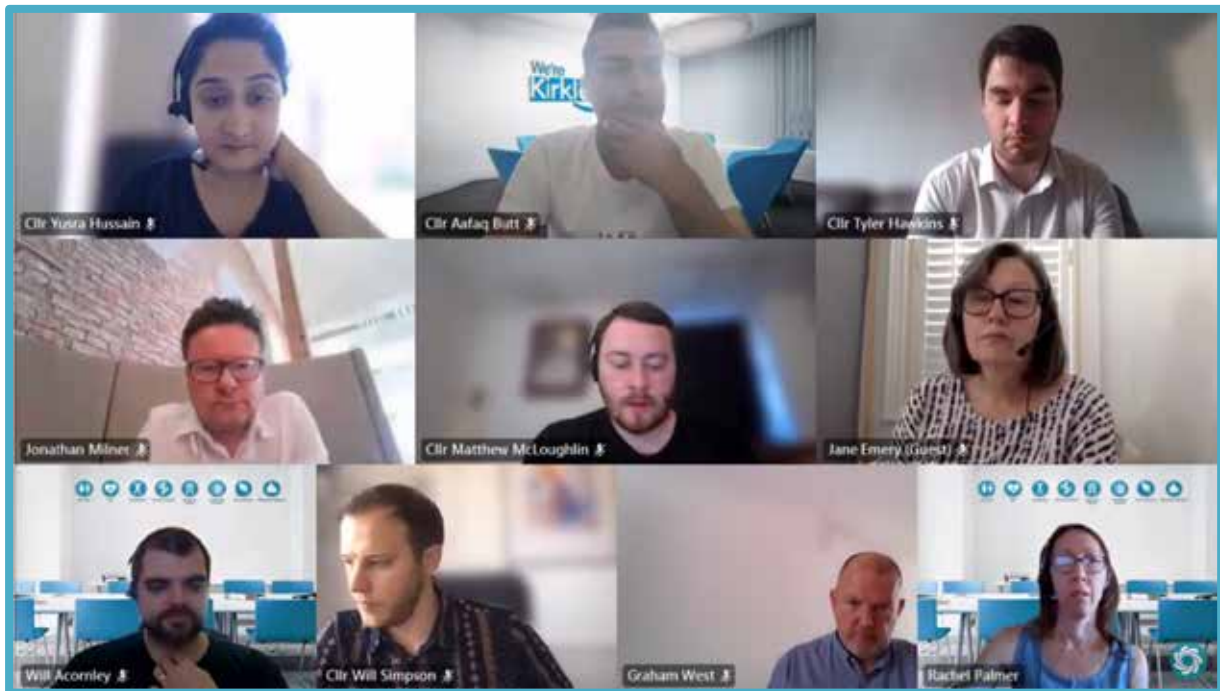
At the meeting of the Panel held 19th July 2022, the Panel considered the Waste Strategy Capital Update. It was explained that a report was to be submitted to Cabinet 9th August 2022 to agree delegated authority to draw on funding (approximately £3 mil) to allow the implementation and delivery of 7 key initiatives associated with the recently adopted Resources and Waste Strategy. These were:

1. The Community Reward Scheme.
2. The Reuse Shop.
3. Improved Litter Facilities.
4. Investment in Innovative Technology to Target Environmental Enforcement.
5. The Glass Collection Trial.
6. Bulky Collections – Third Sector Reuse Partner.
7. Depot Review.

The Panel were presented with the detail of each of the 7 key initiatives which were all in the early phases of development and the reasons why the funding was required for implementation. In the discussion that followed, key points were raised which included the importance of:

- The alignment of similar projects where possible, such as the 'ReUse Shop' and plans for bulky waste collection, to achieve desired shared outcomes.

- Ensuring that new collection and reuse facilities/services are accessible across Kirklees as a part of the long-term plans.
- Working with several third sector and private organisations to create a reuse network.
- Maximising social benefits including, upskilling, and training opportunities, as well as supporting other services (such as homes and neighbourhoods to provide residents with reused furniture for example).



Outcomes

The Panel welcomed the update highlighting the key benefits of the initiatives particularly in improving waste collection and reduction as well as wider opportunities to uplift products which was key during the cost-of living crisis. The Panel were also provided with early opportunity for input into the 7 initiatives with the understanding that further engagement was to be held with scrutiny, elected members and local communities as the projects developed.

Winter Maintenance Policy Review

Winter Maintenance was reviewed by the Panel in September 2021 which included a focus on the link to planning. Key issues noted included the maintenance of active travel routes, the challenges around housing growth, resources, and capacity for

Winter Maintenance. At this time the Panel recommended that the current policy for Winter Maintenance should be assessed.

In response to the recommendation, at the meeting of the Panel held 30th August 2022, a presentation was received which provided an overview of the Winter Maintenance Policy. The update set out the work undertaken by the 'Highways Working Group' which was established to carry out the review of the policy and the supporting winter maintenance operational procedures reflecting the considerations raised at the previous scrutiny meeting. The Panel were informed that:

- The budget for Winter Maintenance had been increased from £1.2m to £1.8m in 2021/22.
- In respect of gritting lengths, treatments times and grit bin provision for the West Yorkshire area, it was reported that Kirklees had the shortest treatment time (on par with Leeds Council) and gritted a higher percentage of the network.
- Kirklees had the highest number of grit bins on its untreated carriageway network.
- Recent service improvements included (i) automated grit bin process, (ii) extending winter standby by three weeks, (iii) effective social media communications and (iv) the review of the existing volunteer scheme.

In the discussion to follow the Panel explored various issues including: the approach to active travel routes, snow warden safety, the use of orange for visibility vests, the amount of grit laid, and the use of snow ploughs. Key questions were raised around the accommodation of new housing estates and the impact of inflation on the Winter Maintenance budget. Concerns were also raised in relation to the gritting around health centres and the consistency of the approach across all wards in Kirklees.

Outcomes

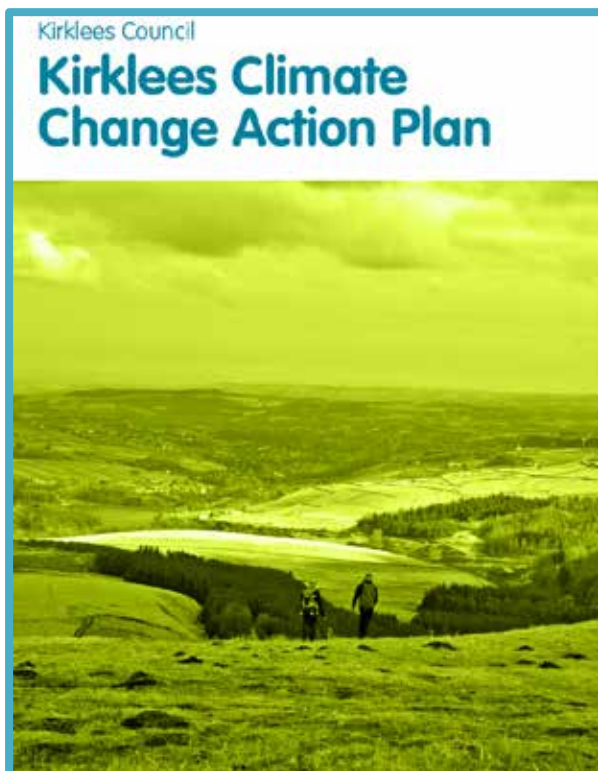
It was resolved that further information be provided to the Panel in relation to; (i) the gritting of routes to health centres (ii) the future maintenance of active travel routes

when the Council had invested initial capital, (iii) the increase in costs for gritting, (iv) information relating to whether grit bin provision could be a planning condition and (v) details of the risk assessment for Snow Wardens.

The Panel also commended officers on the use of social media in engaging with and informing the public around gritting and other winter maintenance issues, noting the positive responses from members of the public now that they had access to direct lines of communication.

Kirklees Climate Change Action Plan

At the meeting of the Panel held 18th October 2022, the Panel undertook pre-decision scrutiny in respect of the Climate Change Action Plan (CCAP). The Panel were presented with the draft Cabinet report, the draft action plan and the proposed next steps for consideration.



The Panel were informed that in response to Kirklees Council's declaration of a Climate Emergency in 2019, that the CCAP was developed to reach the Council's target to be net zero by 2038. The Plan set out several actions to achieve this and was centred on evidence and public engagement. The plan was structured by 8 action areas which were: Buildings, Energy, Natural Environment and Biodiversity, Sustainable Food and Agriculture, Transport, Waste, Water and Cross-Cutting.

In the discussion to follow the Panel considered a variety of themes in detail including, the approach to communications, the link between the CCAP and other key strategic documents (e.g.- future revisions of the Local Plan, the Transport Strategy and the Resources and Waste Strategy), the measurement of the reduction of carbon emissions and the associated timeframes of the actions.

In relation to Natural Environment and Biodiversity the Panel also asked several questions about; the consideration of the species of trees planted in the proposed sapling nurseries, the risks of invasive species, encouragement for hedgerow productions to increase biodiversity, (particularly insect population growth), water efficiency standards and the wetting of the moors to reduce flood risk and increase carbon capture in the peatlands.

Outcomes

Arising from the discussion the Panel made several recommendations for the development of the Plan.

In relation to the approach to communication and engagement, the Panel felt that the place-based focus of the Plan should be emphasised to address the individual needs within different communities. There should also be several different methods/streams of communication to engage with a variety of audiences, with different levels of understanding and needs. As a part of this the use of lay language and success stories (linking key technical information to the real-life experiences of the public) was recommended to support increased understanding within communities.

The Plan should be used to help inform and support the Local Plan and other key strategic links, such as the Transport Strategy and Waste Strategy. The Panel also recommended that consideration be given to the inclusion of Low Emissions Zones within the Plan, as well as within other linked strategies such as the Air Quality Action Plan.

In relation to measuring success, the Panel recommended that the Plan be reviewed and monitored regularly to ensure the climate emergency actions were being achieved. As a part of this, Mid-Term targets (i.e.- for reducing emissions) should be included in Phase 2 delivery of the Plan, and baseline targets for net zero ambitions and reducing carbon emissions should be made clear.

The Panel also recommended that consideration be given to; (i) the co-benefits (i.e., social value and place-based working) when reviewing building efficiency and (ii) the new development higher water efficiency standards be considered for expansion to private developments.

In relation to recruitment the Panel, recommended that the role of external Climate Champions be considered in the long term, and that Site Inspectors be included as part of the mandate that focused on protecting and enhancing the natural environment.

In relation to Natural Environment and Biodiversity the Panel recommended that (i) consideration be given to native species and tree types when planting to achieve the desired outcomes and that the details for mitigating the risks of invasive species be included in the Plan, (ii) the issue of the re-wetting of the moors be considered to encourage carbon retention in the peatlands and to mitigate the impact of degradation and (iii) it was important to encourage farmers to use any available hedgerow to increase biodiversity particularly insect population growth.

Progress Update on Huddersfield, Heckmondwike and Dewsbury Bus Station Projects (Part of the Transforming Cities Fund)

At the meeting of the Panel held 18th October 2022, a report setting out a progress update and the next steps for the Huddersfield, Heckmondwike and Dewsbury Bus Station Projects (part of the Transforming Cities Fund Programme) was considered. Lead Officers from the West Yorkshire Combined Authority (WYCA) were also in attendance.



Across the three bus stations, the projects were being developed in response to key issues which included the poor-quality physical environment, anti-social behaviour, road safety concerns, a lack of good quality services and accessible facilities, and poor pedestrian access. The investment in the bus stations aimed to achieve improved customer satisfaction, and an overall increase in bus patronage. This was along with reductions in anti-social behaviour and improvements would also make the bus station more energy efficient and contribute to the wider regeneration of the town centres.

In the discussion to follow the Panel explored how the planned improvements would achieve the desired outcomes and how wider bus services could be improved (particularly in more rural areas). Other key themes included questions around; public consultation/engagement, increasing bus patronage, improving safety and accessibility, the greening of the bus stations and the maintenance of these areas.

Outcomes

In relation to increasing bus patronage, recommendations made by the Panel included that (i) consultation/engagement with non-bus users be held to understand what would encourage future travel by bus, (ii) the wider connectivity of smaller towns and more rural areas should be considered to increase network usage.

In relation to the greening of the Bus Stations, the Panel recommended that there should be designated officers with accountability for the maintenance of green spaces around bus stations. These officers should be based locally or visit regularly and act as a point of contact in relation to maintenance. The Panel also questioned the removal of trees' to facilitate the planned improvements and highlighted that the Council's policy in relation to removing trees should be followed.

In relation to increasing safety and accessibility, the Panel recommended that there should be visible security stations and regular patrols inside the bus stations. It was also agreed that regular review be undertaken in relation to the value engineering and the scope of the projects.

Grounds Maintenance Current Position

At the meeting of the Panel held on 10th January 2023, the Panel considered a report setting out the current position in relation to Grounds Maintenance. The update highlighted the work undertaken and the achievements of the Councils Ground Maintenance Team as well as the challenges they faced and the future ambitions for the service.

The Panel were informed that the Grounds Maintenance Team were responsible for all parks and recreational grounds and maintained most greenspaces within Kirklees, as well as delivering contract services to a range of clients including Kirklees Homes and Neighbourhoods, Highways, Bereavement, Corporate Facilities Management, Schools, Academy Schools, and KAL. It was noted that the Grounds Maintenance service also offered a range of benefits which included:

- Working with people / local groups to provide people with practical work experiences to help them back into employment.
- 6 green flag awards for primary parks and country parks.
- Free and open accessible green spaces people could enjoy which supported mental-health and wellbeing.

- Working closely with partners to support biodiversity and the climate change agenda.

Key challenges were noted in relation to recruitment, budgets, machinery, and the gap between expected and resourced service standards.

Outcomes

The Panel commended those Officers who had served 50+ years within the Grounds Maintenance Team and recommended that these officers be recognised, celebrated, and thanked for their service.

The Panel also made suggestions around the approach to engagement and recommended that a plan be developed. Recommendations were also made to improve the co-ordination of tree planning on recreational grounds through understanding the needs of each individual area, and that consideration be given to alternative provisions to support young people needing a more practical learning experience and to provide clear career pathways, to support recruitment challenges.

Comments

Jonathan Milner – Scrutiny Co-optee

“Being engaged with the decision-making process for our towns transportation hubs was a particular highlight. To see the dedication, governance and due diligence that goes into the transformation of our communities is an enlightening and enjoyable experience. The openness and transparency of the scrutiny process along with the collaborative manner in which all involved undertake their duties to ensure that we act in the best interest of our communities to improve and empower them has been refreshing to see in a Local Authority.”

Councillor Yusra Hussain - Lead Member

“I want to thank all panel members and co-optees, for their commitment to the work of the Panel and contributions to effective scrutiny through their thoughtful and thorough consideration of the complex and important issues put before them. Key priorities of

the Panel in the 2022/23 year included a continuous focus on environmental matters in relation to the climate emergency and consideration of the impact of inflation arising from the ongoing cost-of-living crisis.

We have also given scrutiny to a number of pre-decision items, considered matters relating to housing, the developments to Kirklees's bus stations where we were kindly joined by officers from the Combined Authority, and explored the provision of post-16 skills, education and further employment with a key focus on how this relates to the local economy, to name a few of the varied and interesting topics that were considered as part of the Panels busy work programme, as we aim to drive improvement through strong and robust scrutiny."

Children's Scrutiny Panel 2022/23

Panel Membership
Councillor Andrew Marchington (Chair)
Councillor Paul White
Councillor Richard Smith
Councillor Elizabeth Reynolds
Councillor James Homewood
Councillor Ammar Anwar
Oliver Gibson (Co-optee)
Graeme Sunderland (Co-optee)
Toni Bromley (Co-optee)

Work Programme 2022/23

- Review of the Improvement Journey
- Independent Review of Children's Social Care – white paper
- Educational and Learning Outcomes and Kirklees Future Commission Learning Strategy
- Sufficiency for Children's Service (places/staffing resources)
- Changes to Young People's Activity Team (YPAT) Provision
- Partnership arrangements and visits
- Special Educational Needs and High Needs
- Mental Health in Schools
- Performance Information
- Elective Home Education
- Voice of the young person
- Early Years (Early Help Services and Engagement of Families Together)

- Pre-decision scrutiny
- Feedback from Panel Members on key issues considered by Corporate Parenting Board and Ambition Board

Panel Highlights

Review of the Improvement Journey – Outcomes of the Joint Area Targeted Multi-agency Inspection

In October 2022, the Panel considered a report on the Joint Area Targeted multi-agency Inspection that highlighted the following:

- The inspection took place from 27th June 2022 to 1st July 2022 and was carried out by inspectors from Ofsted, the Care Quality Commission and Her Majesty's inspectorate of Constabulary and Fire Rescue Services.
- The outcomes were provided by letter which summarised the headline findings and provided areas that needed improving.
- The letter from Ofsted explained that the inspectors had found that Kirklees safeguarding children's partners had significant knowledge of their local area and demand, practice with their agencies and the experiences of children. Mature relationships within the Kirklees Safeguarding Children's Partnership enabled partners to challenge each other effectively which demonstrated the well-established respect for, and equality of, partners views.
- The Inspectors had determined that Kirklees Council was the principal authority and should prepare a written statement of proposed actions responding to the findings outlined in the letter which was to be a multi-agency response.

Outcomes

The Panel acknowledged the "What needs to improve" and thanked Kirklees staff and partners for the hard work they undertake.

Independent Review of Children’s Social Care – white paper

The Panel considered how the Council was addressing the implications of the Care Reform white paper and the outcome of the Government’s response.

The Panel noted that the Care Reform Report on Children’s Social Care was broken down into 8 key areas, as follows:

- Reset Children’s Social Care
- A revolution in family help
- A just and decisive child protection system
- Unlocking the potential of family networks
- Transforming care
- The care experience
- Realising the potential of the workforce
- A system that is relentlessly focussed on children and families
- Implementation

In March 2023, the Panel considered a report entitled “Stable homes built with love” providing an update on the Government’s response in February 2023 to the McCallister, National Care Review which was published in May 2022.

Vicky Metheringham, Service Director for Child Protection and Family Support explained that on 2nd February 2023, the Department for Education (DfE) issued its response to the Independent Review of Children’s Social Care, the Child Safeguarding Practice Review Panel’s inquiry into the murders of two children and the Competition and Markets Authority’s study of the children’s social care market in three consultation documents. The consultations closed on 11th May 2023 and the outcome would inform future planning within Children’s Services at both a Local and National level.

In response to the McCallister report of 2022, the DfE set out an initial response for addressing a range of issues that impacted children’s Social Care Services.

Outcomes

In March 2023, the key areas covered as part of the consultation period were outlined in the report and noted by the Panel.

Education and Learning Outcomes

In July 2022, the Panel considered a verbal update on Educational Outcomes which highlighted the following key points:

- That a report was scheduled for Cabinet in July 2022 which encapsulated the educational outcomes and challenges during 2021/22 and showed how resilient schools were in providing the continuity of education during this time. The Panel had commented on the draft report at their panel meeting in March 2022 and were thanked for their help in shaping the report to Cabinet in July 2022 on Educational outcomes;
- The Education Strategy referred to as 'Our Kirklees Futures' outlined 3 key obsessions – inclusion, resilience and equity and these obsessions ran through the ambitions and vision;
- Kirklees Futures Summit held on the 23rd June, the key aim of which was to take the learning strategy from planning to first stages of implementation;
- The success of the Summit had produced the momentum for the Learning Strategy throughout the district and would be the key vehicle for improving educational outcomes;
- Reviewing Education and Learning Partnership Board to ensure it was able to hold the system to account for its actions.

In September 2022, the Panel considered a report giving an update on the Special Educational Needs and Disabilities (SEND) Inspection – Action Plan and inspection outcomes as part of their pre-decision Scrutiny.

In October 2022, the Panel received an update on Educational Outcomes and GCSE exam results.

In March 2023, the Panel considered a report on the current context around exclusions and suspensions in Kirklees and planned actions to support work in reducing these. There had been an increase in permanent exclusions and suspensions across Kirklees which applied mainly to boys and secondary schools. The main reason for exclusion and suspensions was around persistent disruptive behaviour. Reducing exclusions and suspensions in Kirklees was a priority, with both the SEND transformation plan and the 'Our Kirklees future learning strategy' outline a number of key actions underway. There was a need to refresh the approach to identify and support the needs of children and young people at a much earlier stage. Projects were being implemented to develop specialist placements across the alternative provisions sector and wider special educational needs and disabilities sector along with training, learning and upskilling.

Outcomes

In July 2022, the Panel agreed that they would welcome the opportunity to contribute to the restructuring and reshaping of the Education and Learning Partnership Board; receive future updates on how the Learning Service and Cabinet Members were scrutinising the educational outcomes, consider future information on longitudinal educational outcomes for the next 5 to 10 years (including 16+ and beyond) and receive a copy for information of the Educational Outcomes report scheduled for consideration by Cabinet on the 26th July 2022.

In September 2022, the Panel noted the areas for the improvement journey of the Transformation Plan; that Officers in Children's Service provide the Panel with details of partners involved in the Transformation Plan that they can meet with or visit as part of the Panel's scrutiny work; that the Panel receive further information on the increased number of pupils in Kirklees LA schools and academies with an Education Health and Care Plan since January 2015 to January 2021; that the Panel be invited to be involved in the development of the Transformation Action Plan going forward. The Panel asked that officers build into the action plan how the Panel might scrutinise the inspection outcomes; and that the Panel focus on the impact and affect

of ethnicity, gender and socio-economic factors on educational outcomes as part of their scrutiny.

In March 2023, the Panel asked for further information on the proportion of schools that were primary academies compared to secondary academies and agreed to consider a future report on how progress is measured on the cultural change towards supporting schools in developing a trauma informed approach.

Changes To Young People’s Activity Team (YPAT) Provision

In September 2022, the Panel received an update on the ongoing changes to the Young Peoples Activity Team (YPAT) provision as part of the ongoing SEND Transformation Programme and the ongoing development of the Short Breaks Offer.

The short breaks service supported disabled children and young people aged 5 to 18 with profound and complex needs. The service comprised of out of school clubs, weekend and holiday sessions, community sessions which ran from a large council owned building in Ravensthorpe. The building was shared with Adult Services and required significant investment. A need for new premises had been identified several years ago.

Outcomes

The Panel agreed to arrange a visit to the new premises at the Children’s Place Nursery in Ravensthorpe when fully operational.

Special Educational Needs and High Needs

In September 2022, the Panel considered the Special Educational Needs and Disabilities (SEND) Inspection – Action Plan and Inspection Outcomes and was informed that in May 2022 the Ofsted inspection report for Kirklees had been published. The report included a copy of the Transformation Plan. The main weaknesses identified were the poor delivery of the Healthy Child Programme (HCP)

and the area's ability across services and within settings to identify and meet the needs of children and young people with SEND who were in mainstream settings.

The Healthy Child Programme was being reviewed and would be a priority incorporated into the Transformation Plan as a key workstream going forward. An annual review of the transformation plan was taking place and some examples of what would need to be addressed would be how schools identified children early, to ensure schools had good Mental Health support teams and about making sure schools had a good Healthy Child Programme with a mandate of contacts and early intervention. A broad group of professionals would contribute to the outcomes. The Panel acknowledged the passion that officers were demonstrating to improve families lives and that the improvement journey was a high priority for the Council's Administration.

In December 2022, an Informal meeting of the Panel discussed a draft report scheduled for consideration by Cabinet on the 21st December 2022, giving an overview of plans to refresh and expand the "Alternative Provision" (AP) Education offer and seek authority to progress plans to create additional specialist AP places to support the needs of children (some of whom also have Special Educational Needs and Disabilities) who require an alternative education offer.

Outcomes

In September 2022, the Panel agreed to receive updates on the improvement journey of the Transformation Plan and that officers in Children's Service would provide the Panel with details of partners involved in the Transformation Plan that they can meet with or visit as part of the Panel's scrutiny work. The Panel also agreed to receive further information on the increased number of pupils in Kirklees local authority schools and academies with an Education Health and Care Plan since January 2015 to January 2021.

In December 2022, the Panel noted the report to Cabinet and agreed that it was essential that officers captured whether children were happy and also that a long-term plan was put into place for assessing the outcomes.

Mental Health in Schools

In March 2023, In March 2023, the Panel considered a report describing currently commissioned emotional wellbeing and mental health services, including recent developments, and outlined challenges currently being faced.

Following the Covid pandemic there have been effects on Children's Emotional Health and Wellbeing. Early years provisions, education, schools, colleges and activities were disrupted, leaving them without their usual support networks and social contact. Some children thrived in the home learning environment, particularly where going to school contributed to anxiety, but many suffered from isolation and loneliness. The youngest children lived through the pandemic at a vital time in their development, missing out on important learning and social experiences, which for some have had a significant impact upon speech, language and communication skills, as well as socialisation and regulation. Schools and early years settings are reporting that some children are less well prepared for school than in previous years. In common with other areas, in Kirklees there has been rising demand for all mental health, learning disability and autism services. This demand is extremely challenging to address, due to the current financial situation and workforce availability. The report introduced proposed developments for services and gave the current waiting list figures for each service area.

The Panel fed back on their visit to the Mental Health in School's Team and had witnessed some really good partnership working between South West Yorkshire Partnership NHS Foundation Trust, Kirklees Council Educational Psychology and Northorpe Hall Trust. The Panel also visited Hillside Primary School and had found it interesting to hear some of the anxieties from year 6 children about their transition to year 7 at secondary school.

