

# Overview and Scrutiny Annual Report

2014/15

OS

## Chair's foreword

The Council as a whole is in a period of change and Scrutiny is not excluded from that.

The Scrutiny refresh has been an opportunity to use the change that has been required across the council to benefit and improve processes within Scrutiny ...Scrutiny is about being up front about change and influencing it rather than having change imposed. Scrutiny has listened to what councillors, officers and co-optees have had to say, and appreciates everyone's constructive and honest input into the process. There is now an opportunity to try to do things differently but in a more focussed way.

Going forward Scrutiny will be seeking to exert a greater influence, building constructive relationships so people want to engage.

We will focus on the key principles agreed for Overview & Scrutiny, e.g. holding the Executive to Account, looking to add value to the decision making process, and avoiding Party politics.

We will re-establish the focus on pre-decision Scrutiny, being a critical friend, to help ensure the right decision is taken first time.

Thanks to all Panel members, co-optees and the officers who have supported the work of O&S

Personal thank you from me to my OSMC colleagues who supported the refresh process so professionally.



A handwritten signature in black ink, appearing to read 'Julie Stewart Turner'.

**Chair of Scrutiny 2014/15**  
Councillor Julie Stewart Turner

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## Panel Membership - 2014/15

Overview & Scrutiny Management Committee	
Cllr Julie Stewart-Turner (Chair)	
Cllr Cahal Burke	
Cllr David Hall	
Cllr Erin Hill	
Cllr Naheed Mather	
Cllr Nigel Patrick	
Cllr Karen Rowling	
Children & Young People Panel	Development & Environment Panel
Cllr Cahal Burke (Lead Member)	Cllr Nigel Patrick (Lead Member)
Cllr Mahmood Akhtar	Cllr Mahmood Akhtar
Cllr Donna Bellamy	Cllr Darren O'Donovan
Cllr Karen Allison	Cllr Phil Scott
Cllr Erin Hill	Cllr Amanda Stubbley
Cllr Amanda Stubbley	Cllr Vivien Lees-Hamilton
Co-optees: Richard Burge, Margaret Dobson, Sajid Mirza & Linda Summers	Co-optees: Ian Brierley, Tim Duke & Ray Firth
Resources Panel	Wellbeing & Communities Panel
Cllr David Hall (Lead Member)	Cllr Karen Rowling (Lead Member)
Cllr Karen Allison	Cllr Robert Barraclough
Cllr Mark Hemingway	Cllr Erin Hill
Cllr Naheed Mather	Cllr Andrew Marchington
Cllr Hilary Richards	Cllr Liz Smaje
Cllr David Ridgway	Cllr Molly Walton
Co-optees: John Briggs, Philip Chaloner & Ian Steele	Co-optees: Peter Bradshaw, Jane Gledhill, Jeff Peers & Laurence Walker

## Thanks...

This year has seen a number of our hard working, long serving co-optees come to the end of their term of office, or move on for other reasons. These people have put in a lot of their own time and effort to read papers, attend meetings and contribute a lay persons perspective to scrutiny discussions. We want to say a huge thank you and goodbye to:

Ian Brierley, Tim Duke, Peter Mackle, Jane Gledhill, Philip Chaloner, Linda Summers, Jeff Peers, Sajid Mirza and Ray Firth

## 2014/ 2015 Headlines

### Scrutiny Refresh

The 2014/15 Council budget decision included the need to consider governance arrangements within the new Council, including Overview and Scrutiny. During the year the Overview and Scrutiny Management Committee led a piece of work aimed at refreshing the Scrutiny function to ensure it is fit for purpose going forward.

The views of a range of stakeholders helped to inform the OSMCs views. A meeting with Directors and Assistant Directors allowed for a frank discussion on how officers felt Scrutiny was working. Political groups, Scrutiny co-optees and officers supporting Scrutiny also fed in their views and a number of common themes started to emerge. These centred around a need to refocus on priority issues and go back to basics. Fundamentally Scrutiny was established as a check and balance to the Cabinet. It was felt that the function of holding the executive to account needed to be strengthened.

The OSMC recognised that there was scope to refocus and rationalise Overview and Scrutiny work in Kirklees with the aim of having a flexible and proportionate approach within the new Council. The following will be underpinning principles:

- Ensuring that Scrutiny of executive decision making is a priority focus
- Recognising that indepth scrutiny work is valued but needs to be managed in such a way that the topics are areas of priority, where Scrutiny can make a difference.
- Effectively co-ordinating and managing the Scrutiny work programme so issues can keep to the approved terms of reference and the use of resources can be planned and co-ordinated.
- Continuing to have voluntary co-optees as a key part of overview and scrutiny work.
- Being clear about the role of Scrutiny in policy development, as set out in the Scrutiny Procedure Rules.
- Ensuring that there is an improved understanding by both officers and councillors of the approach and work of Overview and Scrutiny.



