

Public Document Pack



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

Julie Muscroft

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Tuesday 10 November 2020

Notice of Meeting

Dear Member

Cabinet

The **Cabinet** will take place remotely at **3.00 pm** on **Wednesday 18 November 2020**.

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

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

A handwritten signature in black ink, appearing to read "Julie Muscroft".

Julie Muscroft

Service Director – Legal, Governance and Commissioning

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

The Cabinet members are:-

Member

Councillor Shabir Pandor
Councillor Viv Kendrick

Councillor Musarrat Khan
Councillor Naheed Mather
Councillor Peter McBride

Councillor Carole Pattison

Councillor Cathy Scott
Councillor Graham Turner
Councillor Rob Walker

Responsible For:

Leader of the Council
Cabinet Member - Children (Statutory responsibility for Children)
Cabinet Member - Health and Social Care
Cabinet Member - Greener Kirklees
Deputy Leader and Cabinet Member for Regeneration
Cabinet Member for Learning, Aspiration and Communities
Cabinet Member - Housing and Democracy
Cabinet Member - Corporate
Cabinet Member for Culture and Environment

Emergency Cabinet Portfolio Responsibilities During Covid-19

Cllr Shabir Pandor	Leading the immediate response to the pandemic Leading recovery strategy Public Health
Cllr Peter McBride	Immediate support to business Planning the post-pandemic inclusive economy
Cllr Viv Kendrick	Statutory responsibility for children's social care Safeguarding our most vulnerable children throughout the pandemic
Cllr Musarrat Khan	Statutory responsibility for vulnerable adults Responsible for vulnerable adult social care, and safeguarding our most vulnerable adults throughout the pandemic
Cllr Carole Pattison	Working with schools to maintain services Planning for return to school
Cllr Graham Turner	Financial oversight Resources
Cllr Naheed Mather	Council staff, including staff wellbeing
Cllr Cathy Scott	Engaging and supporting voluntary sector capacity for immediate responses to the pandemic Strengthening place-based working for the future (North Kirklees)
Cllr Rob Walker	Engaging and supporting voluntary sector capacity for immediate responses to the pandemic Strengthening place-based working for the future (South Kirklees)

Agenda

Reports or Explanatory Notes Attached

Pages

1: Membership of Cabinet

To receive apologies for absence from Cabinet Members who are unable to attend this meeting.

2: Minutes of previous meetings

1 - 30

To approve the Minutes of the meetings of the Cabinet held on 1 September, 22 September, 20 October and 23 October 2020.

3: Interests

31 - 32

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

4: Admission of the Public

Most debates take place in public. This only changes when there is a need to consider certain issues, for instance, commercially sensitive information or details concerning an individual. You will be told at this point whether there are any items on the Agenda which are to be discussed in private.

5: Deputations/Petitions

The Cabinet will receive any petitions and hear any 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 hand in a petition at the meeting but that petition should relate to something on which the body has powers and responsibilities.

In accordance with Council Procedure Rule 10 (2), Members of the Public should provide at least 24 hours' notice of presenting a deputation.

6: Questions by Members of the Public

Due to current Covid-19 restrictions, Members of the Public may submit written questions to the Leader, and/or Cabinet Members. Any questions should be emailed to executive.governance@kirklees.gov.uk no later than 10.00am on Tuesday 17 November 2020.

In accordance with Council Procedure Rule 11(5), the period allowed for the asking and answering of public questions shall not exceed 15 minutes. A maximum of 4 questions per person may be submitted.

7: Questions by Elected Members (Oral Questions)

Cabinet will receive any questions from Elected Members (via remote access).

In accordance with Executive Procedure Rule 2.3(2.3.1.6) a period of up to 30 minutes will be allocated.

8: Council Housing IT Replacement System

33 - 44

To consider the drawing down of £1.1m capital from the HRA Capital Plan to enable a contract for the new Housing IT System can be awarded to the winning bidder

Wards affected: All

Contact Helen Geldart, Head of Housing Services

9: Holme Valley Neighbourhood Development Plan

45 - 94

To consider next steps following the submission of the Holme Valley Development Plan by Holme Valley Parish Council.

Wards affected: Holme Valley North and Holme Valley South

Contact: Steven Wright, Planning Policy Group Leader

10: Dewsbury Towns Fund Accelerated Grant & Getting Building Fund 95 - 102

To receive details of recent grant approvals totalling £2.715Million and seek the approvals necessary to implement these programmes and projects.

Wards affected: Dewsbury East, Dewsbury West, Dewsbury South and Newsome

Contact: Peter Thompson, Economic Resilience Project Manager

11: Corporate Financial Monitoring Report Quarter 2, 2020-2021 103 - 158

To receive information on financial monitoring for General Fund Revenue, Housing Revenue Account (HRA) and Capital Plan, as at Quarter 2 (month 6), 2020/21.

Wards affected: All

Contact: James Anderson, Head of Service - Accountancy

12: Request to support children eligible for Free School Meals with vouchers during school holiday periods 159 - 164

To (i) receive details regarding a decision relating to support for children eligible for Free School Meals during the October half-term taken on 23rd October by the Chief Executive (and others) using Emergency Powers, and (ii) to consider arrangements for future school holiday periods should this be required.

Wards affected: All

Contact: Jo-Anne Sanders, Service Director – Learning and Early Support

13: Place Partnerships - Kirklees Mental Health Champions Training Programme and Support Network 165 - 170

To consider allocating £93,270 funding from the Place Partnership mental health themed budget to deliver the Kirklees Mental Health Network and Training programme.

Wards affected: Almondbury, Ashbrow, Batley East, Batley West, Birstall and Birkenshaw, Cleckheaton, Colne Valley, Crosland Moor and Netherton, Dalton, Denby Dale, Golcar, Greenhead, Heckmondwike, Holme Valley North, Holme Valley South, Kirkburton, Lindley, Liversedge and Gomersal, Mirfield and Newsome

Contact: Vina Randhawa, Active Citizens and Places Manager

14: Huddersfield Central, Huddersfield North, Batley, Birstall and Birkenshaw and Spen Place Partnership - Tackling mental health and improving physical activity from the front door 171 - 176

To consider allocating £38,255 funding from the Place Partnership mental health themed budget for an 18-month pilot in physical activity.

Wards affected: Almondbury, Dalton, Newsome, Ashbrow, Crosland Moor & Netherton, Greenhead, Batley East, Batley West and Birstall and Birkenshaw, Cleckheaton, Heckmondwike, Liversedge & Gomersal and Mirfield

Contact: Vina Randwana, Active Citizens and Places Manager

15: Huddersfield Central Place Partnership - Tackling the Taboo - Supporting Women Going Through the Menopause 177 - 184

To consider allocating £42,947 funding from the Place Partnership mental health themed budget to support a two-year pilot for women experiencing the menopause in the Place Partnership Area.

Wards affected: Almondbury, Dalton, Newsome, Ashbrow, Crosland Moor & Netherton, Greenhead, Batley East, Batley West and Birstall and Birkenshaw, Cleckheaton, Heckmondwike, Liversedge & Gomersal and Mirfield

Contact: Vina Randwana, Active Citizens and Places Manager

16: Batley, Birstall and Birkenshaw Place Partnership - Mental Health Initiatives 185 - 190

To consider allocating £82,261 funding from the Place Partnership mental health themed budget to deliver mental health initiatives in Batley Birstall & Birkenshaw Place Partnership area.

Wards affected: Batley East, Batley West, Birstall and Birkenshaw

Contact: Vina Randwana, Active Citizens and Places Manager

17: Batley, Birstall and Birkenshaw Place Partnership - Supporting the Mental Health and Wellbeing of Children and Young People as they return to school settings 191 - 194

To consider allocating £40,000 funding from the Place Partnership Mental Health themed budget towards support for children and young people in school and community settings in the Batley, Birstall and Birkenshaw Place Partnership area.

Wards affected: Batley East, Batley West and Birstall and Birkenshaw

Contact: Vina Randwana, Active Citizens and Places Manager

18: Dewsbury Place Partnership - 'Better Connected Dewsbury' Proposals for Allocation of Mental Health Focus Funding 195 - 206

To consider allocating £142,857 from the Place Partnership mental health themed budget for the commissioning of three preventive and interlinked approaches to help address mental health priorities across Dewsbury.

Wards affected: Dewsbury East, Dewsbury West, and Dewsbury South

Contact: Vina Randwana, Active Citizens and Places Manager

19: Huddersfield Rural Place Partnership - Proposal to boost School Capacity to Support Children and Young People's Mental Health and Well-being 207 - 212

To consider allocating funding of £187,778 from the Place Partnership mental health themed budget to boost mental health support and capacity in the schools in the Huddersfield Rural Place Partnership area. This will support children and young people to maintain positive mental health and emotional well-being.

Wards affected: Denby Dale, Kirkburton, Holme Valley North and Holme Valley South

Contact: Vina Randwana, Active Citizens and Places Manager

20: Development of land at Southgate, Huddersfield 213 - 222

To consider an offer received from the University of Huddersfield to purchase the council owned strategic development site.