Outcomes

The Panel agreed to receive future information regarding the fluctuation in the waiting times and trends for children's emotional health and wellbeing.

Partnership arrangements and visits by the Panel

The Panel visited both internal teams and external partners during the 2022/23 municipal year. The following information gives a summary on some of the visits that took place.

During July to September 2022, the Panel visited:

SEND Transformation and Commissioning Team

The Panel attended the SEND Transformation and Commissioning Team meeting on the 8th September 2022 as part of the work programme to enable the Panel to be involved in the discussion on the SEND written statement of action following the recent inspection. The main points considered at the meeting were the SEND Inspection and action plan and outcomes of the Inspection.

Parents of children with additional needs (PCAN)

Some members of the Panel attended PCAN Social meetings in September at The Zone in Huddersfield and Thornhill Lees Community Centre. Panel members met with parents to seek feedback on their experiences of accessing and engaging with the service and to ask what their experience had been like since the Ad-hoc Panel report on SENDACT, which had been approved by Cabinet in February 2019 and whether parents felt that anything had improved. Most of the PCAN parents involved in the consultation with the Ad-hoc Panel in 2018 were no longer attending the group, so the Panel spoke to parents about their experiences and whether the SEND Transformation Plan was making a difference.

The main findings from the visits to the PCAN Social meetings were:

- Lack of specialist resources both in the SEND Teams but also schools.
- SENDACT do not follow up with schools after an EHCP has been issued.
- Long waiting times to get a diagnosis or support.
- No single point of contact for parents to get access to all the support and information they need.
- Parents and children are not asked for their feedback.
- Parent's were not aware of the SEND Transformation Plan or how to access it.

Panel Members agreed to talk to officers about how parents could influence the transformation, how they would engage with parents and measure success of the plan and whether a comprehensive single point of contact and/or guide could be provided for parents of children with SEND. Councillor Marchington agreed to drop-in to future PCAN Social meetings and would arrange a more formal visit with PCAN in December 2022 and invite other Panel Members and the Head of Inclusion and Educational Safeguarding to attend the session. To raise awareness amongst parents, the report on the SEND Inspection and Outcomes considered by the Panel in September 2022 was shared with PCAN following the visits and included a copy of the Transformation Plan. PCAN shared this information with parents on their Facebook pages.

Some quotes from parents were:

"You can't force children to be square pegs when they are round."

"The distance between getting a diagnosis and receiving medication is how many temporary and permanent exclusions your child will have from school."

"The professionals don't know about the things that can help parents and they should make it their job to do so."

“They said – no decision about you, without you.”

In October to December 2022, the Panel visited:

Children’s Social Care Team (Dewsbury)

The Panel attended the Social Care Team in Dewsbury on 14th October 2022 as part of the work programme to meet in-person and speak to front line staff and Team Managers. The Panel asked questions relating to management of data collection and performance, working with partners, the voice of the child and how this was taken into account, good practice, and delivery of quality service. The team expressed that although there were vacancies in their team, they felt well supported by their managers and from other teams.



Parents of children with additional needs (PCAN)

Following the visit to PCAN in September, some members of the Panel attended PCAN social meetings in November and December 2022 to engage with parents /carers of children with SEND. A range of professionals attended the social meeting in December 2022, with a representative from the Local Offer Team requesting



feedback on their new booklet that had been produced. A selection of leaflets advertising support and services was made available for parents on the day.

Children with Disabilities Team

The Panel attended the Children with Disabilities team on 13th December 2022 as part of the work programme to meet staff in-person and speak to managers. The main points considered at the meeting were around data collection, partnership working, the voice of the child, good practice and delivery of quality service. The Panel also spoke to Team Managers about future development and supervision of staff.

Children's Social Care Team (The Valleys – Slaithwaite)

The Panel attended the Social Care Team in Slaithwaite on 13th December 2022 to meet in-person and speak to managers and asked questions around data collection and performance, partnership working, the voice of the child and examples of where this was put into practice and delivery of quality service. The Connected Persons Team had transferred to the Valleys in July 2022 which included special guardianship or foster carers who wanted to become special guardians. Approximately 500 children were not in care as a result of special guardianship orders.

During January to March 2023, the Panel visited:

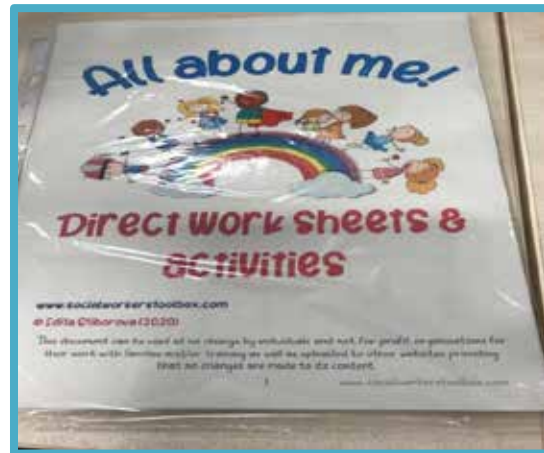
Child Protection Team



On the 23rd February 2023, the Panel visited the Child Protection Team at Civic Centre 3, Huddersfield and met with staff and Team Managers and asked questions around caseloads and recruitment, data collection, partnership working, voice of the young person, delivery of quality services and good practice and learning points. The Panel agreed to investigate the following actions:

- Lack of rooms and meeting space in Civic 3 to hold staff meetings and places to assess and meet with families;
- Special guardianships which have ended because they can no longer look after the child and unsuccessful adoptions which has meant more children coming back into care. The Panel agreed to raise at Corporate Parenting Board.
- Working relationship barriers between Child Protection and Safer Kirklees and how these could be strengthened.
- The relationship between Child Protection and the police and use of police powers which could sometimes conflict against the processes of the child protection team and impact significantly on the child when decisions were made

by the police which the social care team do not agree with and which do not meet the social care threshold.



Mental Health in School's Team



On the 21st February 2023, the Panel visited the Mental Health in School's Team (MHST) at Lowerhouses Children's Centre and met with staff and Team Managers from the three key partners which were South West Yorkshire Partnership NHS Foundation Trust, Kirklees Council Educational Psychology and Northorpe Hall Trust. The Panel were given a presentation and taken through a resume of the work

undertaken by the key partners and handed an information pack. The MHST service has 3 core functions:

- To deliver evidence based interventions for children and young people with mid to moderate mental health problems;
- Supporting the senior mental health lead in each school or college to introduce or develop their whole school or college approach;
- Offering timely advice to school and college staff and liaise with external specialist services to help children and young people to get the right support and stay in education.

The Panel also visited the Hillside Primary School at Newsome and observed an emotional wellbeing session run by a colleague from the MHST service for a group of year 6 children. The Theme of the session was around “do you worry?”. The children were asked to fill in a ‘cup of calm’ poster at the end of the session to describe their feelings.



Weekly Referral and Review meeting (Child Protection)

The Panel visited and observed the meeting held on the 27th March 2023 where officers from Children’s Service, Health and Education looked in detail at a number of individual cases to review the history, key elements of the case and the decisions taken. In some cases further action was agreed to follow up on individual cases.

Looking forward to 2023/24

The panel agreed that as well as considering reports on important issues relating to children and young people, they would continue to visit teams and partners, to include the Children's Social Care Teams, Children's Residential Homes and functions and the new YPAT premises in Ravensthorpe.

There are a number of areas where the panel will continue to scrutinise progress, including the Review of the Improvement Journey for Children's Services and the ILACs Inspection, Educational and Learning Outcomes, Sufficiency for Children's Service and the Special Educational Needs and High Needs which will include the increase in special school places, SEND Transformation Plan, role of voluntary sector partnerships and new provision and Mental Health in Schools and the fluctuation in the waiting times and trends for children's emotional health.

The Panel also agreed new areas of scrutiny in the following areas - the Review of the Children's Residential Homes and Functions, Quality Assurance and the impact of auditing the Children's Service, the support given to Special Guardianship Orders and wellbeing and the transition of young people to adults.

Comments

Councillor Andrew Marchington - Lead Member

"It has been a privilege to have chaired the Children and Young People's Scrutiny Panel for the last four years and to share in the improvement journey of the services delivered for and on behalf of children, families and young people in Kirklees.

I would like to express my thanks to everyone who has taken the time to talk to the panel and share with us the stories of their lives and work.

The report shows the variety of work that the panel has undertaken and in particular the people and places we have visited. We have tried hard not to replicate the scrutiny that already takes place in Children's Services, where on a daily and weekly

basis people are already putting their professional judgements on the line, with colleagues and with partners.

I wish everyone well as the journey continues, take care."

Toni Bromley – Scrutiny Co-optee

"I have immensely enjoyed being part of the scrutiny panel in the last municipal year. I feel the work is vitally important for the young people of Kirklees, ensuring they are safe in the community and in education and that goals are being met. As an ex-teacher, I have enjoyed ensuring that young people in Kirklees can thrive and seeing the constant work to provide the best education for them and set them up for successful futures. I am proud to be a resident of Kirklees and have been very proud to be part of the scrutiny panel looking out for the needs of the young people who live all around me."

Jo-Anne Sanders - Service Director for Learning and Early Support

"The approach that has been taken by Scrutiny has been valued and has supported us to develop our services. By engaging with teams, and observing practise, has meant that there is a deeper understanding of the way our services operate and the partnerships we participate in and lead to secure the best outcomes for children and their families. Being able to seek feedback from Scrutiny on reports to Cabinet has supported a robust, transparent approach to decision making. We have appreciated being able to agree with our Portfolio Holders the priorities for the Panel's workplan. This way of working leads to trusted and professional working relationships."

Ad-Hoc Regeneration Scrutiny Panel

Panel Membership
Councillor Elizabeth Smaje (Lead Member)
Councillor Yusra Hussain
Councillor Andrew Cooper
Councillor John Lawson

At the Meeting of the Overview and Scrutiny Management Committee held on 19th April 2022, a report setting out the proposal to establish an Ad-hoc scrutiny Panel to carry out a focussed piece of work in respect of the major regeneration projects in Kirklees's town centres was considered. The establishment of the Ad-Hoc Regeneration Scrutiny Panel was formerly confirmed at Annual Council 25th May 2022.

Terms of Reference

The Ad Hoc Regeneration Scrutiny Panel was established to scrutinise ongoing major regeneration projects within Kirklees and to hear from all relevant stakeholders, including Cabinet Members, Senior Officers, and Consultants with a view to providing input, through recommendations, as the projects developed and moved towards full delivery.

The Panel had in view the following Core Projects:

- Huddersfield Blueprint
- Cultural Heart
- Dewsbury Blueprint
- Local Centres Program

Work Undertaken

The Panel used a range of methods to gather the evidence that has been used to inform this report. The Panel held 5 public meetings and 2 informal meetings between July 2022 and March 2023.

As a part of the initial scoping, at the first public meeting of the Panel held on 28th July 2022 the Panel received an overview of the 4 core projects and a timeline of key milestones for delivery.

The Panel identified the following key themes for consideration throughout the scrutiny process ('golden threads'):

- Achieving net zero ambitions, through a focus on of climate change and environmental issues.
- Ensuring effective and meaningful engagement with key stakeholders through a focus on the Communications Strategies for each project.

The Panel then considered its meeting schedule for the 2022-23 municipal year in relation to the key dates, stages of development and milestones for each Regeneration project presented by officers, to inform its work programme and ensure scrutiny at meaningful stages. In relation to the way that meetings were held the Panel also identified that:

- That updates be presented by area, and that meetings would be held in a place-based way to enable stakeholder engagement with the scrutiny process.
- With each update it was important for the Panel to receive information in relation to the wider overarching projects and the Communications Strategy to maintain oversight of all developments throughout the process.
- Meetings should be held in good time prior to Cabinet decisions to enable the recommendations of the Panel to be taken on Board.

Panel Site Visits

As part of enhancing the Panel's understanding of the scale of the planned regeneration work, walking tours of each area to be discussed were organised prior to an update being presented to Scrutiny and were led by the officer presenting the report. During the period from July 2022 to March 2023, the Panel visited:

- **Huddersfield Station Gateway Area and St Georges Square** in respect of the Huddersfield Station Gateway, St Georges Hotel, and Estate / Somerset Buildings and Residential Development in Huddersfield Town Centre.
- **Huddersfield Town Centre and Queensgate Plaza** in respect of the Cultural Heart.
- **Dewsbury Town Centre** in respect of the Dewsbury Town Investment Plan. This visit was followed by a meeting with the Chair of the Ad hoc Scrutiny Panel and the Chair of the Dewsbury Town Board. The Panel were invited to observe a meeting of the Town Board thereafter.
- **Cleckheaton Town Centre** in respect of the Local Centres Programme.

Huddersfield Blueprint, the Cultural Heart and other projects surrounding the Cultural Heart

The Huddersfield Blueprint is a ten-year vision to create a thriving, modern-day town centre that was fit for the future, family friendly, inclusive, safe and a good place to invest to enable the existing private sector to flourish as well attracting new businesses. There were several other key projects at various stages of development and delivery surrounding the Cultural Heart which would help realise the vision for Huddersfield Town centre which the Panel also considered as part of its programme of work.

Update on the Cultural Heart, part of the Huddersfield Blueprint

At the meeting of the Panel held on 6th March 2023, the Panel considered an update on the Cultural Heart, part of the Huddersfield Blueprint.

As one of six key elements of the Huddersfield Blueprint, the Cultural Heart focused on the Queensgate Market area and included regenerating iconic and historic local buildings such as the library/gallery and the market hall.



At the time of the meeting, the Panel were informed that the Stage 3 design was complete, and planning had been granted for the full masterplan. The Gateway 3 final design was planned to be presented to Cabinet in June 2023.

In the discussion to follow the Panel asked questions around the following themes and issues:

- Clarity on the phasing of the projects
- Financials, in respect of inflation.
- Transport and climate issues
- Consultation and Engagement
- Decision Making
- Accessibility
- Lighting and safety

Outcomes

The Panel noted that one of the major aspects of the scheme, preparing and informing the design, was the Consultation. Various methods of Consultation had taken place since 2019, including with disabled groups to inform the design. External advice had been sought from a disability and inclusivity consultant to advise on going beyond the current best practice, along with other colleagues in Kirklees. In response, the Panel recommended that; (i) scrutiny be informed of the outcomes of consultations around accessibility initiatives as the work progressed, and (ii) British sign language signs be incorporated into the designs.

The Panel also highlighted the importance of delivery phasing noting that the Library, Foodhall and Events Square was mentioned in the timeline, but requested that a further update with respect to the delivery phasing for the wider elements of the Plan be provided to scrutiny at the appropriate time.

Arising from the Panel's question related to how the public transport and parking infrastructure would accommodate increased footfall, the Panel found that a vehicle movement strategy aimed to improve transport and movement around the town centre. Active travel was being encouraged and other options such as the free town bus, taxi pickups/drop offs, and the expansion of the parking offer at Kingsgate shopping centre were also being explored. In response, the Panel recommended that the Vehicle Movement Strategies be provided to scrutiny going forwards.

Huddersfield Station Gateway

At the meeting held 22nd September 2022, the Panel considered an update on the Huddersfield Station Gateway. The Panel were informed that the TransPennine Route Upgrade provided the opportunities to improve the train stations facilities and develop the Station Gateway. This included connecting St. George's Warehouse with the rest of the town centre as well as development of the Southgate site; predominantly how the Station and Stadium corridor could operate in terms as a focal point for high quality employment opportunities.

Outcomes

The Panel found that connectivity between buses and trains was noted as key to reducing maximum journey times and suggested that the Combined Authority should be involved to ensure oversight across both services when master planning. It was also requested that the passenger number forecasts and options for reducing congestion be provided to scrutiny going forwards.

The Panel explored the scope for achieving climate change, clear air and green targets and recommended that any new car parking provision should include electric vehicle charging facilities and that a bold approach should be taken to pedestrianisation highlighting where this had been successful in other towns and cities.

The Panel also noted the Masterplans in development at the time of the meeting and requested that these be provided to a future meeting of the Panel as well as the Winter 2022 Consultation Plans.

Station to Stadium Enterprise Corridor Masterplan

Arising from the recommendations made by the Panel at the meeting held 22nd September 2022, at the meeting of the Panel held on 26th January 2023 an update in respect of the Station to Stadium Enterprise Corridor Masterplan was presented. The report set out the long term vision of the plan, to create an environment that stimulated private sector investment as well as the next steps including public consultation in early 2023.

Outcomes

In response, the Panel requested that, the Communications Plan for the Spring Engagement and any updates to the Master Plans should be provided to scrutiny prior to publication. The Panel also explored several environmental issues during the discussion and found that:

- (i) In relation to redevelopment, the Panel noted that there was potential for a large amount of carbon release to be generated from the destruction of buildings and it was recommended that opportunities for reclamation, retrofitting and repurposing should be key considerations moving forwards.
- (ii) In relation to flood risk, the Panel requested that the proposed works should plan to mitigate the risk of flooding in the area.
- (iii) In relation to air quality, the Panel highlighted that learning should be taken from similar developments as examples to understand how to achieve the correct balance between residential, business, and commercial traffic in the town centre.

Estate / Somerset Buildings and Residential Development in Huddersfield Town Centre

At the meeting held 22nd September 2022, the Panel considered an update on the approach to residential development in Huddersfield Town Centre including the delivery of Estate Buildings and Somerset Buildings.



The Panel were informed that, the scale of investment of the Huddersfield Blueprint would in turn improve the attractiveness of the town centre as a place to live, provide new opportunities for residential development and attract new residents.

Outcomes

In the Panels exploration they asked about the demographic of the residents that the Council hoped to appeal to through the delivery of the projects and found that the aim was to attract young professionals to increase the opportunities for recruitment to local businesses in this area. In response the Panel recommended that when developing the type of residential offer alongside the Cultural Heart, it was important to consider the needs of those residents to ensure that the new town centre offer met those requirements through the right mix of services and retail/leisure opportunities. Under the theme of climate impact, the Panel highlighted the impact the ring road had on air quality in this location. In relation to the cost-of living crisis, the Panel asked about the financial review process noting the potential impact of inflation rates and it was agreed for the financial appraisal and the affordability review to be provided to scrutiny going forwards.

Local Centres Programme (focus on Cleckheaton)

At the meeting of the Panel held on 17th November 2023 at Cleckheaton Town Hall, the Panel received an update on the Local Centres Programme, with an additional focus on Cleckheaton.

The Panel were informed that in March 2021, the Cabinet considered a report which proposed investing in town and village centres outside of Huddersfield and Dewsbury. The Initial Cabinet report (considered 16th March 2021) proposed that 4 key centres – Batley, Cleckheaton, Heckmondwike and Holmfirth for the focus for the initial round of investment of £1.5m each. Of all 4 centres, Cleckheaton had progressed the most including having undergone public consultation on the planned masterplan.

Outcomes

A key theme of the Panel's discussion was the approach to consultation and engagement and several recommendations were made as follows.

In respect of response rates to questionnaires, the Panel noted that there was good participation demonstrated from drop-in sessions and over 2000 hits had been received online, but this had only resulted in 45 completed questionnaires. The Panel wanted to know how this could be adapted to improve outcomes and it was recommended that a quick tick box exercise such as an online poll, with only one YES/NO response option, be used more to increase responses from residents.

The Panel highlighted the importance of ensuring key stakeholder engagement prior to the development of the plan and wanted to know how officers planned to improve the dialogue with ward councillors and other stakeholders to increase participation with engagement exercises. The Panel noted examples of where strong visual stimulus had been used to increase engagement and raise awareness of projects in Huddersfield such as the George Hotel hangings and that the planters on New Street, which demonstrated a timeline picture graph, showing the envisaged outcome and how long it would take to complete. The Panel noted this as a positive approach and it was recommended that (i) visuals, such as static Boards and bold posters, be placed in public locations in Cleckheaton to engage the public in designs and the timelines and (ii) information detailing the designs (i.e.- leaflets/posters) be displayed in local shops and businesses in Cleckheaton to help engage the public. Officers also agreed to liaise with the Communications Team and Ward Councillors to feed staged information to the public.

The Panel also recommended that the Consultation be extended to local schools noting the importance in their representation and that Stakeholder engagement sessions be promoted more and linked to local events.

The way in which softer data, such as verbal responses to resident engagement, was captured was also noted by the Panel as a challenge when obtaining demonstrable

figures to apply for funding, and it was recommended that; (i) consideration be given to the approach to recording responses and (ii) the Council will ensure that a business case is ready (to present when opportunities arise to apply for grant funding) with demonstratable numbers from engagement exercises.

The Dewsbury Blueprint

The Dewsbury Blueprint was launched early in 2020. It set out a vision for the town centre and identified a series of key interventions for delivery over a 10-year period. The Plan aimed to bring more activity into the town centre, make it more attractive and improve accessibility. The final Dewsbury Town Investment plan was given approval in February 2023, the key projects were:

- Dewsbury Market –To create a model market for the 21st century.
- Dewsbury Arcade – To deliver a mix of retail and business spaces.
- Dewsbury Town Park - To create an exemplary piece of new public space with the aim of improving the attractiveness of the town centre.
- Fieldhouse and Daisy Hill (Residential opportunities) – To create a new neighbourhood at the heart of Dewsbury to support town centre vibrancy.
- Creative Culture Programme – There were 2 projects within the programme. Dewsbury would take a central role within the major initiatives of WOVEN in Kirklees, Year of Music 2023, Temporary Contemporary and The Festival of Conversations.
- Dewsbury Revival Grant Scheme - The Building Revival scheme was aimed at providing support for the conversion of buildings to both residential and commercial space as well as improving shop fronts to a Conservation Area Standard.
- Dewsbury Bus Station - Whilst not part of the Town Investment Plan package, a new bus station in Dewsbury was proposed and was a West Yorkshire Combined Authority led scheme.

The Panel noted that the Council were working closely with the Dewsbury Town Board as key stakeholders in respect of the regeneration work and explored several key themes including: acquisitions, bidding and the approach to finances given increased inflation, the plans to increase footfall and the target Market, the marketing strategy and how this related to the wider district, the scope for smaller towns outside of Dewsbury to be included, the scope of the Town Park and how decisions would be made as the projects progressed.

Outcomes

The Panel also held a key discussion around achieving outcomes and increasing footfall in the town centre and as a part of this wanted to understand more about the Town Market and how people be encouraged to visit, and what age demographic was the target market noting the importance of enabling younger residents to benefit from the offer. The Panel found that the mix of offer for the new market had a higher balance for food and beverage, which would create an atmosphere and increase dwell time. The proposal would encourage young people to spend more time in the town centre alongside creating a family friendly early evening offer to prevent people travelling elsewhere. The Panel further recommended that an update on the Market Strategy Mix be provided to scrutiny.

In respect of Acquisitions, the Panel wanted to understand Acquisitions; what mix was being looked at with regards to the acquired building and flats? It was found that the Council would acquire several buildings for various strategic reasons and Daisy Hill was a long-term project that was not anticipated to be finished by March 2026. In response the Panel requested that additional information regarding the regeneration and strategic acquisition of property in the Daisy Hill Area be provided to Scrutiny including a map of the area along with reasons for demolition or regeneration.

The Panel also recommended that (i) the Town Centre Living Plan be provided to scrutiny and (ii) in respect of concerns around inflation, scrutiny be provided with an update following re-evaluation.

Looking ahead 2023/24

In recognising the length and complexity of the regeneration work, at the meeting of the Annual Council held 24th May 2023 it was agreed that that a Growth and Regeneration Scrutiny Panel be established to continue scrutiny of major regeneration works in Kirklees's towns in greater depth in the long term.

Comments

David Glover - Senior Responsible Officer for Economy and Skills

'Over the two-year period since the inception of Our Cultural Heart in June 2021 the programme has been presented to scrutiny on four separate occasions. The sessions have included formal papers and presentations from council officers and the programme architects that have given the scrutiny panel the opportunity to delve into the detail. Comments, discussion, observations, and suggestions from the panel have been insightful and constructive providing the necessary checks and balances'.

West Yorkshire Combined Authority Scrutiny 2022/23

The Combined Authority currently has three scrutiny committees:

1. **Corporate Scrutiny Committee** (chaired by Cllr Peter Harrand, Leeds, for the first part of the year and Cllr Geoff Winnard, Bradford, for the remainder of the 2022/23 municipal year): this committee oversees the organisation's '**corporate assets**', resources, plans, policies and projects – such as finances, audit, human resources, technology and systems, governance, procurement, property assets, assurance, and overall strategy and performance.
2. **Economy Scrutiny Committee** (*chaired by Cllr Richard Smith, Kirklees*): this committee oversees the region's '**economic assets**', resources, policies, plans and projects – such as the economy, international trade, inward investment, businesses, employment sites and enterprise zones, people and skills, colleges, universities, culture, media and sport.
3. **Transport & Infrastructure Scrutiny Committee** (*chaired by Cllr Amanda Parsons-Hulse, Calderdale*): this committee oversees the region's '**physical assets**', resources, plans, policies and projects – such as transport network and infrastructure (bus, rail, roads, bikes, active travel), infrastructure projects, place (planning, housing and communities), and the natural environment and resources (including the waterways, climate, forests, green land).

Each committee has 16 members – 3 from each of the 5 WY districts, and 1 non-voting York member – and is politically balanced.

