

**ECONOMY AND NEIGHBOURHOODS SCRUTINY PANEL – WORK PROGRAMME 2022/2023 (municipal year)**

**MEMBERS:** Cllrs Yusra Hussain (Chair) John Taylor, Martyn Bolt, Aafaq Butt, Matthew McLoughlin, Tyler Hawkins, Chris Friend (Coptee) Jane Emery (Coptee) and Jonathan Milner (Coptee)

**SUPPORT:** Jodie Harris – Principal Governance and Democratic Engagement Officer

| <b>FULL PANEL DISCUSSION</b>            |   |  |
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| <b>THEME/ISSUE</b>                      | <b>APPROACH / AREAS OF FOCUS</b>  | <b>OUTCOMES / ACTIONS</b>  |
| <b>Waste Strategy Capital Update</b>    | <p>The Panel scrutinised the new Waste Strategy in 2021.</p> <p>In 2022/23 there will be specific focus on pre-decision scrutiny of the Waste Strategy Capital Update. Cabinet decision 2<sup>nd</sup> August 2022 been taken to approve funds.</p>   | <p>The idea of rewarding individual businesses be considered in the development of the Community Reward Scheme. A joined up and borough wide approach be taken to the reuse shop and bulky waste initiatives in later stages of development</p>  |
| <b>Winter Maintenance Policy Review</b> | <p>Winter maintenance was last reviewed by the Panel in September 2021 which included a focus on the link to planning.</p> <p>Key issues noted included the maintenance of active travel routes during winter and of the challenges around housing growth, resources, and capacity for winter maintenance. It was agreed that the current policy for winter maintenance should be assessed.</p> <p>Following on from this in 2022/23 the Panel will consider the item Winter Maintenance Policy Review 22/23.</p> | <p>Further information be provided to the Panel in relation to the:</p> <p>(i) Gritting routes to health centres (ii) the future maintenance of active travel routes when the Council had invested initial capital, (iii) the increase in costs for gritting, (iv) information relating to whether grit bin provision could be a planning condition and (v) details of the risk assessment for Snow Wardens.</p> |

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| <p><b>Air Quality</b></p>              | <p>The Air Quality Action Plan is a 5-year plan that was agreed in December 2018.</p> <p>This was considered by the Panel in October 2019. A number of areas to monitor were identified following implementation of the Action Plan.</p> <ul style="list-style-type: none"> <li>• Which measures have proven effective, and which provide good value for money.</li> <li>• Addressing the issue of vehicles with idling engines particularly outside schools.</li> <li>• How the planning system can be used/will address issues in relation to infrastructure to encourage sustainable transport/active travel.</li> <li>• Improving infrastructure to encourage travel by public transport/cycling and walking.</li> <li>• Encouraging/ facilitating better options for travel to school to reduce use of private cars.</li> </ul> <p>The Plan is due to be updated next year. This year the Panel will receive the Annual Status Report/monitoring data and note the information.</p> | <p>The Panel were sent the Annual Status Report/monitoring data</p>                                |
| <p><b>Planning related Matters</b></p> | <p>Affordable Housing Supplementary Planning Document (SPD) to be considered by the Panel prior to consultation.</p> <p>The Panel received an early insight into the contents of the draft SPD document and information about the timeline for next steps and the public consultation. The Panel explored key issues such as engagement with Members and the definition of affordable noting that the consultation needed to be clear with the public what</p>   | <p>The Panel noted the update and requested to be updated on the outcomes of the Consultation.</p> |

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|  | <p>Kirklees' anticipation of affordable was. It was confirmed that the definition was provided through the planning framework. The Panel were pleased to see a focus on town centres within the document given the large growth in student accommodation. The Panel also appreciated that the finer detail that would appear within the draft SPD but felt that further clarity was needed around the concern, often voiced by residents, that the type of housing being built in a community was not necessarily the type of housing that was needed.</p> |   |
| <p><b>Planning related Matters</b></p> | <p>Hot Food Takeaway Supplementary Planning Document (HFT SPD):</p> <p>The Panel had previously considered the draft HFT SPD had previously been considered by the Panel October 2021. At its meeting held 30<sup>th</sup> August 2022 the Panel were to receive the outcomes of the public consultation and proposed modifications to the SPD for comment before its adoption in September 2022.</p>  | <p>The Panel was advised that the public consultation on the draft document took place for a period of six weeks (Tuesday 9 November to Tuesday 21 December 2021) and received a high-level overview of Kirklees Health facts.</p> <p>In the discussion to follow the Panel raised concerns around enforcement of the SPD and explored a number of themes including; the definition between what constitutes as a restaurant or a takeaway, the link to encouraging recycling and what the scale of the problem was in relation to the hot food takeaways in Kirklees.</p> <p>The Panel recommended that:</p> <ol style="list-style-type: none"> <li>1. Officers consider the issue of enforcement, including recycling.</li> </ol> |