Wards affected: Dalton

Contact: David Martin, Head of Corporate Landlord

21: Exclusion of the Public

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

22. Development of land at Southgate, Huddersfield 223 - 276

(Exempt information under Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006. It was considered that the disclosure of the information would be contrary to confidential terms and that the public interest in maintaining the exemption outweighed the public interest in disclosing the information and providing greater openness in the Council's decision making.) The Private Appendices contain information relating to the financial or business affairs of any particular person (including the authority holding that information).

Exempt information in respect of Agenda Item 20.

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 1st September 2020

Present: Councillor Shabir Pandor (Chair)
Councillor Musarrat Khan
Councillor Naheed Mather
Councillor Peter McBride
Councillor Carole Pattison
Councillor Cathy Scott
Councillor Graham Turner
Councillor Rob Walker

Apologies: Councillor Viv Kendrick

242 Membership of Cabinet

Apologies for absence were received on behalf of Councillor Kendrick.

243 Minutes of Previous Meetings

That the Minutes of the Meetings held on 2 June, 16 June, 29 June, 13 July and 28 July 2020 be approved as a correct record.

244 Interests

There were no declarations of interest.

245 Admission of the Public

It was noted that Agenda Item 17 would be considered in private session (Minute No. 258 refers).

246 Deputations/Petitions

No deputations or petitions were received.

247 Questions by Members of the Public (Written Questions)

Cabinet received the following question;

Question from Heather Peacock

“The phase 5 A629 widening scheme is coming up for planning this month. How can Kirklees Council justify the loss of 126 of the counties best trees?”

A response was provided by the Cabinet Member for Regeneration (Councillor McBride).

248 Questions by Elected Members (Oral Questions)

Cabinet received the following questions from Members of the Council;

Question from Councillor Lukic

“When will the review of parking charges in Dewsbury be shared and can the suspension of charges be continued until the review is complete?”

A response was provided by the Cabinet Member for Regeneration (Councillor McBride).

Question from Councillor J Taylor

“The recycling centres have now been re-open for a while but we are not yet collecting cardboard. Why are we not yet in a position to allow people to start recycling cardboard?”

A response was provided by the Cabinet Member for Greener Kirklees (Councillor Mather).

Question from Councillor Lawson

With regards to planning enforcement, there seems to be a perceived understanding that developers are going ahead with development work without the necessary permissions and it seems to be on the increase. Do we have an idea of the scale of that kind of work and do we have the capacity in our enforcement?”

A response was provided by the Cabinet for Culture and Environment (Councillor Walker).

Question from Councillor Munro

“In relation to the local cycling and walking implementation plan, I’d like to ask which route would be taken through Lepton and Fenay Bridge with design line three and when can we expect Phase 1 to be completed and work to begin on design line three?”

A response was provided by the Cabinet for Culture and Environment (Councillor Walker).

Question from Councillor D Hall

“I’m sure you will have recognised now that people in the majority of the borough are relieved that the special covid measures have been lifted for them and thanks to all those who worked to bring that about. Particularly local businesses are looking forward to opening tomorrow. Would you now accept Leader that you were wrong not to press for this approach earlier?”

A response was provided by the Leader of the Council.

Question from Councillor Cooper

“Will the Council withdraw its plans to cut down the avenue of trees down Halifax Road through Edgerton as part of the WYCA funded road widening scheme, which would save two minutes in travel time. Does the Cabinet Member recognise that this is an iconic entry point to Huddersfield and that we would lose far more than we would gain if the Council is determined to pursue this decimation?”

Does the Cabinet Member agree that to re-evaluate the £13m scheme is essential now that traffic and commuting patterns have changed so radically and does he recognise that it is not possible to compensate for the loss of so many mature trees in any meaningful way through the planting of a few hundred tree whips? Will you at the very least put the scheme on hold?”

A response was provided by the Cabinet for Regeneration (Councillor McBride).

Question from Councillor J Taylor

“We hopefully will see most children return to school next week and there is now talk of economic recovery and the challenges which our town centres face, and encouraging people back to work. There has been much discussion between us as Group Leaders about Kirklees’ plans for economic recovery and that we would be engaging with Councillors, yet to date we haven’t been properly engaged. What is happening and what example is Kirklees setting to encourage people to go back to work in a secure covid safe environment?”

A response was provided by the Leader of the Council.

Question from Councillor Lawson

“With regards to the Planning White Paper which is currently out for consultation, there are many things in the paper that have been criticised for undermining democracy in the planning process. What does that mean locally for our neighbourhood plans? We have many groups in the borough who have been working hard for years, in some cases, to produce neighbourhood plans. The erosion of democracy seems to work at direct odds with neighbourhood plans. What are we doing as a Council to provide democracy in the planning process?”

A response was provided by the Cabinet Member for Regeneration (Councillor McBride).

Question from Councillor Munro

“St James’ School is now the only secondary school in the Almondbury Ward. Its catchment area includes Lepton and Fenay Bridge. As you know, we have an active travel plan in Kirklees promoting sustainable travel such as walking and cycling yet children in Lepton and Fenay Bridge are expected to cross over Penistone Road if they walk to school where there is no safe crossing and as we’ve seen in recent weeks it is an extremely dangerous stretch of road. Parents are therefore deterred from making their children walk, they would let their children walk if there was a safe

crossing. At a recent meeting with highways I asked if a safe crossing would be possible and my request was dismissed. Why can't the Council find the money for such a crossing?"

A response was provided by the Cabinet Member for Culture and Environment (Councillor Walker).

249

Devolution Deal for West Yorkshire – Consultation Outcomes

(Under the provisions of Council Procedure Rule 36(1) Cabinet received representations from Councillors Cooper, D Hall, Lawson and J Taylor).

Cabinet gave consideration to a report which sought agreement to submit the summary of consultation responses to the Secretary of State by 11 September 2020. The report advised that, following the approval of the draft scheme by Constituent Councils and the Combined Authority, the scheme had been finalised and published, and that a consultation exercise was co-ordinated by the Combined Authority.

Cabinet were advised that the consultation process had commenced on 25 May 2020 and had run until 20 July 2020, which had resulted in a total of 4413 responses. The report indicated that the consultation responses were significantly positive in terms of all key themes, with overall support for the proposals within the scheme, and this detail was set out at Appendix 1 of the considered report.

In terms of next steps, Cabinet noted that the consultation responses at Appendix 1 would be submitted to the Secretary of State and it was requested that authority be delegated for the finalisation of the documents in order to ensure that the submission incorporates any issues that may be raised by any Constituent Council or the Combined Authority. The revised timeline for the implementation of the deal, which was set out at Appendix 2, set out the process timeline leading up to the election of a Mayor in May 2021.

RESOLVED –

- 1) That the content of the report and summary of consultation responses, as attached at Appendix 1 to the report, be noted.
- 2) That the summary of consultation responses, as set out at Appendix 1, be submitted to the Secretary of State by 11 September 2020, and that (i) authority be jointly delegated to the Managing Director of the Combined Authority, in consultation with the Leader and Chief Executive of each Constituent Council and the Chair of the Combined Authority, to finalise and submit documents subject to any technical issues which may arise and (ii) the Chief Executive and Leader of Kirklees Council be authorised to act as the consultees on behalf of the Council for these purposes.
- 3) That the updated timetable, as set out at Appendix 2 of the report, and the next steps which are subject to the consent being given by the Constituent Councils and Combined Authority, to draft the Order in November 2020 so that a mayoral combined authority model and associated changes may be adopted and implemented by May 2021, as set out in the Deal, be noted.

- 4) That the decision be exempt from Call-In on the grounds of urgency, as detailed in para. 3.6 of the report.
- 5) That Corporate Governance and Audit Committee be invited to consider the proposed governance arrangements, as detailed in para. 2.29 of the report, regarding the Council's reporting arrangements on devolution.

250 Spen Place Partnership - Supporting the Mental Health and Wellbeing of Children and Young People

(Under the provisions of Council Procedure Rule 36(1) Cabinet received representations from Councillors D Hall and Lawson).

Cabinet received a report which requested that consideration be given to allocating a sum of funding from the Place Partnership mental health themed budget towards support for children and young people returning to schools in the Spen Valley Place Partnership area to support mental health and wellbeing provision.

Cabinet were advised that the initiative would enhance arrangements and plans that schools have in place in order to mitigate the impact upon mental health during the pandemic and would complement other initiatives which were already in place. It was noted that, once evaluated, the scheme may be extended to collages at a later date.

The report indicated that, subject to approval, £120,000 would be distributed between the schools and that projects would commence as soon as was feasible within the financial year.

RESOLVED –

- 1) That approval be given to funding from the Place Partnership mental health theme allocation to benefit children and young people in the Spen Place Partnership.
- 2) That a total of £120k be distributed to schools within the place partnership area and that schools be invited to submit proposals to the Spen Valley Place Partnership identifying how positive mental outcomes will be achieved, evaluated and sustained.

