

Public Document Pack



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

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Date Not Specified

Notice of Meeting

Dear Member

zzTest Training Committee

The **zzTest Training Committee** will meet in the **Council Chamber - Town Hall, Huddersfield** at **11.00 pm** on **Saturday 27 January 2024**.

This meeting will be live webcast. To access the webcast please go to the Council's website at the time of the meeting and follow the instructions on the page.

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".

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 Committee members are:-

Member

Terence Hudson
Lorraine Brook
Chris Dudley
Claire Gardiner
Leigh Webb
Kyle Paine
Tom Bindon
Fred Jones
Helen Kilroy

Responsible For:

Head of Technology
Principal IT Officer
IT Senior Officer
Democracy Officer
Democracy Manager
IT Senior Officer
IT Events Officer
Observer
Observer

Agenda

Reports or Explanatory Notes Attached

Pages

1: Membership of the Committee

To receive apologies for absence from those Members who are unable to attend the meeting and details of substitutions and for whom they are attending. to the Committee membership.

2: Minutes of Previous Meeting

To approve the Minutes of the meeting of the Committee held on the [DATE MONTH YEAR].

3: Declaration of Interests

1 - 2

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: Exclusion of the Public

To resolve that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of 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.

8: Agenda Item 9

3 - 6

This is Agenda Item 9 is about

KIRKLEES COUNCIL			
COUNCIL/CABINET/COMMITTEE MEETINGS ETC			
DECLARATION OF INTERESTS			
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.



Name of meeting:

Date:

Title of report:

Purpose of report:

<p>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.</p>	<p>Yes/ no or Not Applicable If yes give the reason why</p>
<p>Key Decision - Is it in the <u>Council's Forward Plan (key decisions and private reports)?</u></p>	<p>Key Decision – Yes/No Private Report/Private Appendix – Yes/No</p>
<p>The Decision - Is it eligible for call in by Scrutiny?</p>	<p>Yes/No or Not Applicable <i>(if No or Not applicable – please explain why)</i></p>
<p>Date signed off by <u>Strategic Director</u> & name</p> <p>Is it also signed off by the Service Director for Finance?</p> <p>Is it also signed off by the Service Director for Legal Governance and Commissioning?</p>	<p>Give name and date for Cabinet / Scrutiny reports</p> <p>Give name and date for Cabinet reports</p> <p>Give name and date for Cabinet reports</p>
<p>Cabinet member portfolio</p>	<p>Give name of Portfolio Holder/s</p>

Electoral wards affected:

Ward councillors consulted:

Public or private:

Has GDPR been considered?

1. Summary

XXX

2. Information required to take a decision

XXX

3. Implications for the Council

3.1 Working with People

XXX

3.2 Working with Partners

XXX

3.3 Place Based Working

XXX

3.4 Climate Change and Air Quality

XXX

3.5 Improving outcomes for children

XXX

3.6 Financial Implications for the people living or working in Kirklees

XXX

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

As well as considering other implications, you should add in here a paragraph making appropriate reference to the IIA.

4. Consultation

XXX

5. Engagement

XXX

6. Next steps and timelines

XXX

7. Officer recommendations and reasons

XXX

8. Cabinet Portfolio Holder's recommendations

XXX

9. Contact officer

Name and job title of report author, contact details (telephone and e-mail)

10. Background Papers and History of Decisions

XXX

11. Service Director responsible

Name and job title

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