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|                                      |  | 2. The definition of a restaurant in comparison to a takeaway be provided to the Panel  |
| <b>3. Housing Allocations Policy</b> | The Panel received a verbal update in relation to the updates to the Housing Allocations Policy.   | <p>The Panel noted that:</p> <ol style="list-style-type: none"> <li>1. Careful consideration be given to age designation in relation to location and property type.</li> <li>2. The perspectives of tenants living within local and sensitive lettings be reflected in the Local Lettings Plan.</li> <li>3. For a briefing to be held with the Panel, to provide advice and clarification relating to the Councils approach to public consultation.</li> <li>4. Consideration be given to wider public consultation, to include people who were not on the housing register.</li> <li>5. Information be included in the policy in relation to the Councils response to dealing with mould in properties within a timely manner.</li> <li>6. A briefing be shared with the panel in relation to the Council response to dealing with mould in social housing.</li> </ol> |
| <b>4. Kirklees Heat network</b>      | To update the Panel on the outcome of the Huddersfield District Energy Network Outline Business Case Study, draft Cabinet report and proposed next steps ahead of Cabinet considering this issue on 20th September 2022. | The Panel noted the Huddersfield District Energy Network report, the information relating to the Outline Business Case, the next steps.   |
| <b>5. Climate Change Action Plan</b> | Pre-decision Scrutiny of the Climate Change Action Plan (CCAP) ; the Panel considered the draft cabinet report, action plan and the proposed next steps.   | <p>The Panel recommended that:</p> <ol style="list-style-type: none"> <li>1. The place-based focus of the CCAP should be emphasised, particularly in relation to communications, to address individual needs within different communities.</li> <li>2. There should be several different methods/streams of communication to engage with a variety of audiences, with different levels of understanding and needs.</li> </ol>   |

3. Lay language and success stories (linking key technical information to the real-life experiences of the public) be used to increase understanding in the community.
4. The Climate Change Action Plan should be used to help inform and support the Local Plan and other key strategic links, such as the Transport Strategy and Waste Strategy.
5. Mid-Term targets (i.e.- for reducing emissions) should be included in Phase 2 delivery of the Plan.
6. The recruitment of external Climate Champions be considered in the long term.
7. When reviewing building efficiency, co-benefits (such as the social value of place-based working) be considered when making judgements.
8. Consideration be given to native species when planting and that the details for mitigating the risks of invasive species be included in the Plan.
9. Consideration be given to the type of trees planted in particular areas to ensure the desired outcome.
10. Site inspectors be included as part of the mandate that focuses on protecting and enhancing the natural environment.
11. Consideration be given to the re-wetting of the moors to encourage carbon retention in the peatlands and to mitigate the impact of degradation.
12. It was important to encourage farmers to use any available hedgerow to increase biodiversity particularly insect population growth.
13. Consideration be given to Low Emissions Zones and be incorporated into the CCAP, as well as the Air Quality Action Plan and Environment Strategy.
14. The plan be reviewed and monitored to ensure the Climate Emergency and actions were being achieved.