## Devolution & Local Area Working

One of the priority areas for the Resources Scrutiny Panel was to scrutinise the work currently being undertaken to develop a revised approach to area governance, including the devolution of some aspects of decision making in Kirklees.

The Panel received a presentation in August 2014 on the progress of the Devolution and Local Area Working Project, which outlined the current position regarding interim district committees. Four district committees had been created, Batley, Birstall, Birkenshaw and Spen Valley; Dewsbury and Mirfield; Huddersfield and Kirklees Rural. There was a commitment to explore more devolved responsibility to district committees. A Cabinet Working Group had been established to look in more detail at devolution and a copy of the terms of reference was considered by the Scrutiny Panel.

In February 2015 the Panel received a further update on the work of the Cabinet Working Group for devolution, including the process and next steps. The main points of the discussion were:-

- District Committees sharing information between the 4 Committees and how effective and productive this was;
- Each District Committee area was different and one size does not fit all;
- Post budget setting there would be a better idea on the framework for District Committees, Ward Councillors could start to put together a Ward and District Plan;

- All wards needed to feel comfortable with what they would be doing;
- District Committees could be given the powers to make decisions about issues that affect their local area and how money was allocated. Those decisions could be made in public so they were clear and transparent;
- Any changes that happen need to be consistent across all 4 District Committees;
- Each District Committee should have its own model for decision making and own ways of working;
- Attendance at meetings of District Committees and associated events by Ward Councillors was considered to be inconsistent across the board. Workload capacity was sometimes an issue where Members have other commitments;
- District Committees should be able to be innovative;
- Buy-in on the way forward is essential from all political groups

The Panel was advised that it was proposed that any surplus budgets from District Committees would be carried forward into the 2015/16 financial year. The Panel felt this devolution was an issues that should be considered as part of scrutiny work in 2015/16.



## Crime & Disorder

The Development & Environment Panel had the statutory responsibility to review, scrutinise and make reports and recommendations to the responsible authorities of the Community Safety Partnership (CSP). The Panel decided to do this by holding two Crime and Disorder focused scrutiny meetings per year.

The first meeting in November 2014 focussed on the delivery on the Community Safety Plan with the Cabinet portfolio holder Councillor Peter O'Neil and Chief Superintendent Tim Kingsman attending to discuss progress against the plan. The second

meeting in January 2015 focussed on the issue of Child Sexual Exploitation (CSE). Superintendent Ged MacManus, lead for the Children's Safeguarding Board's CSE Workstream, and Assistant Director Family Support and Child Protection attended to discuss the workstream's 7 point action plan and answer the Panel's questions.

Following the meeting the Panel identified a number of areas that it felt should be the focus of further scrutiny of CSE issues.



# Changing our Relationship with Staff

With the ongoing period of intense change for the Council, the relationship with staff remained a priority for the Resources Scrutiny Panel during 2014/15. The work focused on the impact on Council Service and implications for staff in preparing for 'New Council'.

In September 2014, the Panel considered an update on the work the Council had been undertaking to change its relationship with staff. Officers explained that the Council's focus was on improving communication with staff and to instil more confidence in management by supporting managers to lead staff through change.

