

Public Document Pack

Kirklees Council



Council Chamber - Town Hall, Huddersfield

Tuesday 9 July 2024

Dear Member

The Council will meet on Wednesday 17 July 2024 at 5.30 pm in the Council Chamber - 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: Motion submitted in accordance with Council Procedure Rule 14 as to the Leadership of the Council 1 - 2

To consider the following Motion in the names of Councillors Pattison, Crook, McKerchar, Munir Ahmed, Rylah, Butt, O'Donovan, Firth, Turner, Sokhal, P Davies, Kendrick, A U Pinnock, Sewell, Lowe, Addy, McCarthy, Ullah, Homewood, Simpson, Hawkins, Amin and McLoughlin;

“We, as signatories, call for a Vote of No Confidence to remove the current Leader of the Council under section 7.6.1 of the Council's Constitution.

We believe that the current Leader and their new group have no legitimate mandate from this Council or from the people of Kirklees. Leadership from this small and newly formed minority party is not sustainable.

We therefore resolve to see the current Leader removed from office and for a new Leader be properly elected by this Council.”

4: Minutes of Previous Meeting 3 - 12

To approve the Minutes of the Meeting of Annual Council Meeting held on 22 May 2024.

5: Declaration of Interests 13 - 14

Elected Members will be asked to advise if there are any items on the Agenda in which they have a disclosable pecuniary interest, or any other interests, which may prevent them from participating in the discussion or vote on any of the items.

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

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.

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: Petitions (From Members of the Council)

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

9: Petitions Debate (Car Parking Charges - Cleckheaton)

In accordance with Council Procedure Rule 9a, Council will discuss the subject matter of a previously submitted petition which opposes the potential introduction of car parking charges in the Cleckheaton area.

10: Petitions Debate (Car Parking Charges - Honley/Meltham)

In accordance with Council Procedure Rule 9a, Council will discuss the subject matter of a previously submitted petition which opposes the potential introduction of car parking charges in the Honley/Meltham area.

11: West Yorkshire Combined Authority - Minutes

15 - 64

To receive the Minutes of West Yorkshire Combined Authority held on 7 December 2023, 1 February 2024 and 14 March 2024.

12: Financial Outturn Report 2023/2024 (to include the Revenue, Capital and Housing Revenue Account Outturn Position and Annual Report on Treasury Management (Reference from Cabinet)) 65 - 188

To consider the report.

Contact: James Anderson, Head of Accountancy

13: Environment Strategy: Everyday Life (Reference from Cabinet) 189 - 258

To consider the report.

Contact: Robert Green, Climate Change

14: Pay Policy Statement (Reference from Personnel Committee) 259 - 274

To consider the report.

Contact: Shauna Coyle, Head of People Services

15: Appointment of Chair - Health and Wellbeing Board 275 - 276

To appoint the Chair of Health and Wellbeing Board for the remainder of the municipal year.

Contact: Leigh Webb, Acting Head of Governance

16: Written Questions to the Leader, Cabinet Members, Chairs of Committees and Nominated Spokespersons 277 - 280

To receive written questions to the Leader, Cabinet Members, Chairs of Committees and Nominated Spokespersons in accordance with Council Procedure Rule 12.

A schedule of the written questions and responses will be tabled at the meeting. One supplementary question will be permitted.

17: Minutes of Cabinet and Cabinet Committee - Local Issues

281 -
326

To receive the Minutes of (i) Cabinet held on 23 January, 13 February, 20 February, 12 March and 9 April 2024 and (ii) Cabinet Committee – Local Issues held on 22 November 2023, 31 January and 22 March 2024.

18: 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/Children’s Services Portfolio (Councillor H Zaman)
 - Communities Portfolio (Councillor A Zaman)
 - Culture and Greener Kirklees Portfolio (Councillor Hussain)
 - Highways (Councillor Masood Ahmed)
-

19: Minutes of Other Committees

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462

- (i) Corporate Governance and Audit Committee
 - (ii) Corporate Parenting Board
 - (iii) Health and Wellbeing Board
 - (iv) Licensing and Safety Committee
 - (v) Overview and Scrutiny Management Committee
 - (vi) Personnel Committee
 - (vii) Standards Committee
 - (viii) Strategic Planning Committee
-

20: Oral Questions to Committees/Sub Committees/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 Longstaff)
- Corporate Governance and Audit Committee (Councillor Taylor)

- District Wide Planning Committee (Councillor Ullah)
- Health and Wellbeing Board (to be confirmed at Agenda Item 15)
- Kirklees Parenting Board (Councillor H Zaman)
- Licensing and Safety Committee - including Licensing and Regulatory Panel (Councillor A U Pinnock)
- Overview and Scrutiny Management Committee (Councillor Burke)
- Personnel Committee (Councillor Scott)
- Scrutiny Panel – Childrens (Councillor Ali)
- Scrutiny Panel – Environment and Climate Change (Councillor Cooper)
- Scrutiny Panel – Growth and Regeneration (Councillor Amin)
- Scrutiny Panel – Health and Adult Social Care (Councillor J D Lawson)
- Standards Committee (Councillor Armer)
- Strategic Planning Committee (Councillor Homewood)
- Kirklees Active Leisure (Councillor Sokhal)
- One Adoption Joint Committee (Councillor Sewell)
- West Yorkshire Combined Authority (Councillor Scott)
- West Yorkshire Combined Authority Transport Committee (Councillor McLoughlin)
- West Yorkshire Fire and Rescue Authority (Councillor O'Donovan)
- West Yorkshire Joint Services Committee (Councillor Munir Ahmed)
- West Yorkshire Police and Crime Panel (Councillor Lowe)

21: Response to Motion - School Uniform Costs

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466

To receive for information the response to the Motion of Council, approved on 17 January 2024.

22: Response to Motion - Water Quality and Sewage Discharge

467 -
472

To receive for information the response to the Motion of Council, approved on 17 January 2024.

By Order of the Council

A handwritten signature in black ink, appearing to read 'S. Mawson', written in a cursive style.

Steve Mawson
Chief Executive

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Amendment to Agenda Item 3 – Motion submitted in accordance with Council Procedure Rule 14 as to the Leadership of the Council

Amendment submitted by Councillor Cooper and Councillor Jo Lawson

To add an additional paragraph at the end of the text as follows;

“Furthermore this Council believes that the Labour Party also has no mandate to run the Council because:

- It only secured 31% of the vote in the May Council elections compared with 38% in 2023.
- Labour lost 6 seats in the local elections.
- Labour has gone from 39 seats to 24 seats since May 2023. A total loss of 15 seats.
- In addition it has lost an MP in the Dewsbury and Batley Constituency.
- A party which can only secure 31% of the vote should not have 100% of the power over decisions in Kirklees.

This Council therefore asks the Corporate Governance and Audit Committee to consider recommending replacing the unrepresentative Strong Leader and Cabinet Model to a modern Committee System that involves Councillors of all parties and Independent Councillors, in decision making, at the earliest opportunity.”

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Contact Officer: Andrea Woodside

ANNUAL COUNCIL

KIRKLEES COUNCIL

**The Meeting of Annual Council of the Borough of Kirklees held in
the Council Chamber, Huddersfield Town Hall on Wednesday 22 May 2024**

PRESENT

The Mayor (Councillor Nosheen Dad) in the Chair

COUNCILLORS

Councillor Aafaq Butt	Councillor Adam Zaman
Councillor Alex Vickers	Councillor Ali Arshad
Councillor Alison Munro	Councillor Amanda Pinnock
Councillor Ammar Anwar	Councillor Andrew Marchington
Councillor Andrew Pinnock	Councillor Angela Sewell
Councillor Anthony Smith	Councillor Andrew Cooper
Councillor Ashleigh Robinson	Councillor Aziz Daji
Councillor Beverley Addy	Councillor Bill Armer
Councillor Cahal Burke	Councillor Carole Pattison
Councillor Caroline Holt	Councillor Cathy Scott
Councillor Charles Greaves	Councillor David Hall
Councillor David Longstaff	Councillor Darren O'Donovan
Councillor Donna Bellamy	Councillor Elizabeth Smaje
Councillor Eric Firth	Councillor Graham Turner
Councillor Habiban Zaman	Councillor Hanifa Darwan
Councillor Hannah McKerchar	Councillor Harry McCarthy
Councillor Karen Allison	Councillor Imran Safdar
Councillor Itrat Ali	Councillor James Homewood
Councillor John Lawson	Councillor John Taylor
Councillor Joshua Sheard	Councillor Jo Lawson
Councillor Kath Pinnock	Councillor Lisa Holmes
Councillor Mark Thompson	Councillor Matthew McLoughlin
Councillor Martyn Bolt	Councillor Masood Ahmed
Councillor Moses Crook	Councillor Mohan Sokhal
Councillor Munir Ahmed	Councillor Musarrat Khan
Councillor Paola Antonia Davies	Councillor Paul Davies
Councillor Paul Moore	Councillor Richard Smith
Councillor Sheikh Ullah	Councillor Susan Lee-Richards
Councillor Tanisha Bramwell	Councillor Timothy Bamford
Councillor Tony McGrath	Councillor Tyler Hawkins
Councillor Viv Kendrick	Councillor Vivien Lees-Hamilton
Councillor Will Simpson	Councillor Yusra Hussain
Councillor Zahid Kahut	Councillor Zarina Amin

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- 1 To elect the Mayor for the ensuing year**
That Councillor Nosheen Dad be elected as Mayor for the 2024/2025 Municipal Year.
- 2 To appoint a Deputy Mayor for the ensuing year**
That Councillor Elizabeth Smaje be appointed as Deputy Mayor for the 2024/2025 Municipal Year.
- 3 Minutes of Previous Meetings**
RESOLVED – That the Minutes of the Meetings held on 6 March 2024 and 20 March 2024 be approved as a correct record.
- 4 Declaration of Interests**
No interests were declared.
- 5 Announcements by the Mayor and Chief Executive**
The Chief Executive advised of the official return of Councillors following the local district elections, and the acceptance of Office of Councillors elected.

The Mayor welcomed all Councillors to the new municipal year, and welcomed newly elected Councillors Munir Ahmed, Arshad, Bramwell, Daji, Darwan, Holt, Longstaff, Kahut, Robinson, Rylah, Sewell and Vickers.

Council received tributes to former Council Members who had not been successful in re-election on 2 May 2024.

(Following a statement from the Leader of the Council, Councillor Scott, that she had submitted her resignation form the Labour Group, and subsequent changes to the composition of Cabinet, Council held an adjournment to enable Group Leaders to discuss the remaining Council business.)
- 6 Apologies for absence**
Apologies for absence were received on behalf of Councillors Lowe and Rylah.

(The Mayor advised that remaining business would now be considered and proposed that, in respect of Agenda Items 13, 14, 16 and 17, an additional recommendation be included to delegate authority to the Monitoring Officer to make any changes to appointments in consultation with Group Business Managers, based upon revised proportions. The proposal was moved by Councillor Lawson, seconded by Councillor Taylor, and carried).
- 7 Proposed Revisions to the Terms of Reference for Health and Wellbeing Board (Reference from Corporate Governance and Audit Committee)**
It was moved by Councillor Homewood, seconded by Councillor Taylor and

RESOLVED –

 - 1) That the updated Terms of Reference for Health and Wellbeing Board be approved.

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- 2) That authority be delegated to the Chair of the Board to appoint to the position of Deputy Chair.

8 Amendment to arrangements for Corporate Parenting Board (Reference from Corporate Governance and Audit Committee)

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

RESOLVED - That the proposed amendments to the arrangements for Corporate Parenting Board, as set out within the report, be approved.

9 Proposed Amendments to Contract Procedure Rules (Reference from Corporate Governance and Audit Committee)

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

RESOLVED - That the proposed amendments to Contract Procedure Rules, as set out within the report, be approved.

10 Proposed Amendments to Financial Procedure Rules (Reference from Corporate Governance and Audit Committee)

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

RESOLVED - That the proposed amendments to Financial Procedure Rules, as set out within the report, be approved.

11 Proposed Amendments to the Council's Constitution (Reference from Corporate Governance and Audit Committee)

It was moved by Councillor Homewood and seconded by Councillor Taylor that;

- 1) That the changes made to the Constitution in 2023-2024, as listed in Appendix 1, be noted.
- 2) That approval be given to the following proposed changes to the Constitution, as set out in section 2 of the report considered by Corporate Governance and Audit Committee:
 - (i) That 6.1.1 of Article 6 – Overview and Scrutiny Function, be amended to remove responsibility for Flood Risk Management from the Overview and Scrutiny Management Committee and re-allocate to the Environment and Climate Change Scrutiny Panel.
 - (ii) Amendments to CPR 9 relating to the presentation of petitions and referral of subject matter.
 - (iii) Amendments to CPR 9a subject to the replacement of the word “may” with “will” and clarification that where a debate is requested (for petitions exceeding 3000 valid signatures) this will be scheduled within a reasonable time period.
 - (iv) Amendments to CPR's 9 and 10 to make them consistent with CPR 11 in respect of the need to be a resident or business owner in Kirklees in order to be able to present a petition or deputation.

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- (v) That the proposed amendments in respect of CPR 11(6) be applied to CPR 12 for written questions by the public and Elected Members at Full Council meetings only.
 - (vi) That CPR 12(6) be approved subject to the removal of wording “with the consent of the Chair”
 - (vii) Amendments to CPR 11(7) subject to the removal of wording “for a period of 12 months”.
- 3) That it be noted that, for clarity, proposals relating to Member Speaking Rights (CPR 36(1)), Permission to Speak by Members of the Public (CPR 37), Video requests for deputations (CPR10) and the wider application of the proposals set out in (2v) above to Cabinet and Council Committees will be subject to further consideration following a future review.
- 4) That work will continue to keep the Constitution under review.
- 5) That authority be delegated to the Service Director – Legal, Governance and Commissioning to make any appropriate amendments to the Constitution, as well as any consequential amendments to the Constitution to reflect the agreed changes.

Whereupon, it was moved by Councillor Cooper, by way of AMENDMENT, that the following wording be added to Council Procedure Rule 14(11) ‘Amendments to Motions will be circulated to all Council Members by 5pm on the day before the Council Meeting.’

The amendment, upon being put the vote was CARRIED.

The Motion, as AMENDED, was therefore put to the vote, and it was **RESOLVED**;

- 1) That the changes made to the Constitution in 2023-2024, as listed in Appendix 1, be noted.
- 2) That approval be given to the following proposed changes to the Constitution, as set out in section 2 of the report considered by Corporate Governance and Audit Committee:
 - (i) That 6.1.1 of Article 6 – Overview and Scrutiny Function, be amended to remove responsibility for Flood Risk Management from the Overview and Scrutiny Management Committee and re-allocate to the Environment and Climate Change Scrutiny Panel.
 - (ii) Amendments to CPR 9 relating to the presentation of petitions and referral of subject matter.
 - (iii) Amendments to CPR 9a subject to the replacement of the word “may” with “will” and clarification that where a debate is requested (for petitions exceeding 3000 valid signatures) this will be scheduled within a reasonable time period.
 - (iv) Amendments to CPR’s 9 and 10 to make them consistent with CPR 11 in respect of the need to be a resident or business

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- owner in Kirklees in order to be able to present a petition or deputation.
- (v) That the proposed amendments in respect of CPR 11(6) be applied to CPR 12 for written questions by the public and Elected Members at Full Council meetings only.
 - (vi) That CPR 12(6) be approved subject to the removal of wording “with the consent of the Chair”
 - (vii) Amendments to CPR 11(7) subject to the removal of wording “for a period of 12 months”.
- 3) That it be noted that, for clarity, proposals relating to Member Speaking Rights (CPR 36(1)), Permission to Speak by Members of the Public (CPR 37), Video requests for deputations (CPR10) and the wider application of the proposals set out in (2v) above to Cabinet and Council Committees will be subject to further consideration following a future review.
- 4) That work will continue to keep the Constitution under review.
- 5) That authority be delegated to the Service Director – Legal, Governance and Commissioning to make any appropriate amendments to the Constitution, as well as any consequential amendments to the Constitution to reflect the agreed changes.
- 6) That Council Procedure Rule 11 be amended to include the wording that ‘Amendments to Motions will be circulated to all Members of the Council by 5.00pm on the day before the Council Meeting’.

12 **Appointment of Committees, Boards and Panels**

It was moved by Councillor Sokhal, seconded by Councillor R Smith and

RESOLVED - That approval be given to the establishment of the Committees, Boards and Panels as listed within this report, in accordance with the Council’s Constitution.

13 **Allocation of Seats**

It was moved by Councillor Sokhal, seconded by Councillor R Smith and

RESOLVED –

- 1) That the requirements of Section 15 and 16 of the Local Government and Housing Act 1989 shall not apply to Overview and Scrutiny Management Committee and Health and Wellbeing Board, for the ensuing Municipal Year.
- 2) That the number and proportion of Members of Committees, Boards and Panels be in accordance with the report as set out at Agenda Item 13.
- 3) That authority be delegated to the Service Director (Legal, Governance and Monitoring) to make any changes to appointments in consultation with Group Business Managers, based upon revised proportions.

14 Membership of Committees, Boards and Panel and Ratio of Substitutes Panel

It was moved by Councillor Sokhal, seconded by Councillor R Smith and

RESOLVED –

- 1) That the memberships, as set out in the tabled report, be approved and that the allocation of any outstanding places on any Committees, Boards and Panels, or subsequent amendments, be delegated to Group Business Managers.
- 2) That authority be delegated to the Service Director (Legal, Governance and Monitoring) to make any changes to appointments in consultation with Group Business Managers, based upon revised proportions.

15 Dates and Times of Committees, Boards and Panels

It was moved by Councillor Sokhal, seconded by Councillor R Smith and

RESOLVED - That the dates and times of meetings of Committees, Boards and Panels be in accordance with the schedule at Agenda Item 15.

16 Appointment of Members to Joint Authorities

It was moved by Councillor Sokhal, seconded by Councillor R Smith and

RESOLVED –

- 1) That Council appoint the Leader as Kirklees Council's Elected Member for the West Yorkshire Combined Authority (WYCA), with the Deputy Leader as the WYCA Substitute Member and notes that these members will also be appointed to the WYCA Governance and Audit Committee and the WYCA Finance, Resources and Corporate Committee.
- 2) That Council delegate authority to the Chief Executive, in consultation with Group Leaders, WYCA's Managing Director and other West Yorkshire Chief Executives, to appoint the 3 additional Members to WYCA and their substitutes, so that the 8 constituent council members taken as a whole reflect the balance of political parties for the time being among members of WYCA's constituent councils, so far as reasonably practicable.
- 3) That Council delegate authority to the Service Director – Legal, Governance and Commissioning, in consultation with the Group Business Managers, to nominate members to WYCA's Transport Committee, 4 members; 2 Ordinary, 1 Transport Engagement Lead, 1 Transport Portfolio Holder.
- 4) That Council delegate authority to the Service Director – Legal, Governance and Commissioning, in consultation with Group Business Managers, to nominate Members and substitutes to the WYCA Scrutiny Committee(s).
- 5) That Council delegate authority to the Service Director – Legal, Governance and Commissioning, in consultation with Group Business Managers, to:

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- a. confirm any relevant Portfolio Holder to be appointed, or
- b. make any additional/revised nominations

to any WYCA Committee or Panel, as requested by WYCA after this Council's annual meeting.

Kirklees has 1 place (for the Portfolio Holder or most appropriate Member) on each of the five-WYCA Committees:

- (i) Business, Economy and Innovation Committee
- (ii) Climate, Energy and Environment Committee
- (iii) Place, Regeneration and Housing Committee
- (iv) Employment and Skills Committee
- (v) Culture, Heritage and Sports Committee

- 6) That Council delegate authority to the Service Director – Legal, Governance and Commissioning, in consultation with the Group Business Managers, to appoint a representative and substitute to the West Yorkshire Business Board (LEP)
- 7) That in order to fill places on (i) West Yorkshire Fire and Rescue Authority, and (ii) West Yorkshire Police and Crime Panel, Council delegate authority to Group Business Managers for determination.
- 8) That Council delegate authority to Group Business Managers to determine the appointment of Elected Members/Representatives to the remaining Joint Authorities not otherwise set out in this report.
- 9) That authority be delegated to the Service Director (Legal, Governance and Monitoring) to make any changes to appointments in consultation with Group Business Managers, based upon revised proportions.

17 **Appointments to Outside Bodies and Other Committees**

It was moved by Councillor Sokhal, seconded by Councillor R Smith and

RESOLVED –

- 1) That Council notes that Group Business Managers will put forward nominations to the Service Director – Legal, Governance and Commissioning to fill places or make any adjustments to nominees, as appropriate, following Council.
- 2) That those bodies with executive functions be referred to the Leader of the Council to put forward nominations.
- 3) That, in relation to the Yorkshire Purchasing Organisation Management Committee, Council agrees to waive political balance rules which apply in accordance with Section 17 of the Local Government and Housing Act 1989 (this requires approval with no Member voting against).

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- 4) That, Council delegate authority to the Leader, in consultation with Group Business Managers, to nominate one nominee and a substitute to the Yorkshire Purchasing Organisation (YPO) Management Committee and to nominate a Director to the associated limited company: YPO Procurement Holdings Ltd.
- 5) That authority be delegated to the Group Business Managers to determine which of the two appointed Members on Kirklees Active Leisure will be authorised, for the purposes of Member meetings (distinct from Director meetings), to exercise a vote, pursuant to Section 323 of the Companies Act 2006.
- 6) That authority be delegated to the Service Director (Legal, Governance and Monitoring) to make any changes to appointments in consultation with Group Business Managers, based upon revised proportions.

18 **Appointment of Spokespersons for Joint Committees and External Bodies**

It was moved by Councillor Sokhal, seconded by Councillor R Smith and

RESOLVED –

- 1) That the nomination of spokespersons to reply to oral questions at meetings of Council, on behalf of Kirklees Active Leisure and West Yorkshire Police and Crime Panel, be delegated to Group Business Managers for determination.
- 2) That it be noted that the Member appointed by Council to the West Yorkshire Combined Authority will be the spokesperson for that body and its Committees.
- 3) That it be noted that the Member appointed to the post of Transport Engagement Lead on the WYCA Transport Committee will be the spokesperson for that body.
- 4) That it be noted that the spokespersons for the West Yorkshire Fire and Rescue Authority and West Yorkshire Joint Services Committee will be notified by those bodies.
- 5) That the appointed spokesperson for the West Yorkshire Adoption Joint Committee (One Adoption) be the relevant Cabinet Portfolio Holder.

19 **Appointment of Chairs of Committees, Boards and Panels**

RESOLVED – That the appointment of Chairs of Committees and Panels be in accordance with the schedule below;

Appeals Panel – Councillor Longstaff

Corporate Governance and Audit Committee – Councillor Taylor

District Wide Planning Committee – Councillor Ullah

Health and Wellbeing Board – Subject to Cabinet Appointment

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Licensing and Safety Committee – Councillor A U Pinnock
Overview and Scrutiny Management Committee – Councillor Burke
Personnel Committee – Councillor Scott
Standards Committee – Councillor Armer
Strategic Planning Committee – Councillor Homewood
Statutory Officer Dismissal Committee – Councillor Scott
Scrutiny Panel (Childrens) – Councillor Ali
Scrutiny Panel (Environment and Climate Change) – Councillor Cooper
Scrutiny Panel (Growth and Regeneration) – Councillor Amin
Scrutiny Panel (Health and Adult Social Care) – Councillor J D Lawson

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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, 1 FEBRUARY 2024 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 Cathy Scott	Kirklees Council
Councillor James Lewis	Leeds City Council
Councillor Rebecca Poulsen	Bradford Council
Councillor Alan Lamb	Leeds City Council
Mandy Ridyard	West Yorkshire Business Board
Councillor Stewart Golton (Substitute)	Leeds City Council

In attendance:

Ben Still (Chief Executive)	West Yorkshire Combined Authority
Alan Reiss (Chief Operating Officer)	West Yorkshire Combined Authority
Simon Warburton (Executive Director)	West Yorkshire Combined Authority
Melanie Corcoran (Director)	West Yorkshire Combined Authority
Sarah Eaton (Director)	West Yorkshire Combined Authority
Angela Taylor (Director)	West Yorkshire Combined Authority
Caroline Allen (Deputy Director)	West Yorkshire Combined Authority
Fatima Khan-Shah (The Mayor's Inclusion Champion)	West Yorkshire Combined Authority
Ben Kearns (Committee Services Officer)	West Yorkshire Combined Authority

1. Apologies for Absence

Apologies for absence had been received from Councillor Sue Holdsworth (Calderdale Council), Councillor Denise Jeffery (Wakefield Council) and Councillor Claire Douglas (York Council).

Councillor Stewart Golton (Leeds Council) attended the meeting in place of Councillor Sue Holdsworth.

2. Declarations of Disclosable Pecuniary Interests

Councillor Scullion declared an interest in concessionary fares as she was in receipt of one for senior citizens.

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

There were no items that required the exemption of the press and public.

4. Minutes of the Meeting of the Combined Authority held on 7 December 2023

Resolved: That the minutes of the meeting of the Combined Authority held on 7 December 2023 be approved as a correct record.

5. Business Planning and Budget 2024/25

The Combined Authority considered a report of the Director of Finance and Commercial Services setting out the budget and business plans for 2024/25.

The difficult financial context for both the Combined Authority and Local Authorities was considered in setting the budget and it was noted that the proposals included that the transport levy would be frozen.

Councillor Lamb proposed that the transport levy be reduced by £10m and a commitment that £7.5m of unallocated gainshare funding be distributed to the Local Authorities to mitigate their budgetary pressures. Members voted on the proposed amendment to recommendation 10.5 in the submitted report. The amendment was rejected by majority vote.

It was reported that £51m had already been redistributed to partner Councils from the West Yorkshire Plus Transport Fund reserve. Members discussed the role of the Combined Authority in progressing a strategic transformative vision for the region as well as the need for longer term funding from Government for Local Authorities.

Members discussed the budget implications of Bradford Interchange Bus Station which would be monitored and reported as part of the regular finance updates to the Finance, Resources, and Corporate Committee.

Members voted on the budget, which was passed with Councillor Lamb and Councillor Poulson voting against, and Councillor Golton abstaining.

Resolved:

- i. That the 2024/25 Business Plans be approved.
- ii. That the revised outturn revenue budget for 2023/24 be approved
- iii. That the proposed revenue budget for 2024/25 be approved.
- iv. That the indicative capital programme and funding for 2023/24 - 2026/27 be approved.
- v. That, in accordance with the powers contained in the Local Government Finance Act 1988 (as amended) and by virtue of article 9(6) of the West Yorkshire Combined Authority Order and the Transport Levying Bodies Regulations 2015 (as amended), a levy of £102 million

be determined for the year ended 31 March 2025.

- vi. That the Director, Finance and Commercial Services be authorised to issue the levy letter in respect of the financial year ending 31 March 2025 to the five District Councils in West Yorkshire.
- vii. That a payment of £4,099,410 be made to the five District Councils in accordance with Table 3 of the submitted report.
- viii. That authorisation be given to the Director, Finance and Commercial Services to arrange appropriate funding for all expenditure in 2023/24 and 2024/25 subject to statutory limitation, including the most appropriate application of capital funding as set out in the report.
- ix. That the capitalisation approach set out in the paper be approved.
- x. That the adoption of the CIPFA Code of Practice for Treasury Management in Public Services be reaffirmed.
- xi. That the treasury management policy as set out in Appendix 6 of the submitted report be approved
- xii. That the prudential limits for the next three years as set out in Appendix 6 of the submitted report be adopted.

6. UK Shared Prosperity Fund

The Combined Authority considered a report of the Director of Strategy, Communications and Intelligence on the progress made on implementing the West Yorkshire UKSPF Local Investment Plans, including Core UKSPF, Multiply, and the Rural England Prosperity fund.

Members discussed the need to further promote the rural investment fund to ensure an increase in successful applicants.

Resolved:

- (i) That progress made on implementing the West Yorkshire UKSPF Local Investment Plans, including Core UKSPF, Multiply and the new Rural England Prosperity Fund (“The Rural Fund”) be noted.
- (ii) That approval be delegated to the Chief Executive, in consultation with the Mayor, to authorise the final list of successful projects selected in response to the UKSPF Pillar 3: People and Skills Invitation to Bid following the conclusion of the assessment process and endorsement from the UKSPF Local Partnership Group to a maximum of £10,000,000, to allow delivery to commence April 2024.
- (iii) That the progress on delivering the Rural Fund, as outlined at paragraph 2.24 of the submitted report be noted and the changes to the operating model set out at paragraph 2.30 be noted.

7. Level 4 Devolution

The Combined Authority considered a report of the Director of Strategy, Communications and Intelligence providing an update on the West Yorkshire response to the Level 4 Devolution Framework and the submission to Government.

Members discussed the opportunities presented by the Level 4 Devolution Framework and noted that an initial application had been submitted to Government by the deadline of 31 January.

Resolved:

- i. That the recent publication of the Government's Level 4 Devolution Framework setting out guidance and the powers and flexibilities on offer through a Level 4 Devolution Deal be noted.
- ii. That the work that has taken place across the partnership to consider the opportunities presented through the Level 4 Devolution Framework and the activity undertaken to develop the West Yorkshire response be noted.
- iii. That the ongoing Scrutiny Protocol review and the report due for submission to the 14 March 2024 Combined Authority meeting be noted.
- iv. That the Deputy Director of Legal, Governance and Compliance be authorised to convene an Independent Remuneration Panel to make any recommendations to the Combined Authority arising from the conclusions of the Scrutiny Protocol review.

8. Project Approvals

The Combined Authority discussed two reports, one on Cross-Cutting Project Approvals and another on Transport Project Approvals, for consideration.

(a) Cross-Cutting Project Approvals

The Combined Authority considered a report of the Director of Strategy, Communications and Intelligence setting out a scheme of £15m capacity funding for local councils to provide continued support to new and existing teams to progress economic development work and pipeline development.

Resolved:

(a) That:

- i. The Combined Authority approve the change request to the

Gainshare Capacity Funding scheme to increase funding by £15,000,000 to 26,400,000, allocated by partner councils as shown below, extend the programme by one year to 31 March 2026, and that work continues on activity 5 (delivery).

- Bradford Council £3,486,000
- Calderdale Council £1,318,500
- Kirklees Council £2,764,500
- Leeds Council £5,178,000
- Wakefield Council £2,253,000

ii. That the Combined approve the total scheme value of £26,400,000, allocated as detailed below.

- Bradford Council £5,376,000
- Calderdale Council £3,208,500
- Kirklees Council £4,654,500
- Leeds Council £7,068,000
- Wakefield Council £4,143,000
- Combined Authority £1,950,000

iii. That the Combined Authority enters into a contract variation to the existing funding agreements with each of the partner councils for expenditure as detailed in paragraph (ii) above.

iv. That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report and, where required, any change requests are delegated to the Finance, Resources and Corporate Committee subject to the scheme remaining within the tolerances outlined in the report.

(b) Transport Project Approvals

The Combined Authority considered a report of the Director of Transport Policy and Delivery on proposals for progression of, and funding for, projects under Investment Priority 5 within the West Yorkshire Investment Strategy (WYIS).

The report detailed the process and outcomes of a review of Kirklees schemes to be funded by the West Yorkshire Plus Transport Fund (WY+TF) and set out recommendations for revised scheme allocations.

Councillor Lamb abstained from the recommendation.

Resolved:

That:

- (a) The Combined Authority approve the change request to revise the current Combined Authority funding for the Kirklees projects in the WY+TF, detailed in the table below:

Project & Assurance Stage	Current Approval	Revised Approval	Funding Change
M2D2L (Mirfield to Dewsbury to Leeds) (OBC)	£1,335,000	£1,345,000**	£10,000
A629 Halifax Road Phase 5 (FBC)	£10,546,347	£13,801,870*	£3,255,523
Huddersfield Southern Corridors (excl. Q'gate) (FBC)	£10,315,765	£12,087,660*	£1,771,895
North Kirklees Orbital Route (Pipelined at OBC)	£248,000	£283,409**	£35,409
Holmfirth Town Centre Action Plan (FBC)	£5,173,821	£14,370,426*	£9,196,605
A62 Smart Corridor (In delivery)	£8,350,000	£15,415,496**	£7,065,496
CityConnect Ph3 - Huddersfield town centre (Paused at OBC)	£180,000	£282,333**	£102,333
A629 Fenay Lane (To pause at OBC submission)	£600,000	£750,000**	£150,000

* = Revised Indicative approval

** = Revised Full Approval

- (b) The A62 to Cooper Bridge scheme submits a change request to provide details of how the scheme is proposed to be progressed with reduced funding, detailing the change to project scope, costs and delivery, in order to determine a new indicative Combined Authority funding allocation. A revised outline business case then be developed and submitted to the Combined Authority.
- (c) The Kirklees Council contribution to the WY+TF schemes is reduced by £6,547,750 from £13,067,803 to £6,520,053.
- (d) The Combined Authority enters into addendums to the existing funding agreements with Kirklees Council for expenditure up to the revised full approval amounts detailed for the individual schemes in the above table.
- (e) Individual scheme cost tolerances are re-baselined against the updated costs included in the submitted report.
- (f) No further approvals for the funding changes requested will be required through the Assurance Framework and projects will continue on their approval pathways and routes to the next decision point.

9. Inclusivity Champion Workplan

The Combined Authority considered a report of the Director of Strategy, Communications and Intelligence and received a presentation from Fatima Khan-Shah, the Combined Authority's Inclusivity Champion, providing detail of recent activity undertaken in support of the workplan.

The Mayor introduced The Inclusivity Champion, Fatima Khan-Shan, to the meeting. Before proceeding to the item, The Mayor explained that she would need to leave the meeting early. As such, she handed over the responsibility of chairing the meeting to The Deputy Mayor, Councillor Lewis. The Deputy Mayor then presided over the remaining business and invited The Inclusivity Champion to proceed with her presentation.

The Inclusivity Champion, Fatima Khan-Shan, opened her remarks with excitement about the opportunity to discuss ongoing activities and build new relationships. She provided context on the role of the Inclusivity Champion within the West Yorkshire Health and Care Partnership and the Combined Authority, emphasising her aim to address mutual issues through partnership. She highlighted the importance of recognising structural inequalities in all endeavours and maximising impact through connected ways of working.

The Inclusivity Champion discussed the partnership's focus areas, including economic growth, climate emergency response, and tackling structural inequalities. She emphasised the need for a diverse workforce reflective of the

community to build trust and improve outcomes and underscored the importance of advocating for social justice and supporting underrepresented groups in decision-making processes.

The Inclusivity Champion outlined five key areas of focus: supporting grassroots organisations, influencing decision-making processes, promoting diversity in the workforce, advocating for social justice, and amplifying voices of seldom-heard communities. She emphasised the need for inclusive leadership and the role of senior leadership in supporting inclusive practices.

The revised work plan aimed to clarify the role of the inclusivity champion and demonstrate the added value of inclusivity initiatives. The Inclusivity Champion highlighted ongoing efforts to engage partners, support existing work programs, and champion inclusive workforce practices, such as the Fair Work charter and the inclusive recruitment toolkit.

In conclusion, the Inclusivity Champion emphasised the importance of demonstrating impacts through ongoing initiatives and fostering collaboration across diverse stakeholders. She invited participation in upcoming events and reiterated the commitment to creating a fairer and more inclusive West Yorkshire.

Resolved: That the report and presentation be noted.

10. Committee Membership

The Combined Authority considered a report of the Chief Operating Officer setting out changes to committee nominations and membership.

It was verbally reported that, following publication of the agenda papers for the meeting, Kirklees Council had provided nominations to vacancies on the Transport Committee and Economy Scrutiny Committee which Members were asked to consider.

Resolved:

- (i) That deputy chairs be appointed to the Climate, Energy & Environment Committee and Place, Regeneration & Housing Committee in accordance with the nominations set out in paragraph 2.3 of the submitted report.
- (ii) That the Combined Authority note the change to Kirklees Council's nomination to the Culture, Heritage and Sport Committee as set out in paragraph 2.6 above.
- (iii) That the Combined Authority note the termination of Kirklees Council member appointments to the Transport Committee and Economy Scrutiny Committee as set out in paragraph 2.7 above.
- (iv) That Councillor Matthew McLoughlin be appointed as Transport Committee Transport Engagement Lead for Kirklees and that Councillor Yusra Hussain be appointed as a member of the

11. Minutes for Information

The report had informed members of the Combined Authority about the minutes and notes from recent committee meetings, which were available on the website. Members could access these documents for reference and information.

12. Date of the Next Meeting

It was noted that the next meeting of the Combined Authority was scheduled to be held on Thursday 14 March 2024.

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**MINUTES OF THE MEETING OF THE
WEST YORKSHIRE COMBINED AUTHORITY
HELD ON THURSDAY, 7 DECEMBER 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 Cathy Scott	Kirklees Council
Councillor Rebecca Poulsen	Bradford Council
Councillor Alan Lamb	Leeds City Council
Councillor Matthew Morley (Substitute)	Wakefield Council

In attendance:

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

61. Apologies for Absence

Apologies for absence had been received from Cllr Holdsworth and Mandy Ridyard,

62. Declarations of Disclosable Pecuniary Interests

There were no declarations of pecuniary interests at the meeting.

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

There were no items that required the exemption of the press or public.

64. Minutes of the Meeting of the Combined Authority held on 12 October 2023

Resolved: That the minutes of the last meeting be approved.

65. Transport Overview

Members of the Committee considered a report that provided an overview on the transport programme and policy context.

Members welcomed the paper and asked for more information regarding the Steeton and Silsden park and ride which had been delivered through a Capital Programme outlined in the report but had pedestrian improvements outstanding in the Active Travel programme. Officers clarified that the scheme was in the CRSTS programme but that the allocation was currently insufficient for scheme. Officers would look at options with partners to progress the scheme.

Resolved:

- (i) That the progression achieved in 2023 against the Combined Authority's transport priorities be noted.
- (ii) That the priorities and approached set out to deliver a step-change output in 2024 be noted.

66. Fair Work Charter

The Committee considered a report that provided an update on the implementation of the Fair Work Charter.

Members noted the launch of the Fair Work Charter with 43 businesses having signed up as early adopters.

Members asked if the Fair Work Charter could be brought back to a Combined Authority meeting after its evaluation in year 1.

Resolved:

- (i) That the progress made to establish the Mayor's Fair Work Charter be noted and the proposed next steps be endorsed.
- (ii) That an item on the Fair Work Charter be brought to A future meeting of the Combined Authority following its one year review.

67. Budget and Business Planning

The Committee considered a report that provided an update on the budget and business planning process.

Members noted the difficult financial setting for both the Combined Authority and Local Authorities and that the transport levy would not be increased for 2024/25.

Resolved:

- (i) That the key business planning outcomes be noted.
- (ii) That the budget pressures and challenges be noted.

68. Project Approvals

(a) Skills Bootcamps Project Approvals

Members considered a report that set out wave 5 of the Skills Bootcamps Programme for approval.

Resolved:

- (i) The Combined Authority, subject to the conditions set by the Programme Appraisal Team, approved that:
 - (a) The change request to the Skills Bootcamps programme to accept and spend up to £5,000,183 from the Department for Education, increasing the total programme cost to £12,338,552 and to extend the delivery timeframes from April 2024 to March 2025.
 - (b) Accepting and spending 'Wave 5' funding from Skills Bootcamps, on receipt of the grant offer letter from DfE.
 - (c) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

(k) Brownfield Housing Fund Approvals

Members considered a report that set out several Brownfield Housing Fund project approvals.

Resolved:

Additional approvals - Brownfield Housing Fund Programme Changes to Project Delivery Dates

- (i) The Combined Authority approves that:
 - (a) The extensions to the delivery timescales to the following projects and for the DP5 delivery closure assurance tolerances revised for each project to +6 months:

Scheme name	Decision Point 5 (delivery) date approved at Decision Point 4	Revised Decision Point 5 (delivery closure) date
BHF Galem House	29/03/2024	31/03/2025
BHF Canal 30	31/10/2024	31/12/2025

BHF Points Cross Phase 2	31/12/2025	30/04/2026
BHF Sky Gardens	31/07/2026	31/10/26

Brownfield Housing Fund –Seacroft and Gipton

- (ii) The Combined Authority, subject to the conditions set by the Programme Appraisal Team approved that:
- (a) The BHF Seacroft and Gipton scheme proceeds through decision point 2 to 4 (business justification) and work commences on activity 5 (delivery).
 - (b) Approval is given to the Combined Authority’s contribution of up to £1,760,000. The total scheme cost is up to £26,229,849.
 - (c) The Combined Authority enters into a Funding Agreement with Leeds City Council for expenditure of up to £1,760,000.
 - (d) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

Brownfield Housing Fund - Saxton Lane

- (iii) The Combined Authority, subject to the conditions set by the Programme Appraisal Team approves that:
- (a) The BHF Saxton Lane scheme proceeds through decision point 2 to 4 (business justification) and work commences on activity 5 (delivery).
 - (b) Approval is given to the Combined Authority’s contribution of £1,247,500. The total scheme cost is £41,372,693.
 - (c) The Combined Authority enters into a funding agreement with Wakefield and District Housing Limited (WDH) for expenditure of up to £1,247,500.
 - (d) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

69. Better Homes Project Approvals

Members considered a report that set out several Better Homes project approvals.

Members discussed the value of the schemes with reference to practical learning to address the climate emergency and reduce household bills.

Resolved:

Additional Approvals – Climate, Energy and Environment Committee delegation

- (I) The Combined Authority approved that:
- (a) Approval of the change request for the Better Neighbourhoods programme, to accept and spend up to £150,000 from the National Lottery Community Fund, is delegated to the Climate, Energy and Environment Committee.

Better Homes Hub

- (II) The Combined Authority approved that:
- (a) The change request to the Better Homes Hub programme for further development costs of £2,522,458 for Combined Authority costs and staffing resources to support delivery of the objectives and to revise the total scheme cost and Combined Authority contribution to the programme from £18,425,000 to £17,587,834.
- (b) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

Better Homes Hub Area-Based Schemes (Phase 1 – Calderdale)

- (III) The Combined Authority approves that:
- (a) The Better Homes Hub Area-Based Schemes (Phase 1 – Calderdale) proceeds through decision point 2 to 4 (business justification) and work commences on activity 5 (delivery).
- (b) Approval to the Combined Authority's contribution of £1,086,760. The total scheme value is £1,086,760.
- (c) The Combined Authority enters into a Funding Agreement with Calderdale Council for expenditure of up to £1,086,760.
- (d) That delegated authority be granted to the Combined Authority's Senior Responsible Officer (Head of Economic Implementation), without the need to submit a formal change request for approval, if the partner council is unable to use its funding allocation, but another is.
- To reallocate funding within the programme (and across area-based schemes)
 - To be able to approve changes to measures that are being installed to properties.
 - To be able to approve any changes to the location of where

works will be delivered (within the agreed District)

- To close the project if required, and / or amend outputs.
- (e) That delegated authority be granted to the Head of Economic Implementation and the Deputy Director, Legal, Governance and Compliance Services respectively in consultation with each other to finalise the Grant Funding Agreement and Funding Agreement Addendums such as Deed of Variations, Data Sharing Agreements between the Combined Authority and the partner councils, and any suppliers directly procured by the Combined Authority to support delivery of the area-based schemes, and all other related legal documents that may be required.
- (f) Future approvals are made in accordance with the assurance pathway and approval route and tolerances outlined in this report.

The Better Homes Hub Low Interest Domestic Loans

- (IV) The Combined Authority, subject to the conditions set by the Programme Appraisal Team approved that:
- (a) The Better Homes Hub Low Interest Domestic Loans scheme proceeds through decision point 2 – 4 (business justification) and work commences on activity 5 (delivery).
 - (b) Approval to the Combined Authority's contribution of £2,524,086 is given. The total scheme value is £2,524,086.
 - (c) The Combined Authority enters into a Funding Agreement with the with the lending partner that is procured for expenditure of up to £1,996,175.
 - (d) Future approvals are made in accordance with the assurance pathway and approval route and tolerances outlined in this report.

Solar PV and Battery Storage – West Yorkshire Housing Partnership

- (V) The Combined Authority, subject to the conditions set by the Programme Appraisal Team approved that:
- (i) The Solar PV and Battery Storage – West Yorkshire Housing Partnership scheme proceeds through decision point 2 (strategic outline case) and decision point 4 (full business case) and work commences on activity 5 (delivery).
 - (ii) Approval to the Combined Authority's contribution of £5,447,642 is given. The total scheme cost is £15,447,642.
 - (iii) The Combined Authority enters into Grant Funding Agreements with the five Housing Associations for expenditure of up to

£5,000,000 as follows:

- Up to £2,000,000 with Together Housing Group
 - Up to £1,000,000 with Connect Housing
 - Up to £500,000 with Leeds Federated Housing
 - Up to £1,000,000 with Wakefield and District Housing
 - Up to £500,000 with Yorkshire Housing
- (iv) That approval to amend the funding levels to the five Housing Associations is delegated to the Director of Policing, Environment and Place.
- (v) Future approvals are made in accordance with the assurance pathway and approval route and tolerances outlined in this report.

(c) Flood Risk Management Project Approvals

Members considered a report that set out flood risk management project approvals.

Resolved:

Wortley Beck Re-naturalisation Scheme

- (i) The Combined Authority, subject to the conditions set by the Programme Appraisal Team approved that:
- (a) The Wortley Beck Re-naturalisation scheme proceeds through decision. points 2 – 4 (business justification) and work commences on activity 5 (delivery).
 - (b) Approval to the Combined Authority's contribution of £966,000 is given The total scheme value is £1,000,000.
 - (c) The Combined Authority enters into a Funding Agreement with the Environment Agency for expenditure of up to £966,000.
 - (d) Future approvals are made in accordance with the assurance pathway and approval route and tolerances outlined in this report. Where required any future committee level approvals are delegated to the Climate, Energy and Environment Committee.

70. Local Area Energy Plans Project Approvals

Members considered a report that set out a Local Area Energy Plans project for approval.

Resolved:

- (i) The Combined Authority approves that:
 - (a) The Local Area Energy Plans scheme proceeds through decision point 2- 4 (business justification) and work commences on activity 5 (delivery).
 - (b) Approval to the Combined Authority's contribution of up to £510,000 is given. The total scheme value is £510,000.
 - (c) That delegated authority be granted to the Director of Policing, Environment & Place to accept and spend any funding of up to £100,000 that is currently being applied for from the Northeast and Yorkshire Net Zero Hub.
 - (d) Future approvals are made in accordance with the assurance pathway and approval route and tolerances outlined in this report. Where required, any future committee level approvals are delegated to the Climate, Energy and Environment Committee.
- (d) Transport Project Approvals**

Members considered a report that set out Transport projects for approval.

Cllr Lamb voted against the A660 Lawnswood Roundabout scheme.

Resolved:

CRSTS Kirklees Enhanced Electric Vehicle Residential Charging and Support Programme

The Combined Authority approved that:

- (a) The CRSTS Kirklees Enhanced Electric Vehicle Residential Charging and Support Programme proceeds through decision point 2 (strategic outline case) and work progresses on decision point 4 (full business case)
- (b) An indicative approval to the Combined Authority's contribution of £4,600,000 is given. The total scheme value is £5,520,000.
- (c) Additional development costs of £7,000 are approved in order to progress the scheme to decision point 4 (full business case) taking the total scheme approval to £117,000.
- (d) The Combined Authority enters into an addendum to the existing Funding Agreement with Kirklees Council for expenditure of up to £117,000.

(e) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report and where required, any change requests are delegated to the transport committee. This will be subject to the scheme remaining within the tolerances outlined in this report.

Leeds Station Platform Extension

The Combined Authority, approved that:

- (a) The Leeds Rail Station Platform Extension scheme proceeds through Strategic Outline Case (Decision Point 2) to Activity 3 (Outline Business Case).
- (b) An indicative approval to the Combined Authority costs of up to £10,000,000 is given. The total scheme cost is between £20,970,000 and £24,900,000.
- (c) Approval to the development costs of £100,000 is given to progress the scheme to Activity 3 (Outline Business Case), taking the total approval to £100,000.
- (d) Future approvals are made in accordance with the assurance pathway, approval route, and tolerances outlined in this report. Where required, any future committee level approvals are delegated to the Transport Committee.

A660 Lawnswood Roundabout

The Combined Authority approved that:

- (a) The A660 Lawnswood Roundabout scheme proceeds through decision point 3 (outline business case) and work commences on activity 4 (full business case).
- (b) An indicative approval to the Combined Authority's contribution of £12,373,479 is given. The total scheme value is £13,050,442.
- (c) Development costs of £964,484 are approved in order to progress the scheme to decision point 4 (full business case) taking the total

scheme
approval to £1,790,291.

(d) The Combined Authority enters into an addendum to the existing funding agreement with Leeds City Council for expenditure of up to £1,790,291.

e) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report. Where required, any future committee level approvals are delegated to the Transport Committee.

Dawsons Corner

The Combined Authority approved that:

- (a) The change request to revise the scope of the Dawsons Corner scheme, to change the total scheme costs to £51,925,824, for additional development costs of £1,493,000 to progress the scheme to full business case and to extend the schemes delivery timeframe to December 2025.
- (b) An indicative approval to the Combined Authority's contribution of £8,480,000 is given. The total scheme value is £51,925,824.
- (c) Approval of £1,493,000 development costs, in order to progress the scheme to decision point 4 (full business case) taking the total scheme approval to £4,100,000.
- (d) The Combined Authority enters into an addendum to the existing funding agreement with Leeds City Council for expenditure of up to £4,100,000.
- (e) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report. Where required, any future committee level approvals are delegated to the Transport Committee.

Heckmondwike Bus Hub

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

- (a) The Heckmondwike Bus Hub scheme proceeds through decision point 4 (full business case) and work commences on activity 5 (delivery).

(b) Approval to the Combined Authority's contribution of £8,666,152. The total scheme value is £8,666,152. (iii) The Combined Authority enters into an addendum to the existing Funding Agreement with Kirklees Council for expenditure of up to £8,666,152.

c) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

(e) Leeds 2023 Year of Culture Project Approvals

Members considered a report that set out the Leeds 2023 Year of Culture for approval.

Resolved:

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

- (a) The change request for the LEEDS 2023 Women of the World, Women of West Yorkshire scheme to expand the scope to include 'The Gifting' and 'Northern Dreaming', to extend the completion date to 29 February 2024 and to increase the CA funding by £150,000 is approved.
- (b) The total Combined Authority funding is increased by £150,000, from £1,500,000 to £1,650,000. The total costs of 'The Gifting' and 'Northern Dreaming' is £726,384, taking the total scheme costs to £2,226,384.
- (c) The Combined Authority enters into an addendum to the existing Funding Agreement with Leeds City Council for additional expenditure of up to £150,000 from the Gainshare fund.
- (d) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

71. West Yorkshire Business Board (LEP)

Members considered a report that set out proposals for the evolution of the LEP Board.

Resolved: That proposed changes to the LEP be approved.

72. Committee Governance and Membership

Members considered a report that set out several changes to the Committee Governance and Membership of the Combined Authority's Committees.

Resolved:

- (i) That the appointment of the Mayor's Business Advisor and Chair of the West Yorkshire Business Board be noted.
- (ii) That the "LEP" Member and "LEP" Substitute Member to the Combined Authority be appointed.
- (iii) That the deputy chairs to the Business, Economy & Innovation Committee, the Climate, Energy & Environment Committee and the Place, Regeneration & Housing Committee in accordance with the recommendations of the West Yorkshire Business Board set out in paragraph 2.5 of the submitted report be appointed.
- (iv) That the members to the Finance, Resources and Corporate Committee and to the Transport Committee as set out in paragraph 2.7 of the submitted report be appointed.
- (v) That Jocelyn Manners-Armstrong be appointed as an independent member of the Finance, Resources and Corporate Committee for a term of 3 years from the date of this meeting.
- (vi) That the independent member of the Finance, Resources and Corporate Committee be remunerated for 10 days work per year, as detailed in paragraph 2.11, at a total cost of £2,500 be agreed.
- (vii) That the LEP Member, and Substitute, when acting in the absence of the LEP Member, may vote at any meeting of the Combined Authority (including any committee or subcommittee to which the LEP Member is appointed) on any decision, subject to the following exceptions:
 - decision-making in relation to budget and levy setting; and
 - the adoption of any implementation plans appended to the Local Transport Plan which relate specifically to the Combined Authority's area (that is, West Yorkshire).
- (viii) That the co-opted Deputy Chairs of the thematic committees, shall be voting members of the respective committee (and of any subcommittee to which they may be appointed by that committee).
- (ix) That the LEP Members on the Finance, Resources and Corporate Committee and the Transport Committee be voting members.
- (x) That the Independent Member of the Finance, Resources and Corporate Committee will be a voting member of that Committee.
- (xi) That the changes to partner Council nominations to committees

which have been approved under officer delegation as detailed in paragraph 2.18 in the submitted report be noted.

(xii) That the change in nominations by Kirklees Council as detailed in paragraph 2.19 in the submitted report be approved.

(xiii) That the minor amendments to the constitution, namely Part 5, Section 5.1 – Members' Code of Conduct for updating and clarification purposes as set out in paragraphs 2.20 and 2.21 in the submitted report be approved.

73. Minutes for information

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**MINUTES OF THE MEETING OF THE
WEST YORKSHIRE COMBINED AUTHORITY
HELD ON THURSDAY, 14 MARCH 2024 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 Silvia Dacre	
Councillor Cathy Scott	Kirklees Council
Councillor James Lewis	Leeds City Council
Councillor Matthew Morley	
Councillor Rebecca Poulsen	Bradford Council
Councillor Stewart Golton (Substitute)	Leeds City Council
Councillor Alan Lamb	Leeds City Council
Councillor Claire Douglas	City of York Council
Mandy Ridyard	West Yorkshire Business Board
Councillor Barry Anderson	Leeds City Council

In attendance:

Ben Still	West Yorkshire Combined Authority
Alan Reiss	West Yorkshire Combined Authority
Simon Warburton	West Yorkshire Combined Authority
Luke Albanese	West Yorkshire Combined Authority
Sarah Eaton	West Yorkshire Combined Authority
Liz Hunter	West Yorkshire Combined Authority
Felix Kumi-Ampofo	West Yorkshire Combined Authority
Angela Taylor	West Yorkshire Combined Authority
Caroline Norreys	West Yorkshire Combined Authority
Alexander Clarke	West Yorkshire Combined Authority
Myles Larrington	West Yorkshire Combined Authority

1. Chair's Opening Remarks

The Chair opened the Combined Authority meeting by acknowledging the packed agenda. She noted that key decisions on Bus Reform, Mass Transit, and the Better Homes Hub were prepared for discussion, representing months of dedicated work by officers. Notable achievements included the construction of thousands of affordable homes, significant investments in public transport, and the creation of over 1,000 green jobs. The Chair observed that the Combined Authority was looking to achieve further devolution and that a letter from The Secretary of State for Levelling Up, Housing and Communities, The

Rt Hon Michael Gove MP, had praised the institution's performance. The Chair concluded her remarks by welcoming Councillor Barry Anderson to the meeting as he had been invited to contribute to Agenda Item 14.

2. Apologies for Absence

Apologies for absence were received from Councillor Denise Jeffrey (Wakefield Council) and Councillor Jane Scullion (Calderdale Council).

Councillor Matthew Morley (Wakefield Council) attended as the substitute for Councillor Denise Jeffrey and Councillor Stewart Golton (Leeds Council) attended as the substitute for Councillor Holdsworth.

3. Declarations of Disclosable Pecuniary Interests

There were no declarations of pecuniary interests at the meeting.

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

The Chair had advised members of the Combined Authority that Agenda Item 13d, Appendix 9 – Zero Emission Bus Regional Area (ZEBRA) (listed as 13d(10) on the agenda) had been identified by officers as containing exempt information within the meaning of Schedule 12A to the Local Government Act 1972, and where officers had considered that the public interest in maintaining the exemption outweighed the public interest in disclosing the information, for the reasons outlined in the report.

The Combined Authority was asked to accept the recommendation in respect of the Agenda Item listed above, which was unanimously agreed.

Resolved:

That in accordance with paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, the public were excluded from the meeting during consideration of Agenda Item 13d, Appendix 9 – Zero Emission Bus Regional Area (ZEBRA) on the grounds that it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information and for the reasons set out in the report that in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

5. Minutes of the Meeting of the Combined Authority held on 1 February 2024

Resolved: That the minutes of the meeting of the Combined Authority held on 1 February 2024 be approved as a correct record.

6. Bus Reform

The Combined Authority considered a report of the Executive Director for Transport regarding Bus Reform, the Consultation Response, and associated documents, with the aim of deciding between recommending a franchising

scheme or pursuing Enhanced Partnership Plus for West Yorkshire's bus services.

The Mayor highlighted the importance of addressing the region's bus services, stressing the need for significant changes like public control, simplified fares, and greener options. She noted that the proposals had been developed over two years through consultations, resulting in initiatives such as the Enhanced Partnership and assessment of Franchising. The outcomes of the consultation had been independently analysed, leading to a response report prepared by the Combined Authority. Members were requested to review the report and make recommendations.

Prior to members considering the report, the Deputy Director of Legal, Governance, and Compliance, covered procedural matters, noting an addendum published correcting minor errors in the Bus Reform appendices. The Deputy Director assured members that these errors did not affect the report's analysis, recommendations, or conclusions. The Deputy Director then outlined the decision-making process.

Consultation Overview

The Bus Reform consultation in West Yorkshire, which took place from October 2023 to January 2024, engaged stakeholders through various methods. Most respondents supported the franchising scheme due to industry challenges, environmental concerns, and improved service. Economic, Commercial, Financial, and Management cases favoured franchising, addressing value, risk, affordability, and management doubts. Collaboration and passenger-centric approaches were emphasised. Minor adjustments were made to accommodate post-pandemic needs. If approved, contracts would start in 2027, considering impacts on smaller operators and legal requirements, showing responsiveness to transit needs.

Debate on the Proposals by Members of the Combined Authority

After the Bus Reform Report presentation, members of the Combined Authority debated the options outlined in the paper. A range of views were expressed by members both in relation to bus franchising and Enhanced Partnership Plus as part of the consideration of the item.

Members raised questions relating to the continuity of cross-boundary services and the impact on small operators in a franchising model. The Executive Director for Transport addressed these, detailing costs, and efforts to accommodate small operators. Questions regarding public involvement in setting routes and schedules were raised, emphasising the need for effective governance to ensure accountability.

Questions arose about budget allocation and funding sources, with transition costs funded through Gain Share Benefits. Securing government funding for zero-emission buses was highlighted, along with the need for consultation on service changes.

The urgency of addressing West Yorkshire's lack of essential services was

emphasised, stressing the importance of consultation with stakeholders. Risk-sharing arrangements to mitigate public sector risks were emphasised, along with the need for prompt decisions under the Bus Services Act to avoid delays.

Councillor Lamb and Councillor Poulson considered Enhanced Bus Partnership as the quickest, cheapest, and most efficient means of improvement whilst other members considered that franchising was the best option to deliver the change required. A majority of members endorsed the recommendation for franchising, with Councillor Lamb and Poulson dissenting from this view.

Resolved:

- (i) The Combined Authority noted the completion of the consultation process, its extent and the responses received.
- (ii) The Combined Authority noted and considered the contents of the Consultation Response Report at Appendix 2 and associated documents, including the Bus Reform Assessment, and endorsed the Combined Authority's response to the consultation summarised in the report and set out at Appendix 2.
- (iii) The Combined Authority recommended to the Mayor that she make a franchising scheme as set out at Appendix 3, complying with all associated statutory requirements, rather than recommending that the Combined Authority pursue an Enhanced Partnership Plus.
- (iv) That following a decision by the Mayor whether or not to make a franchising scheme, the Combined Authority agreed to adopt and publish the Combined Authority's response to the consultation, together with the Mayor's decision as the report to be published by the Combined Authority under section 123G (1) of the Transport Act 2000 (the "Act") and in accordance with s123G (2) of the Act to give notice to the traffic commissioner.
- (v) That if the Mayor decided to make a franchising scheme, the Combined Authority would publish the scheme set out at Appendix 3 on behalf of the Mayor at the same time as the Consultation Response Report (Appendix 2) to be published under section 123G(1) of the Act; and, at the same time, publish a transitional notice in the terms set out in Appendix 4 and then within 14 days of date upon which transitional notice is published, give notice to the traffic commissioner of its publication on behalf of the Mayor if the Mayor so decides (or alternatively WYCA) as required by the Public Service Vehicles (Registration of Local Services) (Franchising Schemes Transitional Provisions and Amendments) (England) Regulations 2018. Further, the Combined Authority agreed that, in conducting the procurement process for the provision of local services, the Combined Authority would facilitate the involvement of small and medium sized operators in the provision of local services as set out at Appendix 5 (s123 G (3) of the Act); and commence with mobilisation of franchising, noting section

2.140 – 2.160 of the report (Mobilisation).

- (vi) That if the Mayor recommended that the Combined Authority pursued Enhanced Partnership Plus, to commence with mobilisation of Enhanced Partnership Plus, noting section 2.140 – 2.160 of the report (Mobilisation).
- (vii) The Combined Authority approved the repurposing of the remaining £2,883,150 funding approved for the preparation of the assessment to be used for initial mobilisation costs.

Mayoral Decision

The Mayor confirmed that she had read and considered the report and associated documents presented to her at the meeting of the Combined Authority, including the Bus Reform Assessment, Consultation Response Report, Proposed Franchising Scheme, Draft Transition Notice, and the position paper on the Impact on Small and Medium-Sized Operators.

The Mayor also confirmed that she had taken into account the information presented to her to date, including a briefing with Combined Authority Officers on Monday, March 12, 2024, which included a detailed discussion on the Combined Authority report and associated documents. The Mayor was also provided with the programme transition risk registers.

The Mayor noted that, in line with statutory requirements, the Combined Authority had completed an assessment of the proposed franchising scheme, in accordance with Section 123B of the Transport Act 2000 and had obtained a report from an independent auditor of that assessment, in accordance with Section 123D of the Transport Act 2000.

The Mayor noted that the Combined Authority had also carried out a consultation in respect of the proposed franchising scheme on 10 October 2023, to 7 January 2024, in accordance with Section 123E and 123F of the Transport Act 2000.

The Mayor also confirmed that she had considered the recommendation of the Combined Authority that she make the franchising scheme and that the transitional notice be published.

The Mayor confirmed that she was satisfied that making the West Yorkshire Franchising Scheme offered clear, strategic benefits and greater opportunity to achieve the Combined Authority's objectives and ambitions for West Yorkshire and that it was justifiable, in terms of delivering high value for money affordable and deliverable as had been assessed.

Having considered all of the evidence and being satisfied that all legal requirements had been complied with, the Mayor decided on behalf of the Combined Authority, and in accordance with Section 123G (4) of the Transport Act 2000, (as amended by the Bus Services Act 2017), to make the West Yorkshire Franchising Scheme and publish the transitional notice set out in

Appendix 4 of the Combined Authority report.

7. West Yorkshire Mass Transit: Outcomes from the first Strategic Outline Case in advance of submission to the DfT and subsequent consultation and engagement activities

The Combined Authority considered a report of the Director of Mass Transit detailing the progress and development of the Mass Transit Phase 1 Strategic Outline Case (SOC).

The Chair mentioned that the report was a key milestone in the Combined Authority's plan to create a better-connected region, aiming to secure more funding and deliver significant infrastructure. The Chair emphasised that Mass Transit would be transformational for the North, benefiting communities and the economy. She noted the proposals represented the first step on the journey to getting Mass Transit plans approved by the Government, given the need for further stages including public consultation on the route.

Before proceeding to the report, the Deputy Director for Legal, Governance, and Compliance, drew to members attention a slight revision required to the first bullet point of section 12.1 of the recommendations, namely 'delegate submission of the SOC to the DfT to the Mayor and Executive Director for Transport for submission to the Department for Transport' should have read 'delegate submission of the SOC to the DfT to the Executive Director for Transport for submission to the Department for Transport in consultation with the Mayor'. The Combined Authority would therefore be asked to consider the amended recommendation.

Officers presented the report, aiming for approval of stakeholder engagement on Mass Transit corridors per the Mass Transit Vision 2040. Phase 1 targeted four corridors, two advancing to an Outline Business Case (OBC). The Strategic Outline Case (SOC) proposed light rail/tram technology for three corridors and earmarked future review for Bradford to Dewsbury. Decisions included delegating SOC submission to the Department for Transport and allocating funds for the Dewsbury Line Development Project.

Members expressed strong support for the Mass Transit proposals, stressing the need for cross-party collaboration and speaking with one voice. They highlighted the initiative as a game-changer for the region, emphasising previous failed attempts and shared ambitions for implementation.

The importance of anticipating future growth areas for network adaptability was emphasised, along with the need for enhanced connectivity to airports and addressing poor rail connectivity between Bradford and Leeds through electrification. Members praised the report's implications for Dewsbury's development and emphasised collaborative efforts in planning, particularly in Leeds' regeneration plans and hospital connectivity improvement.

Furthermore, the opportunity to enhance regional skills in transport planning through the Mass Transit project was highlighted. Members sought clarification on implementation timescales given the pre-election period, with reassurance provided that the scheme's development would not be impacted. Overall,

members showcased strong backing for the Mass Transit initiative, urging collaborative action and foresight in planning for future expansions and connectivity improvements.

Resolved:

- (i) The Combined Authority noted the SOC work that had been undertaken and delegated submission of the SOC to the DfT to the Executive Director for Transport for submission to the Department for Transport in consultation with the Mayor.
- (ii) The Combined Authority approved the continued development of Phase 1a of the Mass Transit Programme and the commencement of the work on the development of the Outline Business Case and Transport and Works Act Order application.
- (iii) The Combined Authority approved commencing wider stakeholder engagement in March 2024 and public consultation on Phase 1a in Summer 2024.
- (iv) The Combined Authority approved the allocation of up to £1 million funds from the Mass Transit budget to support the Dewsbury Line Development Project in parallel with the development of the future Kirklees Local Plan.

8. Better Homes Hub

The Combined Authority considered a report of the Director of Policing, Environment and Place, which aimed to provide an update on the Better Homes Hub program and sought support for a business case for a retrofit One Stop Shop (OSS).

The Chair stressed the need to reduce the region's CO2 emissions and address fuel poverty, emphasising retrofitting homes for warmth, comfort, and low-carbon living. She observed the need to address the 80% privately owned or rented housing stock was vital. Homeowners and landlords continue to encounter hurdles like information gaps, contractor trust, and financing. The Chair expressed support for a One Stop Shop to overcome these barriers and expedite home retrofits, aiming for equitable access to sustainable living standards.

Officers introduced the report aimed at achieving West Yorkshire's net-zero carbon goal by 2038, focusing on housing emissions. The Better Homes Hub addressed retrofit barriers and promoted energy efficiency. A proposed One Stop Shop (OSS) offered retrofit support, based on an all-inclusive model.

A member welcomed the report but expressed concerns about vulnerable individuals in older housing and misleading energy assessment offers. The Director of Policing, Environment and Place, Liz Hunter, stressed the One Stop Shop's aim to provide trusted advice, collaborating with suppliers and groups. Another member praised the One Stop Shop as a vital means to protect vulnerable individuals, seeing it as a significant achievement.

Resolved:

- (i) The Combined Authority noted the content of the report and provided feedback.
- (ii) The Combined Authority endorsed the development of a business case for the One Stop Shop.

9. West Yorkshire Housing Strategy 2040

The Combined Authority considered a report of the Director of Policing, Environment, and Place regarding the draft West Yorkshire Housing Strategy 2040.

The Chair highlighted past efforts to provide safe, secure, and affordable housing for West Yorkshire's 2.35 million residents. Last year, the Combined Authority delivered over 1,500 affordable homes, comprising 25% of new homes, the highest since 2010. Progress continued with more affordable homes through initiatives like the Brownfield Housing Fund and a Strategic Place Partnership with Homes England, targeting 40,000 new homes over a decade. The Chair emphasised the importance of building affordable and sustainable homes and improving existing ones.

Officers introduced the report detailing the housing strategy, aligned with the West Yorkshire Plan 2040. Extensive research and partnership efforts informed its development, including input from committees and public consultation. The strategy outlined a mission statement, four objectives, and guiding principles, with plans for launch in Spring/Summer 2024 pending approval. Public consultation garnered significant support and shaped outcomes, with further engagement planned for inclusivity in strategy delivery.

Resolved:

- (i) The Combined Authority endorsed the West Yorkshire Housing Strategy 2040.
- (ii) The Combined Authority granted delegated authority to the Chief Executive to make any necessary final amendments to the West Yorkshire Housing Strategy 2040 in consultation with the Mayor.

10. Rail Strategy

The Combined Authority considered a report of the Executive Director for Transport regarding the outcomes of the public consultation on the emerging Rail Strategy.

The Chair expressed disappointment at the cancellation of HS2 by the government. Despite promises to upgrade railways like the TransPennine Route and electrify routes to Sheffield and Hull, along with plans for a new Bradford station, she deemed these insufficient for West Yorkshire's economy and environmental aims. The Chair stressed the need for a modern, integrated

transport system in the North, calling for substantial government investment to establish a dependable, cost-effective, and user-friendly rail network.

Officers presented the report emphasising the necessity of a sustainable transport system for West Yorkshire. The Rail Strategy, shaped by public input, aimed to prioritise funding, align policies with economic goals, and enhance rail connectivity up to 2050. Consultation garnered strong support, leading to adjustments reflecting feedback, particularly on rolling stock and decarbonisation.

Several members identified their priorities within the strategy, particularly welcoming new stations, and connections to Huddersfield. One member stressed the importance of increasing capacity at Leeds station, crucial for ongoing efforts. Another member addressed safeguarded land concerns, emphasising its necessity for accommodating future passenger demand and ensuring enhanced rail services. Satisfaction was expressed regarding the inclusion of the Calder Valley line business case, with emphasis on its impact on Calderdale and freight strategy development.

Resolved:

- (i) The Combined Authority noted the outcome of the Rail Strategy public consultation and offered feedback.
- (ii) The Combined Authority approved the Rail Strategy Executive Summary and Rail Strategy full document, authorising them to be adopted as the formal rail policy for West Yorkshire.

11. Local Transport Plan

The Combined Authority considered a report of the Executive Director for Transport regarding the approval of an eight-week public and stakeholder engagement exercise in June and July 2024 for the proposed vision, objectives, and overall approach to the new West Yorkshire Local Transport Plan (LTP).

The Chair acknowledged that much had changed in the way people and businesses used transport since the Transport Strategy Plan 2040 was first adopted in 2017. She noted that this was why there had been a need to update the plan to address present-day relevance and future challenges anticipated over the next 15 years.

Officers introduced the report focusing on a new statutory plan, highlighting the proposed engagement exercise to gather feedback. Renewal of the LTP vision statement was discussed, aiming for alignment with the West Yorkshire Plan missions. The vision aimed for a prosperous, well-connected, sustainable West Yorkshire, emphasising inclusivity and spatial approach.

A member stressed the essential nature of collaborative work, noting contributions from all districts. Another member highlighted inclusivity concerns in the Transport Plan, emphasising the need for everyone to feel

involved. Members acknowledged the importance of cross-boundary collaboration, expressing hope for improved connectivity with South Yorkshire through joint efforts.

Resolved:

- (i) The Combined Authority approved an eight week public and stakeholder engagement exercise in June and July 2024 on the proposed vision, objectives, and overall approach to the new West Yorkshire Local Transport Plan.
- (ii) The Combined Authority granted delegated authority to the Executive Director of Transport to finalise the engagement documents, following input from the Transport Committee in May 2024.

12. Economic Strategy

The Combined Authority considered a report of the Director of Inclusive Economy, Skills and Culture, aiming to update members on the progress of a new Economic Strategy for West Yorkshire.

The Chair referred to officers' efforts to undertake evidence collection and engage with partners to create a comprehensive evidence base for developing action priorities. The Chair noted she had recently welcomed a panel of independent external experts to provide feedback on the evidence collection process, along with productive input and discussions with wider committees and groups.

Officers presented the report aligning strategy with the West Yorkshire Plan, detailing evidence collection on economic, productivity, and connectivity challenges, plus social issues. Next steps involve drafting action priorities, consulting stakeholders, and publishing the final document.

Members commended progress and engagements, citing a productive roundtable discussion that took place recently by the Business, Economy and Innovation Committee. The Chair expressed excitement over a clustering diagram highlighting female engineers. One member praised the document's analysis but urged inclusion of the care sector. Another member stressed the importance of infrastructure, especially in areas with digital connectivity challenges. Councillor Hinchliffe expressed gratitude for support for Bradford's City of Culture bid from the Combined Authority.

Resolved: The Combined Authority noted the progress update on the Economic Strategy and provided feedback.

13. Working towards a Child First Approach in the Combined Authority

The Combined Authority considered a report of the Director of Policing, Environment and Place regarding the adoption of a Child First approach.

The Chair welcomed the initiatives to be co-produced with children in West Yorkshire to ensure their voices shaped future endeavours. She observed that

the Child First approach aimed to prioritise children's perspectives in policy development, project implementation, and service delivery, aligning with the vision outlined in the West Yorkshire Plan.

Officers introduced the report seeking endorsement to develop a framework and charter for Child First, aligning with the West Yorkshire Plan's vision. The proposal includes ongoing efforts to integrate children's perspectives, learning from existing practices, and establishing a multi-agency working group.

A member reflected on Leeds' ongoing Child Friendly Journey, emphasising the significance of including children's voices in decision-making. The Chair acknowledged the importance of involving young women from the project outset. Another member praised the report for prioritising children's needs, suggesting reading age as a metric for effectiveness, which the Chair welcomed for further consideration.

Resolved: The Combined Authority endorsed a Child First Approach by authorising officers to engage with children in the development of a framework charter.

14. Project Approvals - 13a, 13b, 13c, 13d, 13e

The Combined Authority considered several Project Approval reports, each containing various schemes with funding requests and delegations seeking authorisation. The reports were:

- Agenda Item 13a - Investment Zone Programme Approvals, focusing on Investment Priority 3 – Creating Great Places and Accelerated Infrastructure.
- Agenda Item 13b - Local Nature Recovery Strategy Project Approvals, also addressing Investment Priority 3.
- Agenda Item 13c - Better Homes Hub Project Approvals, centred on Investment Priority 4 – Tackling the Climate Emergency and Environmental Sustainability.
- Agenda Item 13d - Project Approvals, focusing on Investment Priority 5 – Delivering Sustainable, Integrated, Inclusive, and Affordable Transport.
- Agenda Item 13e - Project Approvals, centred on Investment Priority 6 – Creative Industries, Culture, Heritage, and Sport.

The Combined Authority then proceeded to consider each Agenda Item in turn.

15. 13a Investment Zone Programme Approvals - Investment Priority 3 - Creating Great Places and Accelerated Infrastructure

The Combined Authority considered a report of the Director of Policing,

Environment, and Place outlining proposals for projects under Investment Priority 3 (Delivery and Evaluation) of the West Yorkshire Investment Strategy.

Officers presented the report detailing schemes aligned with the Combined Authority's Assurance Framework, emphasising Investment Priority 3 on place-making, housing, and digital infrastructure. A £80 million initial funding over five years was allocated, potentially extending to £160 million, pending government confirmation.

The Chair invited Councillor Lewis, the leader of Leeds Council, to address the meeting. Councillor Lewis expressed enthusiasm for the scheme, stressing the engagement between authorities and universities. He highlighted universities' role, welcoming funding, and the anticipated collaboration. The Director of Policing, Environment, and Place, confirmed regional universities' support for the projects, reassuring members.

The Combined Authority then proceeded to consider the recommendations.

16. 13a (1) Enterprise West Yorkshire

Resolved: That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) The change request for the Enterprise West Yorkshire scheme to extend delivery timeframes by 12 months, from 30th September 2024 to 30th September 2025.
- (ii) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report.

17. 13a (2). West Yorkshire HealthTech and Digital Tech Investment Zone programme

Resolved: That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) The West Yorkshire HealthTech and Digital Tech Investment Zone programme proceed through decision point 2 (strategic outline case) and work commenced on the development of individual business cases.
- (ii) The Combined Authority's contribution of £80,000,000 to the scheme was approved, with the total value being £179,368,000 (including indicative match funding).
- (iii) The Combined Authority approved development costs of £6,400,000 in order to progress programme and project development, with the total approved being £6,400,000.
- (iv) The Combined Authority approved the use of Gainshare funding to cashflow programme costs pending the confirmation of Government funding.

- (v) The Combined Authority authorised a programme update, including proposals for the assurance pathway and approval route of early projects, to be brought forward for consideration by the Authority at its meeting on 20 June 2024, with further programme-level updates provided at regular intervals over the programme lifetime.
- (vi) The Combined Authority granted delegated authority to the Director of Policing, Environment, and Place to allocate development funds and to enter into funding agreements with partners to progress the development of projects in their areas.

18. 13b Local Nature Recovery Strategy Project Approvals - Investment Priority 3 - Creating Great Places and Accelerated

Resolved: That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) That the Local Nature Recovery Strategy scheme was authorised to proceed through decision points 2 to 4 (business justification case) and work commenced on activity 5 (delivery).
- (ii) The Combined Authority's contribution of £459,376 to the scheme. The total value being £459,376.
- (iii) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report. Where required, any future committee level approvals were delegated to the Place, Regeneration and Housing Committee.

19. 13c Better Homes Hub Project Approvals - Investment Priority 4 - Tackling the Climate Emergency and Environmental

The Combined Authority considered a report of the Director of Policing, Environment and Place, detailing proposals for projects under Investment Priority 4 – Tackling the Climate Emergency and Environmental Sustainability Investment in West Yorkshire.

Officers introduced the report, outlining schemes aiming to address carbon emissions from housing through the Better Homes Hub (BHH) program. This initiative targets retrofitting measures to enhance energy efficiency and reduce carbon footprints, with partnerships established for social housing retrofit programs and the development of Area-based Schemes (ABS).

Over £40 million has been allocated for social housing retrofit, with notable progress in Wakefield, Kirklees, Leeds, and Bradford. Insights from these programs are informing the emerging ABS program, with ongoing development and approval of schemes expected to continue, aiming for launch in 2025 pending Committee approvals.

The Combined Authority then proceeded to consider the recommendations.

20. 13c (1) Better Homes Hub (BHH) Area-Based Scheme (Leeds - Part 1)

Resolved: That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) That the Better Homes Hub (BHH) Area-Based Scheme (Leeds – Part 1) scheme was authorised to proceed through decision point 2 to 4 (Business Justification) and work commenced on activity 5 (delivery).
- (ii) The Combined Authority's contribution of £1,734,906 to the scheme. The total value being £4,372,241.
- (iii) That the Combined Authority enter into a funding agreement with Leeds City Council for expenditure of up to £1,734,906.
- (iv) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report. Where required, any future committee level approvals were delegated to the Climate, Energy and Environment Committee.

21. 13c (2) Better Homes Hub

Resolved: That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) The change request to release development costs of £240,000 of Combined Authority funding to enable programme evaluation and to undertake a feasibility study for the Better Homes Hub Area-Based Scheme (Leeds – Part 2). This takes the total approval to £5,288,585. The total programme cost being £17,587,834.
- (ii) The Combined Authority enter into a funding agreement with Leeds City Council for expenditure of up to £50,000.
- (iii) That delegated authority be granted to the Director of Policing, Environment & Place, to approve the reallocation of spend within the wider Better Homes Hub Programme and to enter into Grant Funding Agreements / letters between the Combined Authority and the local authority partners and suppliers.
- (iv) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report. Where required, any future committee level approvals were delegated to the Climate, Energy and Environment Committee.

22. 13d Project Approvals - Investment Priority 5 - Delivering Sustainable, Integrated, Inclusive and Affordable Transport

The Chair introduced Agenda Item 13d early due to Councillor Hinchcliffe's need to leave the meeting early. Her input, being Chair of the Transport Committee, was crucial for this and other transport-related items. Appendix 9 was deemed confidential per the previous resolution, requiring potential private discussion. After consultation, the Combined Authority decided to keep

the discussion public, refraining from mentioning Appendix 9's content.

The Combined Authority addressed progress on Priority 5 projects for West Yorkshire, focusing on public transport, passenger increase, and air quality. Updates covered active travel funds and issues with Bradford Interchange Bus Station. Temporary arrangements had been made due to safety concerns, with ongoing repair surveys. Connectivity, especially for Bradford 2025, was prioritised.

Councillor Hinchcliffe voiced concerns over travel disruptions and suggested seeking customer feedback for temporary solutions. Another member expressed appreciation for the Executive Director for Transport's engagement with members up to date and asked for further meetings to be held post-solution identification.

The Combined Authority then proceeded to consider the recommendations.

23. 13d. (1) Transport Committee Delegation

The Combined Authority considered a resolution within the report which detailed the Transport Committee Delegation, granting authority for expedited scheme approvals. Officers introduced the resolution, delegating approval to the Transport Committee for schemes requiring immediate action before 20 June 2024. This delegation aimed to streamline decision-making processes and accelerate scheme delivery.

Resolved:

That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- i. Where scheme approval is required before 20 June 2024, the schemes outlined in paragraph 3.16 were delegated for approval to the Transport Committee, due to expediency of delivery.

24. 13d. (2) BCPC Kings Road Sustainable Transport Corridor

Resolved: That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) That the BCPC Kings Road Sustainable Transport Corridor scheme was authorised to proceed through strategic outline case (decision point 2) and work commences on outline business case (decision point 3).
- (ii) The Combined Authority contribution of £34,999,161 to the scheme. The total value being £34,999,161.
- (iii) Development costs of £3,540,990 were approved in order to progress the scheme to outline business case (decision point 3) taking the total scheme approval to £3,790,990.

- (iv) That the Combined Authority enter into an addendum to the existing funding agreement with Bradford Metropolitan District Council for expenditure of up to £3,790,990.
- (v) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report. Where required, any future committee level approvals were delegated to the Transport Committee.

25. 13d. (3) Bus Highway Hotspot Improvements Programme (BSHHIP)

Resolved: That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) Development costs of £252,000 were approved in order to progress the schemes to approval to proceed, the total scheme approvals being £592,000. The £252,000 was comprised of £232,000 from the City of Bradford Metropolitan District Council and £20,000 from Wakefield Council.
- (ii) The Combined Authority enter into an addendum to the existing funding agreements for expenditure as listed above.
- (iii) The Bus Highway Hotspot Improvement Programme proceed through decision point 2 (strategic outline case) and work commences on decision point 5 (delivery) of individual schemes.
- (iv) Approval of £1,743,359, taking the total Combined Authority approval to £2,083,359 with indicative allocations for each scheme as below. The total scheme value is £2,083,359. Expenditure up to the following was authorised; £1,287,004 from the City of Bradford Metropolitan District Council, £350,899 from Leeds City Council and £357,357 from Wakefield Metropolitan District Council.
- (v) The Combined Authority enter into addendums to the existing funding agreements for expenditure as listed above.
- (vi) That a Delegation to the Executive Director for Transport be approved to allow allocated funding amounts released as part of this decision to be amended as required and for grant funding agreements or addendums to grant funding agreements to be amended accordingly.
- (vii) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report. Where required, any future committee level approvals were delegated to the Transport Committee.

26. 13d. (4) Huddersfield Rail Station Connections

Resolved: That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) That the Huddersfield Rail Station Connections scheme was authorised to proceed through decision point 3 (outline business case) and work commences on activity 4 (full business case).
- (ii) The Combined Authority contribution of £15,702,478 to the scheme. The total value being £18,702,478.
- (iii) Development costs of £924,000 were approved in order to progress the scheme to decision point 4 (full business case), taking the total scheme approval to £2,541,389.
- (iv) The Combined Authority enter into an addendum to the existing funding agreement with Kirklees Council for expenditure of up to £2,541,389.
- (v) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report. Where required, any future committee level approvals were delegated to the Transport Committee.

27. 13d. (5) TCF Dewsbury - Batley - Chidswell Sustainable Travel Corridor

Resolved: That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) That the Dewsbury-Batley-Chidswell Sustainable Travel Corridor scheme was authorised to proceed through decision point 3 (outline business case) and work commences on activity 4 (full business case).
- (ii) The Combined Authority's contribution of £9,992,299 to the scheme. The total value being £9,992,299.
- (iii) Development costs of £926,000 were approved in order to progress the scheme to decision point 4 (full business case) taking the total scheme approval to £1,775,000.
- (iv) The Combined Authority enter into an addendum to the existing funding agreement with Kirklees Council for expenditure of up to £1,775,000.
- (v) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report. Where required, any future committee level approvals were delegated to the Transport Committee.

28. 13d (6). Harrogate Railway Station Gateway - Active Travel Improvement Scheme

Resolved: That, subject to the successful outcome of the Department for Transport's Stage Gate review for the project and change control process for the three North Yorkshire TCF schemes, and subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) That the Harrogate Rail Station Gateway Active Travel Improvement scheme was authorised to proceed through decision point 4 (full business case) to activity 5 (Delivery).
- (ii) Additional development costs of £200,000 were approved in order to progress the scheme to approval to proceed, taking the total scheme development cost approvals to £2,296,553.
- (iii) The Combined Authority's contribution of £11,006,970 to the scheme. The total value being £12,056,970.
- (iv) The Combined Authority enter into an addendum to the existing funding agreement with North Yorkshire Council for expenditure up to £11,006,970, subject to confirmation from the Department for Transport that funding for FY 24/25, 25/26 and 26/27 is available.
- (v) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report. Where required, any future committee level approvals were delegated to the Transport Committee.

29. 13d (7). TCF: Skipton Railway Station Gateway - Active Travel Improvement Scheme

Resolved: That, subject to the successful outcome of the Department for Transport's Stage Gate review for the project and change control process for the three North Yorkshire TCF schemes, and subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) That the Skipton Station Gateway scheme was authorised to proceed through decision point 4 (full business case) to activity 5 (Delivery).
- (ii) The Combined Authority's contribution of £6,971,771 for Phase 1 to the scheme. The value for Phase 1 being £7,171,771. The total scheme value for Phase 1 and Phase 2 being £15,070,000.
- (iii) The Combined Authority enter into an addendum to the existing funding agreement with North Yorkshire Council for expenditure up to £6,971,771, subject to confirmation from the Department for Transport that funding for FY 24/25, 25/26 and 26/27 is available.
- (iv) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report. Where required, any future committee level approvals were delegated to the Transport Committee.

30. 13d (8). TCF Selby Station Gateway

Resolved: That, subject to the successful outcome of the Department for Transport's Stage Gate review for the project and change control process for the three North Yorkshire TCF schemes, and subject to the conditions set by

the Portfolio Investment Panel, the Combined Authority approved:

- (i) That the Selby Station Gateway scheme was authorised to proceed through decision point 4 (full business case) and work commences on activity 5 (delivery)
- (ii) Approval was granted to increase the Combined Authority's contribution for phase 1 by £289,375, from £20,000,000 to £20,289,375, with the additional contribution to be funded by reallocating £289,375 from the TCF Skipton scheme. The total scheme value for phase 1 being £25,375,508. The total scheme value for phase 1 and 2 being £32,535,508.
- (iii) The Combined Authority enter into an addendum to the existing funding agreement with North Yorkshire Council for expenditure up to £20,289,375, subject to confirmation from the Department for Transport that funding for Financial Years 2024/25 and 2025/26 is available.
- (iv) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report. Where required, any future committee level approvals were delegated to the Transport Committee.

31. 13d (9). Kirklees Speed Limit Review

Resolved: That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) That the Kirklees Speed Limit Review scheme was authorised to proceed through decision point 2 - 4 (business justification case) and work begins on activity 5 (delivery).
- (ii) The Combined Authority contribution of £900,000 to the scheme. The total value being £1,052,000.
- (iii) The Combined Authority enter into an addendum to the existing funding agreement with Kirklees Council for expenditure of up to £900,000.
- (iv) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report. Where required, any future committee level approvals were delegated to the Transport Committee.

32. 13d (10). A58/A672 Corridor Improvement Scheme

That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) The change request for the A58/A672 Corridor Improvement scheme to increase the Combined Authority contribution by £1,333,769 from £5,442,000 to £6,775,769, to revise the scheme scope, and to extend the delivery completion date (decision point 5) from December 2023 to

December 2024.

- (ii) The Combined Authority enter into an addendum to the existing funding agreement with Calderdale Council for expenditure up to £6,775,769.
- (iii) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report. Where required, any future committee level approvals were delegated to the Transport Committee.

33. 13d (11). Zero Emission Bus Regional Area (ZEBRA)

Resolved: That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) The change request to for the scope changes and extension to project timescales to the ZEBRA project (Phase 1) as detailed in exempt Appendix 9.
- (ii) The change request to accept new funding from the second round of Zero Emission Bus Regional Area funding (ZEBRA 2), if awarded by the Department for Transport (DfT) and extend project delivery timescales as detailed in exempt Appendix 9.
- (iii) The Combined Authority enter into addendum to the existing funding agreements with the bus operators for the sums detailed in exempt Appendix 9.
- (iv) The delegation to the Chief Executive was approved to allow allocated funding amounts to be released as part of that decision to be amended as required and for grant funding agreements or addendums to grant funding agreements to be amended accordingly.
- (v) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report. Where required, any future committee level approvals were delegated to the Transport Committee.