251 Kirklees Transforming Cities Fund Programme

(Under the provisions of Council Procedure Rule 36(1) Cabinet received representations from Councillors Bolt, D Hall and J Taylor).

Cabinet received a report which provided detail as to the current status of the Transforming Cities Fund Programme for Kirklees District and sought approval to enter projects within the programme onto the Kirklees Capital Plan.

The report set out details of eight projects; (i) Dewsbury Town Centre walking and cycling transformations (ii) Dewsbury Bus Station (iii) Heckmondwike Bus Hub (iv) Dewsbury Cleckheaton Sustainable Travel Corridor (v) Huddersfield major walking and cycling routes (vi) Huddersfield bus station improvements (vii) Huddersfield rail station access and (viii) Dewsbury Batley Tingley sustainable travel corridor. It was noted that the funding for the Transforming Cities Fund high scenario programme

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was the sum of the £66m Transforming Cities Fund budget with devolution top-up, plus £6m local match funds, totalling £72m.

Cabinet were advised that the projects as set out within the report were currently being reviewed by the West Yorkshire Combined Authority as part of package level strategic outline cases and that once approved by WYCA, would be developed through a project specific outline business case, with public consultation exercise on each scheme taking place between October 2020 and March 2021.

RESOLVED –

- 1) That the Transforming Cities Fund projects and current budgets be noted.
- 2) That approval be given to the projects being entered into the Kirklees Capital Plan.
- 3) That authority be delegated to the Strategic Director (Economy and Infrastructure) to negotiate and agree the terms of any agreement with West Yorkshire Combined Authority that is for the purpose of providing funding for the development of business cases for Transforming Cities Fund projects, the carrying out of public consultation and the development and working up of designs for Transforming Cities Fund Projects.
- 4) That authority be delegated to the Service Director (Legal, Governance and Commissioning) the authority to enter into any funding agreement with the West Yorkshire Combined Authority as referred to in para. 6.1.3.

252 Huddersfield Public Art Plan

(Under the provisions of Council Procedure Rule 36(1) Cabinet received representations from Councillors Bolt, Cooper, D Hall and J Taylor).

Cabinet received a report which sought approval for the Huddersfield Public Art Plan, which set out an approach and projects to support the cultural regeneration of Huddersfield as part of the Huddersfield Blueprint and adopted Kirklees Public Art Policy.

The Art Plan report, which was attached as an appendix to the considered report, outlined the range which included permanent pieces, temporary projects and interventions to support the cultural revival of Huddersfield. Cabinet were advised that the plan aimed to support the development of the town centre over the next ten years through a programme of temporary and permanent public art commissions and that commissioned artists would take inspiration from Huddersfield's rich heritage, diverse cultures and unique landscape to produce high quality artworks.

The report advised that, subject to approval, the Huddersfield Public Art Plan would be embedded within the Huddersfield Blueprint and that engagement would take place to ensure that quality cultural public realm, public art and creative interventions were delivered.

RESOLVED - That approval be given to the Huddersfield Public Art Plan.

253 Achieve and Aspire Strategic Priorities Libraries & Public Buildings Programme – Proposals to allocate funding to and deliver the new build Birkby Fartown Library

(Under the provisions of Council Procedure Rule 36(1) Cabinet received representations from Councillors Bolt and Sokhal).

Cabinet received a report which sought approval for the allocation of a capital budget of £799k for the proposed replacement new build library facility at Birkby Fartown as identified within the libraries and public buildings section of the Council's five year capital plan, as approved by Council on 12 February 2020.

The report requested that approval be given for the proposed new build development located off Lea Street, adjacent to Birkby Junior School (as illustrated at Appendix A to the considered report). The report advised that the site was a short walk from the previous library location on Wasp Nest Road, which ceased during 2018 and the building was converted to school accommodation. Cabinet were advised that the new proposed site occupied a small section of a former railway cutting, which was now used as a greenway, with a maintained walking and cycling route and had the potential to provide a vital community link.

Appendix B to the report set out indicative layouts and visuals which had been produced by an external architectural consultant and that following a tender exercise a successful contractor had been identified to deliver the scheme. The report advised that the proposal was for the construction of a single storey high performance library building with a stone faced façade and 165m sq. internal floor area. It was noted that the proposed completion of the scheme would be scheduled for April 2021.

RESOLVED –

- 1) That approval be given to the allocation of a capital budget of £799k for the delivery of a replacement new build library facility at Birkby Fartown, as outlined in the considered report.
- 2) That approval be given to the preferred site location for the proposed new build off Lea Street, adjacent to Birkby Junior School, as set out at Appendix A.
- 3) That Officers be authorised to procure and implement a new build library for Birkby Fartown as described within the report, subject to a satisfactory conclusion of the 'Stopping Up' order for the Greenway on Lea Street.

254 Corporate Financial Monitoring Report - Quarter 1, 2020-2021

(Under the provisions of Council Procedure Rule 36(1) Cabinet received representations from Councillors D Hall and J Taylor).

Cabinet received a report which set out financial monitoring information in regards to (i) General Fund Revenue (ii) the Housing Revenue Account and (iii) the Capital Plan, as at Quarter 1 (month 3) 2020-2021.

The report advised that (i) the Council's revised General Fund controllable (net) revenue budget for 2020/2021 was £305.4m, which included planned (net) revenue

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savings in-year of £2.8m (ii) the revised budget included a number of planned transfers from reserves during the year, the most significant being £1.3m from the Revenue Grants reserve, £0.8m from the Public Health reserve and £0.6m from the Strategic Investment Support reserve.

Cabinet were advised that there was a forecast overspend of £7.7m against the £305.4m revised budget at Quarter 1, equivalent to 2.5% which represented forecast £4.64m unfunded pressures relating to Covid 19 and forecast £3.04m net pressures elsewhere.

The report provided information on the impact of Covid 19 upon the Council's finances, advising that the Government had allocated £3.7billion un-ringfenced Covid funding to the local government sector nationally. Further details were also provided in regards to (i) general fund reserves (ii) the collection fund (iii) the housing revenue account (iv) capital budget and (v) 2020/2021 budget proposals.

RESOLVED –

- 1) That in regards to the General Fund (i) the 2020/2021 forecast revenue overspend of £7.7m as at Quarter 1 be noted (ii) the 2020/2021 forecast £7.6m High Needs overspend which as per current DfE guidance will roll forward into 2021/2022 on the Council balance sheet as a negative reserve be noted (iii) that, in conjunction with the assumed continued support of Central Government to adequately compensate the Council for Covid 19 pressures, the Council's Executive Team continue to identify opportunities for spending plans to be collectively brought back in line within the Council's overall budget by year end (iv) approval be given to the proposed use of Kirklees allocation of £551k supplementary hardship funding through the existing Local Welfare Provision Scheme, as outlined in para. 1.2.12 (v) the forecast year-end position on corporate reserves and balances be noted (vi) the details of the financial support package to Adult Social Care Providers, as outlined in Appendix 10, further to the agreed delegation of approval to the Strategic Director with responsibility for Adult Social Care in consultation with the S151 Officer and Cabinet Members with responsibility for Adult Social Care and Resources, be noted.
- 2) That the forecast position on the Collection Fund as at Quarter 1 be noted.
- 3) That the Quarter 1 forecast Housing Revenue Account position and forecast year-end reserves position be noted.
- 4) That in regards to Capital (i) the Quarter 1 forecast capital monitoring position for 2020/2021 be noted (ii) approval be given to re-profiling across years of the capital plan as set out within the report and at Appendix 6 (iii) approval be given to £1.225m additional funds required for Brambles Primary Academy (iv) approval be given to £2m capital proposals for Children's homes, as set out within the report and at Appendix 7 (v) approval be given to capital proposals relating to infection, prevention and control measures on in-house residential homes (vi) authority be delegated to the Strategic Director (Adults, Housing and Health) to use IPC funding towards building works on other internal care homes (vii) approval be given to an additional £1.44m capital funds to replace the existing outdated Adults Social Care case management system CareFirst (revised overall programme cost of £2.49m including £347k

revenue costs) as set out within the report and at Appendix 8 (viii) approval be given to a £2.5m refurbishment scheme at Civic Centre 1 to adapt to a post Covid-19 working environment, as set out within the report and at Appendix 9 (ix) approval be given to the release of funding from the Sustainability of Major Town Halls – Service Development capital programme line for redecoration and refurbishment works at Dewsbury Town Hall (x) approval be given to the release of funding from existing Town Centre Action Plan capital budgets to fund expenditure on Town Centre Footfall Count Cameras and (xi) the increase in funding for Transforming Cities Fund from the low scenario to the high scenario, and a longer programme timeline to be determined and managed by West Yorkshire Combined Authority, be noted.

255 Code of Practice for Commercial Property Relationships during the COVID-19 pandemic

Cabinet gave consideration to a report which sought approval to adopt the Government's Code of Practice for commercial property relationships to provide a basis for future negotiation with tenants of the Council's leased estate seeking support to mitigate the economic impacts of Covid-19.