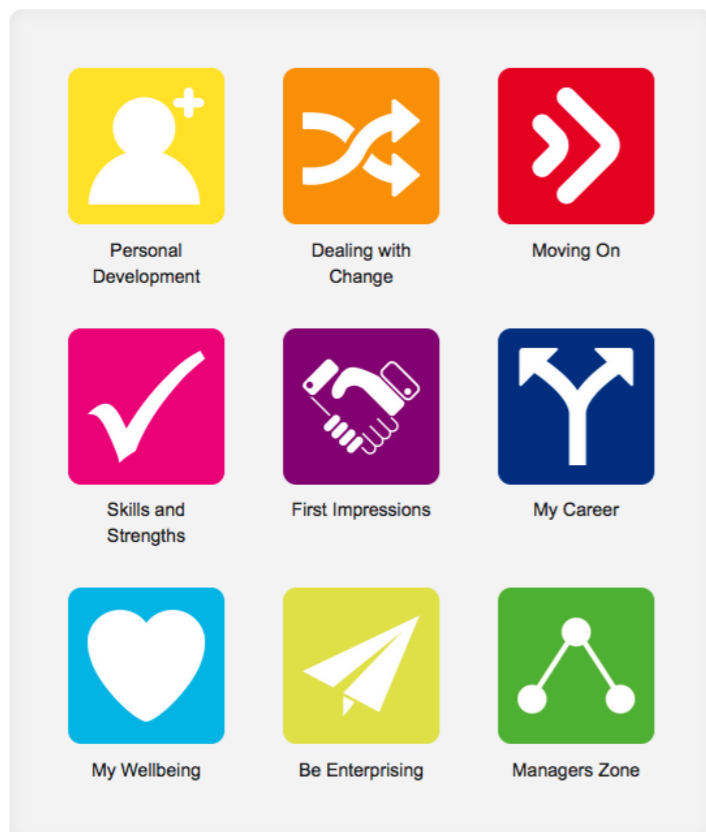
In March 2015 the Panel considered a further update on the work. This included details of the Council's strategy to engage colleagues in real conversations that were both supportive and challenging. In order to drive change the objectives outlined were:

- improve communication because good communication is key to good relationships – ensuring it is 'clear, often and frequent' even if the message is difficult;

- improve management – support managers to lead staff through change;
- change the relationships with the unions - Unions are important but were not seen as the only way to engage staff.

The Panel received a demonstration of the online development tool MiPod, which the Council was continuing to promote. The online tool was now regularly updated with new content that was positively promoted to staff. For example, content useful to developing the new staff behaviours was now available every month as part of 'spotlights' on a particular behaviour.

The Panel recommended that that officers investigate setting up an online feedback tool on MiPod and; the potential of a link to social media sites, such as Facebook; and report back to the Panel early in the new municipal year. The Panel was also keen to see MiPod statistics, showing access levels by employees of the Council.



# Young People & Scrutiny

## Educational Attainment and Safeguarding Performance Sub Group

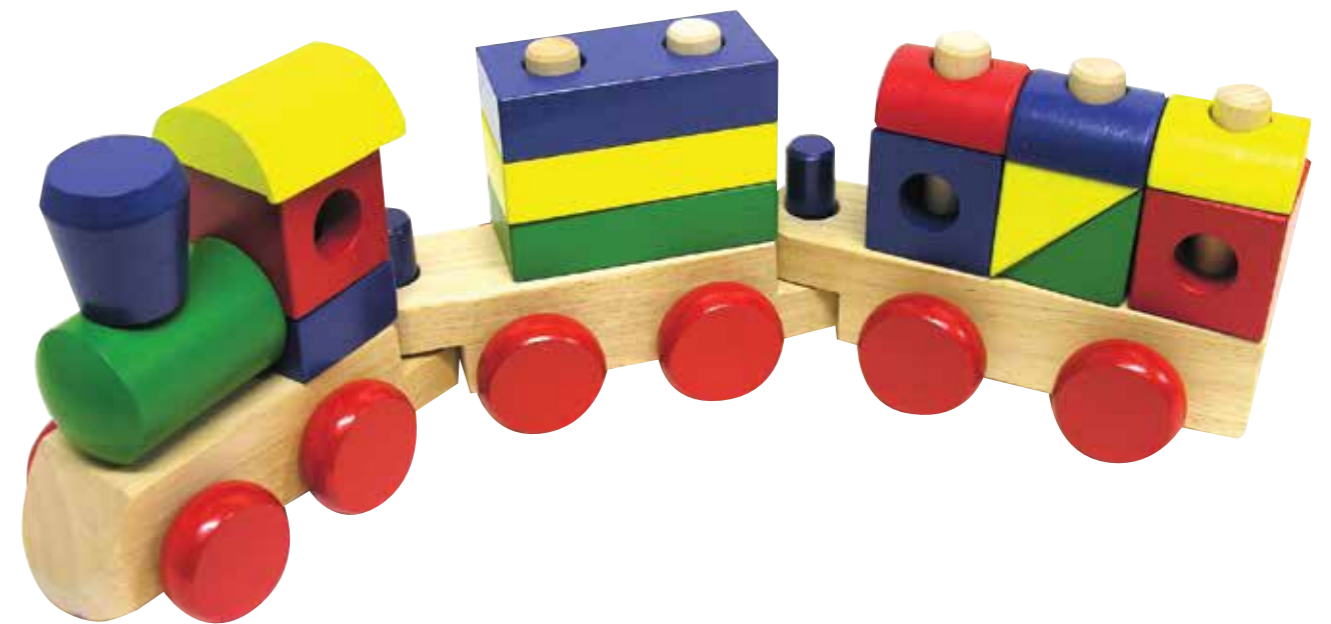
The Educational Attainment and Performance Sub Group continued to meet during the 2014/15 municipal year. It was formed to ensure that Scrutiny received regular updates on issues which form part of the statutory functions of the Council, in relation to children and young people. Presenting information relating to the Council's statutory functions allows for a robust and dedicated challenge by Scrutiny.