34. 13d (12). Active Travel Fund and Capability Fund Programme - Active Travel Fund 4 Extension and Capability Fund Extension

Resolved: That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) Subject to Active Travel England approval, the changes to the Active Travel Fund 2 (ATF2), Active Travel Fund 3 (ATF3), and Active Travel Fund 4 (ATF4) projects in Tables 1, 2, and 3 of this report were approved.
- (ii) The change request for the ATF4 Grandstand Road Phase 1 scheme to increase the development funding by £21,720, from £15,280 to £37,000, was approved, and the Combined Authority entered into an

addendum to the existing funding agreement with Wakefield Council for expenditure of up to £37,000 from the Active Travel 4 fund. The change request for the ATF4 West Yorkshire School Streets scheme, to reduce the number of school streets from 10 to 8, was approved.

- (iii) The change request for the Capability Fund to extend the DP5 completion of the delivery date from December 2023 to December 2024 was approved (already been approved by ATE).
- (iv) Additional funding of £3,082,319 from the Active Travel Fund 4 Extension and additional funding of £1,265,484 from the Capability Fund Extension were added to the ATF4 program, taking the indicative approval to the Combined Authorities' contribution from £19,961,635 to £24,309,438. The total scheme value was £24,309,438. (Active Travel Fund 4 Extension funding to be confirmed by ATE)
- (v) Subject to confirmation of ATF4E funding by ATE, that the ATF4E funding of £3,082,319 funded the schemes in Table 4 and that work commenced on activity 5 (Delivery) subject to approval to proceed for schemes B, C, E & F. Grant funding agreements were entered into with the respective partner councils for the amounts in Table 4 of this report for schemes B, C, E & F.
- (vi) Subject to confirmation of ATF4E funding by ATE, development costs of £80,000 were approved to progress scheme A in Table 4 to decision point 4 (via business justification case). A grant funding agreement was entered into with Bradford Council for £80,000.
- (vii) Subject to confirmation of ATF4E funding by ATE, development costs of £102,495 were approved to progress scheme D in Table 4 to decision point 4 (via business justification case). A grant funding agreement was entered into with Calderdale Council for £102,495.
- (viii) That the Capability Fund Extension funding of £1,265,484 was added to the Capability Fund Programme and that activity 5 (Delivery) continued.
- (ix) The Combined Authority entered into new grant funding agreements with partner councils allocating amounts from the Capability Fund Extension as follows: Kirklees Council received up to £154,600, Calderdale Council up to £193,900, Wakefield Council up to £118,900, Bradford Council up to £118,400, and Leeds City Council up to £278,900.
- (x) That a Delegation to the Executive Director for Transport was approved to allow allocated funding amounts released as part of this decision to be amended as required and for grant funding agreements or addendums to grant funding agreements to be amended accordingly.
- (xi) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report. Where further approval was required, the respective program or schemes would return to the Transport Committee.

35. 13e Project Approvals - Investment Priority 6 - Creative Industries, Culture, Heritage and Sport

The Combined Authority considered a report from the Director of Inclusive Economy, Skills, and Culture, detailing proposals and funding for projects under Investment Priority 6 – Creative Industries, Culture, Heritage, and Sport, within the West Yorkshire Investment Strategy (WYIS).

Officers introduced the report, outlining schemes' progression through the assurance process and their alignment with the Combined Authority's Assurance Framework. Investment Priority 6 aims to integrate culture into place-based work, enhance the visitor economy, support cultural and creative businesses, increase cultural participation, and promote clean growth. The Culture, Heritage, and Sport Framework focuses on people, place, skills, and business, with schemes incorporating Evaluation Plans aligned with government evaluation standards.

The Combined Authority then proceeded to consider the recommendations.

36. 13e (1). West Yorkshire Tourism - Local Visitor Economy Partnership (LVEP)

Resolved: That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) That the West Yorkshire Tourism - LVEP scheme was authorised to proceed through decision point 2 to 4 (business justification) and work commences on activity 5 (delivery).
- (ii) The Combined Authority's contribution of £500,000 to the scheme. The total value being £500,000.
- (iii) That the Combined Authority enter into a funding agreement with Leeds City Council for expenditure of up to £470,000.
- (iv) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report. Where required, any future committee level approvals were delegated to the Culture, Heritage and Sport Committee.

37. 13e (2). Bradford 2025 UK City of Culture

The Combined Authority considered an appendix detailing the Bradford 2025 City of Culture scheme.

Officers introduced the scheme for a yearlong cultural program in West Yorkshire, relying on Gainshare IP6 funding. It aimed to boost economic growth and highlight the region's creative industries. Seeking approval for decision point 4, the scheme's total value was £42,407,000, with £5,700,000 sought from the Combined Authority.

A member opposed the financial recommendation for the scheme, citing concerns about taxpayer burden based on Leeds' City of Culture legacy. The Chair disagreed, emphasising potential public wellbeing benefits. Another member welcomed the funding, expressing hope it will benefit the entire Bradford district. Another member urged monitoring Leeds' City of Culture evaluation for resource allocation insights. He supported Bradford's bid for its long-term regenerative focus. The Chair cited positive impacts on women's participation in construction following Leeds' City of Culture. A member reiterated concerns about taxpayer burden, stressing the need for a long-term legacy focus.

Resolved: That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) That the Bradford 2025 City of Culture scheme was authorised to proceed through decision point 4 (full business case) and work commences on activity 5 (delivery).
- (ii) The Combined Authority's contribution of £5,700,000 to the scheme. This took the total approval to £6,000,000. The total value being £42,407,000.
- (iii) The Combined Authority enter into an addendum to the funding agreement with Bradford Culture Company (BCC) Ltd for expenditure of up to £6,000,000.
- (iv) That future approvals would be made in accordance with the assurance pathway and approval route and tolerances outlined in the report.

38. 13e (3). British Library North

Resolved: That, subject to the conditions set by the Portfolio Investment Panel, the Combined Authority approved:

- (i) That future approvals in relation to the British Library North scheme were delegated to the Combined Authority's Place Regeneration and Housing Committee.

39. Scrutiny Protocol Review

The Combined Authority considered a report of the Chief Operating Officer, reviewing the government's new Scrutiny Protocol and proposing recommendations for its implementation.

The Chair underscored the Scrutiny Members' report, addressing the government's new protocol, a draft Scrutiny Vision, and proposed committee structure. She welcomed efforts to boost accountability, commending the comprehensive work of the committee and working group. Councillor Barry Anderson, Chair of Corporate Scrutiny, was invited to discuss the report's recommendations.

Councillor Anderson highlighted Scrutiny's pivotal role in fostering cooperation

across parties and driving progress. He addressed the day's agenda, emphasising Scrutiny's importance towards achieving Level 4 Devolution as outlined in a recent letter from the Secretary of State for Levelling Up, Housing and Communities, The Rt Hon Michael Gove MP. Councillor Anderson proposed alternative scrutiny methods to address challenges and stressed the need for improvement, thanking his fellow Chairs and advocating for enhanced functionalities.

Officers introduced the report detailing previous scrutiny arrangements and the Scrutiny Protocol publication. A working group reviewed key principles, making over 60 recommendations, including a single committee structure. Challenges and recommendations aimed to improve scrutiny's effectiveness and accountability.

During discussions, a member disagreed with reducing Scrutiny Committees, fearing it as retrogressive, citing Tees Valley's experience. He advocated for closer alignment between district authorities and the Combined Authority's structure, stressing attention to detail in reviewing decisions. Councillor Anderson argued in favour of restructuring for efficiency, proposing the use of more productive working groups. Another member supported quality over quantity in Scrutiny, advocating for a single Committee for broad oversight. He emphasised involving members in decision-making early and addressing pressures on them due to devolution. Another member suggested a horizontal approach to Scrutiny to ensure comprehensive coverage of member knowledge and highlighted the importance of addressing skill gaps.

Resolved:

- (i) The Combined Authority considered and provided feedback on the Scrutiny Members' recommendations as set out in the report and requested officers to progress the more detailed recommended changes to scrutiny arrangements and bring forward a subsequent report to the Combined Authority identifying proposed activity to be introduced over the next 12 months in the first instance.
- (ii) The Combined Authority agreed to adopt a Scrutiny Protocol compliant single committee scrutiny structure as the proposed model for Scrutiny from the 2024/25 municipal year to be confirmed at the June 2024 annual meeting following assessment by the Independent Remuneration Panel.
- (iii) That the Independent Remuneration Panel established by the Combined Authority at its 1 February 2024 meeting would be convened to assess member allowances according to the role profiles and committee structure outlined in the draft Scrutiny Vision or as alternatively advised by Members.

40. Corporate Plan 2024-25

The Combined Authority considered a report of the Director of Strategy, Communications, and Intelligence, aiming to review and provide feedback on the first high-level draft of the Corporate Plan 2024-25.

The Chair welcomed the report, outlining the initial high-level draft of the Corporate Plan 2024-25 for review and feedback. She observed that the plan delineated strategic priorities for the upcoming year, building upon the budget and business plans approved by the Combined Authority on 1 February 2024. The Chair emphasised that it was a work in progress, important to present for early scrutiny before approval at the next Combined Authority meeting in June 2024.

Officers then introduced the report, which aimed to guide the Combined Authority in delivering its goals and contributing to the region's development. The Chief Executive, Ben Still, noted that the Corporate Plan would be revised in light of the Bus Franchising decisions taken earlier in the meeting. The revised plan would then be brought back to the Combined Authority for consideration.

Resolved: The Combined Authority endorsed the approach to the development of the Corporate Plan 2024-25.

41. Corporate Delegations

The Combined Authority considered a report of the Chief Executive, aiming to delegate time-limited authority for creating or amending director-level roles and making appointments post-recruitment processes. This authority, to be exercised in consultation with the Mayor and after engaging with Combined Authority members, aimed to ensure appropriate senior resources for priority delivery.

The Chair welcomed the report and the proposed delegation, observing that it would enable continuity in the work of the Combined Authority.

Officers introduced the report, highlighting significant work programs, particularly in Transport, with vacancies and interim directors. To address these needs swiftly before the next Authority meeting in June, delegation to the Chief Executive, in consultation with the Mayor, was requested to proceed with recruitment between Authority meetings.

Resolved: The Combined Authority delegated authorisation to the Chief Executive, in consultation with the Mayor and following engagement with Combined Authority members, to make changes to the senior officer structure at director level, including creating or revising roles (if required), and subsequently to make appointments to those roles following the outcome of the respective recruitment processes. Such delegation was time-limited to enable activity to continue until the next meeting of the Combined Authority on 20 June 2024.

42. Minutes for Information

The Combined Authority noted a report of the Chief Operating Officer detailing the minutes and notes of committees or informal meetings of Members published on the Combined Authority's website since the last meeting.

The report highlighted the publication of minutes and notes from various committees, including Governance and Audit, Place, Regeneration and Housing, Culture, Heritage and Sport, Transport and Finance, Resources, and Corporate Committees. These documents would be made available on the Combined Authority's website, providing Members with relevant information on recent discussions and decisions.

43. Chair's Closing Remarks

The Chair closed the meeting and reflected on the significance of the decisions made, envisioning a future where new generations of people would benefit from the outcomes discussed. The Chair expressed gratitude for the collaboration, kindness, support and guidance received from members of the Combined Authority during her term of office and thanked everyone for attending the meeting.

44. Date of the Next Meeting

It was noted that the next meeting of the Combined Authority would be the Annual Meeting which would take place on Thursday 20 June 2024.



REPORT TITLE: Council Financial Outturn & Rollover Report 2023/24 incorporating General Fund Revenue, Housing Revenue Account, Capital and Treasury Management

Meeting:	Council (Reference from Cabinet)
Date:	17th July 2024
Cabinet Member (if applicable)	Councillor Cathy Scott
Key Decision Eligible for Call In	Yes No

Purpose of Report : To receive information on the Council’s 2023/24 financial outturn position for General Fund Revenue, Housing Revenue Account (HRA) and Capital Plan, including proposals for revenue and capital rollover from 2023/24 to 2024/25. This report also includes an annual review of Council Treasury Management activity.

Recommendations of Cabinet

General Fund

- 1) Note the revenue outturn position of +£7.3m overspend for 2023/24
- 2) Note the year end position on reserves and balances of £61.2m (excluding Statutory Reserves), particularly that the level of general reserve at £25m is the desirable level on a risk based approach as presented to Members in the 2024/25 budget report;
- 3) Note the application of the Councils flexible capital receipts strategy to the value of £3.3m applied against eligible transformation costs in 2023/24;
- 4) Note the regular monitoring and review of corporate reserves in 2024/25 to be reported to Cabinet as part of the Quarterly financial monitoring cycle;
- 5) Note the year end deficit position on the Collection Fund of £8m, along with the position on the DSG as part of the Council’s Safety Valve agreement.

HRA

- 6) Note the HRA revenue outturn position of +£1m deficit for 2023/24 and the year end reserves balance of £33.9m;

Capital

- 7) Note the Council capital outturn position at £148.2m for 2023/24
- 8) Note the £22.3m capital slippage from 2023/24 to 2024/25 paragraph 3.6.13 of the appended report;

- 9) Note the revised capital plan for the period 2024/25 onwards after taking into account the re-phasing of schemes and additional grant funding assumptions (Appendix 2a: Summary Capital Plan and Appendix 2b: Detailed Capital Plan of the appended report);
- 10) Approve £0.75m additional borrowing for the in-house fleet for home to school transport pilot (Appendix 3 of the appended report);
- 11) Approve the extension of the existing Property Investment Fund loan facility for Kingsgate shopping centre for a further 9 months, at the prevailing interest rate (cost neutral for the Council) (Appendix 3 of the appended report);
- 12) Approve the use of £0.14m Libraries Improvement Grant Fund towards spend on the Kirklees Open Access pilot project (Appendix 3 of the appended report);

Treasury Management

- 13) Note the Review of Treasury Management activity for 2023/24 (Appendix 4 of the appended report);

Reasons for Recommendations

This financial outturn report updates the Council on the year-end financial position as of 31 March 2024, together with key risks. Council approval is required for changes to the capital plan as noted in items (10) to (12) above.

Resource Implications:

To note information on financial outturn for General Fund Revenue, Housing Revenue Account (HRA) and Capital Plan, as at 31 March 24.

<p>Date signed off by <u>Strategic Director</u> & name</p>	<p>Rachel Spencer Henshall – 27 June 2024</p>
<p>Is it also signed off by the Service Director for Finance?</p>	<p>Kevin Mulvaney – 27 June 2024</p>
<p>Is it also signed off by the Service Director for Legal Governance and Commissioning?</p>	<p>Sam Lawton – 27 June 2024</p>

Electoral wards affected: All

Ward councillors consulted: None

Public or private: Public

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

1. Executive Summary

The appended report was submitted to the meeting of Cabinet on 9 July 2024 for consideration, and for Cabinet to make a recommendation to Council.

2. Information required to take a decision

(see appended report)

3. Implications for the Council

(see appended report)

3 Engagement

(see appended report)

4 Options

(see appended report)

5.1 Options considered

(see appended report)

5.2 Reasons for recommended option

(see appended report)

5 Next steps and timelines

Subject to member approval, capital slippage proposals and the update of the multi-year capital plan will be incorporated into in year financial monitoring in 2024/25 and reported quarterly to Cabinet from Quarter 1 onwards.

6 Contact officer

James Anderson, Head of Accountancy
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Sarah Hill, Finance Manager
sarahm.hill@kirklees.gov.uk

7 Background Papers and History of Decisions

Cabinet Report – 9 July 2024 (attached)

8 Appendices

See appended report

9 Service Director responsible

Kevin Mulvaney, Service Director – Finance.

REPORT TITLE: Council Financial Outturn & Rollover Report 2023/24 incorporating General Fund Revenue, Housing Revenue Account, Capital and Treasury Management

Meeting:	Cabinet
Date:	9th July 2024
Cabinet Member (if applicable)	Councillor Cathy Scott
Key Decision Eligible for Call In	Yes Yes
<p>Purpose of Report : To receive information on the Council's 2023/24 financial outturn position for General Fund Revenue, Housing Revenue Account (HRA) and Capital Plan, including proposals for revenue and capital rollover from 2023/24 to 2024/25. This report also includes an annual review of Council Treasury Management activity.</p>	
<p>Recommendations</p> <p><u>General Fund</u></p> <ol style="list-style-type: none"> 1) Note the revenue outturn position of +£7.3m overspend for 2023/24 2) Note the year end position on reserves and balances of £61.2m (excluding Statutory Reserves), particularly that the level of general reserve at £25m is the desirable level on a risk based approach as presented to Members in the 2024/25 budget report; 3) Note the application of the Councils flexible capital receipts strategy to the value of £3.3m applied against eligible transformation costs in 2023/24; 4) Note the regular monitoring and review of corporate reserves in 2024/25 to be reported to Cabinet as part of the Quarterly financial monitoring cycle; 5) Note the year end deficit position on the Collection Fund of £8m, along with the position on the DSG as part of the Council's Safety Valve agreement. <p><u>HRA</u></p> <ol style="list-style-type: none"> 6) Note the HRA revenue outturn position of +£1m deficit for 2023/24 and the year end reserves balance of £33.9m; <p><u>Capital</u></p> <ol style="list-style-type: none"> 7) Note the Council capital outturn position at £148.2m for 2023/24 8) Note the £22.3m capital slippage from 2023/24 to 2024/25 paragraph 3.6.13; 9) Note the revised capital plan for the period 2024/25 onwards after taking into account the re-phasing of schemes and additional grant funding assumptions (Appendix 2a: Summary Capital Plan and Appendix 2b: Detailed Capital Plan); 	

- 10) Approve £0.75m additional borrowing for the in-house fleet for home to school transport pilot (Appendix 3);
- 11) Approve the extension of the existing Property Investment Fund loan facility for Kingsgate shopping centre for a further 9 months, at the prevailing interest rate (cost neutral for the Council) (Appendix 3);
- 12) Approve the use of £0.14m Libraries Improvement Grant Fund towards spend on the Kirklees Open Access pilot project (Appendix 3);

Treasury Management

- 13) Note the Review of Treasury Management activity for 2023/24 (Appendix 4);

Reasons for Recommendations

This financial outturn report updates the Cabinet on the year-end financial position as of 31 March 2024, together with key risks. Council approval is required for changes to the capital plan as noted in items (10) to (12) above.

Resource Implications:

To note information on financial outturn for General Fund Revenue, Housing Revenue Account (HRA) and Capital Plan, as at 31 March 24.

Date signed off by Strategic Director & name

Rachel Spencer Henshall – 27 June 2024

Is it also signed off by the Service Director for Finance?

Kevin Mulvaney – 27 June 2024

Is it also signed off by the Service Director for Legal Governance and Commissioning?

Sam Lawton – 27 June 2024

Electoral wards affected: All

Ward councillors consulted: None

Public or private: Public

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

1. Executive Summary

The attached slides provide information on financial outturn for General Fund Revenue, Housing Revenue Account (HRA) and Capital Plan, as at 31 March 2024. Although the outturn position has improved from the position reported to Members at Q1 2023/24, ongoing effort will be required to keep the 2024/25 budget under control.

2. Information required to take a decision

2.1 The slides accompanying this report provide a more detailed breakdown of the outturn financial monitoring position, as follows:

General Fund revenue outturn position in 2023/24 by service area;

General Fund reserves and balances movements in-year;

HRA revenue outturn position including movements in HRA reserves in-year;

Capital outturn position in 2023/24;

The Council's Corporate Risk 'Heat Map' and summary;

Treasury management prudential indicators.

3. Implications for the Council

3.1 **Working with People**

N/A

3.2 **Working with Partners**

N/A

3.3 **Place Based Working**

N/A

3.4 **Climate Change and Air Quality**

N/A

3.5 **Improving outcomes for children**

N/A

3.6 **Financial Implications**

3.6.1 The outturn position improved significantly to +£7.3m overspend from a projected overspend at Q1 of £20.3m primarily due to the spend controls implemented in year and significant savings in capital financing costs from an MRP review and capital programme slippage.

Outturn Position 2023/24 compared to Q1

	Revised Budget £000	Outturn £000	Variance £000	Variance Q1 £000	Change from Q1 £000
Children and Families	98,609	106,128	7,519	7,368	151
Adults and Health	127,050	127,896	846	3,024	(2,178)
Growth and Regeneration	55,654	58,966	3,312	3,248	64
Corp Strategy, Comm and Public Health	65,117	69,080	3,963	4,150	(187)
Central Budgets	13,086	4,723	(8,363)	2,545	(10,908)
General Fund	359,516	366,793	7,277	20,335	(13,058)



3.6.3 The key service variations (outlined in more detail in the slide deck) are summarised below.

3.6.4 Children's Services faced significant pressures across the Social Care budgets reflecting national trends in this area. Demand, complexity and cost of living increases led to pressures of £7.5m.

3.6.5 The overall position for the whole Adults & Health Directorate was an overall overspend of £0.8m. Within the Adult Social Care related portfolio, variances have been seen across key demand-led headings, notably on Independent Sector Home Care, Independent Sector Residential & Nursing Placements and on Self-Directed Support.

The Communities and Access portfolio saw an underspend of £1.4m, primarily due to staffing savings. The Culture & Visitor Economy portfolio saw an overspend of £0.3m, Markets (£0.1m mainly on reduced income) and Culture & Tourism Management (£0.2m on increased costs).

3.6.6 Growth and Regeneration - Most of the overspend occurred in the areas of Waste Management, Fleet and Highways service. Rising costs of landfill and key chemicals were (£0.6m) and the impact of legislative changes regarding the disposal of waste containing Persistent Organic Pollutants totalled (£0.9m). Transport pressures on parts, fuel and additional vehicle hire requirements due to an ageing fleet were £1m. Other significant pressures included the impact of adverse weather conditions (12 named storms) costing £0.7m and a shortfall in parking income £0.7m.

3.6.7 Corporate Strategy, Commissioning and Public Health - There was an overall overspend of £4m, predominantly due to the impact of subsidy loss on housing benefit payments.

3.6.8 Within central budgets there were savings of £6.1m on Minimum Revenue Provision (MRP) costs following an advisor review. There was also a £1.4m underspend on inflation, largely due to energy contingency not required, and a surplus of £0.8m compared to budget across various un-ringfenced grants from government.

3.6.9 As outlined in the slide deck, there are significant reserves drawdowns in-year, resulting in a year end useable reserves balance of £61.2m (forecast £43.8m at Q3) which includes a

General Reserve of £25m This level of general reserve is a desirable balance based on the risk based review of the Council's budget.

DSG

3.6.10 The in-year deficit was £15m taking the total DSG Deficit to £43.7m at 31 March 2024. The increase in costs was mainly due to rising complexity and demand in mainstream schools and inflationary increases from external providers. Following a period of enhanced monitoring during 2023/24 the DSG Safety Valve Management Plan has been extended until 2029/30 from 2026/27. The Council has now been removed from enhanced monitoring and this extension will enable the overall DSG deficit to be cleared by the end of the agreement

HRA

3.6.11 The HRA reported a £1 million deficit (c1%) after a transfer from reserves of £5.5 million, against an annual turnover budget of £99.2 million.

Capital Plan

3.6.12 The Council's revised capital plan budget was £170.6 million in 2023/24. Capital expenditure in 2023/24 totalled £148.3 million; equivalent to 87% against budgeted investment.

3.6.13 The proposal is to effectively re-profile planned spend totalling £22.3m from 2023/24 to 2024/25; £19m General Fund and £3.3m HRA. This largely reflects deferred spend against existing schemes previously approved by Council, rolled forward into future years

3.6.14 Additionally the capital plan provides for an update In three areas detailed in Appendix 3:-

Approve £0.75m additional borrowing for the in-house fleet for home to school transport pilot

Approve the extension of the existing Property Investment Fund loan facility of £7.5m for Kingsgate shopping centre for a further 9 months, at the prevailing interest rate (cost neutral for the Council)

Approve the injection and use of £0.14m Libraries Improvement Grant Fund towards spend on the Kirklees Open Access pilot project

3.7 Legal Implications

3.8 Other (eg Risk, Integrated Impact Assessment or Human Resources)

Section 28 Local Government Act 2003 imposes a statutory duty, from time to time to carry out budget monitoring of expenditure and income against budget calculations during the financial year. If there is a deterioration in its financial position the council must take such action as it considers necessary to remedy the situation.

3.9 Consultation

This report has been prepared by the Service Director - Finance, in consultation with the Executive Leadership Team.

4 Engagement

N/A

5 Options

5.1 Options considered

N/A

5.2 Reasons for recommended option

N/A

6 Next steps and timelines

Subject to member approval, capital slippage proposals and the update of the multi-year capital plan will be incorporated into in year financial monitoring in 2024/25 and reported quarterly to Cabinet from Quarter 1 onwards.

7 Contact officer

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Sarah Hill, Finance Manager
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8 Background Papers and History of Decisions

Annual budget report 2024-27 to Budget Council, March 2024
Budget Update Report to Council, September 2023
CIPFA's Treasury Management in the Public Services Code of Practice and Cross-Sectoral Guidance Notes 2021 edition
CIPFA's Prudential Code for Capital Finance in Local Authorities 2021 edition
Public Works Loan Board Website.
Local Authorities Property Fund & Factsheet

9 Appendices

Appendix 1: Financial Monitoring slides
Appendix 2: Multi-year Capital Plan
Appendix 3: Capital Plan Proposals
Appendix 4: Annual Report on Treasury Management 2023/24

10 Service Director responsible

Kevin Mulvaney, Service Director – Finance.

Corporate Financial Outturn 2023/24

Cabinet 9th July 2024



Revenue Headlines

- Outturn Position – Overspend of **£7.3m**
- Savings delivered at 100%, against a target of £19.8m.
- Total Useable Reserves **£61m** at 31st March 2024 of which:
 - General reserve **£25m** (Minimum working balance assessed at £15m using risk-based approach; £25m assessed as Desirable balances)
 - Earmarked Reserves **£36m** – *includes £9.4m returned WYCA levy to be used in 2024/25 to mitigate against the use of other reserves to balance the budget*



DSG / Safety Valve Headlines

- 23/24 In Year DSG Deficit - £15m (22/23 - £13.6m) – due to deficit on High Needs Block
- Current Overall DSG Deficit - £43.7m (22/23 - £28.7)
- Safety Valve Plan has been extended from 2026/27 – 2029/30
- LA is now out of enhanced monitoring process following the agreed extension
- Extension will allow Overall Deficit to be cleared by 2029/30
- Increased Costs have been seen in Mainstream School Top-Up Funding, Special School Top-Up Funding and Independent School Placements – these are driven by demand, increased complexity of need and cost of living pressures



Outturn Position 2023/24

	Revised Budget £000	Outturn £000	Variance £000
Children and Families	98,609	106,128	7,519
Adults and Health	127,050	127,896	846
Growth and Regeneration	55,654	58,966	3,312
Corp Strategy, Comm and Public Health	65,117	69,080	3,963
Central Budgets	13,086	4,723	(8,363)
General Fund	359,516	366,793	7,277



Directorate Budget Variances

Children and Families

Children and Families Totals		
Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£98.609m	£106.128m	+ £7.519m

Service Area	Outturn Variance	Reason for Variance	Mitigating Actions
Overspend			
Education Psychology/SENDACT	+£630k	Increased staffing pressure due to the requirement to adhere to statutory timescales/capacity of these teams, plus increased unit cost of Education Psychology locums.	
Strategic Leadership in Education	+£147k	Partially caused by the removal of the School Improvement Grant.	An overspend reduction proposal has been put forward as part of the 24/25 budget process to reduce this overspend.
Children's Disability Service Placements	+£1.220m	Demand, complexity and significant cost of living increases have driven costs up and resulted in the projected overspend. Existing commissioning processes were unsatisfactory to be able to accurately predict the financial impact	<p>Existing and new support packages are subject to significant scrutiny.</p> <p>We are working with partners to ensure appropriate contributions are received.</p> <p>A plan to commission our own providers is being established. This will allow us to better control spend, quality and known budget costs. This will enhance our approach to better quality and cost management.</p>



Directorate Budget Variances

Children and Families

Children and Families Totals

Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£98.609m	£106.128m	+ £7.519m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Overspend			
Looked After Children and Care Leaver Service	+£2.196m	A result of increased numbers and complexity of need, plus £300k inflation uplift for contract provision. This budget relates to children who are looked after aged 16 –18. We have a duty to provide them with accommodation which would otherwise be foster care or residential. Historically the service were supporting approx. 20 care leavers over 18. We have now reduced this to 5.	<p>A plan has been implemented to ensure that there is a suitable mechanism to review plans for all care leavers aged 18 and over. This has led to an immediate reduction.</p> <p>Service managers across Assessment and Intervention (A&I), LAC and Leaving care ensure that the Leaving Care Team are made aware of all young people aged 17 and 6 months. This allows for timely transition plans to be put in place.</p> <p>We are working with housing colleagues to ensure the timely allocation of suitable accommodation.</p> <p>We are co-delivering a more robust tenancy preparation course through Huddersfield Town so that care leavers are better prepared.</p>



Directorate Budget Variances

Children and Families

Children and Families Totals

Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£98.609m	£106.128m	+ £7.519m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Overspend			
Financial Support for Care Leavers	+£526k	<p>The cost pressure in this area is as a result of increases in demand and the levels of support provided. A refreshed care leavers support and financial policy was agreed in 2021. This enabled the Council to meet our corporate parenting duties which extend to when care leavers turn 25. The revised policy states that to successfully implement and deliver the policy it will need collaboration across council Directorates and an agreement on funding to strengthen the council wide Corporate Parenting Offer.</p> <p>The refreshed policy proposes increases existing areas such as the Leaving Care Grant and holiday and birthday allowances as well as introducing new areas such as help with moving and incentives to support Care Leavers in education, Employment and Training. Unfortunately, when these decisions were made the budget was not uplifted.</p>	<p>An audit has been completed. As a result we are also undertaking a review of current spend.</p> <p>A current review of our financial policy is being undertaken to ensure this is being used consistently.</p>



Directorate Budget Variances

Children and Families

Children and Families Totals

Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£98.609m	£106.128m	+ £7.519m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Overspend			
Special Guardianship Order	+£1.037m	Increases in numbers and application of inflationary uplifts. At the time that the sufficiency budget was developed for 22/23 it was projected to cover costs of 390 children. Our ambition is to have more children live in these arrangements.	The cost associated to SGO financial support is a positive outcome for children and means that they do not need to remain in care. It is anticipated that this cost will continue to rise. Further consideration to means test or not means test will be given so that we do not see a negative rise in looked after children.
Residential Assessments for Families	+£321k	There is no budget for residential assessments which are court led decisions which we have to implement.	Current arrangements are reviewed regularly as we are in care proceedings and subject to tight timescales. We recognise that at a point in time this residential family assessments may be ordered and we need to re- profile the sufficiency budget
External Residential Placements	+£3.793m	Due to price and volume (increased need and complexity) increases. Due to demands on fostering provision and IFA's at times children who should be in a foster placement are living in residential care arrangements	Opening of 2 new children's homes will provide more local capacity to reduce the number or ERP's. DCS is chairing external placement panel where all ERP's are discussed and reviewed including joint funding arrangements
Commissioned Services	+£497K	Pressure on commissioned contracts.	



Directorate Budget Variances

Children and Families

Children and Families Totals

Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£98.609m	£106.128m	+ £7.519m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Underspend			
Service Wide Vacancy Management	-£1.162m	Staffing savings over the budgeted £0.5m savings target	
Internal Fostering Placements	-£973k	Actual Placements in Internal Fostering are lower than budgeted placements	We are seeing an increase in demand for placements for children. This is a national challenge, and we are facing enormous difficulties to place children in residential or fostering placements. Local sufficiency strategy has been development to increases foster carer recruitment and retention of carers.



Directorate Budget Variances

Adults and Health

Adults and Health Totals		
Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£127.050m	£127.896m	+ £0.846m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Overspend			
Independent Sector Home Care	+£2.2m	Increased activity/demand levels on all client cohorts. Also, significantly higher unit costs on Learning Disability and Mental Health.	Ongoing work to manage pathways, working with the market.
Increase in bad debt provision	+£800k	Growing level of potential bad debt coverage required (age and volume).	Work ongoing to review reasons and processes. Specific work package within the Adults Transformation programme.
In-house residential	+£1.1m	Ongoing work programme re cost and design of services.	Work with the wider health and care system to properly reflect the cost and design of services provided to the wider health and care system
Income Underachievement			
Catering	+£118k	Contract loss of 22no. Schools. Pay and food price inflation.	Management of food contracts. Control on all spending. Meal Price increase Sept 23.
Markets	+£120k	Historic Budget Pressures Dewsbury and Huddersfield – 40% Rent reductions Closed buildings continue to provide expenditure pressure – Queensgate and Holmfirth	Spend controls – Eg – Salaries and wages £100k underspend New income streams developed – Apna Bazaar / Car Boot Service Charge Increases / Implementation Fees and Charges review Reducing agency staff / contractor costs Rent reviews



Directorate Budget Variances

Adults and Health

Adults and Health Totals		
Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£127.050m	£127.896m	+ £0.846m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Income Underachievement			
Town Halls, Public Halls and Cliffe House	+£313k	- Historic Budget Pressures associated with operating costs and reductions in income achieved in recent years post COVID from changed usage patterns and temporary closures in 23/24 for building condition reasons.. Some pressures partially addressed for 24/25	<ul style="list-style-type: none"> - Spend controls - Underspend salaries and wages - Commercial approach being taken to meeting room hire - Fees and Charges/Cliffe House operational model review - Further development of the Town Hall programme - New Website Launch with enhanced sales functionality



Directorate Budget Variances

Adults and Health

Adults and Health Totals		
Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£127.050m	£127.896m	+ £0.846m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Underspend			
Employees (ASC)	-£1.1m	Agency staffing is £+1.5m but direct staffing is £-2.6m.	Ongoing work around recruitment and retention.
Self-Directed Support	-£700k	OP is underspending (mainly higher than anticipated client income). LD and MH are overspending (LD on Direct Payments and on commissioned services, MH on Direct Payments).	Ongoing work to manage pathways, working with the market.
Residential and Nursing Placements	-£700k	OP and LD are up on activity. PD, LD and MH up on net unit cost. Also, utilisation of discharge funding.	Ongoing work to manage pathways, working with the market.
Caretaking & Cleaning	-£551k	Additional ad-hoc and specialist cleaning and a charging review. Pay above NLW rate.	Price increase 24/25 to contribute to pay gap.



Directorate Budget Variances

Growth and Regeneration

Growth and Regeneration Totals

Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£55.654m	£58.966m	+ £3.312m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Overspend			
Corporate Landlord	+£70k	Building running & maintenance costs	Essential spend (health, safety & compliance) only.
Assets and Estates	+£450k	Overspend staffing and piazza (previously funded by reserve)	4% capital receipts was top sliced to help mitigate.
Adverse Weather	+£666k	The winter period saw 12 named storms which resulted in storm damage including flooding and falling trees. Over 70 precautionary gritting operations were undertaken plus a response to a period of prolonged snow in November 23. 22/23 CFWD expenditure exceeded £150k which reduced the 23/24 budget. The need to operate with hired plant/equipment increased costs by £388k.	For 24/25 the service will embed the filling of grit bins once per season and continue to promote self-help snow wardens. 'Living within our" means resilient gritting routes are developed (26%) and a detailed review is underway including thermal mapping/TSS plus BR (40%). A further review of the contracted out services are also underway.



Directorate Budget Variances

Growth and Regeneration

Growth and Regeneration Totals

Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£55.654m	£58.966m	+ £3.312m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Overspend			
Transport (fleet)	+£938k	Currently the Council are operating 268 fleet vehicles* beyond their Useful Economic Life (UEL), causing significant financial and operational delivery pressures – Replacement parts budgets has overspent by £600k. The pressure on fuel costs continue to outstrip base budget by £200k.	A Vehicle Replacement Capital Report has been approved to replace 34 priority vehicles (UEL) at a cost of £2.5m. The financial pressure of fuel has been recognised with additional base budget of £400k for 24/25.
Waste Services – Hired Fleet/Agency/POPs	+£1,744k	Changes to disposal of Persistent Organic Pollutant(POP's) in 2023. No base budget to offset what is a significant cost to KMC c£850k. Increased landfill tax levy £250k. Inflation realised for the purchase of IPPC which is an essential chemical used to reduce emissions for the EfW Plant. disposal legislation & significant cost increase of chemicals to reduce emissions £200k. Recycling contamination and diversion continues to generate increased costs circa £450k* Hired fleet approx. £15k/wk.	Working across to sector to reduce POP's disposal. Bulky waste fees have been increased to recognise POP disposal costs. 2024/25 review of the MTFP will seek to address these legislative and inflationary impacts within the sector. Waste advisers are active with areas/locations that present a challenge. A fleet review is underway to seek to reduce the hire fleet demand – invest to save.



Directorate Budget Variances

Growth and Regeneration

Growth and Regeneration Totals

Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£55.654m	£58.966m	+ £3.312m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Income Underachievement			
Planning and Building Control	+£607k	Demand suppressed for Planning & Building Control.	
Parking	+£681k	<p>140 parking machines approached/exceeded UEL which continue to challenge the service with failing machines resulting in loss of income.</p> <p>Delay in the tariff uplift across Huddersfield, Dewsbury and Holmfirth (was expected mid Feb) – implemented 29th April 24</p> <p>Reduction in CEO capacity had an adverse effect on fine income.</p>	<p>140 parking machine has been replaced.</p> <p>Fees in Huddersfield, Dewsbury and Holmfirth increased from 29th April 2024.</p> <p>Staff recruitment commencing June 2024 – CEO 6 FTE.</p> <p>Consultations on new charging and RPP have been completed and scheduled to Cabinet Committee Local Issues ASAP for implementation Q2.</p>
Highways	+£614k	The 23/24 income target was forecast at £20.7m for Operational Services. The year end outturn was £19.9m which included £3m of resurfacing. Staffing pressure of over £200k.	<p>A review into financial monitoring of operational services is underway plus a full review of workload v recharge v productivity.</p> <p>On completion a review of staffing levels will be completed before the end of Q1.</p>



Directorate Budget Variances

Growth and Regeneration

Growth and Regeneration Totals

Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£55.654m	£58.966m	+ £3.312m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Underspend			
Housing GF Services	-£462k	Increased admin fee	
Landbank	-£87k	Waterfront & building running costs	
Major Projects	-£572k	Net Staffing	
Capital Delivery	-£748k	Net Staffing	
Various	-£688k	Net staffing	



Directorate Budget Variances

Corporate Strategy, Commissioning and Public Health

Corporate Strategy, Commissioning and Public Health Totals

Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£65.117m	£69.080	+ £3.963m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Overspend			
Finance	+£875k	Staffing overspends (+£131k) and significantly reduced court cost recovery (+£853k), offset by grant funding and keeping vacancies where possible (-£332k). Costs incurred whilst permanent S151 officer appointed.	Utilisation of grant funding, and vacancies held where possible. Capitalisation of staff.
Schools Transport	+£408k	Increased charges for Bus transport. Need for higher use of Agency Passenger Assistants.	Transformation projects ongoing to reduce costs. Personal Travel Budgets being rolled out.
Income Underachievement			
Housing Benefit Subsidy loss	+£5.6m	Overspend of £5.6 million on Benefit Payments, due to Homelessness costs, plus cost of non-HRA claims administered under historic rules which are not fully eligible for Housing Subsidy grant. This overspend is partly offset by £1.2 million overpayment recovery income and £0.2 million Homelessness Prevention Grant.	Additional temporary accommodation sourced including using Berry Brow and Ashenhurst (previously student accommodation)
Licensing Income shortfall	+£301k	Historic Budget saving target not achievable. Slow income recovery post Covid in some areas.	Base Budget 24/25 to sort historic issue. Spend controls and process reviews.



Directorate Budget Variances

Corporate Strategy, Commissioning and Public Health

Corporate Strategy, Commissioning and Public Health Totals

Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£65.117m	£69.080	+ £3.963m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Underspend			
Governance & Commissioning	-£1.129m	Legal Services increased income through charges against capital works/HRA, offset by external costs. Vacancies in Risk and Governance. Insurance claims history reduced overall cost.	Vacancies held across most services.
Strategy & Innovation	-£360k	Inflationary pressures on IT through increased costs of software and hardware, as well as pressure on volumes of IT kit used across the authority (+£308k). Early implementation of savings proposals within IT, and vacancies held across the Strategy and Innovation Service (-£529k) have offset the inflationary pressures.	Vacancies held across most of the Strategy and Innovation service, and cost saving proposals within IT generated savings early.



Directorate Budget Variances

Central Budgets

Central Budgets Totals

Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£13.086m	£4.723m	-£8.363m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Underspend			
Treasury Management	-£6.1m	Savings on Minimum Revenue Provision (MRP) costs following advisor review.	
Inflation - energy	-£1.4m	£1.1m release of energy contingency not required, plus £0.3m re-payment from Gas supplier after reconciliation of 2022/23 fluctuating prices.	
Contingencies - Additional Funding	-£0.8m	Government funding announced as part of the 24/25 Local Government Finance Settlement (includes £0.7m business rates levy surplus redistribution).	



Analysis of Council Reserves (excl. Statutory Reserves)

	Gen Reserve*	Earmarked	Total
	£000	£000	£000
At 1st April 2023	(47,108)	(36,942)	(84,050)
<i>Planned Use</i>			
Earmarked Reserves	-	3,268	3,268
Unallocated Reserves	24,648	-	24,648
Budgeted Contribution to Reserves for Collection Fund Deficit	-	(2,500)	(2,500)
	(22,460)	(36,174)	(58,634)
<i>In Year Adjustments – Outturn</i>			
- Drawdown of Unallocated Reserves	10,665	-	10,665
- Net drawdown of Earmarked Reserves	-	(3,844)	(3,844)
- Reallocation of Demand Reserve	(10,750)	10,750	-
- Reallocation of Collection Fund Deficit Reserve	(2,500)	2,500	-
- WYCA returned levy	-	(9,424)	(9,424)
Balance of Reserves at 31st March 2024	(25,045)	(36,192)	(61,237)

*1 – includes Minimum Working Balance of £15m



Council Reserves Balances (excl. Statutory Reserves)

	Balance at 31 March 2024 £000	2024/25 Budget Approved Movements £000	Balance at 1 April 2024 £000
Member Led Reserves	(1,249)	-	(1,249)
Demand Reserve	(3,000)	-	(3,000)
Transformation Reserve	(3,067)	-	(3,067)
Apprenticeship Levy	(3,574)	-	(3,574)
Development Funding	(621)	-	(621)
Revenue Grants Reserve	(9,020)	-	(9,020)
Stronger Families	(784)	-	(784)
Specific Risk Reserves	(3,500)	3,500	-
WYCA Returned Levy – MTFP Support	(9,424)	9,400	(24)
Voluntary Revenue Provision Reserve	-	(15,195)	(15,195)
Other	(1,953)	-	(1,953)
Total Earmarked Reserves	(36,192)	(2,295)	(38,487)
General Reserve	(25,045)	-	(25,045)
Total Useable Reserves	(61,237)	(2,295)	(63,532)



Collection Fund (Council Share)

- **Council Tax**

- In year financial performance – net £3.6m deficit (1.6% of budgeted income)
- Largely due to:
 - £2.0m impact on income due to higher than budgeted exemptions
 - £1.5m increased bad debt provision requirement due to growth in arrears

- **Business Rates**

- In year financial performance – net £2.1m deficit (4.4% of budgeted income)
- Largely due to:
 - £3.3m impact on income from higher than budgeted reliefs
 - £1.4m reduced bad debt provision requirement compared to budget



Collection Fund (Council Share)

- Charges from Collection Fund to the General Fund each year are based on estimates.
- Actual income collected will vary, and these timing differences result in actual surpluses or deficits which are rolled forwards year on year through the Collection Fund and 'settled' over following years through relevant payment adjustments to the General Fund.
- The approved 2024-27 Medium Term Financial Plan (MTFP) included a repayment of £5m from the General Fund to the Collection Fund, based on the estimated Collection Fund performance in 2023/24.
- The net effect of the above still leaves a residual Collection Fund deficit of £3m (illustrated in the following summary table).



Collection Fund (Council Share)

Outturn Summary	Council Tax £000	Business Rates £000	Kirklees Total £000
(Surplus)/Deficit at 1 April 2023	1,447	(1,247)	200
Repayments to/(from) General Fund 2023/24	282	1,737	2,019
In-year Financial Performance	3,632	2,146	5,778
(Surplus)/Deficit at 31 March 2024	5,361	2,636	7,997
Planned Repayments to General Fund 2024-26	(3,907)	(1,093)	(5,000)
Residual (Surplus)/Deficit	1,454	1,543	2,997



HRA Outturn

	Revised Budget £000	Outturn £000	Variance £000
Repairs & Maintenance	30,325	28,964	(1,361)
Housing Management	45,374	43,184	(2,190)
Property Services (Trading position)	0	62	62
Other Expenditure	29,058	34,879	5,821
Total Expenditure	104,757	107,089	2,332
Rent & Other Income	(99,206)	(100,510)	(1,304)
Revenue Contribution to Capital Funding	0	3,895	3,895
Planned transfer from HRA Reserves	(5,551)	(9,446)	(3,895)
Total	0	1,028	1,028



HRA Reserves

	Balance at 31 March 2023 £000	Approved Movement in reserves £000	Balance at 31 March 2024 £000
Set aside for business risks	(4,000)	(9,500)	(13,500)
Set aside to meet investment needs (as per HRA business plan)	(38,916)	19,974	(18,942)
Working Balance	(1,500)	-	(1,500)
Total	(44,416)	10,474	(33,942)



HRA Budget Variances

HRA Totals

Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
-	£1.028m	+ £1.028m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Overspend			
Policy and Management	+£829k	Overspend for PFI extra care scheme unitary charge £432k (net £362k) Temporary Accommodation repair costs of £187k. Overspend for Grounds Maintenance of £49k	Policy and Management review of continuation of catering service for extra care schemes. Review of costs for temporary accommodation.
Council services bought in	+£548k	Legal services overspent by £941k mainly due to disrepair/compensation and reduction of other internal charges.	Council services bought in Review of process and controls for disrepair claims and compensation payments need to be budgeted for
Community facilities	+£350k	Variance for communal lighting overspend of £212k, Sheltered heating variance of £69k which includes utility discounts, Sheltered HSG variance of £59k and variance of £84k for concierge services.	Review of costs and recovery through service charges for Community facilities



HRA Budget Variances

HRA Totals

Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
-	£1.028m	+ £1.028m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Overspend			
Other Expenditure	+£5,821k	Additional £6m included for depreciation, variance of £490k for council tax on void properties. Bad debt provision £365k less than expected and overprovided for the inflation provision of £368k	Due to revised asset strategy, increased component costs and changes in life cycles.
Underspend			
H&N Management costs	-£3,856k	Underspend for staffing is £2.4m with Assets and Building Safety of £1.435m, where recruitment is taking place for some addition posts and Housing Management and Partnerships £692k, where there were some planned savings. There was a deficit for Property Services of £62k	Additional resources allocated for staffing for Assets and Building Safety. Planned approach to recruiting to the team. Staff capitalisation for fuel poverty team and discounts for district heating.



HRA Budget Variances

HRA Totals		
Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
-	£1.028m	+ £1.028m

Service area	Outturn Variance	Reason for variance	Mitigating actions
Underspend			
Repairs and Maintenance	-£1,361k	Underspend for cyclical works £692k where works pushed back to 2024-25, difficulties starting due to weather. Feasibility variance of £157k due to more structural surveys. Underspend for building safety £545k where survey costs have been capitalised. Underspend for voids £1.2m due to change in lettable standard and backlog of works due to capacity of surveyors. Underspend of £227k for unplanned environmental works and chargeable repairs	Focus on damp and mould backlog as a priority, whilst still addressing current cases, savings achieved from other areas including cyclical and empty homes.
Income			
Rental Income	+£380k	Void rent loss through time taken to turnaround empty properties	Updated process in place to improve turnaround times
Other Income	-£1,684k	Investment income received of £1.7m due to higher balances held than expected	Additional income through balances held



Capital Headlines

- Capital Outturn **£148.3m** against Revised Budget of **£170.6m**, variance of **(£22.3m)**
- 2022/23 Outturn spend was **£146.2m**
- £148.3m actual spend; £67.9m relates to strategic priorities schemes, £74.0m baseline capital spend, £6.4m projects of a one-off nature.
- Revised Budget decrease of -£10.4m since Quarter 3 Corporate Financial Monitoring Report on 14 March 2023 (£181m) due to application of the FPR flexibility in-year ; re-profiling into latter years of the plan (-£14.1m) offset by increased grants and contributions (+£3.7m).

2023/24 Capital Outturn

	Revised Budget £000	Outturn £000	Variance £000	Variance %
Children and Families	13,120	11,778	(1,342)	(10%)
Adults and Health	8,779	6,874	(1,905)	(22%)
Growth and Regeneration	141,380	124,961	(16,419)	(12%)
Corp Strategy, Comm and Public Health	7,318	4,664	(2,654)	(36%)
Total	170,597	148,277	(22,320)	(13%)



2023/24 Capital Outturn (mapped to Council Outcomes)

	Revised Budget £'000	Outturn £'000	Variance £'000	Variance %
<u>General Fund</u>				
Aspire & Achieve	12,143	11,126	(1,017)	(8%)
Best Start	1,063	688	(375)	(35%)
Independent	7,807	6,334	(1,473)	(19%)
Sustainable Economy	99,094	85,982	(13,112)	(13%)
Well	2,116	1,440	(676)	(32%)
Safe & Cohesive	49	24	(25)	(51%)
Clean and Green	7,880	6,947	(933)	(12%)
Efficient & Effective	5,477	4,114	(1,363)	(25%)
GENERAL FUND TOTAL	135,629	116,655	(18,974)	(14%)
<u>Housing Revenue Account</u>				
Strategic Priorities	16,496	15,159	(1,337)	(8%)
Baseline	18,472	16,463	(2,009)	(11%)
HOUSING REVENUE TOTAL	34,968	31,622	(3,346)	(10%)
CAPITAL PLAN TOTAL	170,597	148,277	(22,320)	(13%)



Breakdown of Capital Budget Changes since Q3

	£'000	£'000	£'000
QUARTER 3 CAPITAL BUDGET			180,964
Increase in Grants/Contributions/Other			
Adults and Health	18		
Sustainable Economy	3,692		
Total		3,710	
Re-profiling / Virements between Years			
General Fund:			
Aspire & Achieve	(1,652)		
Sustainable Economy	(4,124)		
Clean & Green	(8,301)		
Total Re-profiling		(14,077)	
Total Change in Budget			(10,367)
CAPITAL OUTTURN BUDGET			170,597
Change in Budget - Funding Breakdown:			
Borrowing		(2,385)	
Grant (Grants & contributions)		(7,799)	
Receipts		(308)	
Reserves/RCCO		125	
Change in Budget			(10,367)



Capital Outcome Budget Variances

Aspire & Achieve

Aspire & Achieve Totals		
Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£12.1m	£11.1m	- £1.0m

Capital Scheme	Outturn Variance	Reason for Variance
Strategic Priorities		
New Pupil Places in Primary/Secondary Schools	-£513k	Majority of underspend due to outstanding final accounts for King James's High School (-£254k) and Manor Croft School (-£105k) schemes. Underspends in funding on Strategic Priorities schemes will be required to rollover into the next financial year to enable the rolling programme on schools to be delivered as part of the Schools Investment Needs Strategy.
District Sufficiency – SEND	-£115k	Additionally Resourced Satellite Provisions underspend (-£334k) on various schools which are rolling forward into next year offset by higher percentage of fees spent in this financial year on the Alternative Provision School (+£239k) which will balance out over the multi-year funded project as the scheme progresses.
Baseline		
Capital Maintenance	-£365k	Disputes in final accounts, holding retention payments on contracts and delays in tendering some schemes caused an underspend on budget this financial year.



Capital Outcome Budget Variances

Best Start

Aspire & Achieve Totals		
Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£1.1m	£0.7m	- £0.4m

Capital Scheme	Outturn Variance	Reason for Variance
Strategic Priorities		
Homes for Children	-£372k	Underspend on budget for the procurement of Childrens Homes for looked after children requiring residential settings alongside short term emergency placement demand. The purchase of a new children's home for up to two children run by the Council will enable the Council to meet demand in a more flexible and cost-effective way, hence underspend is required next financial year.



Capital Outcome Budget Variances

Independent

Independent Totals		
Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£7.8m	£6.3m	- £1.5m

Capital Scheme	Outturn Variance	Reason for Variance
Strategic Priorities		
Knowl Park House	-£604k	The new build is now due to complete now on the 29th July. The delays have been attributed to the water ingress issue which resulted in the provision of an additional attenuation tank which has been sited in the adjoining park. In addition, heavy rainfall this winter has again delayed some areas of work. Recent delays have been attributed to the complex fitting of the acoustic ceiling. All underspend is committed to be spent in the next financial year.
Milldale/Crescent Dale	-£306k	The scheme has suffered design delays due to the lack of some information on the original build i.e. supporting walls etc, and issues re the ceiling and roof joists and their ability to accommodate hoists etc. This again has led to some delays in the completion of the design alongside changes in the projected delivery time due to reduced in-house resources.
One Off Project		
Carefirst System Replacement	-£280k	Scheme is ongoing and currently on track to come in on total budget within plan. 2 large invoices expected to be paid in 2023.24 will now be paid in 2024.25, thus requiring rollover.



Capital Outcome Budget Variances

Sustainable Economy

Sustainable Economy Totals		
Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£99.1m	£86.0m	- £13.1m

Capital Scheme	Outturn Variance	Reason for Variance
Strategic Priorities		
West Yorkshire plus Transport Schemes (WYT+F)	-£1.5m	Mainly due to the A62 Smart Corridor WYTF Grant Funded Scheme (-£1.4m) - Working through issues and defects to allow the scheme to progress to scheme closure.
Transforming Cities Fund (TCF)	-£619k	TCF are all West Yorkshire Combined Authority (WYCA) Funded Schemes. Main variances: -£502k Heckmondwike Bus Station currently at ATP (Approval To Proceed Stage). Scheme currently has a delayed commencement. Estimated construction start date around July 2024. +£262k Dewsbury Cleckheaton Travel Corridor, completed Final Business Case (FBC). Currently working towards Approval To Proceed Stage (ATP) with WYCA. Anticipated construction start date around September 2024. -£141k Dewsbury Town Centre Walking & Cycling Improvements, completed Outline Business Case Stage. Working towards FBC with WYCA. Estimated construction start date around April 2025
Emergency Active Travel Fund	-£705k	Funded via Active Travel Grant. Underspend on Primrose Lane construction start date July 2024. Other schemes in the programme slipped into 2024-2025.
Integrated Transport & Active Travel	-£387k	Funded by WYCA LTP Integrated Transport Grant -£323k Bus Hotspots programme being developed for delivery of schemes -£94k Air Quality Management Scheme programme being developed for delivery of schemes



Capital Outcome Budget Variances

Sustainable Economy

Sustainable Economy Totals		
Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£99.1m	£86.0m	- £13.1m

Capital Scheme	Outturn Variance	Reason for Variance
Strategic Priorities		
Huddersfield Town Centre Action Plan	-£3.1m	-£1.3m New Street Public Realm nearing completion with some remedial work to sort -£1.3m Heritage Action Zone being reviewed, George Hotel phase 1&2 which has overspent as behind schedule and will be offset from underspend on Estate Buildings.
Dewsbury Town Centre Action Plan	-£2.4m	-£1.2m Sustainable Transport Funded by DHLUC Town Deal Grant - Scheme held due to objection. Estimated construction start date was June 2024 -£368k Dewsbury HAZ - Acquisition of Property ongoing scheme
Additional Investment into Strategic Town Centres Cultural Heart	-£1.1m	The contractor (BAM) is already working under the Pre-Construction Services Agreement (PCSA) to deliver the RIBA 4 stage design, negotiate the NEC construction contract and the associated contract sum and carry out the already instructed enabling works. COR Approved for £3,868,289 for Gateway 3 to Gateway 4 on 20/07/2023
Strategic Acquisition Fund	-£1.6m	Slippage on asset purchases which will be completed next financial year instead



Capital Outcome Budget Variances

Sustainable Economy

Sustainable Economy Totals		
Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£99.1m	£86.0m	- £13.1m

Capital Scheme	Outturn Variance	Reason for Variance
Baseline		
Corporate Landlord Asset Investment	-£1.1m	Underspend due to slippage on the completion of Byram Arcade, delays in resolving various project final accounts and a delay on tendering for Hey Lane Cemetery modular accommodation scheme.
Vehicle Replacement Programme	-£292k	Delivery of some vehicles expected May 2024. All budget is fully committed and will be required next financial year.
School Catering	-£245k	In relation to various Schools - Essential works slipped and work to be completed in 2024/25. Underspend rolled over for oven/dishwasher/table replacements
Highways	-£216k	Funded mainly from Grant City Region Sustainable Transport Settlements (CRSTS). Under Asset Management some programme areas incurred accelerated spend from 2024-25 such as Local Community Roads (+£3.9m) offset by schemes which were delayed under Principal Roads (-£3.1m). A Change request is being approved from WYCA for additional spend in 2023-2024. Also, although a significant number of projects were funded by Section 106/278 Developer contributions, there was an underspend of -£453k due to slippage in delivery so budget is to be rolled forward into next financial year.
Housing (Private)	+£440k	Increased number of adaptations due to service review. Budget fully funded by Disabled Facilities Grant



Outcome Budget Variances

Well

Well Totals		
Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£2.1m	£1.4m	- £0.7m

Capital Scheme	Outturn Variance	Reason for Variance
Baseline		
Play Strategy	-£334k	All funding committed for outstanding retention, ongoing works, or works that have slipped. All projects underspent have completed/ authorised Capital Outlay Reports (COR's). Playable Spaces funding to be secured. Timescale delays down to capacity constraints both within teams and across teams, and also to environmental factors and external challenges. All funding is required for the programme.
KAL	-£268k	The Decarbonisation scheme, which is self-funded, has not yet commenced but the budget will be required next financial year as plans are worked up.



Capital Outcome Budget Variances

Clean & Green

Clean & Green Totals		
Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£7.9m	£6.9m	- £1.0m

Capital Scheme	Outturn Variance	Reason for Variance
Strategic Priorities		
Huddersfield Heat Network	-£590k	Externally grant funded via Green Heat Network Fund from Department for Energy Security and Net Zero (DESNZ). Project has experienced some delays but is contractually committed to Final Business Case development which will continue to run through 2024-25. Extra grant funding being sought to avoid any call on council borrowing for commercialisation.
One Off Projects		
Electric Vehicle Rapid Charging Points	-£276k	Slippage on WYCA grant funded scheme for the delivery of strategic network of Electric Vehicle Rapid Charging Points across Kirklees for electric taxi use. Decisions on the drawdown of budgets is made on a case by case basis.



Capital Outcome Budget Variances

Efficient & Effective

Efficient & Effective Totals		
Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£5.5m	£4.1m	- £1.4m

Capital Scheme	Outturn Variance	Reason for Variance
Baseline		
Information Technology	-£906k	-£306k of spend not incurred on full Data Centre Refresh. The hardware required for this is dependent on the Data Network refresh, the tender for which was completed at year end, hence no spend this year. -£600k of delayed device spend relates to replacement of Legacy Laptops and IT are testing the functionality of Windows 11 ahead of full transition from Windows 10. Purchase of new devices has been delayed until this is sorted.
One Off Projects		
Flexible Capital Receipts Strategy	-£675k	Transformation Costs funded via capital receipts as part of the approved £4m Flexible Capital Receipts Strategy. Lower costs capitalised than anticipated, resulting in an underspend. This will not be carried forward into the next financial year.
Information Technology	+£228k	This is part of the revenue capitalisation exercise undertaken at year end and therefore spend is not against the approved IT Capital Budget shown separately under Baseline (above). The spend is fully funded from in year un-ringfenced capital receipts, hence the overspend is not carried forward.



Capital Outcome Budget Variances

Housing Revenue Account

Housing Revenue Account Totals		
Agreed 23/24 budget	Outturn	Total variance at Outturn +/-
£35.0m	£31.6m	- £3.3m

Service Area	Outturn Variance	Reason for Variance
Strategic Priorities		
LAHF - Refugee Housing	-£409k	Underspend as Browning Road delayed whilst design value engineered is undertaken, along with some properties not completed in year. Although LAHF work has slipped an extension has been received on the grant.
Housing Growth	-£228k	Underspend due to buy-back programme being put on hold to enable delivery of LAHF programme. Budget is required to support the initiative to increase Council House stock with plans already in place for 2024/25
Berry Brow Remodelling	-£204k	Slight delay to detailed design work
Council House Building	-£633k	Underspend due to several projects halted due to overall Council budget position and not being possible to get Howley Walk back on site in year
Baseline		
Housing Capital Plan	-£1.8m	Delays to the roofing programme due to procurement issues as highlighted in Q3. Work carried over into financial year 2024-25



Updated Capital Plan 2024/25-2031/32

The capital plan is updated to take account capital rollover totalling £22.3m from 2023/24, rephasing, new planned investment and changes in the estimated levels of resources available (See Appendix 2a) and 2b) for further detail)

Capital Plan – Primary Outcomes	24/25 £m	25/26 £m	26/27 £m	27/28 £m	28/29 – 31/32 £m	Total £m
Aspire & Achieve	25.8	39.3	12.0	4.6	3.0	84.7
Best Start	1.0	1.0	0.0	0.0	0.0	2.0
Independent	6.8	2.6	4.7	1.3	0.0	15.4
Sustainable Economy	213.1	149.5	104.8	66.7	219.3	753.4
Safe & Cohesive	3.8	3.2	1.5	0.7	0.0	9.2
Well	0.1	0.0	0.0	0.0	0.0	0.1
Clean & Green	20.1	18.2	4.9	12.8	2.2	58.2
Efficient & Effective	6.6	1.3	1.2	0.9	1.1	11.1
General Fund	277.3	215.1	129.1	87.0	225.6	934.1
HRA - Independent	63.5	51.5	68.8	67.6	104.6	356.0
Council Total	340.8	266.6	197.9	154.6	330.2	1,290.1

*categorisation here by primary outcome for illustrative purposes, acknowledging that in many instances capital investment delivers multiple outcomes



Capital Plan Proposals

Specific capital schemes were reviewed by the Council's Capital Assurance Board via Business cases. The following schemes are included within the Updated Capital Plan and are recommended for **Cabinet approval** in line with Council Financial Procedure Rules:

- £0.75m additional borrowing for an in-house fleet pilot for Home to School Transport (2024/25)
- Extension of the existing Property Investment Fund loan facility for Kingsgate shopping centre for a further 9 months, at the prevailing interest rate with a costs neutral impact for the Council
- Utilisation of £0.14m Libraries Improvement Grant Fund towards spend on the Kirklees Libraries Open Access pilot project

(Further detail on above proposals can be found in Appendix 3)



Changes in Estimated Resource Levels – General Fund

The following Grant additions are now included within the updated General Fund Capital Plan:

- **£7.1m High Needs Provision Capital Allocations (HNPCA)** for 2023-24 and 2024-25 to support the provision of places for children and young people with special educational needs and disabilities (SEND) and those pupils requiring alternative provision (AP)
- **£0.9m Childcare Expansion** capital grant funding for the provision of new places to support the expansion of 30-hours entitlement places for children aged 9-months to 3-year-olds and wraparound provision for primary school aged children. It is ultimately up to local authorities to determine how best to prioritise this funding to address local priorities
- Highways Safety funding from CRSTS for **Kirklees Speed Limit Review of £0.875m.**
- **£0.5m from the Green Light Fund** for traffic signal operational efficiency improvements from Kirklees Network Management, and a further **£73k** as share of the West Yorkshire Mayoral Combined Authority (WYMCA) **Traffic Signals Obsolescence** Grant allocation.
- **Network North funding of £1.8m** (£0.9m per year for 2023/24 and 2024/25) with future years funding allocations still to be confirmed.



Updated Capital Plan - Housing Revenue Account

The Housing Revenue Account (HRA) multi-year capital plan stands at £356m, split £106.7m strategic priorities and £249.3m baseline allocations. The main elements of the multi-year HRA capital plan are:

	£'m	
High Rise	52.5	Berry Brow Remodelling, Harold Wilson Court and Buxton House
Additional Council Houses	42.3	Council Housing and Housing Growth - To help address growing demand for Affordable Housing
Ashview (Ashbrow)	3.8	Due to complete in 2024-25
Housing Capital Plan	169.1	Includes Estate Improvements (£7.7m), Fuel Poverty (£10.6m) and Adaptations at £13.5m to give disabled people better freedom of movement into and around their homes and to give access to essential facilities within the home.
Building Safety	80.2	Includes Six Storey blocks (£37.5m), Low rise (£7.5m) and Retirement Living Scheme (£25m). The revised Asset Strategy was approved by Cabinet on 12 th March 2024 and will be funded from reserves and borrowing. A review of progress with the budgeted plan will be carried out prior to any commitment to borrowing.
Refugee Housing	5.2	Local Authority Housing Fund for the provision of Refugee Housing accommodation for families with housing needs
I.T	2.9	Continued investment in IT System replacements for Housing Management, assets, and maintenance



Flexible Capital Receipts

Service area	Amount funded by FCR 23/24	Project outline
Childrens Transformation Team	£464k	Delivery of Transformation Programme for Childrens Social Care including support of implementation of SEND Transformation Plan.
Childrens MST	£400k	Delivery of intensive family and community-based intervention for children and young people aged 11-17, thereby reducing demand for more expensive local authority care.
Adults Transformation Team	£423k	Delivery of Transformation Programme for Adult Social Care to achieve medium term financial plan savings and bring about sustainable change in the way adult social care is delivered by the council.
Replacement of Adult Social Care case management system	£268k	Implementation of integrated social care case management system, delivering efficiency improvements and improved data, thereby achieving more positive results for service users.
Occupational Therapy & Moving and Handling Team	£288k	Funding for additional staff to reduce demand for more costly social care support over the long term.
Growth & Regeneration – Property & Planning teams	£114k	Service Director and Head of Service time in supporting delivery of transformational capital projects.
Waste Strategy	£142k	Development of the council’s Waste Strategy transformation agenda over the medium term.
Corporate Transformation Team	£1,200k	Funding for Transformation team, providing council wide support in the delivery of service transformation and financial savings aligned to existing improvement programmes and the delivery of service reviews.
Digital Transformation	£26k	Funding of projects to improve the efficiency of Information Government systems.
Total	£3,325k	



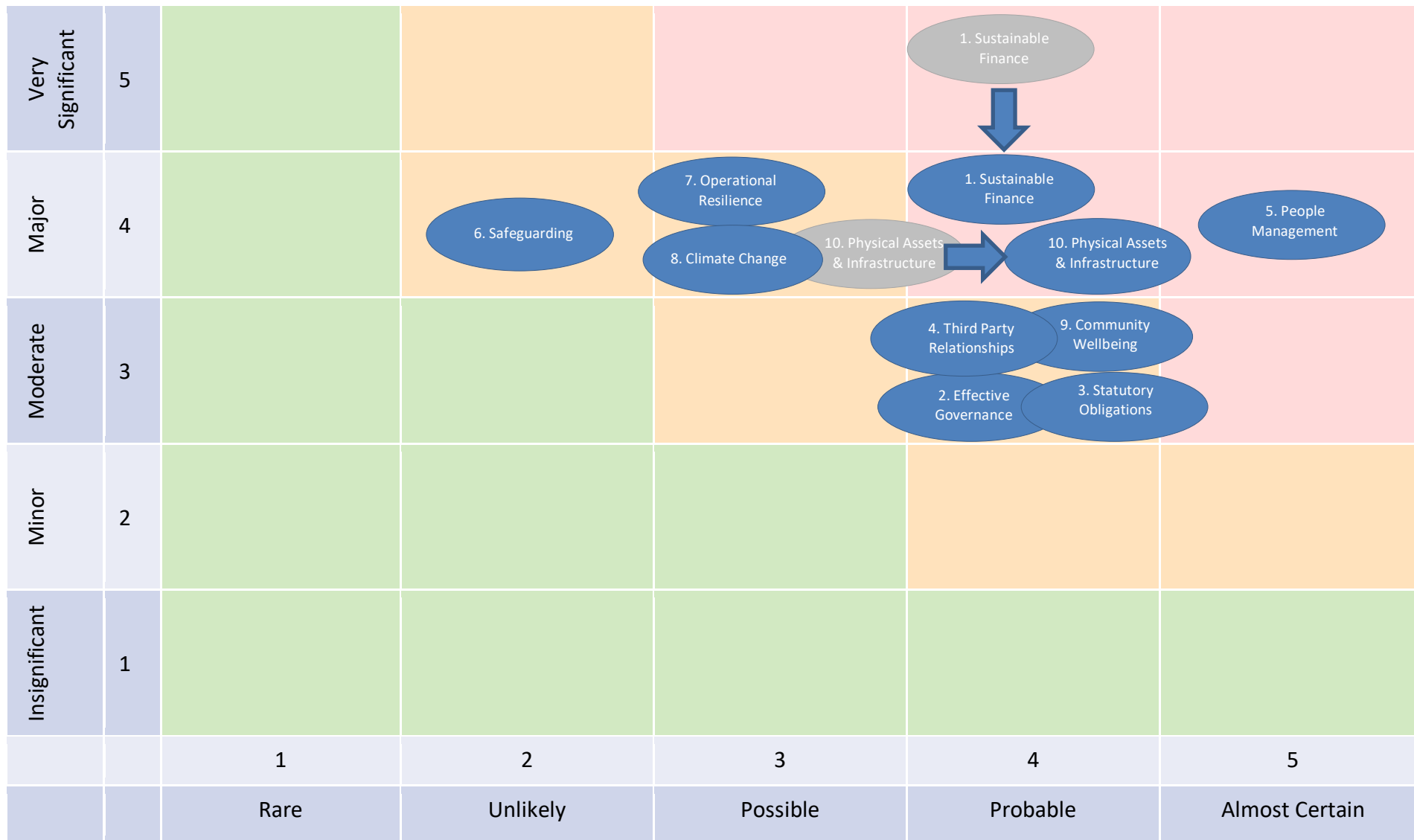
Risk Register Quarter 4 2023/24



Risk Heat Map & Summary Q4 2023/24

		Previous quarter	Current quarter	Drivers of change
KCR 1	Sustainable Finance	20 (4x5)	16 (4x4)	Substantial progress has been made in the ongoing monitoring of budget position through greater management focus and enhancements to the control framework, which has delivered a reduction in levels of overspend. The risk of delayed, or non-delivery, of budgeted savings remains and is being managed closely. The 2024-25 budget was agreed in March 2024.
KCR 2	Governance Frameworks	12 (4x3)	12 (4x3)	Progress is being made to ensure the necessary documentation is in place to demonstrate ongoing compliance with all relevant data management regulations. Work continues to embed a more proactive and robust approach to fraud prevention and identification with specific high-risk areas engaged initially. Work is underway to revisit the focus and scope of Transformation activity, ensuring that organisational priorities are reflected and sufficient capacity and capability is in place to deliver.
KCR 3	Statutory Obligations	16 (4x4)	16 (4x4)	Progress to address the volume of EHCPs remains a focus as demand continues to be high and addressing new requests alongside activity to reduce the backlog is challenging. It is anticipated that the new, targeted backlog initiative will show an improvement in performance during the next quarter. The CQC's new inspection framework for Adult Services has launched and work continues to ensure we are prepared for an inspection when notified.
KCR 4	Third Party Management & Oversight	12 (4x3)	12 (4x3)	WYCA governance review is underway which will include proposals, amongst others, for the strengthening of WY-wide decision making. Learnings from the Continuous Improvement Assessment Framework, across the procurement lifecycle, continue to be assessed and addressed. We are participating in a pilot contract manager training programme, however need to be mindful that the capacity for undertaking robust contract management at service level is reducing.
KCR 5	People Management	20 (5x4)	20 (5x4)	A council wide service change plan and process is now in place, developed in consultation with Trade Unions and including a clear process for deployment. Required reduction in headcount is being managed through robust vacancy management, natural turnover and deployment. Agency spend continues to reduce. Recognition that changes in organisational design, reduced FTE and introducing a potential requirement to upskill redeployees increases pressure on colleagues and leaders.
KCR 6	Safeguarding	8 (2x4)	8 (2x4)	Safeguarding risks continue to be well controlled, with embedded processes and procedures in place to ensure vulnerable adults and young people are safe from harm. Processes and strategies are under ongoing review, to monitor and drive continuous improvements, and ensure updated statutory guidance (eg. Working Together to Safeguard Children 2023) is implemented effectively. Transformation activity is underway across various pathways including a safeguarding element.
KCR 7	Operational Resilience	12 (3x4)	12 (3x4)	Work continues on an ongoing basis to ensure the council's defences are operating effectively to identify, prevent and recover from any hostile cyber activity. The external environment threat level remains high, with local and national elections increasing the likelihood of cyber espionage operations. Management of Health & Safety continues to be well controlled.
KCR 8	Climate Change	12 (3x4)	12 (3x4)	Formal review and approval of the Environment Strategy has been deferred to July 2024. Following an invitation from DeFRA we have confirmed our involvement with pilot climate adaptation reporting to inform the next statutory Climate Change Risk Assessment with work focussed on selected high risk / impact services.
KCR 9	Community Wellbeing	12 (4x3)	12 (4x3)	Multi agency planning is underway to manage potential risk associated with any large scale site used to home asylum seekers although timescales remain unclear. Prolonged reliance on B&B and other accommodation options due to a shortage of Temporary Accommodation can create tensions within the community and therefore this situation is being closely monitored.
KCR 10	Physical Assets & Infrastructure	12 (3x4)	16 (4x4)	The Regulator of Social Housing has issued a Regulatory Notice, following a self-referral, which highlighted overdue fire remedial actions and consistently high number of homes with unresolved cases of damp and mould. We have responded to the regulator outlining plans to address the issues identified and will continue to update them on our progress. Investment in the corporate property portfolio continues to ensure that all potential Health & Safety and compliance issues are resolved

Risk Heat Map & Summary Q4 2023/24



Prudential & Treasury Management Indicators

Quarter 4 2023-24



Prudential Indicators

- The Council measures and manages its **capital expenditure, borrowing and commercial and service investments** with reference to the following indicators.
- It is now a requirement of the **CIPFA Prudential Code** that these are reported on a quarterly basis.
- **Information contained includes:**
 - Capital Expenditure
 - Capital Financing Requirement
 - Gross Debt and the Capital Financing Requirement
 - Debt and the Authorised Limiting and Operational Boundary
 - Net Income from Commercial and Service Investments to Net Revenue Stream
 - Proportion of Financing Costs to Net Revenue Stream



Prudential Indicators

Capital Expenditure

- The Council has undertaken and is planning capital expenditure as summarised in the table below.
- The main General Fund capital projects to date have included spend on Highways baseline schemes, West Yorkshire plus Transport Schemes and Huddersfield Town Centre Action Plans. HRA capital expenditure is recorded separately and to date includes supporting a Council House Building programme and Housing Growth. The Council also incurred £5 million of capital expenditure on investment relating to service loans relating to town centre regeneration.

	2022/23 £m actual	2023/24 £m actual	2024/25 £m budget	2025/26 £m budget
General Fund	116.9	111.1	176.3	151.5
Housing Revenue Account	27.1	31.6	56.5	54.1
Capital investments	2.2	5.6	1.8	0.0
Total Capital expenditure	146.2	148.3	234.6	205.6



Prudential Indicators

Capital Financing Requirement

- The Council's cumulative outstanding amount of debt finance is measured by the Capital Financing Requirement (CFR). This increases with new debt-financed capital expenditure and reduces with MRP, loan repayments and capital receipts used to replace debt. The actual CFR is calculated on an annual basis.
- The effect from the change in the accounting for leases has not yet been reflected in the CFR.

	2022/23 £m actual	2023/24 £m actual	2024/25 £m budget	2025/26 £m budget
General Fund	650.3	691.2	756.5	791.1
Housing Revenue Account	210.7	204.3	209.1	213.1
Capital investments	2.2	5.6	0.0	0.0
Total Capital Financing Requirement	863.2	901.1	965.6	1,004.2



Prudential Indicators

Gross Debt and the Capital Financing Requirement

- Statutory guidance is that debt should remain below the capital financing requirement, except in the short term. The Council has complied and expects to continue to comply with this requirement in the medium term as is shown below.

	2022/23 actual £m	2023/24 actual £m	2024/25 budget £m	2025/26 budget £m	Debt at 31.12.2023 £m
Debt (incl. PFI & leases)	695.5	784.9	851.5	890.2	784.9
Capital Financing Requirement	863.2	901.1	965.6	1,004.2	



Prudential Indicators

Debt and the Authorised Limit and Operational Boundary

- The Council is legally obliged to set an affordable borrowing limit (also termed the Authorised Limit for external debt) each year. In line with statutory guidance, a lower Operational Boundary is also set as a warning level should debt approach the limit.
- Since the operational boundary is a management tool for in-year monitoring it is not significant if the boundary is breached on occasions due to variations in cash flow, and this is not counted as a compliance failure. Total debt did not go above the operational boundary.

	Maximum debt Q4 2023/24	Debt at 31.03.24	2023/24 Authorised Limit	2023/24 Operational Boundary	Complied
Borrowing	721.1	707.3	865.5	845.5	Yes
PFI and Finance Leases	77.6	77.6	82.8	77.8	Yes
Total debt	798.7	784.9	948.3	923.3	



Prudential Indicators

Net Income from Commercial and Service Investments to Net Revenue Stream

- The Council's income from commercial and service investments as a proportion of its net revenue stream has been and is expected to be as indicated below.

	2022/23 actual £m	2023/24 actual £m	2024/25 budget £m	2025/26 budget £m
Total net income from service and commercial investments	-1.3	-1.1	-1.8	-1.8
Proportion of net revenue stream	-0.4%	-0.3%	-0.5%	-0.5%



Prudential Indicators

Proportion of Financing Costs to Net Revenue Stream

- Although capital expenditure is not charged directly to the revenue budget, interest payable on loans and MRP are charged to revenue.
- The net annual charge is known as financing costs; this is compared to the net revenue stream, ie the amount funded from Council tax, Business rates and general government grants.

	2022/23 actual	2023/24 actual	2024/25 budget	2025/26 budget
General Fund - Financing costs (£m)	21.4	21.4	44.9	49.3
General Fund – Proportion of net revenue stream (with reduced MRP)	6.6%	5.9%	13.1%	13.6%
General Fund – Proportion of net revenue stream	10.8%	11.6%	13.1%	13.6%
HRA – Financing costs (£m)	29.6	35.3	29.6	29.6
HRA - Proportion of net revenue stream	31.7%	35.9%	28.6%	28.5%



Treasury Management Indicators

- **Indicators include:**
 - Liability Benchmark
 - Maturity Structure of Borrowing
 - Long Term Treasury Management Investment
 - Interest Rate Exposures



Treasury Management Indicators

Liability Benchmark

- This new indicator compares the Council's actual existing borrowing against a liability benchmark that has been calculated to show the lowest risk level of borrowing. The liability benchmark is an important tool to help establish whether the Council is likely to be a long-term borrower or long-term investor in the future, and so shape its strategic focus and decision making. It represents an estimate of the cumulative amount of external borrowing the Council must hold to fund its current capital and revenue plans while keeping treasury investments at the minimum level of £30.0m required to manage day-to-day cash flow.
- Following on from the medium term forecast below, the long the long-term liability benchmark includes capital expenditure funded by borrowing of £67 million in 2023-24, minimum revenue provision on new building capital expenditure based on a 50-year asset life and reduction in balance sheet resources of £55 million.

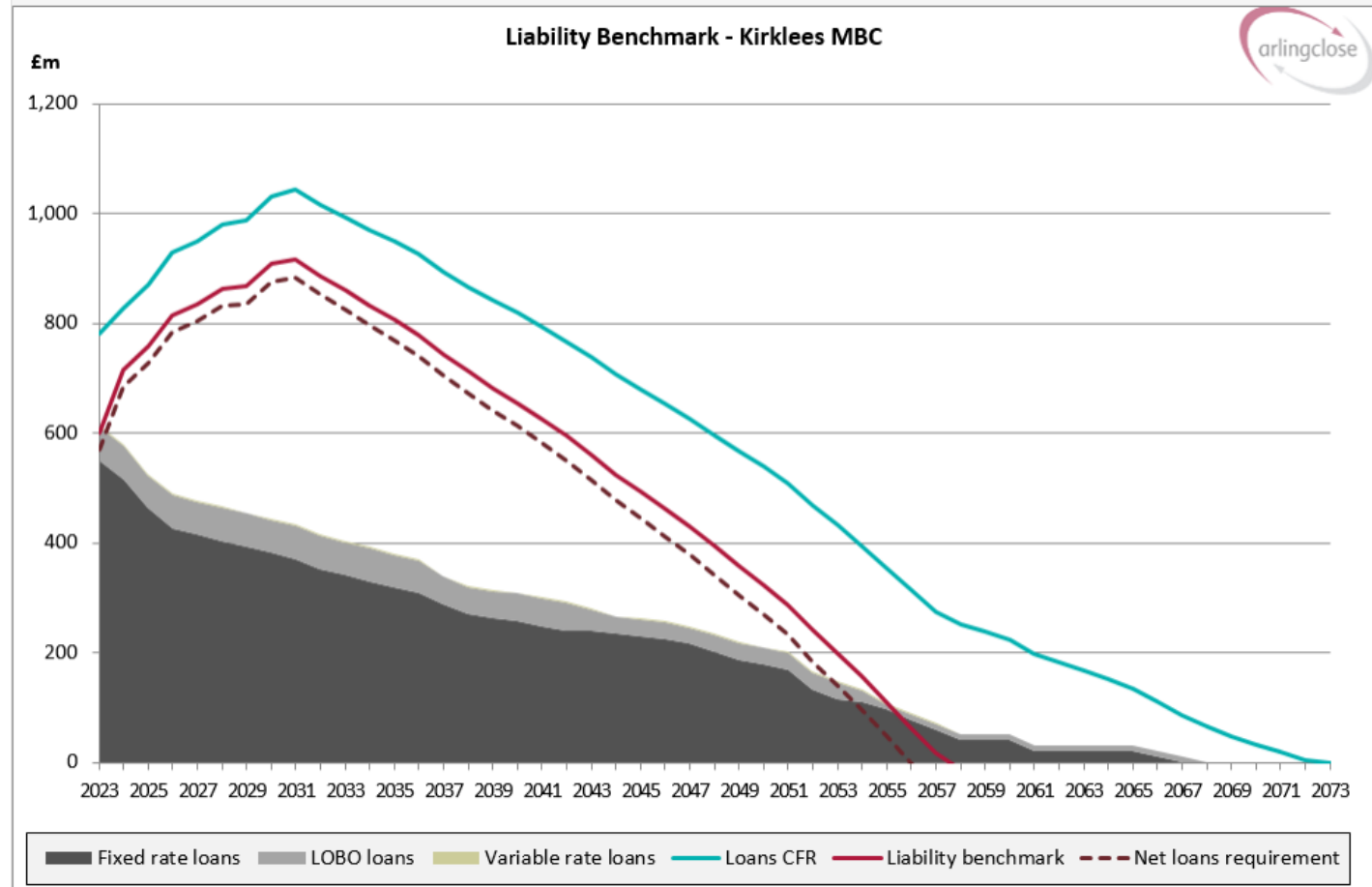
	31.03.23 actual £m	31.03.24 actual £m	31.03.25 forecast £m	31.03.26 forecast £m
Loans CFR	781.5	823.5	872.6	942.9
Less: Balance sheet resources	210.6	155.3	144.0	144.0
Net loans requirement	570.9	668.2	728.6	798.9
Plus: Liquidity allowance	30.0	30.0	30.0	30.0
Liability benchmark	600.9	698.2	758.6	828.9
Existing borrowing - committed	613.8	707.3	653.7	594.6



Treasury Management Indicators

Liability Benchmark

The total liability benchmark is shown in the chart, together with the maturity profile of the Council's existing borrowing. The red line is the liability benchmark reaching a peak in 2032 highlighting the gap between current borrowing identified in grey, which is reducing over time with repayments, and the additional borrowing required to fund the capital plan.



Treasury Management Indicators

Maturity Structure of Borrowing

- This indicator is set to control the Authority's exposure to refinancing risk. The upper and lower limits on the maturity structure of all borrowing were:

	Upper limit	Lower limit	31.03.24 actual	Complied
Under 12 months	20%	0%	6%	Yes
12 months and within 24 months	20%	0%	7%	Yes
24 months and within 5 years	60%	0%	12%	Yes
5 years and within 10 years	80%	0%	10%	Yes
10 years and above	100%	20%	65%	Yes

- Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment. LOBO options of £30 million have a potential repayment date during 2024-25 and have been included in the under 12 months line.



Treasury Management Indicators

Long term Treasury Management Investments

- The purpose of this indicator is to control the Council's exposure to the risk of incurring losses by seeking early repayment of its investments. The prudential limits on the long-term treasury management limits are:

	2023/24	2024/25	2025/26	No fixed date
Limit on principal invested beyond year end	n/a	n/a	n/a	n/a
Actual principal invested beyond year end	£10.0m	£10.0m	£10.0m	£10.0m
Complied	Yes	Yes	Yes	Yes

- Long-term investments with no fixed maturity date include strategic pooled funds, real estate investment trusts and directly held equity but exclude money market funds and bank accounts with no fixed maturity date as these are considered short-term.



Treasury Management Indicators

Interest Rate Exposures

Bank Rate rose by 1.00% from 4.25% on 1st April to 5.25 by 31st March.