Cabinet noted that, as the majority of businesses had re-commenced trading, the Council had resumed its charging regime for tenants of the leased estate and whilst many businesses had received grants or financial support, some remained in financial hardship. The report advised that the Government had published a Code of Practice for managing commercial property relationships during the pandemic which suggested that landlords who are able to support tenants who are in genuine financial difficulty should try to do so. The report recommended that the Council adopts the Government's Code of Practice to provide the basis for managing requests for financial support on a case by case basis.

Cabinet were advised that, subject to approval of the Code, further engagement would take place with tenants and business organisations to publicise the proposed approach and that tenants who indicate that they are unable to meet payment arrangements will be invited to apply for support.

RESOLVED –

- 1) That the adoption of the Government's Code of Practice for commercial property relationships to provide the basis for future negotiations with tenants of the leased estate in relation to further financial assistance be approved.
- 2) That authority be delegated to the Strategic Director (Economy and Infrastructure) and Service Director (Finance), in consultation with the Cabinet Member for Corporate Services, to establish an appropriate scheme of financial assistance for tenants of the Council's leased estate, in accord with the principles established in the Code of Practice.
- 3) That authority be delegated to the Strategic Director (Economy and Infrastructure) to implement and monitor the scheme of financial assistance.

256 Disposal of land at St Paul's Road, Mirfield

(Under the provisions of Council Procedure Rule 36(1) Cabinet received a representations from Councillor Bolt).

Cabinet gave consideration to a report which sought approval to dispose of the former council depot site at St Paul's Road, Mirfield, to Connect Housing at 'less than best consideration' to deliver a 13 unit development of affordable supported living apartments for adults with a social care need.

The report advised that that the site currently comprised one and two storey highway depot buildings and that Connect Housing were seeking planning permission to demolish the buildings and erect a two-storey supported living apartment block of 13 one and two bedroom apartments with associated offices, gardens and parking provision to deliver a supported living scheme for people with learning disabilities. The development would be CQC registered and had been developed by Connect Housing in partnership with Kirklees Commissioning and Health Partnerships in order to provide specialist housing to meet local need.

The report advised that the unrestricted and restricted value of the land, valued in accordance with the Local Government Act 1972 General Disposal Consent 2003, was £167,000. It advised that an initial assessment of costs had indicated that there would be a need to dispose of the land at an undervalue in order to make the scheme viable, details of which were set out within an exempt appendix to the report.

(Cabinet gave consideration to the exempt information at Agenda Item 17 (Minute No. 258 refers) prior to the determination of this item.

RESOLVED –

- 1) That approval be given to granting State Aid to Connect Housing.
- 2) That the disposal of the land at 'less than best consideration' to a specialist housing provider (Connect Housing), be approved.
- 3) That authority be delegated to the Strategic Director (Economy and Infrastructure) to (i) negotiate and agree the terms of disposal with Connect Housing and (ii) determine the appropriate level of discount following comprehensive assessment of Connect Housing's development appraisal.
- 4) That authority be delegated to the Service Director (Legal, Governance and Commissioning) to enter into and execute any agreement and other ancillary documents necessary to dispose of the land to Connect Housing for use as specialist supported housing.

257 Exclusion of the Public

RESOLVED – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting during the consideration of the following item of business, on the grounds that it involves the likely disclosure of exempt information, as defined in Part 1 of Schedule 12A of the Act.

258

Disposal of land at St Paul's Road, Mirfield

(Exempt information relating to Part 1 of Schedule 12A of the Local Government Act 1972, namely that the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption outweighs the public interest in disclosing the information and providing greater openness and transparency in the Council's decision making).

Cabinet gave consideration to the exempt information prior to the determination of Agenda Item 15 (Minute No. 256 refers).

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Contact Officer: Jenny Bryce-Chan

KIRKLEES COUNCIL

CABINET

Tuesday 22nd September 2020

Present: Councillor Shabir Pandor (Chair)
Councillor Viv Kendrick
Councillor Naheed Mather
Councillor Peter McBride
Councillor Carole Pattison
Councillor Cathy Scott
Councillor Rob Walker

Observers: Councillor Martyn Bolt
Councillor Anthony Smith

Apologies: Councillor Musarrat Khan
Councillor Graham Turner

259 Membership of Cabinet

Apologies for absence were received on behalf of Councillor Graham Turner and Councillor Musarrat Khan.

260 Interests

There were no declarations of interest.

261 Admission of the Public

All agenda items were considered in public session.

262 Deputations/Petitions

Cabinet received a deputation from Heather Peacock, Greenhead Trees Group.

A response was provided by the Cabinet Member for Regeneration (Councillor Peter McBride)

263 Questions by Members of the Public (Written Questions)

Cabinet received the following questions from Members of the Public:

Question from Gary McAdam

“The latest statistics show that Kirklees Council has one of the worst rates for test-and-trace in England. Given that less than 50% of all contacts were reached by the council. What is the council planning to change in order to prove to residents that

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filling in test and trace forms is a worthwhile endeavour and what are they doing to ensure they reach the government target of at least 80% contacts reached”?

A response was provided by the Leader of the Council (Councillor Shabir Pandor)

Question from Gary McAdam

“When will the council be returning to meetings in public rather than using the online virtual meeting system?”

A response was provided by the Leader of the Council (Councillor Shabir Pandor)

Question from James Taylor

“I've been looking at the planned "improvements" that Kirklees have been advertising along with the WYCA for the Mirfield to Leeds (M2D2L) Transport scheme consultation which raises several issues. Firstly, who has drawn up the plans for this regarding the Mirfield section and although there's the Kirklees logo on the plans with Kirklees be actually making comments on these proposals. I was wondering if Kirklees or WYCA had recently had some work experience pupils in or if they had suddenly employed Bob the Builder.

I ask because whoever has drawn up the plans for the Mirfield section sees fit to remove some grass verges and trees along the route, move the main bus stops and bus lay-by where buses can pull in if they're ahead of time and move the bus stops to outside the library which has the narrowest bit of pavement in the town centre as well as making a road no entry that has a veterinary surgery there?”

A response was provided by the Cabinet Member for Regeneration (Councillor Peter McBride)

Question from James Taylor

“Do Kirklees Highways and Planning departments actually speak to each other? Regarding this transport scheme consultation there is a plan to install a new pelican crossing in Mirfield on Huddersfield Road. A couple of weeks ago at the virtual Strategic Planning Committee there was an application for a new supermarket on Huddersfield Road, Mirfield. The planning committee was told that a pelican crossing wouldn't be suitable on Huddersfield Road by a highways officer but now we have a situation where a pelican crossing would be suitable about 100 yards away through this transport scheme consultation, why when a developer could be asked through s106 to pay for a pelican crossing is the answer no way according to highways but then when its coming out of KMC/WYCA is it suddenly yes?”

Councillor Peter McBride to refer the matter to officers for a response

Question from James Taylor

“The former Swan pub on the A644 literally on the Mirfield border recently got planning permission for a petrol station and shops, part of the conditions granted

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were that the developer had to contribute a lump sum in s106 to widen the A644 in proximity to the site. Going back to this transport scheme by KMC/WYCA there are no proposals on the plans to increase road width on the A644 by the former Swan public house, so why is a developer paying s106 monies for road improvements that aren't part of this transport scheme consultation.”

Councillor Peter McBride to refer the matter to officers for a response

Question from James Taylor

“I understand that the final proposals for the rail improvements between Huddersfield and Dewsbury are going to the Department of Transport this Autumn to be signed off. What plans have Kirklees put in place and planning to put in place for what is going to be an extremely busy time. We are possibly going to be in a situation with no trains in Mirfield for several years, there's these proposed works from the KMC/WYCA transport scheme, there's also the proposed improvements to Cooper Bridge and the motorway.

Could we be in a situation where there is no train service for several years and two major highways programmes all running at the same time affecting Mirfield which would obviously have a major impact on the infrastructure and not forgetting any day that has a "Y" in it can also guarantee the motorway having accidents on it and the likes of Yorkshire Water, Northern Gas Networks and Northern Powergrid digging up somewhere.?”

A response was provided by the Cabinet Member for Regeneration (Councillor Peter McBride)

264

Questions by Elected Members (Oral Questions)

Cabinet received the following questions from Members of the Council:

Question from Councillor Martyn Bolt

The question relates to the Bradley to Brighouse Scheme and the lack of information about Cabinet's strategy for Active Travel Routes. Which one is the priority to be delivered and what order will all the active travel corridors be delivered in? Bradley to Brighouse Greenway, what is your definition of a greenway. For the majority of people since we started developing them in 1998, it's a walking, cycling and horse riding route. There is no information in the literature about how much this is costing the public purse, so why is the material so lacking in detail and definition yet asking people to comment on it.