During the municipal year of 2022/23, significant time was dedicated to financial matters, particularly receiving detailed updates on budget and business planning, project / programme management and Assurance Framework processes amidst the inflation crisis. The Committee's were also presented with update reports on the new

Integrated Corporate System and Cyber Security processes in this ever-changing digital world. There was a focus on real time information, decarbonisation and looked at transport in planning in detail and looked at the Adult Education Budget, Business Enterprise Zones and the cost-of-living crisis's effect on workers and businesses in the region. In addition to formal meetings Panel's each held successful Mayor's Question Times to question the Mayor on her decisions, policies and plans as they pertained to each of the individual committee remits.

Team contact details

Contact the Governance Team at:

Kirklees Council
Legal, Governance and Commissioning
PO Box 1720
Huddersfield
HD1 9EL

Email: scrutiny.governance@kirklees.gov.uk

Phone: 01484 221000

Facebook: <http://facebook.com/liveinkirklees>

Twitter: <http://twitter.com/KirkleesCouncil>

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 27th June 2023

Present: Councillor Shabir Pandor (Chair)
Councillor Carole Pattison
Councillor Graham Turner
Councillor Viv Kendrick
Councillor Masood Ahmed
Councillor Naheed Mather
Councillor Musarrat Khan
Councillor Paul Davies
Councillor Eric Firth

Observers: Councillor Charles Greaves
Councillor John Lawson

Apologies: Councillor Cathy Scott

1 Membership of Cabinet

Apologies for absence were received on behalf of Councillor Scott.

2 Minutes of Previous Meetings

RESOLVED – That the Minutes of the Meetings of Cabinet held on 14 March and 11 April 2023 be approved as a correct record.

3 Declarations of Interest

No interests were declared.

4 Admission of the Public

Cabinet noted that exempt information had been submitted at Agenda Item 16 (Minute No. 16 refers).

5 Deputations/Petitions

No deputations or petitions were received.

6 Questions by Members of the Public

No questions were asked.

7 Questions by Elected Members (Oral Questions)

Under the provision of Executive Procedure Rule 2.3, cabinet received the following questions;

Question from Councillor Greaves

“With regards to Schools S106 funding, will Cabinet commit to comply with legal obligations and release the monies to the rural schools so that they can pay for improvements that Kirklees won’t?”

Cabinet need to set out any change in policy and share this with Councillors, and if there is a policy to divert monies to other areas, it will face strong opposition. On the agenda today is schools’ capital budget, I hope that none of that is planned as being funded from diverting S106 from my schools.”

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

Question from Councillor J Lawson

“Can I ask how you are going to reassure residents in Cleckheaton that it will not take another year for building issues at the town hall to be resolved and that Cleckheaton Folk Festival can have an assured place in the calendar?”

A response was provided by the Cabinet Member for Corporate Services (Councillor P Davies)

Question from Councillor J Lawson

“Is there an update on the resolution the ongoing Oakenshaw Cross issue?”

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

8 Appointment of Cabinet and Portfolios (Notice Under Article 7)

Cabinet received, for information, the schedule of appointment of Cabinet Members and associated portfolio responsibilities, in accordance with Articles 7.2.4 and 7.3.4 of the Constitution.

RESOLVED – That the appointment of Cabinet Portfolios, under the provision of Article 7.2.4 and 7.3.4 of the Constitution, be noted.

9 Council Financial Outturn and Rollover Report 2022/23

Cabinet gave consideration to a report, prior to its submission to Council, which set out information on the Council’s 2022/2023 financial outturn position for General Fund Revenue, Housing Revenue Account and Capital Plan, including proposals for revenue and capital rollover from 2022/2023 to 2023/2024. The report also included an annual review of Council Treasury Management activity.

The report advised that the Council’s revised General Fund controllable (net) revenue budget for 2022/2023 was £350.5m, including planned (net) revenue savings in-year of £2.5m. Cabinet noted that the revised budget was net of a number of planned transfers to and from reserves during the year, with the most significant being £2.7m from specific risk reserves, £2.1m from covid reserves,

Cabinet - 27 June 2023

£2.1m from development funding reserves, £1.4m from the demand reserve and £1.3m from the social care reserve.

The report indicated that Council spend was at £377.5m in 2022/2023, reflecting an overspend of £27m, equivalent to 7.7%, which was attributable in part to cost of living pressures above budgeted assumptions. The revenue outturn position was set out at Appendix 1 of the report.

The report provided a breakdown of information relating to cost of living pressures, variances by Directorate, general fund reserves, the collection fund, housing revenue account, capital, capital rollover proposals and additional borrowing proposals.

It was noted that, subject to approval, capital rollover proposals and the update of the five year capital plan will be incorporated into the in year financial monitoring in 2023/2024, and reported to Cabinet from quarter 1 onwards.

RESOLVED –

- 1) That, in regards to the General Fund, (i) the revenue outturn position for 2022/2023 including Cost of Living Impacts be noted (ii) the application of the Council's flexible capital receipts strategy to the value of £2.9m applied against eligible transformation in 2022/2023; as approved in the 2023/2024 Annual Budget Report (March 2023) be noted (iii) the Government's £13.5m funding contribution on 31 March 2022 towards the Council's Dedicated School's Grant deficit be noted (iv) the year end position on corporate reserves and balances be noted (v) the proposed use of pre-existing reserves be reaffirmed and the proposed use of new reserves (section 1.9 of the report refers) be endorsed and (vi) it be noted that regular monitoring and review of corporate reserves in 2023/2024 will be reported to Cabinet as part of the quarterly financial monitoring cycle.
- 2) That the year end position on the Collection Fund be noted.
- 3) That the Housing Revenue Account outturn and reserves position 2022/2023 be noted.
- 4) That, in regards to the Capital budget, (i) the Council capital outturn position for 2022/2023 be noted (ii) the £34.5m capital rollover from 2022/2023 to 2023/2024 be approved (iii) approval be given to the revised capital plan for the period 2023/2024 onwards after taking into account rollover, the rephasing of schemes and changes to grant assumptions (iv) £0.9m for replacement parking ticket machines (£0.3m 2023/2024, £0.6m 2024/2025) be approved (v) £0.5m for the land acquisition and development of new burial provision in North Kirklees be approved (£0.1m feasibility 2023/2024 / £0.4m land acquisition 2024/2025) (vi) approval be given to an additional £0.5m funding for the existing New Street Public Realm Project, in order to complete the landscaped public space contributing to the delivery of the Huddersfield Blueprint (vii) approval be given to £1m top slice of the Cultural Heart programme for internal fees, transfer of £1.7m from Huddersfield Southern Corridors to manage the overspend for the A62 Smart Corridor, and £60k for Accessibility to Public Spaces and Places project, all with net nil borrowing additionality.

- 5) That the Review of Treasury Management activity 2022/2023 be noted.
- 6) That the report be referred to the meeting of Council on 12 July 2023.

10 2023/24 to 2027/28 Council Capital Plan - Proposed allocation of capital funding from the Directorate for Children's Achieve and Aspire Strategic Priorities of the capital plan

Cabinet gave consideration to a report which identified potential school capital projects to be funded from the 2023/2024 to 2027/2028 Children's Achieve and Aspire Strategic Priorities within the Capital Plan, to support the SEND transformation plan. The report advised that the capital projects to support the provision of sufficient places for children with special education needs and disabilities were proposed for (i) Netherhall St James (VC) CofE Infant and Nursery School (ii) Netherhall Learning Campus High School (iii) Old Bank Academy (iv) Beaumont Primary Academy (v) Carlinghow Academy (vi) Southgate Special School satellite provision at Newsome Academy and (vii) Woodley School and College post-16 satellite provision.

The report advised that the identified projects included work that required completion prior to the provision opening and that, in some cases, further capital works were expected at a later date. It was noted that work was already commencing to enable two additionally resourced provisions to have a projected implementation date of summer 2024, and that additional special school satellite opportunities were also being explored.

RESOLVED –

- 1) That approval be given to the proposed capital expenditure for the projects as set out on in the report at (i) Netherhall St James (VC) C of E Infant (ARP) and Nursery School (ii) Netherhall Learning Campus High School (ARP) (iii) Old Bank Academy (ARP) (iv) Beaumont Primary School (ARP) (v) Carlinghow Academy (ARP) (vi) Southgate Special School (satellite provision located at Newsome High School) and (v) Woodley School and College (post 16 satellite provision).
- 2) That in order to aid the implementation of further capital schemes associated with SEND Transformation Plan at pace, including facilities for additionally resources provision and satellite provision, it be noted that authority is provided to Service Directors (as set out in Financial Procedure Rule 3.12) to (i) transfer resources within a programme area without restrictions (ii) transfer resources within programme areas between any year within the approved capital plan and (iii) transfer resources between any project or programme area up to a maximum of £2,000,000 in any financial year, subject to compliance with Financial Procedure Rules 3.12 to 3.16.

11 Housing Delivery Plan Update

Cabinet received a report which provided an update on the progress of the Housing Delivery Plan and recommended amendments to delegations of authority for the disposal of sites in order to support the capital receipts target and secure housing growth outcomes. The report advised that progress had been made across the programme and a summary report at Appendix 1 provided detail on the projects

Cabinet - 27 June 2023

currently underway, which included Bradley Park, Dewsbury Riverside and Daisy Hill, Dewsbury.

Paragraph 2.4 of the report set out information on potential site disposals, referring to the 41 sites as approved at the meeting of Cabinet on 29 August 2018, and sought authority for officers to dispose of any of these sites in consultation with the relevant Cabinet Member.

The overall delivery position was set out in Appendix 1. It was noted that 2,124 units were estimated to be delivered by 2030, and that work with partners in Homes England and WYCA would continue to minimise risk across the programme and secure resources to bolster the delivery of housing growth.

RESOLVED –

- 1) That approval be given to a capital funding allocation of £800,000 for Bradley Park to support preparation for next steps and delivery of phase 1, including additional feasibility and development activity.
- 2) That the progress of the Housing Delivery Plan, as set out at Appendix 1, be approved.
- 3) That authority be delegated to the Service Director (Development), in consultation with the relevant Cabinet Member, the Service Director (Finance) and the Service Director (Legal, Governance and Commissioning) to dispose of any of the 41 sites identified within the report (para 2.4 refers) irrespective of the value of the site and on such terms as officers deem most appropriate after consultation and the agreement of the relevant Cabinet Member, subject to all relevant policies and applicable legislation.
- 4) That, pursuant to (3) above, where any of the 41 sites in the housing growth programme are also identified in the report at Agenda Item 13 (Surplus Property Disposals) they be dealt with in line with the recommendations within that report.
- 5) That authority be delegated to the Service Director (Legal, Governance and Commissioning) to enter into all agreements necessary to effect any of the disposals referred to at (3) and (4) above.
- 6) That approval be given to the fee charging proposals as set out at Appendix 2 of the report.

12 Round 2 Levelling Up Funding (LUF2) and Local Centres Investment

Cabinet received a report which sought agreement to progress the next stages of the local centres programme. The report advised that both Batley and Marsden would receive significant sums of central government grant, totalling over £21m, including match funding, plus further private sector investment. The report also sought endorsement for identified projects in the centres of Heckmondwike, Cleckheaton and Holmfirth to progress to the project development stage using monies from the overall previously agreed allocation of £10m.

The report provided an overview of external funding sources in the delivery of projects and advised of the successful bids that had been achieved and which would assist in delivering the core masterplan objectives.

Cabinet - 27 June 2023

Cabinet noted that, strategically, the Local Centres Programme had been successful so far and that the process had identified a series of interventions to strengthen individual towns. The development of the local centre masterplan had been informed by plac standard engagement exercises and had involved the engagement of town centre stakeholders, businesses and users to help shape the overall approach to redeveloping the identified areas.

RESOLVED –

- 1) That approval be given to accepting external LUF2 funding of £12.0032m from the Government to support delivery of the Batley Town Centre Levelling Up project, subject to the terms and conditions of the grant funding agreement.
- 2) That, pursuant to (1) above, match funding (para 3.1 refers) is authorised to be allocated to the project and used for development and delivery.
- 3) That approval be given to the acceptance of external LUF2 funding of £5.605m to support delivery of the Marsden Levelling Up project and for the Council to act as Accountable Body for the LUF2 grants, subject to the terms and conditions of any grant funding agreement.
- 4) That authority be delegated to the Strategic Director (Growth and Regeneration) and the Service Director (Legal, Governance and Commissioning) to finalise and execute all necessary legal agreements with the Council's project delivery partners and put in place the necessary governance and assurance arrangements to ensure that the projects identified are delivered.
- 5) That, pursuant to (1) and (2) above, the Service Director (Development) be authorised to develop and deliver the identified scheme for Batley.
- 6) That approval be given to utilise the identified UKSPF funding to develop a masterplan for Marsden that draws on recent place standard outcomes.
- 7) That the final sign off of any masterplan for Marsden is delegated to the Strategic Director (Growth and Regeneration) in conjunction with the Cabinet Member for Regeneration.
- 8) That the programme of priority projects in the local centres programme (table 2 refers) be noted that that approval be given to the continued development and delivery of these, and any other agreed as part of the Heckmondwike masterplan exercise, subject to the necessary funds being in place.
- 9) That, subject to funding being in place, Officers be authorised to develop and deliver any projects for Marsden that are agreed as part of the Masterplan process as outlined in (7) above.

13 Surplus Property Disposals 2023/24

Cabinet gave consideration to a report which sought approval to bring forward to the proposed Capital Receipts Schedule for 2023/2024, delivering a targeted level of capital receipts in alignment with the Corporate Property Strategy. The report advised that the property interests identified for disposal had been assembled to form the Capital Receipts Schedule, which was set out at Appendix A of the report.

Cabinet - 27 June 2023

It was noted that the properties identified each required further evaluation to determine the appropriate legal process, market value and mode of disposal.

Cabinet were advised that, subject to approval, instruction would be issued to proceed at pace, with the required further evaluation, to form an accelerated programme for delivery. The report advised that, it was anticipated that a progress update and proposals for the 2024/2025 Capital Receipts Schedule would be integrated within the Council's budget setting process and used to inform the 2024/2025 budget report.

RESOLVED –

- 1) That authority be delegated to the Strategic Director (Growth and Regeneration) in consultation with the relevant Cabinet Member and Service Director (Legal, Governance and Commissioning) to dispose of any land and property identified in the Capital Receipts Schedule 2023/2024 to support the Council's income targets, irrespective of the value of the site and on such terms as deemed most appropriate.
- 2) That authority be delegated to the Service Director (Legal, Governance and Commissioning) to enter into all agreements necessary to affect any disposals referred to at (1) above.

14 Kirklees Cultural Heart - part of the Huddersfield Blueprint - Gateway 3

Cabinet received a report which provided an update on the progress of the Cultural Heart Programme which had now reached Gateway 3. The report sought approval to progress the delivery of parts of the adopted master plan to the next stage which would seek the commencement of construction and associated demolition works.

The report set out an overview of the progress of the blueprint since its launch in 2019. The report, and accompanying appendices, indicated the completion of work since Gateway 2 and matters associated the implementation of the overall masterplan which had been identified at that stage, along with the parts of the programme being proposed for early delivery. Cabinet were asked to note and approve a schedule of matters as listed within the report, in order to facilitate the next stage of delivery.

The report set out a number of key milestones, including the demolition and construction phase, and the completion of phase one, which was on target for 2025.

Cabinet gave consideration to the exempt information at Agenda Item 16 (Minute No. 16 refers) prior to the determination of this item.)

RESOLVED –

- 1) That approval be given to proceed in line with RIBA 3 and the associated developments for the master plan.
- 2) That approval be given to (i) the implementation of phasing and phase one (new library, food hall, events square, public realm and associated service areas) and (ii) the delegation of authority to the Strategic Director (Growth and Regeneration) in consultation with the Cabinet Member for Regeneration

Cabinet - 27 June 2023

to make decisions on the programme timeline in order that the cultural heart master plan and associated objectives can be completed within an appropriate timescale, reflecting the Council's position.

- 3) That approval be given to extend the appointment of the Strategic Development Partner (Project Manager) to Gateway 4 under direct award from the NHS Shared Business Services Construction Consultancy Services framework in compliance with Contract Procedure Rules and Financial Procedure Rules.
- 4) That approval be given to extend the appointments of the architect and the engineer for the monitoring roles to Gateway 4 in compliance with Contract Procedure Rules and Financial Procedure Rules.
- 5) That approval be given to the allocation of necessary Council staff and resources to support the programme and it be noted that, in the absence of sufficient internal resources, additional external resources will be sourced from existing/future framework arrangements.
- 6) That agreement be given, in principle, to the combining of the museum and the gallery within the master plan.
- 7) That (i) approval be given to the exploration of interest from, and negotiation with, development partners to promote the alternative complimentary use for the Queen Street plot and (ii) authority be delegated to the Strategic Director (Growth and Regeneration) to progress and draft contractual agreements that will be submitted to Cabinet at a later date.
- 8) That approval be given to the reallocation of the existing approved budget of £5.620m to progress from Gateway 3 to Gateway 4.
- 9) That the service revenue and capital budgets be noted and that authority be delegated to the Strategic Director (Growth and Regeneration), the Strategic Director (Adults and Health) and the Strategic Director (Environment and Climate Change), in consultation with the Service Director (Finance) to determine the service budgets associated with phase one, with any additional budget provision required being met from savings elsewhere within the Council budget.
- 10) That authority be delegated to the Strategic Director (Growth and Regeneration), in consultation with the Cabinet Member for Regeneration and the Cabinet Member for Corporate Services to conclude the social value strategy for the Cultural Heart Trust Fund.
- 11) That authority be delegated to the Strategic Director (Growth and Regeneration) to work within approved budgets to deliver the programme to Gateway 4 including appointing third parties in compliance with Contract Procedure Rules and Financial Procedure Rules.

15 **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.

16 **Kirklees Cultural Heart - part of the Huddersfield Blueprint - Gateway 3**

(Exempt information in accordance with Schedule 12A Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006 namely it contains information relating to the financial and business affairs of

Cabinet - 27 June 2023

any particular person (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.)

The exempt information was noted prior to the consideration of Agenda Item 14 (Minute No.14 refers).

This page is intentionally left blank

Contact Officer: Yolande Myers

KIRKLEES COUNCIL

CABINET

Tuesday 11th July 2023

Present: Councillor Shabir Pandor (Chair)
Councillor Cathy Scott
Councillor Carole Pattison
Councillor Graham Turner
Councillor Viv Kendrick
Councillor Masood Ahmed
Councillor Naheed Mather
Councillor Musarrat Khan
Councillor Paul Davies
Councillor Eric Firth
Councillor Bill Armer

Observers: Councillor Bill Armer

17 Membership of Cabinet

All Cabinet Members were present.

18 Declarations of Interest

No interests were declared.

19 Admission of the Public

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

20 Deputations/Petitions

No deputations or petitions were received.

21 Questions by Members of the Public

No questions were asked.

22 Questions by Elected Members (Oral Questions)

Under the provision of Executive Procedure Rule 2.3, Cabinet received the following questions:

Question from Cllr Armer

“I have been contacted by residents about a claimed path at Farnley Bank in Farnley Tyas, which is being investigated by Public Rights of Way Office being received on 4 April 2019. The Secretary of State for DEFRA has since issued a Direction 13 requiring that the application be determined by 12 August 2021. The matter is still showing as under investigation, and I would ask when this investigation will be concluded, and a decision made?”

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

23 NHS England Digital Social Care Project - Grant Scheme

Cabinet gave consideration to a report which gave an update on the work around externally funded digital social care work.

Cabinet noted that a significant amount of work had been undertaken to research and support the local adult social care market around digital technology and the deployment of digital record systems. Local care providers had ambitions to move to a digital record system and the funding proposed enabled that initial investment to be made using external funds.

The report outlined the two key proposals being (i) the grant funding of £79k to KirCA to continue to externally fund the engagement resources to support the project, administering any additional grant obtained from NHS / WYICB until 31 March 2025 and (ii) to issue grants to CQC registered care providers under the Digital Social Care NHS England grant programme until 31 March 2025.

Cabinet was advised that the rationale for externally funding KirCA as a delivery and engagement resource was that it built on aspirations to support the development of the association. The team that had developed during year one of the project was highly skilled at advising and supporting the sector in selecting an effective digital solution and supported connections for peer support between care providers.

Cabinet noted that once approval for the approach was given, the scheme would be opened up to applications using previous application and evaluation templates. Grant agreements between Kirklees Council and care providers would be updated to reflect changes introduced by the Subsidy Control Act 2022 and associated regulations.

RESOLVED –

- 1) That the work undertaken to develop digital care solutions in the local care provider market be noted.
- 2) That authority be delegated to the Service Director Mental Health & Learning Disabilities to administer an NHS West Yorkshire ICB / NHSE funded grant of up to £79k to Kirklees Care Association for based engagement staff, associated project and management costs, and to administer any additional grant obtained from NHSE / WYICB until 31 March 2025.
- 3) That authority be delegated to the Service Director Mental Health & Learning Disabilities to administer an NHS West Yorkshire ICB / NHSE funded grant scheme of up to £126k to fund CQC registered locations for eligible applicant provider organisations and to administer any additional grant obtained from NHSE / WYICB until 31 March 2025.

24 Our Council Plan - July 2023 (Reference to Council)

Cabinet considered 'Our Council Plan' which provided an extension to the existing 2021 – 2023 Council Plan.

Cabinet - 11 July 2023

Cabinet noted that the plan set out the ongoing commitment to the vision and shared outcomes and provided an update in the context of the economic and financial challenges facing the Council and the borough. The Plan set out the Council's current priorities and would be updated again in January 2024.

The report advised that priorities within the Council Plan set out what was most important to achieve and had been developed because of the current economic and financial challenges facing the Council and its citizens, communities, and partners. The update (provided at Appendix 1) was shorter than normal iterations, to provide more time to allow for the development of more detailed information about the priorities and their delivery in the next version of the Plan, which would be presented to Council in January 2024.

Cabinet was informed that Members of the Overview and Scrutiny Management Committee (OSMC) were consulted on the approach to developing the Plan, and on the draft contents of the Plan itself, at an informal meeting 6 June 2023. The feedback from OSMC had been considered with points developed in the final version of the plan.

RESOLVED –

- 1) That the report be referred to Council on 12 July with a recommendation that the Council Plan be adopted and included in the Policy Framework for the Council, setting the overarching strategic direction for the services and activities relating to the business of the Council. (The Plan was attached at Appendix 1)
- 2) That any required amendments arising out of the consideration of the report at the meeting of Council be delegated to the Service Director, Strategy and Innovation, in consultation with the Leader of the Council.

25 Food Safety Service Plan 2023

Cabinet gave consideration to the food Safety Plan 2023, which was a requirement of the Food Law Code of Practice, and was appended to the considered report.

The report advised that the plan had been influenced by the Food Standards Agency's (FSA) recovery plan which identified minimum requirements to be met in relation to the recovery of food hygiene inspection programmes as a result of the pandemic. The pandemic had resulted in the cessation of undertaking routine official controls, except in certain circumstances, resulting in a significant backlog of inspections.

Cabinet noted that the FSA would be auditing the Council against regulatory responsibilities in September 2023 and part of these responsibilities was to have the Food Safety Plan in place.

RESOLVED – That the Food Safety Plan 2023 be adopted, and officers be directed to publish the plan on the Council's website.

26 Statutory Health and Safety service plan 22-23

Cabinet gave consideration to the Statutory Health and Safety service plan 2022-23 which was appended to the considered report.

The report provided details on the function and activity of the Health and Safety Team within Environmental Health, and detailed activity from April 2022 in addition to the priorities for the following 12 months until March 2024.

Cabinet was advised that the service plan outlined the previous year's performance outcomes supplied annually to the Health and Safety Executive (HSE) which was then analysed by the HSE to determine if the Council was meeting the legal requirements of the National Local Authority Enforcement Code.

Cabinet noted that the 2022-3 priority to pro-actively visit warehouses addressed the national risks of workplace transport, working at height and manual handling, and 50 large volume warehouses within Kirklees warranted the intervention.

RESOLVED – That the Health and Safety Service Plan 2022-23 be adopted.

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 15th August 2023

Present: Councillor Graham Turner (Chair)
Councillor Masood Ahmed
Councillor Naheed Mather
Councillor Musarrat Khan
Councillor Paul Davies
Councillor Eric Firth

Observers: Councillor Bill Armer
Councillor Charles Graves
Councillor John Lawson
Councillor Mohan Sokhal

Apologies: Councillor Cathy Scott
Councillor Carole Pattison
Councillor Viv Kendrick

27 Membership of Cabinet

Apologies for absence were received on behalf of Councillors Kendrick, Pattison and Scott.

In the absence of Councillor Scott, the meeting was chaired by Councillor Turner.

28 Minutes of Previous Meeting

RESOLVED – That the Minutes of the Meeting held on 27 June 2023 be approved.

29 Declarations of Interest

No interests were declared.

30 Admission of the Public

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

31 Deputations/Petitions

Cabinet received a deputation from Susie Pavey, on behalf of Unison, which raised concerns regarding changes in the provision of adult social care, and the consequential impact upon communities, service users and potential job losses, and requested more collaboration and joint working regarding the shape of future service provision.

A response was provided by the Cabinet Member for Adults and Health (Councillor Khan).

32 Questions by Members of the Public

No questions were asked.

33 Questions by Elected Members (Oral Questions)

Cabinet received the following oral questions in accordance with Executive Procedure Rule 2.3 (2.3.1.6);

Question from Councillor J Lawson;

“Will the Folk Festival take place in the Town Hall next year?”

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

Question from Councillor Greaves;

“Has Jason McCartney MP paid a single penny in business rates on his current office since he moved in in January 2023?”

A response was provided by the Cabinet Member for Corporate Services (Councillor P Davies).