During 2014/15 the areas of focus for the Sub Group have included Children's Social Care; promoting the educational achievement of Looked After Children in Kirklees; Fostering and Adoption Agency Reports and a range of service annual reports.

## Multi-Agency Safeguarding Hub (MASH)

During the year the Panel has scrutinised the intention to develop a Multi-Agency Safeguarding Hub (MASH) in Kirklees. The aim of the MASH is to co-locate a range of agencies, including police, children's social care, education, probation and health staff. This will enable the sharing of information and the ability to spot emerging problems early, thereby addressing issues before they escalate into something more serious.

The development of a MASH has been seen to be an effective approach to dealing with some of the challenges of Child Sexual Exploitation by responding in a timely coordinated way. The Panel was encouraged that the MASH will bring added value to existing information sharing processes and practice to safeguard and protect children in Kirklees.



# Out & About

## Museums and Art Galleries

At the beginning of the 2013/14 municipal year, the Development and Environment Scrutiny Panel identified Museums and Galleries as a key priority for its work programme. The Panel Chair at the time, Cllr Sims met with the Assistant Director for Communities & Leisure to identify the areas of focus for the Panel to consider:

- To gather an understanding of why museums visitor numbers and museum usage are reducing;
  - o To consider the complete programme of activity to tackle reduced visitor numbers;
- To consider future options for the service in relation to the sustainability of museums across Kirklees Council, in light of the Comprehensive Spending Review;
  - o With a focus on buildings and land restrictions, working across West Yorkshire and public/ private partnership options.
- To make recommendations to Cabinet as appropriate.

The piece of work was then rolled forward to the 14/15 work programme and the Panel, now led by Cllr Nigel Patrick, was made aware of the planned budget reductions for the Museums and Galleries Service.

As part of the work undertaken over the two years, the Panel carried out site visits to

A number of museum and gallery sites across the district, to assist in understanding the

site and understand what was on offer to the public

The report on the Panel's findings and conclusions will be presented to Cabinet shortly.

## Visit to Residential Children's Homes

Members of the Children and Young People Scrutiny Panel had the opportunity to visit two residential children's homes in Kirklees, namely Woodlands in Lindley and Copthorne House in Bradley. The visits provided the Panel with an opportunity to see the important work that is being undertaken with Looked After Children and to see first-hand how the council is fulfilling its role as a corporate parent. Panel members found the visits extremely informative and the Residential Managers and staff very accommodating and welcoming.



# Influencing

## Changes to Services at Cedarwood Unit HRI

During 2014/15 the Well-Being and Communities Scrutiny Panel was informed by Calderdale and Huddersfield NHS Foundation Trust (CHFT) of a proposal to transfer services currently being provided from the Cedarwood Unit at the Huddersfield Royal Infirmary to Calderdale Royal Hospital (CRH). The specific services which were affected included the Early Pregnancy Assessment Units (EPAU) and the Emergency Gynaecology Clinics.

The Panel had a number of meetings with the Trust to work through the proposal which included a focus on the activity data for the services; assessing how the Trust would service the additional activity at CRH; and looking at the plans for public engagement.

The local knowledge of Panel members was very useful and provided the Trust with additional information that will be used to help strengthen the engagement process and improve outcomes for local residents.

Further discussions with the Trust are planned during 2015/16 following analysis of the engagement work.

## Asset Management – transfer of land & property

The Resources Scrutiny Panel recognised the ongoing review and rationalisation of Council assets as a fundamental strand of the reshaping of the Council and considered the following:

- Monitoring the overall asset disposal programme
- The development of the Estates Management Strategy
- The process for consulting with local councillors

New to the work of the Panel for 2014/15 was scrutiny of the approach to Community Asset Transfer.

In October 2014 the Panel considered an update on Asset Transfer of Land and Property to Communities. The panel was informed that Council owned 20 buildings which have historically been classed as community buildings and which were leased to community groups.

In addition to this, the Council owned a further 18 halls and centres which were rented on a varying basis but were managed and maintained by the Council. Buildings such as libraries, children's centres and other buildings which have a community identity were increasingly being explored for transfer.