A response was provided by the Cabinet Member for Regeneration (Councillor Peter McBride)

Supplementary question from Councillor Martyn Bolt

I am surprised to hear Councillor McBride say that the details are not known to us because on the website it says the scheme is being delivered by Kirklees Council in

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partnership with Calderdale Council. Kirklees Council is the lead authority on it. You would imagine that when a scheme is being put forward to West Yorkshire Combined Authority, and I did ask how much this is costing it is £2.4million and it is so scant on detail which is a concern. Two years ago, we were consulted on the major highway scheme on the same alignment, the Cooper Bridge consultation scheme. Residents over many areas engaged with the council submitted responses and two years down the line there has been no report back to Cabinet on the outcome of that consultation process. Three options were formally submitted, and residents submitted many more. In any normal environment those consultation responses would have been analysed and a report would come back on options for future development.

What we are seeing now is another £2.4 million being spent on the same corridor for 2 conflicting schemes. The Cooper Bridge Scheme already had active travel measures embedded in it, it is a concern. Why do we know so little about this scheme? How can people comment on such scant regard and why 2 years later have you not brought anything back on the Cooper Bridge Scheme.

A response was provided by the Cabinet Member for Regeneration (Councillor Peter McBride)

Question from Councillor Martyn Bolt

We referred earlier to the massive scheme which is the Trans-Pennine route upgrade. Again, we have seen no information back through Cabinet from Kirklees' submission on this and, what submission has Kirklees made? What plans is it making to dovetail into the much needed bridge replacement at Colne Bridge near the Royal and Ancient Pub to tie in with what Network Rail will be doing when they replace other bridges. Obviously, there will be disruption while Network Rail replaces bridges. You can't pass through while the road is closed it would make sense for the other bridges on that corridor between, the White Cross traffic lights and Bog Green Lane to all be replaced at the same time and enhance the corridor. Has this been factored in and, as a matter of interest where in Mirfield is the A629 you mentioned earlier?

A response was provided by the Cabinet Member for Regeneration (Councillor Peter McBride)

Supplementary question from Councillor Martyn Bolt

There was nothing in that response that answered the questions I asked which was relating to the other road bridges on Colne Bridge which are the responsibility of Kirklees. You are mistaking the rail bridges, but then you have bridges which cross the river Colne and they cross the canal. Those carry the highway; those are highway bridges.

A response was provided by the Cabinet Member for Regeneration (Councillor Peter McBride)

265 Potential Reorganisation in the Dewsbury West School Place Planning Area – Outcome Report

Cabinet received a report which outlined the outcome from the non-statutory consultation on the potential reorganisation of school places at St John's CE(VC) Infant School and Westmoor Primary School.

On the 14 January 2020, Cabinet approved officers to undertake a non-statutory consultation on school led proposals for the potential reorganisation of school places at St John's CE(VC) Infant School and Westmoor Primary School. Members requested that officers report back on the outcome and conclusions of the non-statutory consultation to Kirklees Council Cabinet for further consideration of the next steps.

The appended report detailed the findings from the consultation and officer recommendations. Cabinet noted that the impact of the proposed changes to the two schools, St Johns and Westmoor had become clearer. Whilst parents, particularly of St Johns would approve the school becoming an all through infants and junior school, the financial impact and sustainability of Westmoor School and possibly other schools nearby could not be guaranteed. There are sufficient school places in the area and numbers in the area are decreasing. Following the consultation, some of the consultees, and officers concluded that the proposals could lead to severe financial pressures on schools other than St Johns and the local sustainability of school places in the area would be at risk.

RESOLVED – That Cabinet does not support the current proposals at this time on the grounds that it does not meet the criteria the Council would normally apply to such proposals and agrees that engagement be facilitated with all parties to discuss the outcome of the consultation and explore opportunities for other options/proposals either now or in the future

266 Small Affordable Housing Sites Programme Update - Disposal of land at Plane Street, Newsome

(Under the provisions of Council Procedure Rule 36(1) Cabinet received representations from Councillor Bolt)

Cabinet received a report which provided an update on the Small Affordable Housing Sites Programme. The report was seeking Cabinet approval to dispose of a site at Plane Street, Newsome, Huddersfield and varying the terms of the previous Cabinet authority of 29 August 2018 to enable the disposal of the at less than market value.

Cabinet was advised that the development will provide 30 new affordable homes on the site of the former Stile Common School, Plane Street, Newsome. While this might not be the most ideal way of achieving the objective of increasing the number of affordable houses as it is expensive, the programme is being subsidised by Homes England and the aim is to get the right number of houses, of the right type in the right place. This will be achieved jointly with the public agency and is another one of those programmes that is being additionally funded by Homes England and is welcomed.

RESOLVED -

- 1) That the programme update, and the proposed investment of the Preferred Partner and Homes England in enabling the acquisition and development of the third phase site at Plane Street Newsome, be noted.
- 2) That approval be given to the disposal of land at Plane Street, Newsome, as detailed in the considered report.
- 3) That authority be delegated to the Strategic Director (Economy and Infrastructure) to negotiate and agree terms and dispose of land at Plane Street.
- 4) That authority be delegated to the Service Director (Legal, Governance and Commissioning) to enter such agreements on negotiated and agreed terms for disposal.
- 5) That it be noted that the scheme will enable the delivery of the third phase of the SAHS programme and contribute to the delivery of the Council's Housing Strategy and Housing Growth Plan.

267 Community Asset Transfer Policy 2020

(Under the provisions of Council Procedure Rule 36(1) Cabinet received representations from Councillor Bolt)

Cabinet received a report requesting approval for a revised Community Asset Transfer Policy 2020. The revised policy will supersede the Community Asset Transfer Policy 2017 and has been developed to support the Council's Corporate Vision and shared outcomes.

Cabinet was advised that this policy is to further the aims of the authority by supporting communities in place-based working and giving local people greater control over the assets and services that are delivered in their area. Transferring an asset to a local community organisation can unlock community power, encourage volunteer commitment, help utilise local intelligence, and allow these organisations to attract the necessary capital investment to create a thriving community hub. It also provides an opportunity for more efficient and effective use of buildings and land and supports the delivery of the District's shared outcomes, as set out in the Corporate Plan.

All transfers are by long leasehold of a 125 years and freehold transfers will only be considered in exceptional circumstances and will be at the discretion of the Council. The revised policy will be a positive way forward for communities. Members were directed to section 2.5 of the appended report which outlined the revisions to the policy; and section 2.7 which provided details of the framework.

RESOLVED -

- 1) That the Community Asset Transfer Policy 2020 be approved.
- 2) That authority be delegated to the Strategic Director or Service Director, in accordance with the Scheme of Delegation, and in consultation with the

Cabinet Portfolio Holder, for the determination of post transfer loan applications.

268 Huddersfield and Dewsbury Town Centre Finance

Cabinet received an update report on the current status of the Blueprint Programmes in terms of finance. Cabinet was advised that the report sets out how money is being assigned on the range of different schemes in Huddersfield Dewsbury Town Centres. There is a constant juggling of internal and external resources and it can be difficult to keep track and keep the momentum as money is being shifted from different programmes as cost and speed of access from external resources becomes available.

The report provided a summary of the budget available for Huddersfield and Dewsbury, showing each element agreed in the Council's Capital Plan and any additional funding that had been agreed. The revitalisation of town centres, in particular through the delivery of the projects identified in the Blueprint programmes represent Huddersfield and Dewsbury town centres' contribution to the overall economic recovery of the district as articulated by the Economic Recovery Plan. Much of the budget has now been allocated to specific projects.

RESOLVED -

- 1) That the projects and status of the budgets for the town centre programmes as set out in section 2.5, 2.6 and Appendix 1 of the considered report be noted.
- 2) That the Council's current contribution to the identified projects, as set out at para. 2.7, be approved.
- 3) That the agreed sums of match funding, as set out at para. 2.7, be approved and drawn into the capital plan, and that Officers be authorised to incur expenditure on the working up of plans and proposals for the project/s.
- 4) That approval be given to utilising up to £1m of town centre capital to develop and deliver a town centre programme of public realm improvements across both towns (para. 2.10 refers).
- 5) That approval be given to accepting appropriate development funds for projects as set out at para. 2.19, for use by Kirklees Council and its agents, and that Officers be authorised to enter into grant and other agreements, where necessary, and to incur expenditure on the working up of plans and proposals for the projects.

269 Proposal to allocate funding from the Sustainable Economy Strategic Priorities Capital Plan to the Huddersfield Market Hall Multi-Storey Car Park Demolition Scheme

(Under the provisions of Council Procedure Rule 36(1) Cabinet received representations from Councillor Bolt)

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Cabinet considered a report which set out a proposal to allocate funding from the Sustainable Economy Strategic Priorities Capital Plan to the Huddersfield Market Hall Multi-Storey Car Park demolition scheme.

Cabinet was asked to approve £875K for the demolition of the Multi Storey car park and the creation of a temporary surface car park providing approximately 115 parking spaces. The capital expenditure would be funded from the Sustainable Economy Strategic Priorities section of the Council's five-year Capital Plan, which was approved by Council on 12th February 2020.

