



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

**Julie Muscroft**

Governance and Commissioning

PO Box 1720

Huddersfield

HD1 9EL

**Tel:** 01484 221000

Please ask for: Sheila Dykes

Email: [sheila.dykes@kirklees.gov.uk](mailto:sheila.dykes@kirklees.gov.uk)

Friday 29 December 2023

## Notice of Meeting

Dear Member

### Overview and Scrutiny Management Committee

The **Overview and Scrutiny Management Committee** will meet in the **Council Chamber - Town Hall, Huddersfield** at **2.00 pm** on **Tuesday 9 January 2024**.

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

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

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

**Julie Muscroft**

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

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

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

### **Member**

Councillor Elizabeth Smaje (Chair)

Councillor Bill Armer

Councillor Andrew Cooper

Councillor Jo Lawson

Councillor Shabir Pandor

# Agenda

## Reports or Explanatory Notes Attached

---

### Pages

**1: Membership of Committee**

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

---

**2: Minutes of Previous Meeting**

1 - 10

To approve the minutes of the meeting of the Committee held on 5<sup>th</sup> December 2023.

---

**3: Declaration of Interests**

11 - 12

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

---

**4: Admission of the Public**

Most agenda items take place in public. This only changes where there is a need to consider exempt information, as contained at Schedule 12A of the Local Government Act 1972. You will be informed at this point which items are to be recommended for exclusion and to be resolved by the Committee.

---

**5: Deputations/Petitions**

The Committee 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.

---

## **6: 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.

---

## **7: Financial Management - Housing Revenue Account**

A presentation will be given in respect of the current position of the Housing Revenue Account.

Contact:

Isabel Brittain - Service Director, Finance

Naz Parkar - Service Director, Homes and Neighbourhoods

---

## **8: Procurement**

13 - 20

The Committee will receive a report which provides an update on the work being undertaken to deliver the refreshed Procurement Strategy, with a particular focus on the following areas:

- Supplier engagement.
- Contract management and strengthening governance procedures.
- Forthcoming procurement legislation.
- Procurement planning.
- Procurement best practice.

Contact:

Jane Lockwood – Head of Procurement

---

**9: People Strategy** 21 - 30

The report provides an update on the Council's People Strategy and invites feedback from Members.

Contact:  
Shauna Coyle – Head of People Services

---

**10: Lead Members' Updates** 31 - 38

The Lead Members for the Children's and Health & Adult Social Care Scrutiny Panels will update the Committee on the work being undertaken by their panels.

Contact:  
Sheila Dykes – Principal Governance Officer

---

**11: Work Programme 2023-24** 39 - 48

The latest version of the Committee's Work Programme for 2023-24 will be submitted for consideration.

Contact:  
Sheila Dykes – Principal Governance Officer

---