Question from Councillor Armer;

“In regards to Councillor Khan’s response to the deputation; she referred to a configuration of services. A reconfiguration is something that the Scrutiny Panel would take interest in. Has the Cabinet Member contacted the Panel to explain the configuration?”

A response was provided by the Cabinet Member for Adults and Health (Councillor Khan).

34 Damp, Mould and Condensation

Cabinet gave consideration to a report which provided an overview of the current situation with damp, mould and condensation in Council homes, actions taken to date in response and the next steps to deliver an improved approach.

The report advised that in 2022 a review had been undertaken with regards to the approach to damp, mould and condensation, and that a report and action plan had subsequently been produced identifying communication, data/intelligence and process as three main areas for improvement. Cabinet were presented with an update on the delivery of the action plan and case volume statistics at present, which reflected that a total of 1717 jobs were awaiting resolution as at 2 August 2023.

RESOLVED –

- 1) That damp, mould and condensation e-learning be compulsory for Council employees who speak to and visit residents, where appropriate to their role.
- 2) That the content of the report, and status of the action plan be noted.

Cabinet - 15 August 2023

- 3) That it be noted that further updates on progress against the action plan will be provided.

35 **End of Year Corporate Performance and Impact Report, 2022-2023**

Cabinet received the 2022/2023 End of Year Corporate Performance and Impact report which set out an overview of the Council's progress in relation to the 2021/2023 Council Plan deliverables and highlighted the most significant issues and challenges facing the Council and its partners in improving outcomes. The report provided information on activities undertaken and data, where available, on the quality and impacts of these activities.

It was noted that performance and impact reporting against priorities and deliverables within the Council Plan would continue to be reported twice yearly through Performance and Impact reports and that the next report would feature information relating to the priorities introduced in the Council Plan dated July 2023.

RESOLVED – That the report be noted.

36 **Review of the Council Tax Reduction Scheme 2024/25**

Cabinet gave consideration to a report which set out options to explore and consult upon prior to a decision on a redesign of the Council Tax Reduction Scheme, for 2024/2025 and subsequent years. It was noted that the scheme currently in operation took effect on 1 April 2018. The report advised that, if a decision was taken to revise the scheme it must be done no later than 11 March 2024, to have effect from 1 April 2024. The report set out options of (i) no significant change (ii) reduce protection for all (a 25% scheme) and (iii) remove protection and apply a standard 15% council tax reduction working age scheme.

Examples of the impact of the proposals upon households was set out at appendix one and the proposed consultation plan was set out at appendix two.

RESOLVED – That the proposals, as set out within the considered report, form the basis of public consultation and that the consultation process commences as soon as is possible in accordance with the strategy as set out at Appendix 2.

37 **Corporate Financial Monitoring Report; Quarter 1 for 2023-24**

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

Cabinet received the Corporate Quarter Financial Monitoring Report Quarter 1 2023/2024. The report advised that the Council's revised General Fund controllable (net) revenue budget for 2023/2024 was £379.4m, which was partly funded by a contribution from unallocated reserves of £24.6m and that the revised budget included planned (net) revenue savings in-year of £19.8m. It indicated that the revised budget was net of a number of transfers from reserves during the year, totalling £6.4m, with the most significant being £4.0m from revenue grants reserve and £1.1m from the stronger families reserve.

Cabinet were advised of a forecast overspend of £20.3m against the revised revenue budget at Quarter 1, equivalent to 5.3% of the revised budget, which if

Cabinet - 15 August 2023

sustained until the end of the year would increase the drawdown from unallocated reserves to £44.9m reducing the balance to significantly below adequate. The report advised that the actions set out within the report were considered necessary to avoid the need to issue a report under S114 of the Local Government Act 1998, though this would remain under review.

The report provided a breakdown of (i) spending by directorate (ii) central budgets (iii) collection fund (iv) general fund reserves (v) housing revenue account (vi) capital and (vii) treasury management.

RESOLVED –

- 1) That in regards to the General Fund (i) the forecast revenue outturn position at Quarter 1 2023/2024 and the forecast year end position on the Council's reserves and balances, as set out in the report, be noted (ii) approval be given to endorsing the continuation and strengthening of management actions implemented in the last financial year to contain actual income and expenditure with agreed budgets for 2023/2024, which include but are not limited to the actions as set out at paragraph 7.2 of the report (iii) the actions taken to maintain a Minimum Working Balance of c£15m, as set out in the report, be endorsed and that the requirement to update the Medium Term Financial Plan for the savings necessary to reimburse the Demand Reserve to enable the funding required for the Safety Valve Programme Agreement to be available when required be noted and (iv) it be noted that the use of reserves here onwards would be subject to the approval of the Service Director (Finance), and that the adequacy of the Council's reserves will remain under review.
- 2) That in regards to the Collection Fund (i) the forecast position on the Collection Fund as at Quarter 1, and the assumptions upon which it is based, be noted and (ii) the intention to undertake a review of eligibility of the Single Person Discount for Council Tax at the earliest possible opportunity be endorsed.
- 3) That the Quarter 1 forecast Housing Revenue Position and forecast year-end reserves position be noted.
- 4) That in regards to Capital (i) the Quarter 1 capital monitoring position for 2023/2024 be noted (ii) it be noted that a review of the Council's Capital Programme is currently being undertaken with a view to reducing debt charges as a contribution to the Council's savings target both in 2023/2024 and in subsequent years (iii) that approval be given to the reprofiling of the 2023/2024 capital plan as set out at Appendix 5 and (iv) that approval be given to the addition of the £0.09m UKSPF grant to the Capital Plan (profiled as £0.047m in 2023/2024 and £0.047m in 2024/2025) and its distribution to the voluntary, community, faith and education sectors as a capital grant for capital amenities and facilities to support the safety of Women and Girls.
- 5) That in regards to Treasury Management, the Quarter 1 treasury management prudential indicators, as set out at Appendix 6, be noted.

38 Adults Capital Programme - North Kirklees Day Opportunities for Adults with Learning Disabilities scheme

Cabinet gave consideration to a report which provided an update on the outcomes of a consultation with families and users of current residential respite services and sought approval to allocate monies from the existing capital programme to enable the development of new day buildings in North Kirklees in order to complement the revised residential respite offer.

The report advised that the development of the new educational capacity in Kirklees was designed to enable children and young people to remain living in the local area, rather than attending costly out of area placements, and enable them to live within their local community as they become adults. The report advised that the current day service provision was not fit for purpose and that the buildings could not meet the needs of service users. It set out opportunities to reconfigure and re-provide existing estate to improve outcomes for people with complex learning disabilities. Paragraph 1 (1.3.1) of the report set out the proposals for the redesign of the service provision and building use.

Cabinet were advised that the proposals would provide significant service delivery benefits and would create economies of scale, providing high quality facilities that are both modern and sizeable to accommodate a day unit for users with profound and multiple disabilities, and for users with complex challenging behaviour and autism.

It was noted that (i) a tender exercise for sites at Mill Dale and Crescent Dale would commence in Autumn 2023, enabling works to be carried out from January 2024, with an anticipated completion of June 2024 and (ii) investigative surveys would commence in Autumn 2023 at the site which would replace Red Laithes Court to determine feasibility of use.

RESOLVED –

- 1) That the feedback from the consultation exercise regarding the proposal to change the use of Milldale respite service and introduce a new respite offer that continues to support family carers, as set out at Appendix B, be noted.
- 2) That approval be given to the proposed changes to respite arrangements, as set out at paragraphs 2.19 to 2.20 of the considered report, and that they be enacted over coming months.
- 3) That approval be given to (i) capital expenditure of up to £3.0m for the redevelopment of Crescent Dale and Milldale and (ii) the tendering of the scheme.
- 4) That it be noted that, under the provision of Financial Procedure Rule 3.12, authority is delegated to Service Directors to (i) transfer resources within a programme area without restrictions (ii) transfer resources between any project or programme are up to a maximum of £2,000,000 in any financial year (iii) transfer resources within programme areas between any year within the approved capital plan, subject to compliance with Financial Procedure Rules 3.12 to 3.16 (and notification to the relevant Cabinet Member and appropriate ward members) which will be used to manage the project(s) as appropriate.

Cabinet - 15 August 2023

- 5) That approval be given to progress detailed feasibility works as soon as is possible regarding a proposed alternative site for the existing Red Laithes Court setting, including the initial allocation of £500k for detailed feasibility as well as the remaining £9.8m to fund necessary works and that the matter be submitted to Cabinet for consideration of the feasibility and next steps.

Contact Officer: Yolande Myers

KIRKLEES COUNCIL

CABINET

Wednesday 6th September 2023

Present: Councillor Cathy Scott (Chair)
Councillor Masood Ahmed
Councillor Paul Davies
Councillor Yusra Hussain
Councillor Viv Kendrick
Councillor Mussarat Pervaiz
Councillor Jackie Ramsay
Councillor Elizabeth Reynolds
Councillor Graham Turner
Councillor Bill Armer
Councillor David Hall

Observers: Councillor Bill Armer
Councillor David Hall

39 Membership of Cabinet

Cllr G Lowe submitted her resignation from the membership of Cabinet.

40 Minutes of Previous Meeting

RESOLVED - That the Minutes of the Meeting held on 11 July 2023 be approved as a correct record.

41 Declaration of Interests

No interests were declared.

42 Admission of the Public

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

43 Deputations/Petitions

No deputations or petitions were received.

44 Questions by Members of the Public

No questions were asked.

45 Questions by Elected Members (Oral Questions)

No questions were asked.

46 Appointment of Cabinet and Portfolios (Notice Under Article 7)

Cabinet received, for information, the schedule of appointment of Cabinet Members and associated portfolio responsibilities, in accordance with Articles 7.2.4 and 7.3.4 of the Constitution.

The Acting Leader advised that following the resignation of Cllr Lowe, the portfolio responsibilities would be absolved by other portfolio holders.

RESOLVED – That the appointment of Cabinet Portfolios, under the provision of Article 7.2.4 and 7.3.4 of the Constitution, be noted.

47 Council Budget Strategy Update: 2024/25 and future years

(Under the provision of Council Procedure Rule 36(1), Cabinet received representations from Councillor David Hall).

Cabinet considered the Council budget strategy update, prior to the submission of the report to Council on 13 September 2023, which set out the framework for the subsequent budget setting process and future financial planning.

Cabinet was advised that should the forecast outturn position for 2023/24 be sustained until the year end, the Council's Unallocated Reserve would fall to an inadequate level, and in response, a series of mitigating measures had been put in place to reduce the Council's net expenditure.

Cabinet noted the provisional outturn position on the Council's General Fund Revenue Budget was an overspend of c£27m. The report advised that some of the factors that contributed to that position had continued into 2023/24 and the latest monitoring position indicated the Council was forecast to overspend by £20.3m.

It was noted that, in the view of the Service Director Finance, mitigating actions were necessary to avoid the need to issue a report under s114 of the Local Government Finance Act 1988. The need to issue such a report would remain under review depending on the success or otherwise of the implementation of the mitigating actions.

Cabinet was advised that there was a forecast deficit on the Medium Term Financial Plan of £57.9m by 2028/29 with the most immediate issue being a funding gap in 2024/25 of £47.8m. This was partly caused by the continuation of the overspend in 2023/24 as a result of the continuing impact of the cost of living on the Council, shortfalls in income and rising demand pressures, particularly in Children's Services.

The report noted that the Government had indicated that it did not intend to undertake the awaited Fair Funding Review along with the Business Rates Retention Review, and as such, funding allocations to Councils would continue to reflect spending needs from 2013/14, thus not taking into account how those needs had changed (in relative terms) since that time.

RESOLVED – That the report be referred to the meeting of Council on 13 September 2023 with a recommendation;

- 1) That the key risks to the delivery of the budget in 2023/24 be noted and that these would be subject to consideration as part of the regular Budget Monitoring reports submitted to the Cabinet;

Cabinet - 6 September 2023

- 2) That the uncertainty with the funding outlook for the Council be noted, not least the limited progress on Local Government Finance reforms and that these would not take place before the next General Election;
- 3) That subject to the continuation of the Business Rates Pooling arrangements, delegate authority to the Chief Executive and the Service Director Finance, in consultation with the Leader and the Finance and Regeneration Portfolio Holder, to determine whether the Council should continue as a member of the Leeds City Region Business Rates Pool in 2024/25;
- 4) That the update to the Medium Term Financial Plan for 2024/29 as shown at Appendix A of the considered report be noted, and that in view of the uncertainty with some of the assumptions upon which the Plan is based, that it would remain under review as the Council's budget process progresses;
- 5) That the scenario analysis as shown at Appendix D which models 'worst' / 'best' case scenarios around the baseline MTFP as part of the assessment of potential risks facing the Council be noted;
- 6) That the Medium Term Financial Strategy as set out in the report be recommended for consideration and approval by Council;
- 7) That as delegations allow, and in view of the significant financial challenge faced by the Council, note that early action would be taken to identify and implement budget reduction measures (consistent with the Medium Term Financial Strategy set out above) as a means of reducing the funding gap set out in this report;
- 8) That in consultation with relevant Cabinet Members, request Officers to identify and bring forward proposals consistent with the Medium Term Financial Strategy set out in this report for consideration by Cabinet as part of their development of the budget for 2024/25;
- 9) That the timetable set out in the report for the development of the Council's Budget for 2024/25 be noted;
- 10) That, subject to consideration by respective Portfolio Holders, approval be given to any budget proposals arising from the work above be considered by the Cabinet in due course (and subject to the proposal on consultation below);
- 11) That subject to the work above and agreement with Councillors and recognising that it may be necessary to consult on specific matters as required, note that it is proposed to undertake consultation on the budget over Autumn 2023 with a view to informing decisions on the Council's budget for 2024/25.

This page is intentionally left blank

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET COMMITTEE - LOCAL ISSUES

Wednesday 21st June 2023

Present: Councillor Graham Turner (Chair)
Councillor Masood Ahmed
Councillor Naheed Mather

1 Appointment of Chair

It was noted that Councillor Graham Turner was appointed as Chair of the Committee for the forthcoming municipal year.

2 Membership of the Committee

It was noted that Councillors Masood Ahmed, Paul Davies and Graham Turner would comprise the membership of the Committee for the forthcoming municipal year.

Under the provisions of Part 3.4 of the Constitution, Councillor Naheed Mather was in attendance as a substitute, in the absence of Councillor Paul Davies.

3 Minutes of Previous Meeting

RESOLVED – That the consideration of the Minutes of the previous meeting be deferred.

4 Interests

No interests were declared.

5 Admission of the Public

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

6 Deputations/Petitions

No deputations or petitions were submitted.

7 Public Question Time

No public questions were submitted.

8 Member Question Time

No Member questions were asked.

9 Traffic Regulation Order No 19 2022, Proposed No Waiting At Any Time at Field Lane, Wood Street, George Street, Talbot Street, Whitaker Street and Bar Street, Batley

The Committee gave consideration to a report which advised of complaints that had been received in respect of obstructive parking at Wood Street, Field Lane, George Street, Talbot Street, Whitaker Street and Bar Street in the Batley East Ward. The

Cabinet Committee - Local Issues - 21 June 2023

report advised that site visits had been undertaken and consequently a scheme was developed to improve access and road safety. It was noted that the proposals were consulted upon and legally advertised between 16 February 2023 and 16 March 2023, and that three objections and a petition objecting to the proposals had been received.

The report explained that, in order to resolve the existing issues of obstructive and inconsiderate parking it was proposed that a 'no waiting at any time' parking restriction would be introduced at strategic locations along Field Lane and at relevant junctions to displace parking, and maintain access and visibility and improve road safety. Details of the received objections were set out at paragraph two of the report.

Under the provision of Council Procedure Rule 37, the Committee received oral representations from local residents Johnathan Mack and Iftikar Hussain in objection to the proposal Traffic Regulation Order.

RESOLVED – That the objections and petition be overruled and that Traffic Regulation Order No 19 2022 be implemented as advertised.

Contact Officer: Nicola Sylvester

KIRKLEES COUNCIL

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Friday 29th September 2023

Present: Councillor James Homewood (Chair)
Councillor Yusra Hussain
Councillor Naheed Mather
Councillor Melanie Stephen
Councillor John Taylor
Councillor Kath Pinnock

Co-optees Chris Jones

In attendance: Martin Dearnley – Head of Internal Audit
Rachel Firth – Finance Manager (Virtual)
Chris Read – Corporate Customer Standards Officer
Clare Armitage – L & OD Partner
Sarah Simpson – Assistant Corporate Customer Standards Manager
Rachel Qureshi – Audit Manager
Simon Straker – Audit Manager
Sarah Brown – Acting Head of Welfare and Exchequer

Apologies: Councillor Harry McCarthy
Councillor Elizabeth Smaje (ex-Officio)

1 Membership of the Committee

Apologies for absence were received from Councillor McCarthy and Councillor Smaje (ex-officio)

The Committee noted the changed to the membership of Corporate Governance and audit and welcomed Councillor Mather.

2 Minutes of Previous Meeting

RESOLVED:

- 1) That the minutes of the meeting of 14th July 2023 be approved as a correct record.
- 2) That the minutes of the meeting of 12 September 2023 be approved as a correct record with the amendment that Councillor Paul Davies was in attendance.

3 Declarations of Interest

There were no declarations of interest.

4 Admission of the Public

It was noted that Agenda item 14 would be considered in private session.

5 Deputations/Petitions

There were no deputations or petitions received.

6 Public Question Time

There were no public questions.

7 Corporate Governance and Audit Committee Annual Report

The Committee receive the Corporate Governance and Audit Committee Annual Report which summarised the contributions the committee made during 2022/23 to the achievement of good governance and internal control within the Council.

All Members brought an independent and open mind to the business of the committee and were thanked for the contributions they had made.

The benefits to the Council of operating an effective Audit Committee were:

- Maintaining public confidence in the objectivity and fairness of financial and other reporting.
- Reinforcing the importance and independence of internal and external audit and any other similar review process; for example, reviewing and approving the Annual Statement of Accounts and the Annual Governance Statement, and the Quarterly Reports from Internal Audit and the Annual Report from the Head of Audit.
- Providing sharp focus on financial reporting both during the year and at year end, leading to increased confidence in the objectivity and fairness of the financial reporting process, including specific review on behalf of the Council of specialist parts of budgeting and accounting policy and practice – such as Treasury Management.
- Assisting the co-ordination of sources of assurance and, in so doing, making management more accountable.
- Providing additional assurance through a process of independent and objective review.
- Raising awareness within the Council of the need for governance, internal control and the implementation of audit recommendations.
- Monitoring of related areas such as the Council's approach to threats from fraud, bribery and corruption.
- How the Corporate Governance and Audit Committee has contributed to strengthening risk management, internal control, and governance arrangements.

The report provided additional assurance and underpinned the Annual Governance Statement, which was approved by the Committee.

RESOLVED:

- 1) That the Committee noted the assurances set out in the report that the Committee complied with CIPFA's Position Statement: Audit Committees in Local Authorities and Police

- 2) That the draft annual report at Appendix A be approved and considered at Council.

8 Corporate Customer Standards Annual Report 2022/23

The Committee received a report on Corporate Customer Standards 2022/23. The report provided a commentary on ongoing performance and covered other areas of interest.

The report included statistical information from across West Yorkshire relating to the number of Ombudsman complaints received, which highlighted that Kirklees had not received any formal reports in 2022/23. The report set out detail of complaints by service area and provided a breakdown of third stage and pre-third stage complaints. In 2022/23 the number of complaints considered at third stage dropped significantly in year and followed the trend of non-covid complaints considered in 2021/22, it was reported that the factors in the decline may include that the Customer Standards section provided more complaint handling advice to services for pre-third stage complaints, and the council was more proactive in seeking to resolve a complaint by thinking how the Ombudsman may remedy the complaint at an earlier stage.

During discussion, the committee raised a concern regarding Homes and Neighbourhoods regarding oversight of the complaints whilst there was a cross over of staff, Chris Read, Corporate Customer Standards Officer advised that the senior manager of Homes and Neighbourhoods dealt with the complaints, and that there was now more oversight since Homes and Neighbourhoods were brought back into the Council as there were all in one area.

RESOLVED: That the report be noted.

9 Annual Report on bad debt write-offs 2022/23

The Committee received a report on Bad Debt write-offs 2022-23.

Overall write-offs for 2022-23 were higher than 2020-21. The overall percentage written off had reduced each year for the previous two years but increased in 2022/23 due to the current financial situation and the accrued uncollectable debts that had built up through the last few years. It was noted that there was a likelihood of more suppressed bad debt, which could be reflected in future years write offs, alongside some continued economic volatility depending on the pace of global, national and local recovery from the pandemic and cost of the ongoing living crisis.

The figures for write offs of Adult Social Care debt, Housing Benefit Overpayments recovery, Housing Revenue Account (HRA), Business Rates and Council Tax made up the top 5 areas for write offs and demonstrated how important it was for everyone to pay their share of the charges to help fund essential Council Services. The recover action highlighted was to ensure that all collectable debts outstanding were to be pursued through appropriate recovery action and support for the customer. Additional resources were to be deployed to recover unpaid Council Tax or Business Rates quicker and more effectively once older debts that had been through the recovery process had been removed. Tighter processes and

Corporate Governance and Audit Committee - 29 September 2023

procedures continued to be put in place to maximise recovery of collectable debts earlier in the process.

During discussion the committee raised concerns regarding council tax arrears increasing and business rate write offs. Sarah Brown, Acting Head of Welfare of and Exchequer advised that business rates were down compared to the previous year and that support was in place to help businesses. With regards to council tax, the service was carrying out a single person discount review which could highlight people who should have been paying full council tax but would also help those who could be entitled to the single person discount who had not put in a claim.

RESOLVED: That the report be noted.

Grant Thornton: External Audit Findings Report 2021/22

The Committee received the External Audit Finding Report, for year end 31 March 2022, as submitted by Grant Thornton.

It was reported that Grant Thornton's audit work was completed both onsite and remotely between July and November 2022 and the findings were summarised within the report. At this stage Grant Thornton had not identified any adjustments to the financial statements that resulted in amending the draft outturn in the Council's Comprehensive Income and Expenditure Statement. Grant Thorntons work was substantially complete and there were no matters that required modification to their audit opinion or material changes to the financial statement subject to the outstanding matters in the report.

It was anticipated that the audit report opinion to be agreed very soon would be unqualified.

During discussion of this item, Councillor Pinnock raised concerns around the audit findings for Kirklees Stadium Development Ltd and requested that the Head of Internal Audit and Risk arrange for a report to be provided to this committee at a future meeting. Members also discussed the issue of consistency and context between the wording in the report and the wording set out in the 2021/22 Value for Money Report submitted at the July meeting, The Committee requested a future discussion in respect of the processes in place with regard to budget planning and forecasting.

RESOLVED: That the report be noted.

11 Annual Governance Statement 2022/23

The Committee received a report noting the 2022/23 Annual Governance Statement prior to it being signed off by the Chief Executive and Leader, and to consider whether the issues raised reflected the state of the governance and control framework during 2022/23.

The Statement covered the period up until the Annual Accounts 2022/23 are approved and concluded that overall the governance arrangements were fit for purpose. The Statement was a statutory requirement and accompanied the Statement of Accounts in order to provide readers with assurance about the

governance and internal control environment in which they had been complied and to which they related.

The Statement highlighted a number of Significant Governance Issues. Several of the issues from the 2021/22 statement that had been brought forward reflected the nature of the issues and action required. Consideration had been given to a number of potential new issues with the serious financial position of the Council. The actions and controls that the Council were taking were contained within a recommended Action Plan, and progress so far was detailed in the report.

RESOLVED:

- 1) That approval be given to the Annual Governance Statement 2022/23,
- 2) That authority be delegated to the Chief Executive in consultation with the Leader of the Council to make necessary minor amendments to the statement.

12 Internal Audit Update 2023/24

The Committee received a report from the Head of Internal Audit which set out a proposed audit plan for the second half of 2023/24. The report also proposed a new format for the quarterly reporting, on which the Committee was invited to make comment and note other issues.

It was noted that reasonable progress had been made on the first half plan, which included 48 audits although there had been minor variations. This reflected an ability to deliver based on minor changes to staff capability and should enable slightly stronger assurance opinion on operating financial systems. The revised plan would provide for delivery of 56 audits, providing 100 audits in total by the end of the year.

At a previous meeting the Committee had agreed to amending the format which increase the amount of information that was in the public domain. The propose main features were the dashboard style set of charts and a schedule of activity during the audit period. There was also a proposal of minor changes to the rating methodology for internal audits of individual schools.

During discussion, the committee raised concerns regarding assurance on budget management and forecasting processes and requested that the Chair of this Committee and Head of Internal Audit & Risk liaised with a view to identifying arrangements to bring a report at a future meeting of this committee.

RESOLVED:

- 1) That the Audit plan for the second half of 2023/24 be approved,
- 2) That authority be given for the Head of Internal Audit to vary the proposed audit plan as is considered necessary in line with ensuring Internal Audit can effectively provide corporate assurance and to meet the needs of the organisation,
- 3) That the new Internal Audit Quarterly Report format be noted,
- 4) That the assessment of individual school audits be noted,

Corporate Governance and Audit Committee - 29 September 2023

- 5) That the Chair of the Committee liaises with the Head of Risk regarding assurances around budget management to enable a report to be considered by the Committee at a future meeting.

13 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 items 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 state in the undermentioned minute.

14 Internal Audit Update 2023/24

RESOLVED: That the Committee noted the exempt information, which was an appendix to Agenda item 12.