The report described that the extensive works outlined would be complex and involve substantial temporary works. Such works would take over a year to implement at a cost exceeding £5m.

RESOLVED -

- 1) That approval be given to the demolition of Huddersfield Market Hall multi storey car park.
- 2) That approval be given to the creation of a temporary surface car park on the cleared site of the former multi storey car park.
- 3) That approval be given to the proposed allocation of £875k to enable the works stated in (i) and (ii) above to be implemented, which would be funded from the Sustainable Economy Strategic Section of the Council's Five Year Plan, as approved on 12 February 2020.

Contact Officer: Leigh Webb

KIRKLEES COUNCIL

CABINET

Tuesday 20 October 2020

Present: Councillor Shabir Pandor (Chair)
Councillor Viv Kendrick
Councillor Musarrat Khan
Councillor Naheed Mather
Councillor Peter McBride
Councillor Carole Pattison
Councillor Cathy Scott
Councillor Graham Turner
Councillor Rob Walker

Observers: Councillor Martyn Bolt
Councillor John Taylor
Councillor Nigel Patrick
Councillor Elizabeth Smaje
Councillor Anthony Smith

270 Membership of Cabinet

All Members of Cabinet were present at the meeting.

271 Minutes of previous meeting - 1 September and 22 September 2020

RESOLVED – That the minutes of the meetings held on 1 September and 22 September 2020 be approved as a correct record

272 Interests

Councillors Mather and Pattison advised that, in their capacity as Board Members for Kirklees Neighbourhood Housing, they had been granted dispensations on Agenda Item 9, and were permitted to speak but not vote on the item.

273 Admission of the Public

It was noted that all agenda items would be considered in public session.

274 Questions by Members of the Public (Written Questions)

Cabinet received the following question from members of the Public;

Question from James Taylor

“What work is the Council doing to enable that some form of Remembrance Services will be able to take place across the Borough on Remembrance Sunday. As Cabinet will be aware the Remembrance Sunday service in Mirfield is usually one of the largest in the country. I’m aware we’re all in a difficult position at the

Cabinet – 20 October 2020

moment with local lockdowns, however do the Council feel something will be able to happen abiding of course by national and local restrictions?"

A response was provided by the Leader of the Council.

Question from James Taylor

"On Wednesday night/Thursday morning for the first time this Autumn the Spen Beck at Northorpe and the River Calder at Ledgard Bridge both were recorded on the gov.uk website as exceeding the floodline on the relevant graphs.

What work has the local authority been undertaking to protect businesses and households since the River Calder reached it's highest ever recorded level of 5.40 metres on 9th February 2020 and has Kirklees been raising any concerns of flooding or making any recommendations to the Environment Agency?"

A response was provided by Councillor Walker (Cabinet Member for Culture and Environment)

Question from James Taylor

"Looking at the plans that Network Rail published on Monday 5th October for the proposed rail line upgrade between Huddersfield and Westtown I read that moving part of the line on the Colnebridge/Mirfield border would lead to the damage and loss of wildlife habitats especially for badgers and bats.

If and when this projects "get on track" does Kirklees have a duty of care in trying to protect wildlife and their habitats even if the land isn't owned by Kirklees but Network Rail?"

A response was provided by the Cabinet Member for Regeneration (Councillor McBride).

Question from James Taylor

"I follow Kirklees on social media and get emails from Kirklees Together which tend to be full of useful information and no doubt @kirkleeswinter twitter feed will be coming out of hibernation soon so may I ask what are the current grit stock levels in readiness for Winter and how do stock levels compare to previous years?"

A response was provided by Councillor Walker (Cabinet Member for Culture and Environment)

275

Questions by Elected Members (Oral questions)

Cabinet received the following questions from Members of the Council;

Question from Councillor Bolt

"Where was a decision taken to mothball the Mayoralty and reduce the duties and engagements of the Mayor."

A response was provided by the Leader of the Council.

Question from Councillor Bolt

“Who took the decision in August 2020 to withdraw funding for the provision of civic remembrance events across the Borough.”

A response was provided by the Leader of the Council

Question from Councillor A Smith

“Could the Covid-19 protection work programme of the Kirklees Cohesion Team be rolled out across the Borough”

A response was provided by the Leader of the Council.

Question from Councillor Patrick

“How long will it be before the school drop off point on school land adjacent to Thongsbridge Co-op is delivered.”

A response was provided Councillor Walker (Cabinet Member for Culture and Environment)

Question from Councillor J Taylor

“Why are 2 out of 3 speed indicators in the Kirkburton Ward currently not working?”

A response was provided by the Leader of the Council.

Question from Councillor Patrick

“In four sites in the Holme Valley south properties have been flooded as a result of new builds. How confident are you that new homes being built on a former landfill site that secures the safety of new home owners and existing property owners?”

A response was provided by the Cabinet Member for Regeneration (Councillor McBride).

Question from Councillor J Taylor

“Why are Kirklees Council still unable to currently recycle cardboard?”

A response was provided by the Cabinet Member for Greener Kirklees (Councillor Mather).

Question from Councillor Bolt

“Where can residents see Kirklees Council’s response to the Trans Pennine route upgrade?”

A response was provided by the Cabinet Member for Regeneration (Councillor McBride).

Question from Councillor Patrick

Why has action been taken by the public rights of way service against people who have replaced field gates with electric gates to prevent rural crime?”

A response was provided by the Cabinet Member for Culture and Environment (Councillor Walker).

Question from Councillor Bolt

“Where is the information relating to 3 changes that have been agreed, following the public consultation, in relation to the Cooper Bridge By Pass”

A response was provided by the Cabinet Member for Regeneration (Councillor McBride).

276 Ad-Hoc Scrutiny Report – Consultation on the Future Arrangements for the Management of the Council’s Residential Housing Stock

Councillor Smaje, Chair of Overview Management Committee, presented a report from the Ad-Hoc Scrutiny Panel setting out the findings on the consultation process and the on-going work relating to the future arrangements for management of Kirklees social housing stock. The Panel was initially established by the Overview and Scrutiny Management Committee (OSMC) in November 2019 to carry out a focussed piece of work to identify the best option(s) for the Council to achieve the right balance of risk and outcomes for local residents in relation to the housing stock for which it is the landlord. The outcome of that scrutiny exercise was reported to Cabinet on 21st May 2020 setting out a number of recommendations which were noted by Cabinet as part of its consideration of the options for the future management of its housing stock on 2nd June 2020.

The Ad-hoc Panel have continued their work over the summer period and the report set out their findings.

RESOLVED –

1. That the responses from the Ad-hoc Scrutiny Panel as set out in Appendix A be noted, including the Panel’s recommendation for further work to be undertaken in respect of:
 - youth engagement
 - strengthening the tenant voice
 - learning from the consultation to be put in place
 - how any changes in governance structure for housing going forward enables engagement and listening to the wider tenant and leaseholder body.
 - ensuring that the housing panels contribute to the cabinet decisions
2. That the request for how ward councillors can have greater involvement moving forward be explored.

277 Decision on the Future Model for the Management and Maintenance of Kirklees Council Housing

Cabinet gave consideration to a report setting out the outcome of the formal tenant engagement on the management and maintenance of the housing stock and status of the recommendations from the previous Cabinet report of 2nd June 2020; to ask that Cabinet ratifies their previous 'in principle' decision to change the model for management of its housing stock to an in-house delivery model and to consider and approve the proposed approach to delivery and implementation set out in the report.

The report also provided information on the outcomes of the formal tenant engagement requested by Cabinet along with any recommendations from the Ad-Hoc Scrutiny meeting on 21st September 2020 and comments from the KNH Board Special Meeting, who were supportive of the approach, held on 28th September 2020. At these meetings, a final update on the findings from the engagement (to 26th August 2020) were presented, along with options for ensuring the tenant's voice is heard in strategic decision making if services were joined with the Council.

RESOLVED -

1. That Cabinet note the outcome of the formal tenant and leaseholder engagement on the management and maintenance of the housing stock carried out June-September 2020
2. That Cabinet notes the work and recommendations of the Ad-Hoc Scrutiny Panel.
3. That Cabinet ratifies their previous 'in principle' decision to change the model to an in-house delivery model in light of the information provided in the report and agrees to proceed to seek a mutual termination of the current contract with KNH by 31.3.21 in order to directly manage the arrangements for its housing stock.
4. That Cabinet approves the proposed approach to Assurance and Tenant Involvement.
5. That authority be delegated to:
 - the Strategic Director for Adults and Health in consultation with the Portfolio holder to take all relevant steps to implement the decision.
 - the Service Director Legal, Governance and Commissioning to enter into all relevant legal documents on behalf of the Council to enable implementation of the decision.