For context, the changes in interest rates during the quarter were:

	31/03/23	31/03/24
Bank Rate	4.25%	5.25%
1-year PWLB certainty rate, maturity loans	4.78%	5.36%
5-year PWLB certainty rate, maturity loans	4.31%	4.68%
10-year PWLB certainty rate, maturity loans	4.33%	4.74%
20-year PWLB certainty rate, maturity loans	4.70%	5.18%
50-year PWLB certainty rate, maturity loans	4.41%	5.01%



Capital Plan Expenditure Summary

Capital Plan Expenditure Summary	Outturn 2023/24 £'000	Revised Capital Plan					Total £'000
		2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	
General Fund:							
Aspire & Achieve	11,126	25,818	39,246	12,072	4,611	3,000	84,747
Best Start	688	939	1,004	50	0	0	1,993
Independent	6,334	6,869	2,550	4,650	1,322	0	15,391
Sustainable Economy	85,982	213,105	149,536	104,816	66,747	219,203	753,407
Well	1,440	3,795	3,182	1,504	700	0	9,181
Safe & Cohesive	24	74	0	0	0	0	74
Clean & Green	6,947	20,126	18,247	4,905	12,780	2,150	58,208
Efficient & Effective	4,114	6,546	1,320	1,236	876	1,094	11,072
General Fund Capital Plan	116,655	277,272	215,085	129,233	87,036	225,447	934,073
Housing Revenue Account:							
Independent - Strategic Priorities	15,159	24,113	18,292	30,354	29,056	4,887	106,702
Independent - Baseline	16,463	39,378	33,205	38,469	38,595	99,676	249,323
HRA Capital Plan	31,622	63,491	51,497	68,823	67,651	104,563	356,025
TOTAL EXPENDITURE	148,277	340,763	266,582	198,056	154,687	330,010	1,290,098

Capital Plan Funding Summary

Appendix 2 a)

General Fund Funding Summary	Outturn 2023/24 £'000	Revised Capital Plan					Total £'000
		2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	
Capital Grants/Contributions	59,689	161,819	99,235	37,248	48,834	72,344	419,480
Earmarked Capital Receipts	4,127	5,998	2,990	16,691	990	390	27,059
Service Funded Prudential Borrowing	294	21,066	7,626	100	140	2,050	30,982
Revenue Contributions	309	0	0	0	0	0	0
Non-Earmarked Capital Receipts	4,228	4,000	4,000	4,000	4,000	4,000	20,000
Corporate Prudential Borrowing	48,008	84,389	101,234	71,194	33,072	146,663	436,552
GENERAL FUND FUNDING	116,655	277,272	215,085	129,233	87,036	225,447	934,073

Housing Revenue Account Funding Summary	Outturn 2023/24 £'000	Revised Capital Plan					Total £'000
		2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	
Capital Grants/Contributions	3,933	1,977	910	7,828	5,307	910	16,932
Earmarked Capital Receipts	3,154	4,508	4,437	2,221	8,084	2,153	21,403
Reserves / Revenue Contributions	3,895	18,942	0	0	0	0	18,942
Reserves - MRR	20,640	25,000	25,000	25,000	25,000	75,000	175,000
Corporate Prudential Borrowing	0	13,064	21,150	33,774	29,260	26,500	123,748
HRA FUNDING	31,622	63,491	51,497	68,823	67,651	104,563	356,025



GENERAL FUND CAPITAL PLAN			Revised Capital Plan					
	Funding	Outturn 2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	Total £'000
ASPIRE & ACHIEVE								
Strategic Priorities								
New Special School for Woodley @ Almondbury	B/G	540	4,823	15,988	4,569	1,078	0	26,458
New Special School for J.Norton @ Deighton	B/G	1,056	8,025	11,821	356	0	0	20,202
District Sufficiency	T	1,596	12,848	27,809	4,925	1,078	0	46,660
High Needs	G	0	1,000	5,457	600	0	0	7,057
Additionally Resourced Provisions / Satellite Provisions	G	1,116	1,185	500	0	0	0	1,685
Brambles Primary Academy	G	812	15	0	0	0	0	15
King James High School	G	6	216	0	0	0	0	216
Scissett Middle School	S106	85	31	0	0	0	0	31
Birkby Junior Expansion	G	1	5	0	0	0	0	5
North Huddersfield Trust School	G/B	387	2,337	450	0	0	0	2,787
Manor Croft Academy	G	676	105	0	0	0	0	105
Thornhill Community Academy	G	6	562	0	0	0	0	562
Secondary Places Basic Need	G	0	48	0	0	0	0	48
<i>New Pupil Places in Primary/Secondary Schools</i>	T	1,973	3,319	450	0	0	0	3,769
Childcare Expansion	G	0	250	650	0	0	0	900



GENERAL FUND CAPITAL PLAN			Revised Capital Plan					
	Funding	Outturn 2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	Total £'000
ASPIRE & ACHIEVE								
Strategic Priorities								
Libraries & Public Buildings	B	36	256	75	3,033	283	0	3,647
Libraries Open Access	G	0	69	55	14	0	0	138
<i>Libraries & Public Buildings</i>	T	36	325	130	3,047	283	0	3,785
Strategic Priorities Total		4,721	18,927	34,996	8,572	1,361	0	63,856
Baseline								
Basic Need	G	5	34	0	0	0	0	34
Capital Maintenance	G	5,142	5,251	3,100	2,900	2,700	2,500	16,451
Devolved Formula Capital	G	1,258	1,574	1,150	600	550	500	4,374
Baseline Total		6,405	6,859	4,250	3,500	3,250	3,000	20,859
One Off Projects								
SEND Provision	G	0	32	0	0	0	0	32
One Off Projects Total		0	32	0	0	0	0	32
ASPIRE & ACHIEVE TOTAL		11,126	25,818	39,246	12,072	4,611	3,000	84,747



GENERAL FUND CAPITAL PLAN			Revised Capital Plan					
	Funding	Outturn 2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	Total £'000
BEST START								
Strategic Priorities								
Homes for Children :								
Magdale House	B	178	12	0	0	0	0	12
Healds Road	B	294	3	0	0	0	0	3
Satellite Provision	B	3	693	104	0	0	0	797
Our Space Grant Scheme	B	118	0	0	0	0	0	0
Young Peoples Activity Team Reprovision	B	95	0	0	0	0	0	0
Children with Disabilities	B	0	231	900	50	0	0	1,181
Strategic Priorities Total		688	939	1,004	50	0	0	1,993
BEST START TOTAL		688	939	1,004	50	0	0	1,993

GENERAL FUND CAPITAL PLAN			Revised Capital Plan					
	Funding	Outturn 2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	Total £'000
INDEPENDENT								
Strategic Priorities								
Commissioning Option Appraisals to facilitate outcomes of Specialist Accommodation Strategy	B	3	31	0	0	0	0	31
Knowl Park House	B	4,568	2,827	0	0	0	0	2,827
Milldale and Crescentdale	B	194	2,306	1,500	0	0	0	3,806
Red Laithes Court	B	21	74	0	0	0	0	74
Day Services Support for Vulnerable Adults	B	77	423	1,000	4,500	1,322	0	7,245
Strategic Priorities Total		4,863	5,661	2,500	4,500	1,322	0	13,983
One Off Projects								
Adults Assistive Technology / IT	G/B	71	269	50	150	0	0	469
Carephones - Digital Switchover	B	688	384	0	0	0	0	384
Carefirst System Replacement	B	712	555	0	0	0	0	555
One Off Projects Total		1,471	1,208	50	150	0	0	1,408
INDEPENDENT TOTAL		6,334	6,869	2,550	4,650	1,322	0	15,391





GENERAL FUND CAPITAL PLAN			Revised Capital Plan					
	Funding	Outturn 2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	Total £'000
SUSTAINABLE ECONOMY								
Strategic Priorities								
West Yorkshire plus Transport Schemes:								
A62 to Cooper Bridge Corridor Improvements	G	402	598	1,500	1,500	10,000	37,387	50,985
A653 Leeds to Dewsbury Corridor (M2D2L)	G	-8	99	0	0	0	0	99
A629 Halifax Road Phase 5	G	361	7,747	1,263	81	0	55	9,146
UTMC Urban Traffic Management	G	2	76	0	0	0	0	76
Huddersfield Southern Corridors	G	925	15,877	2,137	380	0	0	18,394
North Kirklees Orbital Route (NKOR)	G	0	42	0	0	0	0	42
Corridor Improvement Programme:								
Holmfirth Town Centre Access Plan	G	761	8,844	3,132	15	4	1	11,996
A62 Smart Corridor	G	4,618	2,118	0	0	0	0	2,118
Fenay Lane	G	208	4	0	0	0	0	4
CityConnect:								
CityConnect Cooper Bridge	G	6	2	0	0	0	0	2
CityConnect Huddersfield Town Centre	G	1	4	0	0	0	0	4
Huddersfield Station Gateway Phase 1	G	25	116	89	72	0	0	277
A641 Bradford Road - Bradford/Brighouse/Hudds	C	41	158	100	100	0	0	358
<i>West Yorkshire plus Transport Schemes</i>	T	7,342	35,685	8,221	2,148	10,004	37,443	93,501

GENERAL FUND CAPITAL PLAN			Revised Capital Plan					
	Funding	Outturn 2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	Total £'000
SUSTAINABLE ECONOMY								
Strategic Priorities								
Transforming Cities Fund:								
<i>Rail-Bus Better Connected Stations:</i>								
Huddersfield Rail Station Access	B	11	441	0	0	0	0	441
<i>TCF Main scheme:</i>								
Heckmondwike Bus Station	G	998	2,910	0	0	0	0	2,910
Dewsbury/Cleckheaton Sust Travel Corridor	G	1,112	7,888	1,454	0	0	0	9,342
Dewsbury Town Centre Walking & Cycling Imps	G/B	359	5,891	4,521	0	0	0	10,412
Huddersfield Rail Station Access	G/B	383	6,367	8,161	0	0	0	14,528
A629 Wakefield Rd Sustainable Travel Corridor	G	112	46	0	0	0	0	46
Huddersfield Bus Station	G/B	237	4,363	2,412	0	0	0	6,775
Dewsbury/Batley/Tingley Sus Travel Corridor	G/B	959	4,041	1,103	0	0	0	5,144
<i>Transforming Cities Fund</i>	T	4,171	31,947	17,651	0	0	0	49,598
Emergency Active Travel								
Integrated Transport & Active Travel	G/B	166	487	0	0	0	0	487
Flood Management and Land Drainage								
Transpennine Route Upgrade (Network Rail)	G	541	618	0	0	0	0	618
Penistone Line Rail Upgrade	G	0	500	10,000	10,000	10,000	17,417	47,917
Other WYCA supported Schemes (feasibility)	G	422	0	0	0	0	0	0



GENERAL FUND CAPITAL PLAN			Revised Capital Plan					
	Funding	Outturn 2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	Total £'000
SUSTAINABLE ECONOMY								
Strategic Priorities								
Aspirational Regeneration of Major Town Centres - Feasibility	B	67	5	0	0	0	0	5
<i>Regeneration of Strategic Town Centres - Huddersfield :</i>								
Holding pot	B	4	81	0	0	0	0	81
<u>Huddersfield Town Centre Schemes</u>								
Huddersfield TC - Shop Front Grants	B	19	684	31	0	0	0	715
The Northumberland Street Regeneration Project	B	127	123	435	0	0	0	558
Huddersfield Open Market Regeneration Market	G	0	4,057	12,592	0	0	0	16,649
Town Centre Maintenance Schemes	B	36	26	0	0	0	0	26
Cultural Interventions - Growing Seeds	B	0	9	0	0	0	0	9
	T	182	4,899	13,058	0	0	0	17,957
<u>The George Hotel HAZ Scheme</u>								
The George Hotel	G	2,174	131	0	0	0	0	131
The George Hotel	B*	0	20,205	0	0	0	0	20,205
Estate Buildings HAZ Scheme	G	2,648	115	0	0	0	0	115
	T	4,822	20,451	0	0	0	0	20,451
<u>Huddersfield Public Realm Works</u>								
New Street Public Realm Development	B	2,535	1,164	0	0	0	0	1,164
Huddersfield Town Centre Cameras	B	26	38	30	0	0	0	68
Refurb of 2 New Street, Huddersfield	B	0	16	0	0	0	0	16
	T	2,561	1,218	30	0	0	0	1,248

GENERAL FUND CAPITAL PLAN			Revised Capital Plan					
	Funding	Outturn 2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	Total £'000
SUSTAINABLE ECONOMY								
Strategic Priorities								
Public Realm - Golden Route	B/G	464	517	15	0	0	0	532
Huddersfield Town Centre	T	8,033	27,166	13,103	0	0	0	40,269
<i>Regeneration of Strategic Town Centres – Dewsbury:</i>								
<i>Better Spaces Strategy:</i>								
BS Phase 2 - Town Park	B/R/G	194	28	3,098	3,119	0	0	6,245
BS Phase 2 - Others	G	-10	92	0	0	0	0	92
	T	184	120	3,098	3,119	0	0	6,337
Heritage Action Zone	B/G	272	3,063	0	0	0	0	3,063
Daisy Hill Neighbourhood	B/R/G	0	982	200	1,480	700	0	3,362
Dewsbury Market Upgrade	B/R/G	651	1,149	10,690	7,543	0	0	19,382
The Arcade	B/G	424	6,444	0	0	0	0	6,444
Fibre Capability	R	150	148	0	0	0	0	148
Construction Skills Village	G/R	21	2,224	0	0	0	0	2,224
Creative Culture	G	24	470	1,090	0	0	0	1,560
Sustainable Transport /TFAG	G	110	1,215	0	0	0	0	1,215
Building Revival	B/G	1,022	1,556	873	708	0	0	3,137
Dewsbury Town Centre	T	2,858	17,371	15,951	12,850	700	0	46,872
Town Centre Action Plans	T	10,958	44,542	29,054	12,850	700	0	87,146



GENERAL FUND CAPITAL PLAN			Revised Capital Plan					
	Funding	Outturn 2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	Total £'000
SUSTAINABLE ECONOMY								
Strategic Priorities								
Smaller Towns & Villages	B	0	195	170	1,000	1,000	1,481	3,846
Batley Smaller Towns & Villages	B/G	281	10,666	3,292	0	0	0	13,958
Cleckheaton Smaller Towns & Villages	B	20	869	565	0	0	0	1,434
Holmfirth Smaller Towns & Villages	B	38	412	0	1,054	0	0	1,466
Heckmondwike Smaller Towns & Villages	B	16	434	0	0	0	0	434
Marsden New Mills Redevelopment Scheme	G	6	2,099	3,504	0	0	0	5,603
Other - Our Local Centres	B	19	0	0	0	0	0	0
<i>Regeneration and Greening of Smaller Towns and Villages</i>	T	380	14,675	7,531	2,054	1,000	1,481	26,741
Cultural Heart	B	4,623	30,673	33,330	47,505	18,228	119,875	249,611
Strategic Acquisition Fund	B	509	1,598	0	0	0	0	1,598
Property Investment Fund:								
103 New Street	B**	116	26	0	0	0	0	26
Kingsgate Phase 2	B**	5,494	2,008	0	0	0	0	2,008
<i>Property Investment Fund</i>	T	5,610	2,034	0	0	0	0	2,034



GENERAL FUND CAPITAL PLAN			Revised Capital Plan						Total £'000	
			Funding	Outturn 2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000		2028/29- 2031/32 £'000
SUSTAINABLE ECONOMY										
	Strategic Priorities									
	Start Up and Retention Policy Capital Grants		B	100	250	347	0	0	597	
	Dewsbury Riverside		B	195	1,344	2,000	2,000	1,600	400	7,344
	Site Development		G/R cont	32	928	227	23	0	0	1,178
	Public Realm Improvements		B	89	19	0	0	0	0	19
	Car Park Meters		B	166	263	240	241	0	0	744
*	Project Fleet		B	0	750	0	0	0	0	750
	Strategic Priorities Total			35,723	167,425	108,801	77,021	41,732	176,816	571,795

GENERAL FUND CAPITAL PLAN			Revised Capital Plan						Total £'000
			Outturn 2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	
SUSTAINABLE ECONOMY									
Baseline									
	Housing Private	G/R	5,750	3,891	4,150	4,292	4,150	4,150	20,633
Highways									
Maintenance									
	Principal Roads	B/G	3,727	9,347	6,090	3,679	3,678	3,678	26,472
	Roads Connecting Communities	G	1,541	2,052	1,640	1,096	1,097	1,097	6,982
	Local Community Roads	B/G	8,083	3,807	4,257	5,953	4,453	5,184	23,654
	Structures	G	1,504	1,697	1,200	1,200	1,200	1,200	6,497
	Active Travel / PROW	B/G	173	190	156	156	156	156	814
	Streetlighting	G	1,438	1,027	1,000	1,000	0	0	3,027
	Locality Based U Roads Improvements	B	3,381	3,316	0	0	0	0	3,316
	<i>Highways Maintenance</i>	T	19,847	21,436	14,343	13,084	10,584	11,315	70,762
Integrated Transport									
	Network Management	G	672	1,285	960	715	715	715	4,390
	Safer Roads	B/G s278	2,906	1,467	1,621	1,175	1,175	1,175	6,613
	Flood Management and Drainage Improvements	B	250	250	250	250	250	250	1,250
	Developer Funded Schemes	s278	2,884	154	0	0	0	0	154
	<i>Highways Integrated Transport</i>	T	6,712	3,156	2,831	2,140	2,140	2,140	12,407
Highways Total			26,559	24,592	17,174	15,224	12,724	13,455	83,169

GENERAL FUND CAPITAL PLAN			Revised Capital Plan					
	Funding	Outturn 2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	Total £'000
SUSTAINABLE ECONOMY								
Baseline								
Corporate Landlord Asset Investment	B	10,039	9,888	8,160	4,000	3,900	3,900	29,848
Corporate Landlord Compliance	B	430	1,891	1,000	1,000	1,000	1,000	5,891
Corporate Landlord Welfare Programme	B	1,279	1,118	1,000	1,000	1,000	1,000	5,118
<i>Corporate Landlord</i>	T	11,748	12,897	10,160	6,000	5,900	5,900	40,857
Bereavement	B	169	144	0	0	0	0	144
Burial Provision	B	7	93	200	150	50	0	493
<i>Bereavement</i>	T	176	237	200	150	50	0	637
School Catering	B	154	339	200	200	200	400	1,339
Vehicle Replacement Programme	B	4,453	858	7,764	1,503	1,801	18,482	30,408
Baseline Total		48,840	42,814	39,648	27,369	24,825	42,387	177,043
One-Off Projects								
UKSPF Digital Hub / New to English / Business Advisor	G	23	72	0	0	0	0	72
UKSPF CCTV	G	3	519	0	0	0	0	519
Housing (Regeneration)	R	12	0	0	0	0	0	0
Strategic Asset Utilisation	B	1,086	0	0	0	0	0	0
Operational Services Asset Mngt	B	127	1,157	276	276	0	0	1,709
Asset Management Property Database	B	9	160	50	50	50	0	310
Changing Places	G	109	202	0	0	0	0	202
Leeds City Region Revolving Fund	B	0	550	661	0	0	0	1,211



GENERAL FUND CAPITAL PLAN			Revised Capital Plan					
	Funding	Outturn 2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	Total £'000
SUSTAINABLE ECONOMY								
One-Off Projects								
School Catering - Compliance Essential Works	B*	45	206	100	100	140	0	546
Ward Based Activity	B	5	0	0	0	0	0	0
One-Off Projects Total		1,419	2,866	1,087	426	190	0	4,569
SUSTAINABLE ECONOMY TOTAL								
		85,982	213,105	149,536	104,816	66,747	219,203	753,407
WELL								
Strategic Priorities								
Spenborough Valley Leisure Centre	B	-69	0	0	0	0	0	0
Strategic Priorities Total		-69	0	0	0	0	0	0
Baseline								
Kirklees Active Leisure	B*	63	445	0	0	0	0	445
Play Strategy	B/G S106	1,446	3,350	3,182	1,504	700	0	8,736
Baseline Total		1,509	3,795	3,182	1,504	700	0	9,181
WELL TOTAL								
		1,440	3,795	3,182	1,504	700	0	9,181
SAFE & COHESIVE								
One Off Projects								
UKSPF Violence Against Women / CCTV	G	24	74	0	0	0	0	74
One Off Projects Total		24	74	0	0	0	0	74
SAFE & COHESIVE TOTAL								
		24	74	0	0	0	0	74



GENERAL FUND CAPITAL PLAN			Revised Capital Plan						Total £'000
			Outturn 2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	
CLEAN AND GREEN									
Strategic Priorities									
Waste Strategy	B	421	467	144	530	0	0	1,141	
Waste Management Plant/ Infrastructure	B	1,871	1,894	2,660	2,014	2,018	0	8,586	
Waste Procurement & Depot Strategy:									
Contract Extension	B	0	0	2,690	0	0	0	2,690	
Legislation requirements	B	0	500	70	0	0	0	570	
Proposed Depot (feasibility)	B	0	3,221	0	0	0	0	3,221	
	T	0	3,721	2,760	0	0	0	6,481	
Climate Emergency - Green Travel			B/G	157	511	428	0	0	939
Air Quality	B/G	9	396	28	0	0	0	424	
Huddersfield Heat Network	G/B/ B*	486	4,190	11,126	0	0	2,050	17,366	
Trees for Climate Programme	G	3,899	8,568	1,001	2,261	10,662	0	22,492	
Strategic Priorities Total			6,843	19,747	18,147	4,805	12,680	2,050	57,429
Baseline									
Environment & Strategic Waste	B	98	103	100	100	100	100	503	
Baseline Total			98	103	100	100	100	100	503
One Off Projects									
Electric Vehicle Charge Points	G	6	276	0	0	0	0	276	
One Off Projects Total			6	276	0	0	0	0	276
CLEAN AND GREEN TOTAL			6,947	20,126	18,247	4,905	12,780	2,150	58,208



GENERAL FUND CAPITAL PLAN			Funding	Outturn 2023/24 £'000	Revised Capital Plan					Total £'000
					2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	
EFFICIENT AND EFFECTIVE										
Baseline										
	Information Technology	B	454	2,336	1,320	1,236	876	1,094	6,862	
	One Venue Development	B	10	0	0	0	0	0	0	
	Sustainability of Major Town Halls - Service Development	B*	96	210	0	0	0	0	210	
	Baseline Total		560	2,546	1,320	1,236	876	1,094	7,072	
One Off Projects										
	Transformation Capitalisation	R	3,325	4,000	0	0	0	0	4,000	
	Information Technology (Digital)	B	229	0	0	0	0	0	0	
	One Off Projects Total		3,554	4,000	0	0	0	0	4,000	
	EFFICIENT AND EFFECTIVE TOTAL		4,114	6,546	1,320	1,236	876	1,094	11,072	
GENERAL FUND CAPITAL PLAN TOTAL				116,655	277,272	215,085	129,233	87,036	225,447	934,073

FUNDING KEY:

B = Borrowing

B* = Service funded Borrowing

B** = Borrowing for provision of loans for development projects, covered by repayments

G = Grant

R = Capital receipts

S106 = Section 106 developer contributions

*= Borrowing Addition

HOUSING REVENUE ACCOUNT CAPITAL PLAN	Funding	Outturn 2023/24 £'000	Revised Capital Plan					Total £'000
			2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	
INDEPENDENT								
Strategic Priorities								
Housing Growth	H / R	472	2,357	1,769	0	0	0	4,126
LAHF - Refugee Housing	H / G	2,708	1,992	0	0	0	0	1,992
LAHF 3 - Refugee Housing	H / G	0	1,464	1,707	0	0	0	3,171
New Build Phase 1 - Ashbrow Extra Care	H/R/ Cont	6,167	3,846	0	0	0	0	3,846
Berry Brow Remodelling	H/G	878	1,857	1,265	19,005	12,703	582	35,412
Harold Wilson Court	H	1,994	2,032	84	0	0	0	2,116
Buxton House	H	754	2,545	5,361	6,906	185	0	14,997
IT System (Universal Housing Replacement)	H	219	1,339	0	0	0	0	1,339
IT System Property/Assets	H		500	1,000	0	0	0	1,500
Council House Building	B/R	1,967	6,181	7,106	4,443	16,168	4,305	38,203
Strategic Priorities Total		15,159	24,113	18,292	30,354	29,056	4,887	106,702
Baseline								
Housing Capital Plan	H/B	10,975	18,810	17,285	19,285	19,785	62,055	137,220
Estate Improvements (Neighbourhood Investment)	H	354	1,262	990	1,100	1,100	3,300	7,752
Building Safety	H/B	742	1,744	1,244	1,324	1,530	4,090	9,932
Six Storey Blocks	H/B	0	8,940	3,675	6,000	5,420	13,481	37,516





HOUSING REVENUE ACCOUNT CAPITAL PLAN			Revised Capital Plan					
	Funding	Outturn 2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29- 2031/32 £'000	Total £'000
INDEPENDENT								
Baseline								
Low Rise Blocks	H/B	0	1,750	1,500	1,500	1,500	1,500	7,750
Retirement Living Schemes	H/B	0	1,500	3,750	4,500	4,500	10,750	25,000
Fuel poverty	H/G	587	1,658	1,500	1,500	1,500	4,500	10,658
Adaptations	H	3,805	3,714	3,261	3,260	3,260	0	13,495
Baseline Total		16,463	39,378	33,205	38,469	38,595	99,676	249,323
HRA CAPITAL PLAN TOTAL		31,622	63,491	51,497	68,823	67,651	104,563	356,025

FUNDING KEY:

H = HRA revenue contribution/major repairs reserve
R = Capital receipts

S106 = Section 106 developer contributions
Cont = Other external contributions

B = Borrowing
G = Grant

- 1.1 The Council's Capital Assurance Board acts as a strategic group, overseeing all capital projects to ensure sound governance and project management is applied to both initial development of proposals and delivery of schemes. This report includes specific capital schemes reviewed by the Board via Business cases, which are recommended for Cabinet approval in line with Council Financial procedure Rules. The first proposal detailed below requests additional borrowing to be added to be plan and the second proposal has a nil cost impact on Council. The third proposal is additional grant funding with a request for approval to spend.

In-House Fleet Project +£0.75m (Additional Borrowing)

- 1.2 Home to School transport is a statutory service where local authorities are required to transport eligible children, mainly with Special Educational Needs or Disabilities (SEND), from home to school. Currently approx. 1000 'Pre 16' children are transported at a substantial cost to the Council. This expenditure is to contract with taxi operators and minibus public service vehicle operators to transport children. There is currently no in-house operation. The costs of contracted out transport are increasing at a rate which is uncontrollable in the main and unsustainable.
- 1.3 As part of the wider transformation of the Home to School service, alternative measures were considered to reduce the pressure on the budget and costs. A Business Case proposal was put forward to move some of the most expensive routes off 'contracted out' transport and move to an in-house fleet staffed by Council employees. This will provide an opportunity to reduce the reliance on third party transport operators and creating more competition which in turn should drive down costs for routes which are still provided by operators. A trial of up to 20 vehicles is feasible based on utilising existing Council assets as a base and limits the most significant capital cost, i.e. a new depot. This also allows the project to trial the feasibility to bring into a central pool, existing underutilised minibuses for use by School Transport and the Services who currently operate them.
- 1.4 It is proposed to purchase 10 new vehicles to provide the core pool of vehicles and bring into the pool an additional 6-8 existing underutilised vehicles from the Councils asset base. It may be possible to also utilise existing underutilised cars, but this requires further exploration. Two locations have been identified as a base of operations and one or both could be used.
- 1.5 Following support for this proposal by Executive Leadership Team and Capital Assurance Board it was noted that a rapid decision was required to get the service up and running by September 2025 due to procurement time constraints. Approval was sought from the Portfolio holder for Finance and Regeneration to place the order for the 10 new vehicles due to long lead times on minibuses resulting from national shortages (circa. 18 months).

- 1.6 Cabinet is requested to approve the inclusion of £0.75m (2024/25) within the Capital Plan for the trial of an in-house fleet for home to school transport. This is for the procurement of 10 Minibuses adapted to carry SEND children, to bring in house other currently underutilised minibuses used by other services to create an internal minibus resource and to operate from an underutilised asset, as base of operations.

Property Investment Fund (Cost neutral)

- 1.7 Cabinet approved a request for a loan from the Property Investment Fund, towards a scheme to WD Limited (owner of Kingsgate) to remodel the Kingsgate shopping centre to provide a cinema, food and leisure facilities in addition to existing retail units in January 2019 and an update report (following the impact of the pandemic) in January 2021.
- 1.8 The refinance date for the loan and the construction period are almost co-terminus – with the refinance date being October 2024, and construction of the cinema/leisure offer due to complete by September 2024. The Council has the sole first charge over the building.
- 1.9 The developer has requested that the loan is extended by a maximum of nine months in order to allow the construction to complete, and the operation of the centre to stabilise, before the refinancing date. If the extension is agreed, this would support the ongoing health of the Kingsgate centre. Kingsgate is a vital part of Huddersfield town centre, and the changes to Kingsgate are a key part of delivering the Blueprint vision.
- 1.10 Authority is therefore sought to extend the loan for nine months, at the prevailing interest rate (PWLB rate) which would be incurred by the Council at the time the extension is agreed. This would make the loan extension cost neutral for the Council.
- 1.11 A loan at this rate would be below the market rate and would meet the criteria for a subsidy under the Subsidy Control Act. The extension of the loan will be assessed against subsidy control principles at the time it is made, and, if the loan is not covered by an exemption details of the subsidy will be uploaded to the transparency database, in compliance with the Council's Financial Procedure Rules.
- 1.12 Cabinet are requested to approve the extension of the loan facility for a further 9 months, at the prevailing interest rate with a costs neutral impact for the Council.

Libraries Improvement Fund +£0.14m (Grant approval)

- 1.13 Libraries Improvement Fund (LIF) is an open-access capital fund targeted at library services based in England to undertake capital infrastructure work which will help address historic under-investment in technology and buildings. Following an application to the Arts Council England (ACE), Kirklees have been successfully awarded £0.14m without the requirement of match funding.

- 1.14 A key library service development supported by Open Access is “Build back better” which looks to invest in our buildings to improve accessibility and ensure excellent service delivery. Open Access provides an opportunity to reach a wider demographic of residents by being more flexible to their needs and positively increase the sustainability and usage of the library service. It will also allow community groups and/or local businesses to be able to use the library spaces for activities at times that a library may not be open such as early morning, evenings or weekends. The Council will be able to provide flexibility by opening longer hours with no impact on the staffing budget.
- 1.15 The grant funding will be used to pilot Open Access in up to three locations. A specialist Open Access provider will be contracted to deliver pre-site survey to advise on adaptive works required, specialist equipment provision/installation and ongoing technical support. Kirklees Council’s Facilities Management team will carry out the advised adaptive works in preparation for installation. The intention is to carry out the necessary adaptive work and installation with minimal disruption during normal opening hours.
- 1.16 To instil confidence to users of open access they will receive new user guidance upon sign up and sites will be well lit with access only through use of their barcoded library card (and possibly a PIN) with privacy ensured through our information governance checks and processes. A video management system will provide further security and assurance for library users.
- 1.17 Cabinet is requested to approve £0.14m Libraries Improvement Fund (grant) towards spend on the Kirklees Libraries Open Access pilot project.

Report title: Annual Report on Treasury Management 2023/24

Meeting:	Corporate Governance and Audit Committee
Date:	28 June 2024
Cabinet Member (if applicable)	Leader of the Council.
Key Decision Eligible for Call In	Yes
Purpose of Report Financial Procedure Rules (Section 9.5) require that the Council receives an annual report on Treasury Management activities for the previous financial year. The report to this committee reviews borrowing and investment performance before it is considered by Cabinet and Council	
Recommendation and Reasons Having read this report and the accompanying Appendices, Cabinet are asked are asked to note the treasury management performance in 2023/24 as set out in this report, prior to its submission to Council	
Resource Implications: There are no additional resource implications required as part of this report as it relates to Treasury Management activities undertaken in 23/24.	
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?	N/A Kevin Mulvaney – 18/6/2024 Sam Lawton –18/06/2024

Electoral wards affected: N/A

Ward Councillors consulted: N/A

Public or private: Public

Have you considered GDPR: Yes – there is no personal data within the budget details and calculations set out in this report and accompanying Appendices

1. Summary

- 1.1 The Council's treasury management operation for the year has followed the strategy approved by Council on 8 March 2023 (see paragraph 2.1.4 below).
- 1.2 The treasury management budget underspent by £6.1m against a budget of £21.9m. The variations in the budget are summarised below:-

	Budget (£m)	Actual (£m)	Variation (£m)
Interest payable	16.6	18.9	2.3
Investment income	(1.0)	(3.3)	(2.3)
MRP net of fees*	6.3	0.2	(6.1)
Total	21.9	15.8	(6.1)

During the year interest costs increased due to rising interest rates, and the amount and timing of borrowing compared to budget assumptions. The increased interest costs have been offset by gains on investment income along with slippage in the capital plan.

- 1.3 The Council complied with its treasury management prudential indicators in the year (see Appendix 5).
- 1.4 Investments averaged £59.9 million and were largely deposited in instant access accounts earning an average interest rate of 5.26%.
- 1.5 Total external borrowing at 31 March 2024 increased by £93.5 million to £707.3 million (£613.8 million as at 31 March 2023). The Council took £190.0 million new Government long term loans from the Public Works Loan Board (PWLB) (see paragraph 2.6.4 for more detail) and an additional £10.0 million Local Authority medium term 2 to 3 year loans (see paragraph 2.6.5 for more detail).
- 1.6 The large increase in long term loans was a result of borrowing for the capital plan, re-financing existing borrowing maturing during the year and a reduction in reserves.
- 1.7 The Council converted temporary borrowing into fixed rate loans which accounts for 95.19% of total long-term debt (see paragraph 2.6.6) giving the Council stability in its interest costs and minimising exposure to fluctuating short term rates.
- 1.10 During 2023/24 an external review of MRP identified an overprovision of £34.2m in total, allowing for a further in-year unwind of £6.3 million resulting in zero MRP charged to revenue in year. The £0.2m in the table at 1.2 relates to fees incurred.

2 Information required to take a decision

2.1 Introduction

- 2.1.1 The Council has adopted the CIPFA Treasury Management in the Public Services: Code of Practice (the CIPFA Code) which requires the Council to approve, as a

minimum, treasury management semi-annual and annual outturn reports. The Council operates its treasury management service in compliance with this Code and various statutory requirements.

- 2.1.2 This report includes the requirement in the 2021 Code, mandatory from 1st April 2023, of reporting of the treasury management prudential indicators. The non-treasury prudential indicators are incorporated in the Council's normal revenue and capital monitoring report.
- 2.1.3 Financial Procedure Rules require that the Council receives an annual report on Treasury Management activities for the year. Cabinet is responsible for the implementation and monitoring of the treasury management policies. Corporate Governance and Audit Committee undertake a scrutiny role with regard to treasury management.
- 2.1.4 The Council's treasury management strategy for 2023/24 was approved at a meeting on 8 March 2023. The Council has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk remains central to the Council's treasury management strategy and that borrowing is undertaken on a prudent, affordable and balanced basis.

2.2 The Economy and Interest Rates

- 2.2.1 The UK economy entered a technical recession in the second half of 2023, as growth rates of -0.1% and -0.3% respectively were recorded for Q3 and Q4. Over the 2023 calendar year GDP growth only expanded by 0.1% compared to 2022. Of the recent monthly data, the Office for National Statistics reported a rebound in activity with economy expanding 0.2% in January 2024. While the economy may somewhat recover in 2024, the data suggests that prior increases in interest rates and higher price levels are depressing growth, which will continue to bear down on inflation throughout 2024.
- 2.2.2 UK inflation continued to decline from the 8.7% rate seen at the start of 2023/24. By the last quarter of the financial year headline consumer price inflation (CPI) had fallen to 3.4% in March but was still above the Bank of England's 2% target at the end of the period. The core measure of CPI, i.e. excluding food and energy, also slowed in February to 4.5% from 5.1% in January, a rate that had stubbornly persisted for three consecutive months. In the February 2024 Monetary Policy Report (MPR) the Bank's expectations for the UK economy were positive for the first half of 2024, with a recovery from the mild recession in the second half of 2023 being gradual. Headline CPI was forecast to dip below the 2% target quicker than previously thought due to declining energy prices, these effects would hold inflation slightly above target for much of the forecast horizon.
- 2.2.3 Labour market data provided a mixed message for policymakers. Employment and vacancies declined, and unemployment rose to 4.3% (3mth/year) in July 2023. The same month saw the highest annual growth rate of 8.5% for total pay (including bonuses) and 7.8% for regular pay growth (excluding bonuses). Thereafter, unemployment began to decline, falling to 3.9% (3mth/year) in January and pay growth also edged lower to 5.6% for total pay and 6.1% for regular pay, but remained

above the Bank of England's forecast.

- 2.2.4 Having started the financial year at 4.25%, the Bank of England's Monetary Policy Committee (MPC) increased Bank Rate to 5.25% in August 2023 with a 3-way split in the Committee's voting as the UK economy appeared resilient in the face of the dual headwinds of higher inflation and interest rates. Bank Rate was maintained at 5.25% through to March 2024. The vote at the March MPC meeting was 8-1 in favour of maintaining rates at this level, with the single dissenter preferring to cut rates immediately by 0.25%.
- 2.2.5 Although financial markets shifted their interest rate expectations downwards with expectations of a cut in June, the MPC's focus remained on assessing how long interest rates would need to be restrictive in order to control inflation over the medium term. Following this MPC meeting, Arlingclose, the Council's treasury adviser, maintained its central view that 5.25% remains the peak in Bank Rate and that interest rates will most likely start to be cut later in the second half of 2024. The risks in the short-term are deemed to be to the downside as a rate cut may come sooner than expected, but then more broadly balanced over the medium term.
- 2.2.6 Sentiment in financial markets remained uncertain and bond yields continued to be volatile over the year. During the first half of the year, yields rose as interest rates continued to be pushed up in response to rising inflation. From October they started declining again before falling sharply in December as falling inflation and dovish central bank attitudes caused financial markets to expect cuts in interest rates in 2024. When it emerged in January that inflation was stickier than expected and the BoE and the Federal Reserve were data dependent and not inclined to cut rates soon, yields rose once again, ending the period some 50+ bps higher than when it started. Over the financial year, the 10-year UK benchmark gilt yield rose from 3.44% to peak at 4.75% in August, before then dropping to 3.44% in late December 2023 and rising again to 3.92% (28 March 2024). The Sterling Overnight Rate (SONIA) averaged 4.96% over the period to 31st March.

2.3 Local Context

- 2.3.1 On 31 March 2024, the Council had net borrowing of £668.2 million arising from its revenue and capital income and expenditure. The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while balance sheet resources are the underlying resources available for investment. These factors are summarised in Table 1 below.

2.4 Investment Activity

- 2.4.1 The CIPFA Treasury Management Code now defines treasury management investments as those investments which arise from the Council's cash flows or treasury risk management activity that ultimately represent balances that need to be invested until the cash is required for use in the course of business.
- 2.4.2 Both the CIPFA Code and government guidance require the Council to invest its funds prudently, and to have regard to the security and liquidity of its treasury investments before seeking the optimum rate of return, or yield. The Council's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income.
- 2.4.3 The Council's overall Treasury Management Strategy prioritises security and liquidity of its investments before seeking a higher rate of return. which was adhered to in 2023/24.
- 2.4.4 As demonstrated by the liability benchmark in this report, the Council expects to be a long-term borrower and new treasury investments are therefore primarily made to manage day-to-day cash flows using short-term low risk instruments. The existing portfolio of strategic pooled funds will be maintained to diversify risk into different asset classes and boost investment income.
- 2.4.5 The Council's treasury management investments totalled £39.1 million as at 31 March 2024 (£44.0 million 31 March 2023). The Council invested an average balance of £59.9 million externally during the year (£61.1 million 2022/23). Interest income of £2.6 million was generated through these investments (£1.0 million 2022/23) and £0.4 million dividend income from the CCLA Property Fund (£0.4 million 2022/23). Appendix 1 shows where investments were held at the beginning of April 2023, the end of September 2023 and the end of March 2024, by counterparty, by sector and by country. The Council's average lending rate for the year was 5.26% (1.92% 2022/23).
- 2.4.6 The majority of investments were placed in liquid instruments such as instant access bank deposit accounts, DMO (Debt Management Office) and Money Market Funds (MMFs). MMFs offer greater diversification of counterparties, thus lowering risk as well as instant access.
- 2.4.7 The bank rate increased by 1% over the period from 4.25% at the beginning of the year to 5.25% at the end of March 2024. Short term rates peaked at 5.7% for 3-month rates and 6.7% for 12-month rates during the period, although these rates subsequently began to decline towards the end of the period. Money Market Rates also rose and were between 3.98% at the start and 5.27% at the end of year.
- 2.4.8 The Council continues to hold £10 million investment in the Local Authorities Pooled Investment Fund (LAPF). The Local Authorities Property Fund was established in 1972 and is managed by CCLA Fund Managers. As at March 2024 there are property assets under management of £1,042 million. The Fund aims to provide investors with regular revenue income and long-term price stability and it is an actively managed, diversified portfolio of UK commercial property. It principally invests in UK assets but may invest in other assets.

- 2.4.9 The fund returned a gross dividend yield of 3.60% in 2023/24 (3.09% 2022/23) and net income of £0.4 million was received by the Council in 2023/24 (£0.4 million in 2022/23).
- 2.4.10 The market background for commercial property improved marginally in 2023 and was more stable, in contrast to the very challenging backdrop of 2022. Low transactional volumes were a constraint on valuations and made prospective sellers and buyers more cautious. Although many sectors lacked momentum, there was growing confidence in the longer-term outlook as occupier demand and rental markets held up. Industrial and retail warehousing sectors remained strong, but the retail and office sectors remained weak, the latter continuing to be hindered by low occupancy from hybrid working practices.
- 2.4.11 Strategic fund investments are made in the knowledge that capital values will move both up and down over time. Unrealised cumulative capital losses of £1.5 million will not have an impact on the General Fund as the Council is utilising a government statutory override for pooled investment funds. Under the Regulations, gains and losses resulting from unrealised fair value movements, that otherwise must be recognised in the income and expenditure account under IFRS9, are not currently charged to the revenue account, and must be taken into an unusable reserve account.
- 2.4.12 In April 2023 the Department for Levelling Up, Housing and Communities (DLUHC) published the full outcome of the consultation on the extension of the statutory override on accounting for gains and losses on pooled investment funds. The override has been extended until 31st March 2025, but no other changes have been made; whether the override will be extended beyond this date is unknown but commentary to the consultation outcome suggests it will not. The Council will discuss with Arlingclose the implications for the investment strategy and what action may need to be taken.

2.5 Borrowing Update

- 2.5.1 CIPFA's 2021 Prudential Code is clear that Local Authorities must not borrow to invest primarily for financial return and that it is not prudent for Local Authorities to make any investment or spending decision that will increase the Capital Finance Requirement (CFR) and so may lead to new borrowing, unless directly and primarily related to the functions of the Council. PWLB loans are no longer available to buy investment assets primarily for yield unless these loans are for refinancing purposes.
- 2.5.2 The Council has not invested in assets primarily for financial return or that are not primarily related to the functions of the Council. It has no plans to do so in the future.
- 2.5.3 Borrowing is permitted for cashflow management, interest rate risk management, to refinance current borrowing and to adjust levels of internal borrowing. Borrowing is also allowed for financing capital expenditure primarily related to the delivery of a Local Authority's function.
- 2.5.4 Interest rates have seen substantial rises over the last two years, although these rises have now begun to plateau. Gilt yields fell in late 2023, reaching lows in December 2023 before rebounding to an extent in the first three months of 2024. Gilt yields have remained volatile, seeing upward pressure from perceived stickier inflation at times and downward pressure from falling inflation and a struggling economy at other times.

- 2.5.5 On 31st March 2024 the PWLB certainty rates for maturity loans were 4.74% for 10-year loans, 5.18% for 20-year loans and 5.01% for 50-year loans. Their equivalents on 31st March 2023 were 4.33%, 4.70% and 4.41% respectively.
- 2.5.6 The cost of short-term borrowing from other local authorities has generally risen with base rate over the year. Interest rates peaked at around 7% towards the later part of March 2024 as many authorities required cash at the same time. These rates fell back to more normal market levels in April 2024.
- 2.5.7 A new HRA PWLB rate which is 0.4% below the certainty rate was made available from 15 June 2023. This rate will now be available to June 2025. The discounted rate is to support Local Authorities borrowing for Housing Revenue Accounts for the delivery of social housing and for refinancing existing HRA loans.

2.6 Borrowing Activity

- 2.6.1 As outlined in the Treasury Strategy, the Council's chief objective when borrowing has been to strike an appropriately low risk balance between securing lower interest costs and achieving cost certainty over the period for which funds are required, with flexibility to renegotiate loans should the Council's long-term plans change being a secondary objective. The borrowing strategy continues to address the key issue of affordability without compromising the longer-term stability of the debt portfolio. The Council pursued its strategy of keeping borrowing and investments below their underlying levels, known as internal borrowing.
- 2.6.2 In terms of borrowing, long-term loans maturing greater than one year totalled £641.1 million and short-term loans maturing within 12 months (excluding interest accrued) totalled £66.2 million (£512.8 million and £101.0 million 31 March 2023), an overall increase of £93.5 million. Appendix 2 details repayments of long-term loans during the year and short-term loans outstanding as at 31 March 2024.
- 2.6.3 The Council has an increasing CFR due to the capital programme and an estimated borrowing requirement as determined by the Liability Benchmark (see Appendix 5), which also considers usable reserves and working capital. The Council's chief objective when borrowing has been to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required. Having considered the appropriate duration and structure of the borrowing need based on realistic projections, it was decided to take a combination of short-term borrowing and longer-term repayment loans.
- 2.6.4 The Council borrowed £190.0 million of new long-term Equal Installment of Principal (EIP) and maturity loans from the PWLB in 2023/24, of which £30.0 million was taken to replace 3 LOBOs (Lender's Option Borrower's Option), see paragraph 2.6.8 below.

	Amount £m	Rate %	Duration	Start date	Maturity date
EIP Loans					
PWLB (643579)	10.0	5.01	18 years	27 Jul 23	27 Jul 41
PWLB (659904)	10.0	5.06	15 years	21 Sep 23	21 Sep 38
PWLB (660447)	10.0	5.08	15 years	22 Sep 23	22 Sep 38
PWLB (661522)	10.0	5.00	14 years	27 Sep 23	27 Sep 37
PWLB (674705)	10.0	5.02	14 years 11 months	13 Nov 23	13 Oct 38
PWLB (677193)	10.0	4.85	15 years	22 Nov 23	22 Nov 38
PWLB (680811)	20.0	4.83	12 years	6 Dec 23	6 Dec 35
PWLB (685435)	20.0	4.59	13 years	20 Dec 23	20 Dec 36
PWLB (685834)	20.0	4.37	13 years	21 Dec 23	21 Dec 36
PWLB (711011)	10.0	5.42	2 years 1 month	13 Mar 24	13 Apr 26
PWLB (711013)	10.0	4.75	13 years	13 Mar 24	13 Mar 37
PWLB (712740)	10.0	4.59	14 years	19 Mar 24	19 Mar 38
PWLB (713074)	10.0	4.64	14 years	20 Mar 24	20 Mar 38
Maturity Loans					
PWLB (673622)	10.0	5.05	5 years 7 months	9 Nov 23	9 Jun 29
PWLB (675743)	10.0	4.94	5 years 1 month	16 Nov 23	16 Dec 28
PWLB (678066)	10.0	4.81	4 years 1 month	24 Nov 23	24 Dec 27
Total	190.0				

An EIP loan pays back principal over the life of the loan, and the interest associated with the loan goes down as the principal outstanding reduces.

2.6.5 As the bank base rate continued to rise during the period along with PWLB rates, the Council took advantage of a limited amount of medium-term loans over a 2 to 3 year time frame, achieving slightly lower interest rates for the period compared to the PWLB. The table below shows £10.0 million of new loans taken during 2023/24, there are further 3 year loans totalling £25.0 million taken in 2022/23 still outstanding at 31 March 2024.

	Amount £m	Rate %	Start date	Maturity date
South Yorkshire Mayoral Combined Authority	5.0	5.40	17 Nov 23	17 Nov 25
Oxfordshire County Council	5.0	5.00	22 Feb 24	22 Jan 27
Total	10.0			

2.6.6 Fixed rate loans account for 95.19% of total long-term debt (see also Appendix 5) giving the Council stability in its interest costs. The maturity profile for all long-term loans is shown in Appendix 3 and shows that no more than 8.36% of all debt is due to be repaid in any one year. This is good practice as it reduces the Council's exposure to a substantial borrowing requirement in any one particular future year, when interest rates might be at a relatively high level.

2.6.7 The primary source of the Council's borrowing is from the Governments PWLB representing 82.66% of total external borrowing.

2.6.8 The Council repaid £30.6 million of LOBO loans in 2023/24 and continues to hold £30.9 million of LOBO loans which represents 4.63% of total external borrowing. LOBO loans are where the lender has the option to propose an increase in the interest rate at set

dates, following which the Council has the option to either accept the new rate or to repay the loan at no additional cost. Three banks exercised their option to propose an increase in the interest rates during the year hence these loans were repaid. As mentioned in paragraph 2.6.4, these LOBO's were replaced with PWLB loans.

- 2.6.9 In terms of debt rescheduling, the premium charge for early repayment of PWLB debt remained relatively expensive for the loans in the Council's portfolio and therefore unattractive for debt rescheduling activity in 2023/24.
- 2.6.10 The average long-term borrowing rate for 2023/24 for the Council's long-term loans outstanding was 4.07% (3.67% 2022/23).

2.7 Trends in Treasury Management Activity

- 2.7.1 Appendix 4 shows the Council's borrowing and investment trends over the last 6 years. This highlights the current trend of borrowing shorter and longer term to fund cashflow.

2.8 Risk and Compliance Issues

- 2.8.1 The Council reports that all treasury management activities undertaken during the year complied fully with the CIPFA Code of Practice and the Council's approved Treasury Management Strategy, including the prudential indicators. Details can be found in Appendix 5. Indicators relating to affordability and prudence are highlighted in this appendix.
- 2.8.2 When the Council has received unexpected monies late in the day, officers have no alternative but to put the monies into the Barclays Business Reserve Account overnight. The largest daily amount deposited in this account overnight as a result of unexpected late receipts was £3.7 million. Whilst this is not an ideal situation, the Council is still within investment limits as per the Treasury Management Strategy which is set at £10.0 million per counterparty.
- 2.8.3 In line with Council Treasury Management Strategy, the Council has not placed any direct investments in companies as defined by the Carbon Underground 200.
- 2.8.4 The Council is aware of the risks of passive management of the treasury portfolio and, with the support of the Council's consultants (Arlingclose), has proactively managed the debt and investments over the year.
- 2.8.5 The CIPFA Code of Practice requires that treasury management performance be subject to regular member scrutiny. The Corporate Governance and Audit Committee performs this role and members have received reports on strategy, half yearly monitoring and now the outturn for the year 2023/24. Training was provided to Members in January 2024.

Looking Ahead – Treasury Management Developments in 2024/25

2.9 Re-financing/re-payment of current Long-Term Borrowing

- 2.9.1 As outlined within the Council approved Treasury Management Strategy 2024/25, the Council will continue to look to repay existing long-term debt when the opportunity arises where it becomes beneficial for the Council to do so.

2.9.2 Council officers will liaise with the Council's external Treasury Management advisors, Arlingclose, to review lender options, and proceed if they are considered to be in the longer-term best interests of the Council.

2.10 Loan Funding Sources

2.10.1 The Council may be presented with additional sources of long-term funding at certain points in time, beyond those currently listed in the Council's current Treasury Management Strategy. These may be at preferential rates of interest and therefore the Service Director Finance (Section 151 Officer) will look to maximise the use of source funds when it is preferential to do so.

2.11 Investment Opportunities

2.11.1 The Service Director Finance, supports the approach that the borrowing and investment strategy for 2024/25 continues to place emphasis on the security and liquidity of the Council's balances.

2.11.2 The investment in the CCLA property fund (see paragraphs 2.4.5 to 2.4.9) is part of a longer-term investment strategy to mitigate against any short-term market volatility or risk. As this fund has no defined maturity date its performance and continued suitability in meeting the Council's investment objectives is regularly reviewed. Strategic fund investments are made in the knowledge that capital values will move both up and down on months, quarters and even years; but with the confidence that over a longer period total returns will exceed cash interest rates.

2.12 New Borrowing

2.12.1 As mentioned previously, the Council has an increasing CFR due to the capital programme. The Council's current approach to fund the capital plan is to use a combination of short and longer-term borrowing. Unfortunately borrowing rates remain high and are likely to stay high in the near term. As short and medium-term rates remain slightly lower over a shorter time frame compared to longer-term, the Council will continue to borrow this way to minimise borrowing costs, although resulting in a higher proportion of debt that is not fixed over longer periods.

2.12.2 The base rate is expected to fall slightly in 2024/25. Long-term PWLB loans will be taken if gilt yields drop and the opportunity to take those fixed rate loans are presented.

2.12.3 The Council's borrowing decisions are not predicated on any one outcome for interest rates and a balanced portfolio of short and long-term borrowing will be maintained considering the appropriate duration and structure of the borrowing need based on realistic projections, and with ongoing consultation with Arlingclose.

2.12.4 As noted in the 2024/25 Treasury Management Strategy report, the Council will also consider the opportunity to arrange forward starting loans (with alternative lenders as these are not available through the PWLB), where the interest rate is fixed in advance but the cash is received in later years. This would enable certainty of cost to be achieved without suffering a cost of carry in the intervening period. Again, this would only be undertaken after having considered the appropriate duration and structure of the

APPENDIX 1

Kirklees Council Investments 2023/24												
Counterparty	Credit Rating Mar 2024*	1 April 2023				30 September 2023				31 March 2024		
		£m	Interest Rate	Type of Investment	£m	Interest Rate	Type of Investment	£m	Interest Rate	Type of Investment		
Specified Investments												
Barclays	Bank	F1/A+	0.5	3.65%	Instant Access	0.2	4.65%	Instant Access	0.0	4.65%	Instant Access	
Aberdeen Standard	MMF**	AAAmmf	0.2	4.06%	Instant Access	10.0	5.29%	Instant Access	9.8	5.27%	Instant Access	
Aviva	MMF**	Aaa-mf	8.3	4.12%	Instant Access	10.0	5.32%	Instant Access	9.9	5.25%	Instant Access	
Deutsche	MMF**	AAAmmf	10.0	4.16%	Instant Access	0.0	5.23%	Instant Access	9.4	5.25%	Instant Access	
Goldman Sachs	MMF**	AAAmmf	0.0	4.01%	Instant Access	1.2	5.22%	Instant Access	0.0	5.14%	Instant Access	
PCC for West Yorkshire	Local Authority		5.0	4.65%	Local Authority	0.0	N/A	Local Authority	0.0	N/A	Local Authority	
Northamptonshire Council	Local Authority		5.0	4.50%	Local Authority	0.0	N/A	Local Authority	0.0	N/A	Local Authority	
PCC for West Mercia	Local Authority		3.0	4.60%	Local Authority	7.0	5.40%	Local Authority	0.0	N/A	Local Authority	
PCC for Warwickshire	Local Authority		2.0	4.60%	Local Authority	0.0	N/A	Local Authority	0.0	N/A	Local Authority	
Eastleigh BC	Local Authority		0.0	N/A	Local Authority	3.0	5.40%	Local Authority	0.0	N/A	Local Authority	
Uttlesford DC	Local Authority		0.0	N/A	Local Authority	4.5	5.40%	Local Authority	0.0	N/A	Local Authority	
Cheltenham BC	Local Authority		0.0	N/A	Local Authority	1.1	5.38%	Local Authority	0.0	N/A	Local Authority	
Leeds City Council	Local Authority		0.0	N/A	Local Authority	5.0	5.40%	Local Authority	0.0	N/A	Local Authority	
Central Bedfordshire Council	Local Authority		0.0	N/A	Local Authority	5.0	5.35%	Local Authority	0.0	N/A	Local Authority	
Dover DC	Local Authority		0.0	N/A	Local Authority	2.0	5.40%	Local Authority	0.0	N/A	Local Authority	
Wakefield MDC	Local Authority		0.0	N/A	Local Authority	5.0	5.35%	Local Authority	0.0	N/A	Local Authority	
Debt Management Office	Cent Govt		0.0	N/A	Cent Govt	0.0	N/A	Cent Govt	0.0	N/A	Cent Govt	
CCLA	Property Fund		10.0	N/A	Property Fund	10.0	N/A	Property Fund	10.0	N/A	Property Fund	
			44.0			64.0			39.1			
Sector Analysis												
			£m	%age		£m	%age		£m	%age		
Bank			0.5	1%		0.2	0%		0.0	0%		
MMF**			18.5	42%		21.2	33%		29.1	74%		
Local Authorities/Cent Govt			15.0	34%		32.6	51%		0.0	0%		
Property Fund			10.0	23%		10.0	16%		10.0	26%		
			44.0	100%		64.0	100%		39.1	100%		
Country analysis												
			£m	%age		£m	%age		£m	%age		
UK			25.5	58%		42.8	67%		10.0	26%		
MMF**			18.5	42%		21.2	33%		29.1	74%		
			44.0	100%		64.0	100%		39.1	100%		

*Fitch short/long term ratings, except Aviva MMF (highest Moody rating). See next page for key. ** MMF – Money Market Fund. These funds are domiciled in Ireland for tax reasons, but the funds are made up of numerous diverse investments with highly rated banks and other institutions. The credit risk is therefore spread over numerous countries, including the UK. The exception to this is the Aviva Government Liquidity Fund which invests directly in UK government securities and in short-term deposits secured on those securities.

Key – Fitch’s credit ratings:

		Long	Short
Investment Grade	Extremely Strong	AAA	F1+
	Very Strong	AA+	
		AA	
	Strong	AA-	F1
		A+	
		A	
	Adequate	A-	F2
		BBB+	
		BBB	F3
BBB-			
Speculative Grade	Speculative	BB+	B
		BB	
		BB-	
	Very Speculative	B+	
		B	
		B-	
	Vulnerable	CCC+	C
		CCC	
		CCC-	
		CC	
C			
Defaulting	D	D	

Long-term loans repaid and short-term loans outstanding 31 March 2024

Long-term loans repaid during 2023/24

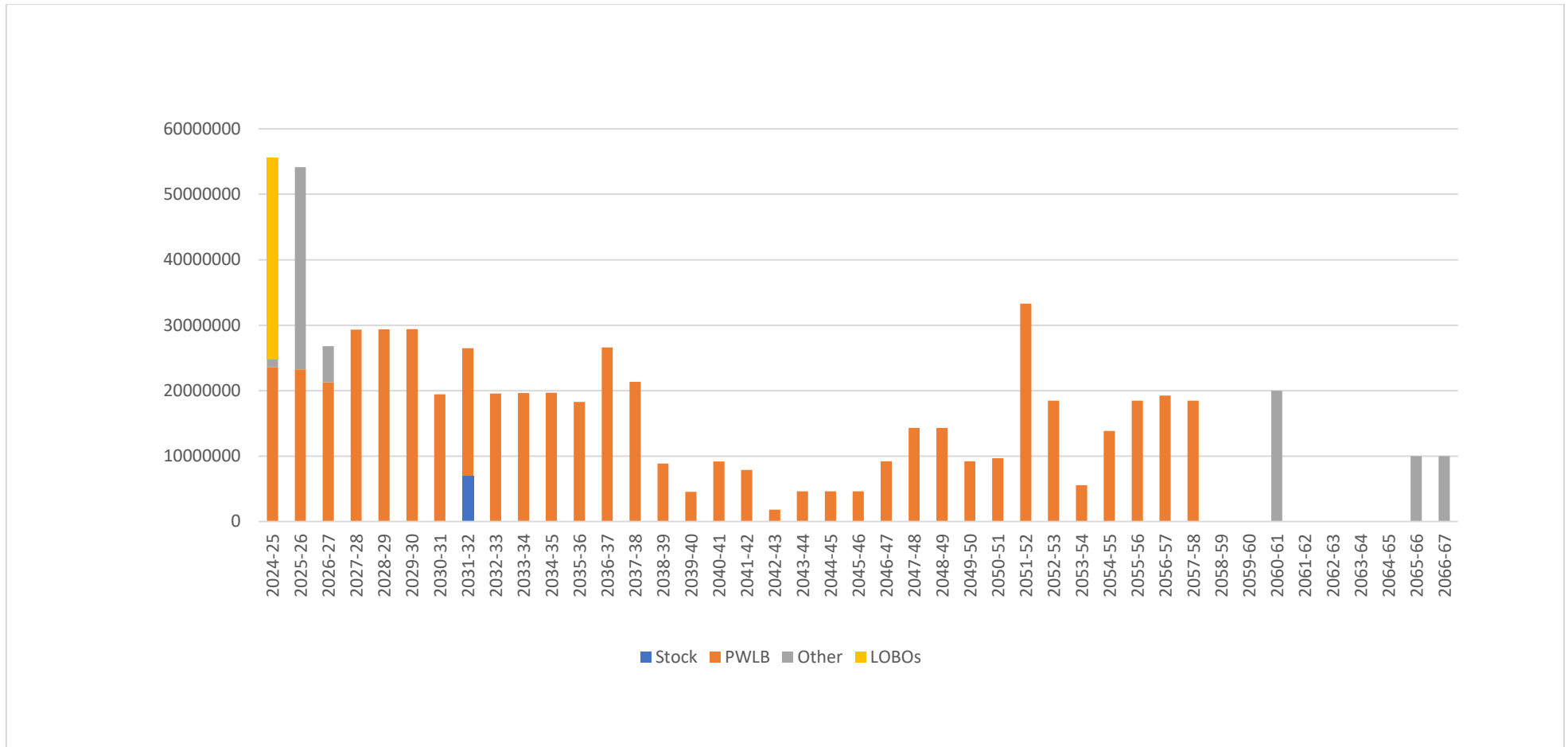
	Amount £000s	Rate %	Date repaid
Repayments on maturity loans			
PWLB (480127)	4,889	6.63	15 Apr 23
PWLB (480128)	4,613	6.63	15 Oct 23
Repayments on annuity loans			
PWLB (496956)	423	4.58	29 Sep 23
Repayments on EIP loans			
PWLB (340221)	250	1.63	27 Apr 23
PWLB (439173)	250	1.66	17 May 23
PWLB (373440)	250	1.46	12 Jul 23
PWLB (594601)	500	4.10	31 Jul 23
PWLB (594848)	536	3.99	1 Aug 23
PWLB (538379)	500	2.60	9 Aug 23
PWLB (487385)	250	2.28	21 Aug 23
PWLB (313112)	250	1.64	4 Sep 23
PWLB (493145)	250	1.98	9 Sep 23
PWLB (608109)	667	4.15	21 Sep 23
PWLB (340221)	250	1.63	27 Oct 23
PWLB (439173)	250	1.66	17 Nov 23
PWLB (373440)	250	1.46	12 Jan 24
PWLB (643579)	278	5.01	29 Jan 24
PWLB (594601)	500	4.10	31 Jan 24
PWLB (594848)	536	3.99	1 Feb 24
PWLB (538379)	500	2.60	9 Feb 24
PWLB (487385)	250	2.28	21 Feb 24
PWLB (313112)	250	1.64	4 Mar 24
PWLB (493145)	250	1.98	9 Mar 24
PWLB (608109)	667	4.15	21 Mar 24
PWLB (659904)	333	5.06	21 Mar 24
PWLB (660447)	333	5.08	22 Mar 24
PWLB (661522)	357	5.00	27 Mar 24
Repayments on LOBO loans			
Bayerische Landesbank (75096)	10,000	4.60	14 Nov 23
Commerzbank (WKN 0BH084)	10,000	5.00	7 Dec 23
Dexia Credit Local (293401)	10,000	4.75	1 Mar 24
Total	48,632		

Short-term loans outstanding 31 March 2024

	Amount £000s	Rate %	Length of loan (days)
Short-term borrowing from other Local Authorities			
West Midlands Combined Authority	10,000	3.85	366
West Midlands Combined Authority	5,000	4.50	364
West Midlands Combined Authority	5,000	4.50	366
West Midlands Combined Authority	5,000	4.50	364
Medium-term loans due to mature in the next twelve months			
Vale of White Horse Council	5,000	0.80	1,096
Crawley Borough Council	5,000	0.50	732
Leicester City Council	5,000	0.75	730
Local Lenders/Trust Funds	1,385	5.10	
Total temporary borrowing	41,385		
Long-term loans due to mature in the next twelve months	24,826		
Total	66,211		

Kirklees Council Loan Maturity Profile (All Debt)

Appendix 3



The maturity date of borrowing is the earliest date on which the lender can demand repayment. LOBO options of £30.9 million have a potential repayment date during 2024/25.

Kirklees Council - Borrowing and Investment Trends

At 31 March	2024 £m	2023 £m	2022 £m	2021 £m	2020 £m	2019 £m
Investments	39.1	44.0	78.9	37.1	52.0	39.1
ST Borrowing (excl interest accrued)	66.2	101.0	26.6	50.0	53.2	11.8
LT Borrowing	641.1	512.8	442.3	375.8	373.7	384.1
Total Borrowing	707.3	613.8	468.9	425.8	426.9	395.9
Net debt position	668.2	569.8	390.0	388.7	374.9	356.8
<u>Capital Financing Requirement (excl PFI)</u>						
General Fund	663.2	617.0	556.1	500.1	461.6	436.6
HRA	163.7	168.0	166.0	170.3	175.3	175.3
Total CFR	826.9	785.0	722.1	670.4	636.9	611.9
Less deferred liabilities (non PFI)	3.4	3.5	3.6	3.6	3.7	3.9
Borrowing CFR	823.5	781.5	718.5	666.8	633.2	608.0
Balances "internally invested"	116.2	167.7	249.6	241.0	206.3	212.1
Ave Kirklees' investment rate for financial year	5.3%	1.9%	0.1%	0.1%	0.7%	0.7%
Ave Base rate (Bank of England)	5.0%	2.3%	0.2%	0.1%	0.7%	0.7%
Ave LT Borrowing rate (1)	5.1%	3.8%	1.9%	2.3%	2.4%	2.5%

(1) Based on average PWLB rate throughout the year on a 25 to 30 year loan (less 0.2% PWLB certainty rate) repayable on maturity.

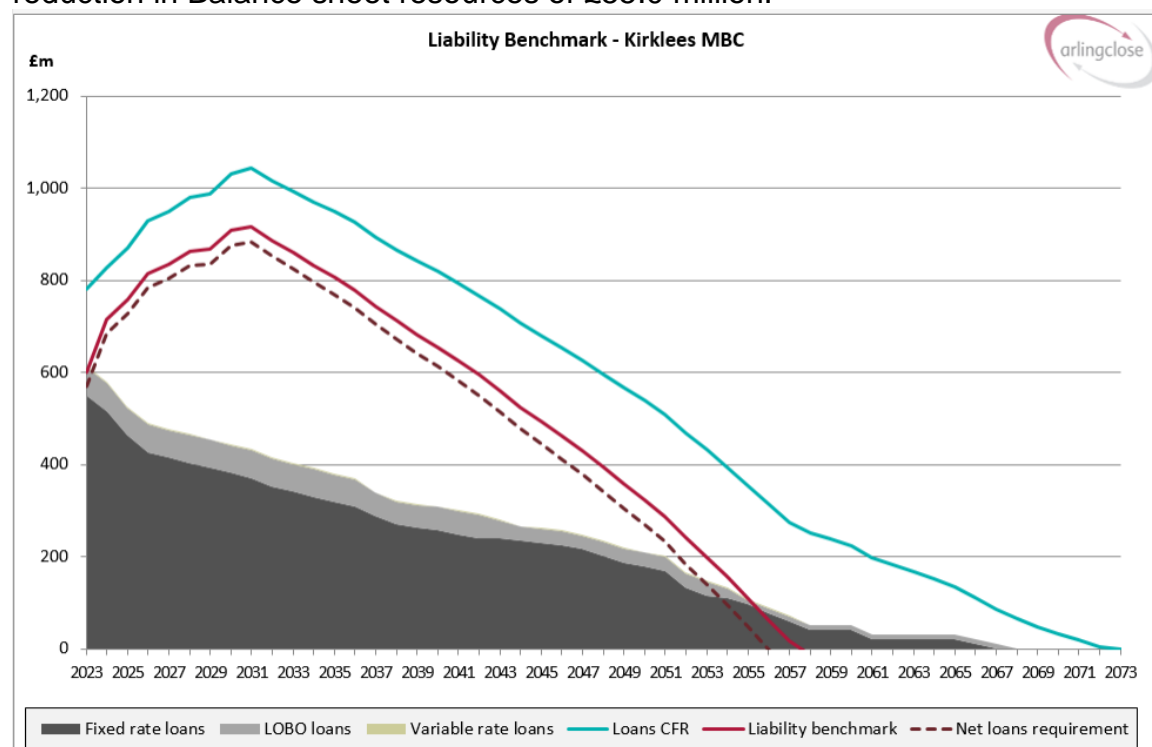
Treasury Management Prudential Indicators

Liability Benchmark

This new indicator compares the Council's actual existing borrowing against a liability benchmark that has been calculated to show the lowest risk level of borrowing. The liability benchmark is an important tool to help establish whether the Council is likely to be a long-term borrower or long-term investor in the future, and so shape its strategic focus and decision making. It represents an estimate of the cumulative amount of external borrowing the Council must hold to fund its current capital and revenue plans while keeping treasury investments at the minimum level of £30.0 million required to manage day-to-day cash flow.

	31.03.23 actual £m	31.03.24 actual £m	31.03.25 forecast £m	31.03.26 forecast £m
Loans CFR	781.5	823.5	872.6	942.9
Less: Balance sheet resources	210.6	155.3	144.0	144.0
Net loans requirement	570.9	668.2	728.6	798.9
Plus: Liquidity allowance	30.0	30.0	30.0	30.0
Liability benchmark	600.9	698.2	758.6	828.9
Existing borrowing	613.8	707.3	653.7	594.6

Following on from the medium-term forecast above, the long-term liability benchmark for 2023/24 includes capital expenditure funded by borrowing of £67.0 million, minimum revenue provision on new building capital expenditure based on a 50-year asset life and reduction in Balance sheet resources of £55.0 million.



The total liability benchmark is shown in the chart above together with the maturity profile of the Council's existing borrowing. The red line is the liability benchmark reaching a peak in 2032 highlighting the gap between current borrowing identified in grey, which is reducing over time with repayments, and the additional borrowing required to fund the capital plan.

Maturity Structure of Borrowing

This indicator is set to control the Authority's exposure to refinancing risk. The upper and lower limits on the maturity structure of all borrowing were:

	Upper limit	Lower limit	31.03.24 actual	Complied
Under 12 months	20%	0%	4%	Yes
12 months and within 24 months	20%	0%	5%	Yes
24 months and within 5 years	60%	0%	11%	Yes
5 years and within 10 years	80%	0%	11%	Yes
10 years and above	100%	20%	69%	Yes

Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment. LOBO options of £30.9 million have a potential repayment date during 2024/25 and have been included in the under 12 months line.

Long term Treasury Management Investments

The purpose of this indicator is to control the Council's exposure to the risk of incurring losses by seeking early repayment of its investments. The prudential limits on the long-term treasury management limits are:

	2023/24	2024/25	2025/26	No fixed date
Limit on principal invested beyond year end	n/a	n/a	n/a	n/a
Actual principal invested beyond year end	£10.0m	£10.0m	£10.0m	£10.0m
Complied	Yes	Yes	Yes	Yes

Long-term investments with no fixed maturity date include strategic pooled funds, real estate investment trusts and directly held equity but exclude money market funds and bank accounts with no fixed maturity date as these are considered short-term.

Interest Rate Exposures

Bank Base Rate rose by 1.00% during the year from 4.25% on 1st April 2023 to 5.25% on 31 March 2024.

For context, the changes in interest rates during the quarter were:

	31.03.23	31.03.24
Bank Rate	4.25%	5.25%
1-year PWLB certainty rate, maturity loans	4.78%	5.36%
5-year PWLB certainty rate, maturity loans	4.31%	4.68%
10-year PWLB certainty rate, maturity loans	4.33%	4.74%
20-year PWLB certainty rate, maturity loans	4.70%	5.18%
50-year PWLB certainty rate, maturity loans	4.41%	5.01%

While fixed rate borrowing can contribute significantly to reducing the uncertainty surrounding future interest rate scenarios, the pursuit of optimum performance justifies retaining a degree of flexibility through the use of variable interest rates on at least part of the treasury management portfolio. The Prudential Code requires the setting of upper limits for both variable rate and fixed interest rate exposure:

	Limit Set 2023/24	Actual 2023/24
Interest at fixed rates as a percentage of net interest payments	60% - 100%	95%
Interest at variable rates as a percentage of net interest payments	0% - 40%	5%

The interest payments were within the limits set.

Glossary of Treasury Terms

Authorised Limit	The affordable borrowing limit determined in compliance with the Local Government Act 2003 (English and Welsh authorities) and the Local Government in Scotland Act 2003. This Prudential Indicator is a statutory limit for total external debt. It is set by the Authority and needs to be consistent with the Authority's plans for capital expenditure financing and funding. The Authorised Limit provides headroom over and above the <i>Operational Boundary</i> to accommodate expected cash movements. Affordability and prudence are matters which must be taken into account when setting this limit.
Annuity	Method of repaying a loan where the payment amount remains uniform throughout the life of the loan, therefore the split varies such that the proportion of the payment relating to the principal increases as the amount of interest decreases.
Balances and Reserves	Accumulated sums that are maintained either earmarked for specific future costs or commitments or generally held to meet unforeseen or emergency expenditure.
Bank Rate	The official interest rate set by the Bank of England's Monetary Policy Committee and what is generally termed at the "base rate". This rate is also referred to as the 'repo rate'.
Basis Point	1/100th of 1%, i.e. 0.01%
Bill	A certificate of short-term debt issued by a company, government or other institution, tradable on the financial market
Bond	A certificate of debt issued by a company, government, or other institution. The bond holder receives interest at a rate stated at the time of issue of the bond. The price of a bond may vary during its life.
Capital Expenditure	Expenditure on the acquisition, creation or enhancement of capital assets.
Capital Financing Requirement (CFR)	The Council's underlying need to borrow for capital purposes representing the cumulative capital expenditure of the local authority that has not been financed.
Capital gain or loss	An increase or decrease in the capital value of an investment, for example through movements in its market price.
Capital growth	Increase in the value of the asset (in the context of a collective investment scheme, it will be the increase in the unit price of the fund).
Capital receipts	Money obtained on the sale of a capital asset.
Certainty Rate	The government has reduced by 20 basis points (0.20%) the interest rates on loans via the Public Works Loan Board (PWLb) to principal local authorities who provide information as specified on their plans for long-term borrowing and associated capital spending.
CIPFA	Chartered Institute of Public Finance and Accountancy.
Collective Investment Schemes	Funds in which several investors collectively hold units or shares. The assets in the fund are not held directly by each investor, but as part of a pool (hence these funds are also referred to as 'Pooled Funds'). Unit Trusts and Open-Ended Investment Companies are types of collective investment schemes/pooled funds.
Corporate Bonds	Corporate bonds are bonds issued by companies. The term is often used to cover all bonds other than those issued by governments in their own currencies and includes issues by companies, supranational organisations and government agencies.
Corporate Bond Funds	Collective Investment Schemes investing predominantly in bonds issued by companies and supranational organisations.
CPI <i>Also see RPI</i>	Consumer Price Index. (This measure is used as the Bank of England's inflation target.)
Cost of carry	When a loan is borrowed in advance of requirement, this is the difference between the interest rate and (other associated costs) on the loan and the income earned from investing the cash in the interim.
Counterparty List	List of approved financial institutions with which the Council can place investments.

Credit Default Swap (CDS)	A Credit Default Swap is similar to an insurance policy against a credit default. Both the buyer and seller of a CDS are exposed to credit risk. Naked CDS, i.e. one which is not linked to an underlying security, can lead to speculative trading.
Credit Rating	Formal opinion by a registered rating agency of a counterparty's future ability to meet its financial liabilities; these are opinions only and not guarantees.
Debt Management Office (DMO)	The DMO is an Executive Agency of Her Majesty's Treasury and provides direct access for local authorities into a government deposit facility known as the Debt Management Account Deposit Fund (DMADF). All deposits are guaranteed by HM Government and therefore have the equivalent of a sovereign triple-A credit rating.
Diversification / diversified exposure	The spreading of investments among different types of assets or between markets in order to reduce risk.
Derivatives	Financial instruments whose value, and price, are dependent on one or more underlying assets. Derivatives can be used to gain exposure to, or to help protect against, expected changes in the value of the underlying investments. Derivatives may be traded on a regulated exchange or traded 'over the counter'.
ECB	European Central Bank
Fair Value	Fair value is defined as a sale price agreed to by a willing buyer and seller, assuming both parties enter the transaction freely. Many investments have a fair value determined by a market where the security is traded.
Federal Reserve	The US central bank. (Often referred to as "the Fed")
Floating Rate Notes	A bond issued by a company where the interest rate paid on the bond changes at set intervals (generally every 3 months). The rate of interest is linked to LIBOR and may therefore increase or decrease at each rate setting.
GDP	Gross domestic product – also termed as "growth" in the economy. The value of the national aggregate production of goods and services in the economy.
General Fund	This includes most of the day-to-day spending and income. (All spending and income related to the management and maintenance of the housing stock is kept separately in the Housing Revenue Account).
Gilts (UK Govt)	Gilts are bonds issued by the UK Government. They take their name from 'gilt-edged': being issued by the UK government, they are deemed to be very secure as the investor expects to receive the full face value of the bond to be repaid on maturity.
Housing Revenue Account (HRA)	A ring-fenced account of all housing income and expenditure, required by statute.
IFRS	International Financial Reporting Standards.
Income Distribution	The payment made to investors from the income generated by a fund; such a payment can also be referred to as a 'dividend'.
Local Authority Property Fund (LAPF)	A pooled property collective investment scheme for Churches, Charities and Local Authorities. (see Collective Investment Scheme).
Liability Benchmark	Term in CIPFA's Risk Management Toolkit which refers to the minimum amount of borrowing required to keep investments at a minimum liquidity level (which may be zero).
LOBOs	LOBO stands for 'Lender's Option Borrower's Option'. The underlying loan facility is typically long term and the interest rate is fixed. However, in the LOBO facility the lender has the option to call on the facilities at pre-determined future dates. On these call dates, the lender can propose or impose a new fixed rate for the remaining term of the facility and the borrower has the 'option' to either accept the new imposed fixed rate or repay the loan facility.
Maturity	The date when an investment or borrowing is repaid.
Maturity profile	A table or graph showing the amount (or percentage) of debt or investments maturing over a time period. The amount or percent maturing could be shown on a year-by-year or quarter-by-quarter or month-by-month basis.

MiFID II	MiFID II replaced the Markets in Financial Instruments Directive (MiFID I) from 3 January 2018. It is a legislative framework instituted by the European Union to regulate financial markets in the bloc and improve protections for investors.
Minimum Revenue Provision (MRP)	An annual provision that the Authority is statutorily required to set aside and charge to the Revenue Account for the repayment of debt associated with expenditure incurred on capital assets.
Money Market Funds (MMF)	Pooled funds which invest in a range of short term assets providing high credit quality and high liquidity.
Net Asset Value (NAV)	A fund's net asset value is calculated by taking the current value of the fund's assets and subtracting its liabilities.
Operational Boundary	This is the limit set by the Authority as its most likely, i.e. prudent, estimate level of external debt, but not the worst case scenario. This limit links directly to the Authority's plans for capital expenditure, the estimates of the Capital Financing Requirement (CFR) and the estimate of cashflow requirements for the year.
Pooled funds	See Collective Investment Schemes (above).
Premiums and Discounts	In the context of local authority borrowing, (a) the premium is the penalty arising when a loan is redeemed prior to its maturity date and (b) the discount is the gain arising when a loan is redeemed prior to its maturity date. If on a £1 million loan, it is calculated* that a £100,000 premium is payable on premature redemption, then the amount paid by the borrower to redeem the loan is £1,100,000 plus accrued interest. If on a £1 million loan, it is calculated that a £100,000 discount receivable on premature redemption, then the amount paid by the borrower to redeem the loan is £900,000 plus accrued interest. PWLB premium/discount rates are calculated according to the length of time to maturity, current market rates (plus a margin), and the existing loan rate which then produces a premium/discount dependent on whether the discount rate is lower/higher than the coupon rate. *The calculation of the total amount payable to redeem a loan borrowed from the Public Works Loans Board (PWLB) is the present value of the remaining payments of principal and interest due in respect of the loan being repaid prematurely, calculated on normal actuarial principles. More details are contained in the PWLB's lending arrangements circular.
Private Finance Initiative (PFI)	Private Finance Initiative (PFI) provides a way of funding major capital investments, without immediate recourse to the public purse. Private consortia, usually involving large construction firms, are contracted to design, build, and in some cases manage new projects. Contracts can typically last for 30 years, during which time the asset is leased by a public authority.
Investment Property	Property (land or a building or part of a building or both) held (by the owner or by the lessee under a finance lease) to earn rentals or for capital appreciation or both.
Prudential Code	Developed by CIPFA and introduced on 01/4/2004 as a professional code of practice to support local authority capital investment planning within a clear, affordable, prudent and sustainable framework and in accordance with good professional practice.
Prudential Indicators	Indicators determined by the local authority to define its capital expenditure and asset management framework. They are designed to support and record local decision making in a manner that is publicly accountable; they are not intended to be comparative performance indicators between authorities.
PWLB	Public Works Loans Board. It is a statutory body operating within the United Kingdom Debt Management Office, an Executive Agency of HM Treasury. The PWLB's function is to lend money from the National Loans Fund to local authorities and other prescribed bodies, and to collect the repayments.
Revenue Expenditure	Expenditure to meet the continuing cost of delivery of services including salaries and wages, the purchase of materials and capital financing charges.
Risk	Credit and counterparty risk The risk of failure by a counterparty to meet its contractual obligations to the organisation under an investment, borrowing, capital, project or partnership financing,

	<p>particularly as a result of the counterparty's diminished creditworthiness, and the resulting detrimental effect on the organisation's capital or current (revenue) resources.</p> <p>Liquidity risk The risk that cash will not be available when it is needed, that ineffective management of liquidity creates additional unbudgeted costs, and that the organisation's business/service objectives will be thereby compromised.</p> <p>Refinancing risk The risk that maturing borrowings, capital, project or partnership financings cannot be refinanced on terms that reflect the provisions made by the organisation for those refinancings, both capital and current (revenue), and/or that the terms are inconsistent with prevailing market conditions at the time.</p> <p>Interest Rate risk The risk that fluctuations in the levels of interest rates create an unexpected or unbudgeted burden on the organisation's finances, against which the organisation has failed to protect itself adequately.</p> <p>Legal risk The risk that the organisation itself, or an organisation with which it is dealing in its treasury management activities, fails to act in accordance with its legal powers or regulatory requirements, and that the organisation suffers losses accordingly.</p> <p>Operational risk The risk that an organisation fails to identify the circumstances in which it may be exposed to the risk of loss through fraud, error, corruption or other eventualities in its treasury management dealings, and fails to employ suitable systems and procedures and maintain effective contingency management arrangements to these ends. It includes the area of risk commonly referred to as operational risk.</p> <p>Market Risk The risk that, through adverse market fluctuations in the value of the principal sums an organisation borrows and invests, its stated treasury management policies and objectives are compromised, against which effects it has failed to protect itself adequately.</p>
RPI	Retail Prices Index. A monthly index demonstrating the movement in the cost of living as it tracks the prices of goods and services including mortgage interest and rent. Pensions and index-linked gilts are uprated using the CPI index.
SORP	Statement of Recommended Practice for Accounting (Code of Practice on Local Authority Accounting in the United Kingdom).
Specified Investments	Term used in the CLG Guidance and Welsh Assembly Guidance for Local Authority Investments. Investments that offer high security and high liquidity, in sterling and for no more than 1 year. UK government, local authorities and bodies that have a high credit rating.
Supported Borrowing	Borrowing for which the costs are supported by the government or third party.
Temporary Borrowing	Borrowing to cover peaks and troughs of cash flow, not to fund spending.
Term Deposits	Deposits of cash with terms attached relating to maturity and rate of return (interest).
Treasury (T) -Bills	Treasury Bills are short term Government debt instruments and, just like temporary loans used by local authorities, are a means to manage cash flow. Treasury Bills (T-Bills) are issued by the Debt Management Office and are an eligible sovereign instrument, meaning that they have a AAA-rating.
Treasury Management Code	CIPFA's Code of Practice for Treasury Management in the Public Services. The current Code is the edition released in 2021.
Treasury Management Practices (TMP)	Treasury Management Practices set out the manner in which the Council will seek to achieve its policies and objectives and prescribe how it will manage and control these activities.
Unsupported Borrowing	Borrowing which is self-financed by the local authority. This is also sometimes referred to as Prudential Borrowing.
Usable Reserves	Resources available to finance future revenue and capital expenditure.

Variable Net Asset Value (VNAV)	A term used in relation to the valuation of 1 share in a fund. This means that the net asset value (NAV) of these funds is calculated daily based on market prices.
Working Capital	Timing differences between income/expenditure and receipts/payments
Yield	The measure of the return on an investment instrument.

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Report title: ‘Environment Strategy: Everyday Life’

(Key Words: Environment, Sustainability, Top-Tier, Strategy)

Meeting:	Council 17 th July 2024 (Reference from Cabinet – 9 July 2024)
Cabinet Member:	Cllr Hussain – Culture and Greener Kirklees -
Key Decision	Yes
Eligible for Call In	No
<p>Purpose of Report: To note the contents and ambitions of the ‘Environment Strategy: Everyday Life’ as developed by a process of co-design with people who live work and study in Kirklees.</p> <p>To seek Council approval for the adoption of the ‘Environment Strategy: Everyday Life’</p>	
<p>Recommendations: Following the recommendation by Cabinet on the 9th of July, for Council to adopt the Environment Strategy and delegate authority to the Strategic Director for Corporate Strategy, Commissioning & Public Health, in consultation with the Portfolio Holder for Culture and Greener Kirklees to, it is recommended that Council:</p> <ul style="list-style-type: none"> • Establish the Partnership Pledge and associated monitoring and evaluation process via the Environment Strategy Partnership Group. • Establish the governance structure, associated board and necessary policies and procedures to effectively govern the implementation of the strategy within the Council. • Deliver any future minor alternations for the strategy. • Meet the ambition (targets and objectives) outlined within the ‘Environment Strategy, Everyday life.’ • Apply for and accept external (i.e., non-council) funding for the implementation of the partnership pledge process and any actions associated with achieving the strategies targets, in accordance with the Council’s Financial Procedure Rules. • Collect and analyse data for the monitoring and evaluation of the strategy, with the support of necessary service areas which hold, or have responsibility for collecting this information. <p>Reasons for Recommendations: Cabinet recommend adoption of the strategy by the Council, as to achieve ‘Our Vision’ and ‘Shared Outcomes’ outlined within the Council Plan 2024 / 2025, alongside the Council Leaders priority for ‘delivering a greener Kirklees and leading on the climate emergency’, we need to address the environmental challenges we face. Our social and economic ambitions are all underpinned by the environment – it’s the air we breathe, the resources we use, the food we eat, where we live, work, and relax.</p> <p>Cabinet recommend delegating authority to the relevant Strategic Director to help translate the strategy from paper into on-the ground action and impact. These steps are necessary to effectively embed practices into Council operations, track progress against the ambition of the strategy whilst influencing, guiding, and encouraging partners across the district to take action.</p>	

Resource Implication:

There is no direct capital investment associated with this strategy.

The management and delivery of the strategy will require dedicated human resource within the Council. In-light of on-going budget challenges, the utilisation of existing resource and obtaining external funding to 'capitalise' this capacity is being considered.

The strategy will also help coordinate the existing internal and external resources currently being used for environmental workstreams, enabling us to maximise resource efficiency through the identification of gaps and the duplication of effort.

Date signed off by Strategic Director & name:

Rachel Spencer-Henshall, Strategic Director, Corporate Strategy, Commissioning and Public Health – 13th of February 2024.

Is it also signed off by the Service Director for Finance?

Kevin Mulvaney, Service Director Finance (S151 Officer). 27th of June 2024

Is it also signed off by the Service Director for Legal Governance and Commissioning?

Samantha Lawton Service Director, Legal, Governance & Commissioning. 18th of June 2024

Electoral wards affected: All

Ward councillors consulted: All ward councillors were consulted via their political party group meetings on two occasions: December 2022 and March 2023. More details on this consultation can be found in Appendix 1 to this report.

Public or private: Public

Has GDPR been considered? Yes

1. Executive summary

1.1. Context to the strategy:

The 'Environment Strategy: Everyday, Life' is a high-level framework to help inform and provide direction for action across the district, not just within Kirklees Council.

This strategy does not just look at climate change, but the broader environmental picture – addressing the ecological and the climate emergencies, whilst tackling social and economic challenges through environmental action.

It is a reflection of the people who live work and study in Kirklees, having been developed via a process of co-design, involving 1039 residents and 549 representatives of partner organisations, businesses, institutions, and community groups across Kirklees.

Partners were engaged with on multiple occasions, helping evolve the content over time to deliver a strong, ambitious, and successful strategy for all, that is both realistic and achievable.

1.2. What is the strategy's ambition?

The strategy's vision is to: *"Make the environment a priority in all decision-making, whether big or small. We want to harness the power of the natural environment to enhance the lives of the people who live work and study in Kirklees, fostering healthy, happy, and better-connected communities."*

This vision is encompassed within four themes, which contain 12 headline targets and 31 wider objectives, all underpinned by our three always-on priorities. (see Appendix 1 to this report for detail).

1.3. Why is the strategy needed?

The environment underpins everything. Our survival and wellbeing depends, either directly or indirectly, on our natural environment. It is our home. It gives us the air we breathe, places to relax and resources for our businesses and jobs. To achieve the social and economic ambition of our Council Plan 24/25 and the other top tier strategies, we must also tackle environmental issues.

Addressing environmental sustainability is also what people who live work and study in Kirklees told us matters to them - they care about those broader environmental issues and its day-to-day problems.

This strategy builds upon the Climate Emergency declared by Kirklees in 2019 and will help address the Council Leader's key priority for the Council in "Delivering a greener and healthier Kirklees and leading on the climate emergency" by taking a bigger picture approach to environmental issues. Reducing our carbon emissions and building resilience to severe weather events are a vital part of this strategy, but it also factors in the ecological emergency and how we can use environmental action to tackle broader social and economic challenges.

This strategy also helps to address key environment targets set by national government, such as the Environment Act 2021, whilst also laying foundations within Kirklees Council for the impending legislative reporting requirements on biodiversity, as set out in the 2023 update to the Natural Environment and Rural Communities Act 2006.

1.4. What will the impact of this strategy be?

By tackling all our environmental challenges, we can improve the health, wealth, and happiness to our residents.

The strategy is structured by four themes ('Closing the Loop', 'Bringing it Home', 'Nurturing Nature' and 'Kirklees on the Move') which represent the areas and activities where action and change would have the biggest positive impact on our environment, society, and economy.

Our three-always on priorities ('Sustainable Economic Development', 'Resilient Futures', 'Environment for All') represent the benefits that can be experienced by taking environmental action.

This strategy will help develop a greater resilience of our people and places to future challenges, a just transition with a focus on equity, make the environment accessible to all.

It will also help save people money, which is more important than ever given the heightened need for greater energy resilience and the resultant impact this has on people's wallets.

2. Information required to take a decision.

2.1. Background

The Strategy is one of the council's four top-tier strategies, sitting alongside the Kirklees Health and Wellbeing Strategy, the Inclusive Communities Framework, and the Inclusive Economies Strategy.

Each of these top-tier strategies support the others to achieve the overall vision of the Council Plan 2024/2025. Success in one, translates into success in another.

This strategy is also key in helping achieve the 'Clean and Green' shared outcome within 'Our Council Plan 2024/25', which aims to "Ensure people in Kirklees experience a high quality, clean, sustainable and green environment".

Furthermore, this strategy is also fundamental in achieving one of the Council Leader's key priorities for the Council – "Delivering a greener and healthier Kirklees and leading on the climate emergency".

2.2. Cost breakdown

To effectively manage and embed this strategy within Council operations, dedicated human resource within the Council will be required. In-light of on-going budget challenges, the utilisation of existing resource and obtaining currently unidentified external funding to 'capitalise' this capacity is being considered.

The strategy also aims to co-ordinate existing resource and actions across partners and within the Council, maximising resource use and community capital.

The approval of this strategy will not result in a direct need for capital investment.

Action that stems from this strategy – delivered through the action plans and policies that will feed into it, will also focus on cost-positive measures (ultimately action that saves or even generates residents and the Council money), alongside cost-neutral (i.e. invest to save action).

2.3. Timescale

The strategy sets ambitious targets with dates to drive progress. While some of these targets extend to 2038 and 2050, it will be essential to establish interim / steppingstone targets that reflect the urgency of immediate actions and facilitate effective monitoring of progress. These interim / steppingstone targets will be incorporated within the associate plans, policy and strategies that sit beneath the top tier Environment Strategy.

By implementing both long-term targets and interim milestones, we can effectively drive progress towards the ultimate vision of environmental sustainability in Kirklees, whilst tracking and evolving our approach along the way to ensure maximum effectiveness.

The timeframe of the decision-making pathway for the Strategy through Kirklees Council governance is set out in section 6 of this report.