Contact Officer: Leigh Webb

KIRKLEES COUNCIL

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Tuesday 12 September 2023

Present: Councillor James Homewood (Chair)
Councillor Yusra Hussain
Councillor Harry McCarthy
Councillor Andrew Pinnock
Councillor Mohan Sokhal
Councillor John Taylor

In attendance: Julie Muscroft – Service Director, Legal, Governance and Commissioning
Jacqui Gedman – Chief Executive
Councillor Paul Davies (Ex-Officio)

Apologies: Councillor Kath Pinnock
Councillor Mel Stephen
Chris Jones (Independent Member)
Councillor Elizabeth Smaje (Ex-Officio)
Councillor Moses Crook (Ex-Officio)

1 Membership of the Committee

Apologies for absence were received on behalf of Councillor Kath Pinnock (substitute Councillor Andrew Pinnock), Councillor Naheed Mather (su Chris Jones (Independent Member), Councillor Paul Davies (Ex-Officio) and Councillor Elizabeth Smaje (Ex- Officio).

2 Declarations of Interest

No interests were declared.

3 Admission of the Public

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

4 Deputations/Petitions

There were no deputations or petitions received.

5 Public Question Time

No questions were asked under this item.

6 Members Allowance Scheme (Reference to Council)

The Committee received a report setting out proposals for Council to look at the Members Allowance Scheme with a view to reducing them in light of the current financial position of the Council.

The report requested that a Members' Allowance Independent panel be convened to consider allowances for the 24/25 Financial year and also requested that members agree to forego an uprate in allowances for the current 2023/24 based on the officer pay award and a 5% reduction in both the existing members basic allowance and Special Responsibility Allowances (SRA). The report also set out some background information and the process for doing that and sets out an option for making savings in the current year.

During discussion of this item, the Chair suggested a slight alteration to the wording in the final recommendation to clarify that Members not in attendance at the Council meeting were being asked whether or not they intended to forgo the increase and take a 5% reduction in their current allowances (basic and SRA)

RESOLVED – That the Committee recommends that Council:

- have regard to any comments or recommendations from CGAC about this matter;
- ask officers to work with Groups to convene a Members Allowance Independent Review panel as soon as possible to consider the allowances paid to Councillors having regard to the financial position of the Council;
- Ask all Members in attendance at the Council meeting to indicate by recorded vote whether they wish to forgo the increase in allowances (basic and SRA) based on the officer pay award for the 2023/24 financial year and in addition to take a 5% reduction in their current allowances (basic and SRA).
- Ask members not in attendance at the Council meeting to indicate whether they intend to forgo the increase and in addition take a 5% reduction in their current allowances (basic and SRA)

Contact Officer: Leigh Webb

KIRKLEES COUNCIL

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Friday 14 July 2023

Present: Councillor James Homewood (Chair)
Councillor Harry McCarthy
Councillor Kath Pinnock
Councillor John Taylor
Chris Jones (Independent Member)

In attendance: Martin Dearnley – Head of Internal Audit
Mathias Franklin - Head of Planning and Development
Simon Straker – Audit Manager (Virtual)
James Anderson – Head of Accountancy (Virtual)
Sean Westerby – Corporate Safety and Resilience
Manager
Aaron Gouldman – Grant Thornton
Jon Roberts – Grant Thornton
Councillor Paul Davies (Ex-Officio)
Councillor Elizabeth Smaje (Ex-Officio)

Apologies: Councillor Mel Stephen
Councillor Yusra Hussain
Councillor Moses Crook (Ex-Officio)

1 Membership of the Committee

Apologies for absence were received on behalf of Councillor Mel Stephen, Councillor Yusra Hussain, and Councillor Moses Crook (Ex- Officio).

2 Minutes of Previous Meeting

RESOLVED – That the Minutes of the meeting held on 16 June 2023 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.

5 Deputations/Petitions

There were no deputations or petitions received.

6 Public Question Time

No questions were asked under this item.

7 Corporate Emergency Planning and Business Continuity

The Committee received a report setting out an overview of the work of the Emergency Planning Team. The report provided a snapshot of the work of the Team and was submitted in order to provide assurance to the Committee that the Council are compliant with the core duties of the Civil Contingencies Act.

Within the period April 2022 to March 2023 it was reported that 79 incidents had been responded to which included severe weather events, evacuations, utility failures and police incidents. The report outlined that 153 hazard warnings had been entered onto the Council database and also provided a breakdown of training exercises, advisory responses and educational visits undertaken by the Team. The Corporate Safety and Resilience Manager provided updates in respect of the Core Duties of the Civil Contingencies Act and reported on the work of the Team going forward.

In response to a question relating to any potential areas of weakness within Emergency Planning, the Corporate Safety and Resilience Manager explained that the report looked to align the work undertaken with the requirements of the Civil Contingencies Act and set out a proportionate approach to the risks and threats faced by the Council. It was further reported that self-audits were also undertaken against Council plans and the Act.

RESOLVED – That the Committee note the report and of the work of the Emergency Planning Team.

8. Kirklees Auditors Annual Report 2021/22 – Interim Report

The Committee received an interim Annual report from the Council's Auditors, Grant Thornton, for the year 2021/22. The report was classed as interim as it could not be finalised until the audit of accounts was completed.

The report set out a summary of the work of the Auditor's with specific regard to financial sustainability, governance and improving economy, efficiency and effectiveness of the Council. It was reported that significant weakness had been identified in respect of financial sustainability and that the work of the auditor's had identified a risk in the medium term unless prompt action is taken to rebalance the cost of services with the income that it expected to be available over the next 3-5 years. The report acknowledged that the Council's financial position had become significantly more challenging due to increased demands on services along with the impact of inflation and the cost of living crisis. A key recommendation from the Auditors was set out in the report which highlighted the requirement for Members and senior officers to recognise the severity of the Council's medium term financial outlook and take prompt action to restore a sustainable financial position. A number of associated actions to help this process were set out within the report.

Corporate Governance and Audit Committee – 14 July 2023

During discussion of this item Members of the Committee raised the importance of the value of more regular performance reporting and questioned the capacity of the Council to meet the financial challenge it faced. In response to the issues raised the Cabinet Member for Corporate acknowledged the importance of regular performance monitoring and reported that there was clarity at a senior level, with teams working together to actively achieve savings across Directorates. The Cabinet Member identified that building resilience rather than dependency within communities is a challenge for the Council.

RESOLVED - That the report be noted.

9. **Audit Plan 2022/23**

The Committee received the External Audit Report, for year end 31 March 2023, as submitted by Grant Thornton.

The report advised that the Council had set a balanced budget for 2023/24 against the backdrop of significant financial challenges in the medium term. The report noted that the Council is embarking on a transformational savings programme, requiring rigorous monitoring, which aims to restore financial balance and avoid the depletion of reserves to an unsustainable level.

With regard to the timing of the report, it was reported that the 2021-22 audit had not yet concluded due to delays in obtaining appropriate assurances from the auditor of the West Yorkshire Pension Fund with regard to the value of the Council's pension assets and liabilities at the reporting date of March 2022

RESOLVED – That the External Audit Plan, for Year end March 2023, be received and noted.

10. **Draft Annual Governance Statement 2022/23**

The Committee received a draft report noting the 2022/23 Draft Annual Governance Statement prior to it being signed off by the Chief Executive and Leader, and to consider whether the issues raised reflected the state of the governance and control framework during 2022/23.

The draft statement covers the period up until the 2022/23 Annual Statement of Accounts are approved, but highlighted that there may be a need for revisions to be made in the text, reflecting the findings from the external audit and anything material in the intervening period. The Statement concluded that overall the governance arrangements remained fit for purpose.

The draft statement highlighted a number of what are termed 'Significant Governance Issues'. It was reported that several of the Issues had been brought forward in one guise or another, reflecting the wide-ranging nature of the issues and action required. The report outlined that consideration has been given to a number of potential new Issues and three, most notably the very serious financial position of the Council, have been incorporated.

Corporate Governance and Audit Committee – 14 July 2023

The actions and controls the Council is taking were contained within a recommended Action Plan. The Audit Manager explained that since the final Statement will not be agreed until later this year, subject to the approval of this draft by this Committee, it is intended that the draft Action Plan will be the subject of internal monitoring, with reporting back to Executive Team and this Committee during the remainder of 2023/24. Any amendments made to the final version will be reflected in monitoring work should there be sufficient time to progress the action during the year.

RESOLVED - That the report be noted.

11. **Planning Scheme of Delegation (SoD) and Planning Committees (Reference to Council)**

The Committee received a report setting out proposed changes to both the Planning Scheme of Delegation (SoD) and to Planning Committee structures in Kirklees. The Head of Planning and Development reported that a review of the existing Scheme of Delegation and Planning Committee structures has been undertaken, with engagement taking place with the 3 main political groups to gain member feedback to the changes proposed. The report set out the following proposed changes:

- To update the Scheme of Delegation to revise the conditions under which applications are decided at Committee.
- To move from the current 3 committee structure to 2 planning committees each meeting every 6 weeks.
- To introduce an expectation that Ward Councillors who refer an application to committee attend in person at the meeting (or send a ward councillor colleague).
- Within the Highway and Transportation scheme of delegation in relation to Definitive Map Modification Orders (DMMO) enable Planning Committee Chairs to consider if matters do not require determination by the Planning Committee and can remain delegated to the relevant Strategic Director.

During consideration of this item, suggested amendments to the recommendations contained within the report were put forward to the wording in relation to proposed changes to the Scheme of Delegation in relation to applications for the modification of the Definitive Map and Statement under the Wildlife & Countryside Act 1981 and also to the Planning Committee Protocol set out at Appendix E.

RESOLVED

1. That the wording in the report be approved subject to the following amendments:

- (i) 3.1 1 (v) in the main body of the report and Appendix F – Changes to the Scheme of Delegation (Strategic Director Environment and Climate Change) part A,(1) v to include the wording “*taking into account I to IV above*” in relation to applications for the modification of the Definitive Map and Statement under the Wildlife &

Corporate Governance and Audit Committee – 14 July 2023

- Countryside Act 1981 (or any legislation revoking or re-enacting that Act with or without modification)
- (ii) That Section 11 (57.) of the Protocol for Planning Committees, as set out at Appendix E, be updated by the removal of the wording “i.e. 3 weeks after receipt of the application”.
2. That subject to the amendments set out in (1) above, this Committee recommends Council:
- a) Approve the Scheme of Delegation to the Strategic Director Growth and Regeneration set out at Appendix A to take affect from Friday 10 November 2023.
 - b) Approve the Scheme of Delegation to Strategic Director Environment and Climate Change set out at Appendix F to take affect from Friday 10 November 2023
 - c) Approve the renaming of Strategic Planning committee as Strategic Planning Committee (Major Planning Applications), and revised Terms of Reference for the Strategic Planning committee set out in Appendix B from Friday 10 November 2023.
 - d) Notes that the membership and composition of the renamed Strategic Planning Committee remains the same (namely 7 including Chairperson).
 - d) Approve a revised Terms of Reference for the existing two planning sub-planning committees (Heavy Woollen and Huddersfield) from Friday 10 November 2023 to Friday 9 February 2024 as set out in Appendix C
 - e) Approve the disestablishment both Heavy Woollen Planning Sub-committee and Huddersfield Planning Sub-Committee from Friday 9 February 2024
 - f) Approve the establishment a new planning committee and their Terms of Reference at Appendix D - namely the District Wide Planning Committee (Minor & other planning applications). To be implemented on Friday 9 February 2024
 - g) Approve the composition of the District Wide Planning Committee (Minor and Other Planning Applications) set out at Appendix B of this report to come into effect from 9 February 2024. Namely:
 - o District Wide Planning Committee - 9 members of the Council including Chairperson (5:3:1)
 - h) A delegation to Group Business Managers to nominate membership of the District Wide Planning Committee (Minor and Other Planning Applications) which comes into effect 9 February 2024.
 - i) A delegation to the Service Director Legal, Governance and Commissioning to make consequential changes to the Constitution (including Scheme of Delegation at Appendix A and Appendix F(subject to amendment (1)(i) above), Strategic Planning Committee (Major planning applications) Terms of Reference at Appendix B, and revised Terms of Reference for Heavy Woollen and Huddersfield Planning Sub-Committees at Appendix C) as set out in this report to implement the

Corporate Governance and Audit Committee – 14 July 2023

recommendations to this committee and full Council in relation to this report. To come into effect 10 November 2023.

- j) A delegation to the Service Director Legal, Governance and Commissioning to make consequential changes to the Constitution (including Dis-establishment of the Heavy Woollen and Huddersfield Sub-Planning Committees, establishment of the District-Wide Planning Committee (Minor and Other planning applications) at Appendix A, D and F, and Protocols for Planning Committee at Appendix E (subject to amendment (1)(ii) above) as set out in this report to implement the recommendations to this committee and full Council in relation to this report. To come into effect from 9 February 2024.
3. That, subject to Council approval, an update on the workings of the new arrangements be submitted to Corporate Governance and Audit Committee following 12 to 18 months of full implementation.

(**Note:** Councillor K Pinnock requested that her vote against this decision be recorded).

12 **Quarterly Report of Internal Audit Q1 2023/24 April 2023 to June 2023**

The Committee received a report relating to the internal audit work in quarter 1 of 2023/24.

The report advised that Quarter 1 contained 15 pieces of completed work, of which just over half provided substantial assurance, just over a quarter adequate assurance and one fifth which led to limited assurance conclusions. The report set out a brief summary and breakdown of the work undertaken

RESOLVED –

- (i) That the Internal Audit Quarterly Report be noted and that no further action was sought on any matter identified.
- (ii) That officers present an alternative format for internal audit reporting at the next meeting of this Committee.
- (iii) That it be noted that there has been no Regulation of Investigatory Powers Act activity during the period quarter 1 2023/24.

13 **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 items 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 state in the undermentioned minute

14 **Quarterly Report of Internal Audit Q1 2023/24 April 2023 to June 2023**

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 Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Corporate Governance and Audit Committee – 14 July 2023

The Committee noted the exempt information, which was an appendix to Agenda Item 12.

This page is intentionally left blank

Contact Officer: Leigh Webb

KIRKLEES COUNCIL

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Friday 16 June 2023

Present: Councillor James Homewood (Chair)
Councillor Harry McCarthy
Councillor Kath Pinnock
Councillor Mel Stephen

In attendance: Julie Muscroft – Service Director, Legal, Governance and Commissioning
Martin Dearnley – Head of Internal Audit
James Anderson – Head of Accountancy (Virtual)
Rachel Firth – Finance Manager (Virtual)
Chris Read – Corporate Customer Standards Officer
Councillor Moses Crook (Ex-Officio)

Apologies: Councillor John Taylor
Councillor Yusra Hussain
Chris Jones (Independent Member)
Councillor Paul Davies (Ex-Officio)
Councillor Elizabeth Smaje (Ex-Officio)

1 Membership of the Committee

Apologies for absence were received on behalf of Councillor John Taylor, Councillor Yusra Hussain, Chris Jones (Independent Member), Councillor Paul Davies (Ex-Officio) and Councillor Elizabeth Smaje (Ex-Officio).

2 Minutes of Previous Meeting

RESOLVED – That the Minutes of the meeting held on 12 May 2023 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.

5 Deputations/Petitions

There were no deputations or petitions received.

6 Public Question Time

No questions were asked under this item.

7 Annual Report on Treasury Management 2022/23

The Committee received the annual report on Treasury Management activities for the previous financial year. The report reviewed borrowing and investment performance.

Investments averaged £61.1 million and were largely deposited in instant access accounts earning an average interest rate of 1.92%. Total external borrowing at 31 March 2023 increased by £144.9 million to £613.8 million (£468.9 million as at 31 March 2022). The Council took £70 million new Government long term loans from the Public Works Loan Board (PWLB) and an additional £35 million Local Authority medium term loans (2-3 years). Temporary borrowing increased for the year by £60.5 million to £82 million (£21.5 million 31st March 2022). The average borrowing rate for 2022/23 relating to all long-term debt on the balance sheet was 3.67%, with short-term borrowing rates averaging 1.34%.

Following approval within the 2018/19 Treasury Management Strategy there was a further increase in the un-winding in the General Fund MRP for 2022/23. The maximum amount of un-wind in any one year cannot be more than the overall annual MRP calculation, as otherwise the Council would end up in a negative MRP position, which is not allowable under accounting rules. The calculation estimated for 2022/23 was £13.7 million. The actual MRP calculation for 2022/23 was £17.2 million and hence the maximum unwind allowable. However, in 2022/23 the actual unwind was in-line with the budget at £13.7 million.

It was reported that treasury management costs incurred in the year include £10.8 million on net interest payments and confirmed that the Council complied with its treasury management prudential indicators in the year.

RESOLVED – That the Committee note the treasury management performance as set out in the report.

8. Corporate Customer Standards Interim Report 2022/23

The Committee received an interim report on Corporate Customer Standards 2022-23. The report provided a commentary on ongoing performance and covered other areas of interest.

The report included statistical information from across West Yorkshire relating to the number of Ombudsman complaints received which highlighted that Kirklees had the lowest proportion of complaints received where the Ombudsman identified fault and error. The report set out detail of complaints by service area and provided a breakdown of third stage and pre-third stage complaints. In 2022/23 there were approximately 55 complaints at third stage of the internal complaints process, and it was reported that work was ongoing to support services at first and second stage to actively remedy complaints and prevent them from escalating to becoming a third stage complaint.

Corporate Governance and Audit Committee – 16 June 2023

During discussion of this item Members of the Committee welcomed the work being undertaken with the Restorative Practice Team to improve the approach to complaint handling.

RESOLVED

- 1) That the report be noted.
- 2) That the next report to this Committee provide further information in relation to restorative practices and provide comparative statistical information from further afield than West Yorkshire.

This page is intentionally left blank

Contact Officer: Jodie Harris

KIRKLEES COUNCIL
CORPORATE PARENTING BOARD

Tuesday 4th July 2023

Present: Councillor Viv Kendrick (Chair)
Councillor John Lawson
Gill Addy, Designated Nurse for Looked After Children and Care Leavers
Kieran Lord, Interim Service Director: Resources, Improvements & Partnerships
Louise Hallas, Virtual School Head Teacher
Stewart Horn, Head of Joint Commissioning, Children and Families
Jo-Anne Sanders, Service Director for Learning and Early Support
Vicky Metheringham, Service Director - Family Support and Child Protection

Apologies: Councillor Karen Allison, Councillor Richard Smith, Councillor Carole Pattison, Councillor Elizabeth Reynolds, Councillor Andrew Cooper (ex-officio), Keith Fielding (Kirklees Fostering Network), Colleen Kenworthy (Kirklees Fostering Network), Ophelia Rix (Head of Service for Children in Care, Care Leavers and Looked After Children)

1 Membership of the Board/Apologies

Apologies were received from Councillor Karen Allison, Councillor Richard Smith, Councillor Carole Pattison, Councillor Elizabeth Reynolds, Councillor Andrew Cooper (ex-officio), Keith Fielding (Kirklees Fostering Network), Colleen Kenworthy (Kirklees Fostering Network), Ophelia Rix (Head of Service for Children in Care, Care Leavers and Looked After Children)

2 Minutes of Previous Meeting

RESOLVED –

That the Minutes of the meeting of the Board held on 28 March 2023 be approved as a correct record.

3 Interests

No interests were declared.

4 Admission of the Public

All items took place in public session.

5 Deputations/Petitions

No deputations or petitions were received.

6 Children's Performance Highlight Report

The Board considered the latest Children's Performance Highlights Report in respect of the performance monitoring data for Children's Services.

Vicky Metheringham, Service Director - Family Support and Child Protection highlighted the following points in relation to :

- During the 12-month period from Jun 22 to May 23, the number of children looked after peaked at 64.3 (630 children) in Oct 22 and has since decreased to 61.3 (601 children) in May 23. The current 12-month average for Kirklees is 62.4 (612 children), marginally above the 31 March 2022 published rate of 62.0, but below the England 2022 rate of 70.0 and significantly below our Statistical Neighbours 2022 rate of 92.0.
- Of the 68 children placed outside of Kirklees and more than 20 miles from their home address, the large majority are placed in fostering.
- The Heads of Service continue to have oversight of permanency planning through Legal Gateway and Permanence Panel. The panels are held weekly to ensure consistency regarding decision making and care planning for children and young people. The panels also provide a quality assurance framework and opportunity to evidence good practice and areas for development.
- Senior Leadership Team (SLT) maintains oversight of children and young people placed in external placement through review panel held monthly and chaired by the Service Director. The purpose of the panel is to ensure better oversight of children who are not placed in Local Authority provision and provides a quality assurance function in that it provides high support and challenge as required to avoid drift and delay in care planning for children and young people.
- The number of social work changes remains a focus to ensure we are minimising the impact on children and young people children as it is important that we maintain and continue to strengthen relationships. This will remain a challenge due to the recruitment of Social Work Practitioners, of which is not just specific to Kirklees Council. We are mindful of the impact this has on our children and young people and to address this we recruited youth engagement and family support practitioners who continue to develop relationships and provide additional support and stability for the children and young people they are working with. In addition, all young people aged 17 now have an allocated personal advisor, to ensure earlier planning to adulthood and independent living. We will also continue to focus on staff retention and consistency in case allocation.
- There had been a slight increase in relation to the number of children who have had 3 or more home moves. This remains a focus to ensure stability is provided to our children and young people. It was reported that work across service is taking place to address this.
- With regard to convictions it was reported that there had been zero in quarters 3 and 4 due largely to the focus and positive work of the sub groups.

Corporate Parenting Board – 28 March 2023

- 17 requests for Initial Review forms were received by the Child Protection and Review unit for Children to become Looked After in May 2023, relating to 30 children in total - an increase on the previous month. 9 of the requests were for sibling groups of 2 or more, which is also higher than usual. For all the referrals received, children and young people were allocated an Independent Reviewing Officer (IRO) within 24 hours and Initial Child Looked After Reviews were arranged within 4 weeks of the children and young people becoming Looked After. One child ceased to be Looked After within one week as their parents ended their agreement to Section 20, and the Local Authority agreed with this decision.
- With regard to contact with care leavers there has been a decrease in relation to the number of Care Leavers we were in touch with during this month. This also has to be viewed in the context of this group being aged 18 plus and, in some situations, young people do not wish to keep in contact with their Personal Advisor. The team continue to work innovatively to keep in touch with all young people and we are confident that our post 18 young people all are aware of the support of offer if required.

Louise Hallas, the Virtual School Head Teacher provided an update in relation to Children Looked After Educational Outcomes and explained that:

- There had been good performance at Key Stage 4 and low Exclusion rate in comparison to national data.
- 100% of PEPs have been completed within the Spring Term with 98% initial PEPs completed within 10 school days.
- The Virtual School is currently leading on all PEPs which are virtually held meetings.
- Work continues with social care to improve young people's educational experiences.

Gill Addy, the Designated Nurse for Looked After Children and Care Leavers updated the Board in relation to the health data, which provided both twelve-month rolling and monthly figures:

- LA rolling 12-month data showed that 75.8% of initial health assessments were completed in the statutory timescale.
- Locala monthly data for May showed that 92% of initial health assessments were completed in the 20-day timescale. 2 breaches of timescales due to placement of children in another LA delaying arrangements.
- With regard to review health assessments (RHA), Kirklees rolling 12-month data showed that 89.2% & 89% of the 'Developmental' assessments (under 5yrs old) and 'Annual' assessments (over 5 yrs. old) respectively, were completed in statutory timescales.
- Locala monthly data for May shows that 50% & 68% for under and over 5 years olds respectively, were completed in timescales. 16 breaches (7x staff sickness in Locala, 4x difficulty arranging, 1x referred back to specialist team, 2x capacity, 1x unable to engage, 1 unknown)
- The Business Case to consider additional nurse resources remains under commissioner consideration.

Corporate Parenting Board – 28 March 2023

- With regard to dental checks at the point of their RHA, Kirklees rolling 12-month data shows that 56.2% of children aged 1+, had attended the dentist. Several factors affecting the recording have been found and are being followed up.
- Locala monthly data for May shows that 100% of children age 18months to under 5 yrs., and 94% 5 years+, had attended the dentist at the point of their RHA.
- Locala data shows 88% & 96% of children age 18m to 4 years and 5 years+ respectively at the point of their RHA, were registered with a dentist.
- The use of the 'Flexible Commissioning Project' has supported CLA and care leavers to register with a dentist.

During discussion of the performance report and data, Board Members raised the following issues and questions:

- Board Members welcomed the 100% PEP rate and enquired about confidence in maintaining this level of performance. In response, Louise Hallas highlighted the strength of the team and explained that strong performance in this area had continued over the previous 2 years.
- In response to a question relating to preventing absenteeism, Louise Hallas explained that work was ongoing to ascertain whether the data was accurate in all cases as often incorrect coding of absences can result in unauthorised absences being recorded wrongly. Where cases of unauthorised absence are highlighted work is done on an individual case basis to improve attendance.
- With regard to the issue of substance misuse, the Chair acknowledged the relatively low numbers and the work that was ongoing with all services.
- The Chair highlighted the importance of Directorates and partner organisations being encouraged to offer opportunities through work, training and apprenticeships
- Board Members acknowledged to good fostering offer in Kirklees in terms of the support given to foster carers. The Chair re-iterated the importance of all Board Members encouraging people to come forward as potential foster carers.

RESOLVED – That the report be noted.