278 Council Budget Strategy Update; 2021-2022 and following years

Cabinet considered a report to determine the approach to the annual update of the Council's Medium Term Financial Plan (MTFP) which is reported to full Council each year, and sets a framework for the development of draft spending plans for future years by officers and Cabinet. The provisional budget strategy in the report provides a budget planning framework to consider subsequent budget proposals that will deliver a balanced revenue budget for the following financial year 2021/22 and indicative funding and spending forecasts for the following 4 years. This report also provided a framework for an updated multi-year capital plan.

RESOLVED –

1. That the funding and spend assumptions informing the updated budget forecasts as set out in section 2.3 to 2.15 of the report be noted

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2. That the current and forecast earmarked reserves and general balances as set out at Appendix B be noted
3. That the corporate budget timetable and approach set out at Appendix F be noted.
4. That the report be submitted to Council on 21 October 2020 with a recommendation:

- (i) That the revised Minimum Revenue Provision Policy as set out in Section 2.14 of the report be approved
- (ii) That the decision on preferred option for Business Rates Pool arrangements for 2021/22 to be delegated to the Chief Executive and Service Director – Finance, in consultation with the Leader and Corporate Portfolio holder, as per Section 2.4 of the report be approved
- (iii) That the updated multi-year capital budget plans as set out at Appendix D be approved
- (iv) That the flexible capital receipts strategy set out in Section 2.17 of the report be approved
- (v) That the financial planning framework set out in Section 1.4 of the report be approved
- (vi) That the budget consultation approach and timetable set out in Section 3 of the report be approved.

279

Our Council Plan

Cabinet gave consideration to a report setting out provision for a one-year extension to the existing 2018 – 2020 Corporate Plan. For this revision the name of this key document has been changed from ‘Corporate Plan’ to ‘Council Plan’ to clarify its council and community-wide nature and impact. The revised Plan puts tackling inequalities front and centre and presents it as the Council’s critical mission going forward. The Council Plan was due to be redeveloped earlier this year but was put on hold due to the impact of the Coronavirus pandemic. As a result, a one-year extension to the existing Plan is proposed.

Appended to the Plan, a supporting document ‘Measuring our impact and progress against the 2018/20 Corporate Plan’ was submitted which provides information on the direction of travel for the Plan’s longer-term population indicators, as well as a narrative presenting a summary of current progress against each of the outcomes and the Council’s key delivery commitments in the previous 2018/20 Plan. It sets out the Council’s ongoing commitment to our shared outcomes and provides an update in the context of the coronavirus pandemic and our recovery framework. The revised Plan puts tackling inequalities front and centre and presents it as Kirklees critical mission going forward.

RESOLVED –

Cabinet recommends approval of “Our Council Plan” to full Council at its meeting on 21 October 2020 (with delegated authority to the Chief Executive to make any subsequent required amendments in consultation with the Leader).

280 Tackling Inequalities

Cabinet received a report setting out proposals for an Inequalities Commission that will work closely with partners and communities to direct and instigate action, focus on better understanding of the issues faced, and take forward clear actions to advance equality in Kirklees. This work will build on recent activity to tackle immediate inequalities that people have faced as a direct impact of the coronavirus pandemic and will also include initial actions to address immediate priorities.

RESOLVED – That Cabinet approve the three priority actions and that Cabinet recommends that Council notes the report and endorses the establishment of the Inequalities Commission

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Friday 23rd October 2020

Present: Councillor Shabir Pandor (Chair)
Councillor Viv Kendrick
Councillor Musarrat Khan
Councillor Naheed Mather
Councillor Peter McBride
Councillor Carole Pattison
Councillor Cathy Scott
Councillor Graham Turner
Councillor Rob Walker

281 Membership of Cabinet

All Cabinet Members were present.

282 Interests

No interests were declared.

283 Admission of the Public

All agenda items were considered in public session.

284 Deputations/Petitions

No deputations or petitions were received.

285 Questions by Members of the Public (Written Questions)

No questions were asked.

286 Questions by Elected Members (Oral Questions)

Cabinet received the following question;

Question from Councillor Munro

“Why can’t the Council find the money for a public toilet block and visitor information facility if that is what is needed in the area of Castle Hill?”

A response was provided by the Cabinet Member for Resources (Councillor Turner)

287 Kirklees Council's response to the Planning White Paper

(Under the provision of Council Procedure Rule 36(1) Cabinet received representations from Councillors Lawson and Munro).

Cabinet received a report which set out details of the Council's response to the 'Planning for the Future' White Paper, prior to the Government's consultation deadline of 29 October 2020.

The report advised that the White Paper set out fundamental changes to the way in which the planning system works, set out within the sections of (i) planning for development (ii) planning for beautiful and sustainable places and (iii) planning for infrastructure and connected place.

The White Paper set out a series of questions relating to the proposed changes, and Members were provided the opportunity to comment upon the content of the report, which provided a summary of key issues and a summary of consultation responses, as drafted by officers. Appendix 1 to the report included the full draft response to each of the consultation questions.

Comments were received by Members in regards to the Council's response to the Planning White Paper.

KIRKLEES COUNCIL			
COUNCIL/CABINET/COMMITTEE MEETINGS ETC			
DECLARATION OF INTERESTS			
Name of Councillor			
Item in which you have an interest	Type of interest (eg a disclosable pecuniary interest or an "Other Interest")	Does the nature of the interest require you to withdraw from the meeting while the item in which you have an interest is under consideration? [Y/N]	Brief description of your interest

Signed: Dated:

NOTES

Disclosable Pecuniary Interests

If you have any of the following pecuniary interests, they are your disclosable pecuniary interests under the new national rules. Any reference to spouse or civil partner includes any person with whom you are living as husband or wife, or as if they were your civil partner.

Any employment, office, trade, profession or vocation carried on for profit or gain, which you, or your spouse or civil partner, undertakes.

Any payment or provision of any other financial benefit (other than from your council or authority) made or provided within the relevant period in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses.

Any contract which is made between you, or your spouse or your civil partner (or a body in which you, or your spouse or your civil partner, has a beneficial interest) and your council or authority -

- under which goods or services are to be provided or works are to be executed; and
- which has not been fully discharged.

Any beneficial interest in land which you, or your spouse or your civil partner, have and which is within the area of your council or authority.

Any licence (alone or jointly with others) which you, or your spouse or your civil partner, holds to occupy land in the area of your council or authority for a month or longer.

Any tenancy where (to your knowledge) - the landlord is your council or authority; and the tenant is a body in which you, or your spouse or your civil partner, has a beneficial interest.

Any beneficial interest which you, or your spouse or your civil partner has in securities of a body where -

- (a) that body (to your knowledge) has a place of business or land in the area of your council or authority; and
- (b) either -

the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or

if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, or your spouse or your civil partner, has a beneficial interest exceeds one hundredth of the total issued share capital of that class.



Name of meeting: Cabinet
Date: 18 November 2020
Title of report: Housing IT System Replacement

Purpose of report:

Approval has previously been given to undertake a procurement exercise to replace the Council’s Housing IT System and finance reserved within the capital plan. Approval is now being requested to, draw down the capital, award the contract to the winning bidder and delegate responsibility to officers for its implementation.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes
Key Decision - Is it in the <u>Council’s Forward Plan (key decisions and private reports)?</u>	Key Decision – Yes Private Report/Private Appendix – No
The Decision - Is it eligible for call in by Scrutiny?	Yes If no give the reason why not
Date signed off by <u>Strategic Director</u> & name	Richard Parry 05/10/20
Is it also signed off by the Service Director for Finance?	Give name and date for Cabinet reports Eamonn Croston 05/11/20
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Give name and date for Cabinet reports Julie Muscroft 30/10/20
Cabinet member portfolio	Give name of Portfolio Holder/s Cllr Cathy Scott

Electoral wards affected: All

Ward councillors consulted: None

Public or private: Public.

Has GDPR been considered? Yes

1. Summary

Please note, wherever the term 'tenant' is used, it also covers leaseholder and citizen.