2.4. Expected impact/outcomes, benefits & risks (how they will be managed)

The positive impacts and outcomes from this strategy include:

- Improved physical and mental health and wellbeing for our residents, as the Strategy promotes a cleaner and healthier environment.
- The creation and development of green jobs, fostering economic growth while ensuring a sustainable workforce equipped with green skills and knowledge.
- Enhanced social engagement, cohesion, and inclusivity across all our communities and places. The Strategy aims to create spaces and initiatives that bring people together, fostering a sense of belonging and unity.
- Inspiring and empowering our young people, providing them with opportunities to actively engage in environmental initiatives and becoming champions of sustainability.
- Establishing a renewed reputation for our district as a green leader, where our actions speak louder than words. This will enhance our standing among other communities and attract attention as a place committed to sustainable practices.
- Saving people money, addressing fuel poverty, and offering value for money in delivery.
- Co-ordinating and bringing together environmental activity across Kirklees, bringing people together under a shared vision, focusing work, generating maximum value and impact for the district.

Through the careful management of risks and proactive measures via the monitoring, evaluation and reporting process outlined within the strategy, any potential risks associated with implementing the strategy will be effectively mitigated.

2.5. Evaluation

As detailed within the strategy, the delivery of its ambition (targets and objectives) will be monitored and evaluated through a pre-agreed process, involving partners via the Environment Strategy Partnership Group.

2.6. Sustainability

Sustainability lies at the heart of this strategy, driving its vision and objectives. The strategy recognises that addressing environmental sustainability in Kirklees goes beyond just minimising negative impacts. Instead, it focuses on maximising the wider co-benefits that sustainable practices bring to our community.

The vision, themes, and targets are firmly grounded in the principles of sustainability. They are designed to create a balance between environmental, social, and economic considerations. By aligning with the three always-on priorities of sustainable economic development, resilient futures, and environment for all, the Strategy ensures a holistic approach that promotes long-term sustainability.

2.7. Services & agencies involved.

The development of this Strategy has been a collaborative and inclusive journey, involving council colleagues, elected members, the Kirklees Climate Commission (KCC), partner organisations and community groups.

This collaborative approach fosters a shared sense of responsibility and ownership, whilst ensures that all voices are heard, and that the Strategy reflects the diverse perspectives and expertise within our community.

In total, the co-design process incorporated 1039 residents and 549 representatives of organisations, involving 14 separate occasions of engagement with Council Colleagues and Ward Councillors, 8 with the Kirklees Climate Commission and 9 with residents.

Implementing the Strategy will require concerted efforts from all sectors of the council, as well as active participation from local businesses and residents. It is through this collective action that we can drive meaningful change, promoting sustainable practices, and nurturing a thriving and resilient Kirklees for current and future generations. We need to work together to make a lasting and positive impact on our environment and community.

3. Implications for the Council

3.1 Working with people

This strategy is a partnership document at its core and recognises that we all have a part to play in delivering successful environmental sustainability. That is why the development of this strategy has been centred around a co-design process, involving the people who live, work and study in Kirklees, enabling the targets and objectives to be a reflection of the thoughts and ambitions of Kirklees in the round.

Our commitment to 'Shared by People' has meant that we have actively sought input from the people of Kirklees to help shape this Strategy and we have followed the 'Working Alongside' and the 'Kirklees Inclusive Communities Framework' guidance.

3.2 Working with partners

As a continuation of our co-design process, to successfully deliver this ambitious strategy we need collaborative participation, involvement, and ownership from partners across Kirklees. That is why

we encourage people, organisations, and businesses across Kirklees to sign up and pledge their support to deliver our collective ambition for a greener Kirklees.

As of 1st July 2024, we have 10 signed pre-approval pledges: Home-Start Kirklees, River Holme Connections, Moors for the Future Partnership, Uniform Exchange, Holme Valley Climate Action Partnership, Greenhead College, Success 2 Recovery, Kirklees Active Leisure, Kirklees Climate Commission and Third Sector Leaders.

3.3 Place based working

The strategy acknowledges the different needs of communities in Kirklees and promotes a tailored approach to address specific environmental challenges. By adopting this strategy, the Council can create localised solutions, engage communities effectively, address disparities and promote fairness.

The co-design process for the strategy ensured that all ‘places’ across Kirklees were worked with. During the citizen sessions undertaken, specific consideration was given to those places and communities which are more commonly under-represented in processes of engagement – as emphasised by the resident survey.

Adopting a place-based approach in the delivery of the ‘Environment Strategy; Everyday, Life’ can help foster a thriving community by aligning environmental initiatives with each area's unique characteristics and aspirations. It can help ensure a sustainable future that benefits all residents in Kirklees.

3.4 Climate change and air quality

Having a positive impact climate change and air quality is fundamental to the ‘Environment Strategy; Everyday Life.’ The strategy incorporates the Councils ‘Net Zero and Climate Ready by 2038’ targets, aligning its vision and targets towards achieving the objectives set out within the Kirklees Climate Change Action Plan (as approved by Council on the 16th November 2022).

As a core aspect of the Councils Clean and Green shared outcome, improving air quality is considered one of the expected impacts from implementing this strategy. This is demonstrated by the dedicated objective for air quality within the ‘Kirklees on the move’ theme, being: *“Continue to reduce air pollutant emissions and subsequent improved air quality for all in Kirklees. (RF) (E4A)”*

3.5 Improving outcomes for children

The four themes and three always-on priorities within the ‘Environment Strategy: Everyday Life’ can help to create environments that prioritise the well-being and development of children, providing them with healthier, safer, and more sustainable surroundings to grow and thrive. They support the “Best Start in Life” and “Aspire and Achieve” outcomes.

3.6 Financial implications

There are no direct financial implications of approving this strategy on the people who live work and study in Kirklees.

However, indirect financial implications will be seen from the action that stems from this strategy – delivered through the action plans and policies that will feed into it. This includes reduced energy bills by improving energy efficiency of buildings, reduced cost to our health services by improving air quality, access to greenspace and enabling active travel modes, and a reduction in recovery costs from severe weather events by helping to improve the resilience of our people and places to climate change.

The Council is not required to commit any capital investment by approving this strategy.

To effectively manage and embed the strategy within Council operations, dedicated human resource will be required. In-light of on-going budget challenges, the utilisation of existing resource and obtaining currently unidentified external funding to ‘capitalise’ this capacity is being considered.

Various funding streams available at a regional, national, and international level will also be explored to help Kirklees maximise opportunities for securing financial support, grants, and partnerships to implement the strategy effectively.

It is also important to note that as a top-tier strategy, the support of all areas of the Council is required to help deliver it successfully – the resource implications and follow-on action should not be held by one service area alone.

3.7 Legal implications

There are no direct legal implications or binding issues associated with this strategy.

The adoption of the non-statutory Environment Strategy – Everyday Life as part of the Council’s Policy Framework under Article 4 of the Council’s Constitution is a decision for full Council.

The council must have regard to its Public Sector Equality Duty under Section 149 of the Equality Act 2010 and Integrated Impact assessment before making any decision to recommend adoption and adopt the Environment Strategy.

Local authorities have a general power of competence to, “do anything that individuals may do” subject to restrictions or limitations in other legislation (section 1 of the Localism Act 2011 and acting reasonably in public law terms. This will authorise the strategy.

The UK legal framework is set out in the Climate Change Act 2008 (as amended in 2019) and commits the UK to achieving “net zero” by 2050 by placing a legal duty on the Secretary of State to ensure that by 2050 the net zero carbon account is reduced by 100% compared to 1990 levels. There are no legal target obligations on local authorities. The Council’s climate emergency declaration improves on the UK 2050 target. However, there are numerous government plans and strategies which emphasise the importance of action by local authorities which are key to understanding the available funding, challenges, and opportunities, including the ten Point Plan for Green Industrial Revolution (Nov 2020); the Heat and Building Strategy (2021); the Net Zero strategy (2021); and the British Energy Security Strategy (2022).

The Natural Environment and Rural Communities Act 2006 (as amended by the Environment Act 2021) imposes duties on the Council in relation to biodiversity when exercising its functions.

The strategy could indirectly influence council policy or plans with legal status in the future, such as the Local Plan, which would give consideration to strategies such as this.

3.8 Other (e.g. risk, integrated impact assessment or human resources)

3.8.1 Risk

The approval of this strategy will have no direct impact on the Councils Corporate or Service Area specific risk.

The implementation of this Environment Strategy would function as a mitigating control / action to 'Key Corporate Risk 8 – Climate Change', by helping to embed best-practice environmental and climate change thinking into policies, procedures and decision making throughout the council to reduce risk and address challenges.

The delivery of the strategy will have no direct impact on the Armed Forces Covenant. By delivering against our Always-on priorities and working towards a just transition, action stemming from the strategy will generate benefits that the Armed Forces Community would be able to access.

3.8.1. Integrated impact assessment (IIA)

An IIA has been completed as part of the development of the strategy, the detail of which can be found on the Council website. [Integrated Impact Assessments - IntegratedImpactAssessment \(kirklees.gov.uk\)](https://www.kirklees.gov.uk/IntegratedImpactAssessments-IntegratedImpactAssessment). The case I.D is IIA549496696.

3.8.2. Human resources

The management and delivery of the Environment Strategy Partnership Group will require dedicated human resource within the Council. In-light of on-going budget challenges, the utilisation of existing resource and obtaining currently unidentified future resources is being considered.

The Environment & Climate Change Service Area has had success in obtaining external funding to capitalise full-time council officer roles, through mechanisms such as West Yorkshire Combined Authority, which is an option that will be explored for the strategy.

4. Consultation

As part of the development of this Cabinet Report, the following colleagues were consulted, completing a review of this document and its Appendices.

- Strategy & Policy Team: Completed by Nick Howe (Strategy & Policy Service Manager)
- Portfolio Holder Cllr Aafaq Butt on the 22nd of January 2024.
- Executive Leadership Team: Attendance on the 6th of February 2024
- Executive Board: Attendance 12th of February 2024
- Environment & Climate Change Scrutiny: Attendance on the 21st of February 2024.
- Legal Team: 18th June 2024
- Finance Team: 27th June 2024
- Cabinet: 9th of July 2024
- Council: Attendance on the 17th of July 2024

The Environment & Climate Change Scrutiny Panel recommended.

1. It be made clear in the strategy that the projected cost of transition was a combination of public and private investment.
2. The reference to high inflation rates be revisited prior to Cabinet to ensure current information was included at the time of consideration.
3. It be referenced in the Strategy that reliance on fossil fuels increased vulnerability to national inflation pressures.
4. Elected members continued to be engaged in the delivery of the strategy.
5. The language used in relation to actions and targets be reassessed to ensure the information was accessible as a public facing document.

6. A glossary setting out definitions of key terms and acronyms be included at the close of the strategy to increase accessibility.
7. The Panel's comments in relation to revisiting targets including (i) clarity of language (ii) influence and impact of individual behaviour change and (iii) scope for delivery be reflected upon and reshared with the Panel as an additional stage in the flightpath.
8. Regular updates on progress be provided to the Environment and Climate Change Scrutiny Panel during delivery of the strategy.

A response to these recommendations was provided by Officers to the Scrutiny Panel via e-mail, accompanied by an updated, tracked-changed version of the Environment Strategy report to demonstrate where revisions were made.

5. Engagement

This strategy has been co-designed with the people who live, work and study within Kirklees, enabling it to be a reflection of the thoughts and ambitions of Kirklees in the round, and not just those of the council. This includes:

- **Tailored for Kirklees:** Partners asked for the Environment strategy to take a 'tailored for Kirklees' approach, rather than follow an existing technical off-the-shelf model, to enable the unique characteristics of Kirklees and its people, to stand out.
- **Designed with, not for:** Involving 1039 residents and 549 representatives of partner organisations, businesses, institutions, and community groups across Kirklees. Partners were engaged with on multiple occasions, helping evolve the content over time to deliver a strong, ambitious, and successful strategy for all.
- **Engage those who have not yet had their say:** We engaged community groups from across Kirklees who are not commonly involved in the process of helping create a Kirklees-wide strategy. We gave everyone a voice, developed relationships, and sought to incorporate a wider variety of perspectives.

As part of the strategies co-design process, all of Kirklees' Ward Councillors were given an opportunity to be engaged on two-occasions, via their political party group meetings (Labour, Conservative, Liberal Democrat, Green and Independents), held both in-person and virtually.

All ward Councillors were firstly given the opportunity to comment on and influence the ambition outlined within the strategy, before then being fed-back the changes made because of their input, confirming the outcome.

6. Options

6.1 Options considered

The options considered for recommendation are:

- To recommend that this strategy should be adopted.
- To recommend that this strategy should not be adopted.

6.2 Reasons for recommended option

By adopting this strategy, we will demonstrate straight that, as a Council and as a District, Kirklees takes Environmental issues and challenges seriously and are committed to achieving the Clean and Green Shared outcome in 'Our Council Plan 2024 / 2025', the Council leaders' key priority for the Council to deliver a greener Kirklees and lead on the Climate Emergency, alongside addressing the Ecological emergency.

The strategy will also help generate numerous co-benefits for the people who live work and study in Kirklees, supporting our social and economic ambitions.

7. Next steps and timelines

The strategy will be officially launched shortly after approval by Council. This launch will activate our communication strategy and dedicated webpage on the Council website, the publication of the Partnership Pledge, alongside the Councils internal 'Learning & Organisational Development Module' on the strategy.

8. Contact officer

Robert Green – Senior Climate Change Officer

Robert.green@kirklees.gov.uk

Int: 71984 Ext: 01484 221 000

9. Background Papers and History of Decisions

The Council declared a 'climate emergency motion' in January 2019 and established the cross-party Climate Emergency Working Party (CEWP) to identify practical measures to reduce emissions across the district. Found here:

<https://democracy.kirklees.gov.uk/mgAi.aspx?ID=10123>

A Climate Emergency was first declared for Kirklees at the Council Meeting of January 2019 considering growing global awareness of the detrimental effects of climate change on people and the environment worldwide. Found here:

<https://democracy.kirklees.gov.uk/mgAi.aspx?ID=10123>

Kirklees council has not before had a co-designed top tier environment strategy.

10. Appendices

Appendix 1: 'Environment Strategy: Everyday Life' Report

Appendix 2: 'Env Strategy Resident Survey Outputs'

Appendix 3: Integrated Impact Assessment: [Integrated Impact Assessments - IntegratedImpactAssessment \(kirklees.gov.uk\)](#)

11. Service Director responsible

Katherine Armitage – Service Director Environment and Climate Change

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Environment Strategy

Everyday, Life.

2024

PARTNERSHIP FOREWORD

We are proud to present Kirklees' new 'Environment Strategy: Everyday, Life.' This strategy is not just a document, but a collective vision that serves as a guiding light for a greener, more resilient future for our people and places.

As we stand on the precipice of unprecedented global challenges, it has never been more important to commit to a more environmentally sustainable Kirklees.

In an era defined by climate change, biodiversity loss and resource depletion, collaborative action and partnership working is critical. Together, we recognise that addressing these challenges requires unity, determination, and innovative solutions.

Our collective of partner organisations, representing diverse sectors across Kirklees, has come together to co-create this strategy. Underlining our shared commitment to making a difference.

The foundation of this strategy is the belief that a thriving environment is inextricably linked to the health and prosperity of our communities. We recognise that the pursuit of environmental sustainability is not just a matter of choice, but a fundamental responsibility. By working together, we aim to close the loop, nurture nature, improve our buildings and homes and get people and goods moving across Kirklees in a greener, more sustainable way.

As partners, we acknowledge that our journey towards sustainable development is not without its challenges. It requires investment, adaptability, and a commitment to learn from our successes and failures in equal measure. By working together across all sectors, sharing knowledge, building on our existing work, raising awareness, and cascading key messages and information across our networks and the local community, we will be better equipped to tackle these challenges head-on.

We invite you to join us on this journey. Together, we can create a future that is not only sustainable but also vibrant, thriving and enriched by our natural surroundings. It is our shared legacy, our gift to current and future generations.

[Kirklees Active Leisure](#)

[Kirklees Climate Commission](#)

[Success 2 Recovery](#)

[Home-Start Kirklees](#)

[Greenhead College](#)

[Uniform Exchange](#)

[Moors for the Future](#)

COUNCIL FOREWORD

Welcome to our 'Environment Strategy: Everyday, Life.' The goal of this strategy is to outline our collective vision for the environment and provide a framework for its delivery.

Since declaring a Climate Emergency in 2019, we have taken important steps to become Net Zero and Climate Ready by 2038, demonstrated by Kirklees Council winning the ['Award for Impact'](#) from the Royal Meteorological Society and an A grade for environmental reporting from CDP.

However, we recognise that our ambitions for Kirklees need to go further than the climate emergency. We need to focus on broader environmental issues too, such as the ecological emergency, while also generating benefits for our residents and our places.

The environment underpins everything we do. Without a thriving healthy environment, all the other plans we have for a better future for Kirklees cannot succeed. We are making the environment a priority.

By taking action to improve the environment, we will generate broader benefits such as improving our health and wellbeing, stimulating sustainable economic development, and creating a more inclusive society.

Co-designed with people who live, work and study in Kirklees, this document becomes the Council's fourth top-tier strategy, giving the planet a seat at the table. The strategy brings together and helps coordinate the environmental work partners are already delivering across Kirklees and identifies new work to deliver a sustainable Kirklees.

Through our co-design journey, the structure of this strategy has evolved to become a reflection of the ambition, hope and expectation of people, organisations, and business across Kirklees.

But our joint working doesn't stop with co-design. We intend to co-deliver too. We have developed a partnership pledge open to all people, organisations, and businesses across Kirklees.

I invite you to pledge your support to help achieve our vision and ambition for a greener Kirklees. Together we can make a difference.

Councillor Yusra Hussain



Cabinet Member for Culture and Greener Kirklees

Everyday, Life

An Environment Strategy for Kirklees

One of our four 'top-tier' priority strategies



This means the environment will be considered as a central priority in every decision we make.

Why? Because we know that our wellbeing and our economy, depends, either directly or indirectly, on our natural environment. **It underpins everything.**

Our vision is of...

Making the environment a priority in all decision-making, whether big or small. We want to harness the power of the natural environment to enhance the lives of the people who live work and study in Kirklees, fostering healthy, happy, and better-connected communities.

Our strategy has four thematic areas...



Nurturing Nature: Green spaces, nature recovery and biodiversity.



Bringing it Home: Good buildings, clean energy and more sustainable neighbourhoods.



Closing the Loop: Taking radical action on circularity in resources.



Kirklees on the Move: Better, greener transport options for all.

And three 'always-on' priorities...

Sustainable Economic Development: Supporting progressive, sustainable opportunities for prosperity.

Resilient Futures: Greater ecological, social, and economic resilience, including strong action on climate adaptation, particularly to protect the most vulnerable.

Environment for All: Supporting fairness, greater inclusion, diversity and accessibility.

Delivering co-benefits of...

- Better physical, mental health and wellbeing for residents.
- The provision and development of green jobs, skills and improved productivity.
- Greater social engagement, cohesions and inclusivity across all our communities and places.
- Providing inspiration to and encouraging greater engagement with our young people.
- A renewed reputation as a green district, where our actions speak just as loudly as our words.

Our 12 headline targets



Zero avoidable waste by 2038.



Growing the sharing economy in Kirklees to be a national leader.



Nature in Recovery by 2030.



All degraded peatland to be in restoration by 2038.



Increase Kirklees tree canopy cover to 21% by 2050.



All people who live work and study in Kirklees to have access to high quality green and blue and space within 5-10 minutes / 500m walk by 2038.



Good buildings - all buildings in Kirklees to be energy efficient, at a minimum of EPC C by 2030.



Net Zero Energy supply by 2038.



Sustainable neighbourhoods programme launched by 2026.



60% of journeys within Kirklees to be Sustainable Journeys by 2030.



100% of fleet vehicles to be zero carbon by 2038



All of Kirklees homes to be within 1km of public transport connection point via safe pedestrian route by 2038.

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INTRODUCTION

In Kirklees, we know that the environment matters. Without a thriving, healthy environment all the other plans we have for a better future cannot succeed.

The environment **underpins everything**.

It is our home. It gives us the air we breathe, places to relax, resources for our businesses and jobs. It's where nature can thrive.

We want to make sure the environment is a priority. That's why we have made this a top tier strategy alongside the 'Kirklees Health and Wellbeing Strategy', 'Inclusive Communities Framework' and 'Inclusive Economy Strategy'.

Our top tier strategies are interconnected and cover all areas of sustainable development – environmental, economic, and social. Together, they are helping us to **deliver a sustainable Kirklees**.

We know the environment is not something any one organisation can address alone. That's why this strategy has been co-designed, bringing together council officers, key partners and people who live work and study in Kirklees.

As a result, this strategy **encompasses the environmental work delivered by Kirklees Council and partners** and **captures new, ambitious ideas** for the future. Ideas that will take our action to a new level.

We will deliver the strategy in the same way we have produced it – together. Like all our top tier strategies this is a **partnership document**.

WHAT IS OUR AMBITION

The ambition of our strategy is encompassed within a **vision and four themes** which contain **12 headline targets** and **31 objectives** all underpinned by our **three always-on priorities**.

VISION

We are committed to making **the environment a priority in all decision-making**, whether big or small, to create a flourishing and sustainable Kirklees. We want to harness the power of the natural environment to **enhance the lives of the people who live work and study in Kirklees**, fostering **healthy, happy, and better-connected communities**.

To deliver this strategy, we will work together as **a partnership**. Our commitment is to ensure that Kirklees is a place where it's easier than ever to make clean, green choices and that **fairness** is a factor in the decisions we make.

When it comes to the environment, we all have a part to play and this is **one strategy, for all**.

THEMES

Our strategy is structured in four themes:



Closing the Loop: Taking radical action on circularity and resources.



Nurturing Nature: Green spaces, nature recovery and biodiversity.



Bringing it Home: Good buildings, clean energy, and more sustainable neighbourhoods.



Kirklees on the Move: Better, greener, and more affordable transport options for all.

ALWAYS-ON PRIORITIES

Each of the four themes is underpinned by our ‘**Always-on**’ priorities. These are the three principles by which we have developed and will deliver the strategy:



Sustainable Economic Development (SED) how the Kirklees environment strategy only supports progressive, sustainable opportunities for prosperity and wealth creation across the borough, and actively seeks to counter short term economic growth plans that work against our nature and climate targets.



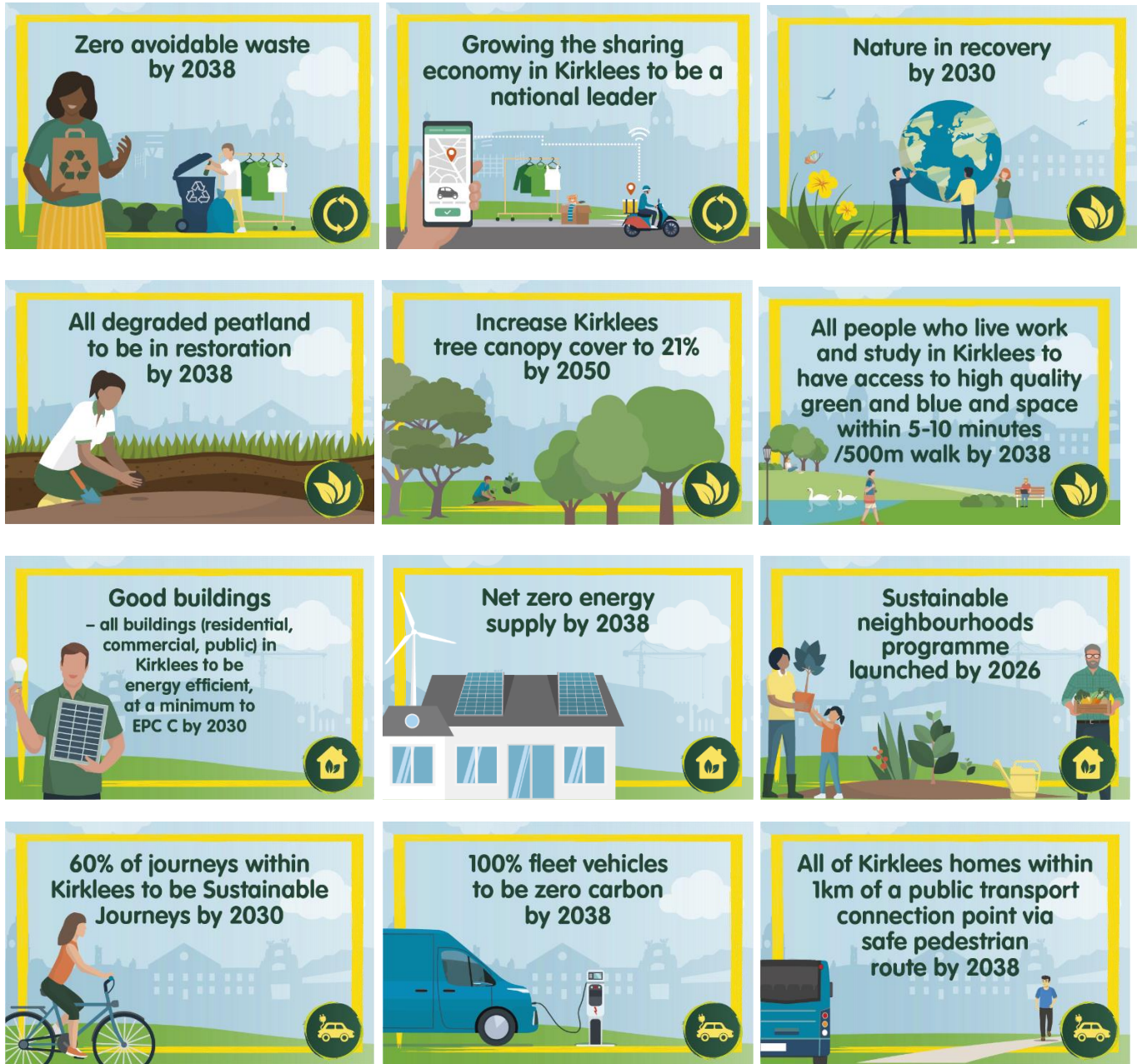
Resilient Futures (RF) how the Kirklees environment strategy delivers greater ecological, social, and economic resilience for the future, including strong action on climate change adaptation, particularly to protect the most vulnerable people. This theme also ensures that our people are resilient and ready for the future, not least through learning new, transferable green skills.



Environment for All (E4A) how the Kirklees environment strategy can support fairness, greater inclusion, diversity, and accessibility, particularly for people from ethnic minority backgrounds and those with disabilities. These groups have routinely been given less support on environmental issues and are also proven to be most at risk when it comes to environmental pressures.

TARGETS

Our strategy has **12 headline targets** split across our four themes:



We also have **our climate emergency target**, which applies to all our themes, being:

- Net Zero by 2038.
- Climate Ready by 2038.

A graphic outlining more detail on these targets, how they link to the always-on priorities, who can pledge to them and a definition for each target, can be found in Appendix B.

WHY IS THIS STRATEGY NEEDED

Our strategy is based around the core principles of environmental sustainability, with an understanding that **our survival and wellbeing depends, either directly or indirectly, on our natural environment.**

Living more sustainably is crucial because our planet, like a delicate balancing act, has certain limits or 'planetary boundaries' that we must not exceed to maintain a stable and habitable place for us to thrive.

Think of Earth as a spaceship with finite resources and a delicate life support system. When we exceed the limits on things like carbon emissions, deforestation, and biodiversity loss (or in the case of the spaceship – food, water, and oxygen) we risk disrupting the balance that sustains life as we know it. Living sustainably is about ensuring we stay within these limits, preserving the health of our planet to secure a liveable future for generations to come.

WHAT WILL THE IMPACT OF THIS STRATEGY BE?

By becoming a more environmentally sustainable district we will deliver health, wealth, and happiness to the people who live, work, and study here.

This strategy is structured by our four themes as they represent the areas and activities within Kirklees that put the most pressure on our environment, and those areas and activities where action and change would have the biggest positive impact.

We have made the three Always-on priorities a vital part of our strategy as they represent the benefits that can be experienced by taking environmental action across the four themes. These demonstrate that it's not just the environment that will profit from this strategy, and that our efforts to become more sustainable do not come at the expense of households or the wider Kirklees economy.

For many households in fuel poverty continuing to take measures to decarbonise social housing will see monthly bills come down as we become more sustainable. More widely, some of the important technologies we need to deploy, such as electric vehicles or heat pumps, are increasingly comparable in cost to their less sustainable alternatives and can offer considerable cost savings in the longer term.

Action to reduce waste will save the district money. At a household level, everything from reducing food waste to adopting more re-use and repair, will also save money. More sustainable travel choices can reduce costs too, particularly if residents can dispense with one car, which in the UK costs the average household between [£3,000 - £5,000 each year](#).

The [Institute for Government](#) outlines that the overall cost of achieving Net Zero by 2050 in the UK will involve considerable investment (probably around £1.4 trillion) but will result in an overall return on investment of over £200 billion. As one of the largest local authorities in the UK, it's vital that Kirklees sees that sustainable wealth creation opportunity unlocked for our residents.

Impact Case Study – The Northern Forest

Launched in 2018, the Northern Forest is transforming large areas of Northern England with through an ambitious tree planting programme. Together, the Woodland Trust and four of England’s northern Community Forests are planting at least 50 million new trees across 10,000 square miles of land, stretching from Liverpool to Hull, with a considerable number being planted in Kirklees. After the first five years, a study by Liverpool John Moores University assessed the programme’s impact and found it has:

Put 302,000 extra households within a 10 minutes’ walk from a publicly accessible woodland.

Created 423,626 m³ of water storage, delivering a 33% improvement in flood mitigation.

Delivered an 11.6% improvement in air purification and sequestered 19,000 tonnes of carbon each year; and

Delivered an overall associated annual economic uplift worth over £43 million in ecosystem services.

For more information please visit: [The Northern Forest: Planting 50 Million Trees | The Woodland Trust](#)

SAVING PEOPLE MONEY

As work on this strategy has progressed, the context has shifted. The people of Kirklees have witnessed a global energy crisis with huge increases in their monthly bills, a cost-of-living crisis and subsequent pressure on those with mortgages have seen interest rates double or even triple. It will be vital that every aspect of this strategy is shown to:

1. Offer excellent value for money and efficiency in delivery, minimising the impact on Council funds and ensuring other services can continue to be delivered;
2. Delivers opportunities to save our residents money through lower bills, general lower costs, and no-cost benefits like access to nature;
3. Supporting the idea of a ‘just transition’ in that poorer households are not disadvantaged by for example, a transition to Net Zero; and
4. Bring direct economic benefits to the region through new jobs, business opportunities and an upskilled and efficient economy.

HOW WILL THIS STRATEGY BE DELIVERED

This strategy is a high-level framework to provide direction for action. Being Kirklees Council's first Environmental Strategy, it will become the **Council’s fourth top-tier strategy**, sitting alongside the ‘Kirklees Health and Wellbeing Strategy’, ‘Inclusive Communities Framework’ and ‘Inclusive Economy Strategy’.



These four strategies will work in harmony to deliver their individual and collective aims, ultimately helping to implement Kirklees’ Council Plan 2024/25.

As a high-level document, the Environment Strategy provides the ambition for Kirklees Council and partners to achieve. It is not a detailed action plan – the detailed actions will come through the plans that feed into our strategy.

For the Council, examples of documents that provide this detail include, but are not limited to, the [Kirklees Waste Strategy 2021–2030](#), the [Air Quality Action Plan 2019–2024](#), the [White Rose Forest Plan 2021–2025](#) and the [Kirklees Climate Change Action Plan](#).

Partners also have their own action plans and strategies. Our strategy is designed to support these, providing an area-wide ambition, commitment, and partnership to continue to deliver this vital work.

KIRKLEES COUNCIL PLAN 2024/25

Our Council Plan 2024/25 is the driving force for the four top-tier strategies, providing a mandate for their development and ultimate delivery. It creates a shared sense of purpose, aiming to bring together our collective insight, expertise, and resources **to achieve greater impact** and make our **local places even better**.

A more in-depth summary of how our strategy addresses the Council Plan and its shared outcomes is outlined in Appendix C.



CLOSING THE LOOP



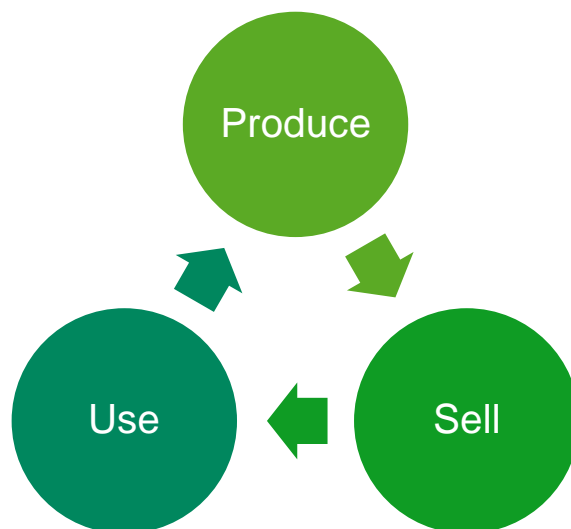
“Creating opportunities for communities to share and reuse items to reduce consumption is key.” (Resident voice)

We want to make the most of every resource we have, reduce waste, or even stop it from happening in the first place. We want to create a district where products are made with sustainable materials then reused, repurposed, or recycled so they are used to their fullest extent.

Locally and globally people are consuming more and that has an environmental impact. The way we make and use products contributes to climate change and biodiversity loss. According to [WRAP](#), 45% of global emissions can only be tackled by changing the way we make and consume products and food. We need to move from a linear economy to a circular one.

A linear economy is one where natural resources are taken out of the ground, turned into goods, then often put back into the ground as landfill or incinerated.

A circular economy is different. It designs out waste and pollution at the start by trying to make goods from sustainable materials, ensure goods are made to last and can be easily and affordably repaired. Then it keeps those materials in use as long as possible, increasing the sharing of products, reusing, remanufacturing, and recycling.



A circular economy might sound like an abstract future concept, but it's not. The circular economy is already contributing to reducing emissions and economic growth. [A report by WRAP](#) from November 2021, shows that in the UK between 2014 and 2019 almost 90,000 new jobs were created in the circular economy. It's expected to create 550,000 jobs by 2030.

We also want to promote a greater sharing economy within Kirklees.

The circular and sharing economies are complementary, working together they will have a more profound impact on our environmental challenges. Where the circular economy is about how the goods are manufactured and then taken apart and re-made or used as new goods, the sharing economy is more about what we do with these goods during their lifespan, how we maximise the full potential of something.

The sharing economy can refer to activities such as ridesharing, the use of a holiday let, renting out a parking space or driveway for a limited period or even sharing goods and resources, such as lawnmowers or bikes, with your neighbours and friends.

In everyday life 'closing the loop' might mean...

- more opportunities for residents to save money through sharing, like being able to pick up a power-tool from the library alongside a book.
- communities where people are involved in growing food and reducing food waste; where residents can walk to buy fresh, affordable produce; and where everyone has the skills to prepare healthy and sustainable food.
- building on our textile heritage to become a centre for sustainable textile innovation alongside encouraging new green industries that boost skills, opportunities, and economic growth.

WHAT WE'VE DONE

Across Kirklees we have a track record of taking action to shape consumer behaviour and re-use, re-imagine and re-purpose our waste.

Organisations and individuals have shown how circularity is good for the planet, our pockets and is supporting residents through the cost-of-living crisis. Since 2011, Kirklees' [Uniform Exchange](#) has had 295,000 items donated, supported 182 schools and given 15,000 bags of uniform to families.

[Woven In Kirklees'](#) 2023 celebration of innovation in textiles focused on the environmental impact of textiles. As Kirklees is home to a huge number of textile manufacturers, retailers, artists, and designers it's no surprise that 15,000 people took part in over 100 events. From an Upcycled fashion show in Dewsbury, Mission to Mend roadshows and growing natural dyes, the festival linked sustainability and Kirklees' unique textile heritage.

Repair cafes have been established in Huddersfield, Holmfirth and Dewsbury, fixing everyday objects from clothing to electronics, while the third sector organised a ['Zero Waste and the Circular Economy'](#) conference in April 2023 to bring together c.100 delegates from businesses, organisations and individuals across Kirklees and the Yorkshire Region to work together to 'Close the Loop'.

Partner Case Study 1: University of Huddersfield and UK Fashion and the UK Fashion and Textile Association (UKFT)

Huddersfield University and the UK Fashion and Textile Association are working together to find a solution to the huge problem of fashion waste.

We throw away enough clothing every year to fill Wembley stadium 17 times over. Huddersfield University and UKFT, are developing new ways to recycling fibres and yarns for use in agriculture and in the built environment.

As well as helping solve some of the fashion industry's most pressing environmental problems, the projects are looking at how the growth of the circular economy can boost manufacturing opportunity, jobs, and the economy in Kirklees.

[Future Fashion Factory.](#)

Partner Case Study 2: New Huddersfield Reuse Shop

A new re-use shop, run by partner organisation [Revive](#), opened on Upperhead Row, Huddersfield in February 2023.

During its launch, over 97 tonnes of items were donated by residents to be sold on in the shop including unwanted textiles, small electricals and furniture. The delivery of this re-use shop is a milestone action within Kirklees Councils Resources and Waste Strategy, with the objective of supporting the circular economy in the district – all while raising funds for good causes and generating jobs and volunteering opportunities for local people.

[New reuse shop on the Kirklees Together website.](#)

A summary of data for Closing the Loop can be found in Appendix D.

WHAT WE WANT TO ACHIEVE

TARGETS

- Zero avoidable waste by 2038 (SED).
- Grow the sharing economy in Kirklees to be a national leader (SED).

Zero Avoidable Waste Explained

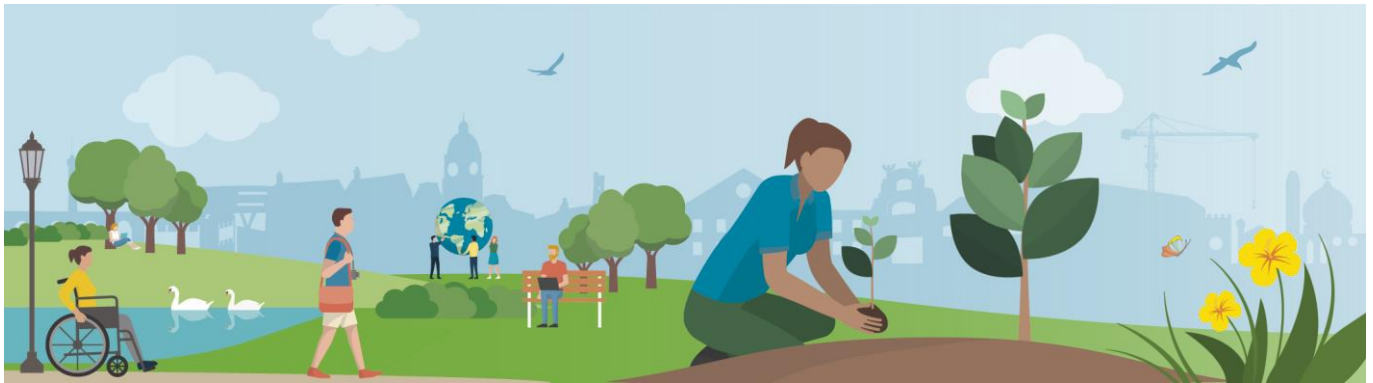
The term avoidable means eliminating waste where it is technically, environmentally, and economically practical to do so, covering all waste streams: residential, commercial, construction and industrial.

OBJECTIVES

- Adopting circular economy principles (where little or nothing is wasted) and becoming more responsible producers and consumers. (SED)
- Putting re-purposing, reuse and repair before recycling and disposal, keeping products and materials in use for as long as possible. (SED)
- Securing 95% diversion from landfill by 2030. (RF)
- Providing separate food waste kerbside collection by 2028. (SED)
- Achieving a 60% reduction in food waste by 2030. (SED)
- Designing our buildings, industrial practices, and urban infrastructure to minimise the resources they use and the waste they produce. (SED)
- Helping Kirklees to continue its journey to be leading circular textile innovators. (SED)
- Ensuring our decision making and policy supports a shift towards a sharing-economy. (SED, E4A)
- Supporting sustainably produced, locally grown and reared produce. (SED)
- Making Kirklees is an epicentre for sustainable and resilient food production, consumption, and waste practices. (SED, RF)
- Develop skills for the circular economy, creating new job opportunities and appropriate education and upskilling resources. (SED)
- Reviewing procurement policies and practice to embrace a circular economy approach. (SED)

KEY: SED = Sustainable Economic Development; RF = Resilient Futures; E4A = Environment for All.

NURTURING NATURE



“Local residents are passionate about the natural environment and feel that protecting this is protecting part of their personal identity.” (Political voice)

We want to protect and expand existing natural habitats and create new spaces for wildlife. We want to ensure that everyone has access greenspace and can benefit from the natural environment.

Set against the backdrop of the Pennine Moors and Peak District parkland, we have some of the UK’s most stunning countryside.

From the blanket bogs on our moors and ancient woodlands on our steep valleys, to rare flowers such as marsh helleborine on our old industrial sites, Kirklees is rich in nature.

When surrounded with Kirklees’ great greenspaces it might be easy to think the nature crisis is restricted to far-off places like the Amazon or Great Barrier Reef. It’s not. It’s right here on our doorstep. Nature in the UK is in decline, and we are a country that is already one of the most nature depleted in the world. The [State of Nature Report 2023](#) shows that since the 1970s UK species have declined by 19% and nearly 15% of species are currently classified as threatened with extinction.

It’s not just nature reserves or protected habitats and species that matter. All greenspaces matter, from gardens to grass verges and parks. Greenspaces and parks make us happier and healthier, so much so that according to research completed by [Field In Trust](#), across the UK they provide £34.2 billion of wellbeing benefits, reduce heart disease, obesity, and depression – saving the NHS over £111 million per year.

Our natural environment also performs valuable services, like reducing flooding, storing and cleaning our drinking water and absorbing carbon. The Sphagnum moss that grows on Kirklees moorlands can absorb 20 times its weight in water and the Peatlands can contain more than twice the amount of carbon stored in forests.

In everyday life, this might look like...

- all residents in Kirklees having access to a rich, thriving natural environment, which improves their physical and mental wellbeing.
- our buildings and infrastructure enhancing the natural environment they are in, supporting local biodiversity, acting as a catalyst to nature recovery.

– our industries and communities working together to conserve our natural environment, adding to the value and services it provides so we can continue to benefit from them.

WHAT WE'VE DONE

Actions to clean up, protect and restore our greenspaces and local wildlife is the focus of many organisations, businesses, and individuals within Kirklees.

We have planted 59ha of new trees across the district through community partnerships and volunteers, helping to absorb carbon emissions, bring together communities and restore shared community spaces.

Third sector organisations, such as [Natural Kirklees](#), [EPIKS](#) and [River Holme Connections](#), work tirelessly to improve our natural environment. From making footpaths more accessible and planting new woodlands, to working in partnership on landscape recovery projects that will deliver benefits to our rural communities by improving soils, increasing biodiversity, enhancing water quality, and reducing flood risk.

Educating individuals on the natural environment has also been a core theme of action. The 'Outdoor Study and Conference Centre' at [Cliffe House](#) runs child-centred nature-based educational activities for all, while the third sector organisations such as [Success 2 Recovery](#) offer the 'The Great Outdoors Project', working with adults in Kirklees to take their first steps into nature.

Partner Case Study 1: Moors for the Future Partnership – MoorLIFE 2020

MOORLife was an ambitious five-year project, investing €16 million (EU funded) to protect areas of blanket bog. Its conservation work resulted in stabilising and revegetating 52.5ha of bare peat; installing 16,432 mini-dams for re-wetting; planting nearly three million sphagnum plug plants; working with 334 land managers to share best practice; and ultimately protecting 95 sq.km of active blanket bog.

For more information, [MoorLIFE 2020 | Moors for the Future](#)

Partner Case Study 2: White Rose Forest and Woodland Creation

Kirklees Council is a key partner and the accountable body of the White Rose Forest, which has the aim of establishing 2,500ha of new tree canopy cover in our river catchments and 1000ha of new tree canopy in our urban areas and along our major transport routes by 2025.

Since declaring a Climate Emergency in 2019, Kirklees Council has created 59ha of new tree canopy cover across the district.

For more information, [Woodland creation | Kirklees Council](#)

A summary of data in Kirklees for Nurturing Nature can be found in Appendix D.

WHAT WE WANT TO ACHIEVE

TARGETS

- Nature in recovery by 2030. (RF)
- All degraded peatland to be in restoration by 2038. (RF)
- Increase Kirklees tree canopy cover to 21% by 2050. (RF, E4A)
- All people who live work and study in Kirklees to have access to high quality green and blue and space within 5-10 minutes / 500m walk by 2038. (E4A)

'Green and Blue Space' Explained

Green spaces include parks, recreation grounds, public or private gardens, playing fields, play areas, woodland, and other natural areas, grassed areas, cemeteries and allotments, green roofs, and green walls, as well public right of ways (PROWS), such as bridleways, footpaths, canal towpaths and disused railway lines.

Blue space includes canals, rivers, streams, ponds, lakes, and reservoirs.

'High Quality' Explained

Quality of green and blue space looks at the physical, social, environmental, and visual qualities of each space and the value it adds to the people who use it, dependent on its intended function.

For more information on how this is currently assessed, please look at section 4.3.5 and 4.3.6 in [Open Space Study 2015 \(revised 2016\)](#) (kirklees.gov.uk).

OBJECTIVES

- Conserving, enhancing, and investing in our natural environment and biodiversity, looking at issues like peatland restoration and invasive species management, eradicating pollution, and re-imagining management practices. (RF, E4A)
- Prioritising green and blue infrastructure and nature-based solutions in all activities, refurbishments, and developments to restore and improve our natural environment. (RF)
- Taking a biodiversity first approach to new development that supports nature recovery and biodiversity net gain. (SED, RF)
- Making regenerative agriculture (the conservation and rehabilitation approach to food and farming) a common practice in Kirklees. (SED, RF)
- Supporting our Community Forest partnership for the region, White Rose Forest, to plant more trees as part of the wider 50m tree Northern Forest. (RF, E4A)

KEY: SED = Sustainable Economic Development; RF = Resilient Futures; E4A = Environment for All.

BRINGING IT HOME



“We really, really need to insulate our homes, both for the environment and to reduce energy poverty.” (Resident voice)

We want to enhance the places we call home by making them more sustainable, with people living and working in buildings that are good for them and the planet. We want our neighbourhoods to be places we are proud of, which improve our health and wellbeing, giving us a platform from which to thrive.

The places in which we live, work and study in Kirklees are a mix of the traditional and the modern, centuries old villages steeped in local history and legend; buildings and locations made famous by writers, film, and television; and vibrant towns full of art, creativity, and local produce.

The quality of our homes and the strength of our communities has a massive impact on our quality of life. This theme is all about enhancing that quality by creating sustainable buildings and neighbourhoods that are energy efficient, affordable, and conducive to modern living and the social, economic, and environmental challenges we face.

In the UK, the [NHS spends an estimated £1.4 billion each year](#) on treating people affected by poor housing. In 2021, 17.3% of Kirklees’ households were classified as ‘fuel poor’, which means after paying for heating, the households disposable income puts them below the official poverty line.

Ways to address these challenges exist. According to the [Energy Saving Trust](#) improving the energy efficiency of homes through loft insulation could save £240 per year on energy bills for a mid-terrace house and up to £445 per year on for a detached house, and replacing single-glazed windows with A-rated double glazing could save £165 per year.

In everyday life this might look like...

- neighbourhoods where people can easily meet their daily needs, socialise, and feel safe.
- high quality urban environments where homes and buildings have been designed and built to a sustainable standard, keeping the occupants warm in the winter, cool in the summer and don’t cost the Earth to run.
- Kirklees being home to sustainable neighbourhoods that feature everything from community allotments and gardens; community renewables; sustainable education programmes; a sustainable food strategy; and tough action on antisocial behaviour such as fly tipping and littering.

WHAT WE'VE DONE

Developing our skills and providing funding, support, and guidance to 'bring it home' is the primary focus of many partners across Kirklees.

Third Sector Leaders run a '[Community Buildings and Energy Project 2023](#)'. It aims to improve the quality of community buildings in the district by providing the skills needed to manage the buildings and helping communities to access the necessary finance and technical advice needed to do improvement works.

This is coupled with '[Community Grants for Climate Projects](#)', run in partnership with Kirklees Council and West Yorkshire Combined Authority, which offers £5,000 to £50,000 to support climate friendly projects such as local, clean energy solutions and energy efficient buildings.

Organisations such as [One Community](#) also facilitate the provision of Household Support for food, cost of living or energy poverty, where grants of up to £10,000 are available for eligible people through either the 'Household Support Fund' or the 'West Yorkshire Mayor's Fund'.

Partner Case Study 1: Retrofit at Abbey Road

Kirklees Council carried out the first full house retrofit in the district. Run as a pilot scheme to help measure carbon reduction and inform future schemes, eight properties in Abbey Road, Fartown had a 'fabric first' approach of insulating loft, cavities, and the external walls as well as the installation of renewable technologies, including a heat pump for heating and Solar PV/solar thermal panels.

The Abbey Road scheme made the finals in the 'Best Social Housing Category' at the MJ awards, which recognise excellence and innovation in Council Services.

For more information; [Abbey Road Retrofit Scheme, Huddersfield | INCA \(inca-ltd.org.uk\)](#)

Partner Case Study 2: Free energy-saving health checks

All Kirklees Council housing tenants have been offered free energy health checks to reduce carbon and save them money.

3,500 houses across Kirklees were offered energy health checks. Tenants' energy tariffs were reviewed to make sure they were not overpaying on their bills. Qualified surveyors recommended the most energy efficient settings for boilers, and identifying repairs that could make homes warmer and cheaper to run. The health checks also offered tips on how to stay warm, offered debt advice, and support on claiming benefits where eligible.

For more information: [Council housing tenants receive free energy-saving health checks on their homes – Kirklees Together.](#)

A summary of data for 'Bringing it Home' can be found in Appendix D.

WHAT WE WANT TO ACHIEVE

TARGETS

- Good buildings - all buildings (residential, commercial, public) in Kirklees to be energy efficient, at a minimum of EPC C by 2030. (RF, E4A)
- Net Zero energy supply by 2038. (SED, RF)
- Sustainable neighbourhoods programme launched by 2026. (RF, E4A)

'Sustainable Neighbourhoods' Explained.

Helping communities in Kirklees achieve a balance between the social, economic, and environmental aspects of sustainability, in line with the unique needs of that community. A sustainable neighbourhood has three key features: a vibrant street life, walkability, and affordability.

For more information [A New Strategy of Sustainable Neighbourhood Planning Five principles.pdf \(unhabitat.org\)](#).

OBJECTIVES

- Ensuring that good energy efficient homes (new or renovated) are accessible to all residents, irrespective of economic standing. (RF, E4A)
- Increasing our energy independence and resilience through low-impact, renewable sources. (SED, E4A)
- Enhancing the resilience of our buildings to the physical impact of future environmental change, with a focus on reducing the vulnerability of occupants. (RF)
- Making all new buildings built in Kirklees climate ready and operationally Net Zero. (E4A)
- Adopting a fabric first approach¹ in all new builds and building refurbishment practices. (RF)
- Reduce the building performance design gap (this is the gap between the predicted energy use at the design stage, versus the actual energy use when occupied). (RF)
- Developing a dedicated sustainable neighbourhood's programme featuring everything from educational programmes on sustainable lifestyles to allotments and community-owned green space. (RF, E4A)

KEY: SED = Sustainable Economic Development; RF = Resilient Futures; E4A = Environment for All.

¹ Refers to the sub and superstructure of the building and how it is constructed to minimise heat loss, including levels of insulation, detailing and airtightness.

KIRKLEES ON THE MOVE



We should be striving to make our district somewhere where it's simple, sustainable, and safe for everyone to get around (Resident Voice).

We want to get the district moving in a more sustainable way. Connecting communities across Kirklees and giving residents equal access to opportunities through affordable, reliable, and sustainable travel choices.

The need to move people and goods are essential to our everyday lives – enabling people to get to work, socialise and access services.

Kirklees is a varied district – comprising of key commuter hubs such as Dewsbury and Huddersfield with well-connected regional train stations, coupled with rural communities that have more limited public transport options.

The transport sector is a significant polluter. Emissions from petrol and diesel vehicles are major issues when it comes to climate change and are the primary source of poor air quality in Kirklees. A [government report in 2022](#) shows the devastating impact poor air quality is having on public health, contributing up to 36,000 premature deaths a year and costing the NHS and social care system an estimated £1.6 billion between 2017 and 2025.

The cost of running a car is unaffordable for some of our residents, with the [2021 census](#) showing 22.7% of Kirklees households do not have access to a car or van. These individuals, primarily on low incomes, need to walk, wheel, cycle or use public transport.

The 2021 Census also shows that driving a car or van is the district's leading choice for commuting to work, used by 53.1% of residents, with 20.6% choosing a more sustainable option such as walking, wheeling, cycling or public transport.

We want active and sustainable travel options to be the obvious and easy choice. Active travel not only improves people's health and wellbeing, but a recent report by [Sustrans](#) shows that it's worth £36.5 billion a year to the UK economy.

In everyday life this might look like...

– easy and affordable ways to get to where we need to go with minimal impact on the environment.

– walking, wheeling, and cycling becomes the most attractive choice for short journeys, with public transport made convenient, reliable, and affordable for longer ones.

– if we need to use a car, we are met with less congestion and a greener more affordable vehicle option. Businesses have green fleets and appropriate charging is available for all electric vehicles.

WHAT WE'VE DONE

The transport sector and people's behaviours are changing. From 2021 to 2022, we saw an 8% increase in commuters choosing a more sustainable mode of transport over a private car or van.

We're investing in our infrastructure, encouraging behaviour change and making sustainable modes the easy and affordable choice. Dewsbury and Huddersfield will benefit from the multi-billion-pound [TransPennine Route Upgrade](#) investment, making the trains more frequent, faster, cleaner and reliable between Manchester, Leeds and York.

Walking and cycling within Kirklees has been improved, building on the success of the 7.3 mile [Spenn Valley Greenway](#). The Canal towpath between Slaithwaite and Milnsbridge is part of a £2.7 million investment to develop long-term accessibility on a continuous active travel route to Huddersfield Town Centre.

A £14 million revamp of [Dewsbury Bus Station](#) has been announced to make bus travel more attractive for residents, businesses, and commuters. Coupled with the 'Mayor's Fares' £2 cap on bus tickets, buses are becoming the affordable choice for people to move within Kirklees and to neighbouring places like Halifax, Wakefield, Bradford and Bingley.

Local people and organisations are also making a huge difference. Cycle and scooter storage has been installed in local schools through the '[Mac's Bikes](#)' memorial fund to promote active travel by students and teachers, with the charity '[Streetbikes](#)' striving to transform people's lives by providing cycling sessions for all abilities and repairing and re-homing unwanted or donated bikes back into the community.

Partner Case Study 1: Seven Schools achieve Modeshift Stars Awards

Ashbrow School, Birkby Junior School, Bramble Primary Academy, Golcar Junior and Infant Nursery School, Hartshead Junior and Infant School, Kirkheaton Primary School and Pentland Infant and Nursery School have all been presented with the Modeshift Stars Bronze standard for their commitment to sustainable travel.

When the pandemic hit, the schools continued their journey to improve the health and wellbeing for their children, encouraging parents, pupils, and staff to choose healthier and more climate friendly modes of transport to and from school.

For more information: <https://kirkleestogether.co.uk/2022/03/21/seven-schools-achieve-modeshift-stars-awards/>

Partner Case Study 2: Environmental Projects in Kirklees (EPIKS)

EPIKS is a not-for-profit business that runs environmental projects across Kirklees.

They operate a fleet of e-bikes and offer taster sessions, training and led rides so that people can experience the value of e-bikes as a low carbon mode of travel. This involves taking e-bikes

to places of work, community groups and events. Their ‘Walk, Wheel, Ride’ project also gives tailored support to people on all aspects of active travel.

For more information, please visit: [E-Bikes Projects | EPIKS - Environmental Projects In Kirklees](#) or [Walk Wheel Ride: cycling, wheeling and walking in Kirklees](#).

A summary of data for Kirklees on the Move can be found in Appendix D.

WHAT WE WANT TO ACHIEVE

TARGETS

- 60% of journeys within Kirklees to be Sustainable Journeys by 2030. (SED, E4A)
- 100% of fleet vehicles to be zero carbon by 2038 (RF).
- All of Kirklees homes to be within 1km of public transport via a safe pedestrian route by 2038 (E4A).

Sustainable Journeys Explained

Sustainable journeys covers modes of transport that have low to no impact on our environment when used, such as walking, cycling, public transport (buses and trains), alongside electric and low emission vehicles.

OBJECTIVES

- Prioritising public or active modes of transport over private vehicle use wherever feasible. (E4A)
- Ensuring that our infrastructure (i.e. transport, highways, electric vehicle charging) can function and operate as normal in the face of future environmental challenges. (RF)
- Making our transport network and infrastructure² accessible, affordable, and reliable for all in both urban and rural areas. (E4A)
- Delivering the infrastructure that promotes and facilitates the safe use of active travel modes such as cycling and walking. (E4A)
- Ensuring that our decision-making and policies actively support low-traffic neighbourhoods with a shift towards more active and public forms of transport. (E4A)
- Continuing to reduce air pollutant emissions and subsequent improved air quality for all in Kirklees. (RF, E4A)
- Develop a reliable and resilient electric charging network for the district. (E4A, RF)

KEY: SED = Sustainable Economic Development; RF = Resilient Futures; E4A = Environment for All.

² Refers to networks and infrastructure associated with all modes of transport (i.e. mass transit, active, electric vehicle charging network).

DELIVERING OUR STRATEGY TOGETHER

PLEDGE TO SUPPORT THE STRATEGY

The vision for a more environmentally sustainable Kirklees can only be achieved by communities, business, residents, organisations, and the public sector working together.

To achieve this, we have developed our Partnership Pledge. Whether you are a business, organisation, or an individual – we are asking you to voluntarily pledge what you can to both help support and deliver our collective ambition.

HOW DOES PLEDGING WORK?

A pledge is individual to you or your organisation. It can be made around the strategy and its vision, one or more themes or even a single or a group of targets. All pledges, however large or small, help achieving our ambition.

The various options for pledging for organisations, businesses and individuals are:

1. **Strategy** – pledge to support the strategy in its entirety.
2. **Theme(s)** – pledge to support one or more of the themes.
3. **Target(s)** – pledge to support one or more of the individual targets.

WHAT DOES PLEDGING MEAN?

Signing a pledge is a two-fold commitment. Firstly, it is to support and take action to contribute to achieving our overall vision for a more Environmentally Sustainable Kirklees. Secondly, it's to participate in our monitoring, evaluation and reporting process. All pledges are voluntary and legally non-binding.

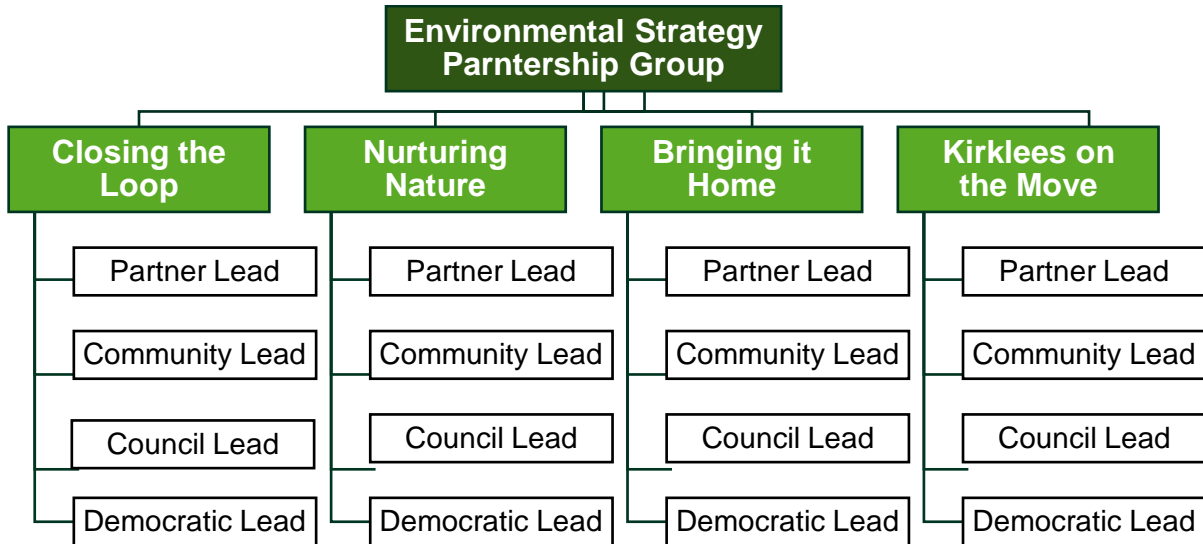
HOW WILL THE STRATEGY BE GOVERNED

An 'Environmental Strategy Partnership Group' will be established with the following objectives:

- To facilitate the sharing of best practice and collaborative, joined-up environmental actions across the district.
- To monitor, evaluate, and report on progress against the vision and ambitions outlined within this document on an annual basis.

Chaired by the Service Director for Environment and Climate Change at Kirklees Council (on an interim basis until an appropriate independent chair can be identified), the partnership group will meet quarterly and be made up of pledgers who represent partner organisations, the community, and Kirklees Council.

The partnership group will be indicatively structured across four sub-groups which align with the four core themes of the strategy. Each sub-group could contain four leads who will sit on and report into the partnership group:



The scope of these lead roles are as follows:

- **Partner Lead:** A member of a partnership organisation, they will provide technical direction and oversight for their theme.
- **Community Lead:** A representative of a community group or a Kirklees resident, they will focus on the ‘Always on’ priorities in relation to their theme.
- **Council Lead:** A Kirklees Council employee who represents a relevant service area to their theme, they will help co-ordinate the sub-group and the annual monitoring, evaluation, and reporting process.
- **Democratic Lead:** A Kirklees Council Ward Councillor who acts as a democratic representative for the associated theme.

Each of the sub-groups will be made up of pledgers, those who sign up to the partnership pledge, whether individual residents or representatives of organisations, businesses, agencies, and community groups.

RESOURCING THE STRATEGY

This top-tier strategy for Kirklees is an ambitious one, and a clear question to be answered is ‘**how will it be resourced?**’

This is both a critical and a common question for local authorities, many of which have declared climate or nature emergencies but are also working within the context of over a decade of budget cuts and austerity, exacerbated by strains brought about through the Covid-19 pandemic. According to the Local Government Association (LGA) this key issue of how to fund climate action is one of their member’s major concerns.

Help is available and blending diverse resource streams to meet the challenge is possible. The LGA itself has comprehensive ‘green ambition’ advice for local authorities on financing their sustainability commitments. Also, the 3Ci Commission on climate investment is developing a new model focused on how to invest in Net Zero.

More widely, there are many innovative (and mainstream) ways to resource the measures from both the public and private sector, outlined in this strategy, some of which the Council already adopts including:

- Co-funding with a Combined Authority or National Government
- Public-Private Partnerships, particularly with property sector
- Leveraging spend on other programmes (e.g. infrastructure, transport, housing).
- Recirculating cost savings in areas such as reduced energy use
- Accounting for local economic impact of co-benefits (e.g. jobs created or better health outcomes).
- Pursuing major national funding programmes (e.g. Social Housing Decarbonisation Fund, Public Sector Decarbonisation Scheme, Levelling Up, Nature for Climate).
- Major programmes exploring the Public Works Loan Board and UK Infrastructure Bank.
- Procurement value added (e.g. through Social Value frameworks).
- Section 106.
- Retained Business Rates for sustainable business programmes.
- Town or city-centre based work within budgets of Business Improvement Districts.
- Biodiversity offsets, net gain, and natural capital accounting.
- Co-delivery through utility funds for land management.
Nature-related financial disclosures from private sector partners to support strategic aims.
- Green Bonds, Community Investment Bonds, and debt finance.
- Levy mechanisms which can directly fund sustainable projects.

With so many schemes and resources available, having a well set-out and clear strategy for action such as this one makes bidding for resources faster and more efficient.

MONITORING, EVALUATING AND REPORTING OUR PROGRESS

This strategy is a high-level framework to help inform and provide direction for action, much of which will sit underneath this document, within action plans and associated documents that are developed and delivered by organisations and business (including Kirklees Council) across the district.

We will monitor, evaluate, and report progress against the ambition within the strategy via the following mechanisms:

- Quarterly 'Environmental Strategy Partnership Group' meetings to share best practice, facilitate networking and updates on reporting.
- Annual data collection and subsequent reporting against the ambition of this strategy (targets and objectives).
- Collation and advertisement of case studies, sharing of best practice.

As part of the pledging process for this strategy, pledgers commit to participating in this monitoring and evaluation process.

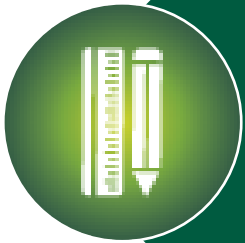
ACKNOWLEDGEMENTS

Thank you to all who shared their vision, ambitions, and opinions, donating your time to help co-develop this strategy to achieve a better, more environmentally sustainable Kirklees.

A special thank you to [Creative Concern](#) for facilitating our co-design journey, and for [Support To Recovery](#) for helping engage local community groups.

APPENDIX A: OUR CO-DESIGN JOURNEY

This appendix outlines the work undertaken as part of the co-design process to develop the 'Environment Strategy: Everyday, Life' for Kirklees.



Tailored for Kirklees

- Partners asked for the Environment Strategy to take a 'tailored for Kirklees' approach, rather than follow an existing technical off-the-shelf model, to enable the unique characteristics of Kirklees and its people, to stand out.



Designed with, not for

- Involving 1,039 residents and 549 representatives of partner organisations, businesses, institutions and community groups across Kirklees.
- Partners were engaged with on multiple occasions, helping evolve the content over time to deliver a strong, ambitious, and successful strategy for all.



Engage those that haven't yet had their say

- We engaged community groups from across Kirklees who are not commonly involved in the process of helping create a Kirklees-wide strategy. We gave everyone a voice, developed relationships and sought to incorporate a wider variety of perspectives.



It's got to be about everyday, life

- Partners emphasised how the strategy and its targets need to be simple, accessible, relatable, tangible and meaningful.
- The focus needs to be on collective action – making people and organisations feel engaged, included and accountable.

KIRKLEES COUNCIL ENGAGEMENT

Sitting as Kirklees Council's fourth top-tier strategy, the 'Environment Strategy: Everyday, Life' provides a mandate for all council activity to implement its vision and ambitions, so environmentally sustainable practice becomes the business-as-usual approach. Therefore, it has been imperative for Council Colleagues and Elected Members to be included within the co-design journey of the strategy, to create buy-in and ownership of what it is aiming to achieve.

Figure 1 below outlines the steps taken on this co-design journey (excluding the governance/decision making process to approve the strategy).

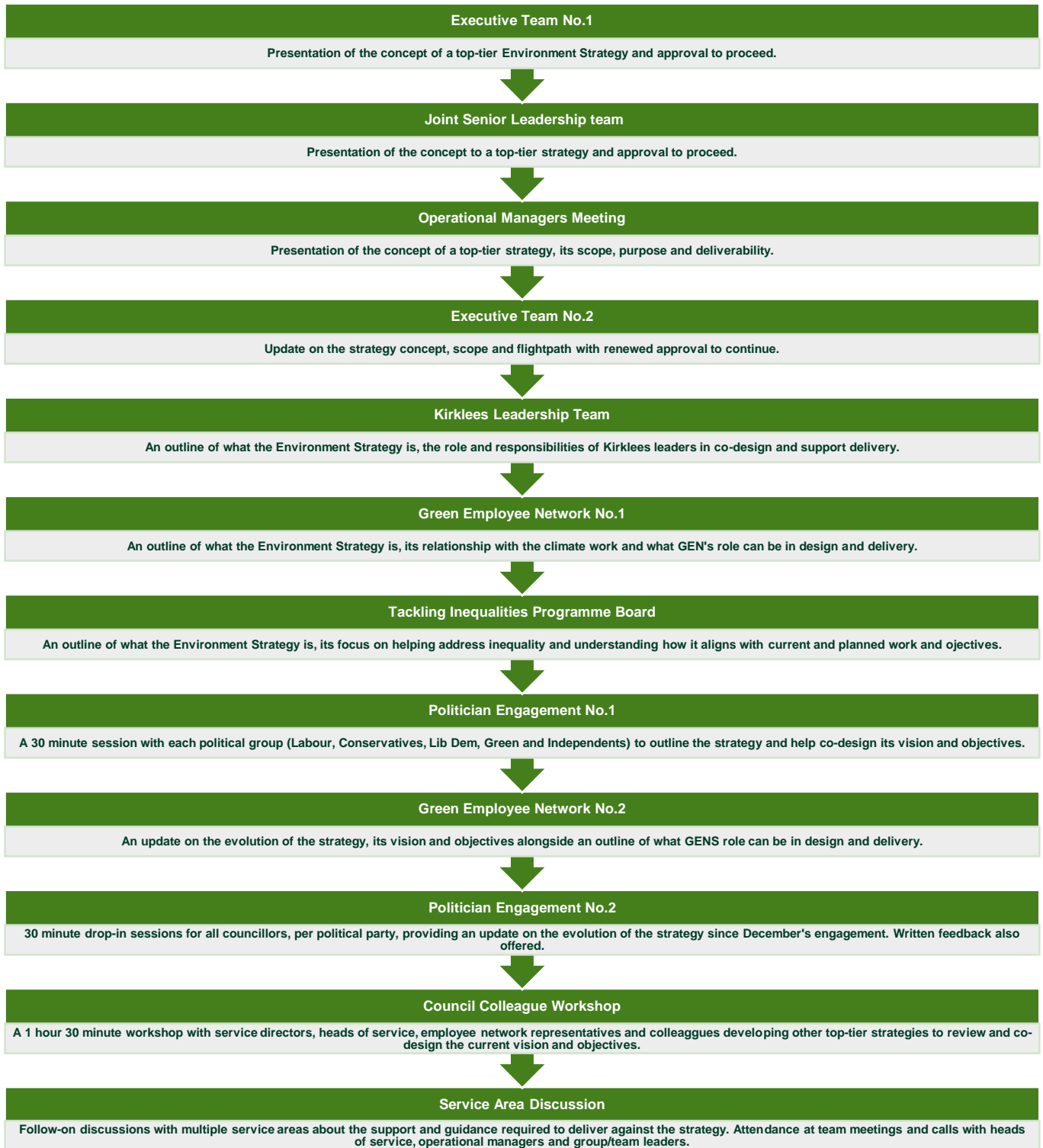


Figure 1: The co-design journey for Kirklees Council Colleagues and Elected Members

PARTNERS

The ‘Environment Strategy: Everyday, Life’ is a partnership document at its core. Embarking on a clearly communicated co-design journey with partner organisations, businesses, institutions, agencies, and residents is essential to the success of the strategy.

Figure 2 below outlines the steps taken on this journey. Steps 1, 2, 3, 5, 8 and 9 (dark blue) were dedicated to the Kirklees Climate Commission; the other steps involved all other partners (green).

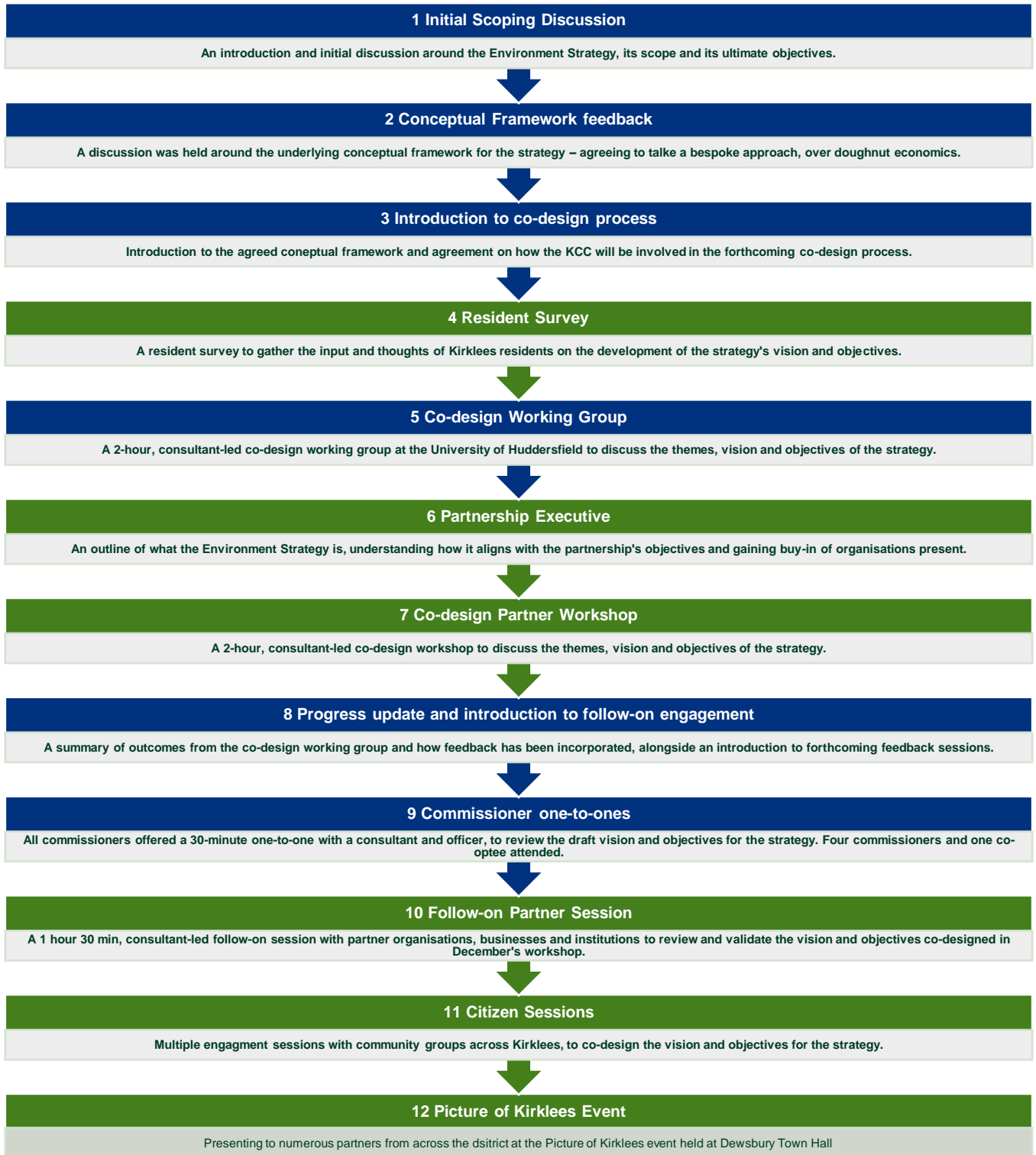






































Figure 2: The Co-design journey of the strategy with internal partners

APPENDIX B: 'OUR TARGETS' PLAN ON A PAGE

Our targets	'Always-on' priority	Who could pledge to this target?	More about this target...
 <p>1 Zero avoidable waste by 2038.</p>			<p>'Avoidable waste' refers to the things that we throw away that could have been prevented or avoided in the first place. It's the things we discard that still have value or could have been used more efficiently. Examples of avoidable waste include the food we throw away because it's gone bad before we could use or sell it, or designing out avoidable waste in our manufacturing and industrial processes – making them more efficient and less resource intensive.</p>
 <p>2 Growing the sharing economy in Kirklees to be a national leader.</p>			<p>The 'sharing economy' is about sharing resources, like cars, bikes, skills and equipment. It's focused on making more efficient use of these resources, whilst saving money and reducing waste. Examples include passing un-wanted clothing on to others rather than throwing it away, using tool libraries to borrow a drill rather than buy a new one, the use of car clubs, or community spaces that have multiple uses i.e. village halls used for exercise classes and makers markets.</p>
 <p>3 Nature in Recovery by 2030.</p>			<p>Nature recovery is the journey our district undertakes to enhance the health of our landscapes, wildlife and habitats by restoring them naturally. These areas have suffered damage or harm from things like pollution, deforestation and climate change. Activities include protecting wildlife and planting forests. Nature recovery is important because it helps protect the environment and keep ecosystems working properly – ensuring that we have clean air, water and places to enjoy nature.</p>
 <p>4 All degraded peatland to be in restoration by 2038.</p>			<p>Peatland is one of Kirklees most precious natural habitats and is located in areas such as Marsden Moor and Holme Moss. Unfortunately, a lot of our peatland has been damaged or deteriorated over time due to human activity or changes to our weather and climate. Restoration is about returning the peatland back to its original state or condition, so the services it provides our communities can be enhanced – such as helping protect us from flooding, improving local water quality, storing carbon and supporting local biodiversity.</p>
 <p>5 Increase Kirklees tree canopy cover to 21% by 2050.</p>			<p>Tree canopy cover looks at the amount of ground area in the district covered by branches, leaves and stems from trees as viewed from above. This target is designed to ultimately increase the amount of trees within Kirklees. Tree canopy cover is important as it provides shade and helps regulate local temperatures in hot weather (especially in our towns and villages), provides a home for birds and other animals, whilst also helping to clean the air we breathe and absorb carbon dioxide.</p>
 <p>6 All people who live work and study in Kirklees to have access to high quality green and blue and space within 5-10 minutes / 500m walk by 2038.</p>			<p>'Access to green and blue space' simply means having easy ways for everyone in Kirklees to get to natural areas like parks, forest, gardens and bodies of water such as lakes, rivers and reservoirs. When we talk about access, we're talking about making sure everyone has the opportunity to enjoy and spend time in these natural areas due to their benefits for our physical and mental health and wellbeing.</p>
 <p>7 Good buildings – all buildings in Kirklees to be energy efficient, at a minimum of EPC C by 2030.</p>			<p>Buildings are where we live, work, socialise and relax. This target is about improving the quality of those buildings to ultimately reduce how much energy they take and money they cost to run. EPC stands for Energy Performance Certificate. These are the nationally recognised way by which we grade the energy efficiency of our homes – they show how much energy the building uses and give it a rating from A to G, A being the best, G the worst.</p>
 <p>8 Net Zero Energy supply by 2038.</p>			<p>This target focuses on how we can reduce the greenhouse gas emissions we produce when generating the heat and electricity we use. When we talk about 'net zero' we're aiming to produce as much clean, renewable energy (like solar or wind power) as we consume. We can do this by using energy more efficiently, investing in renewable sources and finding ways to offset any remaining emissions. We ultimately want to find a balance where the energy we use doesn't harm the planet and we're not using more energy than we can sustainably produce.</p>
 <p>9 Sustainable neighbourhoods programme launched by 2026.</p>			<p>Sustainable neighbourhoods is all about making our neighbourhoods healthier, happier, safer and more sustainable for everyone who lives there, now and in the future. The focus is on making it easier to walk, wheel or cycle around, improving public transport connections and creating places where people can gather and connect with each other. It's about making sure that the way we live, work and play in our neighbourhoods helps everyone who lives there to have a good quality of life, whilst not impacting our natural environment.</p>
 <p>10 60% of journeys within Kirklees to be Sustainable Journeys by 2030.</p>			<p>Sustainable journeys are about finding ways to travel that are good for the planet and our health, without compromising on cost or convenience. This involves making choices that reduce our impact on the planet, whilst still getting where we need to go. Examples might be to choose electric cars over petrol / diesel if you can afford too, choosing to cycle or walk / wheel for shorter journeys if you're able, or using public transport like trains and buses where feasible.</p>
 <p>11 100% of fleet vehicles to be zero carbon by 2038.</p>			<p>Applicable to businesses and organisations with a vehicle fleet, this target is about having a fleet of vehicles which don't produce carbon emissions when they are being used. This can be achieved by replacing diesel / petrol cars with electric or other alternative fuels that don't produce harmful emissions. This will help improve the air quality of the areas where these fleets operate, whilst reducing the carbon footprint of the organisation or business.</p>
 <p>12 All of Kirklees homes to be within 1km of public transport connection point via safe pedestrian route by 2038.</p>			<p>Simply put, this target is about having easy ways to access public transport connection points like bus stops or train stations. We want to make it more convenient for residents to use public transport to get around. A 'safe pedestrian route' is a path or a way for people to walk or wheel to and from these connection points – making it easy and safe for them to do so.</p>

APPENDIX C: KIRKLEES COUNCIL PLAN 2024/25

Our Council Plan 2024/25 has an overarching vision for Kirklees to be:

A district that 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.

This vision is supported by **eight shared outcomes** and **four top tier strategies** with recognition that changes in any one of these outcomes impacts the others. For example, a healthier and thriving environment within Kirklees will improve the wellbeing and health of the population – meaning a stronger workforce and a more sustainable economy – and a sustainable economy means more disposable income to help children to have the best start in life. There are countless other examples.

Our ambition in this strategy is for Kirklees to become an environmentally sustainable place, and we have a **shared commitment to achieve this in a fair and just way**. This means ensuring we maintain a sustainable economy, improving the health and wellbeing of the people who live within Kirklees, while tackling inequalities, guaranteeing the outcomes for local places and communities to be fair and equal.

Our **equally weighted** four top tier strategies are partnership-led. The **Environment Strategy: Everyday, Life** will sit alongside the **Kirklees Health and Wellbeing Strategy**, the in-development **Inclusive Economy Strategy**, and the **Inclusive Communities Framework**.

Collectively, these documents explain where we are at in Kirklees – what our opportunities and challenges are, what we most need to do to improve, and the role partners can play to make this happen. **Success in one strategy depends on the others.**



With a shared sense of purpose, we can bring our collective insight, expertise, and resources together **to achieve greater impact** and make our **local places even better**.

The Councils Eight Shared Outcomes

[Our Council Plan](#) has eight shared outcomes – each of which are addressed by one or more of the four tier strategies in Kirklees. For the Environment Strategy, these shared outcomes are as follows:

Clean and Green

This strategy forms an important part of the Council's overarching Clean and Green shared outcome within 'Our Council Plan 2024/45'.

The objective of this shared outcome is:

People in Kirklees enjoy a high quality, clean and green environment.

Our built and natural environment contributes to people's quality of life and makes the district a more attractive place in which to live and invest. We want to connect people and places, improve air quality and green infrastructure and be resilient in the face of extreme weather events and climate change, as well as helping people reduce waste and recycle more.

Shaped By People

Shaped by People is a shared goal, created by our citizens. It was introduced as a foundational shared outcome in 'Our Council Plan 2024/25' (see www.Kirklees.gov.uk/ShapedByPeople). Shaped by People describes how people in Kirklees want things to be in the future. It's about enabling more people to come together to make local places even better, through the shared aspiration that:

We make our places what they are.

This sense of personal agency in the places where we live, work and study is important for the natural environment we call home. By enabling more of this to happen, we can help our environment to thrive.

We have co-developed the vision and ambitions of this strategy in partnership with people who live, work or study in Kirklees. Through a series of engagement activities, we worked with residents, local organisations, agencies, and businesses, enabling them to shape the environmental ambition for our district.

If we are to successfully deliver and achieve this ambition, we must continue to work in partnership, sharing power with all people, organisations, and businesses. By doing this, we can all make a positive change to our environment. We've been told many times during our co-creation process that a culture shift is needed on the environment for Kirklees. This can only happen if the vision has been Shaped by People.

Our shared commitment to Shaped by People means that through the delivery of this strategy, our work will help more people feel inspired to take part, give people confidence to act, help people feel included, respected, and listened to, and help people get to know others in their communities well. We will continue to enable and encourage individuals from all backgrounds, and from all our local places, to share their experiences, ideas, and solutions.

To ensure this strategy's work is shaped and powered by people who live, work and study in Kirklees, we will also be guided by our '**Working Alongside**' shared values (see www.WorkingAlongside.org.uk and the [Kirklees Inclusive Communities Framework](#)):

- Recognise everyone.
- Involve others early.
- Recognise we are coming from different places.
- Work on mutual trust.
- Grow mutual confidence.
- Be flexible with each other.
- Take courage from kindness.
- Share with each other.
- Be open and honest.
- Listen with curiosity.
- Be flexible in our approaches.
- Learn by doing

APPENDIX D: SAMPLE STATE DATA PER THEME

This Appendix provides a summary of baseline data for each of the four core themes; helping provide context to the targets and objectives outlined within our strategy.

More detailed state data is expected to be provided in the “how we are going to achieve this” plans, policies and strategies which will sit beneath the strategy.

CLOSING THE LOOP

The latest data for local authority collected waste in Kirklees, as published by the Department for Environment, Food & Rural Affairs for 2020-21, is outlined in Table 1 below.

Table 1: Local Authority collected waste generation data and National Average Data for England from April 2020 to March 2022. EfW = Energy from Waste

Area	Landfilled	Incineration with EfW	Incineration without EfW	Recycled-Composted
Kirklees	11.6%	64.2%	0.5%	25.3%
England Average	7.8%	47.7%	0.5%	41.4%

The updated [Kirklees Council Resource & Waste Strategy 2023](#) has a target to achieve a recycling rate of at least 70% at household waste & recycling centres by 2030, recycle at least 65% of municipal waste by 2035 and achieve a 95% diversion from landfill rate by 2030.

There is currently no data which provides information on the sharing economy within Kirklees.

NURTURING NATURE

Kirklees covers a land area of 40,860ha, of which 11.2% (4,569ha) sits within the Peak District National Park. The 2022 land-use statistics for Kirklees, outlined in Table 2, show the extent of our existing natural environment, which covers 25.8% of land-area within Kirklees. Importantly, 42.1% of our land is used for agriculture, with outdoor recreational spaces occupying 3.31%.

Table 2: Land-use statistics for Kirklees, 2022 (Department for Levelling Up, Housing and Communities)

Land-use Type	Area of Land (Ha)	% of Total Kirklees Land Area
Forestry and Woodland	3,934ha	9.6%
Natural Land	4,002ha	9.8%
Rough Grassland	2,599ha	6.4%
Agricultural Land	17,208ha	42.1%
Outdoor Recreation	1,355ha	3.31%
Residential Gardens	4,184ha	10.2%

Through the local plan, there is also land designated or protected for biodiversity importance in Kirklees as seen in Table 3 below.

In 2022/23 the total land area of biodiversity importance in Kirklees is 6,506ha (which does not include double counted land with more than one designation i.e., ancient woodland that is also a Site of Special Scientific Interest (SSS)).

Table 3: Land Designated or Protected for Biodiversity Importance in Kirklees (Kirklees Council Local Plan Authority Monitoring Report 2022/23)

Designated or Protected Category	2020/21 Area of Land (Ha)	2021/22 Area of Land (ha)	2022/23 Area of Land (Ha)
Site of Special Scientific Interest	4,845	4,845	4,845
Local Wildlife Sites	1,187	1,187	1,187
Local Geological Sites	83	83	83
Ancient Woodlands	1,083	1,083	1,083
Habitats of Principal Importance	Not Available	Not Available	Not Available

A distinct characteristic of Kirklees’ natural environment is its rarest habitat – peatland. Inventoried in January 2022 by Moors for the Future Partnership, this ecosystem covers approximately 7,900ha. When in good condition, this provides a huge number of benefits to the district and the people who live, work, study, and visit here – storing carbon; improving water quality; helping to reduce the impacts of flooding; and supporting a rich variety of plants and animals.

As outlined in Table 4, Kirklees has 4,230.91ha of deep peat and 3,711.09ha of wet peat. Wet peat is classified as being in good condition, whereas all the deep peats (otherwise known as blanket bogs) are degraded to some degree.

Table 4: Total amount of peat, by type, in Kirklees (Kirklees Peatland Inventory Report – January 2022).

Peat Type	Land Area (Ha)
Deep Peat (over 40cm deep):	4,230.91
Wet Peat (10 to 39cm deep)	3,711.09
Total Amount of Peatland:	7,942

On the flip side, without the continued protection and restoration of this ecosystem, Kirklees’ peatland will generative negative impacts, with the potential to emit ~77,000 tonnes of CO₂ per year, which is equivalent to driving a Ford Focus 20 miles every day, every year, for 38,500 years.

Peatlands Explained

Peatland covers around 12% of the UK land area. It is made up of three broad types - Blanket Bog; Raised Bog and Fen. Ultimately peatland is carbon-rich wetlands, made up of peat soil – formed by partially decayed material that is slowly built up, and natural vegetation such as mosses, sedges, and shrubs.

For more information on peatlands and why they are important, see the Peatland factsheet.pdf (ceh.ac.uk).

As part of the White Rose Forest initiative, Kirklees has access to BlueSky tree canopy cover data, which provides an understanding of the land area (ha) that has tree canopy cover across the district, which is outlined in Table 5. As of 2023, Kirklees has 15.17% tree canopy cover.

Table 5: Current % of Tree Canopy Cover for Kirklees (BlueSky Tree Canopy Cover Data 2023)

Kirklees	Current Tree Canopy Cover In 2023 (Ha)
Total Area	40724.72
Canopy Cover	6178.75
Percentage Coverage	15.17

Based on an indicate, high-level analysis undertaken by the Kirklees GIS team, 99.7% of residential properties within Kirklees lie within 500m of green space, blue space, or public rights of way (PROW) within 500m of their homes. Figure 3 portrays the analysis – with the purple overlay acting as the 500m buffer zone around the green and blue spaces mapped.