7 **Corporate Parenting Strategy**

The Board considered the Corporate Parenting Strategy for 2022-2024 which set out the approach to improving the lives of all children in care. The strategy set out the Council's vision for corporate parenting to ensure that all of our elected members and officers and everyone else in the Council champion our children in care and care leavers in everything they do and that our children in care and care leavers aspire and achieve, are safe and well, and are prepared for successful independent lives. In addition to the vision the Strategy set out 3 key pledges and associated actions, namely:

We will be a good corporate parent to children in care and care leavers. We will...

a. Listen to the needs of children in care and care leavers and to our health and education partners;

Corporate Parenting Board – 28 March 2023

- b. Encourage elected members and officers from across the Council to advocate and champion children in care and care leavers;
- c. Design services that work with children in care and care leavers to meet their needs, not doing to them.

We will create the conditions for our children in care to thrive in stable placements. We will...

- a. Create the conditions for placements of the right kind, including attracting and retaining more foster carers;
- b. Support all our children to aspire and achieve in education and training and to be as healthy and well as possible;
- c. Work with partners to assess future placement, education, and health.

We will support our care leavers into independence at a pace that suits them.

We will...

- a. Work with our children in care.
- b. We will work with families so they are ready to support them on leaving care, when appropriate;
- c. Create the conditions for positive, lasting relationships.

During discussion of this item, Councillor Lawson welcomed the reference to special guardianship orders and thanked all staff, foster carers and partners for their work in bringing the strategy together. All Board Members were encouraged to widely share the pledges set out in the strategy.

8 Virtual School Governing Body Update

Louise Hallas, the Virtual School Head Teacher provided a verbal update in relation to the Virtual School Governing Body. It was reported that focus had been on part time timetable, attendance and the impact that suspensions could have on attendance. The final headteachers head teacher report was considered at the last meeting in light of the updated DfE data. Work had also been undertaken in respect of children with a social worker, this strategic work and casework had been developed to improve performance in this area. It was reported that DfE data is strong for children in need.

9 Updates from Board Members on Interaction with Services

Board Members commented on interactions since the last meeting and continued to welcome invites to the various events

The Chair reported that she had:

- Attended foster carers awards
- Undertook home visit to a young person
- Attended 3 listening events
- Attended a staff engagement session to say goodbye to the Director of Children's Services, Mel Meggs.

10. Corporate Parenting Board Agenda Plan 2022/23

The Board considered the agenda plan for 2023/24.

Resolved –

Corporate Parenting Board – 28 March 2023

That the following items be considered as part of the agenda for the next meeting:

- Strengths and Difficulties Questionnaire Update
- Health Outcomes for Looked After Children

Contact Officer: Jenny Bryce-Chan

KIRKLEES COUNCIL

HEALTH AND WELLBEING BOARD

Thursday 29th June 2023

Present: Councillor Viv Kendrick (Chair)
Councillor Musarrat Khan
Councillor Mark Thompson
Rachel Spencer-Henshall
Richard Parry
Carol McKenna
James Creegan
Christine Fox
Superintendent Jim Griffiths
Liz Mear
Alasdair Brown

In attendance: Lucy Wearmouth, Kirklees Council
Rebecca Elliott, Kirklees Council
Vanessa Taylor, University of Huddersfield
Alex Chaplin, Kirklees Council
Owen Richardson, Kirklees Council
Julie McDowell, Kirklees Council
Matt England, Mid Yorkshire NHS Trust
Rachell Milson, West Yorkshire Health, and Care Partnership
Mark Hindmarsh, West Yorkshire Health, and Care Partnership
Matt Whitaker, West Yorkshire Health, and Care Partnership
Mary Wishart, Locala
Vicky Pickles, Calderdale, and Huddersfield Foundation Trust
Izzy Worswick, South-West Yorkshire NHS Foundation Trust
Rebecca Gunn, Kirklees Council
Priti Gohil, Kirklees Council
Shannon Kennedy, Public Health Specialty Registrar, Yorkshire, and the Humber

Apologies: Councillor Carole Pattison
Stacey Appleyard
Nicola Goodberry Kenneally
Len Richards
Dr Khalid Naeem

1 Membership of the Board/Apologies

Apologies were received from Karen Jackson, Sean Rayner, Catherine Riley, Stacey Appleyard, Dr Nick Hardiker and Nicola Goodberry Kenneally.

Mary Wishart attended as sub for Karen Jackson, Izzy Worswick attended as sub for Sean Rayner, Vicky Pickles attended as sub for Catherine Riley and Vanessa Taylor attended as sub for Dr Nick Hardiker.

2 Minutes of previous meeting

That the minutes of the meeting held on the 30 March 2023, be amended to reflect that Sean Rayner was in attendance.

3 Interests

No interests were declared.

4 Admission of the Public

All agenda items were considered in public session.

5 Deputations/Petitions

No deputations or petitions were received.

6 Public Question Time

No public questions were asked.

7 Director for Public Health Annual Report

Rachel Spencer-Henshall, Strategic Director Corporate Strategy, Commissioning and Public Health, informed the Board that it is the responsibility of the Director for Public Health to produce an annual report, and the 2022/23 annual report, is entitled 'Poverty Matters'.

The Board was informed that although there has been some reduction in for example, the price of fuel, things are not necessarily getting better for people in terms of food inflation, and the situation with regard to mortgages and rents is getting worse.

Citizens Advice reported an unprecedented request for support, particularly from those who had reached crisis point. The findings suggests that even though people were going to Citizen Advice before this period, people are reaching crisis quicker and there are more people in crisis and the demand is becoming greater.

There have also been reports from Healthwatch, highlighting that people are avoiding NHS appointments due to the cost of travel, and in some cases even the cost of phone calls are proving challenging. In addition, there are reports of a few people unable to take up prescriptions and potentially not visiting the dentist.

This creates many things that could have been mitigated in Primary Care through use of prescriptions or access to dentistry, and that might ultimately impact on the system in terms of more people presenting at A&E.

Health and Wellbeing Board - 29 June 2023

There has been twice as many referrals into food banks through the Welfare and Exchequer Team, and that is only the ones known about within the system, and not what is happening outside of the system. Demand is high for all of those things.

The Board was informed that lived experience has become a bit of a 'buzz' word in terms of how to describe getting the view of people. It is however, fundamentally having a conversation with people who are experiencing this and getting a sense of what it is like for them to be in poverty.

It is important to thank the 12 people who contributed to this annual report, who were as open as they could possibly be about what they were experiencing, and the report could not have been written without them. They were brutally honest about how it was affecting them day-to-day of a life being in poverty. They came from a range of different backgrounds and were in many different situations across the whole Kirklees district.

Many of the individuals had received support via the Local Area Coordination Teams, which is a partnership agenda, run in the council alongside health colleagues and Social Prescribing Link Workers.

The main theme that came out of the report was that people were struggling around household bills and general finances, which resulted in skipping meals, buying food that was out of date and as reduced as possible. Occasionally, this was on the basis of hoping that the produce was going to be all right, knowing there was probably a level of risk, as in some cases it might have gone off.

There was a lot of hope, and sometimes there was a tendency to ignore the positives when thinking about the negatives, and there was a hope that things were going to get better.

Mental health issues were highlighted as a result of living in poverty, and people were describing that in different ways. Sometimes it was about anxiety, sometimes it was about depression, however, mental health was an important issue.

Travel costs were highlighted as a barrier to access to services. It was not necessarily that the services were not available or open and accessible for people in terms of the times that were available, it was actually the cost of getting to the services that was a challenge.

Issues with housing was raised particularly in respect of relationships with landlords. For example, in some cases, it was the ability to afford rent, and the fact that rent was often being increased and there were dampen mould issues. There has been a number of tragic cases around the health impacts of damp and mould, which has highlighted the quality of housing in the district.

Not all the individuals had the same family circumstances, however, there was a strong will to protect the children in those families from the impact of poverty. It is hard to experience something that is causing stress while having to be a different person in front of your children. The knock on effect for that was potentially a level of

Health and Wellbeing Board - 29 June 2023

social isolation because for family members when they were with others and when they were with their children, they were showcasing that everything was alright. That puts a huge pressure on people, and it makes it difficult for them to connect to people and to ask for support.

There are strong communities in Kirklees, and for some people, which was the difference between surviving and not surviving, in terms of the crisis that they were in. It is important to remember the role of the voluntary and community sector as being pivotal in supporting people in these crisis situations.

Finally, work opportunities, and ensuring the right work was out there, because while there is some work opportunities, it may not necessarily be the right type, for example, the family friendly element of work and there are a few recommendations around that.

The Board was shown a video which articulated the summary of findings and the key themes. The Board was informed that there is a webpage where people can find the full report and it should be reasonably easy to navigate. The webpage gives an outline on why poverty matters and more on the statistics around what poverty does in terms of the data.

It has the national context, and given that the national context changes quite quickly, it will be as up to date as it can be. It also includes the local context which brings in some local data and local intelligence in terms of what is happening around poverty. It includes the case studies articulated, documented as a day in the life, to show an individual's day to day existence, and how poverty is manifesting itself in some of their choices and actions. There are also case studies from partner organisations. Board members were encouraged to have a look at the webpage and use it within their organisations going forward.

The Board was informed that as part of creating this, a number of community organisations were consulted, particularly the Community Anchors who were fundamental alongside TSL colleagues and others during the pandemic. Case studies were provided from all of those about what they have been experiencing as service providers. This gives a perspective from both the individuals themselves and the organisations that are out there on the front line providing support.

The recommendations were formed based on all the intelligence that came from both the individuals and those organisations, to hopefully get a set of actions to take forward as a Kirklees system.

The following information was given by residents as what would make life easier and how best people can be supported with the cost of living crisis:

- Support with the cost of living - targeted support to mitigate the increases in costs of food, rent, and utilities
- Value lived experience - professionals and decision makers need to gain a deeper understanding of the reality of living in poverty
- Access to services – give more thought to cost issues, (such as travel) in service design and delivery

Health and Wellbeing Board - 29 June 2023

- Person and Community centred support – prefer face to face support from a consistent and trusted person
- Help into employment – applying for roles, more flexible working opportunities, affordable childcare, and support with costs such as DBS checks
- Free spaces to connect - community spaces to socialise without spending money
- Access to good quality affordable homes – poor quality and precarious housing impacts on people’s physical and mental health, secure tenure is important

There are a few examples of recommendations, and some are national policy suggestions, and it is how to take those forward. An important factor will be putting health equity and wellbeing at the heart of any kind of planning; and understanding the impact on health and wellbeing in terms of policy decisions.

For the health and care system specifically, it is having a commitment to tackling poverty, and even though many of the wider determinants of health are more challenging for the health and care system, it should not preclude taking and seeing action around them. In addition, looking at inclusive and sustainable economic change, which links with the economy and economic strategy for Kirklees going forward. Again, using these views to help to co-design and develop better communications and better services and championing that lived experience.

There are a few examples for organisations working in Kirklees, which is much based on the case studies:

- Identify the need for, and promote uptake of, the full range of targeted statutory financial assistance that already exists
- Adjust debt collection processes towards being sensitive to the financial and mental health needs of communities and customers
- Engage and involve communities and the voluntary sector in the assessment of current services/interventions, and the development of new ones
- Consider how to embed support with rising living costs into clinical pathways
- Explore opportunities for developing poverty aware practice in workforces

The Board was informed that for individuals who want help, there is some guidance for frontline staff, for example Third Sector Leaders (TSL). TSL can help around volunteering opportunities for individuals as well as support available for people filling in documentation or just to listen. Poverty matters, and just doing one thing won’t make it go away, it is looking as a system at the various influences each organisation has, to be able to improve things?

The Board was asked to use and disseminate the report and use it where it is likely to have the most impact.

RESOLVED:

That the Board acknowledges its responsibility to disseminate and use the information.

That Rachel Spencer-Henshall and colleagues be thanked for providing an update on the Director for Public Health Annual Report 2022/23.

8 Kirklees Health and Wellbeing Strategy Update

Alex Chaplin gave a brief update on the Kirklees Health and Wellbeing Strategy (KHWS), advising that following feedback from the March Board meeting regarding the approach, the intention is to reaffirm the approach to the updates.

The Board was reminded that at the sign off for the KHWS in September 2022, the Board asked for an in-depth update on one priority, and summary updates on the other two priorities at each meeting rotating.

At today's meeting, the main priority update will be on Healthy Places, and a summary update with a RAG rating will cover Connected Care and Mental wellbeing.

The priority update will include:

- A general overview of work under the priority and optional area(s) to highlight in detail, successes, challenges, and requests for support

The two summary updates will be brief, limited to one slide each and may include:

- A general overview, an area to highlight, successes, challenges, and requests for support

The intention is to assess how the update is working, and if required, undertaken a review at the September 2023, board meeting.

Mental Health

Rebecca Elliot, Public Health Manager, gave a brief update on the Mental Health priority, advising that a further, more detailed update will be provided at the July board meeting.

The Board was reminded that the last mental health deep dive was in January 2023, where information was presented on the Primary Care mental health transformation piece of work, and the aim of today's summary update is to share some of the successes. There is now a new serious mental illness and physical health and wellness team across Kirklees, which is inviting people who are on the serious mental illness register to attend for a physical health check with their GP. In some Primary Care Networks, this is already having a significant impact, and this might be an area that the Board may want to hear more about in July.

In terms of suicide prevention, we are in the middle of a really insightful and successful suicide bereavement quilt roadshow, which is taking place across many different communities in Kirklees, this will conclude on the 6th of July. It has proved fruitful and insightful to hear from communities about having conversations around suicide in the district and tackling that stigma. That has been really positive.

One of the VCS organisations, Community Links, has a project called 'Men's Talk,' which is providing a mental health theatrical production around lived experience of mental health, which is now receiving national recognition. It is important to show

that there are some new innovative ways of talking about mental health.

In terms of milestones coming up, a review of mental health community options contract is being undertaken, and just linking in with the DPH report on poverty, it is recognised that, poverty is both a cause and consequence of mental health.

With any commissioning that is about to be embarked upon, it will be important to think about poverty and looking through the poverty lens throughout any mental health work. The 'I' statements of the strategy will be taken to the Mental Health Alliance in August, to try and get some traction on how to tangibly take forward some of the issues within the strategy, and ask other partners to take some of these suggestions forward.

In terms of lived experience, it important to work with people across the district with experience of mental health to inform not only what we do but how we do it. The service user arm of the Mental Health Alliance is well underway, and just wanted to share what is happening because it is a positive step forward that is vital to the work around mental health.

The Board was asked that if there was a particular area of focus for the deep dive into mental health at the July Board meeting, to contact Rebecca Elliott.

Connected Care and Support

Rachel Millson, Senior Strategic Planning and Development Manager provided a summary update on the progress made on the Connected Care and Support priority. The Board was informed that one of the key achievements since the last update was the development of the Health and Care Plan which was signed off by the ICB board in May 2023.

There has been a system wide event focusing on discharge pathways, thinking about a move towards advocating a home first approach to discharge. There are ongoing discussions through the Health Inclusion Network, again focusing on health inequalities and the impact of poverty and thinking about how collectively partners can come together and agree some actions around reducing inequalities across the system.

There is ongoing work being undertaken around the community services contract and the review phase. This has now been completed and it is into the design phase, looking at how the future service specifications will be built and what the future services will look like.

In terms of upcoming milestones, there is ongoing work around some of the implementation of the Health and Care Plan, which is through the strategic themes which are the 'wells.' Further details on this will be provided at agenda item 9, Health and Care Plan update. There will be more follow up conversations around discharge and help inclusion and looking at the response to the primary care access recovery plan that was published last month.

Healthy Places

Lucy Wearmouth Head of Improving Population Health and Julie McDowell, Active Citizens and Places Officer, attended the meeting to provide an update on the Healthy Places priority.

The Board was informed that it is recognised that environmental factors impacts on a person's ability to be physically and mentally healthy, and housing, green space and how safe a person feels in their local area all has an impact on their ability to lead a healthy life.

There is significant evidence in Kirklees and nationally, around the fact that people who are living in more deprived areas are more likely to live in poor quality housing and are more likely to report that their housing is unsuitable for their needs. Even if they live in a deprived area and live near to green space, they are less likely to access that space. In terms of food, it will be harder to access healthy, nutritious, affordable food and there are more likely to be many hot food takeaways within the local area.

The ambition through the KHWS:

“The physical and social infrastructure and environment supports people of all ages who live, work or study in Kirklees to maximise their health opportunities and to make the healthy choice the easy choice”.

The Board was informed that there are a number of success indicators associated with the ambition, many of which come from the Currently Living in Kirklees (CLiK) survey. This is to understand the impact and the difference being made by the work across the partnership. The success indicators includes things like air quality, overall satisfaction with the local area, use of parks and green spaces, and levels of physical activity for children and adults.

The Board was directed to the presentation which outlined the 'I' statements and the evidence to demonstrate how the 'I' statements were being achieved across the system.

The 'I' statements include some of the following:

“ I would like safe accessible local places where I can meet friends and we can do activities together regardless of age and abilities”

“ I would like to access affordable activities that I can do with my children that help us to be physically and mentally fit”

The Board was shown a short clip on delivering the 'I' statements entitled “Magic in the Community”, and advised that the Everybody's Active Team in the Council is facilitating this through training community partners, younger people with long term health conditions are also taking part as well. There are new groups being set up all the time for example, the Windybank Estate, Dewsbury Hospital, and the Mission in Huddersfield.

Health and Wellbeing Board - 29 June 2023

The Bread and Butter Thing, is a good example of working with local communities to understand their local needs and offer a variety of opportunities. The scheme is an affordable food scheme that offers cheap, nutritious, affordable food across hyperlocal places in Kirklees. Residents can access three good bags of food for £8.00 and anybody can be a member.

It is coming up to the 10th scheme in Kirklees and the following is an example of what has been delivered between March 2022 and December 2022:

- 1603 people have shopped with the Bread and Butter Thing and that has created 3555 volunteer hours

One of the important aspects of this scheme, is that it is run by the community and one unexpected consequences of this work, was it was not just about enabling residents to access affordable food, it is also helping to connect people within their local area.

The Walk Wheel Ride hub, is another example which aims to give people advice and inspiration to travel on foot, bike, scooter, or wheelchair. It is a virtual hub that will be a one stop shop for people of all ages and abilities in Kirklees, and is hosted and being developed by EPIK which stands for environmental projects in Kirklees.

In addition to the 'I' Statements, there are also the six key factors which includes inequalities, shaped by people, poverty, digital, housing and climate emergency.

Shaped by people, which is one of the Council shared outcomes, and was written by local people and it's their aspirations for how they would like to describe and measure improvements in local places and what they want to see there. What has been developed in Kirklees is the place standard tool kit and action plan, which is a way of having conversations with local communities about places, asking them about how they feel about a place and their experience of living in that place. Ten thousand people have taken part in a conversation across Kirklees, across 25 activities.

In terms of the next steps, the Board is asked to help promote the statements and sign up to this. There are challenges with the budget and recruitment, and it is recognised that place based work can be seen as a challenge because it is across services and partners, however that is also a strength.

There are three asks of the Board today:

- 1) To comment on, and help shape the direction of delivery against the healthy places priority
- 2) Consider how board members can support the delivery against the healthy places wellbeing priority
- 3) Further develop regular feedback mechanisms to monitor progress and identify gaps for healthy places

RESOLVED:

That Alex Chaplin, Lucy Wearmouth, Julie McDowell, Rebecca Elliott, and Rachel Millson be thanked for providing an update on the Kirklees Health and Wellbeing Strategy and associated priorities.

9 Health and Care Plan Update

Rachel Millson, Senior Strategic Planning and Development Manager provided an update on the Health and Care Plan, advising that the aim of the update is to pull out some key points around how the design was approached, as it has been done differently; and key points in terms of some of the development areas.

In summary, the Board was advised that the Health and Care Plan outlines how the Kirklees Health and Care Partnership, will collectively make changes over the next five years to deliver on the Connected Care and Support priority within the KHWS. A different approach was taken in the development of the plan this year, as the aim was to make sure it was a systems plan that was representative of all of the partners within the health and Care Partnership.

- A system planning group leads on the development of the Health and Care Plan, with a nominated lead from the different partner organisations that sit on the Health and Care Partnership
- A principal was adopted early on to build on what was already in place rather than start with a blank sheet of paper
- Work was undertaken with the program and transformational leads from across the system to understand what they were doing and what their next steps would be, and use that as the starting point for the development of the plan
- An iterative approach was taken to the process, in terms of developing something and then checking back with people, and then developing it and refining it going along and continuing to work with those nominated leads and with the transformation leads, linking into the work that is been undertaken across West Yorkshire in terms of the development of their Integrated Care Strategy and the Joint Forward Plan
- The principle taken, is that it is a live plan and although it has been signed off, the work does not stop, it continues, it is updated and refreshed annually
- At the end of the process when it was signed off, there was a reflective session to understand if there were things that could have been improved and to make sure everybody was involved that needed to be

The Board was informed that a number of different groups and committees have had the opportunity to comment as it was being developed. It was finally signed off by the Integrated Care Board (ICB) Committee on the 10th of May, and these are the priorities that are within it.

Health and Wellbeing Board - 29 June 2023

System wide strategic themes/programmes – starting well, living well, aging well
Priority actions – improving access to health care, holistic approach to out of hospital care, crisis response and workforce.

The Board was informed that within the plan, the first two years are very detailed in terms of the changes to be made and the last three years are more outcomes based and aspirational. Another key point to note, is that the I statements have been integral to the development of the plan.

Mark Hindmarsh and Matt Whittaker, Kirklees health and Care Partnership, provided further detail on the priority programs. The Board was informed that the priorities link directly back to the Health and Wellbeing Strategy, working closely with colleagues in public health and using that as the basis for making some choices about where the focus and priorities should be.

The issues in the areas of focus have been deliberately chosen because they are whole system issues, these are issues that impact on all partners in different ways, and are recognised on a need to work on together in order to make a collective difference to them. There is a strong legacy of working together in Kirklees, and this is about strengthening and building on what is already in place across the Kirklees partnership.

The Health and Wellbeing Strategy and underpinning Health and Care Plan talks to this life course approach to the delivery of health and care. A piece of work was started at the beginning of the year to map out current delivery structures to see if we are geared up to deliver on this live course approach. There is an aging well program that has been established for the last couple of years, however, there has not been a fully integrated partnership way of delivering a fit within the starting well and living well remit.

The underpinning ethos of every 'well' program, is that of end to end care and that of systems thinking with regards to how to have conversations around opportunities and or issues, ensuring nothing will be handled in isolation of the rest of the system. The intention with these different well programs is a platform that has got the breadth of providers and partners around the table considering the entirety of pathways.

Within that, there is also a need to focus on the prevention side and early intervention side of things, whilst recognising, there is space for the more complicated cases and ensuring that a seamless transfer of care is embedded within the different well programs.

The single most important factor to all this, is working together as a partnership and aligning priorities, recognising the challenges, and opportunities and taking action on them.

RESOLVED:

That:

the Board notes the update and the outstanding areas which are still in development

Rachel Millson, Mark Hindmarsh, and Matt Whittaker be thanked for providing an update on the Health and Care Plan

10 West Yorkshire ICB Forward Plan update

Rachel Millson, provided an update on the West Yorkshire ICB Forward Plan. In summary, the Board was advised that the West Yorkshire Integrated Care Board, developed an integrated care strategy which was completed in January 2023. It is a nationally mandated requirement for all Integrated Care Boards to develop a Joint Forward Plan by June 2023, that details how they will deliver upon that strategy.

The Health and Care Plan, supports delivery of the strategy alongside the Joint Forward Plan. The timescale for the development of the Kirklees Health and Care Plan have been run alongside those for the Joint Forward Plan to ensure triangulation.

A Strategy Design Team was established at the start of last year, and had representation from across all the five places within West Yorkshire, and also from all the programs of work that are led at West Yorkshire level. There has been a public engagement and consultation process supported by Healthwatch, and that campaign was undertaken in early 2023, and that helped shape the narrative. Kirklees has been an active member of those discussions, attending workshops and online events and contributing to the development of the narrative.

The Board was directed to the appended report which included the ICB covenant outlining the national requirements around the need to develop the plan, and what needs to be included in it, and also the process that they have undertaken. There is also a draft of the plan included, correct as of May 2023. For the West Yorkshire team, it is an ongoing refining process, and the aim is to sign off the final version of the plan on the 18th May at their board, and then launch that alongside the Integrated Care Strategy on the 20th of July.

In terms of the ongoing process and keeping that document live, they are advocating that it will be alive document and will reflect changes as they happen. There will be quarterly improvement events, from which anyone from place and programme can attend, with the first being in August 2023.

RESOLVED:

That Rachel Millson, be thanked for providing an update on the Joint Forward Plan.

11 Climate Change Strategy

Shannon Kennedy, Public Health Specialty Registrar, provided the Board with an update on the Climate Change Strategy. In summary, the Board was informed that the draft strategy went to the Partnership Board in March 2023, as a working draft where it was agreed that the next phase was to take this working draft to colleagues and Health and Wellbeing Boards for engagement and comment.

The strategy:

- Sets out system ambition on climate change and sustainability
- Highlights need for a risk management approach because climate change is everyone's problem
- Provides some high-level interventions across the ICP

It is looking at how the whole system can have an ambition on climate and sustainability. Climate change is already having an effect and is already a problem for people across West Yorkshire and across the world today, and this is going to accelerate.

The purpose of this strategy was also to provide some interventions and actions at a high level across the health and care partnership, not just within the NHS bodies that make up the partnership, but for everyone, because climate change issue is not just for the NHS to tackle.