The Scrutiny Panel noted that there were three broad principles to be considered when a community group approach the Council concerning a community transfer, these were:

- (1) That the community group represent the community in which the asset was based.
- (2) That the community group was a registered charity or social enterprise and the aims and objectives of the group support the ethos of the voluntary and community sector.
- (3) That the group had the capacity to manage and maintain the asset (for which a business case was required).

In March 2015 the Cabinet Member provided a further update and advised the Panel that the council was selling off small plots of land. Recent auction sales had raised more capital than expected. The Council is looking to sell off larger pieces of land and intends to involve local ward members as they have knowledge of their own areas and know what assets are used for. There are plans to hold a "beauty parade" in summer 2015 and invite local developers to view plots of land.

# Scrutiny of Partners

## Relationship with Health partners

A key element of effective health scrutiny is having clarity at a local level about the respective roles and responsibilities of council health scrutiny, local Healthwatch and health and wellbeing boards.

During 2014/15 the Well-Being and Communities Scrutiny Panel continued its focus on developing strong working relationships with Healthwatch Kirklees and the Kirklees Health and Wellbeing Board. Discussions with representatives from Healthwatch and the Health and Wellbeing Board indicated that there was a desire to develop a protocol that would reinforce the importance of working together in an effective manner and help support a common aim to improve the health and wellbeing outcomes of the people of Kirklees.

A protocol for working together was formally presented to the Panel early in 2015 and it was agreed to hold a workshop early in the new municipal year to develop a shared understanding of the implications of the protocol and to introduce a framework that will establish and support an effective working relationship between the three bodies.

## Calderdale & Huddersfield NHS Foundation Trust

The NHS is currently facing its most financially challenging period in recent history. Locally the Well-Being and Communities Scrutiny Panel was aware of concerns regarding the financial sustainability of Calderdale and Huddersfield NHS Foundation Trust (CHFT).

The Panel agreed that it should maintain a close focus on the work that the Trust was doing to develop a financial balanced plan and to check that the Trust's need to make savings did not lead to deterioration in the safety and quality of care that it provided.

The Panel met with the Trust to discuss its financial position which included an overview of the cost improvement plans; the work that was being done to address the deficit; and the approach that was being taken to ensure that the quality and safety of care would not be compromised. Despite the steps taken by the Trust to meet its financial targets enforcement action was taken by Monitor, the independent regulator of NHS foundation trusts, which included a requirement for the Trust to develop and deliver a short term financial stability plan and a longer term financial turnaround plan.

The Panel has committed to continue to work with the Trust and local commissioners in order to consider the impact of the financial plans; highlight any issues of local concern; and assess the implications of any proposed changes to services that may be required.



# Scrutiny of Partners

## TB Task Group

In June 2013, Public Health put forward a suggestion that Scrutiny as part of its work programme development for 2013/14, might want to consider undertaking a piece of work looking into Tuberculosis (TB) in Kirklees. The concern highlighted was that Tuberculosis (TB) remains a major public health issue with the incidence of TB in Kirklees higher than the national and regional averages and is amongst the highest rates in the UK, outside London. The Health & Wellbeing and Communities Scrutiny Panel decided to set up a Task Group to explore the issue in more detail.

The Task Group learned that Tuberculosis is an illness caused by a bacterium called Mycobacterium Tuberculosis. It most commonly affects the lungs, but can affect any part of the body. Most cases of TB are curable with a course of antibiotics, usually lasting six months or more. Tuberculosis remains a public health challenge for Kirklees. Since 2004,

there has been a steady increase in the incidence of TB in Kirklees, with a three-fold increase in the 25-34 year age group.

In October 2014, the Task Group concluded its investigations and produced a report presenting its findings, listing 9 recommendations for improvement. The recommendations included:

- That there is a consistent approach to the diagnosis and treatment of TB across North and South Kirklees, based on a patient centred model of care, founded on best clinical practice and national guidance.
- That a West Yorkshire Centre of Excellence for the diagnosis, treatment and management of TB be developed.

In April 2015, the findings of the report and recommendations were fully endorsed by Kirklees Council's Cabinet and referred for consideration by the Health and Wellbeing Board.



# Holding Exec to Account

## Call – In meetings

### Bowling

On the 5 August 2014, the Development & Environment Scrutiny Panel held a meeting to review a decision regarding the Proposed Service Led Changes to the Business Operating Model at the new Huddersfield Leisure Centre.