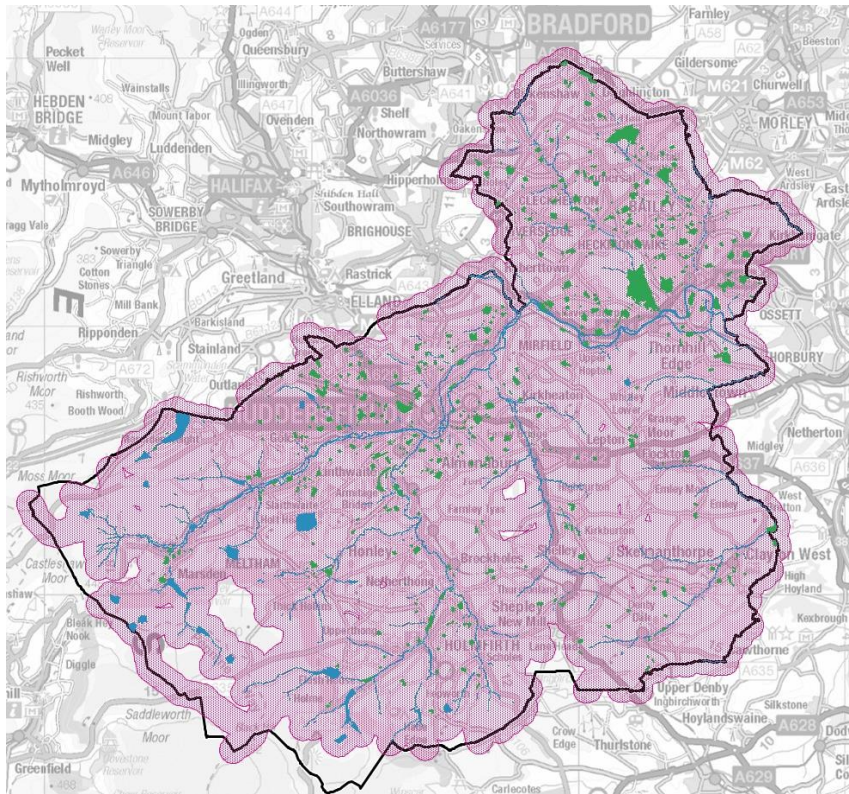


Figure 3: Map of Kirklees showing the 500m buffer zone (purple) around accessible green and blue space (Kirklees GIS Team - November 2023). This is based on the “OS Public Greenspaces” dataset and the “Water Features Attribute Management” dataset – which may differ from those used in Local Planning policy by Kirklees Council.

BRINGING IT HOME

As of 2021, the Government's [sub-regional fuel poverty data](#) shows that Kirklees has 182,834 households, 17.3% of which are classified as ‘fuel poor’. This is 0.5% higher than for West Yorkshire as a whole.

‘Fuel Poor’ Explained

A household is considered fuel poor if they are living in a property with an energy efficiency rating of band D or below and when they spend the required amount of time to heat their home, they are left with the residual income below the official poverty line.

For more information, visit [What is Fuel Poverty? | National Energy Action \(NEA\)](#).

EPCs Explained

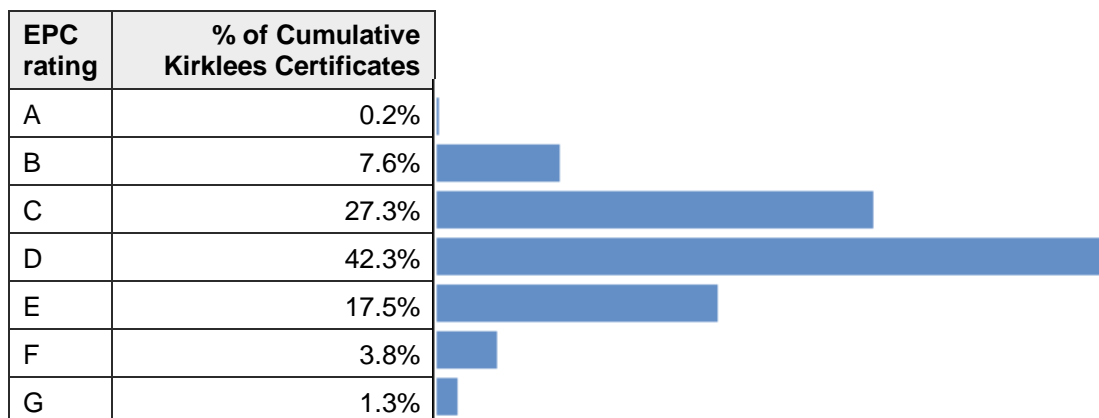
Energy Performance Certificates (EPCs) tell you how energy efficient a building is and give it a rating from ‘A’ (very efficient) to ‘G’ (inefficient). They’ll tell you how costly it will be to heat and light your property, and what its carbon dioxide emissions are likely to be, alongside providing possible recommendations for how the rating can be improved.

For more information, visit [the Guide to Energy Performance Certificates - Energy Saving Trust](#)

Kirklees has a total of 160,395 EPC registered for residential properties with the Department for Levelling Up, Housing and Communities (cumulative figure).

In total, 35.1% of these residential EPCs are rated C or above. The EPC rating with the largest percentage is D, at 42.3%, which is below our headline target objective of a C.

Table 6: Percentage of Kirklees households organised by EPC Rating. Department for Levelling Up, Housing & Communities - Energy Performance of Buildings Data, 28th February 2023



As a district, Kirklees used 4,993.62 GWh of energy (heating and electricity) in 2021. Based on the UK Energy Brief Data, only 12% of this consumption has been generated by renewable energy sources.

From an organisation perspective, 30.4% of Kirklees Councils 2022/23 energy use (heat and electricity) was generated by renewable sources.

KIRKLEES ON THE MOVE

As of April 2022 in Kirklees, 99.1% of the residential dwellings across the district are within a 500m radius of public transport options – with 97.5% within 500m radius of routes with one or more bus per hour.

In Kirklees, we have 2,129km of local access footways, ~44km of cycle lanes and ~52km of cycle routes, compared to a total of 2784km of road network (from motorway to local road).

Commuter data for Kirklees in 2021 and 2022 is broken down in Table 7 below. For 2021, 38.9% were classified as ‘zero carbon commuters’, whereas for 2022 this has reduced to 29.8%. The cause of this reduction is due to the shift in working at home to working in the office as we recover further from the Covid-19 pandemic. If you exclude those individuals who work from home, the figures are significantly reduced, being 12.6% for 2021 and 20.6% for 2022 – showing an annual increase in sustainable transport modes by 8%.

Table 7: Commuter Data for Kirklees, 2021 and 2022. Mobility ways, February 2023.

Mode	Year	Work at Home	Walk/Run	Cycle	Bus/Coach	Tube/Metro/Tram	Train	Motorcycle	Lift sharing	Drive Alone	Taxi	Other
% of Kirklees population	2021	26.3%	7.1%	0.7%	3.7%	0.0%	1.1%	0.3%	4.9%	53.1%	1.8%	1%
% of Kirklees population	2022	9.2%	9.3%	0.9%	7.7%	0.0%	2.7%	0.7%	12.8%	55.39%	0.9%	0.4%

As of October 2023, Kirklees Councils Electric Vehicle Fleet was 6.9% of total Council fleet.

APPENDIX E: IDEAS BOARD FOR ACTION

Below is an ideas board for actions that would contribute to achieving our environmental ambitions, as mind mapped during the co-design process by partners and stakeholders.

These ideas should be treated as quotes taken directly from the workshop, so contain elements of technical language used by participants.

We have included this ideas board as inspiration for subsequential action. It is not an agreed list of actions that has been committed too by partners of this strategy.

Table 8: A list of potential ideas, suggested by partners in the co-design process, for action to achieve our environmental ambition. SED = Sustainable Economic Development, RF = Resilience Futures, E4A = Environment for All.

No.	Idea	Theme	Always-On	Targets
1	<i>Look at micro-scale hydro generation potential for waterways in Kirklees.</i>	Bringing it Home	SED, RF	8
2	<i>Build genuinely affordable net zero new houses with low carbon heating and power generation technologies i.e. heat pumps, solar PV, and hot water.</i>	Bringing it Home	SED, RF, E4A	7, 8
3	<i>Refurbish the Council housing stock so that they are energy efficient and use low-carbon sources of heat such as air source heat pumps.</i>	Bringing it Home	RF, E4A	7
4	<i>Develop a Sustainable Food Plan that has a radical new level of ambition of local food production, waste and resilience.</i>	Closing the Loop	SED, RF, E4A	1, 2, 3
5	<i>Encourage industrial symbiosis.</i>	Closing the Loop	SED, RF	1
6	<i>Establish an innovative mattress recycling or re-purpose programme.</i>	Closing the Loop	SED	1
7	<i>Have a comprehensive Climate Adaptation Plan for the Region.</i>	Cross-Cutting	RF, E4A	
8	<i>Further develop educational programmes for behaviour change and culture shift to more sustainable society.</i>	Cross-Cutting	E4A, RF	All

9	<i>Calculate and communicate how much it would cost residents, and the district in the future, if we do not act on climate change.</i>	Cross-Cutting	RF, SED, E4A	
10	<i>Encourage car share schemes.</i>	Kirklees on the Move	E4A	10, 11
11	<i>Install more on-street charging infrastructure.</i>	Kirklees on the Move	E4A	10, 11
12	<i>Pilot car free streets for 1 day a year in urban centres.</i>	Kirklees on the Move	E4A	9
13	<i>Incentivise more e-delivery cycling schemes via Cargo Bikes, such as 'Holme Delivery'.</i>	Kirklees on the Move	SED	10
14	<i>Create an interchange hub at Waterloo to connect smaller rural services with the larger urban bus services.</i>	Kirklees on the Move	SED, RF, E4A	9
15	<i>Create safer and connected active travel routes, such as greenways, or cycle lanes.</i>	Kirklees on the Move	E4A, RF	10, 12
16	<i>Work with West Yorkshire Combined Authority to radically improve bus transport through a new headline transport vision for the region.</i>	Kirklees on the Move	E4A, SED, RF	10
17	<i>Implement a quiet streets programme for all key neighbourhoods across Kirklees.</i>	Kirklees on the Move	E4A, RF	9, 10
18	<i>Develop mobility hubs in Kirklees to achieve greater connectivity between transport modes within Kirklees and regionally.</i>	Kirklees on the Move	SED, RF, E4A	10
19	<i>Revise Local Planning Policy to better support our environmental and climate ambitions.</i>	Nurturing Nature	SED, RF, E4A	All

20	<i>Leverage parks and public greenspaces to greater effect - making them exemplary locations that have multifaceted benefits for nature and people.</i>	Nurturing Nature	RF, E4A	3, 5, 6
21	<i>Develop a maintenance plan for our parks and greenspace such as Allerton Waste Recovery Park in North Yorkshire.</i>	Nurturing Nature	RF, E4A	3, 5
22	<i>Adopt a biodiversity first approach in the Local Development Plan and any supplementary planning document.</i>	Nurturing Nature	SED, RF, E4A	3
23	<i>Fully map Kirklees' Natural Capital, with the view of informing nature recovery plans for the district.</i>	Nurturing Nature	SED, RF	3
24	<i>Develop a rewilding plan for Kirklees.</i>	Nurturing Nature	RF, E4A	3, 4, 5
25	<i>Focus on nature-based solutions in all new infrastructure.</i>	Nurturing Nature	RF	3
26	<i>Protect and restore our peatlands.</i>	Nurturing Nature	RF	4
27	<i>Encourage regenerative agriculture techniques.</i>	Nurturing Nature	SED, RF	3

APPENDIX F: GLOSSARY OF TERMS

Table 9 contains several technical terms that are used throughout this document, accompanied by a definition.

Table 9: A glossary of technical terms used throughout the Environment Strategy.

Term	Definition
Accessible	Something that is easy to reach, understand or use, especially for people with disabilities or limitations. It implies that something is available or can be approached without difficulty, barriers, or obstacles.
Adaptation / Adaptability	The process of an adjustment to actual or expected climate and its effects to moderate harm or exploit beneficial opportunities.
Affordable	Describes something that is reasonably priced or within financial reach for most people.
Air Pollution	The contamination of the indoor or outdoor environment by any chemical, physical or biological agent that changes the natural characteristics of the atmosphere. Pollutants include particulate matter, carbon monoxide, ozone, nitrogen dioxide and sulphur dioxide.
Avoidable	Something that could have been prevented or circumvented if appropriate measures or certain actions had been taken.
Biodiversity Net Gain	Biodiversity Net Gain is an approach to development that leaves biodiversity in a better state than before. Where a development has an impact on biodiversity it encourages developers to provide an increase in appropriate natural habitat and ecological features over and above that being affected in such a way it is hoped that the current loss of biodiversity through development will be halted and ecological networks can be restored
Biodiversity offsets	Measurable conservation outcomes deigned to compensate for adverse or unavoidable impacts on biodiversity by projects. These should be done in addition too, not replacement of prevention and mitigation measures.
Climate Change	Refers to a change in the state of the climate that can be identified by changes in the mean and/or the variability of its properties, and that persists for an extended period, typically decades or longer.
Energy Efficient	The practice of using less energy to provide the same amount of useful output from a service (such as heating water, lighting, or cooling a fridge).
Green and Blue Infrastructure	A strategically planned network of natural and semi-natural areas with other environmental features designed and managed to deliver a wide range of ecosystem services such as water purification, air quality, space for leisure and climate change mitigation and adaptation.

<p>Green and Blue Space</p>	<p>Green spaces include parks, recreation grounds, public or private gardens, playing fields, play areas, woodland, and other natural areas, grassed areas, cemeteries and allotments, green roofs, and green walls, as well public right of ways (PROWS), such as bridleways, footpaths, canal towpaths and disused railway lines.</p> <p>Blue space includes canals, rivers, streams, ponds, lakes, and reservoirs.</p>
<p>Industrial Symbiosis</p>	<p>The collaborative relationship between different businesses or companies within industry. This can be through the exchange of resource – i.e. the waste or by-product of one business, is the raw material used by another. This reduces waste and makes better use of resources.</p>
<p>Natural Capital</p>	<p>Refers to the Earth’s natural resources and ecosystems that provide valuable services to humans and other species. These resources include things like clean air, fresh water, fertile soil, biodiversity, forests, and oceans.</p> <p>Just like financial capital, which we use to invest and create wealth, natural capital is essential for our well-being and survival.</p>
<p>Nature Based Solutions (NbS)</p>	<p>Approaches to addressing environmental and societal challenges by working with nature or mimicking natural processes. Instead of relying solely on traditional engineering or technological solution, NbS harness the power of ecosystems and biodiversity to provide sustainable and cost-effective solutions.</p>
<p>Nature Recovery</p>	<p>The process of returning nature to a previous state or condition after experiencing a setback, regaining health.</p>
<p>Net Zero Emissions</p>	<p>Net-zero emissions are achieved when emissions of greenhouse gases to the atmosphere are balanced by anthropogenic removals.</p>
<p>Peatland</p>	<p>A type of wetland characterised by the accumulation of peat, which is partially decayed organic matter. It forms in waterlogged conditions where the rate of plant growth exceeds the rate of decompositions, leading to a gradual build-up of organic material over thousands of years.</p>
<p>Regenerative Agriculture</p>	<p>A farming technique that focuses on soil health and ecosystem wellbeing. When soils are healthy, it produces more food and nutrition, stores ore carbon and increases biodiversity. An example is crop rotation to prevent soil depletion or contour ploughing.</p>
<p>Resilience</p>	<p>The capacity of social, economic, and environmental systems to cope with a hazardous event, trend or disturbance, responding of reorganising in ways that maintain their essential function, identity and structure.</p>
<p>Rewilding</p>	<p>The large-scale restoration of nature – allowing ecosystems to take care of themselves and thrive without human intervention – restoring habitats, natural processes</p>

Sustainability	The use of resources so that they last a long time and don't harm the environment or future generations.
Sustainable Neighbourhoods	Helping communities in Kirklees achieve a balance between the social, economic, and environmental aspects of sustainability, in line with the unique needs of that community. A sustainable neighbourhood has three key features: a vibrant street life, walkability, and affordability.
Tree Canopy	The amount of ground area covered by branches, leaves and stems from trees as viewed from above.
Vulnerability	The propensity or predisposition to be adversely affected. Vulnerability encompasses a variety of concepts and elements including sensitivity or susceptibility to harm and lack of capacity to cope and adapt.

APPENDIX G: RESIDENT SURVEY KEY OUTPUTS

A resident survey was created and published for comment over a three-week period.

The survey was structured around four original themes, which subsequently evolved into the strategy's current themes and 'Always-on' priorities, because of our co-design journey.

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APPENDIX G: RESIDENT SURVEY RESULTS

THEME 1: MINIMAL WASTE AND THE CIRCULAR USE OF RESOURCES

Question 9 was an open question and received 148 comments.

PROTECTING GREEN SPACES

Preserving and protecting green space by bringing an end to building on green belt landforms the biggest part of this theme. Respondents commented that too many mass housing developments in the area were responsible for damaging natural habitats and taking away the green, open spaces we need. Several respondents stressed that new housing should only be approved on brownfield sites.

“Protection of land that used to be green belt and is now earmarked for hundreds of buildings!”

“What is missing is that you have voted to build hideous houses on an ancient woodland, and you should be ashamed. Wildlife and woodland matter!”

“Stop building on green belt that’s my priority!!!! It’s unmanageable for local communities”.

Generating more biodiverse areas for wildlife, planting more trees and wildflowers, and creating community spaces for growing food were also suggested.

“Creating and protecting nature - green biodiverse areas for wildlife. Encouraging free food e.g., fruit trees, bushes, herbs.”

“Protecting and increasing biodiversity e.g., not using weedkillers.”

“Using nature-based solutions to develop biodiversity and help mitigate climate change.”

TRANSPORT, ROADS, AND TRAFFIC POLLUTION

There were several suggestions made in relation to roads and transport of ways in which pollution could be reduced. Respondents suggested improved efficiencies in road repairs, a reduction in speeding and people leaving their engines running and putting investment into improving/encouraging public transport and active travel.

“Encourage public transport, walking, cycling use to reduce pollutants from car use.”

“Better greener transport and related infrastructure”

“Ensure that road repair is done quickly so cars are not stopped at dig sites for ages.”

“Reduce the volume of traffic speeding through and polluting residential areas.”

Electric vehicles were also mentioned – council funded charge points and electrification of local buses were both suggested. Concerns were also raised however with the affordability of electric vehicles and the difficulty of installing charge points at certain properties.

IMPROVE RECYCLING

Criticism of the current lack of recycling options available in Kirklees were raised – respondents stated that making it easier for people to recycle from home was important, and that many people were unable to compost at home or visit a bottle bank due to many limiting factors. Kerbside glass and food waste collections were frequently suggested, with soft plastics also being mentioned.

“Kirklees has a terrible approach to recycling - there is not enough options at kerbside, even green waste like garden waste is almost impossible to get a brown bin for.”

“I can't recycle glass as the nearest bank is too far away. (No car!)”

“Glass recycling at home, food waste recycling at home, larger variety of options for recycling at the local recycling centre/tip”

“I live in Flockton, we haven't had a glass collection or a glass recycling centre for 5-6 years, this really isn't acceptable”.

Increasing home composting rates and offering incentives to people/businesses to recycle were also suggested.

“Providing incentive to recycle. Clubs and organisations could profit collecting cans to get money back.”

EDUCATION

Several respondents suggested that the best way to encourage people to change their behaviour was to educate them. This would enable them to make well-informed, environmentally friendly choices, and teach them what the consequences are of certain actions (e.g., fly tipping and littering).

Most respondents who commented on this issue suggested that schools and educators of children should play an important role, teaching topics such as waste reduction, recycling, and

sustainability. Wider communication and education of residents of all ages about key issues was also suggested.

“School should play their important part in raising awareness so that children know and apply in their daily life. That would be a big impact on environment in the years to come.”

“Better communication about what exactly Kirklees can recycle from our green bins so that we don't accidentally contaminate a lorry load.”

“Advertising (and TV) campaigns to positively encourage people to be mindful of the knock-on effects of despoiling the countryside with litter and fly tipping.”

“There is no visible form of education to residents in Kirklees around sustainability.”

“Encouraging schools and educators to include waste reduction, recycling etc on the curriculum and to adopt prominent waste reduction policies in their own institutions.”

THE RESPONSIBILITY OF BUSINESS

Several respondents commented that the emphasis should be on local businesses making changes as this would have a greater impact than individual householders.

People suggested that businesses should be encouraged to recycle, reduce waste, commit to sustainability targets, use green energy, and have a circular approach to resources.

“I think you are missing the important fact that first it should be the big corporation, developers, and businesses to step up. We, then, will follow.”

“Resource use and emissions in the UK are primarily driven by businesses and industry. Kirklees should aim to regulate local industry and businesses such that they are compliant with minimal waste and circular resource use.”

“Businesses, industry & organisations should also be able to recycle their waste. They currently do not benefit from Kirklees recycling waste collection as households do.”

“It seems like Kirklees will try to tell us to add insulation and to turn off our lights however the big-ticket items such as industry in this area is overlooked.”

Working with businesses and retailers to reduce waste in terms of excessive packaging and production of single use items was also raised.

“You can't reduce when supermarkets, stores, and places like Amazon supply you with so much in additional rubbish with your purchase in. I compost, recycle, food waste down the food disposal, and I still have too much waste provided by companies. Stop bullying homeowners into making changes when change needs to come from business.”

LITTERING, FLY-TIPPING AND WASTE SITES

Preventing fly-tipping and littering was frequently mentioned – respondents suggesting that there should be increased penalties such as larger fines for offenders.

The current approach of limiting access to household waste sites and how this possibly contributed to fly tipping was also raised. Offering free collection of unwanted items was suggested as this was potentially cheaper than clearing up fly-tipping.

Providing accessible collection points for small electrical items and allowing domestic disposal of rubble and soil were both called for.

“A real effort to prevent and remove fly-tipped waste. Investigate, prosecute, publicise, and punish the offenders.”

“Increasing accessibility for managing all waste. The current approach of limiting access just encourages fly tipping. E.g., No provision any more for hard core at sites. Result, hardcore fly tipped in country lanes with increased cost to the council in recovery and disposal, not to mention the eyesore.”

HOMES AND NEW BUILDS

Considering sustainability and energy efficiency when building and designing new build properties forms the key part of this theme. Respondents suggested that all new builds should be eco-friendly and properly insulated.

Addressing the difficulty of adding suitable insulation to older housing and repurposing old or derelict buildings as affordable accommodation were also mentioned.

“Every new building should have solar panels and no new fossil fuel boilers. Also use the rainwater within the building”

“We really need to get insulation homes both for the environment and energy security.”

REUSE, REPAIR AND RE-PURPOSE

Making it easier to reuse and repurpose household items and good quality clothing, such as providing more repair and upcycle hubs, was raised by several respondents.

“Why not have a scheme in place where people can take other people's waste. So rather than tip everything in skips at the recycling centres, create a slightly different set up which allows people to take things i.e., bits of wood or old furniture for an upcycling project etc.”

“Creating opportunities for communities to share and reuse items to reduce consumption. E.g., a library of 'stuff' where things like power washers, lawnmowers etc can be borrowed by people rather than purchasing new.”

“Support creation of repair businesses to prevent throwaway culture.”

Other similar suggestions included a local reusable nappy scheme, and a program of education to develop skills so that people can learn how to dismantle and repair appliances when they break down.

THEME 2: RESILIENT COMMUNITIES

Question 12 was an open question and received 71 comments.

PROTECTING GREEN SPACES

This was by far the biggest theme to emerge from the comments to this question. One of the biggest aspects of this theme was respondents calling for a stop to mass housing developments – especially on green belt or agricultural land. Protecting green space was described as vital in the fight against pollution and preserving the health and wellbeing of Kirklees.

“Stop building on our countryside.”

“Allowing the new buildings and utter devastation at Heybeck and Chidswell will destroy my mental and physical health and of those living in our area.”

“We need to keep are green spaces and not concrete over them. This is vital for the wellbeing of everyone.”

“Reducing pollution and protecting green, natural spaces.”

Making use of existing resources and using brownfield sites instead of building new houses on the greenbelt was suggested – such as renovating empty or derelict buildings.

“Protect the natural environment, reuse brownfield sites not greenbelt.”

“Utilising existing empty buildings for housing, offices etc rather than building housing developments in the green spaces which are so important to physical health and well-being. Working with owners of semi-derelict buildings to bring them back into use”.

“Maintain what exists already and restore the amazing historical buildings decaying under our eyes and change them into good homes rather than destroying our green belts for cheap horrible new builds! Leave the green belt green.”

Another suggestion to protect greenspace was to stop urban sprawl by building more high-rise accommodation; and putting a stop to new home developments in areas already densely populated in order to mitigate the strain placed on schools, roads, health systems and sewage networks.

Protecting agricultural land for food production, existing/ancient trees and flood absorption capacity were also raised.

“Mass house building in and around Lepton and Fenay Bridge is going to have a dreadful impact environmentally due to more flooding, more vehicles, more congestion, and more pollution all will felling ancient woodlands and paving over our green spaces. The Kirklees house building plans are a disaster for the community and the local environment.”

ENERGY PRODUCTION / TACKLING POLLUTION

Comments in this theme centred on accessible affordable renewal energy, community-based approaches such as energy community cooperatives, fracking, reducing light pollution at night, renewable resources and making homes and businesses more energy efficient.

“Providing good quality insulation for all starting with Band A housing, getting to those in most need.”

“Again, seriously insulation is key.”

“Wind and Solar is not the answer - we should really be thinking about allocating sites for the Rolls Royce small modular nuclear reactors which are safe and scalable for clean, sustainable, reliable energy. Kirklees should setup an independent energy company and then can sell excess energy to other towns providing a dividend to those living in Kirklees which could be used to invest in the region.”

“Promoting renewable energy production.”

CRITICISM OF COUNCIL

Some commenters were critical of Kirklees Council decision making.

“Kirklees have a terrible environmental record and need to start doing rather than paying lip service.”

“It is hard to believe that given this survey the council are in the brink of allowing a massive Amazon warehouse to be built in Scholes and a housing industrial park in chidswell. Both of these to be built on green field sites. The council needs to talk to itself because you can't be taken seriously when the two things are going on”.

“Forget your 2038 target. Renewables don't produce enough. Look at your turbines on the civic centre, waste of public money, not your money, our money.”

“Council tax is not linked to sustainability and no opportunity to reduce for greener households No viable incentivisation schemes for residents or industry Household recycling centres are inaccessible by the most financially challenged sectors of our community e.g. those who rely on

public transport This survey feels inadequate in the options available - will this be sent to the industrial partners in the area ?”

COMMUNITY FOCUS

Comments in this theme were around building community networks to provide a sense of belonging, community-based compost schemes, and education.

“Encourage community-based approaches e.g. supporting energy community cooperatives.”

“Encouraging community responsibilities to reduce waste. Such as encouraging the use of apps such as share waste so local composts can benefit from other people in our communities. Also, OLIO”

AFFORDABILITY

Commenters were concerned about the affordability of measures, particularly given the cost-of-living crisis.

“The increasing costs affect all but poorest first and hardest (they are often the most vulnerable).”

“If it costs a lot of people won’t do it.”

“No emphasis on shared benefits from tackling climate change. The poorest and most vulnerable could and should gain real benefits. Emphasising that the less affluent cannot meet the costs can become an excuse for not making changes that are equitable. Feeds into climate change action opponent’s agenda.”

ROADS AND TRAVEL

Comments in this theme were around active travel schemes, zero or reduced traffic zones and public transport improvements.

“Resilient communities could also involve having zero- or reduced-traffic zones - adopting a people-centred not traffic-centred urban infrastructure.”

“You left off public transport why? It needs to improve greatly to get cars off the road. Also, we need to keep green spaces and not concrete over them. This is vital for the wellbeing of everyone.”

“Resilient communities could also involve having zero- or reduced-traffic zones - adopting a people-centred not traffic-centred urban infrastructure.”

THEME 3: IMPROVED BIODIVERSITY AND NATURAL ENVIRONMENT

Question 15 was an open question and received 96 comments.

CONSIDER LAND USE

This was the largest theme amongst respondents to this question. Concerns were raised about building on greenspace.

“Green spaces in Fenay bridge and lepton are being built on! how is this being allowed when there are brown sites?”

“Stop housing being built near woodland and protect our green belt especially when there are lots of brownfield sites to use. Again, it is down to developers and the council making as much money as possible 😡”

There was also opposition to the new Amazon site.

“The proposed amazon warehouse in Scholes goes against ALL of these!”

“Do not destroy green field sites by building massive Amazon warehouses in them.”

PROTECTION AND CREATION OF GREENSPACES

The next most popular theme was around the protection, maintenance, and creation of greenspaces. Commenters thought this could be built into planning regulations.

“I think Kirklees Planners need to up their game in terms of ensuring the existing habitats are not degraded by the plethora of development sites in our borough. Time and time again developers are allowed to build without adequate provision to enhance biodiversity, alleviate flooding and provide active travel infrastructure. It riles me that you undertake surveys like this from one department then do not enforce the robust statements from the Local Plan. I would also iterate that the wealth of green spaces are not well managed in what could be a much more accessible and diverse blue-green infrastructure in Kirklees.”

Some commenters wanted the protection and maintenance of greenspaces in order to boost biodiversity and to have an impact on carbon absorption.

“Stop mowing as much and sow wildflowers to encourage insects and butterflies which are rapidly declining.”

“Protecting and maintaining healthy trees in public spaces and roadsides especially large old ones that absorb a lot of carbon.”

HOLISTIC/PARTNERSHIP APPROACH

The next most common theme was around taking a holistic approach to improving biodiversity and the natural environment.

“This is so hard to compartmentalise as the theme requires a holistic approach to moorlands, water tables/water systems. tree planting, land use management- “

“Work with schools, to develop grounds as biodiverse, teaching children and trusting them to manage. Working with large landowners, sort out planning rules, encourage builders to be sustainable, include biodiversity, suds etc, or go elsewhere!”

Some commenters also made suggestions of taking a partnership approach.

“Support community groups who are happy to maintain green spaces. Enforce rules about littering and polluting green spaces.”

EDUCATION/SKILLS

Commenters in this theme were concerned with education of the community and in schools.

“Education on biodiversity e.g. help residents to garden with biodiversity in mind.”

“Encouraging early healthy habits. School street schemes to reduce pollution around local schools. To protect the health of our future generations. Lots of councils including Calderdale are already signed up to school streets so it’s time we see Kirklees doing this.”

WATER PROTECTION/MANAGEMENT

Comments in this theme were around moorland regeneration, reducing tarmac and concerns about sewage.

“Moorland regeneration should include restoration of water absorbing areas to reduce rapid water flow flooding lower valleys due to increased extreme heavy rainfall brought on by warmer climates.”

“Limit the use of tarmac on pavements etc. that can lead to overburden of the drainage systems and localised flooding of homes.”

“These sewage firms being allowed to dump massive loads of human waste into our rivers is unacceptable. Stop it now or the public will act.”

POLLUTION/LITTERING PREVENTION

Commenters had concerns about littering and fly tipping and about pollution.

“More needs to be done to tackle littering. Both in respect of punishing the culprits and in bringing together /supporting community groups to clear spaces that are adversely affected.”

“Overuse of traffic control systems for minor roadworks resulting in traffic holdups with engines idling and uselessly pumping waste into the environment.”

SUPPORT FOR FARMERS

The last theme for this question is around support for farmers including adoption of environmentally friendly land management practices.

“Helping farmers adopt more nature-friendly land management practices.”

THEME 4: A LOW EMISSION, LOW IMPACT DISTRICT

Question 18 was an open question and received 98 comments.

LEADERSHIP/POLICY

The most common theme for this question was around the Council taking a leadership role in creating a low emission, low impact district including policy decisions that prioritise this. There were concerns that the 2038 target for net zero was not soon enough.

“The Net Zero Carbon Target needs to be hit sooner than 2038”.

“Net Zero new homes, no new gas boilers, tons of bike routes, zero car neighbourhoods, net zero as the norm”

“Push for a flight free Kirklees through education about the carbon cost of it. Lead by example - have every member of the council pledge to be flight free. Push for the carbon cost of everything we use and buy to be provided at the point of sale, so people actually know what they're choosing. This ignorance that is treasured by polluting businesses should be tackled. People actually want to know the environmental impact of their choices but it's currently a guess and a stab in the dark.”

“Voluntary scheme where residents can contribute additional amount per month/annum via council tax to create a co-operative scheme generating renewable electricity via solar/hydro/wind for residential/business consumers over a period of time. Residents receive % share of profits & additional income feeds back to support council services. Council then benefits via diverse income & sustainable renewable energy; residents receive additional income & we're contributing towards sustainable future. Additional revenues could be used to support social schemes for solar on council buildings, thereby adding additional revenues & cussing costs & carbon emissions.”

CONSIDER AND USE

As in the previous question, commenters had concerns about how land is used.

“To be mindful of taking away farmable land for industry buildings. Most land can be built on but not all land can be farmed. We need more locally grown produce to cut carbon footprints.”

“Protecting our greenfield sites from development, maintaining green corridors for wildlife, protecting our trees, and planting more. Ensuring the natural environment is protected for everyone to enjoy, benefiting our mental health and wellbeing in a natural, positive way.”

“I repeat chidswell and Amazon Scholes both go against this environmental aim. They will forever change the local and wider environment by removing green spaces and adding pollution, air, noise light. These plans have to be agreed by all sections of the council and not just the planning committee who don't seem to care. This is not a joined-up council and nor is it joined up to other local councils who are also proposing massive housing projects in appropriate areas, i.e. Calderdale and the Clifton project. Which will also impact Scholes by massively increasing the amount of traffic through the village heading to the motorway.”

Concerns were raised around the new Amazon warehouse in this question too.

“Kirklees will not meet net zero emission targets if the Amazon warehouse at chain bar gets built, several thousand vehicles will operate 24 hours a day. Kirklees is granting planning permission in green belt across the whole district, basically everything this survey is trying to promote Kirklees is doing the total opposite. Kirklees is the worst performing council on every level.”

INFRASTRUCTURE IMPROVEMENTS

Some comments were around the need for infrastructure improvements to allow for active travel and electric vehicle charging.

“We need better cycling infrastructure too, otherwise we'll just keep getting more and more cars and more congestion, which is bad in many ways, even if they're EVs. Prioritise active travel over electric vehicles please.”

“EV charging infrastructure required for those without driveways.”

IMPROVED PUBLIC TRANSPORT ACCESS

Commenters in this theme had concerns about the usability of public transport including connectivity and desirability.

“Transport at times is joke particularly the trains - pointless changing transport strategies if they don't work after you have implemented them? Why”

“A hard look needs to be given to public transport. To many oversized and empty buses running on narrow rural roads, belching out diesel fumes. The Lake district pioneered the use of Hopper minibuses with great success years ago. I cannot help but feel that the bleat of more public transport fails to take a hard look at the provision and demand. Look at how cars have improved over the past 20 years, and yet buses are pretty much unchanged over the last 50. Uncomfortable seats, noisy, no entertainment, steamed up windows drafty could and slow. Time for a rethink and an end to feeding subsidies to below standard providers.”

RECYCLE/REUSE/WASTE MANAGEMENT

Concerns were raised about the availability of recycling facilities as well as facilities for people to reuse.

“I think there needs to be an option to have large communal bins near every main road or shop etc. for people to recycle more plastics that cannot be readily recycled through the bins that get collected from households. e.g., like the terrace cycle boxes... so much more would be caught. Also, a stop on large supermarkets using single use plastics in Kirklees. There are cellulose based packaging or paper packaging that could be used.”

“Increased access to circular and zero waste Facilities such as community composting sites for green and food waste, zero waste shopping, Facilities for people to sell, swap and give away unused items that can have a second life such as furniture and clothing. And repair Facilities”

EDUCATION

“I’d do with a reminder about which plastics Kirklees recycles following the addition of extras.”

“Under knowledge and education, include the importance of collective good intent in taking a pride in looking after our environment at every level available to us.”

PROTECTION FOR NATURAL ENVIRONMENT

“Protecting our greenfield sites from development, maintaining green corridors for wildlife, protecting our trees, and planting more. Ensuring the natural environment is protected for everyone to enjoy, benefiting our mental health and wellbeing in a natural, positive way.”

LOCALISATION

“That walking, running and cycling will take over as the main form of transport - need to create a better infrastructure - smart district that reduces the need to travel - encourage working close to home.”



REPORT TITLE: Pay Policy Statement 2024/25 (Reference from Personnel Committee)

Date:	Council 17/7/2024
Cabinet Member	Cllr Cathy Scott
Key Decision Eligible for Call In	No No
<p>Purpose of Report To comply with the requirements of Sections 38 – 43 of the Localism Act 2011, that the authority produces a policy statement that covers matters concerning the pay of the authority’s principal Chief Officers.</p>	
<p>Recommendations</p> <ul style="list-style-type: none"> That Council approve the annual Pay Policy Statement for 2024-25. <p>Reasons for Recommendations</p> <ul style="list-style-type: none"> That Council approve the annual Pay Policy Statement attached to this report in accordance with the 2011 Localism Act, which was previously considered by Personnel Committee on 2 July 2024. 	
<p>Resource Implications:</p> <ul style="list-style-type: none"> There is sufficient revenue budgetary provision within the approved budget plans for 2024/25 to implement the attached 2024/25 pay policy statement. 	
<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>Rachel Spencer-Henshall 21.06.24</p> <p>Kevin Mulvaney 21.06.24</p> <p>Samantha Lawton 21.06.24</p>

Electoral wards affected: All

Ward councillors consulted: All

Public or private: Public

Has GDPR been considered? This report contains no information that falls within the scope of the General Data Protection Regulation.

1. Executive Summary

- Sections 38 – 43 of the Localism Act 2011 requires that the authority produce a policy statement that covers several matters concerning the pay of the authority's staff, principally Chief Officers. The attached policy statement appendices meet the requirements of the Localism Act.
- Section 39 (1) of the Localism Act 2011 specifically include the requirement that a relevant authority's pay policy statement must be approved by a resolution of the authority before it comes into force, and as per Section 39 (3) of the Act, that each subsequent annual statement must be prepared and approved before the end of the 31 March immediately preceding the financial year to which it relates.

2. Information required to take a decision.

- The report is submitted to ensure that the Council complies with the requirements of Sections 38 – 43 of the Localism Act 2011. This requires the Council to produce an annual pay policy statement that covers matters concerning the pay of the authority's principal Chief Officers. It also requires a Council resolution to approve the annual statement before the end of the 31 March immediately preceding the financial year to which it relates.
- This policy also has some connection with the data on pay and rewards for staff which the Authority publishes under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations (2015). This policy statement does not cover or include school staff and is not required to do so.
- The proposed 2024/25 Pay Policy Statement is attached in more detail for Council approval.

3. Implications for the Council

3.1 Working with People N/A

3.2 Working with Partners N/A

3.3 Place Based Working N/A

3.4 Climate Change and Air Quality N/A

3.5 Improving outcomes for children N/A

3.6 Financial Implications

There is sufficient revenue budgetary provision within the approved budget plans for 2024/25 to implement the attached 2024/25 pay policy statement.

- 3.7 **Legal Implications**
None to report
- 3.8 **Other (e.g., Risk, Integrated Impact Assessment or Human Resources)**
None to report
4. **Consultation**
N/A
5. **Engagement**
N/A
6. **Options**
- 6.1 **Options considered**
N/A
- 6.2 **Reasons for recommended option**
N/A
7. **Next steps and timelines**
Subject to approval, to publish the Pay Policy Statement on the Council's Internet site, to meet the requirements of the Localism Act.
8. **Contact officer**
Shauna Coyle – Head of People Services, shauna.coyle@kirklees.gov.uk
Margaret Lunn – Human Resources Partner, People Services,
Margaret.lunn@kirklees.gov.uk
9. **Background Papers and History of Decisions**
2023-24 Pay Policy Statement approved and published on the Council Website.
Government Pay policy statement guidance: [Openness and accountability in local pay: supplementary guidance - GOV.UK](#)
10. **Appendices**
Ai) Kirklees Pay Policy Statement 2024/25
Remuneration of Chief Officers
Kirklees Council Single Status Grades (1st April 2023) this will be subject to the national pay award consultations for 2024/25.
Range of Policies
11. **Service Director responsible**
Rachel Spencer-Henshall – Strategic Director Corporate Strategy, Commissioning and Public Health

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Kirklees Council – Pay Policy Statement

1 April 2024 to 31 March 2025

Introduction

Sections 38 – 43 of the Localism Act 2011 requires that the authority produce a policy statement that covers matters concerning the pay of the authority's staff, principally Chief Officers. This policy statement meets the requirements of the Localism Act in this regard and also meets the requirements of guidance issued by the Secretary of State for Communities and Local Government to which the authority is required to have regard under Section 40 of the Act. This policy also has some connection with the data on pay and rewards for staff which the Authority publishes under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations (2015). This policy statement does not cover or include school staff and is not required to do so.

Definition of officers covered by the Policy Statement

This policy statement covers the following posts:

- a) Head of the Paid Service, which in this authority is the post of
 - Chief Executive.

- b) Monitoring Officer, which in this authority is the post of
 - Service Director - Governance & Commissioning

- c) Statutory Chief Officers, which in this authority are the posts of
 - Strategic Director - Children & Families
 - Strategic Director - Adults & Health
 - Strategic Director - Corporate Strategy, Commissioning & Public Health
 - Service Director – Finance (Section 151 Officer)

- d) Non-statutory Chief Officers, which in this authority is the post of
 - Strategic Director - Growth & Regeneration

- e) Deputy Chief Officers, (those who report directly to a Statutory or Non-Statutory Chief Officer) which in this authority are the posts of:
 - Service Director – Child Protection & Family Support
 - Service Director – Learning & Early Support
 - Service Director – Resources, Improvement & partnerships
 - Service Director – Communities & Access Services
 - Service Director – Adults Social Care Operation
 - Service Director – Learning Disabilities & Mental Health
 - Service Director – Development
 - Service Director – Homes & Neighbourhoods
 - Service Director – Skills & Regeneration
 - Service Director – Environmental Strategy & Climate Change
 - Service Director – Culture & Visitor Economy
 - Service Director – Highways & Streetscene

- Service Director – Strategy & Innovation
- Head of People Services
- Consultant in Public Health
- Head of Health Protection
- Head of Improving Population Health
- Head of Accountancy
- Head of Commercial Services
- Head of Welfare & Exchequer Services
- Head of Finance

Policy on remunerating Chief Officers

The authority's policy on remunerating Chief Officers is set out on the schedule that is attached to this policy statement at Appendix A. It is the policy of this authority to establish a remuneration package for each Chief Officer post that is sufficient to attract and retain staff of the appropriate skills, knowledge, experience, abilities, and qualities that is consistent with the authority's requirements of the post in question at the relevant time, which may include reference to appropriate benchmarks.

Following the implementation of Single status, all Chief Officers are paid in accordance with the Council's pay spine including national pay awards.

Policy on remunerating the lowest paid in the workforce.

The authority applies terms and conditions of employment that have been negotiated and agreed through appropriate collective bargaining mechanisms (national or local) or as a consequence of authority decisions, these are then incorporated into contracts of employment. This authority revised the pay spine with effect from 1 April 2019 to recognise the implementation of the national minimum wage. The lowest pay point in this Authority, is Grade 1, Spinal Column Point (SCP) 2; £11.59 hourly rate.

The pay rate is increased in accordance with any pay settlements which are reached through the National Joint Council for Local Government Services. (The 2023 pay spine shown at Appendix B, will be subject to the national pay award consultations, for 2024/25).

From April 2024, the government is revising the criteria for national living wage payments. Therefore, the authority has reviewed the implementation of apprenticeship rates of pay from the 1st of April 2024, the Year 1 rate will be increased in line with the percentage set by Government for the national living wage, this year the hourly rate will be £11.18 and the Year 2 onwards rate will be £11.44 per hour, in accordance with the national living wage requirements. The rates are paid to all apprentices and is not related to the age of the apprentice.

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

The highest paid (actual) salary in this authority is £166,866 bottom of Grade 24 SCP 72, which is paid to Steve Mawson. The median (full time equivalent) salary* in this authority (not including Schools or other external organisations) is £28,770 second point of Grade 7 SCP 17.

***Median**

The median is the value falling in the middle when the data items are arranged in an array of either ascending or descending order. If there is an odd number of items, the median is the value of the middle item. If there is an even number of items, the median is obtained by taking the mid points of the two middle points (add middle points together and divide by 2).

Excluded: Kirklees active Leisure, Maintained Schools, Academies, Claiming Teachers, Temp Direct, Teachers pensions, Casual and Paymaster Only Contracts, any record where the actual salary is zero.

The ratio between the two salaries, the 'pay multiple', is 5.80:1.

This authority does not have a policy on maintaining or reaching a specific 'pay multiple', however the authority is conscious of the need to ensure that the salary of the highest paid employee is not excessive and is consistent with the needs of the authority as expressed in this policy statement and its wider pay policy and approach.

The authority's approach to the payment of other staff is to pay that which the authority needs to pay to recruit and retain staff with the skills, knowledge, experience, abilities, and qualities needed for the post in question at the relevant time, which may include reference to appropriate benchmarks, and to ensure that the authority meets any contractual requirements for staff including the application of any local or national collective agreements, or authority decisions regarding pay.

Policy on other aspects of Chief Officer Remuneration

Other aspects of Chief Officer remuneration are appropriate to be covered by this policy statement, these other aspects are defined as recruitment, pay increases, additions to pay, performance related pay, earn back, bonuses, termination payments, transparency, and re-employment when in receipt of a Local Government Pension Scheme (LGPS) pension or a redundancy/severance payment. These matters are addressed in the schedule that is attached to this policy statement at Appendix C).

Approval of Salary Packages in excess of £100k

The authority will ensure that, at the latest before an offer of appointment is made, any salary package for any new post that is not currently included within Appendix A (not including schools and any initial transfer to the Council under TUPE), that is in excess of £100k will be considered by full Council. The salary package will be defined as base salary, any bonuses, fees, routinely payable allowances, and benefits in kind that are due under the contract.

Flexibility to address recruitment issues for vacant posts

In the vast majority of circumstances, the provisions of this policy will enable the authority to ensure that it can recruit effectively to any vacant post. There may be exceptional circumstances when there are recruitment or retention difficulties for a particular post and where there is evidence that an element or elements of the remuneration package are not sufficient to secure an effective appointment or retention through for example market supplements or recruitment and retention payments. This policy statement recognises that this

situation may arise in exceptional circumstances and therefore a departure from this policy can be implemented without having to seek full Council approval for a change of the policy statement. Such a departure from this policy will be expressly justified in each case and will be approved through an appropriate authority decision making route.

Policy for future years

This policy statement will be reviewed each year and will be presented to full Council each year for consideration in order to ensure that a policy is in place for the authority prior to the start of each financial year.

Remuneration of Chief Officers

Appendix A

Job Category	Employment Conditions either Chief Execs, Chief Officer, or Local Government Scheme (LGS)	Post Title	Salary Band* **	Expenses ***	Performance Related Pay (PRP) Arrangements	Earn Back Arrangements	Bonus	Non-Cash Benefits	Election Fees	Any Joint Authority Payments
A Head of Paid Service	LGS	Chief Executive	£165,000 - £195,999	***	No	No	No	No	Contract includes duties of returning officer for District, Regional, & Parliamentary elections. Election duty fees are a normal part of the salary for local elections. (NB to be reviewed) Additional payment for other national elections are paid at the nationally agreed rate depending upon the type of election.	No
B Monitoring Officer	LGS	Service Director Governance & Commissioning (Monitoring Officer)	£95,000 - £111,999	***	No	No	No	No	No	No
C Statutory Chief Officers	LGS	Strategic Director Children & Families	£130,000 - £145,999	***	No	No	No	No	Election duty fees are in accordance with normal authority procedures	No
C Statutory Chief Officers	LGS	Strategic Director Adults & Health	£130,000 - £145,999	***	No	No	No	No	Election duty fees are in accordance with normal authority procedures	No
C Statutory Chief Officers	LGS	Strategic Director - Corporate Strategy, Commissioning & Public Health	£130,000 - £145,999	***	No	No	No	No	Election duty fees are in accordance with normal authority procedures	No

Job Category	Employment Conditions either Chief Execs, Chief Officer, or Local Government Scheme (LGS)	Post Title	Salary Band* **	Expenses ***	Performance Related Pay (PRP) Arrangements	Earn Back Arrangements	Bonus	Non-Cash Benefits	Election Fees	Any Joint Authority Payments
C Statutory Chief Officers	LGS	Service Director - Finance (Section 151 Officer)	£95,000 - £111,999	***	No	No	No	No	No	No
D Non -Statutory Chief Officers	LGS	Strategic Director Growth & Regeneration	£130,000 - £145,999	***	No	No	No	No	Election duty fees are in accordance with normal authority procedures	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Child Protection & Family Support	£95,000 - £111,999	***	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Learning & Early Support	£95,000 - £111,999	***	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Resources, Improvement & Partnerships	£95,000 - £111,999	***	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Communities & Access Services	£95,000 - £111,999	***	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Adult Social Care Operation	£95,000 - £111,999	***	No	No	No	No	No	No

Job Category	Employment Conditions either Chief Execs, Chief Officer, or Local Government Scheme (LGS)	Post Title	Salary Band* **	Expenses ***	Performance Related Pay (PRP) Arrangements	Earn Back Arrangements	Bonus	Non-Cash Benefits	Election Fees	Any Joint Authority Payments
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Learning Disabilities & Mental Health	£95,000 - £111,999	***	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Development	£95,000 - £111,999	***	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Homes & Neighbourhoods	£95,000 - £111,999	***	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Skills & Regeneration	£95,000 - £111,999	***	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Environmental Strategy & Climate Change	£95,000 - £111,999	***	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Culture & Visitor Economy	£95,000 - £111,999	***	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Highways & Streetscene	£95,000 - £111,999	***	No	No	No	No	No	No

Job Category	Employment Conditions either Chief Execs, Chief Officer, or Local Government Scheme (LGS)	Post Title	Salary Band* **	Expenses ***	Performance Related Pay (PRP) Arrangements	Earn Back Arrangements	Bonus	Non-Cash Benefits	Election Fees	Any Joint Authority Payments
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Strategy & Innovation	£95,000 - £111,999	***	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of People Service	£75,000 - £88,999	***	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Consultant in Public Health	£75,000 - £88,999	***	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of Health Protection	£75,000 - £88,999	NHS agenda for change has common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of Improving Population Health	£59,000 - £69,999	***	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of Accountancy	£59,000 - £69,999	***	No	No	No	No	No	No

Job Category	Employment Conditions either Chief Execs, Chief Officer, or Local Government Scheme (LGS)	Post Title	Salary Band* **	Expenses ***	Performance Related Pay (PRP) Arrangements	Earn Back Arrangements	Bonus	Non-Cash Benefits	Election Fees	Any Joint Authority Payments
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of Commercial Services	£59,000 - £69,999	***	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of Welfare & Exchequer Services	£59,000 - £69,999	***	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of Finance	£59,000 - £69,999	***	No	No	No	No	No	No

* Salary is Full Time Equivalent - salary bands quoted reflect pay levels as of 1 April each year.

** 2024 Salaries are still to be confirmed (subject to pay award) salary band based on 2023 salaries.

*** Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.

Kirklees Council Single Status Salary Grades

Appendix B

Grade	SCP	Salary		Grade	SCP	Salary
Apprentice	Year 1	£21,569		14	40	£48,474
Apprentice	Year 2	£22,071		14	41	£49,498
1	1	£22,366		14	42	£50,512
2	2	£22,366		15	43	£51,515
3	3	£22,737		15	44	£52,437
4	4	£23,114		15	45	£53,407
4	5	£23,500		16	46	£54,317
5	5	£23,500		16	47	£55,267
5	6	£23,893		17	48	£56,199
6	7	£24,294		17	49	£57,145
6	8	£24,702		17	50	£58,094
6	9	£25,119		18	51	£59,060
6	10	£25,545	Not used	18	52	£59,840
6	11	£25,979		18	53	£61,025
Unused	12	£26,421		19	54	£62,035
Unused	13	£26,873		19	55	£63,071
7	14	£27,334		19	56	£64,489
7	15	£27,803		19	57	£69,064
7	16	£28,282	Not Used	20	58	£77,282
7	17	£28,770		20	59	£82,768
Unused	18	£29,269		20	60	£88,668
8	19	£29,777		21	61	£88,290
8	20	£30,296		21	62	£94,594
8	21	£30,825	Not Used	21	63	£101,333
8	22	£31,364		22	64	£96,948
9	23	£32,076		22	65	£104,097
9	24	£33,024		22	66	£111,242
9	25	£33,945		23	67	£132,260
9	26	£34,834		23	68	£135,424
10	27	£35,745		23	69	£138,773
10	28	£36,648		23	70	£142,029
10	29	£37,336		23	71	£145,287
10	30	£38,223		24	72	£166,866
11	31	£39,186		24	73	£172,363
11	32	£40,221		24	74	£177,856
11	33	£41,418		24	75	£183,352
12	34	£42,403		24	76	£188,848
12	35	£43,421		24	77	£194,346
12	36	£44,428				
13	37	£45,441				
13	38	£46,464				
13	39	£47,420				

*Revised Pay spine Implemented 1st April 2023

** 2024 Salaries are still to be confirmed salary band based on 2023 salaries

*** Apprenticeship rates of pay are increased in accordance with the national minimum wage and national living wage requirements (rates shown are from 01.04.2024).

Range of Kirklees Policies

Appendix C

Aspect of Chief Officer Remuneration	Authority Policy
Recruitment	The post will be advertised and appointed to at the appropriate approved salary for the post in question level unless there is good evidence that a successful appointment of a person with the required skills, knowledge, experience, abilities, and qualities cannot be made without varying the remuneration package. In such circumstances a variation to the remuneration package is appropriate under the authority's policy and any variation for example in relation to payments for elections will be approved through the appropriate authority decision making process.
Pay Increases	The authority will apply any pay increases that are agreed by relevant national negotiating bodies and/or any pay increases that are agreed through local negotiations. Following the implementation of Single status, all Chief officers are paid in accordance with the Council's pay spine including national pay awards. The authority will also apply any pay increases that are as a result of authority decisions to significantly increase the duties and responsibilities of the post in question beyond the normal flexing of duties and responsibilities that are expected in senior posts.
Additions to Pay	The authority would not make additional payments beyond those specified in the appropriate policies i.e., Market Rate Supplement, Recruitment and Retention, Acting Up or Honoraria payments.
Performance Related Pay (PRP)	The authority does not operate a performance related pay system as it believes that it has sufficiently strong performance management arrangements in place to ensure high performance from its senior officers. Any areas of under-performance are addressed rigorously by utilising the Performance Management system.
Earn-Back (Withholding an element of base pay related to performance)	The authority does not operate an earn-back pay system as it believes that it has sufficiently strong performance management arrangements in place to ensure high performance from its senior officers. Any areas of under-performance are addressed rigorously.
Bonuses	The authority does not pay bonus payments to senior officers.

Aspect of Chief Officer Remuneration	Authority Policy
Termination Payments	The authority applies its normal redundancy payments arrangements to senior officers and does not have separate provisions for senior officers. The authority also applies the appropriate Pensions regulations when they apply. The authority has agreed policies in place on how it will apply any discretionary powers it has under Pensions regulations. Any costs that are incurred by the authority regarding senior officers are published in the authority accounts as required under the Accounts and Audit (England) Regulations 2015.
Transparency	The authority meets its requirements under the Localism Act, the Code of Practice on Data Transparency and the Accounts and Audit Regulations in order to ensure that it is open and transparent regarding senior officer remuneration.
Re-employment of staff in receipt of a Local Government Pension Scheme Pension or a redundancy/severance payment	<p>The authority is under a statutory duty to appoint on merit and has to ensure that it complies with all appropriate employment and equalities legislation. The authority will always seek to appoint the best available candidate to a post who has the skills, knowledge, experience, abilities, and qualities needed for the post.</p> <p>The authority will therefore consider all applications for candidates to try to ensure the best available candidate is appointed. If a candidate is a former employee in receipt of an LGPS pension or a redundancy payment this will not rule them out from being re-employed by the authority. Clearly where a former employee left the authority on redundancy terms then the old post has been deleted and the individual cannot return to the post as it will not exist.</p> <p>The authority will apply the provisions of the Redundancy Payments Modification Order regarding the recovery of redundancy payments if this is relevant. Pensions Regulations also have provisions to reduce pension payments in certain circumstances to those who return to work within the local government service.</p>



REPORT TITLE: Appointment of Chair – Health and Wellbeing Board

Meeting:	Council
Date:	17 July 2024
Cabinet Member (if applicable)	Not applicable
Key Decision	No
Eligible for Call In	No – Non Executive Decision
Purpose of Report - This report seeks the appointment of the Health and Wellbeing Board for the remainder of the 2024/2025 municipal year.	
<p>Recommendations</p> <p>That Council appoint the Chair of Health and Wellbeing Board, with immediate effect, for the remainder of the 2024/2025 municipal year.</p> <p>Reasons for Recommendations</p> <p>Health and Wellbeing Board comprises a membership of 5 Elected Members, three of whom are drawn from Cabinet. The current Membership is Councillor Scott, Councillor Pattison, Councillor Thompson and two Cabinet vacancies. Council is asked to appoint a Chair of the Board.</p>	
Resource Implications: Not applicable	
Date signed off by <u>Strategic Director</u> & name	Rachel Spencer Henshall 08.07.24
Is it also signed off by the Service Director for Finance?	Kevin Mulvaney Not applicable
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Samantha Lawton 03.07.24

Electoral wards affected: Not applicable

Ward councillors consulted: Not applicable

Public or private: Public

Has GDPR been considered? There are no GDPR implications

1. Executive Summary

This report seeks the appointment of the Health and Wellbeing Board for the remainder of the 2024/2025 municipal year.

2. Information required to take a decision

Health and Wellbeing Board comprises a membership of 5 Elected Members, three of whom are drawn from Cabinet. The current Membership is Councillor Scott, Councillor Pattison, Councillor Thompson and two Cabinet vacancies. Council is asked to appoint a Chair of the Board.

3. Implications for the Council

3.1 **Council Plan** – Not applicable

3.2 **Financial Implications** – Not applicable

3.3 **Legal Implications** - Not applicable

3.8 **Other (eg Risk, Integrated Impact Assessment or Human Resources)** – Not applicable

4. **Consultation** – Not applicable

5. **Engagement** – Not applicable

6. Options

6.1 **Options considered** – Not applicable

6.2 **Reasons for recommended option** - Not applicable

7. Next steps and timelines

To follow up associated administrative matters related to the appointment.

8. Contact officer

Leigh Webb, Acting Head of Governance

9. **Background Papers and History of Decisions** – Not applicable

10. **Appendices** – Not applicable

11. Service Director responsible

Samantha Lawton – Service Director for Legal, Governance and Commissioning

COUNCIL MEETING

Wednesday 17 July 2024

AGENDA ITEM 16 – WRITTEN QUESTIONS SUBMITTED IN ACCORDANCE WITH COUNCIL PROCEDURE RULE 12

1	<p>Question from Councillor Munro to the Leader of the Council – Councillor Scott</p> <p>“How much additional money has been spent so far on consultancy fees and architects fees in relation to each change made to the cultural heart plans for Huddersfield?”</p> <p>The response of the Leader of the Council</p> <p>The development and design process for a project of the scale of Our Cultural Heart is a continual process. The decision by Cabinet to phase Our Cultural Heart process means that design work is staggered over time, with design detail fixed for Phase 1 and progressing thorough the standard RIBA stages for subsequent phases. Details of each Phase and the costs associated with any major changes are detailed in the previous 4 Cabinet reports:</p> <ul style="list-style-type: none"> • 21st Dec 2023 Kirklees Cultural Heart - part of the Huddersfield Blueprint - Phase 1 Gateway 4 • 27th June 2023 Kirklees Cultural Heart - part of the Huddersfield Blueprint - Gateway 3 • 21st Sept 2022 Delivering the Cultural Heart - Gateway 2: Outline Business Case • 16th Nov 2021 Delivering the Cultural Heart - Gateway 1: Strategic Outline Case <p>Critically, all design and development costs are met from within the agreed budgets for each phase. The overall budget for Our Cultural Heart is not increased when there are changes that require further design work or specialist input, so no additional money has been spent so far on consultancy fees and architects fees in relation to changes made to the Cultural Heart plans.</p>
2	<p>Question from Councillor Munro to the Leader of the Council – Councillor Scott</p> <p>“How can it be said the Council is supporting communities and local community groups such as our community libraries and community library volunteers, when its proposal is to withdraw funding for these libraries such as Kirkheaton library and withdraw paid staff?”</p> <p>The response of the Leader of the Council</p> <p>Kirklees has an extensive library network, more extensive than many councils and yet faces the same or worse financial challenges than many councils that have already significantly reduced their library networks.</p> <p>Local communities already play a valuable part in the running of many local libraries including, in several cases, having taken ownership of the library</p>

	<p>building. For us to be able to continue to maintain the current number of libraries, we need increased community involvement in the running of their local library and this is what we have been discussing with a number of communities.</p> <p>These conversations have helped us understand where communities want to see continued council support and where they feel able to take on further responsibilities and will allow us to shape our support offer accordingly.</p>
3	<p>Question from Councillor Munro to the Leader of the Council – Councillor Scott</p> <p>“Anti social behaviour caused by tenants in some of the Councils owned homes in Almondbury Ward is causing problems for neighbouring residents. How long should the eviction process take?”</p> <p>The response of the Leader of the Council</p> <p>There are no statutory timelines and each case is based on its merit depending on the evidence available to enact court proceedings.</p> <p>The focus of Homes and Neighbourhoods is to create sustainable tenancies prioritising early intervention strategies to tackle ASB before escalating to legal action against perpetrators.</p> <p>The service works closely with individuals and families associated with anti-social behaviour.</p>
4	<p>Question from Councillor Hawkins to the Cabinet Member for Highways – Councillor Ahmed</p> <p>“What will the benefits be to Kirklees of a new Mass Transit system in West Yorkshire and when will these be realised?”</p> <p>The response of the Cabinet Member</p> <p>Mass Transit in West Yorkshire will:</p> <ul style="list-style-type: none"> • Connect the important places across our region – helping more people travel to jobs and education, to attend medical appointments, to visit friends and family and to visit attractions and attend events in a reliable, efficient, affordable way; • Support productivity and inclusive growth – creating new transport capacity, addressing inequality by connecting communities, rebalancing the economy, and encouraging investment and regeneration in our region; • Combat climate change through providing a sustainable alternative to the car, cutting emissions, and improving air quality; • Support health and wellbeing through creating healthy towns, cities, and local communities across our region;

	<p>In fact, the West Yorkshire Combined Authority are recently holding an online vote asking people which benefit of Mass Transit they think will affect them the most</p> <ul style="list-style-type: none"> • Reduced traffic congestion • Improved air quality • Enhanced accessibility • Boosting the local economy <p>Everyone can get involved by searching for West Yorkshire Mass Transit online.</p>
5	<p>Question from Councillor Hawkins to the Leader of the Council – Councillor Scott</p> <p>“Can you comment on the delay in the George Hotel opening, why is this and when can we expect to see this open?”</p> <p>The response of the Leader of the Council</p> <p>The council continues to work with its construction contractors, Historic England, and Radisson to bring this complex redevelopment of our Listed building forward. We are also working closely with our partners on the TRU to manage construction timing and minimise impact and disruption to our Town, its residents and visitors We expect to come to cabinet later this year to update on progress and timeframes.</p>
6	<p>Question from Councillor Hawkins to the Leader of the Council – Councillor Scott</p> <p>“The CQC has a new single assessment framework which it is rolling out; what are the benefits of this to the residents of Kirklees and when can we expect to see this fully implemented?”</p> <p>The response of the Leader of the Council</p> <p>CQC attended Health and Adults Scrutiny Panel last week to present the new Single Assessment Framework, the changes that brings and, what individuals and their families can expect from the new framework. The new system aims to put people at the heart of inspection, seeking views and gathering evidence of the care and support provided from a wide variety of people.</p> <p>Please find the link to the Kirklees Council Health and Adult Social Care Scrutiny Panel - 10th July 2024 (youtube.com)</p> <p>Kirklees Council Health and Adult Social Care Scrutiny Panel - 10th July 2024 (youtube.com)</p>

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 23rd January 2024

Present: Councillor Cathy Scott (Chair)
Councillor Aafaq Butt
Councillor Moses Crook
Councillor Paul Davies
Councillor Viv Kendrick
Councillor Jackie Ramsay
Councillor Elizabeth Reynolds
Councillor Graham Turner

Observers: Councillor Alison Munro

- 119 Membership of Cabinet**
Councillor Pervaiz was absent from the meeting.
- 120 Declaration of Interests**
No interests were declared.
- 121 Minutes of Previous Meetings**
RESOLVED – That the Minutes of the Meetings held on 12 December 2023 and 21 December 2023 be approved as a correct record.
- 122 Admission of the Public**
It was noted that all agenda items would be considered in public session.
- 123 Deputations/Petitions**
No deputations or petitions were received.
- 124 Questions by Members of the Public**
No questions were asked.
- 125 Questions by Elected Members (Oral Questions)**
No questions were asked.
- 126 Kirklees Major Transport Schemes; West Yorkshire Transport Fund (WYTF) and City Region Sustainable Transport Settlement (CRSTS) Programmes**
Cabinet received a report which (i) provided a progress update on the delivery of the West Yorkshire Transport Fund (WYTF) and City Region Sustainable Transport Settlement Programmes in Kirklees (ii) set out a new funding strategy and requested the reprofiling of the West Yorkshire Transport Fund Programme in order

to ensure schemes remain deliverable and (iii) sought authority to progress the schemes as detailed in the report.

The report set out (i) information on the funding position and a summary of main funding streams (ii) an overview of the West Yorkshire Transport Fund, Transforming Cities Fund and City Regional Sustainable Transport Settlement (iii) previous programme reviews (iv) current funding gaps (v) the proposed funding strategy for the West Yorkshire Transport Fund, Transforming Cities Fund and City Regional Sustainable Transport Settlement Programme and (vi) requested authorisations in regards to the Holmfirth Town Centre Action Plan and Huddersfield Southern Corridors.

RESOLVED –

- 1) That the update on projects as highlighted in the report, including the outcomes of the previous inflation review, as set out in paragraph 2.3, be noted.
- 2) That approval be given to the phasing of Cooper Bridge and that a request be made to WYCA for the virement of £21.6m allocated to the Cooper Bridge Scheme to other WYTF Kirklees Schemes in order to allow key transport infrastructure works to progress improvements more widely across the district.
- 3) That it be noted that a Phase 1 Cooper Bridge Scheme with a significantly reduced budget of £53.5m will need to achieve a satisfactory business case in order to proceed.
- 4) That the changes to the Holmfirth Town Centre project, as set out at paragraph 2.7.1 of the report, be noted to support the submission of any necessary business case to the West Yorkshire Combined Authority to secure funding, and to delegate authority to the Strategic Director of Growth and Regeneration to award contracts to facilitate delivery on Holmfirth Town Centre Action Plan once all funding has been secured.
- 5) That the changes to the Huddersfield Southern Corridors project at paragraph 2.7.2 of the report be noted, supporting the submission of any necessary business case(s) to the West Yorkshire Combined Authority to secure funding and to delegate authority to the Strategic Director (Growth and Regeneration) to award contracts to facilitate delivery on Huddersfield Southern Corridors Project once all funding has been secured.
- 6) That authority be delegated to the Service Director (Legal, Governance and Commissioning) to enter into any funding agreements and ancillary contracts on the Council's behalf with West Yorkshire Combined Authority (paragraphs 2.5.1 and 2.5.2 refer).

127 Damp, Mould and Condensation

Cabinet received a report which provided an update on damp, mould and condensation in Council homes as at the end of October 2023 and information on the delivery of changes to achieve an improved approach. The report advised that the Council had been in regular contact with the Regulator of Social Housing and that a rapid review of the Council's approach to damp, mould and condensation had been undertaken in late 2022.

Paragraph 2 of the report set out the progress that had been made to date and it was noted that, since the end of 2022, 1,606 cases had been resolved and closed. As at the end of October 2023, there were 1604 open cases, none of which had identified any 1 or 2 HHSRS hazards. The report provided a breakdown of the open cases by type and timescales for completion. Cabinet were asked to note the report and it was noted that further updates would be provided.

RESOLVED –

- 1) That the content of the report and the status of the delivery of services to residents in relation to damp, mould and condensation be noted.
- 2) That it be noted that there will be further regular updates (i) on progress with the design and delivery of changes to the approach to damp, mould and condensation and (ii) on damp, mould and condensation in residents' homes.

128 Disposal of Open Space at Fenay Lane, Almondbury, Huddersfield
(Under the provision of Council Procedure Rule 36(1), Cabinet received a representation from Councillor Munro)

Cabinet gave consideration to a report which set out details of objections received as a result of advertising the Council's intention to dispose of open space at Fenay Lane, Almondbury, and sought authority to proceed with the intended disposal of open space.

The report advised that site at Fenay Lane was a Council owned site which was allocated for housing in the Local Plan and was included in the Council's Housing Delivery Plan. The site was illustrated at Appendix 1 of the report. Cabinet were advised that notices pertaining to the disposal of the open space were published on 18 and 25 October 2023, and that 49 objections, totalling 84 signatories, were received by the deadline of 8 November 2023. The report indicated that the majority of the objections related to the principle of housing development on the site and the impact of the housing. A breakdown of the matters raised was set out at paragraph 2.1 of the report, along with an Officer narrative in response.

The report set out a proposed timescale for the development of the site, subject to the objections being overruled.

RESOLVED –

- 1) That the objections to the disposal of open space at Fenay Lane, Almondbury, be noted.
- 2) That approval be given to the disposal of open space at Fenay Lane, Almondbury, to enable the development of the site.
- 3) That it be noted that there would be an opportunity for public comment on the development proposals as part of the statutory planning process.

129 Kirklees School Funding Arrangements for Financial Year 2024-25

Cabinet received a report which set out the proposed Dedicated Schools Grant funding arrangements for 2024/2025 in regard to (i) Schools (ii) Central Schools and Services Block (iii) High Needs and (iv) Early Years. It was noted that the proposals would form part of the formal submission to the Education and Skills Funding Agency in January 2024.

The report set out the arrangements that had been consulted upon with the School Forum and other constituent groups for the funding of local schools and academies and requested that Cabinet approve (i) the specific funding factors to be used and the relative weightings and values of the funding factors (ii) central budget provision within the Dedicated Schools Grant Schools Block of funding, the Central School Services Block and the Early Years Block and (iii) de-delegation arrangements for mainstream maintained schools.

Cabinet were advised that the deadline for the submission of school funding arrangements to the Education Schools Funding Agency was 22 January 2024. It was expected that the Local Authority would inform maintained schools of their budget share by 29 February 2024, and that academies would be informed of their allocations by the Education Schools Funding Agency by 31 March 2024.

RESOLVED –

- 1) That the disapplication request that has made to the ESFA and subsequently approved.
- 2) That the ESFA approved exceptions application be noted.
- 3) That the decisions made by the Schools Forum in terms of central budgets, de-delegated budgets and a fund for significant growth for 2024/2025, as detailed in the report and appendices, be noted.
- 4) That approval be given to the Schools Forum's recommendations following the consultative process undertaken in collaboration with Head Teachers, through the Schools Forum, to determine the ongoing local approach to the distribution of DSG Schools Block funding for 2024/2025.
- 5) That approval be given to the submission of the schools funding formula to the ESFA for 2024/2025.
- 6) That authority be delegated to the Cabinet Member (Children's Services), in consultation with the Strategic Director (Children's Services), to take account of the outcomes of the provider consultation, the views of the Early Years Reference Group and Schools Forum, and to make a decision on the Early Years local funding formula 2024/2025 and implementation of the preferred SENDIF funding options.

130 Kirklees and Calderdale School Centred Initial Teacher Training (SCITT) Proposal to Enter into a Strategic Partnership from August 2024

Cabinet gave consideration to a report which sought agreement that authority be delegated for the Kirklees and Calderdale School Centred Initial Teacher Training (SCITT) proposal to enter into a strategic partnership from August 2024. The report explained that a decision had been made by the Department for Education not to reaccredit Kirklees and Calderdale School Centred Initial Teacher Training for the

Cabinet - 23 January 2024

delivery of initial teacher training, leading to a qualified teacher status, with effect from August 2024. Cabinet noted two options as outlined in the report; (i) to cease the Kirklees and Calderdale School Centred Initial Teacher Training provision from August 2024 or (ii) to enter into a formal partnership with another accredited partner so that provision of the course can continue from September 2024. It was proposed that option (ii) be endorsed and the report set out information with regards to staffing, resource, finance, premises, governance, reputation and Ofsted grading.

The report advised that, subject to approval, the partnership would be negotiated and signed and that the Department for education would be notified of the partnership with the accredited partner during Spring 2024 prior to the commencement of recruitment activities and the initial students undertaking the course in September 2024.

RESOLVED –

- 1) That approval be given to the proposal for Kirklees and Calderdale School Centred Initial Teacher Training to delegate authority to enter into a partnership with an accredited initial teacher training provider (as set out at Option B).
- 2) That authority be delegated to the Director of Children's Services to sign the agreement and work with Kirklees and Calderdale School Centred Initial Teacher Training to finalise the arrangements with the identified accredited partner.

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 13th February 2024

Present: Councillor Cathy Scott (Chair)
Councillor Moses Crook
Councillor Paul Davies
Councillor Viv Kendrick
Councillor Mussarat Pervaiz
Councillor Elizabeth Reynolds
Councillor Jackie Ramsay
Councillor Graham Turner

Observers: Councillor Bill Armer
Councillor David Hall

- 131 Membership of Cabinet**
Councillor Butt was not present at the meeting.
- 132 Declaration of Interests**
No interests were declared.
- 133 Minutes of Previous Meeting**
RESOLVED – That the Minutes of the Meeting held on 23 January 2024 were approved as a correct record.
- 134 Admission of the Public**
It was noted that all agenda items would be considered in public session.
- 135 Deputations/Petitions**
No deputations or petitions were received.
- 136 Questions by Members of the Public**
No questions were asked.
- 137 Questions by Elected Members (Oral Questions)**
No questions were asked.
- 138 Our 2024/25 Council Plan**
Cabinet gave consideration to the 2024/2025 Council Plan, which set out the strategic framework for the allocation of resources and summarised the Council's long term commitments, mid-term priorities and annual deliverables, prior to its submission to Council on 6 March 2024.

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The plan confirmed the Council's commitment to the long term vision, shared outcomes and key partnership strategies, and provided a summary of areas of focus and indicators for measuring progress against shared outcomes. In the context of the current economic and financial challenges the plan set out the following four priorities over a three year period (i) to address the financial position in a fair and balanced way (ii) to strive to transform services to become more modernised, efficient and effective (iii) to continue to deliver a greener, healthier Kirklees and address the challenges of climate change and (iv) continue to invest and regenerate towns and villages, supporting diverse places and communities to flourish. It was noted that a set of deliverables for each of these priorities were set out over the next twelve month period to enable progress to be monitored and that six and twelve monthly reports would be submitted to Cabinet.

RESOLVED - That the 2024/2025 Council Plan be approved and referred to the meeting of Council on 6 March 2024, with a recommendation that the Council Plan be adopted as part of the Policy Framework.

139

Council Annual Budget Report 2024-25 and following years; incorporating Capital, Treasury Management, General Fund, Revenue and Housing Revenue Account

(The report gave notice to Cabinet Members of the requirements of Section 106 of the Local Government and Finance Act 1992 in relation to voting and participation in the meeting).

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

Cabinet gave consideration the Council Budget Report 2024/2025 and future years, incorporating Capital, Treasury Management, General Fund Revenue and Housing Revenue Account, prior to its submission to Council on 6 March 2024. The report provided a summary of the overall budget position along with information on the financial strategy and medium term financial strategy update 2024/2025 to 2026/2027. The report (set out an on overview of spending plans in each Directorate and provided information in regards to (i) central budgets (ii) flexible capital receipts (iii) treasury management (iv) schools funding – dedicated schools grant (v) funding within the Medium Term Financial Strategy (vi) budget savings (vii) reserves (viii) housing revenue account (ix) capital strategy and capital (x) council tax referendum principles and the (xi) business rates pool.

Paragraph 21 of the report set out the Section 25 Statement from the Section 151 Officer.

Having considered the content of the report and the accompanying appendices, it was agreed that the proposed budget be submitted to the meeting of Council for determination.

RESOLVED - That the Motion be submitted to the Meeting of Council on 6 March 2024 with a recommendation that;

- (i) General Fund Revenue

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- the draft Revenue Budget for 2024-2025, as attached at Appendix F, be approved
- the forecast spending and funding plans for the 2024-2027 period, as set out at Appendix F, be noted
- the forecast levels of statutory and other council reserves, as set out at Appendix H, be noted
- the strategy for the use of balances and reserves (paragraph 2.15 refers) be approved
- the Council's participation in the Leeds City Region Business Rates Pool for 2024-2054 be noted and that authority be delegated to the Chief Executive and Service Director (Finance), in consultation with the Leader and Cabinet Member (Finance), to agree the governance arrangements for 2024-2025, to be approved by the Business Rates Joint Committee (paragraph 2.20 refers)
- it be noted that discussions regarding the uplifts on the rates paid to external providers for demand-led activities are ongoing, and that authority be delegated to the Strategic Director (Adults and Health) to agree the final uplifts to rates for 2024-2025 (paragraph 2.4.3 refers)
- approval be given to the Council's flexible capital receipts policy for 2024-2025 (paragraph 2.8 and Appendix E refer)
- approval be given to the Council Tax requirement for 2024-2025 (Appendix N refers)
- the Council's Statutory 151 Officer's positive assurance statement as to the robustness of the forecasts and estimates and adequacy of financial reserves be noted (paragraph 2.21 refers)
- authority be delegated to the Council's statutory s151 Officer to amend how the finally approved precepts are recorded in the Council's revenue budget in line with the final notifications received following decisions by the West Yorkshire Mayor Police and Crime Commissioner, the Fire and Rescue Authority and the Parish Councils, should these be received after 6 March 2023 (paragraph 3.1.3 refers)

(ii) Treasury Management

- the borrowing strategy be approved (paragraphs 2.16 to 2.29 refer)
- the investment strategy be approved (paragraphs 2.30 to 2.38 and Appendices A and B refer)
- the policy for provision of repayment of debt (minimum revenue provision) be approved (paragraphs 2.39 to 2.41, Appendix C refer)
- the treasury management indicators be approved (Appendix D refers)
- the investment strategy (non treasury investments) be approved (Appendix F refers)

(iii) Capital

- the updated Capital Plan 2023-2032 be approved (Appendix Kiii refers)
- the Capital Strategy (including prudential indicators) be approved (Appendix K refers)

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(iv) Housing Revenue Account

- the draft Housing Revenue Account Budget for 2024-2025 be approved (Appendix L refers)
- the strategy for the use of the Housing Revenue Account reserves be approved (Appendix L refers)

Contact Officer: Yolande Myers

KIRKLEES COUNCIL

CABINET

Tuesday 20th February 2024

Present: Councillor Cathy Scott (Chair)
Councillor Paul Davies
Councillor Graham Turner
Councillor Viv Kendrick
Councillor Jackie Ramsay
Councillor Mussarat Pervaiz
Councillor Moses Crook
Councillor Aafaq Butt

Observers: Councillor Martyn Bolt
Councillor Charles Greaves
Councillor Adam Gregg
Councillor Bernard McGuin
Councillor Imran Safdar
Councillor Will Simpson

Apologies: Councillor Elizabeth Reynolds

140 Membership of Cabinet

Apologies were received on behalf of Cllr Elizabeth Reynolds.

141 Declaration of Interests

No interests were declared.

142 Admission of the Public

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

143 Deputations/Petitions

No deputations or petitions were received.

144 Questions by Members of the Public

Cabinet received questions under Executive Procedure Rule 2.3.

Question from James Brown

“Kirklees Council is currently using the Old Golf House Hotel in Outlane for temporary accommodation, resulting in many issues and concerns for those being accommodated and especially for Outlane residents, including policing, safeguarding, financial cost to the public, a lack of (specialised and non-specialised) facilities, no functioning kitchen at the Hotel (with the kitchen condemned due to

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structural issues) and poor public transport links. The Hotel had already been rejected due to issues and concerns in 2021 by the Home Office/Mears for accommodating asylum seekers. Kirklees Council has refused to cooperate with Freedom of Information Requests on important points from concerned Outlane residents, citing that information cannot be released as it may put those linked to the Hotel at risk, even though Kirklees Council has made information on the Council using the Hotel public for months through Expenditure Data. This has created a form of cover up. Why is Kirklees Council still using the Hotel when there are issues and concerns and why is Kirklees Council not addressing those issues and concerns?"

A response was provided from the Portfolio Holder for Housing and Highways (Councillor Moses Crook)

Question from Sherene Tyrell

"In relation to the report on the Registration Service, what work has been done to be certain that all statutory functions can be delivered with a reduction of 9.2 full time equivalents, or any reduction?"

A response was provided from the Portfolio Holder for Corporate (Councillor Paul Davies)

Question from Helen Tye

"Are all councillors cognisant of the fact that the proposed measures, as outlined in the cabinet paper regarding Strength Based Integrated Library and Customer Service Functions and Assets, entail the complete withdrawal of in-person assistance for services such as Blue Badge applications, Council Tax enquiries, Housing Benefit, and Travel Passes, and a range of other support services and referrals?"

A response was provided from the Portfolio Holder for Corporate (Councillor Paul Davies)

Question from Helen Tye

"In relation to the report on Strength Based Integrated Library and Customer Service Functions and Assets what provisions are in place to ensure that customers with significant mental health issues, visual and hearing impairments, and other forms of deprivation, receive the necessary support in the absence of in-person assistance?"

A response was provided from the Portfolio Holder for Corporate (Councillor Paul Davies)

145 Questions by Elected Members (Oral Questions)

Cabinet received oral questions under Executive Procedure Rule 2.3.

Question from Councillor Charles Greaves

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“When will the consultation on parking charges commence, and what will be the process?”

A response was provided by the Portfolio Holder for Culture and Greener Kirklees (Councillor Aafaq Butt)

Question from Councillor Alison Munro

“It came as a shock that Valley View Care Home is to close. Can you tell me if there are sufficient places in other care homes to meet needs?”

A response was provided by the Portfolio Holder for Health and Social Care (Councillor Jackie Ramsay)

Question from Councillor Will Simpson

“I have had a Denby Dale Conservative Parish Councillor publish on public forums that they know my family’s address and have encouraged people to come to my home to abuse me. I have also received a threatening letter through my door, which refers to my personal health. A crime of harassment has been recorded by West Yorkshire Police. Does the Leader agree with me that this kind of attempted intimidation is not an acceptable way for a representative of a political party to behave?”

A response was provided by the Leader of the Council (Councillor Cathy Scott)

Question from Councillor Martyn Bolt

“Why are members of the public not allowed to submit questions remotely, rather than making them attend Cabinet meetings, except in exceptional circumstances, adding to carbon emissions, and which may mean for some people taking half a day off work. Can we take those questions remotely?”

A response was provided by the Leader of the Council (Councillor Cathy Scott)

Question from Councillor Adam Gregg

“I have recently been contacted by residents who have expressed heartbreak at the removal of trees on Queensgate. Can I ask, are there any plans to remove any trees on Queen Street as part of the Cultural Heart?”

A response was provided by the Portfolio Holder for Finance and Regeneration (Councillor Graham Turner)

Question from Councillor Charles Greaves

“What were the objective measures used to determine which libraries would be integrated, which would be community supported and which would be community managed?”

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A response was provided by the Portfolio Holder for Corporate (Councillor Paul Davies)

Question from Councillor Charles Greaves

“Honley library receives 15 hours a week of officer time, Meltham receives 20 hours, neither receive any contribution from Kirklees towards their building costs. If the other six libraries that are proposed to be community managed have similar hours of opening, how has the saving of £912k been calculated?”

A response was provided by the Portfolio Holder for Corporate (Councillor Paul Davies)

Question from Councillor Bernard McGuin

“Who took the decision to claw back the ward councillor budgets?”

A response was provided by the Portfolio Holder for Finance and Regeneration (Councillor Graham Turner)

Question from Councillor Imran Safdar

“Residents are concerned that libraries and Citizens Advice Bureaus could be closing. The impression is that Huddersfield may well be downgraded as the de facto centre of Kirklees. Will Dewsbury be the new centre of Kirklees?”

A response was provided by the Leader of the Council (Councillor Cathy Scott)

Question from Councillor Alison Munro

“Where is the evidence to support that the footfall to the Huddersfield Library at its new site location has been maintained at the rate it had at its original location?”

A response was provided by the Portfolio Holder for Corporate (Councillor Paul Davies)

Question from Councillor Will Simpson

“We have had the announcement about the important step taken on the reduction in Member allowances, can we be provided with the impact on those reductions due to the new Independent Group?”

A response was provided by the Leader of the Council (Councillor Cathy Scott)

Question from Councillor Martyn Bolt

“A previous Cabinet Member said it was meaningless and no one would make any make any reasonable judgement on the consultation returns for Heckmondwike three years ago which were incredibly low, given the equally low returns for the Heckmondwike Blueprint, were they right?”

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A response was provided by the Portfolio Holder for Finance and Regeneration (Councillor Graham Turner)

146 **Corporate Financial Monitoring Report - Quarter 3 for 2023-24**

Cabinet received the Corporate Financial Monitoring Report, Quarter 3, 2023/24. The report provided information on financial monitoring for General Fund Revenue, Housing Revenue Account and Capital Plan.

In summary, the report set out a forecast overspend of £9.9m for Quarter 3 with savings forecast to be delivered at 100% against a target of £19.9m. It advised that total useable reserves were forecast to be c£43m by 31 March 2024 of which unallocated reserves were forecast to be £22m and earmarked reserves were forecast to be £21m.

The report provided information on (i) the forecast General Fund revenue outturn position in 2023/2024 by service area (ii) General Fund reserves and balances movements in year (iii) forecast Housing Revenue Account revenue outturn position, including movements in Housing Revenue Account reserves in-year (iv) forecast capital outturn position 2023/2024 and (v) treasury management prudential indicators.

RESOLVED –

- 1) That the forecast revenue outturn position at Quarter 3 for 2023/24 (£9.9m overspend), and the forecast year end position on the Council's reserves and balances: £55.8m Reserves, of which £43.8m were Usable Reserves (£47.4m Reserves, of which £35.4m were Usable at Q2) be noted.
- 2) That the Quarter 3 forecast HRA position (£600k surplus) and forecast year-end reserves position be noted.
- 3) That the Quarter 3 forecast capital monitoring position for 2023/24 with regards to Capital (£2.7m underspend) be noted.
- 4) That approval be given to the re-profiling of the 2023/24 capital plan reduction since Council Budget Report of £27.8m being
 - (i) +£1.24m grants (Housing DFG/Climate Emergency/Active Travel Fund)
 - (ii) -£29.1m re-profile (£13.8m/self-financed, £11.5m grants/S106, £0.7m receipts, HRA RCCO/Reserves £3.1m)
- 5) That the Quarter 3 treasury management prudential indicators be noted.

147 **Council Tax provisions within the Levelling Up and Regeneration Act 2023 - empty property and second homes (Reference to Council)**

Cabinet received a report which detailed new powers available to local authorities as legislated for the in Levelling Up and Regeneration Act 2023 in relation to long term empty properties and empty homes.

The report set out the facility for a Billing Authority to determine that it would (i) reduce the qualifying period for the long-term empty property premium in Council Tax to one year to be effective from 1 April 2024 and (ii) charge a 100% Council Tax premium for second homes (dwellings which are furnished but unoccupied) to be effective from 1 April 2025.

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Cabinet was advised that the decision to make such a determination could only be made by council in accordance with s67 Local Government Finance Act 1992, and it must be made before 31st March 2024.

It was noted that data suggested there were 587 properties in the borough that would be empty for one year but less than two years as at 1st April 2024. Although the properties would attract a 100% premium it was impossible to know what the impact of the exceptions referred to in Appendix 1 of the considered report would have. Cabinet noted that if all those properties became chargeable with a 100% premium it would equate to £953k additional revenue, although it was anticipated that many properties would be brought back into use and the premium would cease to apply.

RESOLVED – That the report be referred to Council on 6 March 2024 with a recommendation that: -

- 1) The qualifying period for the long-term empty property premium in Council Tax be reduced to one year effective from 1st April 2024; and
- 2) A 100% Council Tax premium for second homes (dwellings which are furnished, but unoccupied) be introduced effective from 1st April 2025.
- 3) Authority be delegated to the Council's Section 151 Officer In conjunction with the portfolio holder to enable them to amend the policy and / or any associated procedures to ensure alignment with the regulations or statutory guidance relating to the exemptions from the premiums, when these are issued or subsequently amended by Government.

148 Strength Based Integrated Community Library and Customer Service Functions & assets

(Under the provision of Council Procedure Rule 36(1), Cabinet received representations from Councillor Bolt, Councillor Greaves, Councillor Gregg and Councillor Safdar).

Cabinet gave consideration to a report which proposed the development of a strength based integrated community library model. The proposal included the integration of the customer service function into the library estate. This would result in the reshaping of the existing two main customer service centre sites in Huddersfield and Dewsbury into an integrated offer in those respective libraries, alongside access to digital and telephony support across the library network.