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|  |   | <p>15. The new development higher water efficiency standards be considered for expansion to private developments.</p> <p>16. In relation to net zero targets and reducing carbon emissions there needed to be a clear baseline within the plan to measure progress</p> |
| <p><b>6. Kirklees Homes and Neighbourhoods Estate Management</b></p> | <p>Following the conclusion of the ad-hoc scrutiny Panel following the transfer of KNH to Council Management, the Panel wanted to understand how this was now being progressed once the transfer had completed.</p> <p>The Panel requested to receive an update on the long-term evaluation of the management and maintenance of the councils housing stock being brought back in house with the following key areas of focus being highlighted:</p> <ul style="list-style-type: none"> <li>• How is the Service being managed and organised</li> <li>• The maintenance of the Housing Stock</li> <li>• Complaints</li> <li>• Compliance</li> <li>• Core Business Processes</li> <li>• Data intelligence and technology</li> <li>• Culture Change</li> <li>• The Decent Homes Standards and the capital programme that supports this (noted priority was to ensure decent homes for all)</li> <li>• The mainstream of the tenants voice, ensuring this was heard and that residents needs were met.</li> <li>• House building project</li> <li>• Inflation and costs</li> </ul> |  |

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| <p><b>7. Skills, training, and apprenticeships</b></p>   | <p>How this influences economic development with a particular focus on Post 16 Skills.</p>   | <p>The Panel recommended that:</p> <ol style="list-style-type: none"> <li>1) Work to continue to ensure a breadth of provision across Kirklees to meet the needs of individual learners and businesses.</li> <li>2) Local MPs be briefed in relation to the policy and local business and educational needs.</li> <li>3) A joint discussion with the Children’s Scrutiny Panel be considered.</li> <li>4) Measures to be quantifiable, setting out the current position, and benchmarks be added to the plan to show progress.</li> <li>5) A further update be given to scrutiny around targets, about how these will be achieved and measuring success when appropriate</li> <li>6) Reference be made to the Employment and Skills Partnerships to replace Employment and Skills Commission.</li> <li>7) Actual figures be provided in relation to the increase in Levy fund enquiries.</li> <li>8) Engagement should be held with a wider group of businesses, not just the Chamber of Commerce to seek the views of those who do not regularly have time to attend meetings to ensure their representation.</li> <li>9) To ensure that success stories are amplified.</li> </ol> |
| <p><b>8. Bus Stations developments (part of TFC)</b></p> | <p>The Panel considered a report setting out a progress update on the Huddersfield, Heckmondwike and Dewsbury Bus Station Projects, part of the Transforming Cities Fund (TCF) Programme. Officers from WYCA were also in attendance.</p> <p>Update on Bus Stations (part of Transforming Cities Fund) to include:</p> | <p>The Panel recommended that:</p> <ol style="list-style-type: none"> <li>1. Officers should seek to consult with non-bus users in relation to increasing bus patronage, a key priority of the schemes.</li> <li>2. There should be designated officers with accountability for the maintenance of green spaces around bus stations.</li> </ol>   |

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|  | <ul style="list-style-type: none"> <li>• Details of economic appraisals</li> <li>• Clear, consistent, and measurable metrics</li> <li>• Project processes and the assessment criteria</li> <li>• The West Yorkshire Assurance Framework</li> <li>• Bus Service Improvement Plans</li> <li>• More information on budgets for the schemes and increasing costs</li> <li>• Details of plans relating to wider connectivity in relation to Active Travel Routes</li> </ul> | <p>These should be based locally or visit regularly and should be a point of contact in relation to maintenance.</p> <ol style="list-style-type: none"> <li>3. Accessibility and feeling safe should be a key consideration across all the schemes.</li> <li>4. There should be visible security stations/patrols inside the bus stations in relation to increasing safety.</li> <li>5. The Council’s policy in relation to removing trees be followed.</li> <li>6. The wider connectivity of smaller towns and more rural areas should be considered to increase network usage.</li> <li>7. Regular review is undertaken in relation to the value engineering and the scope of the projects.</li> </ol>  |
| <p><b>9. Cultural, Heritage and Tourism Strategies</b></p> | <p>The Panel considered a report setting out an update on the creation of three new inter-related strategies: a Cultural Strategy, a Heritage Strategy and a Tourism Strategy</p>  | <p>The Panel recommended that:</p> <ol style="list-style-type: none"> <li>1. More detail in relation to different sporting activities across the borough be included in the Strategy.</li> <li>2. Careful consideration be given to the future of Toulson Museum and the importance of it being part of Kirklees Heritage.</li> <li>3. Information be provided to the Panel in relation to the Library Plan.</li> <li>4. Partnership working with other experienced communities in relation to place based actioning planning and improving pathways would be useful</li> <li>5. Consideration should be given to identifying suitable accommodation.</li> <li>6. Information be shared with Councillors in relation to the consultation that can be shared through social media platform in an effort to increase engagement.</li> </ol> |