Referring to the presentation, the Board was shown examples of how climate change is affecting the West Yorkshire region, including flooding and wildfires. The Board was informed of that unseasonable heat a few weeks ago, and during last summer's heat wave, there were approximately 3000 deaths in people aged 65 and over and such issues are accelerating. Effects are also being seen in the health service and in well-being in general for people.

As part of this strategy, a menu of actions have been provided that could start to be taken at a systems level. It is important to emphasise that these actions are not a mandate, but a starting point. If all of the actions were taken, the system would be in a substantially better place than it currently is, not just mitigating, but reducing climate harms. The living environment has many climate harming substances, such as climate harming fuels and gases, medication and overprescribing and all these are hard on the climate.

There is much work that needs to be done in order to reach local targets on things like net zero, and national requirements under the Climate Change Act.

The request to the Health and Wellbeing Board is:

- Engage, support and be aware that this work is being undertaken
- Consider the actions on the menu of options and think about how that might work in terms of taking ownership on climate and biodiversity at a place level
- There is also an option to make a pledge and promote the 'all hands in' campaign that begun last year, and outlines ways for people to make simple personal pledges about how they might act on climate and biodiversity

The following question was posed to the Board:

“What do you need from the Climate Change Team to help you deliver the strategy and associated actions”?

RESOLVED:

That Shannon Kennedy be thanked for providing an update on the Climate Change Strategy.

That the presentation be circulated to board members.

12 Local Declaration on Tobacco Control

Rebecca Gunn, Public Health Manager and Priti Gohil, Health Improvement Practitioner Advanced, provided an update on the Local Declaration on Tobacco Control. The Board was informed that the update would focus on the local declaration on tobacco control, which the council had recently signed up to, what that means and what is being done locally.

The Board was shown information on the local picture of tobacco in Kirklees as follows: (prevalence data)

- Higher smoking prevalence is associated with almost every indicator of deprivation or marginalisation and is more common among people with a mental health condition, people with lower incomes, people experiencing homelessness, people in contact with the criminal justice system, people who live in social housing, people without qualifications, lone parents, and LGBT people
- Just over 12% of the adult population in Kirklees smoke (2020), however, that is higher in certain wards within the district which mirror areas of highest deprivation
- Smoking costs Kirklees £121 million a year including NHS provision (ASH, ready reckoner). The impact is seen within primary care and within social care with smokers requiring more support from those services earlier
- The average smoker in Kirklees spends £2000 per year on cigarettes
- Smoking is the leading cause of preventable cancer, and there is the intergenerational impact, in terms of where children live in households with smokers, they are more likely to take up smoking later in life
- Smoking is an addiction, and as much as it can be perceived as a lifestyle choice the majority of smokers do want to quit

The Board was informed that the Council has signed up to the Local Declaration on Tobacco Control. It is a statement of commitment that the council is committed to taking comprehensive action to address the harms of smoking.

Health and Wellbeing Board - 29 June 2023

The declaration requires the Council to:

1. Act at a local level to reduce smoking prevalence and health inequalities to raise the profile of the harm caused by smoking to our communities, and in so doing support delivery of the national smokefree 2030 ambition
2. Develop plans with our partners and local communities to address the causes and impacts of tobacco use
3. Participate in local and regional networks for support

The Board was informed that over the last 12 to 18 months, work has been undertaken to commission a vaping device offer within the stop smoking services.

The evidence is supportive of use of vaping devices, as part of a quit attempt for adults who smoke, and that is within recognised Nice guidance. That is available within the Wellness Service and within Aunty Pams, and will be rolled out in other areas, for example Employee Healthcare.

Work is being carried out within schools, undertaking some insight work with young people, their parents, and teachers in North Kirklees regarding attitudes to smoking a vape. The aim is to reduce it to 5% in line with the national target and around empowering people to create those safe and positive changes that they need.

The framework for Tobacco Control Alliance are based around three strands, supporting people who smoke to stop, preventing people from starting smoking and smokefree Kirklees. The local declaration was recently signed off by the Chief Executive, Director for Public Health, and the Leader of the council.

RESOLVED:

That Rebecca Gunn and Priti Gohil be thanked for providing an update on the Local Declaration on Tobacco Control.

This page is intentionally left blank

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL
PERSONNEL COMMITTEE

Monday 26th June 2023

Present: Councillor Shabir Pandor (Chair)
Councillor Paul Davies
Councillor Eric Firth
Councillor Adam Gregg
Councillor Naheed Mather
Councillor David Hall
Councillor John Lawson

Apologies: Councillor Cathy Scott
Councillor Donald Firth

1 Membership of the Committee

Councillor Gregg substituted for Councillor Taylor.

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

2 Minutes of Previous Meeting

RESOLVED – That the Minutes of the Meeting held on 30 March 2023 were 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 Public Question Time

No questions were received.

6 Deputation/Petitions

No deputations or petitions were submitted.

7 Pay Policy Statement 2023/24 (Reference to Council)

The Committee received the Pay Policy Statement 2023/2024, prior to its submission to Council on 12 July 2023. It was noted that the report was submitted in accordance with the requirements of Sections 38 to 43 of the Localism Act 2011, which required the Authority to produce a policy statement concerning the pay of the Authority's Chief Officers.

The Committee were advised that there was sufficient revenue budgetary provision within the approved budget for 2023/2024 to implement the pay policy statement.

RESOLVED – That the Annual Pay Policy Statement be noted and submitted to the meeting of Council on 12 July 2023.

8 Planning Service - Workforce Issues

The Committee received a report which provided an overview of current pressures and challenges facing Planning Services. The report reflected upon a national shortage of engineers and town planners which had resulted in competition amongst local authorities and the private sector to recruit and retain staff.

It was noted that rates of pay were a significant barrier to attracting and retaining experienced staff, particularly those in Grade 10 posts and above and that several vacancies were currently being actively managed to offset falling income. The report advised that customer satisfaction was low based upon the lengthy processing of applications, arising from the very high allocation of caseloads to Officers.

The report set out statistics in terms of current FTE posts, vacancies, leavers and new starters. It was noted that 28 new members of staff had been recruited within the last two years and that whilst the headcount was overall comparable, the periods of vacancies and the impact of recruiting inexperienced staff placed further strain on service provision.

The Committee were advised that an action plan for the service was being developed which included a broad range of actions required to support the effective delivery of planning services. The report set out a number of actions that were being developed to assist in responding to the challenges which included (i) staff retention payments (ii) governance reform (iii) the Local Plan review (iv) staff welfare provision and (v) attracting investment.

The Committee noted the report and discussion took place with regards to the partial success of the payment retention scheme, the implications of refunding of fees due to non-determination, the length of time taken to consider applications and the impact of the current level of vacancies upon service provision. It was noted that planning fees would be increasing this summer, with fees for minor applications increasing by 25% and fees for major applications increasing by a third.

RESOLVED –

- 1) That the report be noted.
- 2) That it be noted that Planning Services will continue to work with Workforce Strategy to explore opportunities to address ongoing challenges to recruitment and retention of staff.

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

LICENSING AND SAFETY COMMITTEE

Wednesday 24th May 2023

Present: Councillor Amanda Pinnock (Chair)
Councillor Karen Allison
Councillor Zarina Amin
Councillor Ammar Anwar
Councillor Timothy Bamford
Councillor Donna Bellamy
Councillor Aafaq Butt
Councillor Moses Crook
Councillor Adam Gregg
Councillor Jo Lawson
Councillor Vivien Lees-Hamilton
Councillor Andrew Marchington
Councillor Carole Pattison
Councillor Mohan Sokhal
Councillor Adam Zaman

1 Admission of the Public

RESOLVED -

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

2 Appointment of Licensing Panel and Regulatory Panel

RESOLVED -

(1) That the Licensing Panel and Regulatory Panel be appointed for the ensuing municipal year, that the representation of political groups on the Licensing Panel and the Regulatory Panel shall not be in accordance with the requirements of Section 15 and 16 of the Local Government and Housing Act 1989 but that Membership of the Panel will be drawn from the Membership of the Licensing and Safety Committee.

(2) That the Chair of Licensing and Safety Committee be appointed as Chair of Licensing Panel and Regulatory Panel for the 2023/2024 municipal year.

This page is intentionally left blank

Contact Officer: Jenny Bryce-Chan

KIRKLEES COUNCIL

LICENSING AND SAFETY COMMITTEE

Wednesday 19th July 2023

Present: Councillor Amanda Pinnock (Chair)
Councillor Zarina Amin
Councillor Ammar Anwar
Councillor Aafaq Butt
Councillor Moses Crook
Councillor Jo Lawson
Councillor Mohan Sokhal
Councillor Adam Zaman
Councillor Timothy Bamford
Councillor Adam Gregg
Councillor Donna Bellamy
Councillor Andrew Marchington
Councillor Karen Allison

In attendance: Fiona Goldsmith, Public Protection Group Leader
Russell Williams, Operational Manager, Public Protection
Martin Wood, Head of Public Protection
Tahir Lanif, Legal Advisor to the Committee

Apologies: Councillor Carole Pattison

1 Membership of the Committee

Apologies were received on behalf of Councillor C Pattison.

2 Minutes of Previous Meeting

RESOLVED – That the minutes of the meeting held on 1 February 2023 be approved as a correct record.

3 Interests

No interests were declared.

4 Admission of the Public

All agenda items were considered in public session.

5 Deputations/Petitions

No deputations or petitions were received.

6 Public Question Time

No questions were asked.

7 Licensing Services Update Report

Licensing and Safety Committee - 19 July 2023

The Committee received a report which provided the Committee with an update on the activities undertaken by the Council's Licensing Service from 1 October 2022 to March 2023.

Fiona Goldsmith, Public Protection Group Leader, advised the Committee that the overriding aim of the licensing service, when carrying out its functions relating to the licensing of hackney carriage and private hire drivers, vehicle proprietors and operators, was the safety of the travelling public and others who used hackney carriage and private hire services.

The number of hackney carriage and private hire licenses in force as of 24 May 2023 was 5,322 and the number of applications processed by the service in the reporting period was 2,032.

Vehicle testing between October 2022 and March 2022, had been carried out between George Street testing station and Vine Street testing station. The Committee noted that service standards were introduced in August 2021 with the monitoring of those standards commencing in October 2021.

Further to a request by the Committee on 2 March 2022, the report contained details of the 16 decisions that had been taken by the Group Leader in the reporting period following the adoption of the Fitness and Suitability Policy in August 2019.

Ms Goldsmith informed the Committee that due to the demand for home to school transport drivers increasing, the licensing service was working with school transport on the creation of a new licence to be issued for new driver and new vehicle applicants in which the applicant would gain a licence specifically to undertake school contract jobs but that such a licence would restrict them from being able to complete the usual private hire advanced bookings. Ms Goldsmith advised the Committee that further details would be presented to Members at a later meeting.

The information being presented, outlined the decisions and licensing activities that had taken place between 1 October 2022 and 31 March 2023. The Committee was presented with the following:

- That the Licensing Panel had heard six applications within the reporting period, with a total of 2,854 applications being received by the service.
- In the previous 6-month period, between 1 April 2022 and 30 September 2022, the service received a total of 2,906 applications.
- the licensing team and the police licensing officers based within the service worked closely with Trading Standards. Visits to premises were conducted when intelligence had been gathered by Trading Standards to suggest there was the sale of illicit tobacco at a premises. Whilst not every premises visited was licensed, it was important that members were aware that trading standards worked in partnership with the service and enforcement action was taken.

Licensing and Safety Committee - 19 July 2023

- In December 2022, four premises in South Kirklees were visited and in January 2023, four premises in both North and South Kirklees were visited.
- Licensing Officers undertook proactive enforcement activities outside normal working hours which varied from licensed vehicle checks, licensed operator-based checks, licensed driver checks, premises licence compliance checks and gambling premises compliance checks.
- Officers carried out 16 out of hours proactive enforcement duties, as part of the service role to keep the public safe.
- During the reporting period, licensing officers had worked with the police and Driver and Vehicle Standards Agency on three occasions on joint operations regarding safer roads conducting vehicle checks on vehicles, specifically licensed vehicles, for the licensing officers.
- on the three joint operations a total of 52 vehicles were checked and of those, 29 were found to have no defects.

RESOLVED – That the Licensing Services update report be noted.

8 **Geographical Knowledge Test Report**

The Committee considered a report on the requirement for all new hackney carriage and private hire driver applicants to complete and pass a geographical knowledge test and whether this requirement should be removed.

The Driver Training Policy, which was adopted in August 2019 and was appended to the considered report, did not come into effect until August 2021 with test bookings commencing in September 2021. Members of the Committee had previously resolved agree to make permanent the temporary change in policy that if an applicant produced evidence that they had undertaken a qualification at Entry 3 level or above in the UK, then they would be permitted to pass to the next stage of the theory and knowledge training and test.

The report advised that in order to pre-empt the new statutory taxi and private hire best practice guidance and to continue to strive to offer the best service to applicants it was proposed that the requirement for the geographical knowledge test for all new driver applicants be removed.

The Committee noted however, that it would remain an option to require any licensed driver to undertake a geographical knowledge test where multiple complaints of a similar nature indicated there may be issues with a driver's knowledge of the local area.

RESOLVED – That the requirement to undertake and pass the local geographical knowledge test for new licensed driver applicants be removed.

9 **Vehicle Policy Review Report**

The Committee considered a report which sought approval to consult on the review of the hackney carriage and private hire vehicle policy. The current vehicle

Licensing and Safety Committee - 19 July 2023

specification was appended to the considered report and had not been reviewed since July 2008.

The report informed the Committee that a review had been undertaken which took consideration of matters raised by the hackney carriage and private hire trade relating to (i) vehicle age limits (ii) window tints (iii) door signs and (iv) vehicle testing. The issue of the cost of a licence was calculated in accordance with the cost of administration of applications and ongoing compliance of the licence and would be addressed separately during the review of all the hackney carriage and private hire fees.

The draft vehicle specification policy was attached at Appendix 2 of the considered report, and the Committee was asked to resolve to agree to the commencement of a 12-week consultation on the draft vehicle policy. The Committee was also asked to agree the proposed consultation questions as shown at Appendix 3 of the report.

Following the consultation period, it was proposed that the findings and results would be considered at a future meeting of the Committee.

RESOLVED –

- 1) That the Hackney Carriage and Private Hire Vehicle policy review report and associated appendices be noted.
- 2) That authority be given for officers to commence a 12-week consultation regarding the proposed changes to the existing vehicle specification.
- 3) That a report outlining the results of the consultation be considered at a future meeting of the Licensing and Safety Committee.
- 4) That the proposed consultation questions, as appended to the considered report, be agreed with an additional question proposing no age limit for vehicles.

10 Fitness and Suitability consultation response report

The Committee considered a report which informed Members of the results of the consultation for the proposed changes to the Hackney Carriage and Private Hire Fitness and Suitability Policy.

At the meeting of the Committee on 5 October 2023, Members resolved for officers to carry out a three-month consultation in relation to the proposed changes to the existing policy. The proposed draft policy was contained in Appendix 1 of the considered report, and the results of the consultation were brought for consideration by the Committee.

The Committee was advised that drop-in sessions were offered to the hackney carriage and private hire trade to attend and that the following were consulted upon in relation to the proposed policy: -

- All licence holders
- Public Health
- LADO inc Kirklees Safeguarding Children and Adults Boards
- Safer Kirklees Council

Licensing and Safety Committee - 19 July 2023

- All Ward Councillors
- All MP's
- Susie Lamplugh Trust
- National PH and Taxi Association
- All Neighbouring Authorities
- All Unions (GMB, Unison, Unite)
- West Yorkshire Police
- Members of the public via Council comms

The Committee noted that the survey resulted in 333 responses, and a breakdown of the survey questions and responses was found at Appendix 2. GMB union had provided a response to the consultation which was appended to the report at Appendix 4 and a copy of the full survey responses was found at Appendix 5 of the considered report.

The Committee was advised that the council's current fitness and suitability policy met the requirements of the Department for Transport's Statutory Taxi and Private Hire Vehicle Standards, as at Appendix 6.

RESOLVED –

- 1) That the proposed draft fitness and suitability policy as at Appendix 1 of the considered report be adopted.
- 2) That authority be delegated to officers to amend the wording contained in section 10 of the proposed fitness and suitability policy to provide clarity between the reporting of civil penalty notices and fixed penalty notices.

11 Cumulative Impact Policy Report

The Committee considered a report on proposals to consult on the need for a Cumulative Impact Assessment in Huddersfield and Dewsbury Town Centres.

The Committee was advised that in April 2018 the Police and Crime Act 2017 introduced a new provision within the Licensing Act 2003, Section 5A which placed cumulative impact assessments on a statutory footing and provided that a licensing authority may, in appropriate circumstances, publish a cumulative impact assessment ('the Assessment').

The report informed the Committee that by publishing an Assessment, a Local Authority set down a strong statement of intent about its approach to considering applications for the grant and variation of premises licences or club premises certificates in a specific area(s). The Council must have regard to the Assessment when determining or revising its Statement of Licensing Policy.

However, the report noted that the Assessment did not change the fundamental way that licensing decisions were made, as each application would still be considered on its own merit. It would still be open for the Council to grant an application where it was considered appropriate and where the applicant could demonstrate that they would not be adding to the cumulative impact.

Licensing and Safety Committee - 19 July 2023

The Committee was advised that data collected suggested that there was indicative evidence to suggest that offences with links to alcohol were an issue in both Dewsbury and Huddersfield Town Centres, and that evidence was appended to the considered report at Appendix 1.

Members of the Committee were asked to consider if there was sufficient evidence to consult on proposals to introduce a Cumulative Impact Assessment, and if so, to authorise officers to commence formal consultations with the results being presented to a future meeting of the Committee.

RESOLVED –

- 1) That there is sufficient evidence to consult on proposals to introduce a 'Cumulative Impact Assessment' for both Huddersfield and Dewsbury Town Centres.
- 2) That authority be delegated to officers to commence formal consultation, with the results of the consultation to be presented to a future Licensing and Safety Committee meeting.

Contact Officer: Leigh Webb

KIRKLEES COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Tuesday 20th June 2023

Present: Councillor Elizabeth Smaje (Chair)
Councillor Bill Armer
Councillor Andrew Cooper
Councillor Yusra Hussain

Apologies: Councillor Jackie Ramsay

3 Membership of Committee

Apologies were received from Councillor Jackie Ramsay.

4 Minutes of Previous Meetings

The minutes of the meetings held on 18th April and 24th May 2023 were agreed as a correct record.

5 Interests

Councillor Hussain declared a personal interest in respect of Item 9 below, Kirklees Armed Forces Covenant Progress Report, as an employee of a neighbouring NHS Trust (Bradford).

6 Admission of the Public

All agenda items were considered in public.

7 Deputations/Petitions

No deputations or petitions were received.

8 Public Question Time

There were no questions from members of the public.

9 Kirklees Armed Forces Covenant - Progress Report

A report was submitted providing the Committee with an update on the work of the Kirklees Armed Forces Covenant Board since the introduction of the Armed Forces Bill in 2021.

Councillor Naheed Mather, Cabinet Member for Culture and Greener Kirklees was in attendance and introduced the report which set out details of the Covenant Duty along with the progress and achievements in Kirklees. The Kirklees Armed Forces Covenant Board had been established in 2013 to encourage services and partners to offer support to the local armed forces community to make it easier for Service Personnel families and veterans to access the help and support available for the Ministry of Defence, from statutory providers and from the charitable and voluntary sector. Inclusive Communities Framework. It was reported that the Armed Forces

Overview and Scrutiny Management Committee - 20 June 2023

Act 2021 placed a legal duty on specified public persons and bodies to have due regard to the principles of the Covenant when exercising certain statutory duties and functions in respect of healthcare, education and housing.

It was explained that disadvantage in service delivery most frequently occurs through a lack of understanding of the unique obligations and circumstances of the Armed Forces Community. The aim of the new Duty is to build awareness among service providers of the Covenant's principles and the Armed Forces Community.

The report set out an update on the progress and achievements in Kirklees based on the existing good practice contained within the Armed Forces Covenant Duty Guidance on how bodies can raise awareness of Armed Forces issues. It highlighted areas where good progress is being made and other areas that could also be considered.

Questions and comments were invited from the Committee Members, with the following issues being covered:

- The importance of ensuring visibility and promoting the covenant was stressed as a means of raising awareness and increasing participation from partners and from within the Council.
- In respect of frontline staff training it was suggested that this should be a requirement for staff and that statistical information be collated to monitor take up
- Members acknowledged that things were still evolving as to how the covenant is applied
- In response to a question about the limitations of the Covenant in respect of housing, Vina Randhawa, Democracy Manager, explained that a 'champion' from Housing Solutions was a member of the Partnership Board to help Armed Forces personnel navigate the housing application process.
- It was noted that there was no formal arrangements with Mental Health Trusts and Integrated Care Boards to ensure the Covenant is adhered to.
- With regard to the budgetary situation it was noted that £20k had been set aside to support work on the Covenant. This is currently funded by way of one off contribution met from reserves and it was reported that the Council could not commit to mainstreaming the budget but work will continue to look into budget provision in collaboration with partners.
- The importance of consulting with the local armed forces community was raised as a means of measuring whether the application of the Covenant is working.

Resolved –

- 1) That the update on the work of the Kirklees Armed Forces Board, including the ongoing work with partner and voluntary organisations be noted.
- 2) That the work with housing services to help Armed Forces Personnel navigate the housing process be welcomed.
- 3) That the budget position in relation to the Armed Forces Covenant be noted.
- 4) That a survey be developed to hear the voice and understand the need of Armed Services personnel locally

Overview and Scrutiny Management Committee - 20 June 2023

- 5) That discussions be undertaken with health organisations to allow the Council to understand how they are working with the Covenant.
- 6) That statistical information relating to the take up of e-learning training be provided in future updates to the Committee.

10 Council Financial Management

The Committee received a presentation providing an overview of the Council's financial position which included an update on the latest outturn position that had recently been reported. It was highlighted that the provisional revenue outturn position for 2022/23 was for an overspend of £27m, which was an improvement on the figure of £32m that had been reported at Quarter 3. The overspend had been funded from the use of Council reserves which had resulted in reserves being reduced from £122m to £84m. With regard to the cost of living variances that had contributed to the overspend it was explained that there were three main components namely, the pay award, energy inflation and food and fuel inflation.

The presentation set out detail service variances that had resulted in overspends by respective departments across the Council, which included continued reduced income following Covid, demand pressures and treasury management issues. Details of the Capital Programme outturn for 2022/23 was reported to the Committee which had resulted in a £31.5m underspend. The presentation provided an update in respect of the current 2023/24 budget position and the planned Capital Programme for 2023-2028.

Questions and comments were invited from the Committee Members, with the following issues being covered:

- With regard to the underspend on the 2022/23 capital programme it was confirmed that the underspend had already been forecast and factored in as part of the 2023/24 budget.
- All directorates are looking at fees and charges in respect of existing income lines and potential new income lines. The corporate fees and charges review is currently underway with plans to report in October 2023. Whilst acknowledging the need to review fees and charges the committee highlighted that any potential increases needed to be affordable to the residents of Kirklees.
- With regard to the timescales for the cultural heart it was acknowledged that financial challenges could result in the project taking longer than originally planned.
- The increased cost of borrowing and its impact on the budget this has been factored into the budget to some extent. It was reported that prudential borrowing means that in some cases borrowing can be delayed and treasury management measures used to manage the cost of borrowing.
- With regard to the shortfall in parking income it was reported that a review of parking had been agreed as part of the 2023/24 budget.

Resolved - That regular updates be received by this Committee in line with financial reporting timescales with additional updates in between the quarterly reporting cycle to allow for scrutiny of any particular areas of financial concern.

11 Allocation of Co-optees 2023-24

The Committee was asked to consider the allocation of co-optees to the Scrutiny Panels, for the 2023/24 municipal year.

RESOLVED:

1. That the allocation of scrutiny co-optees for the 2023/24 municipal year, as set out in paragraph 2.4, be agreed subject to the removal of Toni Bromley from the Children's Panel.
2. That the existing serving co-optees be thanked for their continued commitment and contribution to the work of scrutiny in Kirklees.
3. That the following retiring co-optees be thanked for their contribution to the work of scrutiny:
Toni Bromley
Kristina Parkes
James Ryan
Graeme Sunderland

Contact Officer: Sheila Dykes

KIRKLEES COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Tuesday 1st August 2023

Present: Councillor Elizabeth Smaje (Chair)
Councillor Bill Armer
Councillor Andrew Cooper
Councillor Yusra Hussain
Councillor Jackie Ramsay

12 Membership of Committee

All Members of the Committee were in attendance.

13 Minutes of Previous Meeting

Resolved –

That the minutes of the meeting of the Committee held on 20th June 2023 be agreed as a correct record.

The Chair updated the Committee as follows:

The meeting of the Committee held on 6th February had considered reports in relation to the Kirklees Communities Partnership Plan, the Annual Strategic Impact Assessment, and the Domestic Abuse Strategy.

Responses to the issues raised at the meeting had been shared with Members of the Committee in respect of:

- The reporting of speeding offences using the Police online crime reporting portal.
- Responses made/action taken in response to the data gathered from speed indication devices and how this is shared with partners.
- How data in respect of collisions not involving injury is collated and utilised.
- An update on widening the provision of 'safezones', particularly in the Rural and Batley and Spen areas
- The approach being taken across adjacent NHS Trusts in relation to the identification of people who may need support due to domestic abuse.

and these would be noted in the next formal report to the Committee, along with the response to the other issues raised.