Cabinet noted the proposal was also to establish the feasibility of developing a community managed library model with targeted community-based libraries. The initial focus for the feasibility would be on identified libraries with the foundational characteristics to deliver successful transition (community strengths, community demographics, capacity, and resources).

Cabinet was advised that engagement with the eight identified libraries would commence to explore the feasibility of transition into community managed libraries.

Once feasibility had been established, subsequent proposals would be considered by Cabinet at a later date to enable further decision making.

RESOLVED –

- 1) That authority be given to the overall approach to integrate the customer service and library functions.
- 2) That authority be given to commence a service change process to reduce both management and frontline staffing to achieve integration and savings.
- 3) That authority be given to commence engagement with community partners around the proposed community managed libraries model.
- 4) That the contents of the initial Integrated Impact Assessment be noted.

149

Registration Service

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

Cabinet considered a report which sought approval to consult with the General Registrar office (GRO) to redesign the Registration Service.

The report advised that since 2012 the council had delivered registration services in both Huddersfield and Dewsbury providing services across the full functionality of a Registration Service. The financial challenges of the council required a review of the service delivery model as providing full-service delivery at both sites was no longer sustainable or fully efficient.

Cabinet was advised that the consultation with the GRO would seek approval from them to redesign the Registration Service with options to (i) consolidate into a central main site for delivering all Registration services although wedding ceremonies would still take place at Dewsbury Town Hall and at wedding venues across North Kirklees and (ii) needs led support - with the impact of this reviewed and adjustments considered in light of the experience, including holistic support to individuals and the feasibility of offering place-based service delivery where need was identified.

The report outlined supporting information and data used to aid decision making and the identification of which site would minimise the impact for residents on moving to full-service delivery at one site only. It was noted from data collated in 2022/23 that the Huddersfield site saw the highest usage, and that in total 2,245 people who used the Dewsbury office out of a total North Kirklees population of circa 190,000 would need to travel to Huddersfield. This meant that 1.2% of the population of North Kirklees would potentially have been affected in 22/23 had the change already taken place.

RESOLVED –

- 1) That authority be given for the Registration service to consult with and obtain the required approval from the General Registration Office (GRO) on the proposed new local scheme.

- 2) That it be noted that any consolidation to one central site would only be agreed following due process with the GRO.
- 3) That authority be given to re-design the Registration Service including options to (i) consolidate into a central main site in Huddersfield for delivering all Registration services with wedding ceremonies still taking place at Dewsbury Town Hall and at wedding venues across North Kirklees, (ii) for Needs led support – ensuring that the impact of consolidation be reviewed, and adjustments considered in light of the experience, including holistic support to individuals and the feasibility of offering place-based service delivery where the need was identified.
- 4) That a full review of the Registration Service fees and charges set by the council be made annually based on benchmarking with other local Registration districts and implemented in year from 2025/26 and reviewed annually thereafter.
- 5) That it be noted the final decision would only be made following the consultation with, and approval from, the GRO and that authority be delegated to the Strategic Director for Adults and Health in consultation with the cabinet portfolio holder for a decision on site arrangements.

150 New Commissioning approach for Domestic Abuse Support Services

Cabinet considered a report which sought approval to change the Councils approach to commissioning Domestic Abuse support services using external grant funding.

The report outlined the proposal to commission an outcomes-based contract (duration 60 months commencing on April 1st, 2024) with Kirklees Better Outcomes Partnership (KBOP) to deliver domestic abuse support services. KBOP would subcontract the frontline delivery on a fee recovery basis to the best placed local providers.

Cabinet was advised that KBOP provided services at risk (they have social investors), which meant they would not receive payment from the Council unless they could evidence those outcomes had been achieved. This should lead to better outcomes for service users, as delivery organisations were provided with the strongest possible incentives to deliver needs met services which would aim to (i) reduce the risk of harm (ii) reduce symptoms of trauma (iii) improve independence and wellbeing (iv) improve multiagency co-ordination and (v) improve access to services.

The report outlined that KBOP would be required to collate evidence of the impact of services on the people who use them, and the Council would then pay via the Department of Levelling Up, Housing and Communities grant and Public Health grant for the successful achievement of positive outcomes.

RESOLVED –

- 1) That authority be given to change the Councils approach to commissioning domestic abuse support services enabling 60-month outcomes-based contract to be entered into with Kirklees Better Outcomes Partnership

(KBOP) part of Bridge Outcome Partnership (BOP), to commence on the 1 April 2024;

2) That authority be delegated to officers to execute the agreed contract.

151 Local Flood Risk Management Strategy 2024

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

Cabinet considered the new Local Flood Risk Management Strategy 2024 for adoption. The strategy was needed to adapt the Council's approach in line with current science and thinking to give communities the best chance, in light of the risk of flooding in England being predicted to increase due to factors such as climate change and growth in the Council's demographic.

The report advised that the new strategy would have strengthened focus on (i) creating resilient communities with build-back better approach (ii) increasing emphasis on nature based solutions (iii) being adaptive in responding to new climate hazards (iv) working together with communities around awareness and shared responsibilities and (v) the Council's commitment in responding to severe weather events.

Cabinet noted that the new Local Strategy would be consistent with the National Strategy which would support the Council's funding applications in securing investment into the district. It would also better align with the nature of the flood risk within the district and the support for communities.

RESOLVED – That the new Local Flood Risk Management Strategy 2024 be adopted.

152 Admission arrangements for community and voluntary controlled schools in 2025/26

Cabinet gave consideration to a report which sought to determine admission arrangements for all Kirklees Community and Voluntary Controlled Schools for the 2025-2026 year. It was noted that arrangements needed to be determined by 28 February 2024, in order to comply with the requirements of the Schools Admission Code.

Cabinet was advised that evidence showed a period of declining child population year on year entering school at Reception. Future indications were that this decline would continue, and the priority to continue to engage with the school system about opportunities to reduce the number of available places where there was evidence of a significant surplus, was declared in the 2023 School Place Planning Document in relation to the primary phase.

The proposals for community and voluntary controlled schools for the 2025/26 admissions year included (i) reducing the PAN from 90 to 60 for Purwell Infant & Nursery School and (ii) reducing the PAN from 60 to 30 for Savile Town CE (VC) I & N School.

RESOLVED –

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- 1) That approval be given to the Kirklees co-ordinated admission schemes for 2025/26 including in-year admissions, as set out in Appendix 2;
- 2) That approval be given for the admission arrangements for Kirklees community and voluntary controlled schools as detailed in Appendix 1C;
- 3) That approval be given for the PANs for each community and voluntary controlled school set out in appendix 1D of the considered report which include: (i) Purlwell I & N School – PAN decrease from 90 to 60 in 2025/26 and (ii) Savile Town CE (VC) I & N School – PAN decrease from 60 to 30 in 2025/26.

Contact Officer: Yolande Myers

KIRKLEES COUNCIL

CABINET

Tuesday 12th March 2024

Present: Councillor Cathy Scott (Chair)
Councillor Paul Davies
Councillor Graham Turner
Councillor Viv Kendrick
Councillor Jackie Ramsay
Councillor Moses Crook
Councillor Aafaq Butt
Councillor Karen Allison
Councillor Andrew Cooper
Councillor Will Simpson

Observers: Councillor Susan Lee-Richards
Councillor Karen Allison
Councillor Andrew Cooper
Councillor Will Simpson

Apologies: Councillor Elizabeth Reynolds
Councillor Mussarat Pervaiz

153 Membership of Cabinet

Apologies for absence were received on behalf of Councillor Elizabeth Reynolds and Councillor Mussarat Pervaiz.

154 Minutes of Previous Meetings

RESOLVED - That the Minutes of the Meetings held on 13 February 2024 and 20 February 2024 be approved as a correct record.

155 Declaration of Interests

No interests were declared.

156 Admission of the Public

Cabinet noted the submission of exempt information, as set out at Agenda Items 13 and 15 (Minute Nos 165 and 167 refer)

157 Deputations/Petitions

Cabinet received a deputation from Susie Pavey on behalf of UNISON regarding the Customer Service Centres, the integration with library staff and upskilling of the public to reduce face to face enquiries.

A response was provided by the Cabinet Member for Corporate (Cllr Paul Davies)

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Cabinet received a deputation from Heather Peacock on behalf of Save the Trees Kirklees regarding the trees that had been removed at Queensgate Market, and future removal of trees on Queen Street.

A response was provided by the Cabinet Member for Finance and Regeneration (Cllr Graham Turner)

No petitions were received.

158 Questions by Members of the Public

Cabinet received questions in accordance with Executive Procedure Rule 2.3.

Question from Sarah Newton

“What protection will Kirklees provide for long term dementia care in the later stages where it is no longer safe to live at home? For example Does the option of transferring care include restrictions on changing the use of the home from dementia care only to residents without dementia within a 20-year period?”

A response was provided by the Cabinet member for Health and Social Care (Councillor Ramsay)

Question from Sarah Newton

“What protection will Kirklees provide for our vulnerable loved ones from the private sector closing these homes. For example does the option of transferring care include restrictions on closing the home within a 20-year period?”

A response was provided by the Cabinet member for Health and Social Care (Councillor Ramsay)

159 Questions by Elected Members (Oral Questions)

Cabinet received oral questions under Executive Procedure Rule 2.3

Question from Councillor W Simpson

“I’d like to thank the volunteers of Denby Dale Ward that work in our local libraries. In taking note of their anxiety about the consultation on libraries, can we remind them that we value their contribution and that they will be at the heart of the consultation?”

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

Question from Councillor A Cooper

“In relation to Care Homes, what is regarded as a reasonable restriction on the contract with a private provider to protect the care and the rights of the residents in those care homes?”

A response was provided by the Cabinet Member for Health and Adult Social Care (Councillor J Ramsay)

Question from Councillor S Lee-Richards

“In relation to the Level 4 devolution, what information will be provided to Councillors before that process continues?”

A response was provided by the Leader of the Council (Councillor C Scott)

Question from Councillor W Simpson

“The minutes of the meetings of Denby Dale Parish Council do not note the interest of a Parish Councillor as a local landowner when land belonging to her was discussed. This Councillor currently sits on the Planning Committee of the Parish Council. Can you seek guidance of the Monitoring Officer as to whether the appropriate declarations have been made, and if they have, is a review needed into what declarations are required under the Nolan Principles if the public cannot see the transparency and openness that they have a right to expect, on matters such as this?”

A response was provided by the Leader of the Council (Councillor C Scott)

Question from Councillor A Cooper

“In relation to the Customer Service changes, has the impact of the closure of the Citizens Advice and Law Society been looked along with the impact of losing the advice services, and how much money will be lost in the economy from the public not receiving what they are entitled to?”

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

160

Future Arrangements for the Council-Run Long Stay Dementia Care Homes

Cabinet considered a report which set out the future arrangements for the Council run long stay dementia care homes.

Cabinet noted the findings of the consultation, the impacts of the proposals on affected residents, family, carers, staff, and the wider local communities along with the mitigating options.

Cabinet was informed that the consultation was based on the preferred option of the closure of both Claremont House and Castle Grange, however also considered was a proposal to maximise bed occupancy, close one home and retain the other with all residents being relocated to the retained home along with securing funding from the NHS.

The report advised that out of the 400 respondents to the consultation, almost 80% said they strongly disagreed with the closures, and as such it was recommended

that the running of the care homes by the independent sector be explored, which if successful would ensure clients being able to stay in their current home and be cared for by the staff currently providing their care.

RESOLVED –

- 1) That the consultation process followed and the feedback and impact from the consultation be noted.
- 2) That authority be given to explore potential opportunities to transfer the dementia care homes to an independent sector provider.

161 Future of Council provided Supported Living Services

Cabinet considered a report which presented it with the findings from a recent consultation on supported living services provided via The Mews (Mirfield), Brighton Court (Heckmondwike) and Wilton Terrace (Cleckheaton).

Cabinet noted the summary findings of the consultation and the viable options considered for the future of services, based on the consultation and subsequent changes in relation to The Mews. Options being considered, based on the findings of the consultation, were outlined in section 6.1 of the considered report.

Cabinet was advised that the retention of the Mews, and the continuation of provision of care across all the schemes was the preferred option but this would require the reconfiguration of the service model to focus resources in supporting more complex service users. For some of the existing tenants, this would involve a review of their individual needs with these needs being met through alternative solutions, as part of a social work reassessment undertaken in accordance with relevant regulations.

RESOLVED –

- 1) That the outcome of the consultation process with stakeholders and Key Partners be noted.
- 2) That the options appraised as part of the consultation process be noted.
- 3) That authority to retain The Mews and to act as care provider across all three schemes including Wilton Terrace and Brighton Court, as consulted upon, be given.
- 4) That authority be given to redesign the current service model, focusing resources in all three schemes to offer support for service users with high levels of complex needs, and create opportunities for those currently placed out of area to return.

162 Redesign of short break, respite and support provision

Cabinet considered a report which sought approval to proceed with the transformation of short breaks, respite and support services for disabled children, young people, and their families moving towards a more personalised flexible, locality-based approach.

Cabinet was advised that the transformation would lead to improved outcomes for children and families, as the service would take a more personalised and enabling

approach, with services delivered closer to where people lived. It would also develop, enhance, and improve accessibility and engagement with local community groups and voluntary sector provision.

Cabinet noted at Appendix A of the considered report, the consultation that had taken place with all relevant stakeholders and noted the targeted engagement that took place with the Parent Carer Forum, Parents of Children with Additional Needs (PCAN), staff at YPAT and Orchard View.

Cabinet was informed that during the development of the proposed model, several different options had been considered, none of which would fully meet the emerging and identified needs of families or realise the financial efficiencies required.

RESOLVED –

- 1) That the views arising out of the consultation and the proposal to move to a personalised flexible, locality-based approach be noted.
- 2) That the Integrated Impact Assessment be noted.
- 3) That authority be given to the Strategic Director – Children and Families to take all necessary steps to implement the transformation of short breaks, respite and support services for disabled children, young people, and their families in Kirklees.

163 Increasing the number of places available at Woodley School and College - Final Decision

(Under the provision of Council Procedure Rule 37, Cabinet received a representation from Ruth Hobson, Chair of Governors – Woodley School and College).

Cabinet considered a report which sought a final decision on the proposal to create additional special school places at Woodley School and College ahead of, and leading up to, the completion of construction on a new and larger school building.

The report advised that Complex Communication and Interaction (which included complex autism) was an area of need where demand was growing with many children and young people with SEND making better, more sustained progress when they attended an appropriate specialist setting with access to specialist teaching and support staff and resources.

Cabinet was advised that satellite opportunities, like the one proposed, in addition to Additionally Resourced Provisions and special school rebuild projects, were intended to increase provision for some areas of need and improve the geographical spread of specialist places across Kirklees, ensuring the needs of more children and young people with SEND across the whole of Kirklees can be met.

Cabinet noted that building on existing good quality provision helped ensure a broad and balanced curriculum, within a learning environment where children could be healthy and stay safe and also provided better value for money than reliance upon independent school provision.

RESOLVED –

- 1) That it be noted that the advice of Kirklees School Organisation Advisory Group that the proposal to increase the number of special school places at Woodley School and College to 194 places gradually over time, using satellite provision, ahead of and leading up to the new school rebuild is valid and that the required statutory process has been carried out correctly.
- 2) That the decision to increase places be taken within the statutory time period, two months from the end of the representation period.
- 3) That the outcomes and recommendations of the Kirklees SOAG meeting on 22 February 2024 and the associated officer recommendations for the proposals be noted.
- 4) That the financial implications of approving the increase in places be noted.
- 5) That it be noted that regard has been given to the Public Sector Equality Duty contained in section 149 of the Equality Act 2010 and the Integrated Impact Assessment.
- 6) That approval be given, without modification or condition, to increase the number of special school places at Woodley School and College to 194 places gradually over time, using satellite provision, ahead of and leading up to the new school rebuild.
- 7) That officers of the Council support and work closely with the governing body of Woodley School and College to finalise arrangements for pupils, parents, staff, and other stakeholders in order to implement the decision in line with the timelines in the considered report.

164 Funding associated with Huddersfield Open Market, Penistone Rail Line, Dewsbury Long-term plan and West Yorkshire Investment Zone; and delivery of Growth & Regeneration portfolio

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

Cabinet gave consideration to a report which sought approval to accept funding and move forward programmes and projects relating to recent grant allocations and announcements, and to put in place the necessary resources to support the delivery of these and projects and programmes and the wider portfolio of schemes.

Cabinet noted that the Council had been successful in securing significant inward investment and funding allocations, in particular from the Government and WYCA. As a result, there was a significant portfolio of projects to be developed and delivered over the next 10 years.

Cabinet was provided with a summary of the Growth & Regeneration portfolio, recent investment announcements along with details of the need to progress with delivery support. The report recommended that Cabinet accept the external funding as not doing so would have significant impact on project delivery and reputational risk. Cabinet was also asked to approve the procurement of a new Strategic Delivery Partner as piecemeal arrangements would present a risk in terms of non-delivery.

RESOLVED –

Cabinet - 12 March 2024

- 1) That the external Levelling Up Funding Round 3 of £16,649,855 from Department of Levelling Up, Housing and Communities (DLUHC) to support the delivery of Huddersfield Open Market Hall Levelling Up project, subject to the terms and conditions of the grant funding agreement, be accepted.
- 2) That the external Levelling Up Funding Round 3 of £47,917,122 from DLUHC to support the delivery of Penistone rail line upgrade, subject to the terms and conditions of the grant funding agreement, be accepted.
- 3) That the external funding of up to £20m (£15m for Capital, and £5m for Revenue) from DLUHC for the development and delivery of the Long-term plan for Dewsbury, subject to the terms and conditions of the grant funding agreement be accepted and that upon acceptance, the £15m would form part of the Council's Capital Plan.
- 4) That the external capital funding of up to £17m from DLUHC, via West Yorkshire Combined Authority (WYCA) as Accountable Body, to develop and deliver Kirklees projects within the West Yorkshire Investment Zone, subject to the terms and conditions of the grant funding agreement be accepted and that upon acceptance, this would form part of the Council's Capital Plan.
- 5) That in accordance with Sections 22.4 to 22.8 of the Financial Procedure Rules grant funding would be accepted for external capital and revenue funding for Kirklees projects within the West Yorkshire Investment Zone from DLUHC via WYCA as Accountable Body, should this become available and subject to any related terms and conditions.
- 6) Pursuant to (5) above, subject to this funding, authority be given to officers to progress projects within the Investment Zone.
- 7) That authority be delegated to the Strategic Director Growth and Regeneration and the Service Director Legal, Governance and Commissioning, in consultation with relevant Portfolio holders, to finalise and execute all necessary legal agreements and to put in place the necessary governance and assurance arrangements including entering into any grant agreements with DLUHC and WYCA to facilitate delivery of the above projects.
- 8) That authority be delegated to the Strategic Director Growth and Regeneration, in consultation with relevant Portfolio holders, to develop and deliver the identified schemes for Huddersfield Open Market, the Penistone rail line upgrade and Kirklees projects within the West Yorkshire Investment Zone.
- 9) That pursuant to (8) above, to include the preparation and submission of necessary statutory consents to ensure delivery and undertake the necessary procurement exercises, including the award of related contracts to deliver the projects, subject to necessary consents and approvals being in place and in accordance with the Council's Contract and Financial Procedure rules.
- 10) That authority be delegated to the Strategic Director Growth and Regeneration, in consultation with the Portfolio holder, to work with the existing Dewsbury Town Deal Board to establish a new Town Board by 1 April 2024, with the Council continuing to act as Accountable Body, and for officers to work with the Board and Portfolio holder to develop and submit a Long-term Plan by 1st August 2024.
- 11) That authority be delegated to the Strategic Director Growth and Regeneration, in consultation with relevant Portfolio holders, to progress all

necessary delivery arrangements including procurement and award of a contract to a Strategic Delivery Partner to provide professional services that facilitate the effective delivery of the project portfolio, and that authority be given to the Strategic Director for Growth & Regeneration, in consultation with the Portfolio Holder and the Service Director Legal, Governance and Commissioning to finalise and execute all necessary contract agreements.

165 Buxton House high-rise block - site assembly

The exempt information was noted prior to the consideration of Agenda Item 13.

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

Cabinet considered a report which updated on the progress with the scheme to remodel Buxton House high-rise block, Huddersfield.

The report sought approval to acquire key interests including the headlease and sublease interests relating to a property at Buxton House, Buxton Way, and Albion Street to facilitate the remodelling scheme. Authority was also sought to begin the process leading to the Council making a Compulsory Purchase Order (CPO), in tandem with negotiating the acquisition of land interests, as a contingency measure.

Cabinet noted the acquisition of the land interests and rights, as outlined at 2.10 of the considered report, would be funded from the £16m budget envelope for the Buxton House project that formed part of the overall £57m High-Rise Programme which had previously been approved.

Cabinet noted that whilst every effort was being made to acquire the interests by negotiation, it was requested to authorise the Strategic Director of Growth and Regeneration to take the necessary preliminary steps required for the Council to make a Compulsory Purchase Order.

RESOLVED –

- 1) That authority be delegated to the Strategic Director Growth and Regeneration to negotiate and agree terms to acquire the interests and rights identified in paragraph 2.10 of the report and as within the terms outlined in the Private Appendix.
- 2) That authority be delegated to the Strategic Director Growth and Regeneration to negotiate and agree terms to acquire any further interests or rights subsequently identified which are required to deliver the remodel of Buxton House, provided that the values are within those contained in the Scheme of Delegation for Corporate Landlord & Capital, and that the cost of such could be met within the allocated project budget.
- 3) That authority be delegated to the Strategic Director of Growth and Regeneration to take the necessary preliminary steps required for the Council to make a Compulsory Purchase Order (“CPO”) including:-
 - (i) The service of statutory requisitions for information from owners/occupiers of land within the proposed CPO area.

- (ii) Instructing land referencing agents to begin liaising with affected landowners/occupiers and to identify the full extent of the land required (either to be acquired permanently or temporarily) and any rights to be acquired as part of the CPO (e.g. rights of way, light, support, easement, or restrictive covenants over the land required as required).
- 4) That authority be delegated to the Service Director Legal Governance and Commissioning to finalise and enter into all appropriate contracts, deeds and documents required.
- 5) That should it prove necessary to make a CPO, a further report would be brought for consideration.
- 6) That it be noted the acquisition of required land interests, and any potential CPO process will be funded from the high-rise budget approved by Cabinet on the 27 July 2021.

166 Council Housing Fire Safety Management Plan and Policy

Cabinet considered a report which provided a Council Housing Fire Safety Management Plan and revised Fire Safety Management Policy both of which were appended to the considered report.

Cabinet noted that the existing Fire Safety Management Policy was produced in October 2017, then revised and approved in July 2022. The Fire Safety Management Policy had been updated to reflect changes in law that have occurred since approval.

Cabinet was advised that the Fire Safety Management Plan had been produced to provide more detailed guidance and procedures to support delivery of the Policy and ensure regulatory compliance. The Plan enables the development and implementation of operational guidance that represents consistent, proportionate, and appropriate processes to manage safety in council housing.

RESOLVED – That the Housing Fire Safety Management Plan and updated Fire Safety Management Policy be adopted.

167 Homes and Neighbourhoods Housing Management IT System Replacement

The exempt information was noted prior to the consideration of Agenda Item 15.

Cabinet considered a report which appraised it on the issues encountered during the implementation of the new Housing Management IT System in Homes and Neighbourhoods and set out the proposed way forward and the additional resources and budget required to successfully deliver the project.

Cabinet was asked to approve the extension of the delivery timetable by eighteen months to approximately September 2025 with an additional budget of £1,279,602.82 capital, funded from the Housing Revenue Account. Cabinet was advised that the implementation of Civica Cx enabled the necessary work on process redesign, data cleansing and data migration to be completed to successfully deliver the implementation of the new system.

RESOLVED – That authority be given to continue with the implementation of Civica Cx and to extend the delivery timetable by eighteen months to approximately September 2025 with an additional budget of £1,279,602.82 capital, funded from the Housing Revenue Account.

168 Council Housing Asset Strategy and Investment Plan

Cabinet considered a report which sought approval to adopt the Asset Management Strategy for Council Housing, which was appended to the considered report and to the capital plan to support delivery of the strategy.

Cabinet was advised that the 5-year Asset Management Strategy for Council Housing would provide a framework for service improvement to enable compliance with statutory requirements and support improved outcomes for residents living in council housing. The 5-year capital plan represented the investment needed to support delivery of the Strategy and to provide safe, good quality homes for council tenants.

The report outlined the proposed 30-year capital plan required an additional £71.2 million investment in Council housing. This would be financed through the Major Repairs Reserve and revenue contributions to capital outlay from the Housing Revenue Account with any additional amounts being financed through new borrowing and reductions to capital proposals for new builds and development activity to support the plan.

RESOLVED –

- 1) That the Asset Management Strategy for Council Housing 2024-2029 be adopted.
- 2) That the 5-year capital plan and the additional £4.4m from the HRA required to fund the strategy be approved.
- 3) That approval be given to the approach of asset option appraisal.
- 4) That authority be delegated to the Strategic Director, Growth and Regeneration and the Service Director Finance to agree annual capital plans and programmes in line with the approved 5-year capital plan.
- 5) That authority be delegated to the Service Director, Homes and Neighbourhoods in consultation with the Service Director Legal, Governance and Commissioning, to agree and negotiate the terms of and to enter into any Funding Agreements and other documentation to enable individual projects and schemes to proceed.
- 6) That authority be delegated to the Service Director, Homes and Neighbourhoods in consultation with the Service Director Legal, Governance and Commissioning, to agree and negotiate the terms of and to enter into any Funding Agreements and other documentation to enable individual projects and schemes to proceed.
- 7) That authority be delegated to the Strategic Director, Growth and Regeneration in consultation with the Service Director Legal, Governance and Commissioning to award future tenders for works within the approved 5-year capital plan, subject to the production of robust and affordable business cases.

169 Level 4 Devolution

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

Cabinet considered a report which provided an overview of the Level 4 Devolution Framework, through which the Combined Authority could apply to access new powers, functions and flexibilities, and the associated readiness conditions. The report also updated on the work that had taken place since November 2023 to develop the West Yorkshire response and the Combined Authority's submission to Government, including the partnership principles.

The report set out the Level 4 Devolution Framework, appended to the considered report, for information which set out the powers and functions available to eligible institutions, across a range of policy areas.

Cabinet noted the key highlights on offer through the Framework being (i) Funding (ii) Transport (iii) Employment and Skills (iv) Housing and Land, (v) Net Zero, Climate Change and Natural Capital, and (vi) Public Health.

RESOLVED –

- 1) That the recent publication of the Government's Level 4 Devolution Framework which sets out guidance and the powers and flexibilities on offer through a Level 4 Devolution Deal and the associated readiness conditions be noted.
- 2) That the work that has taken place across the partnership to consider the opportunities presented through the Level 4 Devolution Framework and activity undertaken to develop the West Yorkshire response, including the partnership principles be noted.
- 3) That approval be given to the Council's support for the Combined Authority's application to begin talks on adopting new Level 4 Devolution powers.

170 Marsden Masterplan - proposed approach

Cabinet considered a report which set out the revised approach to the Marsden Masterplan that included a community led, place based way of working.

The report outlined the need to develop a masterplan for Marsden to holistically consider the planned investments and help both the community and Council envision a longer-term future of Marsden and effectively steer development of the centre while preserving its unique character.

Cabinet was advised of the need to build on the high level of community interest, and in consultation with ward councillors and the Marsden community, the proposal was to establish a community partnership to embed the community and place led approach to shape the masterplan. This would help to maximise local engagement and develop long-term ownership.

RESOLVED –

- 1) That approval be given to develop a Masterplan for Marsden and proposed timescales.
- 2) That the 'Marsden Community Partnership' approach with the Council acting as Accountable Body to re-engage with Ward Councillors and the community and to develop the Partnership, including a Terms of Reference, be approved.
- 3) That authority be given to use £60,000 UKSPF funding and a maximum of £60,000 from local centres capital funding for the development of the masterplan.
- 4) That authority be delegated to the Strategic Director for Growth and Regeneration in consultation with the Portfolio Holder to finalise and execute all necessary agreements to progress development of the Masterplan.
- 5) That authority be delegated to Strategic Director for Growth and Regeneration in consultation with the Portfolio Holder to resource, procure, set up governance arrangements including an agreed Terms of Reference and to any necessary revisions thereto for the oversight and delivery of the project.

171 Local Plan Documents: Statement of Community Involvement and Local Plan Timetable

Cabinet considered a report which set out the statutorily required Planning Policy documents, the Statement of Community Involvement (SCI) and the Local Plan Timetable (LPT).

The report advised that although there was no statutory requirement to consult on an SCI, it was felt important to engage with local communities and stakeholders. A consultation ran from 20 November 2023 to 5 January 2024 in which 18 representations were received. A Consultation Statement had been prepared and was appended to the considered report. The LPT was also not subject to formal consultation, however, the Local Plan Timetable would be launched as part of the early engagement to ensure the local communities and other stakeholders were aware of when they can expect to be consulted.

RESOLVED –

- 1) That the Statement of Community Involvement be adopted and published on the council's website.
- 2) That the Local Plan Timetable be adopted and published on the council's website.
- 3) That authority be delegated to the Strategic Director for Growth & Regeneration to make any necessary minor amendments and corrections to the Statement of Community Involvement and the Local Plan Timetable.

Contact Officer: Leigh Webb

KIRKLEES COUNCIL

CABINET

Tuesday 9th April 2024

Present: Councillor Cathy Scott (Chair)
Councillor Paul Davies
Councillor Graham Turner
Councillor Viv Kendrick
Councillor Jackie Ramsay
Councillor Moses Crook

Observers: Councillor Charles Greaves

Apologies: Councillor Elizabeth Reynolds
Councillor Mussarat Pervaiz
Councillor Aafaq Butt

172 Membership of Cabinet

Apologies for absence were received from Councillor Butt, Councillor Pervaiz and Councillor Reynolds.

173 Minutes of Previous Meeting

Approved.

174 Declaration of Interests

There were no declarations of interest.

175 Admission of the Public

Cabinet noted exempt information was provided under item 11.

176 Deputations/Petitions

There were no deputations.

A petition was received from Councillor Charles Greaves in respect of proposed parking charges in Honley and Meltham.

177 Questions by Elected Members (Oral Questions)

Cabinet received oral questions under Executive Procedure Rule 2.3

Question from Councillor C Greaves

“Do we have a date when the public consultation will commence on the introduction of parking charges into all car parks?”

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

178 Waste Disposal Contract Procurement

Cabinet considered a report regarding the Waste Disposal Contract Procurement and sought approval for the revised procurement strategy timeline and the progression of further efficiency opportunities.

The report outlined information on policy changes and project dependencies and outlined a significant number of matters that had arisen since the publication of the waste disposal procurement outline business case in 2022. The result of those had resulted in a need to extend the existing interim contact arrangements by a further three years.

Cabinet was provided with an update on the progress made on the preparations for expiry of the current waste PFI contract and development of the procurement strategy for the future operation and maintenance of the Council's waste infrastructure.

RESOLVED –

- 1) That in relation to the interim arrangements, they be extended for a further three years with the contract expiry to be reprofiled to March 2028 under the Heads of Terms agreement with Suez and that a deed of variation be developed.
- 2) That approval be given to the revised procurement strategy based on a fully integrated contract to include household waste recycling centres.
- 3) That in Autumn 2026 further consideration be given to a full business case to approve the appointment of the preferred contractor prior to the commencement of a new contract.
- 4) That authority be delegated to the Strategic Director Growth and Regeneration, Service Director Legal Governance and Commissioning and Service Director for Finance to:
 - (i) Sign off and implement the required contract deed of variation and draw down the approved Capital and Revenue expenditure for extending the interim arrangements.
 - (ii) Commence a procurement process from December 2024 and to draw down the approved Capital and Revenue expenditure.
 - (iii) Take a decision following a further review to identify if efficiency opportunities could be made by mothballing the Kirklees Materials Recovery Facility and using a third-party facility and/or changes to household waste recycling centre services.
 - (iv) Sign off and implement the required Deed of Variation to cover the Network Raise Infrastructure Limited replacement of the Weaving Lane Household Waste Recycling Centre.

179 Kirklees Heritage Strategy

Cabinet considered a report which sought approval for the Kirklees Heritage Strategy and Strategic Heritage Action Plan.

The report advised of the outcomes of the Heritage Strategy which were set out in section seven and included (i) confidence (ii) sustainability (iii) duty of care (iv) ambition and opportunity (v) engagement and (vi) participation. It was expected that the strategy would continue to raise interest locally and regionally as it connected to the Cultural Heart and role of culture in the regeneration of the town centres.

Cabinet noted that the strategy reflected the Council's ambitions for regeneration through heritage which were already underway, e.g. The George Hotel and Dewsbury Arcade.

RESOLVED –

- 1) That the outcome of the Kirklees Heritage Strategy – Summary of Consultation and Feedback be noted.
- 2) That approval be given to the Heritage Strategy and Strategic Heritage Action Plan.
- 3) That approval be given to seek funds from external sources to begin implementation of the Strategic Heritage Action Plan.

180 Transport Services Capital Investment Vehicle Replacement Programme (VRP); An initial £2.5m Proposed Expenditure

Cabinet gave consideration to a report which sought authority to spend £2.5m from the agreed Capital Investment Vehicle Replacement Programme (VRP), to support critical fleet replacement and transformation models which was an invest to save approach to fleet efficiencies.

Cabinet was advised that Transport Services was a Corporate enabling service that managed the Capital Investment VRP and that this was an investment in the Council's fleet of the future, a fleet that was efficient, fit for purpose and that provided value for money. The Council's fleet were significant assets, vehicular tools to enable service delivery and service transformation challenges and would reshape and model the VRP moving forwards.

The report outlined that Transport Services would continue to manage the VRP and deliver the vehicles necessary to meet service needs working in conjunction with Procurement.

RESOLVED –

- 1) That approval be given to commence procurement activity for the Vehicle Replacement Programme in line with the Public Contract Regulations 2015 / Council Contract Procedure Rules.
- 2) That authority be delegated to Service Director Highways and Streetscene to award contracts for 35 vehicles within the £2.5m allocation.

181 2024/25 Proposed allocation of funding from Children's Directorate Achieve & Aspire Capital Maintenance baseline section of the Capital Plan

Cabinet - 9 April 2024

Cabinet considered a report which outlined the proposed allocation of 2024/25 capital funding from the Directorate for Children's Achieve & Aspire baseline section of the Capital Plan.

The report advised that the projects, funded from the 2024/25 Achieve & Aspire Capital Maintenance section of the Capital Plan would address urgent condition related needs in maintained schools. Cabinet was informed that it was vital that the projects addressed urgent health and safety related condition works across the maintained schools' portfolio and would help to ensure that they remained safe, dry, warm, and secure. The detailed list of proposed works in schools for 2024/2025, was attached at appendix B of the considered report.

RESOLVED –

- 1) That approval be given to the business case as at Appendix A of the considered report which outlined the rationale for the schools' condition works programme, the availability of funding, the selection process and the main categories of work, enabling the projects concerned to be designed, procured and implemented.
- 2) That approval be given to the detailed list of proposed works in schools for 2024/2025, as at Appendix B of the considered report.
- 3) That authority be delegated to Service Director for Development, Growth and Regeneration to manage and implement the identified works within the agreed total budget programme budget.

182 Post 16 Transport Statement 2024 / 25

Cabinet considered a report which sought approval for the Post-16 Transport Statement.

Cabinet was advised that adopting the transport statement allowed the Council to address, in part the increase in costs, whilst providing those with the greatest need the most assistance. The transport statement would also provide provision for other students of sixth form age.

Cabinet was informed that the changes would result in eligible post 16 pupils receiving a flat rate payment (based on distance) as travel support. Pupils with the highest needs would in some cases continue to be transported as they had been previously, i.e. through the Council arranging transport through its list of approved private operators of taxis and minibuses.

The report advised that the next steps would be to publish the Transport Statement and communicate the changes to services users, schools and relevant sixth form education providers.

RESOLVED –

- 1) That the Post-16 Transport Statement be adopted and should take effect from 31 May 2024 and be applied to existing and new students at the start of the 2024 academic year.
- 2) That approval be given to set the personal travel payment to:-

Cabinet - 9 April 2024

- (i) Band 1 - Living less than or equal to three miles from home to setting (one way) - £300.
 - (ii) Band 2 - Living greater than three miles but less than or equal to ten miles from home to setting (one way) - £1000.
 - (iii) Band 3 – Living greater than ten miles but less than or equal to twenty miles from home to setting (one way) - £2000.
 - (iv) Band 4 – Living greater than twenty miles from home to setting (one way) - £3000.
- 3) That should a student receive Council organised transport, the parental contribution be set to £500 per academic year.

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Contact Officer: Jodie Harris

KIRKLEES COUNCIL

CABINET COMMITTEE - LOCAL ISSUES

Wednesday 22nd November 2023

Present: Councillor Graham Turner (Chair)
Councillor Moses Crook
Councillor Paul Davies

In attendance: Karen North, Principal technical Officer - Highways and Streetscene.
Jonathan Walsh, Principal Engineer
Phillip Waddington, Group Engineer

Apologies:

1. Membership of the Committee

The Committee noted that Councillor Moses Crook had been appointed to the committee.

2. Minutes of Previous Meeting

The Committee considered the Minutes of the meetings held on 20th October 2023.

RESOLVED –

1. The consideration of the Minutes of the meeting held on 20th October be deferred to the next meeting.

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 Objection to the proposed extension of the 30mph speed limit on A644 Huddersfield Road, Mirfield.

The Committee gave consideration to a report which advised of Objection to the proposed extension of the 30mph speed limit on A644 Huddersfield Road, Mirfield which was presented by Jonathan Walsh, Principal Engineer.

The report set out that the current speed limit on Huddersfield Road was 40mph from its junction with A62 Leeds Road at Cooper Bridge to a point 91 metres west of Doctor Lane prior to Mirfield Town Centre. The speed limit change proposed would extend the 30mph from its current location by 210 metres in a westerly direction (away from Mirfield Town Centre) to encompass the proposed new right turn lane, development access and pedestrian refuges.

The speed limit change proposals, as shown on Appendix 1 were formally advertised between 31 August 2023 and 30 September 2023. During this period two objections were received from local ward councillors who were not objecting to the speed limit change, but because they did not agree the speed limit change went far enough.

In response the committee were advised that the proposed change to the 30mph was to allow the location and design of the new development access and its proposed pedestrian refuges to fall within an appropriate speed limit with a suitable distance, including a buffer zone, beyond the start of the 30mph. The existing length of Huddersfield Road had been independently assessed as being suitable for this type of road and there were no proposed environmental changes that would alter that assessment, and as a result it was appropriate that it remained as 40mph.

The Committee considered all the information presented to it both verbally and in writing and concluded that;

RESOLVED: that the objections to the amendments to the existing speed limit on A644 Mirfield be overruled, and that the proposals be implemented as advertised.

Contact Officer: Jodie Harris

KIRKLEES COUNCIL

CABINET COMMITTEE - LOCAL ISSUES

Wednesday 31st January 2024

Present: Councillor Graham Turner (Chair)
Councillor Moses Crook
Councillor Paul Davies

In attendance: Councillor Jo Lawson

Ken Major, Principal Engineer
Phillip Waddington, Group Engineer

Mr Ajmal
Mr Ahmed

Apologies:

1. Membership of the Committee

No apologies were received.

2. Minutes of Previous Meeting

The Committee considered the Minutes of the meetings held on 29th March 2023
20th October 2023 and the 22 November 2023.

RESOLVED: That the Minutes of the previous meetings be approved
as a correct record.

4 Interests

No interests were declared.

5 Admission of the Public

All agenda items were considered in public session

6 Deputations/Petitions

The Cabinet Committee received the following deputations:

- Deputation from Mr Ajmal in relation to Item 8 (Traffic Regulation [No. 16]
Order 2023, Proposed prohibition of waiting Blackmoorfoot Road, Bulay
Road, Nelson Street and Springdale Avenue, Huddersfield)

Cabinet Committee - Local Issues – 31 January 2024

- Deputation from Mr Ahmed in relation to Item 8 (Traffic Regulation [No. 16] Order 2023, Proposed prohibition of waiting Blackmoorfoot Road, Bulay Road, Nelson Street and Springdale Avenue, Huddersfield)

The Cabinet Member for Housing and Highways responded to the content of the deputations at the consideration of the relevant agenda item.

7 Public Question Time

No public questions were submitted.

8 Member Question Time

No Member questions were asked.

Objections to Traffic Regulation [No. 16] Order 2023, Proposed prohibition of waiting Blackmoorfoot Road, Bulay Road, Nelson Street and Springdale Avenue, Huddersfield.

The Committee considered objections received for Traffic Regulation [No. 16] Order 2023, Proposed prohibition of waiting Blackmoorfoot Road, Bulay Road, Nelson Street and Springdale Avenue, Huddersfield.

The report was presented by Ken Major Principal Engineer who explained that the traffic regulation order was for two separate locations within the Crosland and Netherton ward and were advertised together. Both locations received objections during the advertising period of 4 October 2023 to 1 November 2023.

Significant issues regarding access/egress had been raised by a number of businesses on Blackmoorfoot Road. The main issue was that staff/visitors to businesses on the section of Blackmoorfoot Road were parking in a way which impeded access to and egress from the businesses. A scheme was developed to remove parking from these areas of concern and to make sure that other sections of Blackmoorfoot Road were not going to be impacted by displaced parking. The residents of Bulay Road had also had issues with their bins not being emptied due to bin wagons not being able to gain access to Bulay Road and Nelson Street. To improve the possibility large vehicles gaining full access regularly it was proposed to install “no waiting at any time” restrictions on key corners and junctions on Bulay Road, Nelson Street and Springdale Avenue. This would mean that the double yellow lines would free up tight turning areas so that larger vehicles could operate without obstruction.

Councillor Jo Lawson added that the problem of poor parking persisted despite other numerous interventions made to try and change parking behaviour. In addition to the issues of waste collection on Bulay Road, there were concerns with regards to emergency vehicle access. In respect of Blackmoorfoot Road the issue of pavement parking was highlighted on a regular basis by residents. This reduced access for businesses and caused a large stretch of the road to be in-accessible to pedestrians (especially push chair and wheelchair users) raising concerns for their safety. Councillor Lawson further asked the Committee to consider residents needs highlighting support for the TRO as a step forward in relieving the persistent issues residents reported regularly.

Cabinet Committee - Local Issues – 31 January 2024

Councillor Moses Crook highlighted the importance of the scheme in resolving the long-standing and persistent issues reported by residents where numerous attempts had prior been made to change behaviour. In response to concerns raised within the deputations given, it was noted that most of the parking restrictions may mirror existing restrictions due to their proximity to junctions (as listed in the Highway Code) and part of the aim of making the markings more visible was to increase adherence to the restrictions and the TRO did not remove significant legal parking. Councillor Crook also noted that some of the objections stated that parking restrictions were no longer required due to pavement parking, but in response it was highlighted that this was not a solution as this had a impact to pedestrian safety.

The Committee further noted that it was important for residents to benefit from regular waste collections as well as ensuring increased highways safety and emergency vehicle access and after considering all the information presented to it verbally, and in writing, it was agreed that:

RESOLVED: The objections to Traffic Regulation [No. 16] Order 2023, Proposed prohibition of waiting Blackmoorfoot Road, Bulay Road, Nelson Street and Springdale Avenue, Huddersfield be overruled, and that the proposals be implemented as advertised.

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Contact Officer: Jodie Harris

KIRKLEES COUNCIL

CABINET COMMITTEE - LOCAL ISSUES

Friday 22nd March 2024

Present: Councillor Graham Turner (Chair)
Councillor Moses Crook
Councillor Cathy Scott

In attendance: Will Acornley
Sarah Durdin

Apologies: Councillor Paul Davies

1. **Membership of the Committee**
Councillor Cathy Scott was in attendance as a substitute for Councillor Paul Davies in accordance with Part 3.4 of the constitution.
2. **Minutes of Previous Meeting**
The Committee considered the Minutes of the meetings held on 31 January 2024.
RESOLVED: That the Minutes of the previous meeting held on 31 January 2024 be approved as a correct record.
- 4 **Interests**
No interests were declared.
- 5 **Admission of the Public**
All agenda items were considered in public session.
- 6 **Deputations/Petitions**
No Deputations or Petitions were received.
- 7 **Public Question Time**
No public questions were submitted.
- 8 **Member Question Time**
No Member questions were asked.

Kirklees Council Car Parking Charges / Tariff Uplift for On-Street Parking Bays and Off-Street Parking across Kirklees.

The Committee considered the report Kirklees Council Car Parking Charges / Tariff Uplift for On-Street Parking Bays and Off-Street Parking across Kirklees.

The report was presented by Will Acornley, Head of Operational Services who explained that Car parking charges / tariffs had remained unchanged in Kirklees since 2009 and benchmarking of parking charges across the region indicated that parking charges / tariffs in Kirklees were significantly lower than those in other Yorkshire districts.

Kirklees Council had the authority to impose charges for parking in Council operated car parks and designating parking places on the highway. The retrospective increase in parking charges was by the rate of inflation and would provide short and long stay parking spaces to meet the needs of shoppers, commuters and visitors.

Under the Council's Financial Procedure Rules, fees and charges must be reviewed at least once per annum, therefore car parking charges / tariffs will be reviewed annually in future, under delegation authority to the relevant Service Director.

After considering all the information presented to it verbally, and in writing, it was agreed that:

RESOLVED: The objections be overruled and that the uplifted tariffs / charges as set out in Appendix 1 be implemented with effect from 1 April 2024.

Contact Officer: Leigh Webb

KIRKLEES COUNCIL

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Friday 24th November 2023

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

In attendance: Julie Muscroft – Service Director, Legal, Governance and Commissioning
Martin Dearnley – Head of Internal Audit
James Anderson – Head of Accountancy
Rachel Firth – Finance Manager (virtual)
Rob Blackmore - Deputy Electoral Services Manager
Aaron Gouldman – Grant Thornton
Councillor Paul Davies (Ex-Officio)
Councillor Elizabeth Smaje (Ex-Officio - virtual)

Apologies: Councillor Naheed Mather
Councillor Melanie Stephen

1 Membership of the Committee

Apologies for absence were received on behalf of Councillor Naheed Mather and Councillor Melanie Stephen. Councillor Sokhal attended as a substitute for Councillor Mather.

2 Minutes of Previous Meeting

In response to a question concerning Minute 12 of the last meeting, relating to budget management and forecasting process, the Head of Internal Audit reported that he was due to meet to discuss the issue with the Chair and would provide an update at the next meeting.

RESOLVED – That the Minutes of the meeting held on 29th September 2023 be approved as a correct record.

3 Declarations of Interest

No interests were declared.

4 Admission of the Public

It was noted that Agenda Item 12 would be considered in private session.

5 Deputations/Petitions

There were no deputations or petitions received.

6 Public Question Time

No questions were asked.

7 Half Yearly Monitoring Report on Treasury Management Activities 2022/23

The Committee received a report providing assurance that the Council's treasury management function was being managed prudently and pro-actively. External investments, including the £10.0 million Local Authority Property Fund (LAPF), averaged £44.5 million during the period at an average rate of 4.43%. Investments ranged from a peak of £76.1 million in April to a low of £25.8 million in August. It was reported that all treasury management activities undertaken during the period complied fully with the principles in the Treasury Management Code and the Council's approved Treasury Management Strategy. Compliance with specific investment limits were set out in Appendix 1 of the report. Details of the treasury management revenue budget of £33.4 million was set out in the report, along with the new requirement in the 2021 Code, mandatory from 1st April 2023, of quarterly reporting of the treasury management prudential indicators. The report highlighted that the non-treasury prudential indicators were now incorporated in the Council's normal quarterly revenue reports along with the treasury management indicators.

RESOLVED –

That the Committee noted the half-year treasury management performance in 2023/24 as set out in the report,

8 Audit Findings Report

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

It was reported that Grant Thornton's audit work was completed both onsite and remotely July to October and the findings were summarised within the report. The Committee was advised that the report was a draft, and that following a final internal quality review it was expected to be signed off in the next 2 weeks. To date, no misstatements to the financial statement had been identified that had resulted in adjustments being made to the Council's Income and Expenditure Statement. Audit adjustments and managerial recommendations were appended to the report.

It was reported that the value for money work was now complete and summarised within the report. The Annual Auditors report will be submitted to the next meeting of this committee following the insertion of the management response. It was explained that headline risk conclusions relate to financial sustainability in the medium term and the deficit within the Dedicated Schools Grant.

During consideration of this item, Committee Members discussed issues relating to the minimum revenue provision; the progress in relation to financial sustainability and the achievement of identified savings; and the recovery plan in respect of the Dedicated Schools Grant.

RESOLVED –

That the draft External Audit Findings Report be received and noted,

9 Approval of the Council’s Final Accounts 2022-23

The Committee received a report setting out an update on the final accounts and audit processes for 2022/23 and requested Members of this Committee to approve the Council’s Statement of Accounts for 2022/23 including the final version of the Annual Governance Statement. The preparation of the Statement of Accounts was a statutory requirement and local authorities were now required to have them signed by the section 151 Officer by 31 May and published with an Audit Certificate by 30 September, following the end of the financial year.

It was reported that despite the significant challenges to the Council’s finance team dealing with multiple competing demands, the draft accounts were completed and signed by the Council’s Service Director - Finance on 29 June 2023. The Head of Accountancy highlighted that there were no queries or objections raised in the six week public inspection period. The audit of the 2022/23 Statement of Accounts was substantially complete and the Council’s auditors, Grant Thornton, had issued their Draft Audit Findings Report (ISA 260). The report highlighted that the Council’s Annual Governance Statement had been approved by this committee on 29th September, with authority delegated to the Chief Executive in consultation with the Leader of the Council to make necessary minor amendments to the statement.

During discussion of this item, it was confirmed that a slight amendment in respect of the AGS wording in relation point 4 relating to housing, as raised at the last meeting, would be incorporated. It was further confirmed that the text within the AGS had been reviewed with regard to the Dedicated Schools Grant.

RESOLVED –

- (i) The Statement of Accounts 2022/23 incorporating the Annual Governance Statement (Appendix A) be approved, with the Chair of the Corporate Governance and Audit Committee certifying the Statement of Responsibilities set out on page 23 upon completion of the audit.
- (ii) The draft Letter of Representation (Appendix B) be approved, with the Chair signing the final version on behalf of the Committee upon completion of the audit.

10 Statutory Polling Districts and Places Review

The Committee received a report setting out a review of the Council’s polling districts and polling places, which had been conducted in conjunction with the (Acting) Returning Officer. The review had been carried out in accordance with section 18C of the Representation of the People Act 1983, and seeks to improve accessibility to polling stations for electors within the defined areas and ensure that Kirklees had a polling scheme in place which reflected the new Parliamentary constituencies.

It was reported that the last review of polling districts and places for the Kirklees area had taken place in May 2019 and that statutory polling district and places

reviews were required to take place on a 5-year cycle. The report set out a number of proposed amendments to polling districts within Kirklees.

With regard to Parliamentary boundaries, it was explained that the Boundary Commission for England was currently undertaking a review of parliamentary constituency boundaries. The Commission had now published its final recommendations, and Orders for the new parliamentary constituency boundaries will be made by the end of November 2023.

RESOLVED: That the polling district boundaries be amended as per the (Acting) Returning Officer's proposals as summarised from section 2.2 onwards and provided at appendix 3 of the report, to allow for better access to polling stations prior to the next scheduled election and to ensure that Kirklees has a polling scheme in place to facilitate the next Parliamentary election on the new constituency boundaries.

11 **Information Governance Annual Report 2022/23**

The Committee received a report providing an update on the Information Governance service and offer to the Council, outlining key events and activities across the year. The report focused on four key areas; organisational culture change, compliance, records of processing activity (RoPA), and records management before examining the challenges, successes and next steps.

Presentation slides were submitted to accompany the report which highlighted the challenges and achievements throughout the year including details of the Subject Access Requests (SARS) backlog; current resources and service demands.

During discussion of this item, Members acknowledged the increased number of Freedom of Information and SARs requests and the measures in place to deal with the backlogs. It was explained that many requests are of a complex nature, requiring detailed input from services across the Council. The report outlined next steps and future plans for information governance in service and across the Council, supporting compliance and service delivery.

RESOLVED: That Corporate Governance and Audit Committee note the Information Governance Annual Report and that the proposed actions are enacted and kept under review.

12 **Quarterly Report of Internal Audit Q2 2023/24 - July 2023 to September 2023**

The Committee received a report which set out the activities of the Internal Audit in quarter 2 of 2023/24.

The report set out the work of Internal Audit that had been completed in the period shown above, including the remainder of work relating to last year's plan, plus that for the current one approved at the April meeting of this Committee. It was reported that all work included had reached a finalised state and, except where shown otherwise in the report, management had accepted the findings and agreed to implement the recommendations, or, in the case of employee investigations, any disciplinary action had been through the required stages and any appeal time. Where an assurance opinion was appropriate these reflected the standard framework set out in the report.

Corporate Governance and Audit Committee – 29 September 2023

The Committee acknowledged that there had been no Regulation of Investigatory Powers Act activity during the period quarter 2 2023/24.

RESOLVED – That the Q2 Internal Audit Report 2023/24 be noted.

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 Q2 2023/24 - July 2023 to September 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).

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

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Contact Officer: Nicola Sylvester

KIRKLEES COUNCIL

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Friday 19th January 2024

Present: Councillor James Homewood (Chair)
Councillor Yusra Hussain
Councillor Melanie Stephen
Councillor John Taylor
Councillor Kath Pinnock
Councillor Mohan Sokhal
Chris Jones (Independent Member)

In attendance: Steve Mawson, Chief Executive
Rachel Spencer-Henshall, Strategic Director, Corporate Strategy
Tom Brailsford, Strategic Director, Children and Families
Julie Muscroft, Service Director, Legal Governance and Commissioning
Leigh Webb, Head of Governance
James Anderson, Head of Accountancy (Virtual)
Martin Dearnley, Head of Risk
Rachel Firth, Finance Manager
Alice Carruthers, Senior Finance Officer
Thomas Foster, Grant Thornton (Virtual)
Aaron Gouldman, Grant Thornton
Councillor Elizabeth Smaje (Ex-Officio) (Virtually)
Councillor Graham Turner (Ex-Officio)

Apologies: Councillor Naheed Mather
Councillor Harry McCarthy

1 Membership of the Committee

Apologies for absence were received on behalf of Councillor Naheed Mather and Councillor Harry McCarthy.

Councillor Mohan Sokhal substituted on behalf of Councillor Harry McCarthy.

2 Minutes of Previous Meeting

RESOLVED: That the minutes of the meeting held on 24th November 2023 be approved as a correct record.

3 Declaration of Interests

No Interests were declared.

4 Admission of the Public

It was noted that Agenda items 13 and 14 would be considered in private session.

5 Deputations/Petitions

There were no deputations or petitions received.

6 Public Question Time

No public questions were asked.

7 Auditors Annual Report 2022/23

The Committee received the Annual Value for Money Report from the Council's Auditors, Grant Thornton, for the year 2022/23.

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 short and medium term with a challenging savings plan currently being developed to enable the Council to set a balanced budget for 2024/25. The report acknowledged that the Council's financial position had worsened during 2023/24, with ongoing cost pressures in areas such as social care, transport, and housing. In addition, the revised medium term financial plan had increased the funding gap that had to be overcome in setting the budget for 2024/25. As the auditors issued their key recommendation in July 2023, it was appropriate to note that the significant weakness in financial sustainability identified at that point remained in place for the current year to which this audit relates (2022/23) and continues in the current year.

The Strategic Director for Children and families explained that the Dedicated Schools Grant (DSG) deficit which had started to build up in 2014, was in regard to the change to the Children and Family Act which give parents the right to request an Educational Health and Care Plan. The change was not funded for Local Authorities' which meant a historical deficit had built up. The Department for Education was working with Local Authorities on delivering better value and the safety valve programme to reduce or write off the deficit.

During consideration of this item, the Committee raised concerns regarding the sharing of information with Committee members, the culture of staff understanding the importance of making savings and working differently with Communities. In response to the issues raised, the Chief Executive advised that consideration would be given to how information could be provided to the Committee without duplicating the work of Scrutiny. With regards to the spending freeze, systems were in place with checks being carried out, and discussions were underway with teams and managers on priorities of the business to make savings. It was observed that the Council needed to change their culture in working with communities to save money.

The Committee sought assurance from the external auditors on how confident they felt that the Council were on track with addressing the significant financial challenges due to the continuing overspend in all areas. Grant Thornton advised that the overspends were relating to 2022/23 financial year and were due to budget,

decisions and pressures that pre-existed the current set of arrangements. It was noted there were measures and arrangements in place to limit overspending in the future.

The Committee noted that this was the last meeting to be attended by Mr Gouldman who was leaving Grant Thornton and thanked him for all the work he had produced and wished him well for the future.

RESOLVED - That the report be received and noted.

8 Treasury Management Strategy and Investment Strategy 2024/25

The Committee received the Treasury Management Strategy 2024/2025 and associated appendices, in accordance with the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on treasury management. The report provided information regarding (i) the outlook for interest rates and credit risk, and a recommended investment strategy (ii) the current and estimated future levels of Council borrowing (internal and external) and a recommended borrowing strategy (iii) methodologies adopted for providing for the repayment of debt and a recommended policy for calculating minimum revenue provision (iv) other treasury management matters including the policy on the use of financial derivatives, prudential indicators, the use of consultants and the policy on charging interest to the housing revenue account and (v) recommended an annual investment strategy(Non-Treasury Investment) for the Council in 2024/25.

The Committee was advised that the report and recommendations were to be submitted to Cabinet on 13 February 2024 and Council on 6 March 2024.

RESOLVED - That the Treasury Management Strategy 2024/25 incorporating (i) the borrowing strategy, (ii) the investment strategy, (iii) the policy for provision of repayment of debt (Minimum Revenue Provision) (iv) the treasury management prudential indicators and (v) the investment strategy (non-treasury investments) be referred to Cabinet on 13 February 2024 and the meeting of council on 6 March 2024.

9 Dates of Council Meetings - 2024/25 Municipal Year (Reference to Council)

The Committee received a report which set out a provisional schedule of Council meeting dates for the 2024-2025 municipal year. The date of 13th November 2024 had been identified for the West Yorkshire Mayor to attend Council.

The Committee voiced concerns that there would be no planned meetings between February 2025 and July 2025 apart from the meetings solely for consideration of the Budget and the AGM.

RESOLVED –

- 1) That the schedule of Council meetings for the 2024-25 municipal year be submitted to the meeting of Council on 7 February 2024 with a recommendation of approval,
- 2) That Lead Members be asked to consider a meeting of Council between February and July 2025.

10 Risk Management Annual Report 2023/24

The Committee received a report which provided information on the Council's strategy for Risk Management and its governance arrangements to deliver in line with the approved strategy, and to outline priority actions for development during 2024-25.

The Accounts and Audit Regulations 2015 required that a relevant authority must ensure that it had a sound system of internal control which i) facilitated the effective exercise of its functions and the achievement of its aims and objectives, ii) ensured that the financial and operational management of the authority was effective, and iii) included effective arrangements for the management of risk.

The report explained that robust risk management was a central feature of good governance and the Council's approach to risk management had built on the success of the previous year with proactive risk management continuing. Although significant progress had been made, there remained a level of inconsistency in the extent that risk management was embedded within the day-to-day operations and the culture of the council. It was still necessary to drive greater improvements which needed to be both realistic and proportionate as set out in the report.

During consideration of this item, the Committee asked questions on how the risk framework was used at a strategic level, what happened if a risk remained unchanged for 12 months, and how the framework was used to inform decision making. It was noted that there was a risk assessment matrix that informed the scoring of all risks. Unchanged scores were something that were to be looked into, with a formal review forced for high rated risks, and that all controls for risk should remain the same, even when the outcome was different. The Committee also recommended that risks, controls, and actions were to be split out in future reports.

RESOLVED-

- 1) That the report be received and noted
- 2) That the committee be content with the risk management process as described, and currently operated.

11 Quarterly Report of Internal Audit Q3 2023/24

The Committee received a report relating to the internal audit work in quarter 3 of 2023/24.

The report set out the work of Internal Audit completed October to December 2023, including the remainder of work relating to the previous year's plan, along with that for the current year approved at the April 2023 and September 2023 meetings. All work had reached a finalised state. Except where shown otherwise, management had accepted the findings and agreed to implement/investigate the recommendations. A number of audits were awaiting finalisation and were to be reported in the next quarter.

RESOLVED-

- 1) That the Internal Audit Quarterly Report be noted and that no further action was sought on any matter identified.
- 2) That it be noted that there has been no Regulation of Investigatory Powers Act activity during the period quarter 3 2023/24.

12 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 stated in the undermentioned minutes.

13 Risk Management Annual Report 2023/24

The Committee noted the exempt information, which was an appendix to agenda item 10.

14 Quarterly Report of Internal Audit Q3 2023/24

The Committee noted the exempt information, which was an appendix to agenda item 11.

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Contact Officer: Nicola Sylvester

KIRKLEES COUNCIL

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Friday 8th March 2024

Present: Councillor James Homewood (Chair)
Councillor Naheed Mather
Councillor John Taylor
Councillor Kath Pinnock

Co-optees Chris Jones

In attendance: Rachel Spencer Henshall, Strategic Director, Corporate Strategy, Commissioning and Public Health,
Leigh Webb, Acting Head of Governance,
Gareth Mills, Grant Thornton
Greg Charnley, Grant Thornton
Simon Straker, Audit Manager (Virtual) Isabel Brittain,
Service Director Finance (Virtual)
Councillor Elizabeth Smaje (ex-Officio)

Apologies: Councillor Harry McCarthy
Councillor Melanie Stephen
Councillor Paul Davies (ex-Officio)

1 Membership of the Committee

Apologies for absence were received on behalf of Councillor Harry McCarthy, Councillor Melanie Stephen and Councillor Paul Davies (ex-Officio).

2 Minutes of Previous Meeting

RESOLVED: That the minutes of the meeting held on 19th January 2024 be approved as a correct record.

3 Declaration of Interests

Councillor John Taylor declared 'an other' interest as a Member of the Housing Improvement Board.

4 Admission of the Public

All items were considered in public session.

5 Deputations/Petitions

There were no deputations or petitions received.

6 Public Question Time

No questions were asked.

7 Representation on Outside Bodies

The Committee received an update on the Representation on Outside Bodies.

The Service Director, Legal, Governance & Monitoring has delegated authority, in consultation with Group Business Managers, to receive and process nominations to the Outside Bodies. Any Changes in the Council's representation on Outside Bodies are reported to Corporate Governance and Audit Committee for Information.

Since the last update to Committee, changes to the Council's Outside Body representation had occurred and had been incorporated into the Council's database of outside body representation.

RESOLVED: That the update on Representation of Outside Bodies be received and noted.

8 Annual Governance Statement 2022/23

The Committee received a progress report against the Annual Governance Statement 2022/23 action plans.

Simon Straker, Audit Manager advised the Committee that issues identified in the 2022/23 statement would form part of the draft 2023/24 Annual Governance Statement. Further actions taken and planned actions in 2023/24 were provided in the report.

During consideration of this item, the Committee referenced the recommendations of the Democracy Commission, and requested an update on the Democracy Commission recommendations at a future meeting.

The Committee felt that the Annual Governance Statement was unclear on the impact of delivery on services and focussed more on process. Rachel Spencer-Henshall, Strategic Director for Corporate Strategy, Commissioning and Public Health advised that the Annual Governance Statement was a focus and through the audit committee and scrutiny panel would ensure the correct content was in future reports.

A discussion took place on housing improvements. The regulator of Social Housing submitted notice to make improvements to the standards of fire safety, damp and mould. It was noted that Kirklees had self-referred to the regulator and understood its responsibilities. Kirklees were taking actions to complete the overdue fire safety actions and were addressing reports of damp and mould.

The Committee reflected on the agenda items of the Corporate Governance and Audit Committee meetings scheduled throughout the year and requested that documents and agenda items that complimented each other were on the same agenda. The Committee suggested an agenda plan be published and agreed to an additional meeting of this Committee in May 2024.

RESOLVED: That the Annual Governance Statement 2022/23 be received and noted.

9 Audit Progress Report and Sector Update

The Committee received a verbal update on the audit progress report and sector update.

Gareth Mills, Grant Thornton, updated the Committee on audit team changes following conclusion of the 2022-23 audit cycle and explained that the auditor's statutory responsibilities were to provide an opinion on the audited body's financial statements and work on value-for-money arrangements. The update included a summary of emerging national issues and developments that were relevant along with a number of challenging questions in respect of emerging issues.

The Committee noted that work on the 2023-24 financial statement audit had commenced at the end of 2023. The Value for money report was presented to the Committee in January 2024 which highlighted two key recommendations in respect of the Council's overall financial position and the deficit position on reserves, and that the Council's responses and arrangements would be followed up as part of their 2023-24 Value-for-Money work, along with other improvement recommendations raised. Planned dates for the Audit plan, Audit Findings Report, Auditor's Report and Auditor's Annual Report on VFM arrangements were provided.

RESOLVED: That the Audit Progress Report and Sector Update be received and noted.

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Contact Officer: Nicola Sylvester

KIRKLEES COUNCIL

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Friday 19th April 2024

Present: Councillor James Homewood (Chair)
Councillor Harry McCarthy (Virtual)
Councillor John Taylor
Councillor Kath Pinnock

Co-optees Chris Jones

In attendance: Rachel Spencer-Henshall, Strategic Director, Corporate Strategy, Commissioning and Public Health,
Julie Muscroft -Service Director, Legal, Governance and Commissioning, (Virtual)
Leigh Webb - Acting Head of Governance
Martin Dearnley -Head of Risk & Internal Audit,
Councillor Graham Turner
Gareth Mills -Grant Thornton (Virtual)
Greg Charnley - Grant Thornton (Virtual)
Councillor Elizabeth Smaje (ex-Officio)

Apologies: Councillor Naheed Mather

1 Membership of the Committee

Apologies for absence were received on behalf of Councillor Naheed Mather.

2 Minutes of Previous Meeting

RESOLVED: That the minutes of the meeting held on 8th March 2024 be approved as a correct record.

3 Declaration of Interests

Councillor John Taylor declared 'an other' interest as a Member of the Democracy Commission.

4 Admission of the Public

All items were considered in public, with exception to part of agenda item 8.

5 Deputations/Petitions

There were no deputations or petitions received.

6 Implementation of Democracy Commission Recommendations update

The Committee received an update on the implementation of Democracy Commission recommendations.

Leigh Webb, Acting Head of Governance advised that the Corporate Governance and Audit Committee were central in the oversight of the work in relation to the review and examination of alternative models of governance that the Democracy Commission undertook. The Democracy Commission recommended to Council that the current Leader and Cabinet model of governance arrangements be retained. In coming to this conclusion, the Commission highlighted a number of areas for further work, particularly in relation to the development and strengthening of the existing scrutiny function; increased dialogue with Cabinet Members on key strategic issues with Members to increase transparency and develop both formal and informal engagement with members; and that a consultation be undertaken with Group Business Managers and Members, to identify any potential barriers preventing some Members being appointed to Committees/Panels such as timing, frequency, location, format of meetings with any actions appropriately co-ordinated.

A review of the Overview and Scrutiny Management Committee also took place which set out a number of changes, with a new structure being adopted by Council in May 2023.

During consideration of this item, it was noted that pre-decision scrutiny and recommendations from scrutiny panels were imperative to decision making, which should be added into officer's reports, and that pre-decision scrutiny worked well when there was open and transparency in sharing information.

RESOLVED: That the Implementation of Democracy Commission Recommendations update be noted.

7 Proposed revisions to the terms of reference for the Kirklees Health and Wellbeing Board 2024/25

The Committee received the proposed revision to the terms of reference for the Kirklees Health and Wellbeing Board 2024/25 to be referred for final approval at Council on 22nd May 2024.

Rachel Spencer-Henshall, Strategic Director, Corporate Strategy, Commissioning and Public health advised that the updated terms of reference would ensure that the Health and Wellbeing Board would meet its statutory obligations and fulfil the local and national policy commitment to partnership-based approaches to improving health and wellbeing, whilst delegating authority to the Chair for the appointment of the Deputy Chair facilitated efficient leadership with the Board.

The following proposed changes to the Terms of Reference were noted:

- Removal of the Chief Executive, Kirklees Council as a Board member,
- To delegate authority to the Chair of Health and Wellbeing Board for the appointment of a Deputy Chair from amongst its members,
- Name changes within the membership,
- Change in language to reflect the new health and care strategies.

Corporate Governance and Audit Committee - 19 April 2024

During consideration of this item, it was noted that Colleges alongside schools should be represented on the Board.

RESOLVED:

- (i) That the updated Terms of Reference for the Kirklees Health and Wellbeing Board for the year 2024/25 be approved and referred to Council on 22 May 2024,
- (ii) That delegated authority to the Chair of Health and Wellbeing Board for the appointment of a Deputy Chair from amongst its members be approved.

8 Internal Audit Plan for 2024/25 and Associated Matters

The Committee received the Internal Audit Plan for the first half of 2024/25, the Internal Audit Charter and Mandate.

Martin Dearnley, Head of Risk and Internal Audit advised the Committee that a risk-based audit plan was necessary to achieve maximum assurance from a limited level of resource and that the Internal Audit Mandate, Charter and Strategy document was in fulfilment of the requirements for the Institute of Internal Auditors Global, Internal Audit Standards and Public Sector Internal Audit Standards. It was anticipated that the proposed internal audit plan could be delivered within the envisaged resource availability.

The Committee noted that Internal Audit is a statutory obligation for local authorities and existed to provide independent assurance about the business processes for the Council. Internal Audit work was designed to provide assurance through following a programme of work to give coverage across the organisation areas of risk. The report covered the following areas:

- Audit Planning & Resourcing 2024/25
- Internal Audit Mandate, Strategy & Charter and the Global Internal Audit Standards
- Performance Standards
- Fraud Work

During consideration of this item, the Committee suggested that the housing system (CX) which was to be implemented should be included within the audit plan, and that the external audit recommendations should also be included. It was noted that the External Audit recommendations would be brought to a future meeting.

RESOLVED:

- (i) That the proposed audit plan for 2024/25 (April to September 2024/ draft October 2024 to March 2025) be approved,
- (ii) That the resourcing position of Internal Audit be noted,
- (iii) That the Head of Risk and Internal Audit be delegated authority to make changes to the Audit Plan as he considers reasonable, reflecting the needs of the organisation, subject to this being reported back to this Committee,
- (iv) That the Internal Audit Mandate, Charter and Strategy be approved,
- (v) That other matters raised in the report be noted.

(Note: at the conclusion of this item the committee resolved to move into private session to allow for further discussion of questions raised relating to individuals and passed the appropriate resolution under Section 100(A) of the Local Government

Corporate Governance and Audit Committee - 19 April 2024

Act 1972, as the information involved the disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act)

Contact Officer: Nicola Sylvester

KIRKLEES COUNCIL

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Friday 10th May 2024

Present: Councillor James Homewood (Chair)
Councillor Yusra Hussain
Councillor Harry McCarthy
Councillor John Taylor
Councillor Kath Pinnock
Councillor Mohan Sokhal (Substitute)
Councillor Donna Bellamy (Substitute)

In attendance: Steve Mawson, Chief Executive
Rachel Spencer-Henshall, Strategic Director, Corporate Strategy,
Julie Muscroft, Service Director, Legal Governance and Commissioning,
Kevin Mulvaney, Service Director, Finance
Leigh Webb, Acting Head of Governance
David Stickley, Principal Lawyer (Virtual)
Martin Dearnley, Head of Risk and Internal Audit
James Anderson, Head of Accountancy (Virtual)
Gareth Mills, Grant Thornton
Greg Charnley, Grant Thornton
Joel Hanna, Head of Childrens Sufficiency, Resources, Improvement & Partnership
Vicky Metheringham, Service Director, Childrens (Virtual)

Apologies: Chris Jones (Independent Person)
Councillor Graham Turner – Ex Officio

1 Membership of the Committee

Apologies were received on behalf of Councillor Graham Turner, Ex Officio and Chris Jones, Independent Person.

Mohan Sokhal attended as Labour Substitute
Donna Bellamy attended as Conservative Substitute.

2 Minutes of Previous Meeting

RESOLVED: That the minutes of the meeting of 19th April 2024 be approved as a correct record.

3 Declaration of Interests

No Interests were declared.

4 Admission of the Public

It was noted that agenda item 17 would be considered in private session.

5 Deputations/Petitions

No deputations or petitions were received.

6 Public Question Time

There were no public questions.

7 Informing the Audit Risk Assessment for Kirklees Metropolitan Council

The Committee received a report on Informing the Audit Risk Assessment for Kirklees Metropolitan Council.

The Council's External Auditor, Grant Thornton, had asked that Council Officers completed the 'Informing the audit risk assessment for Kirklees Council 2023/24' which consisted mainly of a schedule of issues relating to (i) General Enquiries of Management (ii) Fraud (iii) Fraud Risk Assessment (iv) Laws and Regulations (v) Impact of Laws and Regulations (vi) Related Parties with whom the council had or recorded transactions (vii) Going concerns (viii) Accounting Estimates (ix) Accounting Estimates – General Enquiries of Management.

The Committee noted that External Audit had requested they affirm that they believed the assertions to be true (or have no reason to believe that they were untrue).

RESOLVED: That the Informing the Audit Risk Assessment for Kirklees Metropolitan Council be formally submitted to Grant Thornton.

8 Kirklees Council External Audit Plan 2023-24

The Committee received Kirklees Council External Audit Plan 2023-24 from Grant Thornton, who advised that the report provided an overview of the planned scope and timing of the statutory audit of Kirklees Council for those charged with governance. The scope of the audit was set in accordance with the Code of International Standards on Auditing. Grant Thornton was responsible for forming and expressing an opinion on the council and groups financial statements that had been prepared by management with the oversight of those charged with governance and updated the Committee on (i) Significant risks (ii) Group Audit (iii) Materiality (iv) Value for Money arrangements (v) Audit logistics.

During consideration of this item, the Committee noted that the Dedicated School Grant overspend and dealing with the accumulated deficit position was related to high needs.

RESOLVED: That the External Audit Plan 2023-24 be noted.

9 Proposed Amendment of arrangements for Corporate Parenting Board

The Committee received a report which proposed amendments of arrangements for Corporate Parenting Board.

To support the establishment of broader partnership arrangements to deliver the authorities duties for ensuring corporate and partnership arrangements were in place, and to strengthen current arrangements in supporting children in care and care leavers in line with the authority's statutory responsibilities across a wider range of partners, it was proposed that the current arrangements set out in the council's constitution for oversight of the Corporate Parenting Board be amended. This reflected that the Board would be a closed partnership meeting following the revision of terms of reference and revised Corporate Parenting Strategy.

RESOLVED: That proposed amendments of arrangements for Corporate Parenting Board, as set out in this report, be recommended to Annual Council for approval.

10 Proposed Amendments to Contract Procedure Rules

The Committee received a report setting out information on proposed changes to Contract Procedure Rules for the year 2024/25. The Contract Procedure Rules ensured that the Council was acting in line with current legislation and other developments in public law when conducting procurements. The proposed changes within the report related to minor updates to the procurement threshold limits and updated to Rule 8 Disposals.

RESOLVED: That proposed changes to Contract Procedure Rules 2024/25, as set out in the report, be recommended to Annual Council for approval.

11 Proposed Amendments to Financial Procedure Rules

The Committee received a report setting out information on proposed changes to Financial Procedure Rules for the year 2024/25. The proposed changes related to capital budgeting and budgetary control arrangements and minor proposed changes regarding grants. It was reported that the sections affected were most of FPR3 and clause 5 of section 22. All the text changes were highlighted within Appendix 1 by a table showing them as now and as proposed against each paragraph. The changes proposed in the report were intended to make clear that once Council had determined a capital plan, all specific projects, or programmes of expenditure required a business case that must be approved by Cabinet. There were no changes to financial limits or authority and the same procedures were presented in a way intended to be slightly simplified and easier to follow. It was highlighted that the changes made clear that any grants received from government and West Yorkshire Combined Authority required formal incorporation into the council capital budget process, including an approved business case for any capital investment and that any onerous grant conditions were subject to Cabinet approval.

RESOLVED: That the proposed changes to Financial Procedure Rules, as set out in the report, be recommended to Annual Council

12 Proposed Amendments to the Council's Constitution

The Committee received a report which set out a number of proposed changes to the Council's constitution, along with details of amendments made since 2023, on the authority of the Council and by the Monitoring Officer using delegated powers.

The report set out the proposed changes in relation to the different parts of the constitution, with information setting out detail of the proposed change and which approval and/or comment was sought. It was noted that there had been some changes using delegated authority granted to the Monitoring Officer by Council on 20th May 2015 to reflect changes to officer's titles, typing or grammatical errors, old references, and new legislation. The list of changes made using the Monitoring Officer's delegation were set out in Appendix 1 for information and members were asked to note the changes.

During discussion of the item, the Committee made reference to the proposed process of petitions, deputations, written questions and speaking rights.

The Committee requested the wording be more defined for petitions, along with petition debates to be scheduled within a reasonable time period.

The Committee felt that for deputations, video and audio presentations could be a useful tool, although they acknowledged that requests would have to be timely and comply with the Council's IT Security policy.

The Committee was supportive of the change for written questions at full Council meetings but not for the proposed changes to questions at Cabinet and Council committees, due to public participation and transparency, it was suggested that this proposed change be part of a future review.

With regards to supplementary questions and answers recorded on the webcast, the Committee suggested that the time limit of 12 months be removed, and for it to be in line with the Council's retention policy.

The Committee suggested that speaking rights for Members and public at committees be considered as part of a future review.

RESOLVED:

1. That the changes made to the Constitution in 2023-24 listed in Appendix 1 be noted
2. That the proposed changes to the Constitution set out in section 2 of the report be approved with the following recommendations:
 - (i) Amendments to CPR 9 relating to the presentation of petitions and referral of subject matter.
 - (ii) Amendments to CPR 9a subject to the replacement of the word "may" with "will" and clarification that where a debate is requested (for petitions exceeding 3000 valid signatures) this will be scheduled within a reasonable time period.

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- (iii) Amendments to CPR's 9 and 10 to make them consistent with CPR 11 in respect of the need to be a resident or business owner in Kirklees in order to be able to present a petition or deputation.
- (iv) That the proposed amendments in respect of CPR 11(6) be applied to CPR 12 for written questions by the public and Elected Members at Full Council meetings only.
- (v) That CPR 12(6) be approved subject to the removal of wording "with the consent of the Chair"
- (vi) Amendments to CPR 11(7) subject to the removal of wording "for a period of 12 months".
- (vii) Proposals relating to Member Speaking Rights (CPR 36(1)), Permission to Speak by Members of the Public (CPR 37), Video requests for deputations (CPR10) and the wider application of the proposals set out in (v) above to Cabinet and Council Committees be subject to further consideration following a future review.

3. Notes that work will continue to keep the Constitution under review.

4. Recommends to Council that they note and approve (as applicable) the above recommendations and delegate authority to the Service Director – Legal, Governance and Commissioning to make appropriate amendments to the constitution which may be agreed by Council as well as any consequential amendments to the constitution to reflect the changes agreed.

13 Internal Audit Annual Report for 2023/24

The Committee received the Internal Audit Annual Report for 2023/24 which provided information about Internal Audit activity during 2023/24, and an assurance opinion from the Head of Internal Audit and Risk.

The Head of Internal Audit was required each year to provide an opinion to the Council about the level of assurance that was provided through systems of governance, risk management and financial control. The report concluded that there was just sufficient evidence to demonstrate that the Council's system was largely effective.

During consideration of this item, it was noted that Kirklees Internal Audits should be comparable with other Local Authorities and the Head of Risk was asked to seek information and report it to a future meeting of the Committee. The Committee noted a creeping increase in limited assurance raised concerns. The Committee suggested that persons accountable for the limited assurances should attend this Committee to provide an explanation.

RESOLVED: That the Internal Audit Annual report be noted.

14 Internal Audit Plan 2024/25

The Committee received a slightly revised Internal Audit Plan 2024/25 which addressed matters discussed in connection with the Audit Plan at the meeting of this Committee on 19th April 2024.

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The Corporate Governance and Audit Committee had requested the proposed first half, and draft second half plans for 2024/25 to be supplemented by one additional audit and to allocate the audits between quarters.

RESOLVED: That the Internal Audit Plan 2024/25 be noted.

15 **Quarterly report of Internal Audit Q4 - January 2024 - March 2024**

The Committee received the Quarterly Report of Internal Audit Quarter 4 – January 2024-March 2024 which provided Internal Audit activity during the final quarter of 2023/24.

All work included in the report had reached a finalised state and, except where shown otherwise, management had accepted the findings and agreed to implement the recommendations. A number of audits were awaiting finalisation and would be reported in the next quarter.

During discussion, it was noted that the position a from previous follow-up audit review in 2022/23 for Emergency Duty Service remained unchanged, with implementation of the 8 outstanding recommendations still needed. The Committee suggested that the service be invited to a future meeting to provide an update.

RESOLVED: That the Quarterly report of Internal Audit Q4, January – March 2024 be noted.

16 **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 stated in the undermentioned minutes.

17 **Quarterly Report of Internal Audit Q4, January 2024 - March 2024**

The Committee noted the exempt information, which was a supplement to agenda item 15.

Contact Officer: Jenny Bryce-Chan

KIRKLEES COUNCIL

HEALTH AND WELLBEING BOARD

Thursday 18th January 2024

Present:

- Cllr Jackie Ramsay, Chair (Cabinet Member for Health and Social Care)
- Cllr Kath Pinnock, Kirklees Council
- Carol McKenna, Kirklees (ICB) Accountable Officer/Place-based Lead
- Richard Parry, Strategic Director for Adults and Health, Kirklees Council
- Karen Jackson, Chief Executive Locala
- Tom Brailsford, Strategic Director, Children and Families, Kirklees Council
- Catherine Riley, Associate Director of Strategy Calderdale and Huddersfield NHS Foundation Trust
- Liz Mear, Independent Chair of the Kirklees Integrated Care Board Committee
- Superintendent Jim Griffiths, West Yorkshire Police
- James Creegan, CEO of Kirklees Care Association
- Alasdair Brown, Chief Executive of Kirklees Active Leisure (KAL), representing Third Sector Leaders
- Warren Gillibrand, Acting Head of Department, Nursing, University of Huddersfield

In attendance:

- Alex Chaplin, Strategy and Policy Officer Kirklees Council
- Lucy Wearmouth, Acting Head of Improving Population Health Kirklees Council
- Jo-Anne Sanders, Service Director, Learning & Early Support Kirklees Council
- Stewart Horn, Head of Children's Integrated Commissioning, Kirklees Council
- Izzy Worswick, Associate Director, Provider Collaboratives and Planning Southwest Yorkshire Partnership NHS Foundation Trust
- Karen Huntley, Director Across Healthwatch Calderdale and Healthwatch Kirklees (Via Teams)
- Dr Kieran Lord, Service Director – Resources, Improvements & Partnerships, Kirklees Council (Via Teams)

Apologies:

- Cllr Elizabeth Reynolds - Cabinet Member for Learning and Aspiration
- Cllr Mark Thompson, Kirklees Council
- Cllr Moses Crook, Cabinet Member for Housing & Highways

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Rachel Spencer-Henshall, Strategic Director Corporate Strategy, Commissioning & Public Health, Kirklees Council
Stacey Appleyard, Director - Healthwatch Kirklees
Christine Fox, Director of Customer and Community Services, Connect Housing
Sean Rayner Director of Provider Development, Southwest Yorkshire Partnership NHS Foundation Trust
Len Richards, Chief Executive, Mid Yorkshire NHS Trust
Dr Khalid Naeem, Chair Clinical & Professional Forum, Kirklees Health and Care Partnership
Vanessa Taylor, Professor of Cancer and Palliative Care, University of Huddersfield

13 **Membership of the Board/Apologies**

Apologies were received from Cllr Elizabeth Reynolds, Cllr Mark Thompson, Rachel Spencer-Henshall, Christine Fox, Sean Rayner, Dr Khalid Naeem, and Vanessa Taylor

Lucy Wearmouth attended as sub for Rachel Spencer-Henshall, Karen Huntley, attended as sub for Stacey Appleyard, Izzy Worswick, attended as sub for Sean Raynor.

The Chair gave a note of thanks to the previous Chair Cllr Viv Kendrick and to the Nick Hardiker Deputy Chair who has retired.

14 **Minutes of previous meeting**

That the minutes of the meeting held on the 29th June 2023 be approved as a correct record.

15 **Interests**

No interests were declared.

16 **Admission of the Public**

All agenda items were considered in public session.

17 **Deputations/Petitions**

No deputations or petitions were received.

18 **Public Question Time**

No public questions were asked.

19 **Special Educational Needs and Disability Programmes**

Jo-Anne Sanders, Service Director, Learning and Early Support, provided an update on Special Education Needs and Disability Programme, thanking the Board for the opportunity to bring an update on children and young people with Special Educational Needs and Disabilities (SEND) or those who have additional needs.

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The Board was informed that the update would also provide a progress update on context and data, governance arrangements, and to share information and receive views on the refreshed SEND area strategy entitled, 'The Big Plan' and then to respond to Board questions. In addition, an update would be provided on the significant progress made towards improving things that were in the Written Statement of Action, where things currently are, and the preparation being made for the next inspection.

In summary, the Board was informed that the Health and Wellbeing Board holds the executive governance for the local area, around children and young people as they progress towards, and prepare for adulthood.

Referring to a set of slides entitled "what difference are we trying to make, and for whom," the Board was informed that there is a complex improvement agenda, so that children, young people and their families are able to achieve and succeed.

This is a complex area with a great deal of activity across the partnership, to enable children to have the best start in life from when they are born, putting all the necessary arrangements in place, to ensure that whatever their start in life, they can achieve their potential. Some children and young people need additional help and support, and it is the role of the partnership to get them that support at the earliest opportunity and support them throughout their childhood and into adulthood.

Wherever possible, the aim is to educate young people within the borough, however this is not always possible because of the specific nature of their needs. When young people can be educated locally, services can be wrapped around them in a coherent way by the partnership. It is important that there is consistency and inclusion and that can then be seen in educational outcomes, post 16 opportunities, in working life and that barriers are removed for young people to enable them to excel.

The Board was provided with the following information in terms of background and context:

- New responsibilities on health, education and social care through the Children and Family Act 2014, placed a statutory duties on all partners in local areas. Prior to that date, there were statements of special educational needs for young people in education, this moved on to what is now in place with the Education, Health and Care Plans (EHCP) providing a real impetus for partners to join together
- At the same time that the new statutory duties came into being, a new inspection regime jointly between Ofsted and CQC began to inspect local arrangements. Kirklees, was possibly one of the last local authorities under the old inspection framework to be inspected, and that inspection took place in February 2022
- There are many challenges nationally around supporting children and young people in education, health, and care, and as a result, the government published a green paper in 2023, regarding proposed changes which translated into a National improvement plan, of which they are starting to test things. For

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example, having a consistent education, health and care plan, regardless of which local authority you reside in

- It also strengthened the partnerships statutory responsibilities, and as a result they refreshed the inspection framework. Work is currently being undertaken preparing and reflecting and measuring against that new inspection framework
- In response to local ambitions, a partnership transformation plan has been developed, and that had been worked on over the last couple of years. It has had significant investment in terms of time and resources across the partnership, and green shoots are now beginning to appear, things that are making a difference
- At the highest level of governance locally, SEND reports directly to the Health and Wellbeing Board and there are good links with schools, Education Learning Partnership Board, Schools Forum and also links into the 'Starting Well' agenda

The Board was provided with an overview of statistical information relating to the number of children and young people up to the age of 25 who hold an EHCP, and how that correlates as a percentage of all school age pupils and the percentage of school age pupils who have a special educational need or a disability. The information highlighted the demand including how many new assessments for an EHCP were requested in the last 12 months, which was 1036.

The Board was informed that there has been an increase in demand, some of which is directly as a result of Covid, and this puts pressure on all partners in terms of doing everything that needs to be done to make sure there is quality education and health and care needs assessment. Preparation for adulthood is not just with the 18-25 cohort, everything is geared towards independence and transition at all stages has been identified as being crucial.

The Board was presented with contextual information with regard to expenditure from the high needs block of the dedicated schools grant. The high needs block currently funds school placements, some outreach support, special school places, alternative provision and top ups through the EHCP to mainstream schools, and opportunities for personal budgets. There is also expenditure on young people who are educated outside the local area or in independent provision potentially because their needs are such that they cannot be met in existing provision.

Ms Sanders informed the Board that the information showed that there is a significant challenge locally as current spending is in excess of the money that is coming from national government through the high needs block. As a result, Kirklees is a local area that is part of a Safety Valve Agreement, with the Department for Education and the Skills and Funding Agency, and through the SEND Transformation Plan there is a planned approach where they will help to resolve some of the deficit position. Demand is increasing, there is pressure on services, however, Kirklees is not on its own in terms of some of the challenges it faces in bringing expenditure in line with allocation. There is much to deal with in terms of being able to do the right thing, to meet need and to orientate as much of the spend to early support as is possible.

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The Board was provided with further data context with regard to the percentages of children and young people in schools in terms of ethnicity, in terms of need and young people who may have more than one characteristic. For example, a child with a special educational need who might also be looked after by the local authority.