The main area under discussion related to the future of indoor bowling facilities at Huddersfield Sports Centre. At the meeting the Panel heard from Cabinet Members, officers and members of the public opposed to the decision.

As with any call in the Panel had three options available to it:

- (1) To take no further action and free the decision for implementation.

- (2) To refer it back to Cabinet with recommendations for amendment.

- (3) To refer it to the next Council, if the Panel considered that the decision was not made in accordance with the budget or policy framework.

The Panel's opinion was that the decision contravened the principles of decision making set out in the Council's Constitution, in particular the presumption in favour of openness. The Panel felt that the bowlers and representative organisations were not informed of the change at the earliest opportunity. The Panel recommended to Cabinet that it amend its original decision to include agreement to an open dialogue with bowlers and relevant organisations, including public, private and voluntary sector, regarding future provision for bowlers.



# Holding Exec to Account

## Reinwood

On 16 January 2015, the Children and Young People Panel reviewed a decision to reallocate funding that had previously been approved for school's capital projects. The Panel heard from Cabinet Members and officers as well as councillors and members of the public opposed to the decision.

After considering all the information presented at the meeting and written submissions received, the Panel concluded that the decision should be freed for implementation.

- The Panel recognised that there were times where exceptional circumstances apply and that there was no statutory duty to consult on this occasion. However, given the significance of the impact of the decision, the Panel suggested that in future wherever possible, parents and all other stakeholders are as widely consulted as possible. The purpose of any consultation is communicated in a clear and timely manner so that parents and other stakeholders know what to expect.

- That updates be provided to the Children and Young People Scrutiny Panel on solutions and options provided to affected parties, with specific emphasis on the two bulge classes at Reinwood Infant School.
- The Panel noted the commitment by the Cabinet Member for Resources to fully explore the distribution of the Capital Plan, prior to his submission to the Budget Council in February 2015.

## Briefings with Cabinet Members

In addition to formal Call- In meetings, Scrutiny has held the Executive to account through Cabinet Member attendance at Panel meetings to discuss a broad range of topics, ranging from devolution and crime and disorder priorities to Cabinet member priorities and corporate parenting.

Scrutiny Panel Lead Members have had regular briefings with Cabinet Members to discuss portfolio issues and forthcoming Cabinet decisions.





# Looking Forward – Key Priorities

Following the decision at Annual Council in June 2015, Overview and Scrutiny will need time to develop and embed new ways of working. There will be an increased work load for members of the Overview and Scrutiny Management Committee. In order to address this, the Committee has started to meet every three weeks and each of the four members has taken on responsible for a portfolio. Members will meet with Cabinet members and senior officers to maintain an overview of their portfolios and identify decisions on the horizon. Where appropriate issues will be escalated to the Committee for more formal scrutiny.

With external challenges facing Council decision making, such as regional working and devolution, consideration will need to be given to ensuring appropriate decision making and proportionate scrutiny arrangements are in place for the future. Scrutiny needs to explore how Kirklees is constructively influencing and challenging the decisions that are made in these new structures.

During this municipal year, Scrutiny has the following objectives:

- o to improve its communications both internally and externally
- o to simplify and improve the process for holding the executive to account
- o to look to involve interest groups and the general public more in the Overview and Scrutiny process, where appropriate
- o to re-establish the approach to Ad Hoc Scrutiny and make more use of councillors specialist knowledge and experience in Ad Hoc investigations, so councillors can be involved in issues that matter to them.