14 Interests

During the meeting, and in the interests of transparency, Councillor Smaje disclosed that she was a trustee of a building that had been subject to a community asset transfer.

15 Admission of the Public

All items were considered in public session.

Overview and Scrutiny Management Committee - 1 August 2023

16 Deputations/Petitions

No deputations or petitions were received.

17 Public Question Time

No questions were submitted.

18 Kirklees Active Leisure

Adele Poppleton the Service Director, Culture and Visitor Economy, who was responsible for managing the relationship with Kirklees Active Leisure (KAL) on behalf of the Council, and the Chief Executive of KAL, Alasdair Brown, were in attendance and gave a presentation which highlighted the following:

- The background to the establishment of KAL, in 2002, to manage leisure facilities throughout Kirklees.
- The partnership agreement with the Council had been extended, for a period of twenty years, in 2012.
- KAL was an independent, not for profit, charitable trust, with a Board of twelve trustees including two Councillors.
- The KAL offer included provision of preventative health and wellbeing work.
- The customer base and the diversification undertaken in the last few years.
- Mapping of visits from inside and outside the district.
- The role of KAL as a local employer and the staff demographic.
- Ratio of funding to turnover.
- The current key challenges for the organisation and the measures taken, and being taken, to respond to the financial pressures.
- The Leisure Centre Review Programme, which was taking a strategic approach to the future offer and long-term operating model for the leisure centres.
- The purpose and membership of the Leisure Centre Review Programme Board and some of the mapping, data collection, benchmarking and analysis undertaken to date.
- The range of potential options for the model of operation.
- Next steps and timeline.

Councillor Paul Davies, the Cabinet Member with responsibility for the Corporate Portfolio, was also present. He stressed the need to establish a sustainable service in the long-term and that significant detailed work was ongoing so that the necessary decisions could be made.

Questions and comments were invited from Committee Members, with the following issues being covered:

- All the possible operational models were under consideration in the first instance and a shortlist would be agreed after further study and evaluation.
- The application to the Swimming Pool Support Fund, administered by Sport England, would cover those pools that were at risk of closure and would entail a commitment from the Authority to ensure that those pools would remain open for three years. This potential funding was welcomed.
- In respect of the level of expertise and capacity in place to explore and develop alternative income streams, it was considered that KAL was pro-active in this

Overview and Scrutiny Management Committee - 1 August 2023

area. There was a very strong partnership with the Council and work was also undertaken with other leisure operators to ensure awareness of what commercial opportunities might be available, a number of which had already been introduced.

- In terms of the suggestion that decision-making processes may be quicker in a model with less political/local authority involvement; the strengths and weaknesses of each of the options were being considered but it was acknowledged that the significant investment by the Kirklees must be monitored to ensure due diligence of this public money.
- Clarity on the financial implications of the different options would be available at a later stage.
- Consideration had and continued to be given to a cross-authority collaborative approach.
- The importance of the links with health and wellbeing and the scope for joint working on preventative programmes was emphasised.
- Public Health and Communities were included in the membership of the Review Programme Board to ensure that this focus was maintained.
- The offer in terms of certain seasonal activities had narrowed due to the challenges being faced. The provision of these services could be financially demanding which meant they would be more likely to be impacted in the current circumstances.
- The work undertaken on energy management to date had been excellent. Further investment in respect of energy efficiency and performance would be beneficial for the future but was highly unlikely to be viable at this time.
- It was noted that the issues for KAL were associated with the costs of staffing as well as energy costs.

Resolved -

(1) That the Service Director, Culture and Visitor Economy and the Chief Executive of KAL be thanked for attending the meeting and their comprehensive and informative presentations.

(2) That the views of the Committee be sought during the review consultation period and that the results of the analysis of the different models of operation be provided to members of the Committee when available.

(3) That the importance of the links with health and wellbeing be acknowledged.

19 Leader of the Council - Priorities 2023-24

Resolved –

That the item be deferred until the October meeting of the Committee.

20 Portfolio Priorities 2023-24

Councillor Carol Pattison, the Cabinet Member with responsibility for the Learning, Aspiration and Communities Portfolio, was in attendance at the meeting. Her portfolio included crime and disorder and community safety, the scrutiny of which fell within the remit of the Committee.

She explained that her key priority in this area was working with women and local organisations and understanding their lived experience, to drive culture change and ensure services respond appropriately. This tied in with the priority within the

Overview and Scrutiny Management Committee - 1 August 2023

Communities Partnership Plan to tackle violence against women and was also a priority for the Mayor of West Yorkshire.

There was a desire to address the cause, rather than focussing on dealing with the symptoms or outcomes, of the violence and this would be supported by a number of programmes of work with partners, including the adoption of a pledge to encourage action in respect of the culture within their organisations.

Councillor Paul Davies, the Cabinet Member with responsibility for the Corporate Portfolio presented his priorities for 2023/24 as follows:

Finance –

- Measures were being taken to address the current challenges facing the Authority and achieve financial stability, including plans to reduce the cost base and to increase income, but with the clear aim that the provision of the services and support that residents need will continue.
- Prioritisation and consideration of need would be inevitable.
- There were well-established structures for reporting and information was being shared with a cross-party group.
- Reviews of targets, including the achievement of savings, were being undertaken, at a minimum, on a monthly basis.
- More in-depth reviews, with input from scrutiny, would be undertaken into any specific areas of concern.

Cost of Living –

- Continued to be a focus in light of continued pressures on local people, with a particular concern currently being food inflation.
- Approaches would address the short, medium and longer term and would be integral to the Council's work across all directorates.
- Creation of resilience within communities was very important in order to establish sustainable solutions.
- There was also a continued commitment to support and develop the local economy and regeneration.

Assets –

- A core portfolio of retained assets would be developed with an understanding of what was needed to facilitate the provision of services and good working conditions within the financial constraints.
- Capital receipts from disposal would be considered alongside measures to reduce revenue spend on maintenance.
- Short and longer-term solutions would be considered in each case.
- Community asset transfers would be considered, where appropriate,
- A focus on maximising the use of assets to ensure that they were being fully utilised.

Questions and comments were invited from Committee Members, with the following issues being covered:

- In respect of the affordability of the regeneration plans for Huddersfield Town Centre, the risks had been carefully considered and it was believed that these

Overview and Scrutiny Management Committee - 1 August 2023

investments were crucial to the creation of more economic wealth and the support of residents in maintaining a vision and hope for the future. Re-phasing of gateways had been undertaken and an assurance was given that the finances would continue to be reviewed. It was noted that the Growth and Regeneration Scrutiny Panel would be maintaining a detailed overview of the district's major regeneration projects.

- In addition to the economic and other factors, such as the impact of the pandemic, that affected all local authorities, there was a whole range of key elements which varied across different authorities but which had a cumulative effect. These included the levels of reserves and levels of income (from business rates and Council Tax), the level of deprivation, pressures from demand continuing to rise in a number of services areas and the distribution of funding by central government. It would be helpful if this could be looked at retrospectively on a regional and national basis to understand how the current position for local authorities had been reached.
- The Cost of Living Action Programme could be shared with Committee Members.
- Where issues of sustainability were being experienced by groups that had been party to a community asset transfer, work was being undertaken to identify other community groups that might be able to take over.
- The crucial role of the voluntary and community sector, and the importance of partnership working with the Council and the need to ensure sustainability and resilience was recognised.
- Pre-decision scrutiny of the Asset Management Strategy was included within the Committee's Work Programme.
- The targeting of resources towards those with most need was supported. More affluent areas tended to be more resilient than the more deprived areas in terms of the voluntary and community groups and this should be taken into account.
- It was noted that there could be pools of deprivation within otherwise affluent communities and also that the loss of key people within a community group could have a significant impact.

21 Council Financial Management - Energy

The Committee received a presentation in respect of a review of the Council's arrangements and budgets for energy, by Dean Langton, the Service Director, Finance and Section 151 Officer. The following points were highlighted:

- The impact of the global energy crisis on prices.
- The steps taken by the Authority to address the impact of the increase in prices including re-procurement and plans to reduce usage through asset rationalisation and energy efficiency measures.
- The current approach to procurement and contractual arrangements.
- The difference between domestic and business energy pricing.
- The annual costs over the last three years.
- The top ten users of electricity and gas within the Council.
- The budget for energy for 2023/24.
- The measures undertaken to improve efficiency, consumption and monitoring.

Overview and Scrutiny Management Committee - 1 August 2023

Questions and comments were invited from Committee Members, with the following issues being covered:

- In terms of the review of opportunities for implementing energy efficiency measures and renewable energy, including the re-appraisal of the cost effectiveness of investment based on changing conditions, it was explained that the Council had a dedicated Energy and Climate Change Team. This team was working toward delivering the Council's Climate Change Action Plan. Opportunities to improve energy efficiency, including government funding, would be considered as they arose but it was noted that such investment, in the current financial climate, was going to be a challenge.
- A response could be provided to members in relation to the use of green electricity suppliers and whether the additional premium would be better used for investment into energy efficiency and renewable energy.
- Data centres were significant users but also produced a lot of heat.
- Energy impacts were always considered as part of the integrated impact assessment on any proposals and was a priority.
- It was the duty of all to identify any opportunities to make savings.
- There was an active Green Employee Network which had put forward a number of ideas and suggestions.
- It would be helpful to study best practice nationally.

22 **Kirklees Scrutiny Work Programme 2023-24**

The Work Programmes/Agenda Plans for the Overview and Scrutiny Management Committee and the four standing Scrutiny Panels; Children's, Environment and Climate Change, Growth and Regeneration, and Health and Adult Social Care, were submitted for the Committee's consideration.

The Chair of each body gave a brief overview of the key issues that they wished to address during 2023/24. It was acknowledged that the programmes could change during the year.

Resolved –

That the Committee and Panel's Work Programmes for 2023/24 be endorsed.

23 **Any Other Business**

The Chair reported that Richard Dunne was retiring from the Council after seventeen years having worked with various scrutiny bodies during that time. Members thanked Richard for his excellent support and wished him a happy retirement.

Contact Officer: Richard Dunne

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 6th July 2023

Present: Councillor Steve Hall (Chair)
Councillor Moses Crook
Councillor Mohan Sokhal
Councillor Bill Armer
Councillor Mark Thompson
Councillor Andrew Pinnock
Councillor Eric Firth

Apologies: Councillor Carole Pattison

1 Membership of the Committee

Apologies were received from Councillor Carole Pattison.

Councillor Eric Firth substituted for Councillor Carole Pattison.

2 Minutes of the Previous Meeting

The minutes of the meeting of the Committee held on the 8 June 2023 were approved as a correct record.

3 Declaration of Interests and Lobbying

No interests or lobbying were declared.

4 Admission of the Public

All items were considered in public session.

5 Public Question Time

No questions were asked.

6 Deputations/Petitions

No deputations or petitions were received.

7 Planning Applications

The following application was considered.

8 Planning Application - Application No: 2023/90531

The Committee gave consideration to Planning Application 2023/90531 Demolition of warehouse unit and proposed erection of production warehouse (use classes B2 and B8) for the purpose of the manufacture and storage of beds, mattresses and their components alongside ancillary retail and office space and associated access, parking and landscaping works. Highgate Beds Ltd, Bretton Street, Savile Town, Dewsbury.

RESOLVED –

1) That approval of the application and issue of the decision notice be delegated to the Head of Planning and Development in order to:

1. Complete the list of conditions, including those contained within the report and planning update as set out below:

1. Commencement of development within three years.
2. Development in accordance with approved document schedule.
3. Submission of and adherence to a Construction Environmental Management Plan.
4. Submission and implementation of a Construction Environmental Management Plan: Biodiversity for the purpose of protecting species and their habitats on site.
5. Submission and implementation of temporary drainage for the construction period.
6. Visibility splays to be provided.
7. Operation and delivery time restrictions.
8. Submission of an Air Quality Screening Assessment.
9. Submission and implementation of a Noise Assessment.
10. Installation of a fat and grease interceptor to food preparation areas.
11. Submission of and adherence to an External Lighting Design Strategy for Biodiversity and Residential Amenity.
12. Submission and installation of kitchen/canteen extraction system details.
13. Submission of a Phase II Contaminated Land Survey.
14. Submission of a Contaminated Land Remediation Strategy.
15. Implementation of a Contaminated Land Remediation Strategy.
16. Submission of a Contaminated Land Validation Report.
17. Submission and implementation of a detailed drainage design.
18. Submission and adherence to details relating to the protection, maintenance and access to the public water supply.
19. Details of surfacing and draining of parking areas.
20. Details of waste storage and collection to be provided.
21. 2m wide footway to be provided.
22. Submission, inspection and implementation of external materials specifications and samples.
23. Submission of evidence confirming installation of the solar array.
24. Submission and implementation of hard and soft landscaping details.
25. Retention and protection of trees.
26. Submission and implementation of a Biodiversity Enhancement Management Plan to ensure that on-site Biodiversity Net Gain.
27. Submission and implementation of security measures.
28. Cycle parking to be provided prior to occupation.
29. Signage and road markings (prohibiting vehicle entry from Bretton Street) prior to occupation.
30. Implementation of the Travel Plan.
31. Requirement to achieve no less than BREEAM "Very Good".

An additional condition to maximise the energy output from the installed solar array.

Strategic Planning Committee - 6 July 2023

2. Secure a Section 106 agreement to cover the following matters:

- 1) Biodiversity – A financial contribution of £119,600 towards off-site measures to achieve biodiversity net gain in accordance with the Biodiversity Net Gain Technical Advice Not.
- 2) Skills – Provision of a package of training and educational support for existing and future employees based upon the parameters of a Framework Skills Plan (which intends to secure a training programme for at least 15% of the workforce on a yearly basis with up to 45% of the workforce on a training programme after three years of the development being brought into use).
- 3) Sustainable Transport – Measures to encourage the use of sustainable modes of transport, including a financial contribution towards a Sustainable Travel Fund as well as a further £10,000 towards Travel Plan monitoring.
- 4) Off-site Highway Works – An off-site financial contribution of £20,000 towards bus stop upgrades; and
- 5) Management – The establishment of a management company for the management and maintenance of infrastructure relating to surface water and foul drainage infrastructure until formally adopted by the statutory undertaker.

3. 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 mitigation and benefits that would have been secured and, 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: Armer, Crook, E Firth, A Pinnock, Sokhal, S Hall and Thompson (7 votes).

Against: (0 votes)

This page is intentionally left blank

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 3rd August 2023

Present: Councillor Steve Hall (Chair)
Councillor Moses Crook
Councillor Carole Pattison
Councillor Mohan Sokhal
Councillor Bill Armer
Councillor Andrew Pinnock

Apologies: Councillor Mark Thompson

1 Membership of the Committee

Apologies for absence were received from Cllr Thompson.

2 Minutes of the Previous Meeting

RESOLVED – That the Minutes of the Meeting held on 6 July 2023 be approved as a correct record.

3 Declaration of Interests and Lobbying

There were no declarations or lobbying or interests.

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 Site Visit - Application 2023/91092

Site visit undertaken.

9 Planning Application - Application No: 2023/91092

The Committee gave consideration to Application 2023/91092 – Demolition of existing school, improvements to existing access and formation of internal access road and turning head, formation of car park, children's outdoor play areas and associated landscaping at St Peters CE VA Junior and Infant and Early Years School, Field Head Lane, Birstall.

Strategic Planning Committee - 3 August 2023

Under the provisions of Council Procedure Rule 37, the Sub-Committee received a representation from Nick Willock (applicant's agent).

RESOLVED – That authority be delegated to the Head of Planning and Development to approve the application, issue the decision notice and complete the list of conditions including matters relating to;

- Three years to commence development
- Development to be carried out in accordance with the approved plans and specifications
- Solar panels to be provided as proposed
- Phasing strategy to be provided
- Construction Management Plan to be provided
- Condition for materials to be provided
- Boundary stone wall to be re-built, with access improvements
- Works to be done in accordance with Arb reports
- Landscaping strategy to be submitted and implement in first season after occupation
- Landscaping management and maintenance to be provided
- Fencing / boundaries to be done in accordance with plans
- Odour mitigation plan
- Review of noise mitigation measures after 12 months
- 3.5m high weldmesh ballstop Design Guidance Note from Sport England Artificial Grass Pitch (AGP) Acoustics
- Roof plant noise limit
- HW survey of local road network and parent parking habits. If necessary, mitigation to be implemented
- Development to operate in accordance with travel plan
- Details of minimum secure 18 cycle parking spaces to be provided
- Drainage system to be installed in accordance with approved details
- Temporary surface water to be managed in accordance with submitted details
- Kitchen discharge to go via fat / grease trap
- Lighting strategy to be provided (ecology, amenity, and security)
- Site clearance outside of bird breeding
- EclA enhancement measures to be implemented
- 10% net gain to be delivered on site
- Contaminated land investigations
- Minimum two EVCP to be provided at required spec

(The Committee resolved that a condition to apply a maximum of staff and students shall not apply).

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors Armer, Crook, S Hall, Pattison and Sokhal (5 votes)

Against: Councillor A Pinnock (1 vote)

Strategic Planning Committee - 3 August 2023

The Committee gave consideration to Application 2023/90509 – Erection of 2 storey, 5 classroom teaching block including toilet facilities and staff/store rooms at North Huddersfield Trust School, Woodhouse Hall Road, Fartown, Huddersfield.

RESOLVED –

1) That authority be delegated to the Head of Planning and Development to approve the application, issue the decision notice and complete the list of conditions including matters relating to;

- Time Limit (three years)
- Development in accordance with approved plans
- Contaminated land investigation conditions
- Noise Assessment
- Construction Environmental Management Plan
- Travel Plan
- Scheme of mitigation works at Woodhouse Hill Junction
- Submission of an Arboricultural Method Statement prior to works commencing on site
- Submission of a detailed planting scheme/proposal for the new planting shown to the south
- Full, detailed sections of the proposed green roof should be submitted prior to its installation, this should also include loading information, species to be planted and details of its maintenance

2) That authority be delegated to the Head of Planning and Development to secure a S106 Agreement to cover off site highway works for junction improvements to Woodhouse Hill Junction – contribution of £50,000.

3) That, pursuant to (2) above, in circumstances where the S106 Agreement has not been completed within three months of this decision, the Head of Planning and Development shall be authorised to consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured, and would therefore be permitted to determine the Application and impose appropriate reasons for refusal under delegated powers.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors Armer, Crook, S Hall, Pattison, A Pinnock and Sokhal (6 votes)

Against: (no votes)

11 **Planning Application - Application No: 2023/91093**

The Committee gave consideration to Application 2023/91093 – Construction of permanent vehicular access track and the erection of fencing (within a site of special scientific interest) at land adjacent to March Haigh Reservoir, off Blake Lea Lane, Marsden.

Under the provisions of Council Procedure Rule 37, the Sub-Committee received a representation from Nick Wild (on behalf of the applicant).

RESOLVED –

- 1) That authority be delegated to the Head of Planning and Development to approve the application, subject to the response of the Secretary of State under Regulation 64(5) of the Conservation and Habitats and Species Regulations 2017 and, if no objection is received, to issue the decision notice and complete the list of conditions including matters relating to;
 - Time limit to commence development (3 years)
 - Development to be carried out in accordance with the approved plans and specifications
 - Prior to their use, details of the stone to be used for the access track shall be submitted to and approved in writing by the LPA
 - Prior to construction commencing, a schedule of the means of access to the site for construction traffic shall be submitted to and approved in writing by the LPA. The schedule shall include the point of access for construction traffic, details of the times of use of the access, the routing of construction traffic to and from the site, construction workers parking facilities and the provision, use and retention of adequate wheel washing facilities within the site
 - Prior to the commencement of the development (including ground works), a survey (including photographic evidence) of the existing condition of the highway on Blake Lea Lane (the extent of highway to be surveyed to be agreed in writing by the Local Planning Authority in advance) and the Public Footpath COL/195/10 (from Blake Lea Lane to the proposed access track) shall be carried out jointly with the Local Highway Authority and submitted to and approved in writing by the Local Planning Authority. The survey shall include carriageway and footway surfacing, verges, kerbs, edgings, street lighting, signing and white lining. The submission made pursuant to this condition shall also include a timetable of works and a commitment (with responsibilities assigned to named parties) to undertake remedial works (the details of which shall be submitted to and approved in writing by the Local Planning Authority) to maintain the highway during the entirety of the construction phase to the condition documented in the pre-commencement highway condition survey. The final highway remediation works so approved shall be completed within one month of completion of construction phase.
 - Prior to the installation of the track at point C, details of the existing definitive public footpath Col/195/40 to be retained on site where crossed by the proposed access track, as detailed on the approved site layout plan, shall be submitted to and approved in writing by the Local Planning Authority. The details shall include: (a) A large scale plan showing the location, design and landscape of this section of the definitive public footpath (b) Existing and proposed full cross and long sections, including gradients (c) Construction specifications, signing and surfacing materials (d) An independent Safety Audit covering all aspects of the work (e) Pedestrian safety measures in respect of where the public footpath crosses the proposed track and (f) A timescale for its implementation. The definitive public footpath shall then be provided in accordance with the approved timescale and thereafter retained.

Strategic Planning Committee - 3 August 2023

- Prior to the installation of the track at point C, a detailed scheme shall be submitted to and approved in writing by the Local Planning Authority for the protection of the public safety of Col/195/40 (Colne Valley public footpath 195) in relation to all aspects of construction works within and including areas to or from the site. Unless otherwise agreed in writing, the approved scheme shall be implemented throughout the construction period of the development
- The development shall be carried out in complete accordance with the Written Scheme of Investigation dated June 2023, unless otherwise agreed in writing with the Local Planning Authority
- The gates to restrict unauthorised access shall be installed before the track is first brought into use and kept locked at all times, other than when the track is in use. The gates shall thereafter be retained for the lifetime of the development
- The development shall not be carried out other than in strict accordance with the Construction Environmental Management Plan (CEMP). All relevant measures detailed in the CEMP (dated June 2023), including (but not limited to) monitoring of breeding bird location and activity by a suitably qualified ECoW; ECoW toolbox talk; maintenance of a stripped vegetation corridor along the construction route; and temporary visual screening should be strictly adhered to at the site
- The development shall not be carried out other than in strict accordance with the Operation and Maintenance (O&M) Manual
- Prior to the commencement of development, a Biodiversity Mitigation and Management Plan shall be submitted and approved by the LPA. The plan shall detail all mitigation measures required to avoid adverse effects on site integrity, as fully detailed within the HRA. Additional mitigation measures for construction/operational impacts on the SSSI should be included within the BMMP, including (a) Creation of acid grassland along track edges (within the designated site); and (b) Inclusion of suitable seed mix for twite in acid grassland creation areas
- A restoration scheme to be submitted and agreed in writing with the LPA in the event that any part of the track is removed/no longer required
- Before the development commences, a full structural dilapidation survey of the existing highway retaining walls along Blake Lea Lane shall be undertaken by a suitably qualified and experienced structural engineer and a copy of the report submitted to the Highway Structures team for record purposes. A further structural dilapidation survey of the retaining walls shall also be required following the completion of the works and any defects arising in the highway retaining walls due to heavy traffic associated with the proposed development shall be made good to the satisfaction of the Council's structures team, within one month of completion of the construction phase
- Prior to replacement, full details of any further culverts shall be submitted to and approved in writing by the Local Planning Authority

2) That authority be delegated to the Head of Planning and Development to secure a S106 Agreement to cover ecological compensatory measures to provide a financial contribution to compensate for the ecological impacts of the development likely to be relayed to the National Trust in order to diversify at least 3.5ha of purple

Strategic Planning Committee - 3 August 2023

moor grass dominated vegetation at the plateau areas around Round Hill, east of Ellen Clough and north of Deer Hill Conduit, within Holme Moor.

3) That, pursuant to (2) above, in circumstances where the S106 Agreement has not been completed within three months of this decision, the Head of Planning and Development shall be authorised to consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured, and would therefore be permitted to determine the Application and impose appropriate reasons for refusal under delegated powers.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors Armer, Crook, S Hall, Pattison, A Pinnock and Sokhal (6 votes)

Against: (no votes)

Contact Officer: Sheila Dykes

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 31st August 2023

Present: Councillor Steve Hall (Chair)
Councillor Beverley Addy
Councillor Bill Armer
Councillor Moses Crook
Councillor Carole Pattison
Councillor Andrew Pinnock
Councillor Mark Thompson

Apologies: Councillor Mohan Sokhal

- 1 Membership of the Committee**
Councillor Addy attended for Councillor Sokhal.
- 2 Minutes of the Previous Meeting**
Resolved – That the Minutes of the meeting of the Committee held on 3 August 2023 be approved as a correct record.
- 3 Declaration of Interests and Lobbying**
No interests or lobbying were declared.
- 4 Admission of the Public**
All items were considered in public session.
- 5 Deputations/Petitions**
No deputations or petitions were received.
- 6 Public Question Time**
No questions were asked.
- 7 Site Visit - Application No: 2023/91267**
Site visit undertaken.
- 8 Planning Application - Application No: 2023/91267**
The Committee considered Application 2023/91267 in respect of the partial demolition of an existing outbuilding and alterations to form an office/gym/garage/trailer store/stables/tackroom/feed store, and the change of use of an agricultural building to horse schooling arena at Grange Farm, Slaithwaite Road, Meltham, Holmfirth.

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. Standard 3-year timeframe for commencement of development.
2. Development to be completed in accordance with the submitted plans and specifications.
3. External facing and roofing materials to match existing.
4. To be used for private non-commercial purposes only.