The largest areas of growth that can currently be seen in young people are those with speech, language and communication difficulties, autism, and children and young people with social, emotional and mental health difficulties.

Referring to the presentation, the Board was provided with further information on:

- SEND pupils within wards and the location of schools as this information is important when considering sufficiency and where special schools should be located and making provision as close to where children and young people live as possible
- Educational attainment, and how Kirklees benchmarks alongside national peers in terms of key stage 2 and key stage 4 attainment for children and young people either at SEND support or with an EHCP. Kirklees is not an outlier in terms of where it sits when compared nationally, although performance is slightly lower at key stage two, there has been significant improvements in terms of closing the gap

The Board was informed that in terms of governance, work has been undertaken to refresh and re-focus the program. Previously, there had been nine workstreams and a lot of activity, and whilst not losing sight of that work and the progress made, it is an opportune time to consolidate those under three headings which will make it easier for people to understand what is to be achieved. Whether that is school partners, health partners and parent and carers.

Clear reporting lines have been introduced to ensure responsibilities are clear and to emphasise that this is a partnership and how the system will work together, and this is what gets tested as part of the inspection.

All activities are focused under three areas:

- Quality and compliance – (are we getting it right) ensuring that statutory duties are met, doing things on time and that they are of high quality. Those things are important the 'Big Plan' has been refreshed to make it really easy for people to understand. The feedback received from young people, parents and carers, raised question as to whether as a system “are we getting it right? Are things being done on time?”
- Sufficiency – (enough of the right stuff) making sure there is enough of what is needed, whether that is places, education, speech and language therapy, educational psychology, whether it is a service or a place, is there sufficient?

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- Need – (demand) is there clarity around what the needs of the population are and what the demand is? Previously mentioned was the demand for needs assessments, however, what about other things and are there opportunities to get in earlier. Having a good understanding of the local demographic and what they need is important and that there is a joint system ownership.

Ms Sanders explained that with regard to 'The Big Plan,' it started with a SEND strategy two years ago and progress has been made and people have been aware of the journey so far. Feedback had been received from the Department for Education, NHS England and through the Written Statement of Action meetings and the feedback suggested that things were moving in the right direction. The feedback from parents, carers, and schools was that it was complicated, and can it be made simpler, because if people don't understand it, how can they engage in it? The strategic intent was correct, but how can it be communicated better.

The previous strategy document had already started to move towards plain language, with the aim of being creative and bringing the strategy to life so that people will want to read it. The approach in developing The Big Plan was to work with a range of partners including Locala, PCAN, Thriving Kirklees and 63 young people have all helped to shape it.

Following feedback from young people, parents and carers, the message was clear on the importance of the language used and what and how things are said, because if people do not understand it, how can they do it. It is important to say thank you to all the young people and partners involved who helped to lead this and it was co-produced. This is a live document and not finalised and if there are any suggestions on how it can be made even more accessible, this would be welcomed.

Board members were informed that there will not be a big launch, however, were asked to raise awareness in order to make it come to life and progress towards achieving the outcomes.

The Board was provided with an update on the progress the partnership had made towards the Written Statement of Action (WSoA), following the SEND inspection. The Board was informed that during the inspection Ofsted and CQC determined that *"the delivery of the healthy Child programme, did not support the early identification of SEND and weaknesses in the areas ability across services within settings, to identify and meet the needs of children and young people who are in mainstream settings."*

In response, robust plans have been developed and colleagues from DfE and NHS England have provided challenge and support which includes:

- six quarterly reviews where monitoring review visits have taken place and to date there have been four, and were well attended by the partnership, and the fifth review will take place in February 2024
- as a result, seven commitments have been made, including improve parent, carer confidence and young people's confidence in Kirklees SEND system, increase

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the sufficiency of places and settings across the Kirklees and improve outcomes for children and young people with SEND in mainstream settings

- recently CQC and Ofsted have introduced the opportunity for an annual conversation

This is not without challenge, there is complexity of need across the local population, there are significant cost pressures, and the financial envelope is smaller than the current spend. The volume of children awaiting therapeutic input is also a challenge. There are significant challenges and those are being addressed as they come along, whether it is capacity or financial demand led pressures, however much as already been achieved and there is much to be celebrated. Getting system ownership and building on that, is important and with help, support and challenge and asking partners to take this away and reflect on what more can be done and what individual partner organisations and the Health and Wellbeing Board can do to support this work.

In response to the information presented, Board members asked a number of questions and made comment including the following:

- the inspection framework does this link to criminal justice as the evidence suggests that young people with special educational needs disproportionately enter the criminal justice system, is this part of the inspection framework and is the data on this tracked? If not is there something West Yorkshire Police can do to help?
- With regards to the preparation for working life, it is recognised that people with disabilities are often unemployed, and the level of employment among people with disabilities is much higher than in people without disabilities, what is being done as a system to remove the barriers to work?
- Project Search could be expanded because it only helps a very small number of people. It would also help as a system to look at the culture within individual organisations and look for the barriers that may be in place for people who have disabilities and think about things in a different way
- Calderdale and Huddersfield Foundation Trust (CHFT) is extensively involved in Project Search, and also have a widening participation team in the organisation looking at bringing people into the organisation from the local area, whether that is through schools or a little bit older, giving them opportunities and also helping them to develop in their roles. CHFT would be happy to be involved in any further work to develop this
- The role of the voluntary and community sector is important in this, and it would be beneficial to invite colleagues to attend a future Third Sector Leaders (TSL) meeting
- The approach taken with The Big Plan is good to see as it moves away from volumes of paper to something that is more accessible and that means more to

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the people receiving services. It would be good to see this sort of approach copied across the wider public sector going forward

- It would be useful if the information could be broken down into those with very complex needs and those with neurodiversity needs who would need different approaches to support. It is possible to be taken in by the very high numbers without taking into account how that breaks down
- It can be difficult to be optimistic when there is not enough money to meet the needs of this very important group of young people, as getting this right now is vital as it impacts on the future. This is a significant challenge because there is a need to reduce spend to meet the high needs funding block and there is no easy solution
- Ward councillors do have connections with many local groups with a wide range of different people who may be able to signpost or set up new groups, however if they do not have the information or request, then they won't do it
- It is important to be aware of the transition period into adult services wherever that cut point is, as there is a potential risk at that stage and it is important to support individuals and their families through into other services, which will look and feel quite different
- It is part of the offer, and the association represents about 160 small, medium sized enterprises in the independent sector and would be willing to support this work
- Music and drama is really important to support young people and certainly to support them through into adult life, however, it is a challenge for funding and there are lots of small VCSE groups who deal with drama and music, and they are constantly facing barriers in getting things done, and wonder if some work could be done around this?

In closing, the Chair summarised that during the discussion there have been several offers of invites to do some partnership work from various organisations and some suggestions and ideas. In addition, risks have been identified around transition, employment and criminal justice.

RESOLVED:

- That Jo-Anne Sanders be thanked for providing an update on Special Educational Needs and Disability Programmes
- Note that 'at the highest level of governance locally, SEND reports directly to the Health and Wellbeing Board'
- Note that there is significant growth in the number of EHCPs locally, in particular, for young people with speech, language and communication difficulties, autism, and children and young people with social, emotional and mental health difficulties.

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- Note that the approach in developing 'The Big Plan' has enabled a simpler more easily understood strategy.
- Note the progress the partnership had made towards the Written Statement of Action (WSoA), following the SEND inspection.
- Note both the financial and capacity challenges in providing therapeutic input.
- That Jo-Anne Sanders follow up the invitations of partnership work and the suggestions and ideas from partner organisations
- Note the risks identified around transition, employment and criminal justice

20 Kirklees Health and Care Partnership - Starting Well Programme

Stewart Horn, Head of Children's Integrated Commissioning, informed the Board that he worked in an integrated role, representing the Integrated Care Boards, and Kirklees Council's Children services. He explained that the update would focus on the new integrated governance arrangements for the health and wellbeing of children in Kirklees, called the Starting Well Program.

In summary, the Board was informed that in terms of historical context, there was the Children and Young People's Partnership Plan which ran from 2020 to 2023, and the Health and Wellbeing Board had oversight of that. The priorities in the plan included:

- To reduce the effects of poverty on children - this has now become a Council wide focus, there is a tackling poverty partnership, there are various cost of living support programmes and poverty awareness when working with families. This ensures the continual monitoring and analysing of the negative effects of poverty on children's experiences and outcomes
- To support inclusion and better outcomes for LGBT+ young people – this came out loud and clear on many of the children and young people surveys undertaken and as a result of this increase focus, a service has been commissioned to support LGBT plus children and their families as well as the agencies working around them
- To grow our youth offer, places to go, people to see, things to do – this is now the core work of the youth development programme, and various projects have been delivered including 'Our Space' which was regarding capital grants for local voluntary sector providers to improve their facilities, provisions and venues. There is the holiday activity and food program which provides activities for children in school holidays

The integrated approach to governance in Kirklees is known as the 'Well Programmes,' and the focus of the programme is to align all of the top tier strategies with the emphasis being the Health and Wellbeing Strategy. This helps the system to work together towards shared outcomes. Under the programme, there is a life course approach, which includes, Starting Well, Living Well and Aging Well.

The idea is that work is undertaken in a collaborative way with providers and Commissioners, giving everybody an equal voice at the table and everyone's view is heard. There is distributed leadership around the system where partners have been given autonomy to deliver in the best way they can, ensuring that the programs are

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partnership led. It is important that the plans are not seen as NHS or local authority plan, it is system wide, and it is hoped that partners feel sufficiently engaged.

It was felt important that there was some senior system leadership with the plans, therefore senior leaders from across the partnership lead each of the plans. Tom Brailsford as director of Children's services, has agreed to chair and lead the Starting Well Programme.

The principles worked to when developing the Well Programmes, were developed through some initial workshops, and the outcome from those workshops included the following:

- Alignment of priorities - to ensure that focus is on collective resource on the same things
- Prevention and self-management and community empowerment – and an important part of this is VCSE involvement and their sustainability
- Personalised care - is also a key principle, encouraging people to think beyond the boundaries of their host organisations and that work is undertaken collaboratively and not in competition. This is not seen as a performance framework but more of a collaboration space and a framework for system support

The Board was informed that the core aim of the Starting Well Programme, is based around one of its aligned shared outcomes, specifically, to ensure that children have the best start in life. In Kirklees, there are a number of markers, which it was an outlier for in terms of stillbirths, infant mortality, and childhood and maternal obesity. There are inequalities within these outliers, many of which relate to protected characteristics.

In addition to these issues, there are systemic issues that needs to be addressed, for example, families have said that they often have to tell their stories multiple times, and it is recognised that there isn't always a systematic approach to collecting outcomes from children and families. Where it is collected, this intelligence appropriately can inform service design and transformation.

One of the primary reasons for the development of Starting Well Board in Kirklees, was that it was recognised that there was a lack of partnership means of oversight for the program in the area. This led to some disjointed priorities and there was a need to improve systems thinking and leadership and the Starting Well Programme was a means to address that. One of the early models approached with the starting well principles, is the Families Together Programme.

Referring to the presentation, the Board was shown a diagram of the governance arrangements and the workstreams that sit under the Starting Well Programme. The governance arrangements includes the Starting Well Board, Early Years Programme Board, Youth Development Programme Board, Early Support Partnership Steering Committee Group, and Childrens Emotional Health and Wellbeing Partnership.

The Families Together Programme is one of the first examples of the starting well approach. The Board's attention was drawn to the branding that has been adopted and developed and partners were encouraged to use the branding wherever

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possible to promote the approach and make everyone aware of families together as a principal. There are a range of slides and headers that people can adopt.

Families together comes from the national Family Hubs program, which is driven by the Department of Health and Social Care and Department for Education. This program was designed to help provide support to parents and carers to enable them to nurture their babies and children, improving healthcare and education outcomes for all, and to contribute to a reduction in health inequalities. It will also help to build the evidence base for what works for future services. This national program did come with some funding opportunities, unfortunately, Kirklees was not successful, however it was decided to still work to the principals.

The Board was informed that work is being undertaken to progress that approach in Kirklees, whilst recognising that advances may not progress as quickly as some neighbouring authorities, due to the funding issue. In Kirklees, Families Together has been defined as a place-based integrated early support offer to children, young people and families aged 0-19 or up to 25 where the children have special education needs and disabilities. It is a principle of whole family working and was approved at Cabinet in 2021.

It is split into four geographical areas which have some physical sites however, it is about how organisations in the area are co-ordinated and to help with that, some Families together area partnerships have been funded and are led by voluntary sector organisations. The four main sites are:

- Huddersfield (Chestnut Children's Centre)
- Dewsbury and Mirfield (Dewsbury Moor Children's Centre)
- Kirklees Rural (Slaithwaite Town Hall)
- Batley and Spen (Birstall & Birkenshaw Children's Centre)

It is still very much in its infancy; however, progress is already being seen and it is important that there is this governance process to show accountability for priorities and supportive challenge which will ultimately lead back up to the Health and Wellbeing Board.

In response to the information presented, Board members asked a number of questions and made comments including the following:

- There has been quite a transformation and change, and it is good to see it actually coming together and the real test is how to move this model going forward.
- One of the areas mentioned in the presentation was with regard to workforce training, particularly the example given about families having to tell their stories over and over again and it has been like that for a long time. It is important to move away from that, and workforce training is one way to enable different sectors to understand how each other works and doing things in the same way instead of doing things in their own way. It would be positive to put some effort into that, and it would include the public sector, the health agencies, VCs and the University all working together, people being trained in the same room

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- Recognising that this is still at an early stage, from the information presented there are some outputs in terms of information being sent out to ensure that people understand about the services. In trying to understand what the outcomes will be, because in some places these are to be determined and other places it will link into strategies, it would be good if there could be clarity on what the expected outcomes will be from these outputs and if possible likely timescales

In closing, the Chair summarised that during the discussion there were a couple of issues to take away. Firstly, how can partners work together to build up training programs with the aim of everyone speaking the same language. Secondly, work on articulating outcomes including timelines.

RESOLVED:

That:

- Stewart Horn be thanked for providing an update on Kirklees Health and Care Partnership – Starting Well Programme
- consideration be given to how partners can work together to build up training programs with the aim of organisations speaking the same language
- work is undertaken on articulating outcomes including timelines

Contact Officer: Nicola Sylvester

KIRKLEES COUNCIL

LICENSING AND SAFETY COMMITTEE

Wednesday 14th February 2024

Present: Councillor Amanda Pinnock (Chair)
Councillor Zarina Amin
Councillor Aafaq Butt
Councillor Carole Pattison
Councillor Mohan Sokhal
Councillor Timothy Bamford
Councillor Adam Gregg
Councillor Donna Bellamy
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 Adam Zaman
Councillor Andrew Marchington

1 Membership of the Committee

Apologies were received on behalf of Councillor A Marchington and Councillor A Zaman.

Councillor P Davies substitutes on behalf of Councillor A Marchington

2 Minutes of Previous Meeting

RESOLVED: That the minutes of the meeting held on 19th July 2023 be approved as a correct record.

3 Declaration of 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 Hackney Carriage Demand Survey

The Committee received a report on the outcomes of a survey conducted to measure demand for hackney carriages within the district.

Fiona Goldsmith, Public Protection Group Leader advised the Committee that Kirklees Council currently restricted the number of hackney carriage vehicle licenses to 224 for the whole of the district. In accordance with the Department for Transport's Best Practice Guidance issued in December 2023, those authorities who restricted the number of hackney carriage vehicles should complete a survey at least every 5 years in relation to whether there was any significant unmet demand for hackney carriage vehicles. The previous survey was carried out in 2020.

Ian Millership, Licensed Vehicle Surveys and Assessment (LVSA) carried out the survey. The Committee received a presentation on Mr Millership's findings, which suggested that there was no unmet demand for hackney carriages within Kirklees.

During discussion, the Committee raised concerns regarding the length of time the next survey would be carried out as there would be more of a demand for hackney carriages once the town centre had been regenerated.

RESOLVED:

- (i) That the Hackney Carriage Demand Survey be noted,
- (ii) That hackney carriage vehicle licences continue to be limited to 224.

8 Licensing Services - Update report

The Committee received a report which provided an update on the activities undertaken by the Council's Licensing Service from 1st April 2023 to 30th September 2023, along with a general service update.

Fiona Goldsmith, Public Protection Group Leader, advised the Committee that the number of hackney carriage and private hire licences in force as of 29th December 2023, was 5,987, with the number of applications processed by the service between 1st April 2023 and 30th September 2023, being 2,145.

Members were informed that vehicle testing between 1st April 2023 to 30th September 2023, had been carried out between George Street testing station and Vine Street testing station, with reasons for the failures. It was noted that service standards figures had dropped quite considerably between 1st April 2023 and 30th September 2023, due to staff absences and resource issues, measures had been put in place, with figures from 15th January 2024 to 14th February 2024 saw an improvement in the target for service delivery.

Information was presented to the Committee outlining the decisions and licensing activities that had taken place between 1st April 2023 and 30th September 2023 as follows:

- There was a total of 15 decisions taken by the Group Leader for Licensing.
- The total number of licensing Act and general licencing licenses in force as of 23rd January 2024 was 2,461.

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- The number of Licensing Act applications processed by the service between was 415, with four applications been considered by the Licensing Panel.
- The service received a total of 3,057 applications. In the previous 6 months period between 1st October 2022 and 31st March 2023, the service received a total of 2,854 applications.
- 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 31 proactive enforcement duties, as part of the service role to keep the public safe.

Members were informed that in the previous licensing services update report, hackney carriage/private hire fees in Kirklees had not been reviewed since 2015. Following consultation in line with the requirements as set out in the Local Government (Miscellaneous provisions) Act 1976, and following consideration of the representations received, a decision was taken under delegation by the Strategic Director for Corporate Strategy, Commissioning and Public Health, to maintain the current fees level pending further investigations. It was anticipated that the review would be completed by 30th April 2024 and the service would again be able to consult with the trade on the proposed fees. Following the consultation, a report would be brought to this committee for a decision.

Ms Goldsmith advised the Committee that in November 2023 the Department for Transport had issued its updated best practice guidance in relation to taxi and private hire vehicle licensing. The previous guidance to local authorities was issued in 2010. A further report in relation to the Best Practice Guidance and any changes was to be brought to members in due course.

Members were informed that an alcohol toolkit had been designed as a one-stop resource with links to various data sources to provide supportive evidence linked to alcohol related harm, the results for the tool could be used as a part of representation to licensing applicants and would assist members with decision making at hearings, members were to be invited to training sessions to see the toolkit, learn how it worked and find out what benefits it would provide when they were making representations in relation to Licensing Act applications and when sitting on a panel determining applications.

RESOLVED: That the Licensing Services update report be noted.

9

Decision Making - Hackney Carriage and Private Hire

The Committee received a report regarding the decision-making process for hackney carriage and private hire licensing services.

Fiona Goldsmith, Public Protection Group Leader advised that guidance issued by the Department of Transport in July 2020 recommended that decision making

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should be the responsibility of a panel of suitable trained elected members. A formal consultation took place which showed that many respondents agreed that decision making should not be the sole responsibility of one person.

At the meeting of Licensing and Safety Committee on 6th July 2022, members instructed officer to investigate possible options relation to decision making and the implications for the options and to present a more detailed report.

At a meeting of Licensing and Safety Committee on 5th October 2022, several other options for decision making were present to members. Members resolved that decisions should remain with the Group Leader for Licensing and instructed officers to undertake further work to investigate other possible options that could incorporate members into the decision making. Members were asked to consider the following options:

- Members Panel
- Officer Panel
- Group Leader
- Hybrid Panel

The Committee was advised that if they were minded to deviate from the statutory guidance issued by the Department for Transport, members would be required to provide full reasons for the decision.

During discussion of this item, the Committee suggested that the following should be taken into consideration:

- Results from the consultation
- Timeliness of decision making
- Consistency of decisions
- Consideration of other West Yorkshires Authorities decision making process
- Oversight of decisions
- Cost to Kirklees Council
- Cost to the trade

Trade representatives explained to the Committee that the trade had been paying for a committee panel since 2015. Ms Goldsmith explained that a review of the license costs was ongoing, with an expected completion date being approximately April 2024.

RESOLVED: That the decision-making process relating to the hackney carriage and private hire licensing service to remain with the Group Leader.

The reason for deviating from the statutory guidance issued by the Department for Transport was that there was a robust decision-making process already in place. The Committee was confident with the quality of decisions made by the Group Leader which were consistent and made in a timely manner. The Licensing and Safety Committee had overview of those decisions in the Licensing and Safety Committees, and the process fell in line with other West Yorkshire Authorities. Changing the current process would incur costs to the Council and to the trade.

10 Officer Delegation for minor policy and process changes - Hackney Carriage and Private Hire Licensing

The Committee received a report regarding Officer delegation for minor policy and process changes – Hackney Carriage and Private Hire Licensing.

Fiona Goldsmith, Public Protection Group Leader advised the Committee that currently for all policy and procedure changes that were written into the hackney carriage and private hire licensing policy, changes required member approval in accordance with the constitution. Where a change was minor, the process to consult and take a report to members was time consuming and costly for the Council. It was requested that minor changes to policies and procedures be delegated to the Head of Service, in conjunction with the Chair of the Licensing and Safety Committee. Where the Chair of Licensing and Safety Committee deemed the proposed change to be major, rather than minor, it would follow the existing process and be taken to member for consideration, and where required full consultation.

RESOLVED:

- (i) That the Officer Delegation for minor policy and process changes report be noted,
- (iii) That Members agree to delegate minor changes to hackney carriage and private hire policies and procedures to the Head of Service in conjunction with the Chair of the Licensing and Safety Committee.

11 Hackney Carriage and Private Hire Vehicle specification policy review

The Committee received a report regarding the Hackney Carriage and Private Hire Vehicle Specification Policy.

Fiona Goldsmith, Public Protection Group Leader advised the Committee that the current vehicle specification policy had not been reviewed/amended since July 2008.

At the meeting on 19th July 2023, the Committee resolved that officers be given authority to commence a twelve-week consultation regarding the proposed changes to the existing vehicle specification.

Following discussions with the Hackney Carriage and Private Hire associations and engagement meeting with hackney carriage and private hire licensed trade, several matters were raised regarding the existing vehicle specification policy.

A breakdown of questions and response topics in the survey were provided to the Committee which included:

- Vehicle Colour
- Wheelchair accessible vehicles
- Door Signs
- Age Limits
- Vehicle Testing Frequency
- CCTV
- Window Tints

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- Blackout/Privacy Glass and Self Applied Material/Film
- Multi-purpose Vehicles and Sports Utility Vehicles
- Trailers

RESOLVED: That the draft vehicle specification policy with the following amendments be adopted:

- (i) That all licensed vehicles, regardless of age be subject to annual testing,
- (ii) That multi-purpose vehicles continue to be licensed, and sports utility vehicles remain to be barred,
- (iii) That Officers provide further information relating to sports utility vehicles not being licenced at a future committee meeting,
- (iv) That licensed vehicles be allowed to tow trailers.

Contact Officer: Sheila Dykes

KIRKLEES COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Tuesday 5th December 2023

Present: Councillor Elizabeth Smaje (Chair)
Councillor Bill Armer
Councillor Andrew Cooper
Councillor Jo Lawson
Councillor Shabir Pandor

46 Membership of Committee

All members of the Committee were in attendance.

**47 Minutes of Previous Meeting
Resolved –**

That the minutes of the meeting of the Committee held on 24th October 2023 be approved as a correct record.

The Chair updated the Committee, in respect of questions put to the Director of West Yorkshire Joint Services, as follows:

(i) The feasibility of owning a tobacco sniffer-dog, instead of hiring dogs and handlers, had been explored but was considered unviable due to the set up and operational costs. These costs included the purchase of a trained dog, employment of the handler, kennel costs, vehicle transport costs, Security Industry Authority licence, operational running costs and the post-retirement cost for the whole life of the dog.

(ii) There were no remaining hard copies of the 'Big Book of Little Scams' and the external funding for printing was no longer available. There was, however, an electronic version of the last printed edition and the link would be shared with Members of the Committee. In addition, the West Yorkshire Fraud Prevention Advice and Training Team were currently sharing a booklet produced by a national charity 'Independent Age', which covered all the relevant information around scams and fraud. These were free to order, and this link would also be shared.

48 Declaration of Interests

No interests were declared.

49 Admission of the Public

All items were considered in public session.

50 Deputations/Petitions

No deputations or petitions were received.

51 Public Question Time

Under the provisions of Council Procedure Rule 11, the following questions were received:

1. During meetings with representatives of Kirklees Active Leisure (KAL) and Kirklees Council it was pointed out that the "Fair Price Forever" offered for many years by KAL seemed an unworkable business policy, this option has subsequently been revoked for future memberships as of 9th October 2023, it has been mentioned that KAL are looking at the legalities of retrospectively bringing members paying a lower outdated fee in line with today's pricing. Members at Colne valley Leisure Centre (CVLC) attending regular community meeting have stated their willingness to pay not only today's rate but even to be a trial for geographical pricing paying increased fees to help with future funding, will scrutiny recommend to Cabinet that this is given due consideration when making their decision on the future of CVLC.

2. During meetings with representatives of Kirklees Active Leisure (KAL) and Kirklees Council it was pointed out that members of the community using CVLC had advised payments had not been taken for fees and or activities, since pointing this out members have now reported that their memberships have been amended. Noting that KAL has improved its administration around collecting payments and is now working to ensure funds for running CVLC are maximised. will scrutiny recommend to Cabinet that this is given due consideration when making their decision on the future of CVLC.

3. During meetings with representatives of Kirklees Council it was pointed out that members of the community using CVLC would be willing to help fund raise to assist with the works required over the coming years, helping to maintain the facility and ensuring funding is in place for the future of CVLC. will scrutiny recommend to Cabinet that this is given due consideration when making their decision on the future of CVLC.

4. During initial research by members of the community using CVLC it was noted that as of March 2023 HMRC revised the treatment of VAT on in house leisure services for councils, this could benefit Kirklees Council spend on leisure centres, but also with a change in the relationship model between KAL and Kirklees Council it also has the possibility to benefit KAL's spend on leisure centres and therefore has the possibility to make greater funds available for the centres, this information has been passed to Kirklees Council representatives. will scrutiny recommend to Cabinet that this is given due consideration when making their decision on the future of CVLC.

Responses were given by the Chair of the Committee.

52 Kirklees Active Leisure - Update

A report was submitted which provided a briefing on the early analysis of the Leisure Centre Consultation.

The Committee's views were also sought in respect of the report to Cabinet about the future Leisure Centre offer, which had been published on 4th December 2023 and would be considered by Cabinet on 12th December 2023.

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Councillor Graham Turner, the Cabinet Member and Portfolio Holder, introduced the item. He expressed his thanks to; those staff involved in analysing the significant number of responses received to the consultation, within a very limited timeframe; those who had responded to the consultation; and to Kirklees Active Leisure (KAL) which had worked very closely with the Council over the last few months to reach the current position, which was a better outcome than originally envisaged.

Adele Poppleton – Service Director for Culture and Visitor Economy, accompanied by Richard Parry – Strategic Director for Adults and Health, gave a presentation, which highlighted the following points:

- The proposed offer that had been the subject of the consultation.
- An overview of the consultation, to which 17,860 responses had been received (both online and paper), and the efforts made to ensure that as many people as possible could take part. This had included drop-in sessions, focus groups for those with protected characteristics and targeted promotion.
- The geographical spread of the responses.
- A statistical breakdown of the responses.
- The key findings.
- The themes that had arisen in respect of; the impact of the proposals, the barriers to accessing different facilities, and suggestions for reducing the deficit and attracting alternative funding.
- The key stakeholders that had responded, both local and national.
- The proposed offer from KAL for 2024-25.
- A summary of the reduction in costs and increases in income.
- The assumptions used in the modelling for future income.
- The key financial changes since May 2023.
- The different ways of working identified, including the establishment of a number of new partnerships.
- The three sites where KAL would withdraw provision, and the proposals associated with those sites.

Questions and comments were invited from Committee Members, with the following issues being covered:

- Thanks were expressed to all the staff involved in this work and the improved offer for 2024-25 was welcomed.
- In terms of future sustainability, in light of the volatility of energy costs in particular, the level of headroom to deal with rises in costs was restricted. Any money from fundraising was not currently built into the budget and would assist, it would also be helpful for this money to be directed towards capital works.
- The financial detail was commercially sensitive, but could be shared with the Committee if required.
- It was questioned whether there was there any scope for further energy management measures to make savings, such as the improvement of energy efficiency and the use of renewable energy.
- It should be borne in mind that there may be alternative provision that schools could use to fulfil their curriculum requirements for swimming, at a lower cost, and this could potentially impact on KAL's income, although it was noted that there was limited supply of such provision at the current time and, to date, local

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schools had found that the quality of provision from KAL was better than other providers.

- The position in terms of VAT (as raised by one of the public questions) would be examined.
- The feasibility of retaining dry-side facilities at Dewsbury Sports Centre would be explored but there were a number of complexities, including the presence of RAAC, and the need for a new entrance, which may have implications for land not within the Council's ownership. It was also very important that the potential for a negative impact on the modelling for the future KAL offer was taken into account. Consideration of alternative provision within Dewsbury for health and wellbeing was in progress.
- Women-only facilities were offered at Batley Sports Centre and Spen Valley Leisure Centre.
- There was a need to maintain awareness of the need in those areas with the greatest levels of deprivation, and to have a plan to address this.
- The importance of effective communication with the public in relation to the issues affecting Dewsbury Sports Centre and the benefits of the current relationship model with KAL.
- A full de-brief had been programmed in respect of the consultation process and to ensure that any lessons were learned.
- Timelines had not yet been established for Phase 2 of the Leisure Centre Programme. Discussions were ongoing with potential partners and in respect of resources for the future.
- A conclusion in respect of the future of Deighton Sports Centre was anticipated earlier than the estimated 12-to-24-month timescale.
- The working relationship between the Council, KAL and partners would be strengthened, to assist in the early identification of potential issues with the budget in the future, where this was possible.

Resolved -

That the Committee:

- (i) Stresses the importance of:
 - Ensuring sustainability for the future and building headroom into the budget to respond to future challenges, such as a rise in energy costs.
 - The development of a forward plan for future capital investment across all sites.
 - Systems to ensure oversight by the Council and early identification of any future funding issues.
 - Developing and building upon the relationships and partnerships that have been established with community groups and other stakeholders in order to; maximise the possibilities for external funding opportunities and fundraising, and explore all options in respect of the future model, including pricing structure.
 - Effective communication with residents about the benefits of retaining the current partnership model and to ensure understanding of the issues and the implications of the proposals.
 - Establishing a timetable for the establishment of the future model.

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- The recognition that the facilities contribute to the health and wellbeing of the residents of Kirklees and have a positive impact in terms of social connectivity.
- (ii) Acknowledges the significant response to the consultation and the work undertaken to analyse the responses, and welcomes the proposed review to identify any lessons learned for future Council consultations.
- (iii) Recognises the benefits of fundraising by community groups being directed towards supporting capital projects.
- (iv) Notes:
 - That a future plan for physical activity across Dewsbury is to be developed and the feasibility of keeping dry-side facilities at Dewsbury Sports Centre will be explored, whilst balancing the sustainability of the whole of the model. It is recommended that timescales for this work should be put in place.
 - That Deighton Sports Arena will remain open, and continue to be operated by KAL, in the short term so that options to maintain community access to the facility can be explored.
 - That the position in respect of the revised treatment of VAT for leisure centres is to be explored.
 - The re-modelling of finances undertaken by KAL to increase income.

53 Financial Management - Update

The Committee received an update on the current position from Isabel Brittain, the Service Director, Finance, with reference to the Quarter 2, 2023-24 Corporate Financial Monitoring Report.

Councillor Graham Turner, the Cabinet Member and Portfolio Holder, introduced the presentation, which included a focus on the following points:

- An overview of the position in respect of revenue, which indicated an improved position in respect of the projected end-of-year overspend, the savings forecast to be delivered in-year, and the useable reserves.
- The monitoring and variance from Quarter 1 and the budget variances in each service area. It was noted that Childrens and Families was still under significant pressure.
- Arising issues were being incorporated as the medium-term financial plan was developed, and costs reduced wherever possible.
- An analysis of reserves and the balances at the end of Quarter 2.
- The position in respect of the Capital Budget; a re-profiling exercise was in progress and the changes would be included in the budget report to Council.

It was noted that the Housing Revenue Account was to be addressed in more detail at a future meeting of the Committee.

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Questions and comments were invited from Committee Members, with the following issues being covered:

- It was recognised that there was an issue in achieving income targets in respect of the town halls and these were being reviewed. It was noted that Cleckheaton having been closed for a period would have contributed to the deficit in income. A core asset strategy was in development which, amongst other things, would aim to maximise use of the town halls throughout the week, increase income and ensure viability.
- The Authority would not be issuing a Section 114 Notice and would do whatever it could to avoid that position and thus ensure that decisions were made at local level. Plans and controls were in place to reduce expenditure; this report indicated the position as at the end of September 2023 and there was confidence that this would improve further by the year-end and that there would be a suite of opportunities to facilitate a balanced budget for 2024/25 and to continue in a resilient manner.
- There would be challenges for 2025-26, although not as significant, and also 2026-27 as demand for statutory services continued to rise. The Administration would act accordingly and make decisions on the basis of the information available.
- It was acknowledged that there was a balance to be achieved in respect of the financial benefits of early intervention and non-statutory services in the long-term.
- Effective communication was again considered very important. The Communications Team was considered to very active in relaying information to local people and the Committee would be considering the latest strategy in a later agenda item.
- An explanation of the impact of re-profiling the Capital Programme on the cost of borrowing, the management of budgets and cash-flow.

The Cabinet Member and Service Director – Finance were thanked for their attendance and the progress report.

54 **Local Flood Risk Management Strategy**

A report was submitted in respect of the new Local Flood Risk Management Strategy 2024, which was being brought to the Committee, for pre-decision scrutiny, prior to its submission to the Cabinet for approval in early 2024.

Rashid Mahmood – Head of Major Projects and Paul Farndale – Flood Team Leader, Planning and Development gave a presentation focussing on:

- The background to, and vision behind, the development of the new strategy, which set out how the Council would undertake its flood risk management responsibilities to meet the requirements of the Flood and Water Management Act 2010.
- The key responsibilities of the Council as Lead Local Flood Authority in terms of leadership, strategy, mitigation, investigation and reporting on significant incidents, maintenance of a register of assets, and acting as statutory consultee on planning applications.
- A summary of the flood risk within Kirklees and the projected impact of climate change.

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- The five strategic objectives within the strategy; evidence, adaptability, innovation, sustainability, and communities and partnership.
- The extensive range of partners that the Council worked with and alongside.
- The four strategic themes; place-making, protect, response and recovery.
- Climate change and the modelling undertaken to project impact on the district.
- The Action Plan, separated into the four themes, and the sources of funding.

Councillor Graham Turner, the relevant Cabinet Member and Portfolio Holder, thanked officers for the significant work undertaken to produce the new strategy.

Questions and comments were invited from Committee Members, with the following issues being covered:

- There were a number of key performance indicators that were monitored on a monthly basis, such as the increase in asset data, number of properties/businesses that had been better protected, and educational campaigns. It was acknowledged that monitoring could be strengthened.
- Work was being undertaken to formalise the use of flood wardens/champions and community groups in the response to incidents, in a similar way to the snow warden initiative.
- Trials were being undertaken with the deployment of flood-sacks in high-risk locations. The focus of the Council's approach was on making more permanent changes to properties, so that dependence on the low-levels of defence, such as sandbags or flood-sacks, was reduced.
- In respect of learning from best practice, the team worked closely with colleagues from across West Yorkshire, with different districts taking a lead on particular issues and then sharing knowledge and best practice. There was also an established link with ICAS (the Institute for Climate and Atmospheric Science), based at Leeds University.
- The potential for the use of sustainable urban drainage systems (SUDS) in developments was affected by the gradient of land and soil content in a significant part of the district. There had also been an issue in the past associated with the adoption and maintenance of systems. There was a crossover with biodiversity and a move towards the use of detention basins/ponds on-site. The 2010 Act envisaged drainage being removed from the planning process and the Council becoming a SUDS approval body. The Council was a member of the relevant national association and groups.
- There were other measures that could be implemented to help manage surface water, such as green roofs and water butts.
- A new strategic flood risk assessment would be produced, based around site allocations, which would help to influence the review of the Local Plan.
- Regular engagement was undertaken with the Environment Agency and concerns raised where necessary. The team undertook studies to understand risks and assess which bodies were responsible and would work closely alongside a range of partners to ensure awareness of the authority's issues and concerns and to work supportively together to identify funding and deliver projects.
- Work was undertaken in conjunction with colleagues in other districts, in light of the potential impact of schemes in those areas on the surface water reaching the Kirklees catchment.

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- It was considered that local residents in high-risk locations often did not have the relevant information about who they should contact in the event of issues with surface water.

Resolved –

That it be recommended that reference within the strategy to the work and engagement undertaken with and alongside other local authorities in respect of surface water should be strengthened.

55 Communications Strategy Update 2024

Councillor Paul Davies, the Cabinet Member and Portfolio Holder, and Marcus Bowell – Head of Strategic Communications introduced a report in respect of the Communications Strategy Update 2024 and invited Members' comments.

The presentation outlined:

- The background to the current strategic approach to communications, prompted by the LGA (Local Government Association) Peer Review in 2019.
- The three pillars of the strategic communications approach: narrative; reach and engagement; and evaluation, and an explanation of each.
- The work undertaken under each pillar since the implementation of the original strategy, and the service development plan for 2024, which was tied to the Council Plan priorities.
- An example to illustrate the impact and results of a specific campaign.

Questions and comments were invited from Committee Members, with the following issues being covered:

- In response to a suggestion that TikTok might help to reach the younger demographic, this would be considered, although it might be a difficult channel for a local authority to utilise with credibility.
- Whilst there may be a wish for the team to promote and support the work undertaken in particular places and wards, this would have a resource implication.
- Assurance was given that the more traditional methods of communication, such as paper leaflets/booklets, outdoor advertising, such as banners on buses, and posters were still part of the approach, so that they were accessible to those who did not use social media.
- Consideration could be given to strengthening communications in respect of providing updates further to a decision being taken.
- The mission statement had been retained from 2022/23 as the development of the service was considered to be a long-term process and communications was something that constantly changed and evolved. It was suggested that it would be helpful for this explanation to be reflected within the strategy document.

Councillor Davies welcomed the change in approach to provide more of a narrative and create a conversation, rather than a focus on information relayed through press releases.

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Resolved –

That the comments made by the Committee be taken into account in taking the Communications Strategy forward.

56 Lead Members' Updates

The Lead Members for the Environment and Climate Change Scrutiny Panel and the Growth and Regeneration Scrutiny Panel provided an update for the Committee on the work being undertaken by their panels.

57 Work Programme 2023/24

The latest version of the Committee's Work Programme for 2023/24 was considered.

58. Any Other Business

The Chair noted that a 'Notice of Concern' had been issued in respect of the report to Cabinet in relation to Car Parking Charges. This issue was to be the subject of a call-in at the Environment and Climate Change Scrutiny Panel the following day.

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Contact Officer: Sheila Dykes

KIRKLEES COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Tuesday 9th January 2024

Present: Councillor Elizabeth Smaje (Chair)
Councillor Bill Armer
Councillor Andrew Cooper
Councillor Jo Lawson
Councillor Shabir Pandor

59 Membership of Committee

All Members of the Committee were in attendance.

**60 Minutes of Previous Meeting
Resolved –**

That the minutes of the meeting of the Committee held on 5th December 2023 be approved as a correct record.

The Chair updated the Committee, in respect of the Kirklees Active Leisure offer for 2024/2025:

The recommendations and comments made by the Committee had been presented to Cabinet on 12th December 2023.

Cabinet had agreed to:

- (i) Approve the leisure offer for 2024/25,
- (ii) Authorise officers to:
 - continue discussions regarding the future use of Deighton Sports Arena, in order to enable options to maintain community access to the facility.
 - develop a future plan for physical activity across Dewsbury, to contain a range of long-term options,
 - undertake an assessment of the cost and feasibility of creating access to the dry-side facilities at Dewsbury Sports Centre.
 - continue to work with Kirklees Stadium Development Ltd (KSDL) to try and attract another operator for the Stadium Health and Fitness Club.
- (iii) Approve Phase 2 of the Leisure Centre Transformation Programme
- (iv) A further report being considered in 2024 regarding the property implications of the proposed changes to the leisure offer provision and its impact on individual sites.

61 Declaration of Interests

No interests were declared.

62 Admission of the Public

All items were considered in public session.

63 Deputations/Petitions

No deputations or petitions were received.

64 Public Question Time

No public questions were received.

65 Financial Management - Housing Revenue Account

Councillor Crook, Cabinet Member for Housing and Highways, set out the context to the Housing Revenue Account (HRA). The key priorities were outlined as follows;

- to improve service standards and aim for a minimum Energy Performance Certificate (EPC) grading of 'C' for all stock;
- to continue to invest in housing stock, to provide safe, efficient, dry, and secure homes that tenants could afford to live in and live well;
- to take any available opportunity to increase the housing stock, to help meet the high and increasing demand that the Council faced.

Councillor Turner, Cabinet Member for Finance and Regeneration was also present for this item.

Naz Parker, Service Director from Homes and Neighbourhoods, provided an overview as set out below:

- The HRA was a separate income and expenditure account for the Council's social housing stock.
- Income was primarily made up of rent and service charges.
- The expenditure was mainly capital, which covered maintaining and repairing council stock, and management costs.
- HRA income was separate from the Council's General Fund and the account was self-financing; it was ringfenced to expenditure that would benefit tenants.
- There were a number of new regulatory provisions, arising from the Building Safety Act 2022 and the Social Housing Act 2023, which would come into force in April 2024. Whilst the robust approach to building safety was welcomed this had put additional pressure on the HRA.

Jacqui Fieldhouse, Head of Finance - Homes and Neighbourhoods, gave a presentation which provided an update on the Month 6 position. The following points were highlighted:

- the Government formula restricted any annual increase in rent to CPI (Consumer Price Index) +1%.
- £5.5 million from the Reserve Fund would be used to address additional budget requirements for investment into building safety works.
- The overspend on the repairs and maintenance budget was associated primarily with priority work to address damp and mould.
- A summary and explanation of the current position on reserves.
- A breakdown and explanation of the variances under each service area/budget heading.

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Questions and comments were invited from Committee Members, with the following issues being covered:

- Although it was acknowledged that use of Energy Performance Certificates to measure improvement in energy performance was not perfect, it did provide a relative measure. The commitment to improve the thermal performance of the stock was positive and the achievement of a grade of C was a minimum expectation.
- A rent increase of CPI +1 % was the maximum permitted and this had been implemented this year in order to fulfil the commitment to improve the standard of living for tenants. The Council's rents remained one of the lowest in the region despite the increase.
- The aim was to provide social housing to a high standard at low rent.
- No additional funding was anticipated from the Government associated with the recently announced obligation to undertake repairs within 24 hours. This requirement had been anticipated and the Service's single point of contact had been set up to ensure that prioritisation of the vulnerable was undertaken.
- Housing management staffing had started to stabilise further to re-organisation of the relevant teams. The importance of the retention of local intelligence and knowledge was recognised, and the induction process took into account the need to ensure experience in a particular area.
- The figure of 15% of the total budget for reserves was relatively high in terms of social housing providers and was considered to be a prudent level to maintain in the case of Kirklees.
- It was acknowledged that the HRA was under significant pressure due to the investment needs. The HRA contributed significantly to the Council's General Fund costs where this was legitimate and of benefit to its tenants.
- The Income and Money Advice Team signposted to other agencies and provided assistance to tenants where possible.

Resolved –

That the Service Director and the Head of Finance, Homes and Neighbourhoods be thanked for attending the meeting and providing an update in respect of the Housing Revenue Account.

66

Procurement

A report giving an update in respect of procurement was considered by the Committee.

Councillor Davies, the Cabinet Member for Corporate, provided an introduction, explaining that:

- There were huge pressures in terms of costs, relating to both large and small contracts.
- The Procurement Team played a vital role in ensuring the achievement of best value for money, maximising social value and securing quality contactors.
- The team was working to deliver the refreshed strategy and this report focused on supplier engagement, contract management, strengthening government procedures, the forthcoming procurement legislation, and procurement planning and best practice.

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Jane Lockwood, Head of Procurement, explained that, in November 2022, Cabinet had approved the new Procurement Strategy for Kirklees, which focused on five strategic themes;

- Delivering Social Value.
- Promoting Inclusive Procurement.
- Continuing to Develop the Category-Led Approach
- Striving for Innovation and Improvement in all Areas.
- Good Governance.

Since that point the team had focused upon delivery of the new strategy, alongside normal business activity, the detail of which was set out in the report. There was a detailed action plan (which had previously been shared with the Corporate Scrutiny Panel). There had also been a focus on activity in anticipation of new procurement legislation.

Questions and comments were invited from Committee Members, with the following issues being covered:

- Timescales for the process, from business case through to delivery, were dependent on the size and complexity of the contract in question. Indicative timescales for a standard procurement had been shared with services. New processes had also been introduced to assist managers in planning and governance, improving visibility and obtaining sign-off at appropriate points.
- In terms of demonstrating outcomes in respect of delivery of the five strategic themes, data would be gathered, for example in relation to the numbers of SMEs (Small to Medium Enterprises) or the social value delivered through an individual procurement.
- Although one of the stated aims of the Health Care Services Provider Selection Regime was to reduce bureaucracy a whole range of checks and balances/scrutiny and challenge would still be in place. This legislation would not have a significant impact on the Council due to the limited number of services that fell within this remit.
- Significant work had been undertaken in respect of social value and inclusivity. An award had been won by the team in 2023 for its approach to social value. Feedback had also been received which indicated that Kirklees' record in respect of how much was being delivered was strong in comparison to others. Local spend was monitored and the level had been maintained or improved year-on-year. Work was also being pursued in respect of the development of an inclusive economy, community wealth- building and a resilient approach for communities.
- Collaboration, such as with other local authorities, was explored and pursued where appropriate.
- It was noted that the market, at the current point in time, was very challenging.
- In terms of preparation for implementation of the new legislation and introduction of new Key Performance Indicators (KPIs), it was explained that contracts that were currently being let would be governed by existing legislation.
- One of the key areas of focus within the new legislation was transparency. The authority had already introduced improvements and was continuing to work on ensuring transparency.

Overview and Scrutiny Management Committee - 9 January 2024

- A considerable amount of activity had also been undertaken/was continuing in respect of contract management; including the establishment of a Contract Assurance and Resilience Board; participation in the Commercial Continuous Assessment Framework, which had helped to provide a good baseline to assist in identifying areas for improvement; and the sharing of information and good practice with other Local Authorities and providers. It was considered that the authority was in a strong position.
- At the present time the completion of the foundation contract management training by managers was a recommendation rather than a requirement. Feedback would be sought to ascertain its benefits and used to guide the approach for the future. This was just part of an approach to establish the right kind of culture and strengthen contract management within the organisation.

Resolved –

That another report be presented to the Committee, further to the implementation of the Procurement Act 2023, to provide an update in respect of how the work is progressing and an assessment of its impact.

67 People Strategy

A report was submitted to the Committee which provided an update on the Council's People Strategy and invited feedback from Committee members.

Councillor Davies, the relevant Cabinet Member, provided an introduction. Rachel Spencer-Henshall, Strategic Director for Corporate Strategy, Commissioning and Public Health was also present.

The Head of People Services, Shauna Coyle, presented the report highlighting the following points:

- The People Strategy was now well established within the Council.
- Delivery of the strategy was currently within Phase 2 and this was planned to continue until 31st March 2025.
- The structure of Phase 3 was under consideration and consultation was being undertaken with stakeholders.
- The four desired outcomes, as set out below, would remain the same for Phase 3 of the programme;
 - Highly Skilled, Flexible and Engaged People;
 - Effective and Compassionate Leadership;
 - An Inclusive Employer of Choice;
 - Healthy and Well People.
- The projects undertaken within Phase 2 had included, digital upskilling of the workforce, performance management and appraisal, stress prevention and management, improving data for decision-making, and a focus on improving policies and the employee handbook. Highlights of the work delivered under each of the four outcomes were given, including:
 - Investment in 135 apprenticeships, which included 55 new employees and 80 upskilled/existing employees.
 - The soft launch of a new performance management and appraisal framework focussed on four key areas: Wellbeing, Reflections, Contributions and Development.

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- Project Search and the positive impact on the employees and the wider organisation.
- The growing strength of the employee networks and their contribution to the work of the Council.
- Achieving the Society of Occupational Medicine Outstanding Occupational Health Initiative Award for the work undertaken in developing a pathway for staff with neurodiversity.
- The benefits of the work carried out in relation to stress prevention.
- Scoping work was underway in respect of Phase 3 of the programme and an outline of the initial views on what this might include.

Questions and comments were invited from Committee Members, with the following issues being covered:

- The framework in place to encourage and facilitate effective appraisals was welcomed.
- The levels of sickness absence were collated on a monthly basis and the Committee regularly received a summary of this, alongside a number of other demand and capacity indicators. The numbers citing stress as a reason for absence was monitored within those figures.
- It was acknowledged that it might be easier for appraisals to be undertaken for office-based staff but work was undertaken with other services to ensure that opportunities to have those conversations were available. The new model assisted with this.
- The current position in terms of the recruitment freeze had encouraged the succession planning approach.
- It would be helpful to have route maps to illustrate the benefits and encourage succession planning.
- Where trends and patterns were identified in particular service areas the Occupational Health Team could assist in providing an independent interface between staff and management and through offering advice and support.
- Agency staff were utilised for a range of reasons; and this was usually the correct approach from the standpoint of affordability. Examples might be where certain skills could not be supplied in the required timescale, to meet a short-term demand or for a particular time-limited project or funding stream. The use of agency staff was reviewed on a regular basis.
- In response to a query about the adoption of the four-day working week by another local authority, it was explained that, from the perspective of the organisation's people, it was believed that an effective and attractive flexible working policy was already in place, and this was a good method of serving the diverse needs of the range of staff.
- Proposals for different working patterns would never be discounted without consideration but the authority would have to have due regard to the continued need for flexibility and that workloads were manageable within any new structure.

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- It was important that people remained connected to the organisation and colleagues and did not feel isolated if working from home. Teams were encouraged to hold in-person meetings and there were a number of suitable spaces within accommodation across the district. There was a need for managers to be vigilant to members of staff who may be struggling. Relevant support was available for management with regular briefings and sharing of best practice. There was also a need to ensure that people did stop working at the right point when working from home.
- In terms of the visibility of Cabinet around the strategy and decision-making in relation to staff; it was acknowledged that this was very important at all levels across the organisation. It was essential that the Cabinet's objectives and what it was seeking to achieve were clearly explained and appreciation of staff was communicated. Cabinet members needed to be open to discussion both with staff and trades unions. This was a good point and would be taken back for consideration.

Resolved –

That the points raised by the Committee be taken into account in the future delivery of the People Strategy.

68 Lead Members' Updates

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

69 Work Programme 2023-24

The latest version of the Committee's Work Programme for 2023/24 was considered.

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Contact Officer: Sheila Dykes

KIRKLEES COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Tuesday 27th February 2024

Present: Councillor Elizabeth Smaje (Chair)
Councillor Bill Armer
Councillor Andrew Cooper
Councillor Shabir Pandor

70 Membership of Committee

All Members of the Committee were in attendance.

71 Minutes of Previous Meeting

That the minutes of the meeting of the Committee held on 9th January 2024 be approved as a correct record.

The Chair updated the Committee as follows:

- (i) The new Flood Risk Management Strategy had been submitted to Cabinet on 20th February 2024. The report had included the comments and recommendations made by the Committee, at its meeting on 5th December 2023, and Cabinet had agreed to adopt the new strategy.
- (ii) At the meeting of the Committee held on 5th September 2023, the provision of further detail had been requested in respect of the partnership work on tree planting and the Council's participation in the 'Vision Zero' road safety management initiative. This information had now been shared with Members.

72 Declaration of Interests

No Interests were declared.

73 Admission of the Public

All items were considered in public session.

74 Deputations/Petitions

No deputations or petitions were received.

75 Public Question Time

No public questions were received.

76 Financial Management - Quarter 3 Financial Monitoring and Annual Budget

The Service Director - Finance, Isabel Brittain, submitted the Corporate Financial Monitoring Report – Quarter 3 and the Annual Budget Report 2024-25.

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Councillor Turner, Cabinet Member for Finance and Regeneration, introduced the item explaining that the Council's financial situation had improved significantly and the predicted overspend by the end of the financial year had been reduced due to the savings achieved.

The following points were highlighted in the presentation:

- The Budget Report would be presented to full Council on 6th March.
- It had been a challenging year but a balanced budget had been produced.
- The budget included significant new savings which equated to £34 million.
- There had been a contribution to reserves from the West Yorkshire Combined Authority.
- There had been an improvement in the position at the end of Quarter 3, with an overspend of £9.9 million pounds compared with £16 million in the previous period. This had been achieved through undertaking a number of central budget challenges including reducing the costs of capital financing and service expenditure from reduction of non-essential spend.
- There were still a number of pressures, particularly in Children and Families, Adults and Health and Growth and Regeneration.
- Further work would be undertaken with the aim of achieving an outturn position with a further reduced overspend.

Questions and comments were invited from Committee Members, with the following issues being covered:

- Detail in respect of the pressures on Children and Families, and Adults and Health services and the mitigations, which included:
 - Work to provide integration support across all elements of Children Services
 - Reviewing the careers contract for the Kirklees and Calderdale joint partnership.
 - Reviewing the mental health offer to families
 - A re-design of youth work within Children and Families.
 - A significant project to review the delivery of adult services, across a number of areas of work, to ensure that financial costs were relevant and realistic and achieved best value. This might include review of the direct payment policy, community based integrated library redesign, older people and physical disability services redesign and cultural fees and charges.
- In response to a question in respect of the approach and opportunities for income generation in the future, it was acknowledged that additional income streams could be investigated further but a cautious approach should be taken to ensure that there would be no financial risk to the taxpayer.
- It was suggested that consideration could be given to the establishment of a vehicle to deliver direct services to residents, or the use of Municipal Climate Bonds, which had been adopted by a number of other Councils; such initiatives being considered to be of lower risk.
- The aim was to reduce the projected £9.9 million further by the end of the financial year and there were some opportunities to achieve this. If the overspend was reduced this would retain more money in reserves and place the Council in a more resilient position for the future.

Overview and Scrutiny Management Committee - 27 February 2024

- It was acknowledged that spend in Quarter 1 of the new municipal year may be higher, due to deferred spending, but this was a normal occurrence and would be balanced out over the remainder of the year. In addition, a number of service re-designs would be implemented and essential spend only would continue.
- Capitalisation was currently only used for transformation projects, apart from the general Capital Programme. There was a consultation ongoing in respect of proposals to allow Councils in significant financial difficulty to capitalise some revenue overspend in the future. Kirklees was not considering this at the present time and would continue to capitalise revenue in accordance with Government guidelines.
- A report was to be submitted to Council on the 6th March, alongside the budget documents, in respect of the new powers available to local authorities, as legislated for in the Levelling Up and Regeneration Act 2023, in relation to long-term empty properties and second homes. The relevant exemptions would be confirmed by the Government in due course. These new powers were welcomed and it was hoped that they would have a similar effect to the previous initiative, in terms of properties being returned to the market.
- It was clarified that authority would be delegated to the Council's Section 151 Officer, in conjunction with the Portfolio Holder, to enable the policy to be amended once the final detail was confirmed by the Department for Levelling Up, Housing and Communities. Changes to the strategy would need to be referred to Cabinet and Council.

Thanks were expressed to the Cabinet Member for Finance and Regeneration and the Service Director – Finance for the report.

77 Annual Review - Local Flood Risk Management

A report was submitted which provided an annual review of activity in respect of local flood risk management.

Councillor Turner, Cabinet Member for Finance and Regeneration, introduced the item stressing that, particularly in light of the increased risk due to climate change, this work was very important in order to try and mitigate flood risk as much as possible for local residents.

Paul Farndale, Acting Team Leader - Flood Management and Drainage presented the report highlighting the following points:

- The Local Flood Risk Management Strategy, that had been presented to the Committee on 5th December 2023, had now been approved by Cabinet and replaced the 2012 version.
- An update, further to the presentation to the Committee in March 2023, in respect of the natural flood management partnership project at Wessenden Head. This work aligned with the 'protect' theme within the strategy, using various nature-based solutions to slow the flow of water and reduce the risk of flooding downstream. A high-level study had been undertaken to consider opportunities for such work across all areas of Kirklees and was due to be presented to stakeholders on 28th February 2024.

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- There was a rolling programme of schemes and the team worked very closely with the Environment Agency to attract funding.
- An outline of the process that would be followed for larger projects.
- The number of schemes had increased since the previous report in 2023.
- One of the projects falling under the 'recovery' theme was a pioneering mental health and wellbeing project, led by Kirklees, which aimed to build resilience within communities where flooding was an issue.
- The approach to flooding was centred on the management of risks and risk was a product of the likelihood of an event happening and the severity of its consequences. There was an increased focus on the detrimental effect of flooding on people, in terms of both local and national strategies, and the aim of making communities more resilient.

Jason Hanks, Project Officer - Flood Management, shared a presentation on the Mental Health and Wellbeing Project explaining:

- This pilot project had been developed in partnership with the West Yorkshire Flood Innovation Project (WY FLIP) and alongside the Yorkshire Integrated Catchment Solutions Programme (ICASP).
- WY FLIP was an innovative, collaborative approach, involving the five West Yorkshire local authorities, which had been developed to share ideas and experience and to identify innovative ways to secure investment into flood resilience.
- ICASP was a support service with links to local universities.
- Each local authority took a lead on a particular theme. Kirklees' theme was 'Community and Voluntary', the main focus of which was to help the community and voluntary sector to be better prepared and recover more quickly.
- The thinking behind the creation of the project with the purpose being to raise awareness of mental health amongst flood communities and to address the issues by working with mental health charity partners, providing a check-in service, psychological first aid training and support, facilitating regular events with a flood resilience focus or to link in with natural flood management projects and provision of useful information for the community.
- The Yorkshire Regional Flood and Coastal Committee Group had approved the recent funding bid.

Paul Farndale explained that, in terms of the 'prepare and respond' theme of the strategy, the Council maintained a large database of past flooding incidents and a record of relevant assets. This information was needed to inform project bids, was used to advise the planning department in terms of flood risk for any proposed development and also fed into the authority's emergency planning work and severe weather plan.

Martin Jordan, Senior Emergency Planning Officer gave a presentation which highlighted the following:

- Kirklees Severe Weather Plan dictated how the Council responded to the impacts of a range of weather and how the plan could be activated at three levels, which were triggered by warnings and alerts from partners.

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- Many Council teams took a role in the response and were provided with action cards to set out the options that they should consider at each level of activation. There was an option to establish a formal command structure if needed, supported by an emergency control room.
- There was a hybrid working approach and the aim was to build relationships and to understand capabilities and interdependencies with ongoing communication via a 'Whatsapp' group which was also used out of hours.
- The plan provided a framework for the response but it was also vital that good communication and relationships were built and maintained.
- The plan was tested at least one year, and exercises took place that could involve multi-agency partners.
- Debriefing was undertaken following an activation of the plan so that any lessons could be learned.
- The use of a collaborative approach during a flooding incident, alongside other Council teams and partners, and with reports from Councillors, residents, front-line officers and a wide range of partners and other public and private organisations feeding into the intelligence-led response.
- The Flood Spotters initiative and the role of the 44 Council staff who had been recruited and trained as flood spotters. There were also 130 emergency volunteers.

A brief outline was given in respect of the work to be undertaken over next twelve months. A significant focus was expected to be related to the review of the Local Plan, which would require an updated Strategic Flood Risk Assessment using the latest modelling. In addition, further information was awaited from the Department for Environment, Food and Rural Affairs (DEFRA) in respect of the implementation of Schedule 3 of the Floods and Water Management Act 2010.

Questions and comments were invited from Committee Members, with the following issues being covered:

- The value of the work undertaken in engaging with local communities in building confidence and getting them involved in dealing with the issues.
- Funding from the Combined Authority for the scheme at Queens Mill Road and Albert Road, Huddersfield was welcomed.
- In respect of the mental health and wellbeing project, although there would be work undertaken in the aftermath of an event, consultation with mental health charities had suggested that prevention was better than cure and this would therefore be a significant element of this project.
- Although Kirklees did provide sandbags there was no obligation on it to do so. There were eleven areas in the district where pre-deployment was currently in place and two of those were trialling the use of floodsacs. Sandbags and floodsacs had limitations so property level flood protection, such as floodgates, were a better option and provided a quicker response. There was a need to raise awareness and encourage residents to take this up.
- Debris screens were a necessary evil to stop large objects blocking culverts. The programme for clearing them took into account the level of associated risk, further to information being gathered about the levels of debris in locations. Some of those which would not affect property if they failed had now been changed to be on a more reactive basis. Those where it would affect property

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were on an ongoing two-weekly cycle to reduce the risk and some would be prioritised if there was a weather warning. There was also a rolling programme to upgrade these screens.

- Base models would be established so that it could be ascertained whether future natural flood management measures had improved the position and slowed to flow of surface water but this approach took a very long-term view.
- It was suggested that the use of property level protection should be included in the Council Update to raise awareness with Councillors who could consider whether it might be beneficial for any property in their ward. for their areas.
- The position and approach in respect of engagement with Yorkshire Water to try and reduce contamination spills from combined sewer overflows in severe weather and the importance of this work being taken forward.
- An explanation of the Strategic Flood Risk Assessment and its role in respect of the Local Plan and allocation of development sites.
- Although there were mechanisms in place to provide information to those areas/residents where flooding had happened in the past it was suggested that it would also be helpful to provide information, perhaps via social media, if severe weather was anticipated, so that people who might be experiencing it for the first time would know who to contact for advice/ assistance. Relevant telephone numbers were available on the Council's website but this would be considered alongside the Communications Team.

Resolved –

- (1) That the Mental Health and Wellbeing Project be welcomed as an excellent initiative.
- (2) That efforts be made to raise the awareness of all Councillors in respect of the benefits and possibilities in relation to the use of property level protection against flooding.
- (3) That engagement with Yorkshire Water be pursued at a regional level to examine the potential to reduce contamination spills from combined sewer overflows in severe weather.
- (4) That consideration be given to providing information, in the event of severe weather, to ensure that people who may be experiencing flooding for the first time are aware of who to contact for advice and assistance.

78 Technology Strategy – Update

Andy Simcox - Service Director for Strategy and Innovation and Terence Hudson Head of Technology gave a presentation highlighting the following points

- The current Technology Strategy covered the period 2020 to 2025.
- A refresh of the strategy was planned within the next 18 months with the aim of ensuring that it continued to align with the Council's priorities and reflected the challenges being faced.
- Delivery of key strategic outcomes including:
 - Face to face provision within the Civic Centre Campus.
 - Progression of the procurement of a new corporate data network contract.
 - Implementation of the new Adult Social Care system (which had just gone live).

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- The deployment of additional cyber security controls.
- Ongoing work in respect of digital inclusion and accessibility.
- Access to gigabit capable broadband for 85% of the district's households.
- Updates in terms of My Kirklees Account and digital transactions.
- Updates to the governance of IT investment projects, to ensure oversight at corporate level, including the formation of four strategic directorate boards.
- Details of the achievements in respect of tactical cashable savings.
- Re-profiling of the Capital Plan.
- An update in respect of telephony and the impact of changes in respect of the removal of the Public Switched Telephone Network (PSTN) infrastructure and turn-off of the 2G and 3G mobile phone networks, particularly for vulnerable residents.
- Maintenance of a view of risk.

Questions and comments were invited from Committee Members, with the following issues being covered:

- The importance of ensuring that residents, particularly those who were vulnerable, were not excluded by the increased use of digital methods, with reference to the future operational model of customer contact centres; a consultation on which was ongoing. Assurance was given that an Integrated Impact Assessment would be undertaken in respect of any changes proposed and these issues would be taken into account in designing the future service model.
- In respect of the potential utilisation of the heat produced by data centres, this could be considered. However, the current equipment used substantially less energy than in the past and was not generating a significant level of heat. There would also be a need to take into the potential longevity of this as an asset.
- There was an awareness of the environmental impact of data centres and this was included within the climate plan. The authority's data centre was naturally cooled and no air conditioning was required.
- The current hybrid/flexible model of working was considered to be the right one for the authority to offer, both in terms of competition for recruitment and the personal wellbeing of staff. It was believed to be working both well and effectively. It was noted that the accommodation at Civic Centre I was now much improved.
- The service worked closely with other teams to ensure alignment with other Council strategies such as those related to the environment and people.
- PSTN lines were the traditional telephone lines and once that infrastructure was removed telephone calls would only be possible over the internet. This would mean that during an internet failure it would not be possible to make telephone calls and a back-up option, such as a mobile phone, would therefore be necessary. Further issues could be caused in the event of a power cut, in areas served by smaller mobile phone masts, and this was being discussed at national level to ensure that people were protected. The authority was mindful of this.

Resolved –

That the Service Director – Strategy and Innovation and the Head of Technology be thanked for attending the meeting and providing the update on the Technology Strategy.

79 Lead Members' Updates

Updates were submitted in respect of the work of the Growth & Regeneration and the Environment & Climate Change Scrutiny Panels.

80 Work Programme 2023-24

The latest version of the Committee's Work Programme for 2023/24 was submitted for consideration.

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

PERSONNEL COMMITTEE

Wednesday 8th November 2023

Present: Councillor Cathy Scott (Chair)
Councillor Paul Davies
Councillor Viv Kendrick
Councillor Jackie Ramsay
Councillor John Taylor
Councillor Graham Turner

Apologies: Councillor David Hall
Councillor John Lawson

1 Membership of the Committee

Apologies for absence were received on behalf of Councillors D Hall and J Lawson.

2 Minutes of Previous Meeting

RESOLVED – That the Minutes of the previous Meeting be deferred to the next meeting of the Committee (for the reason that only one Member present had been in attendance on 26 June 2023).

3 Declaration of Interests

No interests were declared.

4 Admission of the Public

All agenda items were considered in public session.

5 Public Question Time

No questions were asked.

6 Deputation/Petitions

None received.

7 Update on Senior Management Arrangements

The Committee gave consideration to a report which sought approval to commence a recruitment process for the posts of Service Director for Finance (Section 151 Officer) and Service Director for Legal, Governance and Monitoring (Monitoring Officer).

The report advised that the statutory requirements of Chief Financial Officer and Monitoring Officer were fulfilled by these posts, which were critical statutory roles within the organisation. The report acknowledged the importance of making permanent appointments to these roles in order to provide stability and an effective transition. The report provided a summary of the role and function of both of the

Personnel Committee - 8 November 2023

posts and requested that the Committee give approval to commence a recruitment process as soon as is possible.

RESOLVED –

- 1) That approval be given to commence external recruitment to the posts of (i) Service Director – Finance (Section 151 Officer) and (ii) Service Director – Legal, Governance and Commissioning, which have statutory responsibilities to be carried out in accordance with the Council's established and approved Chief Officer recruitment practices.
- 2) That, pursuant to (1) above, approval be given to convene Member Appointment Panels.

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL
STANDARDS COMMITTEE

Wednesday 20th March 2024

Present: Councillor Harry McCarthy (Chair)
Councillor Martyn Bolt
Councillor Alison Munro
Councillor Mohan Sokhal

In attendance: Mike Stow – Independent Member

Apologies: Councillor Itrat Ali
Councillor James Homewood
Councillor Manisha Roma Kaushik

1 Membership of the Committee

Apologies for absence were received on behalf of Councillors Ali, Homewood and Kaushik.

The Committee acknowledged the pending retirement of Julie Muscroft, Service Director (Legal, Governance and Monitoring), and conveyed thanks for the contribution that Julie had made to the Council and the work of the Committee over the previous years.

2 Minutes of Previous Meeting

RESOLVED – That the Minutes of the Meeting held on 23 October 2023 be approved as a correct record.

3 Declaration of Interests

No interests were declared.

4 Admission of the Public

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

5 Deputation/Petitions

No deputations or petitions were received.

6 Public Question Time

No questions were asked.

7 Code of Complaints Update

The Committee received a report which provided an update on complaints that had been received since the previous meeting of the Committee in October 2023. The Committee noted that the report reviewed complaints from the period of 1 September to the end of February 2024, during which there were a total of 24

Standards Committee - 20 March 2024

complaints, 19 of which related to Kirklees Councillors and 5 related to Town or Parish Councillors. The report advised that 9 of these complaints had not progressed beyond the initial assessment process and that 5 had been resolved informally, and that the remaining ten were being considered within the assessment process.

Paragraph 2.4 of the report provided a summary of the published decisions, in cases where complaints had been upheld and published on the Council's website. Appendix A provided a summary of the complaints including total numbers and the source of complaints.

RESOLVED - That the report be received and noted.

8 Cases and News Update

The Committee received a report which provided an update on matters relating to developments and news on Local Government ethics, including decisions of other local authorities, or any existing standards boards.

The report also provided an update on the work of the Committee on standards in Public Life.

RESOLVED - That the report be received and noted.

Public Document Pack

Contact Officer: Jodie Harris

KIRKLEES COUNCIL

CORPORATE PARENTING BOARD

Tuesday 5th December 2023

Present: Councillor Viv Kendrick (Chair)
Councillor Elizabeth Reynolds, Cabinet Member - Learning and Aspiration
Councillor Richard Smith, Conservative - Group Business Manager
Councillor John Lawson, Liberal Democrat - Group Leader
Gill Addy, Designated Nurse for Looked after Children/Care Leavers
Kieran Lord, Interim Service Director: Resources, Improvements & Partnerships
Stewart Horn, Head of Children's Integrated Commissioning
Louise Hallas, Virtual School Headteacher - Children & Young People
Vicky Metheringham, Service Director - Child Protection & Family Support
Jo-Anne Sanders, Service Director - Learning & Early Support

In attendance: Ian Mottershaw, Head of Contextual Safeguarding Service and Y.E.S – Family Support and Child Protection
Nick Libell, Service Manager – Children and Families

Apologies: Councillor Karen Allison, Green Group - Group Business Manager
Sara Miles, Head of Safeguarding & Quality Assurance

1 Membership of the Board/Apologies

The Board noted that Joel Hanna had been appointed as the Head of Service for Corporate Parenting and Children's Residential Services and that Ophelia Rix the previous Head of Service for Children Looked After and Care Leavers be thanked for her contributions and support to the work of the Board.

Apologies were received from Councillor Karen Allison and Sara Miles, Head of Safeguarding and Quality Assurance.

2 Minutes of Previous Meeting

The Board considered the Minutes of the meeting held on 24 October 2023.

Corporate Parenting Board - 5 December 2023

RESOLVED: That the Minutes of the meeting of the Board held on 24 October 2023 be approved as a correct record.

3 **Declaration of Interests**

No interests were declared.

4 **Admission of the Public**

All Items were held in public session.

5 **Deputations/Petitions**

There were no deputations or petitions received.

6 **Public Question Time**

There were no questions received from members of the public

7 **Service Acknowledgements and Awards**

The Board received a verbal update in respect of the nomination of 3 Kirklees Social Workers for the National Social Worker of the year awards presented by Joel Hanna, Head of Service for Children Looked After and Care Leavers.

The Board noted that it was important to celebrate and recognise the work of all social workers and expressed their congratulations to the 3 nominees and the winner of the overall social worker of the year award.

RESOLVED: The Board noted the update, service acknowledgement and awards.

8 **Service Updates**

The Board received a verbal update in respect of service structure and portfolio arrangements presented by Joel Hanna, Head of Service for Children Looked After and Care Leavers.

Joel Hanna explained that his role would be undertaking responsibility for Corporate Parenting and the Social Work teams and Care leaving service along with retaining responsibility for the residential estate and the Head of Homes for Children was to assume responsibility for fostering and sufficiency.

RESOLVED: The Board noted the Service Updates.

9 **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 presented by: Joel Hanna, Head of Service for Children Looked After and Care Leavers, Louise Hallas Virtual School Headteacher, Gill Addy, the Designated Nurse for Looked After Children and Care Leavers, Stewart Horn, Head of Children's Integrated Commissioning, Vicky Metherringham, Service Director - Family Support and Child Protection and Ian Mottershaw, Head of Contextual Safeguarding Service and Y.E.S. The following key points were highlighted:

Corporate Parenting Board - 5 December 2023

- In relation to Children Entering Care, Children in Care and Placement Stability a breakdown of the 72 children were placed outside of Kirklees /more than 20 miles from their home address was to be provided to the Board to show where young people may be living with family and kinship carers.
- In relation to education outcomes, 100% of PEPs were completed within the Summer Term. Every young person was allocated to a member of the experienced Virtual School Team and their attendance, progress and attainment were reviewed enabling challenge and support in a timely manner and for all relevant interventions to be put in place.
- In relation to children looked after health data, progress being made to address the challenges faced by the Service included; bench marking across West Yorkshire, some change in working patterns including a reduction in cross-boundary working, and conversations were being held to prioritise clinicians and service delivery to increase capacity. A commitment to additional resources had been secured from the ICB and from the Local authority to enable the Looked After Health team to carry our Review Health Assessment to improve performance. Older children coming into care commonly had additional support needs and work had been done to explore if other more specialist services may be better placed to take on the IHA for this cohort.
- In relation to Children Looked After Convictions, the number of Young People who were looked after continually for 12 months or more aged 10 -17 who received a substantive outcome had fallen in comparison to previous year. The cohort was lower than the national average and statistical neighbours and this was attributed to the development of a more inclusive disposal panel which offered greater perspective in relation to the circumstances of the young people discussed. This brought forward more imaginative ways of restoration and rehabilitation to prevent reoffending.
- In relation to Care leavers, it was noted that improving Education, Employment and Training (EET) remained a priority in recognising this as a key protective factor for children in care and care leavers. Though a strong position was held nationally and in comparison, with stational neighbours, performance in relation indicators showed the need for improvement. Increasing cross-departmental and partnership working was key to improving opportunities for young people.
- In relation to Care leavers, work was being undertaken with housing providers to ensure that suitable accommodation was available for young people at the right time.

In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

- It was confirmed that the figure for children in care was lower than statistical neighbours was the result of the efforts made in early help services to prevent children from coming into care. The rate was consistent and there were other neighbours who were outliers due to local preventative services at an early level.
- The Board noted that Kirklees College should be recognised for their achievement and good work around attachment and trauma.
- It was confirmed that the increase in school moves was expected in September at the start of the new school year and that most school moves

were planned to make sure the young person had a positive start with their new school and a positive end with the previous school.

- It was positive to see the trauma informed approach being used and leading to good outcomes.
- It was advised that the restorative element in relation to convictions was about understanding a child's circumstances to take a more holistic approach and develop a bespoke package to prevent reoffending and over criminalising young people.
- In relation to understanding more about finding suitable accommodation for Care leavers the Board were advised that there were plans to increase the time that a young person can be referred prior to their 18th birthday. The extension of the offer may not be possible within the Councils current housing stock, so work was being undertaken to increase care leavers access to the private housing market. Improvements were also to be made to support those leaving care when moving into accommodation.

RESOLVED: The Board noted the Children's Performance Highlights Report, and it was agreed that a breakdown of the children placed outside of Kirklees /more than 20 miles from their home address be provided to the Board.

- 10 Kirklees Children Looked After and Care Leavers Annual Health Report**
- The Board considered the Kirklees Children Looked After and Care Leavers Annual Health Report (April 2022-March 2023) presented by Gill Addy Designated Nurse. It was explained that the reporting period covered recovery from the Covid-19 pandemic, and there were some challenges to services as a result. It was also highlighted that:

- There had been continuing capacity pressures on the team during the year.
- A hybrid model (telephone and face to face) remained post-pandemic for Initial Health Assessments (IHA).
- There was also the option for IHA's to be carried out via an extended face to face session for those less suited to the telephone aspect.
- There had been a significant rise in unaccompanied asylum-seeking children (UASC) coming to the area which impacted on the IHA provision, but statutory timescale completion remained very good.
- There had been increasing pressures i.e., child health complexities, numbers of UASC, etc... on the nursing team.
- This had resulted in postponing some previous preventative work and a need to prioritise some activities.
- Bank staff had been used to carry out some nursing administrative tasks to help alleviate pressure.
- Dental access had improved and had been supported by the 'Flexible Commissioning' programme.
- This enabled all Children Looked After (CLA) and care leavers in Kirklees to access dental services.
- Strength and Difficulty Questionnaires' (SDQ's) return rates used to screen the emotional wellbeing of children aged 4 to 17 years, remained low, despite efforts to improve compliance.

Corporate Parenting Board - 5 December 2023

- Discussions continued with the Children's Social Care Service to look at alternative methods of distribution.
- The inclusion of a trauma screening assessment for UASC by a Locala GP, added a valuable dimension to the support options.
- This pilot programme had now ceased and work had been undertaken to try to seek further funding to reintroduce this work.
- Liaison with the sexual health and substance misuse outreach workers continued reinforcing a collaborative working model.
- The data showed that:
 - 201 IHA's (including 18 requests from other authorities) were completed, compared to 146 the previous year.
 - There was a significant rise (from 19 to 30) in UASC entering care, and the increase resulted in catch-up schedules being used more widely.
 - 652 Review Health Assessment's (RHA) were completed (including 55 requests from other authorities).
 - Immunisation rates averaged at 91% across all ages, and teenage boosters remained the most common outstanding immunisations.
 - Children's emotional health benefited from the development of the LA Placement Support Service.
 - 20 UASC benefitted from a 'trauma screening and report' project, led by an experienced Locala GP.
 - 130 Care Leaver health histories were written and distributed.
- There was a long-standing, dedicated, experienced health workforce in place which was co-located and linked through technology to support collaborative working.
- The Proposed Action Plan 2023-24 included:
 - To consider the development of an UASC IHA assessment form.
 - An Audit on the demographics of young people who admitted to vaping at their RHA.
 - To raise awareness of the opportunity offered through the Integrated Care Boards to provide free prescriptions, Optician and Dental support, to care experienced young people who were working and not claiming benefits.
 - To continue to pursue the business case, to increase the capacity in the team to improve health assessment timescales, additional work related to the IHA clinic, and the timely preparation of care leaver health histories.

The Board noted the update and expressed support for the provision of free prescriptions for care experienced young people and asked when this might be implemented. In response, Stewart Horn - Head of Children's Integrated Commissioning, advised that this would be a decision for the Integrated Care Board (ICB) and agreed to provide further information around time scales to the Board.

RESOLVED: The Board noted the Kirklees Children Looked After and Care Leavers Annual Health Report and it was agreed that further information around time scales for an ICB decision on prescriptions, dental and optician support be provided to the Board.

11 Update on Strengths and Difficulties Questionnaire

Joel Hanna, Head of Service for Children Looked After and Care Leavers presented a report setting out an update on the Strengths and Difficulties Questionnaire (SDQ). It was noted that:

- All Local Authorities were required to provide information on the emotional and behavioural health of looked after children.
- SDQ's were introduced in 2008 as a screening tool to assist in measuring the emotional and behavioural health of children and young people.
- The SDQ is a clinically validated brief behavioural screening questionnaire for use with 4–17-year-olds or 2-4 year olds.
- The data was collected through the SDQ and a summary figure for each child (the total difficulties score) was the outcome measure used for tracking the emotional and behavioural difficulties of children looked after at a national level.
- The Kirklees return rate was below the national average, and there had been a reduction in the total number of returned SDQ's over the past three years, with last year's being the lowest.
- There had been a slight rise in the number of 'high' SDQ scores returned by carer this year.
- This suggested that carers were reporting more concerns on fewer looked after children.
- The 'satisfactory' and 'borderline' rates remained largely consistent overall.
- The SDQ working group had been working towards the initial goal to increase the return rate from carers of children looked after to above 80% (currently 65%).

In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

- It was confirmed that a standard template used nationally, and that the process that followed the completion of SDQ's and improving scores was part of the key drive for improvement. By 2024 the aim was for the process to be fully embedded, and that with increasing scores there would be better emotional support for young people and the process would be more meaningful.

RESOLVED: The Board noted the Updates on Strength & Difficulties Questionnaire.

12 Summary Annual report on Complaints and Compliments

The Board considered the Compliments and Complaints Service Annual Summary 2022-23 which was presented by Nick Libell, Service Manager – Children and Families.

Nick Libell advised that the purpose of the report was to inform the Board of compliments and complaints in relation to children looked after during the period of 1st April 2022 to 31st March 2023. It was advised that:

- Under the Children's Act 1989, the provision of an annual Complaints report was a statutory requirement.
- 366 compliments and complaints were registered during this financial year.

Corporate Parenting Board - 5 December 2023

- 52 of these were compliments, 158 were enquiries and 85 complaints were remedied via the local resolution procedure.
- 23 complaints were responded to via the statutory Stage 1 process (an increase from 15 the previous year).
- There were four Stage 2 investigations, two Stage 3 investigations and four cases were referred to the Local Government Ombudsman.
- In relation to children looked after and care leavers, there were ten Stage 1 investigations during the 22/23 year out of a total of 23.
- The service worked hard to work in a restorative manner to resolve complaints at the earliest opportunity.
- The Compliments and Complaints Team continued to ensure that the complaints process was open and accessible to young people both directly and through an advocate from the Children's Rights Service.
- 52% of all complaints registered at Stage One, were from young people, with the support of Childrens Rights Service.
- 34.8% of all complaints registered at Stage One, were from Parents.
- Of the 23 stage 1 complaints received, 10 related to Looked After Children.
- Most of the complaints received related to an issue with service provision a delay in communication or to disagree with a particular decision.
- There had been a small increase in the number of stage 1 complaints, but the overall position was that complaints were being resolved at the earliest possible stage.
- There was a focus on learning lessons from complaints and integrating this with broader quality assurance work across the directorate to improve outcomes for young people.
- This work included:
 - At all stages, any lessons and findings identified from complaints were expected to be followed up by managers with staff to inform individual learning and development.
 - Themes and patterns for learning identified from complaints were to be shared with the Learning and Development Service.
 - To strengthen embedding learning across the service, the Complaints team and Learning and Development team had strengthened pathways to review complaints and compliments to ensure that key messages influence practice.

In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

- Failure to communicate was present in all complaints and the Board wanted to understand how this had been translated to action to improve outcomes.
- It was important to highlight the compliments to share where there had been good practice and it was requested that this information be provided to the Board at a future meeting.
- When prioritizing workload, the Board highlighted that consideration should be given to what was most important to young people noting that this was a key element in maintaining strong relationships.
- That the outcomes of the 4 complaints which were considered by the Local Government Ombudsman for children and young people be shared with the Board.

In relation to improving outcomes Nick Libell advised that when a complaint was formally received the local resolution part of the complaint was referred to the responding manager to contact the young person or parent by phone or in person with the aim of intervening as early as possible. It was also noted that expectation management in terms of social worker workload was also a key element of this learning.

In relation to the prioritisation of workload Nick Libell advised that there was a pathway to fast track and prioritise complaints from young people. Where complaints come directly from a young person, or their advocate, these were responded to on an accelerated timescale with the ambition of attaining local resolution through quick action and response.

RESOLVED: The Board noted the Compliments and Complaints Service Annual Summary 2022-23, and it was agreed that:

1. Details of the Compliments received, and examples of good practice be provided to the Board at a future meeting.
2. The outcomes of the 4 complaints considered by the Local Government Ombudsman for Children and Young People be shared with the Board.

13 Virtual School Governing Body Update

The Board considered a verbal update in respect of the Virtual School Governing Body.

Councillor Elizabeth Reynolds the Chair of the Governing Body introduced the item highlighting that the Governing Body had been developing a plan to refresh its support and challenge function. The action plan identified attendance, engagement, attainment and ECHP's as key priority areas.

Louise Hallas, Virtual School Headteacher further advised that at its last meeting the Governing Body considered:

- The Headteachers Report (previously presented to the Corporate Parenting Board).
- Areas of commissioned work such as training to support attainment in KS1 and KS2, the educational psychologist service and the CAMHS service.
- Action planning in respect of priority areas such as attendance (encompassing, suspensions, exclusions, and part time timetables) as well as progress and attainment.

RESOLVED: The Board noted the Virtual School Draft Headteacher Report and it was agreed that a report showing a breakdown of recorded unauthorised absences be provided to the Board.

14 Children's Ambition Board Update

The Board considered a verbal update in relation to the last meeting of the Childrens Ambition Board presented by Kieran Lord, Interim Service Director -

Corporate Parenting Board - 5 December 2023

Resources, Improvements and Partnerships and Jo-Anne Sanders, Service Director Learning and Early Support.

During its last meeting the Board considered highlights in performance for social care, exclusions/suspensions, strengths, and improvements. The Board also considered its future purpose, and it was agreed for there to be a key focus on improving outcomes for children with SEND moving forwards.

RESOLVED: The Board noted the Children Ambition Board Update

15 **Updates from Board Members on Interaction with Services**

The Board considered verbal updates from Board Members in relation to progress and key issues following interaction with Services and partners to challenge the role of the Corporate Parent.

The Chair noted attendance at:

- The Kinship Carers Halloween Party
- A Care Leaving team meeting in Dewsbury.
- A Time to Talk session.
- 2 full staff engagement sessions (Huddersfield and Dewsbury)
- Magic Breakfast (online session)

Councillor Elizabeth Reynolds reported that she had attended the Foster Carer Christmas celebration, the West Yorkshire launch of Project Hope and the Kirklees Top 100 employer launch. It was noted that the Project Hope and Kirklees Top 100 employer events were well attended and a strong commitment to supporting young people was demonstrated through likeminded partners and local employers coming together.

Jo-Anne Sanders, Service Director Learning and Early Support visited Woodley School and College where pupils had been working with the Councils Our Voice Team to input their views into what they would like to see in their new school. It was positive to listen to the young people and see them receive their feedback in respect of the architects design.

RESOLVED: The Board noted the Updates from Board Members on Interaction with Services.

16 **Corporate Parenting Board Next Steps**

The Board considered a verbal update in respect of the next steps for the Corporate Parenting Board presented by Joel Hanna, Head of Service for Children Looked After and Care Leavers. It was advised that upon request from the Local Authority a government advisor had reviewed care leaving services. Advice provided included plans to strengthen the Corporate Parenting Board by widening representation on the board, and by holding more powers to hold partners and the Council to account.

In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

Corporate Parenting Board - 5 December 2023

- The importance of ensuring that the voice of children and young people were represented on the Board, and it was agreed that this be added as a standard item for each meeting of the Board.
- It was confirmed that a meeting had been held with the Children in Care Council and a meeting was to be held with the Care leaving Council and Personal advisors shortly in respect of representing children and young peoples voices.
- It was confirmed that work was being undertaken with the Childrens Rights Team around providing and refreshing Total Respect Training and the roles and responsibilities of corporate parents to all elected members.
- The idea of holding Board meeting at more accessible times and locations to enable place-based working and greater representation of the voice of children and young people was suggested.
- It was confirmed that an informal meeting of the Board in respect of strengthening understanding of the role of the corporate parent amongst elected members be held as agreed in a previous meeting of the Board.
- It was suggested that member group meetings may provide a space for representation, and it was agreed for the Governance Officer to provide Joel Hanna with a list of the names of group business managers.

RESOLVED: The Board noted the Corporate Parenting Next Steps, and it was agreed that:

1. 'Voice of Children Looked After and Care leavers' be added to all future Corporate Parenting Board meeting agenda's as a standard item.
2. The Governance Officer would provide Joel Hanna with a list of group business managers in relation to presenting on the principles and role of the Corporate Parent at group meetings.

17 Corporate Parenting Board Agenda Plan

The Board considered the agenda plan for 2023/24.

RESOLVED: The Board noted the agenda plan for 2023/24 .

Public Document Pack

Contact Officer: Jodie Harris

KIRKLEES COUNCIL

CORPORATE PARENTING BOARD

Tuesday 23rd January 2024

Present: Councillor Viv Kendrick (Chair)
Councillor Elizabeth Reynolds, Cabinet Member - Learning and Aspiration
Councillor John Lawson, Liberal Democrat - Group Leader
Gill Addy, Designated Nurse for Looked after Children/Care Leavers
Kieran Lord, Interim Service Director: Resources, Improvements & Partnerships
Louise Hallas, Virtual School Headteacher - Children & Young People
Vicky Metheringham, Service Director - Child Protection & Family Support

Co-optees

In attendance: Benjamin Newsome, Contextual Safeguarding Service Manager
Tom Clift, Service Manager - Child Protection and Review Unit
Anna Gledhill, Head of Homes for Children

Observers:

Apologies: Councillor Richard Smith, Conservative - Group Business Manager
Councillor Karen Allison, Green Group - Group Business Manager
Councillor Andrew Cooper, Green Group - Group Leader
Stewart Horn, Head of Children's Integrated Commissioning
Sara Miles, Head of Safeguarding & Quality Assurance
Jo-Anne Sanders, Service Director - Learning & Early Support

1 Membership of the Board/Apologies
Apologies were received from Councillor Richard Smith, Councillor Karen Allison, Councillor Andrew Cooper (ex-officio), Sara Miles, Head of Safeguarding and Quality Assurance, Stewart Horn, Head of Children's Integrated Commissioning and Jo-Anne Sanders, Service Director Learning and Early Support.

2 Minutes of previous meeting
The Board considered the Minutes of the meeting held on 5th December 2023.

Gill Addy reported back to the Board in response to (i) that further information around time scales for an ICB decision on prescriptions, dental and optician support

Corporate Parenting Board - 23 January 2024

be provided to the Board, and it was noted that the response would be shared with Board members in writing.