# Work Programmes 2014/15

Resources Panel	
<p><b>Asset Management and disposal</b></p> <ul style="list-style-type: none"> <li>• Monitoring the overall asset disposal programme</li> <li>• Considering the development of the Estates Management Strategy</li> <li>• The process for consulting with local councillors</li> <li>• Approach to Community Asset Transfer</li> </ul>	<p><b>The Changing Face of Kirklees – changing our relationship with staff</b></p> <p>This area of work remained a priority for the Panel at a time when the Council continues to address significant financial changes. The work focused on the impact on Council Service and implications for staff in preparation for New Council.</p>
<p><b>Review of Traded Services</b></p> <p>The progress of Income Generation Theme work a structured and robust analysis exercise to examine each individual budget of all the Council's externally traded services.</p>	<p><b>Powerhouse</b></p> <p>The Panel considered an update advising that the Powerhouse Programme Board had reviewed the benefits of SAP, drawing in part on an internally commissioned "Lessons Learned" report and on reports produced by the Council's external auditors, KPMG.</p>
<p><b>Devolution and Local Area Working</b></p> <p>The progress of the Devolution and Local Area Working Project and the position regarding interim district committees. A Cabinet Working Group had been established to look in more detail at devolution and a copy of the terms of reference was presented to the Scrutiny Panel.</p>	<p><b>Business Rates - Discretionary Rate Relief (DRR)</b></p> <p>In 2014/15 the Panel:</p> <ul style="list-style-type: none"> <li>• received an overview of the national position regarding Business rates</li> <li>• considered the Council's policy in respect of the administration of Business Rates including the local approach to discretionary rate relief.</li> <li>• received a Six monthly update on outcomes of applying current policy</li> <li>• an update in relation to Business Rates Start up and Retention Policy (SURP)</li> </ul>
Children & Young People Panel	
Multi-Agency Safeguarding Hub (MASH)	Recruitment and Retention of Social Work Practitioners
Children and Adolescent Mental Health Service	Securing Sufficient Good School Places
Stronger Families	Corporate performance
Task Group work took place on Bereavement Support and the Panel also held regular Educational Attainment & Safeguarding Sub Group meetings.	
Wellbeing & Communities Panel	
<p><b>Community Care Assessments</b></p> <p>The Panel considered this issue in conjunction with the Care Act 2014 which included a focus on: The implications on the numbers of assessments and how this impacted on the timeliness of annual reviews; the sources of referrals; and the performance data.</p>	<p><b>NHS Reviews</b></p> <p>The Panel, designated as the health overview and scrutiny committee, was actively involved in a number of projects throughout the year that included the work being done in Calderdale and Kirklees to transform services in the community and the hospital and changes proposed by Calderdale and Huddersfield Foundation Trust to the delivery of services from the its Early Pregnancy Assessment Unit.</p>
<p><b>NHS Health Checks Programme</b></p> <p>The Panel was briefed on the Council's mandatory responsibility to undertake health checks which included a presentation of the data analysis for 2013/14. This issue will be carried forward to 2015/16.</p>	<p><b>Pre-Payment Cards</b></p> <p>The Panel was provided with an update on a pilot scheme to introduce a pre-payment card that can be used by people to manage their own personal</p>
<p><b>Quality of Care in Non-Council owned Care Homes and Domiciliary Care</b></p> <p>The Panel was briefed on the role of the Council in market shaping; an overview of the Adult Social Care market; the approach taken to quality checks; and the wider context and challenges in the sector.</p>	<p><b>Adult Social Care Workforce in Kirklees</b></p> <p>The Panel covered a number of areas that included looking at the context for the adult social care workforce and the key challenges and future opportunities in the adult social care sector</p>
<p><b>The Care Act 2014</b></p> <p>The Panel maintained an overview of the reforms to the adults social care system; and care standards.</p>	<p><b>Kirklees Tuberculosis (TB) Review</b></p> <p>The Panel completed its review of TB in Kirklees and presented its recommendations to Cabinet in April 2015.</p>