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|                           |  | 7. An effective communication and marketing strategy be developed around Culture Heritage and Tourism.   |
| <b>8. Highways Safety</b> | The Panel received a presentation around Highways Safety which set out The Councils statutory responsibilities, (as per the Highways Safety Act), (i.e.- Safe vehicles, speeds, roads and behaviours as well as Post collision learning and care). The presentation also covered issues in relation to capital funding, and the Vision Zero ambition to eliminate road deaths and serious injuries (KSI's) to zero by 2040 and improve road safety for everyone using a safe systems approach. | The Panel recommended that: <ol style="list-style-type: none"> <li>1. Figures in relation to trends and benchmarking be shared with the Panel.</li> <li>2. More emphasis be placed on enforcement and actions taken by the Council.</li> <li>3. Partnership working with the Police and others continued and be developed to ensure road safety was prioritised and enforcement taken.</li> <li>4. Information be shared with the Panel in relation to the Community Partnership Board and its purpose.</li> <li>5. The Council continued to promote, persuade and influence driver behaviours.</li> </ol>   |
| <b>9. Tree Policy</b>     | The management of trees. Currently reviewing the tree policy to bring scrutiny to note prior to flight path to cabinet. Policy review key to refocusing service delivery and safety works. Key capacity challenges.  | The Panel recommended that: <ol style="list-style-type: none"> <li>1) To add to the policy the aim to increase tree numbers and tree cover.</li> <li>2) For officers to speak to Councillor enquiries regarding the development of the proforma.</li> <li>3) The wording around removing deadwood in the policy be revised to reflect that deadwood would only to be removed when deemed hazardous.</li> <li>4) The wording on point 8.3 be revised to better reflect the procedure in relation to the right to light and the discretion around alleviating problems where funding was available.</li> <li>5) It was important to ensure the diversity of trees when growing and forming woodlands.</li> </ol> |

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|                                       |   | <ol style="list-style-type: none"> <li>6) The wording in the policy be amended to make clear that the procurement of trees was sourced locally through Leeds City Council.</li> <li>7) More information relating to Ash dieback be presented to the Panel at a future meeting in terms of funding and resources.</li> <li>8) The Policy be presented back to scrutiny prior to Cabinet.</li> </ol>  |
| <p><b>10. Grounds Maintenance</b></p> | <p>The Panel received an update in relations to the Grounds Maintenance Services current position</p> | <p>The Panel recommended that:</p> <ol style="list-style-type: none"> <li>1) Thanks be given to Officers serving 50+ years with the Council within the Grounds Maintenance Team and that these officers be recognised and celebrated.</li> <li>2) Consideration be given to alternative provisions to support young people needing a more practical learning experience and providing them with a career pathway, and to support recruitment challenges.</li> <li>3) Feedback be provided around the work and engagement with the Sunshine Sunflower charity in Kirkburton Ward.</li> <li>4) Community Plus and social prescribing services be made aware of opportunities working in partnership with Grounds Maintenance.</li> <li>5) An engagement plan be developed in respect of any changes to service standards proposals and be presented to scrutiny.</li> <li>6) Improved co-ordination of tree planning on recreational grounds and understanding of what is needed in that area.</li> <li>7) Where there are 3<sup>rd</sup> party arrangements to support grounds maintenance, service agreements, including financial or physical compensation be put in place.</li> </ol> |

|                                    |  | 8) To be considerate of different community areas to ensure community group are balanced across the board. |
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| <b>LEAD MEMBER BRIEFING ISSUES</b> |  |  |
| <b>THEME/ISSUE</b>                 | <b>APPROACH / AREAS OF FOCUS</b>   | <b>LEAD OFFICER</b>  |
| <b>1. Hot Food Takeaway SPD</b>    | <p>The Panel were briefed on the Hot Food takeaway SPD in October 2021.</p> <p>Key area of focus was:</p> <ul style="list-style-type: none"> <li>the public health tool kit, it was important to make sure this was updated as required.</li> <li>To investigate how to expand and add to the benefits of the FINE programme</li> </ul> <p>It was agreed that an update following the Consultation stage be provided to the Panel. Aiming for Cabinet in September 2022.</p> |  |
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