RESOLVED: That the Minutes of the meeting of the Board held on 5th December 2023 be approved as a correct record.

3 Declaration of Interests

No interests were declared.

4 Admission of the Public

All Items were held in public session.

5 Deputations/Petitions

There were no deputations or petitions received.

6 Public Question Time

There were no questions received from members of the public.

7 Head Of Service Update

The Board considered a verbal update presented by Joel Hanna, Head of Service, Corporate Parenting and Children's Residential Services. During the update Joel Hanna gave a presentation which set out progress in respect of 3 key areas:

- The Review of the Corporate Parenting Strategy, Governance and Delivery, which in relation to the Corporate Parenting Board would include refreshed Terms of Reference, the expansion of its membership and to agree the current priorities and strategy.
- The Service Planning for the Care Leavers Service, there had been a 2-day review of the service requested by the council and provided by Mark Riddell MBE to inform the services 'Continuous Service Improvement Plan'.
- The Service planning for the Children Looked After Service including the establishing better links between the CICC/CLF and the Head of Service for Corporate Parenting the revised service plan to establish the continuous service improvement plan following a full-service engagement event and work around establishing more stability for children in relation to the number of social worker changes.

In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

- The Board welcomed news of the launch of a new parents and babies care leavers group and very early plans to expand the offer to nurseries noting the importance of a provision which safeguarded and supported parents whilst providing networking opportunities.
- The Board noted the proposals for a 'dashboard' infographic, and it was advised that the purpose of this was to provide key headline information to corporate parents and would be a useful tool for all elected members.

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- The Board were advised that a 'draft' dashboard would be provided to the Board for comment prior to deciding where it would be shared.
- The Board highlighted the importance of ensuring elected members engaged with the dashboard information, highlighting how communication via email may be missed, and it was suggested that this could be sent to Group Business Managers to share during group meetings as well as asking members directly at those meetings how best they would like to receive the information going forwards.
- The Board welcomed the engagement with the CiCC/CLF to develop and roll out Corporate Parenting training and expressed interest in the development of this work.
- In respect of the Corporate Parent training the Board suggested this be delivered in 2 parts focusing on: (i) covering the experience of children who are looked after taking a trauma informed approach, and (ii) practical actions.
- The Board welcomed work undertaken to develop a brand and that the Care leavers Christmas dinner had been provided.

RESOLVED: The Board noted the Head of Service Update, and it was agreed that:

- 1) A 'draft' version of the Dashboard infographic be shared with the Board.
- 2) The Dashboard be shared with Group Business Managers to circulate at group meetings.
- 3) Engagement be held with elected members at Group Business Meetings in respect of communicating the dashboard.
- 4) Consideration be given to delivering corporate parenting training in 2 parts, focusing on: (i) covering the experience of children who are looked after and, (ii) practical actions.

8 Children's Performance Report

The Board considered the latest Children's Performance Highlights Report setting out the performance monitoring data for Children's Services which was presented by; Joel Hanna, Head of Service, Corporate Parenting and Children's Residential Services, Louise Hallas- Virtual School Headteacher, Tom Clift – Service Manager, Child Protection and Review Unit, Vicky Metheringham, Service Director - Family Support, Anna Gledhill, Head of Sufficiency and Child Protection and Benjamin Newsome, Contextual Safeguarding Service Manager. The following key points were highlighted:

- To improve the performance indicator for stability there was a focus on early recruitment as well as a recruitment campaign to attract more stability into the team.
- Kirklees were aiming to address the number of homes that a young person was moved to, through several different routes and shortly a new home was due to open to increase internal capacity.
- In relation to Looked after Reviews, Visits and Missing, there had been a decline in the number of recorded missing incidents alongside a decrease in timely completion of independent return interviews.
- Lower numbers did have a greater impact on the percentages, but the decrease in timely returns was predominantly a result of the approach to ensure that return interviews were delivered at the right time, by the right person and in the right way for the young person.

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- In relation to Looked After Review Meetings, it was noted that 12 requests for Initial Review forms were received by the Child Protection and Review Unit (CPRU) for children to become Looked After in November 2023, relating to 19 children in total. 97.5% were achieved within the required timescales.
- Independent Reviewing Officers (IRO's) closely monitored Child Looked After Review timescales to ensure that the high percentage was maintained whilst a clear rationale was recorded on a child's file if there were circumstances which resulted in a child's review meeting not being held within statutory timescales.
- IRO's robustly reviewed children's care plans and from June 2023 for children New into Care and undertake New into Care case audits. Findings were shared with the area social work Service Manager for oversight, and social work Team Managers.
- In relation to Children Looked After Education Outcomes, the Virtual School maintained 100% PEPs completion. Improving attendance and the number of children not in full time education were the key areas of focus.
- In relation to Children Looked After Health Outcomes, challenges in relation to the completion of Initial Health Assessments were replicated across regional neighbours and was highlighted on the West Yorkshire risk register.
- There was a significant anticipated upturn in IHA completion and work was being undertaken to improve this. The Business Case to consider additional nurse/doctor resource/alternative CLA Health model, which would support the whole team remained under commissioner consideration.
- It was also advised that older children coming into care commonly had additional support needs and work was being undertaken to explore if more specialist services may be better placed to take on the IHA for this cohort.
- In relation to Children Looked After Convictions, it was noted that the number of Young People who have been looked after continually for 12 months or more aged 10 to 17 who received a substantive outcome had fallen in comparison to previous year, and it was noted that the cohort of young people with convictions was very low.
- The Disposal Panel continued work to understand the circumstances surrounding the young person and their support needs to prevent them reoffending and becoming criminalised.
- In relation to Care leavers, Kirklees had partnered with North Yorkshire as part of the Sector Led Improvement Partnership and had agreed a focus on the quality of Pathway plans.
- The strategy was to increase contact through different range of communication methods including a text system to maximise engagement in activities.
- Work had also been undertaken with partners to develop an events calendar with the aim of producing more attractive events and opportunities.
- In relation to Children in Care and Personal Advisors, work continued with social work teams to ensure young people were allocated Personal Advisor support at 17 and 4 months.
- In relation to Fostering, in November 2023 there were 6 foster carer approvals, 5 were kinship foster carers and 1 was a mainstream (unconnected) approval.

Corporate Parenting Board - 23 January 2024

- Though the priority was to increase the number of carers, the number of children placed in fostering was high in Kirklees, split between agency and internal carers.

In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

- The Board welcomed the explanation of the data, noting that the details presented helped to clarify Kirklees's position.
- In relation to the data around persistent absence it was noted the main cause of persistent absences (PA) were unauthorised absences due to emotionally based school avoidance and lates which contributed to the figures presented. In response it was recommended that a breakdown of the PA data alongside comparison with national data be provided to the Board.
- The Board welcomed the idea of a text system to enable higher levels of engagement in events from young people.

RESOLVED: The Board noted the Childrens' Performance Highlights Report, and it was agreed that a breakdown of the PA data alongside comparison with national data be provided to be Board.

9 **The Voice of Children and Young People and Care Experience Young People**

The Board considered a verbal update in respect of the Voice of Children and Young People and Care Experience Young People presented by Joel Hanna, Head of Service for Children Looked After and Care Leavers. Joel Hanna gave a presentation which outlined the pledge for Corporate Parents and set out the plans for achieving greater representation for the inclusion of the voice of children and young people at the Board. This work included:

- Weekly attendance at the Children in Care Council (CCiC) and Care Leavers Forum (CLF) alternately had been established as an opportunity for the Head of Service to listen to the experience, voice and views of young people with the intention of taking a 'you said we did' approach to issues raised.
- Working with the CCiC and the CLF there were plans to develop and co-deliver Corporate Parenting training for Members and Officers (using the LGA resource pack) as well as working together to inform the current review and revision of the Corporate Parenting Strategy.
- Planning work had been undertaken to identify future opportunities to increase the voice of children and young people in the work of the Corporate Parenting Board (i.e.- takeover board events, attendance/representation at Board meetings and review and feedback from Webcast meetings etc.)
- Work had also begun to increase membership of both groups.
- Discussions with the CiCC and the CLF had highlighted:
 - Examples of inequality in finance polices (i.e.-allowances and financial support) and it had been agreed to add the review of these to the work plan for both the Children in Care and Care Leavers services.
 - Issues with delays in decision making due to 'tiers of approval' had led to a review of approval levels for holiday risk assessments and permissions.

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- The use and the power of language, especially the implications and associations of using words such as 'lack' when referring to children in care and in response discussions had been held around how to change culture around language.

In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

- The Board agreed it was important to reflect on the power of language going forwards, ensuring that words like 'lack' and acronyms were avoided, and that age-appropriate language was used to ensure young people understand the decisions been made around them.
- The Board welcomed work undertaken to improve the timeliness of decisions around holiday permissions and risk assessments.
- The Board highlighted the importance of promoting and integrating the Corporate Parenting Pledge and suggested that consideration be given to printing the pledge on Council on ID cards.

RESOLVED: The Board noted the update 'The Voice of Children and Young People and Care Experience Young People' and it was agreed that:

- 1) Reflection be given to the type and power of the language used when referring to and communicating with children in care and care leavers.
- 2) Consideration be given to the promotion of the Corporate Parenting Pledge including the possibility of this being printed on officer and member ID cards.

10 Sufficiency Update

The Board considered a report providing an update on the progress against the priorities identified in the Sufficiency Strategy 2023-2025 presented by Anna Gledhill, Head of Homes for Children. It was noted that:

- Priorities were delivered through 'Continuous Service Improvement Plans' for Fostering, Residential and Placements services.
- A key priority was to ensure that were possible children live in family homes and 46 Special Guardianship Orders and 5 Child Arrangement Orders were made between April 2023- January 2024.
- The team had been re-structured to ensured that kinship foster carers received consistent support through a supervising social worker.
- To expand the Fostering Service (to deliver more fostering homes) several policies and procedures had been implemented to expand the service including improving relationships with regional colleagues to share best practice.
- Work also continued with Kirklees Fostering Network through regular meetings to support learning.
- To uplift Kirklees's fostering offer, competitive fostering rates were ensured, and the fostering recruitment strategy was being updated as part of a fostering diagnostic delivered by the DfE.

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- To ensure that Residential Children's Homes delivered outstanding care, there had been investment in the residential estate including the full refurbishment of one home in 2023.
- The process to finalise the registration of a new home was ongoing and it was anticipated that the home would open early 2024.
- To ensure that children and young people had access to a spectrum of placement options to best meet their individual needs, work had been undertaken to develop the relationship with the independent sector and the commissioning team,
- As a part of this, 2 residential children's homes provider events took place in 2023, and a White Rose regional provider event was planned for spring 2024.
- Visits by the Commissioning Team and the Placement Team staff to all children's home providers in Kirklees were also taking place.
- All new children's home planning applications in Kirklees were being monitored by the Commissioning Team
- A new 16+ Supported Accommodation Electronic Market Place (approved list of providers) was out to tender, which was in line with the new Ofsted 16+ Supported Accommodation regulations and categories

The Board noted the update and welcomed news of the Fostering Diagnostic visit noting the value and challenges in increasing the number of foster carers.

RESOLVED: The Board noted the Sufficiency Update.

11 **Fostering Report October 2022 to March 2023**

The Board considered the Fostering Report October 2022 to March 2023, which was presented by Anna Gledhill, Head of Homes for Children. It was highlighted that:

- The Fostering Report October 2022 to March 2023 covered a six-month period to realign the reporting period and enable the service to provide comparative data from national and regional service reporting in future reports.
- The Mockingbird Model, which consisted of support networks known as constellations, had been expanded.
- This included a Hub Home Carer, who developed positive relationships with the carers in the constellation and provided support to carers through daily/weekly telephone calls, messages and/or visits.
- Kirklees implemented the first Mockingbird constellation in October 2021.
- A further two Hub Home Carers were appointed in December 2022, with work underway to form the constellations within this reporting period.

The Board noted the update and expressed pride at the number of Special Guardians and Connected Carers. The Board also requested that a further update be provided to the Board in June 2024.

RESOLVED: The Board noted the Fostering Report October 2022 to March 2023, and it was agreed that the next report be provided to the Board in June 2024.

12 **Virtual School Governing Body Update**

Corporate Parenting Board - 23 January 2024

Louise Hallas, Virtual School Headteacher advised that there had not been a meeting of the Virtual School Governing Body

RESOLVED: The Board noted that an update in respect of the Virtual School Governing Body would be provided at the next meeting of the Board.

13 Children's Ambition Board Update

The Board considered a verbal update in relation to the last meeting of the Children's Ambition Board presented by Vicky Metheringham, Service Director, Child Protection and Family Support and Kieran Lord, Interim Service Director - Resources, Improvements and Partnerships. It was noted that at the last meeting of the Children's Ambition Board there had been a focus on the SEND and recent engagement with national bodies related to this.

RESOLVED: The Board noted the Children's Ambition Board Update.

14 Updates from Board Members on Interaction with Services

The Board considered verbal updates from Board Members in relation to progress and key issues following interaction with Services and partners to challenge the role of the Corporate Parent.

The Chair noted attendance at:

- 11th December 2023 - Meeting of the Children's Ambition Board
- 6th December 2023- Chaired the Yorkshire and Humber Children's Improvement Board
- 12th December 2023- Chaired the Yorkshire and Humber Lead Member Network
- The North Yorkshire Peer review set up meeting and an Operational practice progress at Dewsbury Town Hall
- 24th December 2023 – the setup of the Care leavers Christmas lunch
- 5th January 2024 – Attended the Starting Well Board.
- 9th January 2024 - Briefing on short breaks consultation.
- 22nd January 2024 –A Stay and Play Group where parents finding supportive networks through the group.

Councillor Elizabeth Reynolds reported an invite to the new Mockingbird Constellation launch and attendance volunteering at the Care Leavers Christmas dinner highlighting the work of those who made quilts for care leavers (who attended the event), and the presents gifted by partners.

RESOLVED: The Board noted the Updates from Board Members on Interaction with Services.

15 Corporate Parenting Board Agenda Plan

The Board considered the agenda plan for 2023/24.

RESOLVED: The Board noted the agenda plan for 2023/24 and it was agreed that:

- 1) A report in relation to assurance of children placed outside of Kirklees be added to the agenda plan.

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- 2) The pen pictures of 3 young people most at risk status and action taken be provided to the Board.
- 3) Work be undertaken to review the sequencing of annual reports.

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Contact Officer: Jodie Harris

KIRKLEES COUNCIL

CORPORATE PARENTING BOARD

Tuesday 5th March 2024

Present: Councillor Viv Kendrick (Chair)
Councillor John Lawson, Liberal Democrat - Group Leader
Stewart Horn, Head of Children's Integrated Commissioning
Louise Hallas, Virtual School Headteacher - Children & Young People
Vicky Metheringham, Service Director - Child Protection & Family Support
Jo-Anne Sanders, Service Director - Learning & Early Support

Co-optees

In attendance: Michelle Rawlings, Head of One Adoption West Yorkshire
Ian Mottershaw, Head of Service for Contextual Safeguarding and Youth Engagement Service

Observers:

Apologies: Councillor Elizabeth Reynolds, Cabinet Member - Learning and Aspiration
Gill Addy, Designated Nurse for Looked after Children/Care Leavers
Kieran Lord, Interim Service Director: Resources, Improvements & Partnerships
Sara Miles, Head of Safeguarding & Quality Assurance
Keith Fielding, Kirklees Fostering Network

1 Membership of the Board/Apologies

Apologies were received Councillor Elizabeth Reynolds, Sara Miles, Head of Safeguarding and Quality Assurance, Gill Addy, Designated Nurse, Kieran Lord, Interim Service Director - Resources, Improvements and Partnerships, Kieth Fielding, Kirklees Fostering Network.

2 Minutes of Previous Meeting

The Board considered the Minutes of the meeting held on 23rd January 2024. When reporting on action undertaken in response to matters arising the previous meeting it was noted that in response to action point:

- 7 (1) a 'draft' version of the Dashboard infographic be shared with the Board during the meeting.
- 7 (2, 3, and 4) engagement with elected groups in respect of corporate parenting principles and training had begun.

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- 9 (2) work was in progress to designing the wording of the corporate parenting pledge with the Children in Care Council.

RESOLVED: That the Minutes of the meeting of the Board held on 23rd January 2024 be approved as a correct record.

3 Declaration of Interests

No interests were declared.

4 Admission of the Public

All Items were held in public session.

5 Deputations/Petitions

There were no deputations or petitions received.

6 Public Question Time

There were no questions received from members of the public

7 Head of Service Update

The Board considered a verbal update presented by Joel Hanna, Head of Service for Corporate Parenting and Children's Residential Services. During the update Joel Hanna gave a presentation highlighted that:

- In relation to children accommodated out of area, it was noted that 80 children (13%) were placed over 20 miles from their home address, and of these 58 (72.5%) were living in family-based care arrangements.
- 45 (56%) of those children were confirmed as living in accommodation identified as part of their plan (e.g. - connected carers /kinship carers etc...)
- The remaining young people included 6 sibling groups, where placements were identified to retain children together.
- At its meeting held on 7th February 2024, the Council formally moved to recognise care experience as a protected characteristic in line with several other Local Authorities.
- This was a positive development and had been well received by the Children in Care Council (CICC).
- The immediate work to recognise this would include referring to groups with protected characteristics when making changes to policy and taking decisions, as well as undertaking work to rebalance negative connotations around growing up in care.
- Following on from the 2-day review of the Care leaving service provided by Mark Riddell (MBE) work had been undertaken to:
 - Establish better links between the CICC/CLF
 - Work with the Children Looked After Team to provide early preparation for becoming a care leaver.
 - Work closely with North Yorkshire around improving the quality of pathway plans.
 - The delivery of an ambassador event (hosted by Kirklees College) where over 40 organisations and partners had been invited.

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In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

- In response to a question from the ex-officio in relation to sharing of best practice around recognition of care experience as a protected characteristic, it was advised that the national care leaving benchmarking forum measured what Councils were doing to implement the meaning nationally.
- The Board welcomed that being in the care system had barriers, but that the approach to the recognition of this as a protected characteristic needed to be proactive and question what the impact would be on care leavers.
- In response to a question from the Board in relation to supporting care experienced young people with accommodation who were studying at university mid-term, it was noted that this was a challenge and work was being undertaken with housing providers and Personal Advisors' to help address this.
- In response to a question from the ex-officio around contact with student welfare as corporate parents it was advised that Personal Advisors' did this on an individual basis.
- The Board highlighted that it was important to recognise that university placements could put care leavers in a difficult situation with regards to accommodation and welcomed that work was being undertaken to address these challenges.

RESOLVED: The Board noted the Head of Service Update.

8 One Adoption West Yorkshire - 6 monthly report

The Board considered the One Adoption West Yorkshire (OAWY), Half Year Performance Report – Kirklees Highlights presented by Michelle Rawlings, Head of One Adoption West Yorkshire who provided a summary of the activity in relation to Kirklees children and families during the first 6 months of the year. It was noted that:

- The number of children adopted remained stable and consistent and the same number of children were adopted and placed as in the same reporting period the previous year.
- There had been a slight increase in adoption plans made during the reporting period and a slight decrease in number of placements orders.
- 2 children sibling groups had disrupted and returned to Local Authority care.
- Most children continued to be placed with OAWY approved adopters.
- A key priority for OAWY was to address low Early permanence figures and work undertaken included offering training sessions across children's social care in January, and an educational webinar which would be rolled out to all staff.
- At the half year point there was a slight increase in number of children for agency decision not yet matched (25) and at year end there were 16 children with a placement order but not matched.
- Of those these children were from overwhelmingly white British backgrounds but over half were part of a sibling group.
- Of the 16 children with a placement order awaiting a match, 12 had characteristics which made them more difficult to match (i.e. - aged 5 or over,

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need a family alongside a brother or sister, are from an ethnically diverse background or had a disability), 6 of whom had more than one characteristic.

In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

- In response to a question from the Board around how Kirklees compared with other neighbouring Local Authorities in relation to A1 and A2 indicators it was advised that this varied from period to period. Some Local Authorities had higher numbers of children, where in Kirklees smaller numbers meant 1 child could significantly affect the data and this was the same as other Local Authorities with similar numbers of children.
- The Board highlighted that high performance in the number of Special Guardianship Orders meant that there were lower numbers of adoptions which was positive.

RESOLVED: The Board noted the report 'One Adoption West Yorkshire, Half Year Performance Report – Kirklees Highlights'.

9 Children's Performance Report

The Board considered the latest Children's Performance Highlights Report which was presented by; Joel Hanna, Head of Service for Corporate Parenting and Children's Residential Services, Louise Hallas - Virtual School Headteacher, Stewart Horn - Head of Children's Integrated Commissioning, Ian Mottershaw - Head of Children's Integrated Safeguarding and Y.E.S and Anna Gledhill, Head of Sufficiency. It was highlighted that:

- As a part of the key focus to improve the performance indicator for stability, the MST team were now embedded within the Children Looked After Service.
- Changes in social workers were another element affecting stability, and work had also been undertaken with the CCIC to develop a pen picture to introduce social workers to children and young people prior to meeting.
- In relation to Children Looked After Education Outcomes, a breakdown for the reasons why young people were persistently absent was provided (as requested by the Board) and it was noted that:
 - 51% of young people who were currently persistently absent were seeing improved attendance.
 - 25% were currently ranked 'amber', which indicated there had been progress but improving the stability of progress was required.
 - 24% were currently ranked 'red' which indicated concerns around the absence of those young people.
 - Reasons for absence that affected Persistent Absence data included illness, lates, suspension and emotionally based school avoidance.
- In relation to Children Looked After Health Outcomes, it was noted that:
 - In relation to Review Health Assessments strong compliance with targets was being achieved and stability had been established in the staffing team.
 - Work continued to address challenges relating to Initial Health Assessments, and there had been improvements in attendance at clinics.

Corporate Parenting Board - 5 March 2024

- In relation to children looked after convictions, figures remained consistently low and there was an overall downturn to 0 this quare, which was attributed to work of the investment of the Disposal Panel.
- In relation to Fostering, a fostering diagnostic took place at the end of February 2024 and the feedback was anticipated feedback by the end of March 24.

In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

- The Board welcomed the idea of social worker pen pictures and MST involvement in preventing the destabilization of placements.
- The Board welcomed news of the Fostering Diagnostic feedback and it was agreed that this be presented to the Board.
- In response to a question from the board around looked after convictions and high performance in this area it was confirmed that the approach taken by the disposal panel would be adopted for all children not just looked after children.

RESOLVED: The Board noted the Childrens' Performance Highlights Report, and it was agreed that the feedback of the fostering diagnostic be presented to the Board.

10 The Voice of Children and Young People and Care Experienced Young People

The Board considered a verbal update in respect of the Voice of Children and Young People and Care Experience Young People presented by Joel Hanna, Head of Service for Children Looked After and Care Leavers. Joel Hanna gave a presentation which explained that:

- The voice of young people was heard by the Head of Service through weekly attendance at the Children in Care Council (CCiC) and Care Leavers Forum (CLF) alternately.
- Engagement had now taken place with the CCiC and CLF to inform the current review and revision of the Corporate Parenting Strategy.
- The Head of Service had also begun to meet with a smaller group of representatives from these forums along with other care leavers to design and deliver corporate parenting training to be provided to officers and elected members after the elections.
- Along with the launch of the new care leavers website work had been undertaken to review branding which included holding a competition with young people to design a new logo.
- Further engagement was held with the CICC and CLF around recognising 'care experience' as a protected characteristics following passing of the motion by the Council.

In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

- In response to a question from the Board around closing the feedback loop with young people, it was advised that feedback would be enabled through reviewing the governance arrangements of the Board and holding young person friendly meetings and 'takeover' meetings periodically.

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- In response to a question from the Board around negative feedback to the requests from young people it was explained that where there were limitations that it was important to be transparent and thoroughly explain the rationale behind why certain decisions were made.
- In response to a question from the Board around capturing the wider views and feedback of care leavers and children in care in Kirklees it was advised that work has been undertaken to widen out the activity and membership of the CICC. Mystery shopping and the exploration of advocacy for those groups and better connections with children's residential settings were also potential approaches discussed.

RESOLVED: The Board noted the verbal update 'The Voice of Children and Young People and Care Experience Young People'.

11 Corporate Parenting Strategy - Initial Update on Review

The Board considered a verbal update on the Corporate Parenting Strategy – Initial Update on Review presented by Joel Hanna, Head of Service, Corporate Parenting and Children's Residential Services. During the update Joel Hanna gave a presentation which set out an overview of work undertaken to refresh the Corporate Parenting Strategy, it was noted that the key elements of this work which included:

- Setting out the refreshed Corporate Parenting Strategy and priorities for 2024-2027.
- Reconfiguring the Corporate Parenting Board arrangements including a revision of the Boards Terms of Reference with the ambition to establish a broader membership with wider partners and the development of new performance report.
- Establish the delivery of the arrangements to implement and deliver those priorities through partnership approach.
- Engagement with the Children in Care Council (CICC) and Care leavers Forum.

In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

- In response to the Boards question around the governance arrangements it was advised that the draft strategy would include more detail and it was agreed for this to be presented to the Board.
- The Board noted that other key stakeholders such as foster carers for example should be included in the co-production of the strategy.

RESOLVED: The Board noted the verbal update 'Corporate Parenting Strategy – Initial Update on Review' and it was agreed that:

1. The Board the presentation be circulated to all Board members.
2. The Draft Strategy to be brought to the Board in the near future.

12 Updates from Board Members on interaction with services

The Board considered verbal updates from Board Members in relation to progress and key issues following interaction with Services and partners to challenge the role of the Corporate Parent.

Corporate Parenting Board - 5 March 2024

During the update the Chair noted attendance at:

- The Mockingbird 3rd installation event.
- A meeting with the Kirklees Fostering Network and Third Sector Leaders to discuss volunteering opportunities for looked after young people.
- A meeting with the Kirklees youth alliance ambassadors.
- A meeting with the Chief Executive of Locala.
- A meeting with the Councillor Elizabeth Reynolds and Councillor Paul Moore for a briefing session on children's services and a visit to Number 12.
- Chaired the Yorkshire and Humber Lead Member network where there was a focus on SEND.
- The Front Door Health check set up meeting.

RESOLVED: The Board noted the Updates from Board Members on Interaction with Services.

13 Corporate Parenting Board Agenda Plan

The Board considered the agenda plan for 2023/24.

RESOLVED: The Board noted the agenda plan for 2023/24 and it was agreed that the following reports be added:

1. Corporate Parenting Strategy
2. Fostering Annual Report
3. Update from Fostering Diagnostic Visit

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Contact Officer: Jodie Harris

KIRKLEES COUNCIL

CORPORATE PARENTING BOARD

Tuesday 23rd April 2024

Present: Councillor Viv Kendrick (Chair)
Councillor John Lawson, Liberal Democrat - Group Leader
Gill Addy, Designated Nurse for Looked after Children/Care Leavers
Kieran Lord, Interim Service Director: Resources, Improvements & Partnerships
Stewart Horn, Head of Children's Integrated Commissioning
Louise Hallas, Virtual School Headteacher - Children & Young People
Tom Brailsford, Strategic Director for Children's Services
Sara Miles, Head of Safeguarding & Quality Assurance
Jo-Anne Sanders, Service Director - Learning & Early Support

Co-optees

In attendance: Stephanie Hill, Project Manager – Children and Families
Lauren Stephenson, Service Manager – Family Support and Child Protection
Zoe Prince, Service Manager – Family Support and Child Protection
Lucy Fearnley, Team Manager Quality Assurance and Safeguarding
Robert Fordyce, Head of Service QA & Prac Dev

Observers:

Apologies: Councillor Karen Allison, Green Group - Group Business Manager
Councillor Andrew Cooper, Green Group - Group Leader
Vicky Metheringham, Service Director - Child Protection & Family Support
Keith Fielding, Kirklees Fostering Network
Georgina Ioannue, Kirklees Fostering Network

- 1 Membership of the Board/Apologies**
Apologies were received from Councillor Andrew Cooper (ex-officio), Councillor Karen Allison, Vicky Metheringham, Service Director - Child Protection and Family Support, Georgina Ioannou, Kirklees Fostering Network and Keith Fielding, Kirklees Fostering Network.
- 2 Minutes of previous meeting**
The Board considered the Minutes of the previous meeting held on 5th March 2024.

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RESOLVED: That Jo-Anne Sanders, Service Director's attendance at the meeting be recorded and that the Minutes of the meeting of the Board held on 5th March 2024 be approved as a correct record subject to the amendment.

3 Declaration of Interests

No interests were declared.

4 Admission of the Public

All Items were held in public session.

5 Deputations/Petitions

There were no deputations or petitions received.

6 Head of Service Update

The Board considered a verbal update presented by Joel Hanna, Head of Service for Corporate Parenting and Children's Residential Services. During the update the Board received a presentation which highlighted that:

- In April 2024 there had been a return visit from the National Implementation Lead for Care Leavers (Mark Riddell MBE) to review progress in respect of the recommendations made following the initial review which took place in October/November 2023 as requested by the Council.
- At the end of the visit, it was indicated that he had found significant and rapid improvement in many areas of the service including:
 - Plans to widen the corporate parenting partnership and governance.
 - Developments within the hubs (number 11 and 12).
 - Support to care leavers through specialist drop ins.
 - Recognising Care Experience as a protected Characteristics.
 - Development of the Continuous Service Improvement plan.
 - Positive morale of the workforce.
- There was a conversation nationally around how to fully realise care experience as a protected characteristic, including the acknowledgement within policies and procedures as well as raising the profile of the conversation highlighting some of the disadvantages and stigmas surrounding care experience.
- 2 Joint working Protocols had been established between Housing and Care Leavers including early bidding rights for care experienced young people 12 weeks prior to their 18th Birthday for suitable properties.
- The aim was to extend joint work to support care leavers to access a wider range of housing options including establishing rent guarantee and housing bond support schemes for care leavers.
- Work was also being undertaken to establish welfare benefits and housing support specialist representation within the drop ins at number 11 and number 12 to support Personal Advisors working with care leavers with housing and benefits advice needs.

The Board noted the presentation and welcomed the positive feedback. Tom Brailsford, Director for Children's Services further highlighted that the scale of change over a period of 6 months and the strong corporate support in the Council

Corporate Parenting Board - 23 April 2024

had been recognised. The Board further noted a report would be presented to the Board on receipt of the formal feedback.

RESOLVED: The Board noted the Head of Service Update, and it was agreed that a report would be presented to the Board on receipt of the formal feedback

7 Independent Visitors Scheme Update April 2024

The Board considered the Independent Visitors Scheme Update April 2024 presented by Sara Miles, Head of Safeguarding and Quality Assurance and Lucy Fearnley, Team Manager Quality Assurance and Safeguarding. It was highlighted that:

- The Independent Visitor's scheme (also known as Care2Listen) matched children Looked After with adult volunteers.
- Those volunteers befriended children and young people in the care of the local authority, offered support, guidance and opportunities to engage in positive activities.
- Currently there were 22 active volunteers, of which 3 had availability for new matches, and there were 5 volunteer applicants in the recruitment process.
- Of the 22 Independent Visitors, 2 lived outside of Kirklees in neighbouring Local Authorities and were matched with young people.
- 18 of the Independent Visitors were female with an age range of 31 to 70.
- 21 young people were matched with an Independent Visitor and were aged between 12 and 20 years old, and the majority are female, with only 4 being male.
- 7 young people were recorded as living outside of Kirklees and of these, 6 lived in neighbouring local authorities.
- The large majority (19/21) of children and young people had been matched successfully with their Independent Visitor for over a year.
- Many of the children and young people who benefitted from having an Independent Volunteer had the same volunteer for significantly longer.
- There were currently 23 children and young people who had been referred to the scheme and were waiting to be matched with a Volunteer.
- 13 were male and aged between 9 and 16 years old, of which only 6 lived in Kirklees. The 10 females were of a similar age range (9 - 17 years old), and 6 were recorded as residing in Kirklees.
- Of the 11 children and young people who lived out of area, the majority resided in neighbouring local authorities.
- 8 of the 22 children and young people on the waiting list had additional needs (i.e-ADHD, Autism, communication difficulties, and /or a physical disability).
- For some of these children and young people it was noted that they would benefit from being matched with a volunteer with knowledge of their specialist needs.
- For other children and young people waiting to be matched it was recognised that they would benefit from a cultural match with their Independent Visitor.
- A small number of children and young people had shared a preference with regards to the age or gender (male) of the Independent Visitor who they wanted to be matched with; this was a further complexity when considering the cohort of volunteers.

Corporate Parenting Board - 23 April 2024

- In January 2024, the Volunteer Service supported recruitment by promoting the Independent Visitor Role as their featured role.
- Between April- June 2024 work was being undertaken to build capacity in the service to progress recruitment and matches.
- From July 2024, work was being undertaken to review the advertising and marketing strategies to recruit volunteers who were able to meet the specific needs of children and young people.

In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

- Responding to a question from the Board in relation to the length of time a young person was matched with a volunteer, it was advised that matches were young person led and some young people were matched for a shorter period whereas others would be matched from a young age into being a care leaver.
- Responding to a question from the Board in relation to the marketing and recruitment approach, it was noted that advertisement of the Independent Visitor Role would be undertaken as a part of Foster Carer fortnight. It was also agreed that an update would be provided to the Board later in the year following work undertaken with the recruitment and volunteer service.
- Responding to a question from the Board in relation to the joint commitment to recruitment, it was highlighted it was important to make sure the correct skills to match the needs of young people were sought when recruiting.
- Responding to a comment from the Board in relation to the demographic of volunteers (fewer male volunteers) it was noted that a targeted approach be taken to councillors and council officers stepping down and /retiring may help increase the number of volunteers and diversity within the cohort.

RESOLVED: The Board noted the Independent Visitors Scheme Update April 2024 and it was agreed that an update on the marketing approach be provided to the Board following work undertaken with the recruitment and volunteer service.

8 Terms of Reference of the Board

The Board considered the draft Corporate Governance and Audit Committee Report and the Draft Terms of Reference following amendment presented by Joel Hanna, Head of Service for Corporate Parenting and Children's Residential Services.

It was explained that the purpose of the report was to seek the Boards approval to amend the arrangements for the Corporate Parenting Board and to confirm the new terms of reference in line with officer recommendations prior to presentation to the next meeting of the Corporate Governance and Audit Committee on 10th May 2024 subject to approval by the Board. The reasons for the recommendations to amend the arrangements were:

- To support the establishment of broader partnership arrangements to deliver the authorities duties. The strengthening of current arrangements would ensure the Council were effective in supporting children in care and care

Corporate Parenting Board - 23 April 2024

leavers in line with the authority's statutory responsibilities across a wider range of partners.

- To be able to engage with children and young people within the Board arrangements, so their voice would become central in delivering service development and improvements.
- To respond to recommendations set out in feedback provided to the Chief Executive and Executive Leadership Team following a visit from the National Implementation Advisor to the Department for Education considering the Councils corporate parenting arrangements and services to care leavers.

In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

- Responding to a concern raised by the Board in relation to ensuring transparency and accountability when holding private meetings, it was advised that a report would be submitted annually to a meeting of the Full Council, and that public scrutiny would be enabled through the Children's Scrutiny Panel.
- Responding to a question from the Board in relation to representing the voice of children and young people it was highlighted that it was important to ensure that this was done in a way that was meaningful to them and use accessible language.

At the close of the discussion the Board noted that they were satisfied with the responses provided to concerns around transparency, and expressed support for the recommendations highlighting the amendments would allow for the Board to evolve since its establishment in 2015 and provide opportunity for children and young people through the widened partnership arrangements.

RESOLVED: The Board noted the draft Corporate Governance and Audit Committee Report and the Draft Terms of Reference, and it was agreed that (i) the amendments be approved by the Board and (ii) that the report be progressed to the next meeting of the Corporate Governance and Audit Committee to be held 10th May 2024 for consideration.

9 Corporate Parenting Strategy - Update

The Board considered a verbal update on the Corporate Parenting Strategy presented by Joel Hanna, Head of Service, Corporate Parenting and Children's Residential Services.

During the update the Board were provided with a presentation which set out the work undertaken to refresh the Corporate Parenting Strategy, which under the proposed Corporate Parenting Board arrangements would be driven by the Corporate Parenting Operations Group where 6 Chairs would be appointed to lead on one of the strategies six key priorities. These were:

1. Supporting engagement and achievement in lifelong learning, education, training, and employment.
2. Ensuring that children in care and care leavers had safe, stable comfortable homes with access to continuing care and support.

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3. Ensuring that children and young people had positive relationships and had opportunities to engage with positive fun activities.
4. Listening and responding to the voice of children, young people, and care leavers.
5. Ensuring that children, young people, and care leavers grow up healthy and had support to maximise their physical and emotional health.
6. Developing the Care Leavers partnership to deliver success for life.

It was noted that the next steps would be to develop ways to measure success confirm the chairs for the six priority operational groups and then circulate the final draft for consultation to the Care Leavers Forum, Children in Care Council, Staff and the Board.

In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

- Responding to concerns raised by the Board that Priority 5 did not include reference to Review Health Assessments, it was acknowledged that it was important to highlight positive areas of work and following the establishment of the operational groups, there may be broader scope to include a greater variety of outcome measures relating to health data.
- The Board noted that it was important to make sure that each priority was shown to be of equal value in the strategy and suggested numbering each alphabetically rather than numerically to communicate this more clearly.

RESOLVED: The Board noted the verbal update 'Corporate Parenting Strategy – Initial Update on Review' and it was agreed that:

1. The presentation be shared with the Board.
2. Review Health Assessments be included under priority 5.
3. Consideration be given to listing the 6 priorities alphabetically to communicate equal value.

10 Update from Fostering Diagnostic Visit

The Board considered an update on the outcomes of the Fostering Diagnostic Visit, presented by Zoe Prince, Service Manager for the Fostering Service. It was highlighted that:

- The Fosterlink Advisor carried out a diagnostic visit to Kirklees Local Authority on 7th, 8th and 14th February 2024.
- The aim was to offer in-depth, diagnostic support to local authority fostering services that specifically focused on recruitment and approval practices.
- The visit included a series of meetings with existing and prospective foster carers, panel representatives, and staff members such as social workers, recruitment officers, marketing and communications personnel, administrators, and fostering managers.
- Key findings of the visit included that:
 - The team was well staffed as a dedicated resource, and there were two dedicated Fostering Recruitment Advisors who managed enquiries and Initial visits.
 - Feedback from 2 foster carers who had recently been recruited was positive highlighting a timely process from initial visit to application.
- Key recommendations included:

Corporate Parenting Board - 23 April 2024

- To complete quality assurance activity in respect of why enquiries were ceased or withdrawn from the process.
- To complete a competitor analysis of neighbouring Local Authorities and IFA's in relation to rates and benefits.
- To continue to work closely with Kirklees Fostering Network to involve foster carers in recruitment and training, service development and policies and implementation.
- In response to the recommendations work undertaken so far included:
 - The Recruitment and Marketing plan had been updated.
 - A proposal relating to Foster carer fortnight had been shared with SLT which included many of the recommendations.
 - Recommendations were to inform the updated Fostering Strategy which would be presented to the Board at a later date.

Tom Brailsford, Director for Children's Services expressed pride in the culture of transparency in the organisation and highlighted that there had been improvement in fostering recruitment and an increase in the diversity of foster carers prior to the diagnostic visit. It was advised that work had been undertaken to understand the reasons for the improvements and an update would be presented to the Board to follow.

In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

- The Board welcomed the external peer review noting it demonstrated confidence in the service and ability to consider other perspectives.
- The Board noted the recommendation to 'Consider having a foster panel member with an educational background' and welcomed the finding but highlighted that panel members regularly changed and brought a range of different strengths and backgrounds.
- The Board noted that the broader Corporate Parenting Membership with wider partners would help support diving improvements.

RESOLVED: The Board noted the Update from Fostering Diagnostic Visit, and it was agreed that:

1. An update in respect of improvements in fostering recruitment be presented to a future meeting of the Board.
2. The updated Fostering Strategy be presented to a future meeting of the Board.

11 The Voice of Children and Young People and Care Experienced Young People
The Board considered a verbal update in respect of the Voice of Children and Young People and Care Experience Young People presented by Joel Hanna, Head of Service for Children Looked After and Care Leavers who explained that:

- The Voice of children and young people was heard through weekly attendance at the Children in Care Council and Care Leavers Forum (alternately) by the Head of Service to listen to the experience, voice and views and provide a 'you said we did' response to issues raised

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- Work was being undertaken together to inform the refreshed Corporate Parenting Strategy and arrangements for supporting governance and oversight.
- Work was being undertaken to increase the voice of our children and young people to the Corporate Parenting Board, (Takeover board events, attendance/representation at Board meetings and review and feedback from Webcast meetings etc.) with the ambition of children in care and care leaver representation at boards as part of our corporate parenting strategy refresh.
- The Care Leavers Forum are meeting with the Head of Service for Corporate Parenting to develop and co-deliver Corporate Parenting training for Members and Officers due to start at the end of May/early June.

RESOLVED: The Board noted the verbal update 'The Voice of Children and Young People and Care Experience Young People'

12 **Report of Care Leavers Ambassadors Event**

The Board considered the Report of the Care Leavers Ambassadors Event presented by Stephanie Hill, Project Manager – Children and Families and Lauren Stephenson, Service Manager – Family Support and Child Protection. It was highlighted that:

- The Care Leavers Service were working to establish a 'Care Leavers Ambassadors Network' – a network of support for care leavers including partners, organisations, and businesses, to develop enrichment opportunities, raise funds for events and activities, and enhance the local offer for care leavers.
- On 7th March 2024, the Care Leavers Service held a 'Care Leavers Ambassadors Networking Event', sponsored by Kirklees College, where council colleagues, partners, organisations, and businesses were invited with the aim of strengthening relationships and to commence building the network of support.
- There were several speakers at the event, including care experienced adults who spoke around the ambition to create a 'Care Leavers Ambassadors Network', and why this is important for care leavers.
- The event was a success from which several offers of support for care leavers were received and work was being undertaken to progress these.
- Further networking events were to be held in the future with the aim to continue to form and build relationships with partners and organisations outside of these events.

In the discussion to follow, questions and comments were invited from Board Members, with the following issues being covered:

- The Board expressed thanks to officers for organising a successful event which was inspiring and motivating.
- The Board welcomed the platform for fundraising noting that it would be helpful for a link to be circulated to the Board and every set of agenda papers going forwards.

RESOLVED: The Board noted the Report of the Care Leavers Ambassadors Event and it was agreed that the link to the fundraising platform be circulated to Board members, and with agenda papers, going forwards.

13 Updates from Board Members on interaction with services

The Board considered verbal updates from Board Members in relation to progress and key issues following interaction with Services and partners to challenge the role of the Corporate Parent.

During the update the Chair noted attendance at:

- A meeting with the SENDACT team and Members of the Early Support Team.
- A meeting at Kim Leadbeater's (MP) office along with Heads of Services for a discussion on SEND at a national level.

RESOLVED: The Board noted the Updates from Board Members on Interaction with Services.

14 Corporate Parenting Board Agenda

The Board considered the agenda plan for 2023/24.

RESOLVED: The Board noted the agenda plan for 2023/24 and it was agreed that a meeting be held to set the work programme for 2024/2025 based on the new terms of reference and corporate parenting strategy priorities.

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Contact Officer: Sheila Dykes

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 7th December 2023

Present: Councillor Steve Hall (Chair)
Councillor Bill Armer
Councillor Moses Crook
Councillor Eric Firth
Councillor Carole Pattison
Councillor Andrew Pinnock

Apologies: Councillor Mohan Sokhal
Councillor Mark Thompson

1 Membership of the Committee

Apologies were received from Councillor Mohan Sokhal and Councillor Mark Thompson. Councillor Eric Firth substituted for Councillor Sokhal.

2 Minutes of the Previous Meeting

Resolved –

That the Minutes of the meeting of the Committee held on 2nd November 2023 be approved as a correct record.

3 Declaration of Interests and Lobbying

No interests 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 Site Visit - Application No. 2023/92187

Site visit undertaken.

8 Site Visit - Application No. 2021/93621

Site visit undertaken.

9 Planning Application - 2022/93823

The Committee considered Application 2022/93823 in respect of the variation of Conditions 2 (plans and specifications) and 5 (soft landscaping scheme) on previous permission 2016/93243 for the erection of 17 dwellings (within a Conservation Area) at Thirstin Mills, Thirstin Road, Honley, Holmfirth.

Under the provisions of Council Procedure Rule 36(3) the Committee received a representation from Councillor Charles Greaves.

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:
 - (a) complete the list of conditions, including those contained within the report, as set out below:
 1. Deleted
 2. The development hereby permitted shall be carried out in complete accordance with the plans and specifications listed in this decision notice, except as may be specified in the conditions attached to this permission, which shall in all cases take precedence.
 3. The dwellings hereby approved shall be faced in ‘natural coursed walling stone’ and ‘Sandtoft Cassius Antique Slate’ in accordance with the details (ref: 16/D15) received on 27/09/2017. The development shall be maintained as such thereafter and no change therefrom shall take place without the prior written consent of the Local Planning Authority.
 4. Notwithstanding the submitted information details of all boundary treatments shall be submitted to and approved in writing by the Local Planning Authority before development commences on the superstructure of any dwelling hereby approved. The development shall be completed strictly in accordance with the details so approved prior to any of the dwellings being occupied and maintained as such thereafter.
 5. Deleted
 6. Prior to the occupation of the hereby approved dwellings, the approved vehicle parking areas shall be surfaced and drained in accordance with the Department for Communities and Local Government and Environment Agency’s “Guidance on the permeable surfacing of front gardens” as amended or any successor guidance and made operational. The surfacing material must be of a type which does not carry debris onto the highway. Thereafter the parking areas shall be so retained, free of obstructions, and available for the use specified on the approved plans.
 7. Before development commences on the superstructure of any dwelling hereby approved, a detailed scheme for the provision of a road widening including the provision of a new 2 metre wide footway to be provided as shown on drawing no. 16/D15/03 Rev F entitled ‘site layout’ and all associated works shall be submitted to and approved in

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writing by the Local Planning Authority. The scheme shall include construction specifications, white lining, signing, surface finishes together with an independent Safety Audit covering all aspects of the work. The development shall be completed in accordance with all the approved details before any part of the development is first brought into use.

8. 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 Local Planning Authority. The schedule shall include:
- The point of access for construction traffic,
 - Construction (including site preparation) traffic, timing and routing to and from the site,
 - Parking arrangement for site/construction staff,
 - Wheel washing on site and street cleaning arrangement,
 - Construction/build schedule, and
 - Details of how dust and emissions during the construction will be controlled/minimised.

The approved scheme/details shall be adhered to during and throughout the construction phase, until completion of the approved development.

9. The bin storage/collection areas as shown on drawing no. 16/D15/03 Rev F entitled 'site layout' shall be provided prior to the first occupation of the dwellings and shall be retained thereafter free of obstructions and available for storage/collection of bins only.
10. Notwithstanding the provisions of section 55(2)(a)(i) of the Town and Country Planning Act 1990 (or any re-enactment with or without modification) all integral garages on all plots shall be used for the garaging of motor vehicles and no other purposes.
11. Before development commences on the superstructure of any dwelling hereby approved, the design and construction details of all temporary and permanent highway retaining structures including any modifications to the existing retaining walls and to the embankment along the western boundary of the site shall be submitted to and approved in writing by the Local Planning Authority.
The details shall include a design statement, all necessary ground investigations on which design assumptions are based, method statements for both temporary and permanent works and removal of any bulk excavations, a full slope stability analysis together with structural calculations and all associated safety measures for the protection of adjacent public highways, footpaths, culverts, adjoining land and areas of public access. The development shall be completed in accordance with the approved details before any of the dwellings are occupied and retained as such thereafter.
12. No piped discharge of surface water from the site shall take place until works to provide a satisfactory outfall, other than the local public sewerage, for surface water have been completed in accordance with details submitted to and approved in writing by the Local Planning Authority.
13. Before development commences on the superstructure of any dwelling hereby approved a scheme detailing finalised foul, surface water and

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land drainage (including private drainage layout, trash screen design, interface between diverted watercourse and existing infrastructure) shall be submitted to and approved in writing by the Local Planning Authority. The detailed design shall be in accordance with Site Layout 16/D15/03 Rev F, Flood Plan with Trash Screen Blockage 10991-01C and Bland and Swift addendum to FRA dated 11/09/2017. None of the dwellings hereby approved shall be occupied until the drainage scheme so approved has been provided on the site to serve the development or each agreed phase of the development to which the dwellings relate and thereafter be retained in accordance with the approved details.

14. The hereby approved dwellings shall only be occupied on completion of the maintenance and management plan for the approved on-site ordinary watercourse and all its associated ancillary structures which shall have been submitted to and approved in writing by the Local Planning Authority. Thereafter the maintenance and management of the approved watercourse including all associated ancillary structures shall be adhered to in accordance with the approved plan/schedule.
15. Remediation of the site shall be carried out and completed in accordance with the Phase I Geo-environmental Investigation report hereby approved. In the event that remediation is unable to proceed in accordance with the approved Remediation Strategy or contamination not previously considered [in either the Preliminary Risk Assessment or the Phase II Intrusive Site Investigation Report] is identified or encountered on site, all works on site (save for site investigation works) shall cease immediately and the Local Planning Authority shall be notified in writing within 2 working days. Unless otherwise agreed in writing with the Local Planning Authority, works shall not recommence until proposed revisions to the Remediation Strategy have been submitted to and approved in writing by the Local Planning Authority. Remediation of the site shall thereafter be carried out in accordance with the approved revised Remediation Strategy.
16. Following completion of any measures identified in the approved Remediation Strategy or any approved revised Remediation Strategy a Validation Report shall be submitted to the Local Planning Authority. Unless otherwise agreed in writing with the Local Planning Authority, no part of the site shall be brought into use until such time as the remediation measures for the whole site have been completed in accordance with the approved Remediation Strategy or the approved revised Remediation Strategy and a Validation Report in respect of those remediation measures has been approved in writing by the Local Planning Authority.
17. In the event that contamination not previously identified by the developer prior to the grant of this planning permission is encountered during the development, all works on site (save for site investigation works) shall cease immediately and the Local Planning Authority shall be notified in writing within 2 working days. Unless otherwise agreed in writing with the Local Planning Authority, works on site shall not recommence until either (a) a Remediation Strategy has been

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submitted to and approved in writing by the Local Planning Authority or (b) the Local Planning Authority has confirmed in writing that remediation measures are not required. The Remediation Strategy shall include a timetable for the implementation and completion of the approved remediation measures. Thereafter remediation of the site shall be carried out and completed in accordance with the approved Remediation Strategy. Following completion of any measures identified in the approved Remediation Strategy a Validation Report shall be submitted to the Local Planning Authority. Unless otherwise agreed in writing with the Local Planning Authority, no part of the site shall be brought into use until such time as the whole site has been remediated in accordance with the approved Remediation Strategy and a Validation Report in respect of those works has been approved in writing by the Local Planning Authority.

18. An electric vehicle recharging point shall be installed within the garage serving each dwelling during the construction phase and before occupation of the dwelling or in a location accessible from the dedicated parking area to each dwelling. The cable and circuitry ratings for the charging points shall be of adequate size to ensure a minimum continuous current demand of 16 Amps and a maximum demand of 32Amps. The electric vehicle charging points so installed shall thereafter be retained.
 19. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any Order revoking or re-enacting that Order (with or without modification) no development falling within Part 1 Classes A, B, C, D, E or F or Part 2 Class A or B of Schedule 2 of the above Order shall be carried out within the red line boundary of the application site shown on the approved plans at any time, and
- (b) on completion of a deed of variation to the original Section 106 Agreement to confirm the existing obligations and to include an additional obligation to seek off-site contributions to secure the shortfall of biodiversity net gain to the previously approved landscaping scheme for the site, within the Holme Valley North Ward.
- (2) 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, Hall, Pattison, A Pinnock (6 votes)

Against: (no votes)

10 Planning Application - 2021/93621

The Committee considered Application 2021/93621 in respect of the erection of 12 dwellings and associated works (within a Conservation Area) on land off Fullwood Drive, Golcar, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Hamish Gledhill (on behalf of the applicant).

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:

(a) complete the list of conditions including those contained within the report, as set out below:

1. Three years to commence development.
2. Development to be carried out in accordance with the approved plans and documents.
3. Sample of facing materials.
4. Samples of roofing materials.
5. Details of all new windows and doors.
6. Window frames and stonework for blind windows set back into reveal by 75-100mm.
7. Details of pedestrian connection.
8. Details of proposed internal adoptable roads.
9. Submission of a Construction Environmental Management Plan (CEMP).
10. Submission of road survey.
11. Permeable surfacing to all vehicle parking areas.
12. Removal of Permitted Development rights for the garages at Plots 2-7.
13. Submission of full drainage details.
14. Assessment of the effects of a 1 in 100 year storm event.
15. Submission of temporary drainage for surface water.
16. Submission of a Biodiversity Enhancement and Management Plan (BEMP).
17. Submission of a Construction Environmental Management Plan CEMP (for biodiversity).
18. Details of temporary waste arrangements.
19. Details of measures to deter crime and anti-social behaviour.
20. Submission of all hard and soft landscape materials.
21. Submission of an AIP for any new retaining walls/buildings adjacent to the adoptable highway.
22. An assessment of the adequacy of the steep embankment.
23. Details of any drainage within the highway.
24. Submission of a Phase 1 Report.
25. Submission of a Phase 2 Report.
26. Submission of a Remediation Strategy.
27. Development in accordance with approved Remediation Strategy.
28. Submission of a Validation Report.
29. Details of Electric Vehicle Charging Points (EVCP's).

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30. Removal of Permitted Development rights for ground floor openings within the western elevation of Plot 1.
 31. Details of renewable energy and/or energy efficiency measures
 32. Removal of Permitted Development rights within Part 1 and Class A of Part 2 of the General Permitted Development Order (GDPO).
 33. Details of finished floor levels.
 34. No removal of hedgerows, trees or shrubs shall take place between 1st March and 31st August inclusive.
 35. Submission of a revised Arboricultural Method Statement.
 36. Details of any additional tree works required during the construction process that are not identified within the revised Arboricultural Method Statement.
- (b) secure a S106 agreement to cover the following matters:
- (i) Affordable housing – Two affordable housing units (1 affordable or social rent and 1 first home) to be provided in perpetuity.
 - (ii) Open space – £26,883 off-site contribution.
 - (iii) Education – £21,276 contribution to be spent on priority admission area schools within the geographical vicinity of this site. Payments would be made in instalments and on a pre-occupation basis, per phase. Instalment schedule to be agreed.
 - (iv) Sustainable transport - £5,115 contribution towards measures to encourage the use of sustainable modes of transport.
 - (v) Management – The establishment of a management company for the management and maintenance of any land not within private curtilages or adopted by other parties and of infrastructure (including surface water drainage until formally adopted by the statutory undertaker). Section 106 agreement to include a plan clearly defining all land which would be the responsibility of the management company.
 - (vi) Biodiversity – £15,640 contribution towards off-site provision to achieve a 10% biodiversity net gain.
- (2) 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, Hall, Pattison, A Pinnock (6 votes)

Against: (no votes)

11 Planning Application - 2023/92187

The Committee considered Application 2023/92187 relating to the variation of Condition 1 (plans) on previous permission 2019/93068 for reserved matters, pursuant to outline permission 2018/91119, for the erection of residential development to the rear of 11 Holme Avenue, Dalton, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Musarrat Khan (local resident).

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:
 - (a) complete the list of conditions including those contained within the report, as set out below, and release the planning permission:
 1. Works to be done in accordance with approved plans (to be varied; the wording of the condition would remain the same, but the plans table would be updated).
 2. Material samples to be provided.
 3. Details of retaining walls to PROW HUD/100/10.
 4. Details of widening of PROW HUD/100/10.
 5. Surface water details to be provided.
 6. Surface water management and maintenance strategy to be provided.
 7. Unexpected spring management strategy (if springs are identified).
 8. Works to be done in accordance with Ecological Design Strategy.
 9. Works to be done in accordance with Construction Management Plan.
 10. Plot 22 west side elevation to include obscure glazed windows.
 11. Removing Permitted Development Rights for side windows.
 12. Land stability and retaining works details along southern boundary (new condition).
 - (b) secure a Section 106 Deed of Variation agreement to cover the following matters:
 - (i) Affordable Housing: Four affordable dwellings, including two affordable rent and two intermediate units (20% of the total units)
 - (ii) Management and Maintenance: of on-site drainage infrastructure (until adoption by statutory undertaker)
- (2) In the circumstances where the Section 106 agreement has not been completed within 3 months of the date of the Committee's resolution then the Head of Planning and Development shall consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured 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, Hall, Pattison, A Pinnock (6 votes)

Against: (no votes)

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 25th January 2024

Present: Councillor Eric Firth (Chair)
Councillor Moses Crook
Councillor Carole Pattison
Councillor Mohan Sokhal
Councillor Andrew Pinnock

Apologies: Councillor Mark Thompson

1 Appointment of Chair

Councillor E Firth was appointed to Chair this meeting of the Committee, in the absence of Councillor S Hall.

2 Membership of the Committee

Councillor E Firth substituted for Councillor S Hall.

Apologies for absence were received from Councillor Thompson.

3 Minutes of the Previous Meeting

RESOLVED – That the Minutes of the Meeting held on 7 December 2023 be approved as a correct record.

4 Declaration of Interests and Lobbying

No interests were declared.

5 Admission of the Public

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

6 Public Question Time

No questions were asked.

7 Deputations/Petitions

No deputations or petitions were received.

8 Site Visit - Application for a Definitive Map Modification Order (DMMO) to record a Public Right of Way at Carr Mount, Kirkheaton on the Definitive Map and Statement

Site visit undertaken.

9 Site Visit - Application No: 2023/92255

Site visit undertaken.

10 Site Visit - Application for a Definitive Map Modification Order (DMMO) to record Mean Lane, Meltham, as a Public Bridleway on the Definitive Map and Statement

Site visit undertaken.

11 Application for a Definitive Map Modification Order (DMMO) to record Mean Lane, Meltham, as a Public Bridleway on the Definitive Map and Statement

The Committee gave consideration to an Application for a Definitive Map Modification Order (DMMO) to record Mean Lane, Meltham, as a public bridleway on the Definitive Map and Statement.

Under the provisions of Council Procedure Rule 37, the Sub-Committee received representations from Mr and Mrs Jarvis (local residents) and Mark Corrigan (on behalf of the British Horse Society).

RESOLVED – That Officers be authorised to make a Definitive Map Modification Order under section 53(3)(C) (ii) of the Wildlife and Countryside Act 1981 to upgrade Meltham 24 and 59 Mean Lane, Meltham, from Public Footpath to Public Bridleway status, with variable width between 3 metres and 10 metres from point A to point B on the indicative map (figure 1) and to authorise confirmation of an unopposed order and, if opposed, support confirmation.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors Crook, Pattison and Sokhal (3 votes)

Against: Councillor A Pinnock (1 vote)

Abstained: Councillor E Firth

12 Application for a Definitive Map Modification Order (DMMO) to record a Public Right of Way at Carr Mount, Kirkheaton on the Definitive Map and Statement

The Committee gave consideration to an Application for a Definitive Map Modification Order (DMMO) to record a Public Right of Way at Carr Mount, Kirkheaton, on the Definitive Map and Statement.

Under the provisions of Council Procedure Rule 37, the Sub-Committee received representations from Michael Hine, Michelle Thompson and John Dunwell (local residents) and Mark Corrigan (on behalf of the British Horse Society).

RESOLVED –

- 1) That a Definitive Map Modification Order be made under Section 53(3)(c)(i) of the Wildlife and Countryside Act 1981 in relation to the Definitive Map Modification Order Application S14201 to record a public footpath commencing at its junction with Liley Lane/Bellstring Lane public carriageway B6118 through Carr Mount to its junction with public footpath Kirkburton 20 Part A (point A to point B on the indicative map (figure 1) on the Definitive Map and Statement.
- 2) That, pursuant to (1) above, should the Order be opposed and the matter be referred to the Planning Inspectorate for determination by either written representations, public hearing, or public inquiry, the Council shall support the confirmation of the Order.

Strategic Planning Committee - 25 January 2024

- 3) That no Order be made in relation to the Definitive Map Modification Order Application S14306 to record a public bridleway commencing at its junction with Liley Lane/Bellstring Lane public carriageway B6118 through Carr Mount to its junction with public bridleway B6118 through Carr Mount to its junction with public bridleway Kirkburton 220 (Part B) at Long Tongue Scrog Lane.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors Crook, E Firth, Pattison, A Pinnock and Sokhal (5 votes)

Against: (no votes)

13 **Planning Application - Application No: 2023/92255**

The Committee gave consideration to Application 2023/92255 – Section 73 application for variation of conditions 1 (plans), 2 (crime prevention) and 15 (restriction of permitted development) of previous reserved matters approval 2021/93286, pursuant to outline permission 2020/91215 for erection of 41 dwellings at Green Acres Close, Emley.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Ben Gibson (on behalf of the applicant).

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;

1. Development in accordance with the plans and specifications schedule
2. Crime prevention measures to be completed in accordance with plan reference Z115.113 rev B
3. Details of external lighting
4. Detailed design of ball-stop net and associated support columns
5. A management maintenance plan to include the routine inspection and maintenance, and long-term repair and replacement of columns, netting and such other associated apparatus
6. A scheme detailing foul, surface water and land drainage
7. A scheme, detailing temporary surface water drainage
8. Development in accordance with the advice and directions (recommendations) contained in the Arboricultural Method Statement, reference, Wharcliffe Trees and Woodland Consultancy
9. Full details of hard and soft landscaping, including and management and maintenance programme
10. Details of all new retaining walls/ building retaining walls adjacent to the existing/ proposed adoptable highways
11. Details of any new surface water attenuation pipes/manhole located within the proposed highway footprint
12. Removal of PD rights for windows and doors within the northern facing side elevation of plot 8
13. A plan detailing the position and location of bat and bird boxes and hedgehog friendly fence panels

Strategic Planning Committee - 25 January 2024

14. A Construction Environmental Management Plan

15. Removal of permitted development rights for Class Classes A to E inclusive of Part 1 of Schedule 2 for plots 14 – 20, 33, 34 and 41 as outlined on the hereby approved site plan Z155.002 rev E

2) That authority be delegated to the Head of Planning and Development to secure a S106 Deed of Agreement, linking this approval to the previous Section 106 Agreement (dated 23/06/21) and Deed of Variation (dated 03/03/21).

3) That, 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 Crook, E Firth, Pattison, A Pinnock and Sokhal (5 votes)

Against: (no votes)

Contact Officer: Sheila Dykes

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 22nd February 2024

Present: Councillor Steve Hall (Chair)
Councillor Bill Armer
Councillor Moses Crook
Councillor Carole Pattison
Councillor Andrew Pinnock
Councillor Mohan Sokhal
Councillor Mark Thompson

1 Membership of the Committee

All Members of the Committee were in attendance.

2 Minutes of the Previous Meeting Resolved –

That the minutes of the meeting of the Committee held on 21st January 2024 be agreed as a correct record.

3 Declaration of Interests and Lobbying

No interests were declared.

4 Admission of the Public

All items were held in public session.

5 Public Question Time

No questions were asked.

6 Deputations/Petitions

No deputations or petitions were submitted.

7 Site Visit - Application 2021/94280

Site visit undertaken.

8 Planning Application - 2021/94280

The Committee considered Application 2021/94280 in respect of the erection of 65 dwellings, with associated works, on land at Lady Ann Road, Soothill, Batley.

Under the provisions of Council Procedure Rule 36(3), the Committee received a representation from Councillor Habiban Zaman.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Steven Potter (in objection, on behalf of Soothill Resident's Association) and Lee Machell (on behalf of the applicant).

Strategic Planning Committee - 22 February 2024

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:
 - (a) Complete the list of conditions, including those contained within the report, as set out below, and subject to: the amendment of Condition 3*, to require all dwellings to be faced in natural stone; and an additional condition in respect of a scheme for archaeological investigation and recording.
 1. Three years to commence development.
 2. Development to be carried out in accordance with the approved plans and specifications.
 3. Walling and roofing material samples to be submitted and approved*. Render colour to be matching to elevation.
 4. Development to be done in accordance with level strategy.
 5. Details of proposed retaining wall materials to be provided.
 6. Detailed landscaping strategy to be provided and implemented, with management and maintenance details to be approved.
 7. Full details of boundary treatments to be submitted and approved.
 8. Arboricultural Method Statement to be submitted and approved. No unidentified tree-works to take place unless further Arboricultural Impact / Method Statement provided.
 9. Plot 36's side facing windows to be obscured.
 10. Remove Permitted Development rights for outbuildings and extensions (all units)
 11. Updated noise report to be undertaken and necessary mitigation implemented.
 12. Construction Environmental Management Plan (CMP) to be submitted, approved, and adhered to.
 13. Detailed plan for the equipment and design of the Local Equipped Area of Play (LEAP) to be submitted, approved, and implemented.
 14. Access sightlines to be implemented and secured.
 15. Technical design strategy for Lady Ann Road/Soothill Lane improvements and implementation (with flexibility if wider improvement scheme implemented).
 16. Full technical details of the internal road, access, and paths through Public Open Space (POS) areas, to adoptable standard to be provided, approved, and implemented.
 17. Full technical details of new retaining walls to be provided, approved and implemented.
 18. Bin stores to be provided.
 19. Highway condition survey to be undertaken.
 20. Travel Plan to be provided and implemented.
 21. Details of cycle storage per plot to be provided, approved, and implemented.
 22. Construction phase waste collection strategy to be submitted, approved, and adhered to.
 23. Contaminated land investigations to be undertaken and remediation /validation undertaken as required.

Strategic Planning Committee - 22 February 2024

24. Development to be undertaken in accordance with flood routing strategy.
25. Development to be undertaken in accordance with Flood Risk Assessment, including regrading works and Finished Floor Levels.
26. Full technical details of the drainage strategy to be provided, approved, and implemented.
27. Details of temporary surface water drainage arrangements, during construction, to be provided and adhered to.
28. Ecological Design Strategy to achieve 11.34 habitat units and 10% gain of hedgerow and river units on site plus ecological mitigation measures
29. CEMP: Biodiversity to be submitted, approved, and implemented.
30. Lighting strategy (amenity, ecology, and crime mitigation)
31. No site clearance within the bird breeding season (unless appropriate survey undertaken).

(b) secure a S106 agreement to cover the following matters:

- (i) Affordable Housing: 5 (7.7% of units) first homes (3x B3T1 and 2x B3T2)
- (ii) Education: £71,848
- (iii) Public Open Space (off-site): £62,058
- (iv) Net Gain (to secure 10% net gain off-site): £180,780
- (v) Sustainable Travel (Bus Pass): £33,248
- (vi) Sustainable Travel (Bus stop improvement): £10,500
- (vii) Sustainable Travel (PROW Improvement): £10,000
- (viii) Travel Plan monitoring: £10,000
- (ix) Management and maintenance: Public Open Space, drainage (including culverts) and ecological features.
- (x) Viability Review Mechanism: An updated viability report to be provided to the Local Planning Authority at (TBD%) occupation, with additional Section 106 obligation to be provided if a higher-than-expected profit is achieved.

- (2) In the circumstances where the Section 106 agreement has not been completed within 3 months of the date of the Committee's resolution then the Head of Planning and Development shall consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured; if so, the Head of Planning and Development be authorised to determine the application and impose appropriate reasons for refusal under delegated powers.

A recorded vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Armer, Crook, Hall, Pattison, A Pinnock, Sokhal and Thompson (7 votes)

Against: (no votes)

9 Applications for Definitive Map Modification Orders (DMMOs) to (1) upgrade the recorded status of FPs MEL/70 and MEL/38 to bridleway and (2) vary the particulars of FP MEL/70 to record limitations of a locked gate and squeeze stile.

The Committee considered applications for Definitive Map Modification Orders (DMMOs) to:

- (1) Upgrade the recorded status of footpaths Meltham 70 and Meltham 38 (part) from footpath to bridleway.
- (2) Vary the particulars for part of footpath Meltham 70 to record as limitations a squeeze stile 45cm wide next to a locked gate.

Under the provisions of Council Procedure Rule 37, the Committee heard representations from Andy Dunlop (on behalf of the owners of Wood Nook), Mark Corrigan (on behalf of the British Horse Society) and Andy Leader (on behalf of Peak and Northern Footpaths Society).

Application (1)

Resolved –

(1) That officers be authorised to make a Definitive Map Modification Order, under s53(2) of the Wildlife and Countryside Act 1981, to upgrade the recorded status of Meltham 70 (A-B on the plan included within the Planning Update) and part of Meltham 38 (B to C on the plan included within the Planning Update) from footpath to bridleway and to add to the Definitive Map a public bridleway between the currently recorded termination point of Meltham 38 and Wood Nook Lane (C and D on the plan included within the Planning Update).

(2) That, should the Order to upgrade to / add a bridleway be made and opposed, and the matter referred to the Secretary of State, the Council actively support the confirmation of the Order at any public inquiry or hearing.

A recorded vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Armer, Crook, Hall, Pattison, A Pinnock and Sokhal (6 votes)

Against: (no votes)

Application 2:

Resolved -

That the application for an Order to vary the particulars recorded in the Definitive Map and the Statement in respect of part of footpath Meltham 70, to record as limitations a squeeze stile 45cm wide next to a locked gate, be refused.

A recorded vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Armer, Crook, Hall, Pattison, A Pinnock and Sokhal (6 votes)

Against: (no votes)

Contact Officer: Sheila Dykes

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 28th March 2024

Present: Councillor Steve Hall (Chair)
Councillor Bill Armer
Councillor Eric Firth
Councillor Carole Pattison
Councillor Andrew Pinnock
Councillor Mohan Sokhal
Apologies: Councillor Moses Crook
Councillor Mark Thompson

1 Membership of the Committee

Apologies were received from Councillor Moses Crook and Councillor Mark Thompson. Councillor Eric Firth substituted for Councillor Crook.

2 Minutes of the Previous Meeting

Resolved –

That the minutes of the meeting of the Committee held on 22nd February 2024 be agreed as a correct record.

3 Minutes of the Heavy Woollen and Huddersfield Area Planning Sub-Committees

Resolved –

That the minutes of the last meeting of each of the bodies listed below be agreed as a correct record:

(i) Planning Sub-Committee (Heavy Woollen Area) – 8th February 2024

(ii) Planning Sub-Committee (Huddersfield) – 1st February 2024.

4 Declaration of Interests and Lobbying

No interests were declared.

5 Admission of the Public

All items were held in public session.

6 Deputations/Petitions

No deputations or petitions were submitted.

7 Site Visit - Application 2022/91816

Site visit undertaken.

8 Planning Application - Application No: 2022/91816

The Committee considered Application 2022/91816 in respect of alterations to convert existing properties at Carrs Close to create 6 apartments and the erection of a block of 12 apartments, with associated infrastructure, access, and landscaping works on land at Occupation Lane and Carrs Close, Staincliffe, Dewsbury.

Under the provisions of Council Procedure Rule 36(3), the Committee received a representation from Councillor Shabir Pandor.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Tony Bacon (on behalf of the applicant).

The Committee were informed that, contrary to the recommendation in the report and the information contained within the Committee Update, the Section 106 Legal Agreement would secure 100% of the units for social rent.

Resolved –

- (1) That approval of the application and the issuing of the decision notice be delegated to the Head of Planning and Development in order to:
 - (a) complete the list of conditions including those contained within the report, as set out below, and subject to an additional condition in respect of the provision of an electric vehicle charging point on the site:
 1. Timeframe for commencement of three years.
 2. Details of materials to be submitted and approved.
 3. Drainage details and management plan during construction and attenuation.
 4. Yorkshire Water requested condition.
 5. Vehicular access surfacing.
 6. Landscaping details to be submitted and approved in writing to ensure appropriate.
 7. External lighting to limit impact to residential amenity and wildlife.
 8. Acoustic reports to be submitted and approved due to addendum requirement.
 9. Waste management for highway safety.
 10. Biodiversity net gain as 10% minimum contribution is required on site.
 11. Contaminated land to ensure the site is suitable for safe occupation due to its former use.
 12. Carbon budget details to ensure the proposal would accord with LP24(B).
 13. Construction management plan to protect amenity of nearby sensitive receptors during construction.
 14. Details of boundary treatments to be submitted and approved in writing.
 15. Clearance works to be completed outside bird nesting season.

Strategic Planning Committee - 28 March 2024

16. All units shall be for social rent as stipulated in the application form and agreed with Strategic Housing.
- (b) secure a Section 106 agreement to cover the following matters:
 - (i) Affordable Housing: 100% of units, in perpetuity
 - (ii) Public Open Space (POS) (off-site): £36,234
 - (iii) Net Gain (to secure 10% net gain): £36,340
 - (iv) Management and Maintenance (Public Open Space, Drainage and any ecological features).
- (2) That, in the circumstances where the Section 106 agreement has not been completed within 3 months of the date of the Committee's resolution, the Head of Planning and Development shall consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured 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, Eric Firth, Hall, Pattison, Pinnock and Sokhal (6 votes)

Against: No votes

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Contact Officer: Sheila Dykes

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 16th May 2024

Present:

Councillor Bill Armer
Councillor Moses Crook
Councillor Eric Firth
Councillor Carole Pattison
Councillor Andrew Pinnock
Councillor Mohan Sokhal
Councillor Mark Thompson

- 1 Membership of the Committee**
Councillor Eric Firth substituted for the Labour vacancy.
- 2 Election of Chair**
Resolved –
That Councillor Eric Firth be elected Chair for the meeting.
- 3 Minutes of the Previous Meeting**
That the minutes of the meeting of the Committee held on 28th March 2024 be approved as a correct record.
- 4 Declaration of Interests and Lobbying**
No interests were declared.
- 5 Admission of the Public**
All items were held in public session.
- 6 Public Question Time**
No questions were asked.
- 7 Deputations/Petitions**
No deputations or petitions were submitted.
- 8 Site Visit - Application No 2023/92191**
Site visit undertaken.
- 9 Site Visit - Application No 2023/93503**
Site visit undertaken.

10 Planning Application - Application No: 2023/92191

The Committee considered Application 2023/92191 in respect of the erection of residential development for 62 dwellings including grouting remedial works for ground stabilisation to facilitate construction of dwellings with associated hard and soft landscaping on land at Cliff Hill, Denby Dale, Huddersfield.

Under the provisions of Council Procedure Rule 36(3) the Committee received representations from Councillors Tim Bamford and Will Simpson.

Under the provisions of Council Procedure Rule 37 the Committee received representations from Dominic Cunney, Emma Dimbylow and Helen France (in objection) and Will Marshall (on behalf of the applicant).

Resolved –

That consideration of the application be deferred and that the provision of further detail be requested in relation to:

- The amount of material that would be removed from the site.
- The amount of material that would be imported into the site, as grouting or other material.
- How the above operations would be carried out.
- How environmental impacts would be mitigated.
- Providing assurance in respect of the risk associated with combustible material being left on the site.

and that all conditions be set out in full, in the report, when the application is brought back to the Committee for determination.

A recorded vote was taken, in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors Armer, Firth, Pinnock and Thompson

Against: Councillors Crook, Pattison and Sokhal

11 Planning Application - Application No: 2023/93503

The Committee considered Application 2023/93503, an outline application for residential development of 82 dwellings and associated works, with layout and access as considerations on land off Roslyn Avenue, Netherton, Huddersfield.

Under the provisions of Council Procedure Rule 37 the Committee received representations from Heather Peacock (in objection) and Sam Ruthven (on behalf of the applicant).

Resolved -

- (1) That approval of the application and the issuing of the decision notice be delegated to the Head of Planning and Development in order to:
 - (a) complete the list of conditions including those contained within the report, as set out below:
 1. Reserved Matters submission and timeframes.

Strategic Planning Committee - 16 May 2024

2. Development to be carried out in accordance with the approved plans and specifications.
3. Updated Heritage Impact Assessment to be provided at Reserved Matters (scale, appearance, and landscape) stage.
4. Archaeological surveys to be undertaken.
5. Technical details of play equipment to be provided.
6. Details of boundary treatment between site and Dean Wood to be provided at Reserved Matters (landscape) stage.
7. Finished floor levels to be provided at Reserved Matters (scale, appearance, and landscape) stage.
8. Construction Environmental Management Plan (C(E)MP) (also referred to as a Construction Management Plan) to be provided prior to commencement and adhered to.
9. Technical specifications of internal access road to be approved and adhered to.
10. Technical specifications of access arrangements to be approved and adhered to.
11. Technical details of improvement to Roslyn Avenue / Henry Frederick Avenue junction to be approved and adhered to.
12. Each dwelling's parking spaces to be provided prior to occupation
13. Highway Condition Surveys and Remediation to be undertaken
14. Technical details of PROW and link connection surfacing to be provided and adhered to.
15. Full travel plan to be provided.
16. Cycle storage details per unit.
17. Reserved Matter (Landscape) to include treatment of PROW details.
18. Reserved Matters (landscape) details to be in accordance with approved Public Open Space Typology plan (minus parks and recreation area).
19. Private drive communal bin stores to be provided.
20. Construction phase waste collection strategy.
21. Full technical details of the proposed swale to be provided.
22. Full technical details of surface water drainage system to be provided.
23. Surface water flood routing plan to be provided and implemented.
24. Details of temporary surface water drainage to be provided.
25. Arboricultural Method Statement and Tree Protection Plan to be provided and adhered to.
26. Updated Ecological Impact Assessment to be provided at Reserved Matters (landscape) stage.
27. Ecological Design Strategy to be provided.
28. Construction Environmental Management Plan: Ecology (CEMP: Biodiversity) to be provided.
29. Provision of details of the proposed information boards at link paths, and their provision.
30. Provision of details of the ancient woodland information pack and their distribution.
31. Details of landscape to include lighting and crime mitigation strategy.
32. Development done in accordance with proposed Dust Mitigation Strategies.
33. Contaminated Land Investigation (Phase 2, Remediation, Validation stages).

Strategic Planning Committee - 16 May 2024

- (b) secure a Section 106 agreement to cover the following matters:
 - (i) Affordable Housing: 16 units (20%) to consist of 9 Affordable Rent (55%) and 7 Intermediate Dwellings (45%), including 4 First Homes (25%).
 - (ii) Public Open space: Delivery of the on-site Public Open Space, a £1,000 inspection fee, and an off-site contribution to local Public Open space of £74,695.
 - (iii) Education: £134,748 towards education requirements arising from the development
 - (iv) Sustainable travel: £72,943 towards Sustainable Travel measures (including £41,943 for sustainable travel fund (such as metrocards), £21,000 towards bus stop improvements (on Meltham Road), and £10,000 towards travel plan monitoring).
 - (v) Management and maintenance: Management and maintenance of on-site Public Open Space in perpetuity, drainage features in perpetuity (unless adopted by Yorkshire Water), and Biodiversity Net Gain measures for a minimum of 30 years.
 - (vi) Footpath: Maintenance of public access to new link footpaths in perpetuity.
- (2) That, in the circumstances where the Section 106 agreement has not been completed within 3 months of the date of the Committee's resolution, the Head of Planning and Development shall consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured, 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, Firth, Pattison, Pinnock, Sokhal and Thompson

Against: No votes

Response to Motion regarding School uniform Costs

Dear Andrea,

Thank you for your correspondence regarding the statutory guidance on the Cost of school uniform.

The Department shares your commitment to ensuring the cost of school uniform is reasonable. The cost of school uniform should not leave pupils or their families feeling unable to apply to, or attend, a school of their choice. We therefore welcome the work you are doing in the Kirklees area to support schools to understand the importance of ensuring their uniform is affordable.

The Department is also aware of the excellent work done by Kate France in creating the Uniform Exchange. Officials in the School Uniform Policy team met with her in September last year to learn more about this project. They were impressed with both the scale of the scheme and her strong commitment to helping children in Kirklees have access to affordable school uniform.

As you know, the Department published statutory guidance on the Cost of school uniform in November 2021. It is the Government's position that, rather than subsidising expensive uniform policies by providing uniform grants, schools should ensure their uniform is affordable for all. As the guidance is statutory, schools must have regard to it when they are developing and implementing their uniform policy. They must follow the guidance unless they have a good reason not to. The guidance came into force in September 2022 with the expectation that schools be fully compliant by Sept 2023 and there are no current plans to review or update it.

You state that you believe the guidance is having a limited impact. It is worth noting the implementation period contained within the guidance. Whilst the guidance required immediate actions, including removing unnecessary branded items and making sure that second hand uniforms are available to acquire, it did not require schools to make sudden, drastic changes to uniform policies which might result in disruption to schools and retailers or, more importantly, might increase the financial burden on parents who would have to replace uniform items. However, as of summer 2023, all schools should now be fully compliant with the guidance (although we recognise that some schools may not be able to fully comply until their existing supplier contracts come to an end, which may be later).

We also know that school leaders are aware of the guidance (our own survey in March 2023 found almost 9 in 10 of school leaders were aware) and are making changes as a result. The research report is available here: [School and College panel: March 2023 \(publishing.service.gov.uk\)](#)

We continue to work with stakeholders and with schools to ensure that they fully understand the requirements of the guidance, including hosting a live webinar in November 2023 to help schools implement the guidance - [Cutting the Cost of School Uniform Webinar \(youtube.com\)](#).

In your letter you raise some specific concerns and suggestions about the guidance, including: the absence of a specific limit on the number of branded items or a cap on the cost of school uniform; that it should provide more information about the requirements for multiple items of footwear; and that it should prevent schools from making frequent changes to their uniform policies.

The guidance sets out the key principles which schools should consider in order to ensure that their uniform policy is affordable. It is, however, the responsibility of the governing board of a school to decide whether there should be a school uniform, and if so, what it should be. It is also for the governing board to decide how the uniform should be sourced. A more prescriptive approach, such as introducing a cap on the cost of school uniform would be difficult to implement effectively across all schools. For example, different uniform requirements for primary and secondary schools, regional price variations and inflation could all result in varying prices across schools. Likewise, a numeric cap on the number of branded items would limit the ability of school leaders, who know their school communities best, to make decisions on branded items that are most appropriate to their school. However, we are aware that branded items are often more expensive than generic items of uniform. That is why the guidance requires schools to keep branded items to a minimum and limit their use to low cost or long-lasting items and, where they decide a branded item is required, to consider how they can maintain the benefits of a branded item whilst keeping costs low.

In relation to your concerns on footwear, the guidance is clear that schools should not require parents to purchase multiple expensive items of clothing such as trainers and that schools should be mindful of the cost implications when they make requirements on what is deemed appropriate footwear. This includes the footwear required for both their uniform and their P.E. kit.

We agree that frequent changes to uniforms can result in additional expense to parents and so the guidance states that schools should avoid frequent changes to their uniform specifications. It also states that schools ***“should show how any change in uniform specifications secures the best value for money or why the change is required.”*** and that when making changes, they should ***“take action to minimise any financial impact of any change on parents (such as allowing pupils to continue to wear the old uniform for a reasonable period).”***

In line with their statutory duty, schools should follow the guidance unless they have good reason not to.

You also state that parents should be able to complain to the Department about their school’s uniform policy and that Ofsted could be tasked with policing school compliance with the guidance. It may be helpful to explain the complaints procedure. As school uniform is set by the school’s governing body, any disputes regarding school uniform should be addressed, in the first instance, via the school’s complaints policy. Governing bodies must have a published complaints process in place to deal with complaints about school issues, including school uniform. If, having gone through the school’s complaints process, a parent is not satisfied by the way the school has addressed their concerns, they can complain to the Department.

Ofsted's role does not include the scrutiny of individual schools' uniform policies and the guidance on the Cost of school uniform does not change this. Requiring them to inspect school uniform policies in addition to their current work would be an unnecessary distraction from the key work they need to carry out, especially as there is already an established complaints procedure.

I hope that this information is helpful.

Yours sincerely,
Connor SHUTTLEWORTH

School Analysis, System and Strategy Directorate

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<https://www.twitter.com/educationgovuk> Facebook:
<https://www.facebook.com/educationgovuk>

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Our ref: PO2024/01919/JM

18 March 2024

Dear Andrea,

Thank you for your letter of 23 January to the Secretary of State about the motion by Kirklees Council on water quality. I am replying as the Minister responsible for this policy area.

In October 2023, the water industry announced a planned £96 billion of investment between 2025 and 2030. This represents the largest investment in infrastructure ever made by our water industry, and a 63% increase in investment compared to the current five-year price review period.

Business plans for Price Review 2024 include more than doubling the investment from the last price control to improve hundreds of storm overflows across the country. It shows the sector is responding to the actions of this Government to clean up our rivers and seas, drive more investment and jobs in the UK, ensure stronger regulation and tougher enforcement to achieve a step change in the water industry.

There is a balance to be struck in terms of priorities – ensuring there is prioritised spending on infrastructure to reduce environmental harm and secure supplies for the future without unduly hitting billpayers with a big rise. We recognise that household bills have risen in recent years, but the public has also made clear that clean and plentiful water supply and environmental protection are priorities.

Ofwat (the economic regulator) are now scrutinising company investment plans for 2025-2030, to ensure they meet the targets for environmental improvements and other obligations, without unduly impacting customers' bills. Ofwat will confirm their decisions for the price controls between 2025-2030 in December 2024.

The sector has a range of measures in place to help households that do need support with their bills. In 2022/23 over 1.3 million households benefitted from social tariffs in England and Wales and the average bill discount was £151 per annum. Water companies should ensure that their customers know what support schemes are available and how to use them if they need help.

We are confident that industry regulators are using their powers to hold water companies to account, and we will continue to work with them to drive improvements which benefit customers and the environment.

With kind regards,

Yours sincerely,



ROBBIE MOORE MP

Parliamentary Under Secretary of State for Environment, Food & Rural Affairs



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18 March 2024

Sent via email

Dear Mrs Woodside,

Thank you for sharing the Council's motion with us regarding sewage and river water quality.

We understand the public's dissatisfaction with sewage discharges. Increased monitoring of combined sewer overflows is part of the reason why this issue has come to the forefront of public attention. Nationally only 7% of overflows were monitored in 2010, and by the end of 2023 all sewer overflows had monitoring equipment installed. However, between 2010 and 2023 Yorkshire Water were industry leaders in installing monitoring equipment and we had more of our overflows recording spill data than most other companies. Therefore, we had more data, which lead to it appearing as if we had more discharges per overflow on average.

All British water companies are heavily regulated by a number of bodies. Our economic regulator, Ofwat, is the overarching one which oversees our business planning process and is responsible for setting out what they expect of water companies. This business planning process is done in 5 year periods, known as Asset Management Periods (AMP). We are currently in AMP7, running April 2020-March 2025.

The Government issues a Strategic Policy Statement before the start of the business planning process, which outlines to Ofwat and the Environment Agency (our environmental regulator) what they expect to see from Ofwat and subsequently water companies for the upcoming AMP. During our planning for the current AMP (circa 2018) we were directed to focus on removing more phosphorous

during the wastewater treatment process. We have therefore been delivering this driver throughout the current asset management period as per the directions we were given by our regulators. For example, at Dewsbury Wastewater Treatment Works we are investing £18m to remove more phosphorous before treated effluent is returned to the environment.

However, during this asset management period public scrutiny has increasingly focused on storm overflow discharges. Therefore, we are working closely with our regulators and within the regulatory processes, to drive down discharges and achieve the best results for our customers. This is why, in 2022, Nicola Shaw (Chief Executive of Yorkshire Water) issued a public apology letter to all customers and announced £180m of additional funding for reducing storm overflow discharges. ~£99m of this funding is new investment from our shareholders, and the target is to reduce discharges by at least 20% by the end of March 2025 (the end of this AMP).

We are using this additional funding to invest in the most frequently discharging overflows, where we can have the biggest impact. Works have already begun on the ground at several sites including £1.8m of investment at Bog Green Lane overflow, near Colne Bridge, and investigations continue at other sites. We have a number of sites in Kirklees under investigation including 2 sites in the Dewsbury area and 11 in the Huddersfield area, including in Colne Valley and Holmfirth.

We also understand that our customers expect more transparency from us, therefore later this year we will be launching a near-live event duration monitoring map. This map will be accessible to the public and will show all of our overflows across the county, including information for each one including if it has recently discharged, has not discharged recently, or is under maintenance.

In addition, we applied to our regulators for permission to accelerate funding and bring forward investment that we had scheduled for next asset management period (AMP8) and complete the works this AMP. This application was successful for both Ilkley and Scarborough.

Longer term investment is being agreed through the business planning process for next AMP. We submitted our draft plan for 2025-2030 in October 2023 which include £1.3bn of investment in overflows for 2025-2030. During this period, the regulator has specified that we must focus on priority water courses in line with the Storm Overflow Discharge Reduction Plan (SODRP). Furthermore, to ensure we reach the targets set out in the SORDP, we have started to outline our investment plans for all storm overflows across Yorkshire between now and 2050.

We are working closely with Ofwat to answer any queries about our draft plan prior to their draft determination this spring, and final determination in December. We will continue to amend the plan according to their feedback in line with the regulatory process.

We hope that this letter has given you a clear overview of our progress and plans for improving storm overflow management in Yorkshire. We are committed to protecting the environment and providing the best service to our customers and stakeholders. If you have any questions or comments, please do not hesitate to contact us.

Yours sincerely,

Adam Ashman

Head of Strategic Planning

Yorkshire Water

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