# Work Programmes 2014/15

Development & Environment Panel	
<p><b>20 MPH Speed Limits</b></p> <p>An update on the progress made against the action plan contained within the Task Group report was received by email from the Cabinet Member for Planning &amp; Highways.</p>	<p><b>Local Plan</b></p> <p>The Panel received regular updates on the progress of the plan, including information on the Core Strategy.</p>
<p><b>Public Protection when Contaminated Land is Re-developed</b></p> <p>The areas of focus were identified as:</p> <ul style="list-style-type: none"> <li>- Who is responsible;</li> <li>- Current procedures undertaken when land is identified as contaminated;</li> <li>- Security measures undertaken.</li> </ul> <p>At an update meeting, 3 recommendations were issued to the Cabinet by the Panel.</p>	<p><b>Powerhouse</b></p> <p>The Panel considered an update advising that the Powerhouse Programme Board had reviewed the benefits of SAP, drawing in part on an internally commissioned "Lessons Learned" report and on reports produced by the Council's external auditors, KPMG.</p>
<p><b>Flood Risk Management Strategy</b></p> <p>The Kirklees Local Flood Risk Management Strategy was published in February 2013 and the first annual scrutiny of progress against actions was completed in February 2014. A further update was received at the March 2015 meeting and a recommendation was issued to the Cabinet by the Panel.</p>	<p><b>Dustbin and Bulky Waste Collections</b></p> <p>The areas of focus were identified as:</p> <ul style="list-style-type: none"> <li>- How supervision of staff completing collections is undertaken;</li> <li>- Missed collections;</li> <li>- Timing of collections;</li> <li>- Return of bins after collection is undertaken;</li> <li>- Routes and times information – how many bins expected to be emptied on an average route;</li> <li>- Policy on what is removable and who makes these decisions;</li> <li>- Detail on operational and policy changes.</li> </ul> <p>At an update meeting, 4 recommendations were issued to the Cabinet by the Panel.</p>
<p><b>Flood Risk Management Strategy</b></p> <p>The Kirklees Local Flood Risk Management Strategy was published in February 2013 and the first annual scrutiny of progress against actions was completed in February 2014. A further update was received at the March 2015 meeting and a recommendation was issued to the Cabinet by the Panel.</p>	
<p><b>Planning</b></p> <p>In 2012, the Development &amp; Environment Scrutiny Panel were advised that in previous years, the Planning Service had developed new working practices and procedures. The Development &amp; Environment Scrutiny Panel agreed that three members of the Panel would undertake an assigned task to review the issue and the report was received by Cabinet in August 2012. An update was provided at the February 2015 meeting to advise on progress made against the action plan contained within the report.</p>	<p><b>Use of Bus Lanes</b></p> <p>The areas of focus were identified as:</p> <ul style="list-style-type: none"> <li>Rationale of procedure;</li> <li>Information regarding situation of all bus lanes and rationale of why bus lanes situated where they are;</li> <li>Times of use for all bus lanes;</li> <li>How enforcement is undertaken;</li> <li>Taxi use of bus lanes.</li> </ul> <p>At an update meeting, further statistical information was requested from METRO.</p>
<p><b>Task Group work took place on the following areas:</b></p> <ul style="list-style-type: none"> <li>• Town Centre Strategy</li> <li>• Museums and Galleries</li> <li>• Building Services</li> </ul> <p>The Panel also has statutory responsibility to review, scrutinise and make report and or recommendations to the responsible authorities of the Community Safety Partnership (CSP).</p>	

# Frequently Asked Questions

Here are some brief answers to the most frequently asked questions about Scrutiny.

## What is Scrutiny?

Scrutiny acts as a check and balance on the Council's decision maker (the Cabinet by holding it to account for its decision. Scrutiny aims to:

- Improve services for local people & their communities
- Ensure Cabinet is accountable to the public
- Improve the performance of the Council's services;
- Improve the performance of other public services for which the Council has responsibility or is a stakeholder in;
- Actively engage local people in scrutiny and promote issues which are of importance and of relevance to them.

## Who is involved?

All Councillors who do not hold a Cabinet post can be involved in scrutiny work. Panels will also include voluntary co-optees. They are supported by Governance Officers. For 2015/16 there is an Overview and Scrutiny Management Committee who lead and manage the overall process; a Health and Social Care Scrutiny Panel and a number of ad hoc scrutiny panels will be established to carry out short term, in-depth investigations.

## Is Scrutiny a political activity?

Scrutiny is a key part of the political process; however it is not party political. The Scrutiny Committee and Panel structure are made up of Councillors from across all the political groups. Councillors leave their party politics at the door and look objectively at issues.

## How do you choose what to scrutinise?

The Overview and Scrutiny Management Committee will manage the overall Scrutiny Work Programme. It will include input from the Health and Social Care Scrutiny Panel. Carrying out effective Scrutiny take a lot of time and effort so it is simply not possible to look at every issue. When choosing issues, Scrutiny will consider whether it can make a real difference by looking at the issue (for example, whether recommendations could result in improved services.)

## What can't scrutiny look at and why?

Scrutiny is not appropriate for considering individual complaints. The Panel also cannot investigate regulatory or 'quasi-judicial' decision, such as planning or licensing decisions.

## How can the public get involved?

- Attend public meetings of OSMC and the Panels
- Suggest a topic for Scrutiny
- Give evidence at a panel or send us your views.
- Join a pool of people interested in being co-opted on to a panel when vacancies are advertised.



# Team contact details

## **Governance and Democratic Engagement Team**

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## **Lead officer details**

### **Overview & Scrutiny Management Committee**

Penny Bunker, Governance & Democratic Engagement Manager

### **Health and Social Care Scrutiny Panel –**

Richard Dunne, Principal Governance & Democratic Engagement Officer

### **Joint Health Scrutiny Lead –**

Richard Dunne, Principal Governance & Democratic Engagement Officer

### **Ad Hoc Scrutiny Panel support -**

Jenny Bryce-Chan, Principal Governance & Democratic Engagement Officer

Alaina McGlade, Governance & Democratic Engagement Officer

Helen Kilroy, Principal Governance & Democratic Engagement Officer