- 1.1 Currently both the Council, Kirklees Neighbourhood Housing (KNH) and Pinnacle (who also manage tenancies on behalf of the Council) use Civica's Universal Housing and Contact Manager products to help manage significant elements of housing delivery. These systems have been in place since 2005, have been written in legacy (old) technology, are past end of life and need to be replaced.
- 1.2 On the understanding that a new IT system would improve service to tenants through for example more opportunities for self-service, along with the benefits of mobile working resulting in a more responsive service the Portfolio Holder confirmed that officers should explore the market. An indicative budget of £1m was identified in the HRA Capital Plan.
- 1.3 Corporate procurement colleagues have provided guidance and a procurement process has been undertaken utilising the Crown Commercial Services Framework Data and Application Solutions RM3821. This led to submissions from suppliers on the framework and four were shortlisted. After submissions of functionality and price these solutions were evaluated by a wide panel of business users and IT staff.
- 1.4 A product came top in the evaluations both from a quality and price perspective and is the recommendation of the procurement process.
- 1.5 To continue running the existing system, both hardware and software upgrades would be required which would incur significant costs circa £250k.
- 1.6 Cabinet are asked to assign the necessary budget, already identified in the capital plan, to both purchase the system and to ensure sufficient resources are in place to implement the product. This is estimated to be circa £1.1million.
- 1.7 It is cheaper to purchase and implement a new system than to keep going with the existing system. Replacing the system would make a financial saving over the seven-year lifecycle. This is before any other efficiencies due to process improvements and new ways of working are factored in.
- 1.8 The replacement housing system would allow process efficiencies to be realised and further benefit identification is ongoing.
- 1.9 It is noted that Cabinet is due to consider, on 20/10/20, whether to ratify their previous 'in-principle' decision to merge KNH with the Council from April 2021. We have considered the implications of integrating housing activity across a wide range of Services and the ability to interface with key systems such as those within Adult Social Care has been incorporated into the new system specifications.
- 1.10 Lessons learned from Covid have demonstrated the need to change and improve the way / how we interact with tenants. It is anticipated the new capabilities around mobile and agile working would allow us to improve the service we offer to tenants and give them greater control over how they choose to interact and do business with the Council, KNH and Pinnacle
- 1.11 It is noted that the new mobile and web accessibility regulations for public sector bodies came into force on 23/09/20. The new system would be compliant and have a subsequent positive impact for the people of Kirklees.
- 1.12 The proposed scope does not include the Choice Based Lettings and Homelessness system that has links to Universal Housing.

2. Information required to take a decision

Background

- 2.1 On the 3rd September 2018, the Portfolio Holder and Service Director for Growth and Housing considered a paper recommending the replacement of the Council's Universal Housing System/Contract Manager.
- 2.2 The Portfolio Holder confirmed that officers should proceed to the first stage of procurement. This meant evaluating the market, with the results of such work being brought back to a future Portfolio Holder briefing before further action was taken.
- 2.3 As part of the 2019-20 budget process £1m capital was set aside from the HRA budget for the replacement of the housing management system, this was approved by full Council in February 2019.
- 2.4 Workshops and meetings were held with all the business areas who utilised both Universal Housing and Contact Manager and a scope for the replacement housing system arrived at.
- 2.5 A Pre-Procurement Market engagement was undertaken where Kirklees made their requirements known to the market and outlined the outcomes that we are trying to achieve.
- 2.6 Several suppliers took the opportunity to present back to Kirklees at subsequent sessions how their proposal could help Kirklees meet their required outcomes.
- 2.7 Following these presentations, the project board agreed, in conjunction with Corporate Procurement and Legal Services, a procurement route which was then progressed.
- 2.8 Following submissions from four shortlisted suppliers, demonstrations were held, and the solutions were evaluated on a 60/40 Quality and Price split.
- 2.9 A product was evaluated as being highest for both quality and price and is the recommendation from this process.

Timescale

- 2.10 The project is planning to commence in early 2021 assuming contractual issues can be resolved and there is sufficient time for the supplier to allocate the necessary resources.
- 2.11 Implementation is anticipated to be circa 12 to 15 months.

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

- 2.12 The replacement housing system will give us improved capability which will improve the ways we are able to work and the service that we can provide to our tenants.
- 2.13 The replacement system would provide:-
 - Self-service for tenants which could be delivered through MyKirklees, allowing them to raise service requests and check on the status of their ongoing issues without having to contact housing officers.
 - Improved frontline delivery to our tenants through :-
 - a. Mobile working which will reduce the administrative burden and enable officers and services to be more responsive.
 - b. Enhanced visibility for officers and management around work status of tenants and progression of their requests.

- c. Improved business intelligence allowing us to examine and further improve our service delivery.
- d. Improved functionality for existing business areas such as arrears collection leading to a better tenant and leaseholder experience.
- e. Tenants' rights will be further supported under GDPR through improved functionality.

- Lower support and licensing costs which would cover the complete cost of the project.
- Better integration with existing systems – this would improve the accuracy of information held, inform decision making and service delivery.

2.14 A new system would enable officers to be more responsive to citizens / tenants as they will have full access to the system when out in the field. This means they will also be able to raise service requests and action items in real time. This will lead to a substantial reduction in the administrative overhead as information will not need to be entered again once back in the office.

2.15 Tenants would also have the ability to access self-service through a customer portal. This would allow customers to check their own rent statements, make payments, upload, and download documents and interact with the housing service including initiating service requests.

2.16 The recent operating difficulties presenting as a result of the COVID crisis has shown the absolute need for both mobile and self-service functionality. Acquiring this capability would enhance our ability to operate under changing and challenging circumstances.

2.17 To maximise the benefits of the new systems we would take the opportunity to change our current ways of working, continuing to adopt best practice where suitable. This would minimise the implementation overhead and ensure we utilise a standard product rather than paying for expensive customised development.

2.18 The project will be managed under a PRINCE2 Framework the standard project management method for both the Council and the Supplier. Risk Management is integrated into this approach and the risks will be identified and pro-actively managed. The project board will have access and oversight of the Risk Log and will assure that the risks are being adequately managed.

2.19 Benefit management will be undertaken. Benefits will be recorded, tracked and progress reported to the project board.

2.20 The main risks to the project are :-

- a. Ensuring that the project is sufficiently resourced. Mitigation - Resources required have been identified and consideration given to the best approach to resourcing.
- b. Decisions required for the implementation can be taken in a timely manner. Mitigation - Clear arrangements would be in place via the project board and existing Council governance mechanisms.

Evaluation

2.21 Four suppliers were successful in being shortlisted to go forward to take part in the further competition process.

2.22 All four submitted completed tenders in response to the requirements outlined. All areas of the tender specification were evaluated by a wide range of in-house Service representatives.

Results

2.23 One supplier came out top in relation to both price and quality.

Implementation

- 2.24 Professional Services for implementation are included in the cost and based on an up to 15-month project.
- 2.25 The costs are based on a standard system configuration and may increase if we wish to deviate from this.

Data Migration

- 2.26 The proposal includes taking across appropriate data / information from the current system. The resource implication for this is noted.

Upgrades

- 2.27 The proposal includes an annual upgrade.

Services & Agencies Involved

- 2.28 The system will be utilised by Kirklees and its partners including Kirklees Neighbourhood Housing and Pinnacle. The project will be delivered by in partnership by Strategic Housing, KNH, Pinnacle, Corporate IT and the chosen supplier.

Timescale

- 2.29 The project is planning to commence in early 2021 assuming contractual issues can be resolved and there is sufficient time for the supplier to allocate the necessary resources.
- 2.30 Implementation is anticipated to be circa 12 to 15 months.

3. Implications for the Council

• Working with People

In setting the specifications for the replacement housing system one of the key outcomes identified was the capability to work more closely with our tenants. Tenants were engaged with and their views have assisted in informing the specification.

During the implementation, the intention is to utilise co-production with our tenants to build end to end processes focused on the customer and ensure that customer portal design is intuitive and makes sense to our tenants. Although this will be challenging in the current environment, we remain committed to doing so and embrace the potential opportunities.

• Working with Partners

The project has included relevant partners. KNH and Pinnacle are the key service providers and main users of the system, and as such have been consulted and involved in the procurement to ensure that their needs and issues are understood.

The project has worked with Business Continuity, IT and Social Care to understand the broader requirements around keeping tenants and the workforce safe. As a result, IT have created web services for the Hazard Warning Database which would allow existing and any new systems to integrate giving live and provide accurate risk information to officers.

The project has formed links with the project to replace the Adult Social Care system with a view to ensuring that any relevant information for a Social Care record can be passed across systems if

required. Further meetings are planned to understand what information may be relevant, GDPR implications and to understand what processes may need to be developed.

Corporate Information Governance and Business intelligence colleagues have been engaged.

- **Place Based Working**

The proposal fully supports and enhances the Council’s ambitions for Place Based working.

- **Climate Change and Air Quality**

The replacement system has the capability to reduce Kirklees carbon footprint. This proposal will improve emissions and air quality within Kirklees compared to normal practice. Officers will no longer need to come into a central office in order to service tenants by printing or coming into drop information off for data input etc. Officers will instead be able to go straight from home to appointments returning home at the end of the day, this should lead to a reduction in travel.

The ability to deliver documents to customers electronically rather than physically will reduce printing and posting leading to a further reduction in energy required and emissions.

New ways of working will lead to a reduction in the amount of office space required as staff will be able to work with increased agility.

- **Improving outcomes for children**

Improved system capability particularly in the areas of case management and safeguarding coupled with better integration with other council systems and improved business intelligence will allow us to better provide services and support to tenants and their families.

- **Other (e.g. Legal/Financial or Human Resources)**

- There are human resource implications in terms of staffing the project where individuals will need to be allocated to the project and roles backfilled. Resources to meet the staffing requirements are included in the £1.1m budget.
- The replacement system will improve our capability to meet GDPR requirements.
- Replacing the system will provide savings over the life of the proposed contract.

4. Do you need an Integrated Impact Assessment (IIA)?

4.1 A stage 1 screening assessment has been completed. The assessment confirmed that a stage 2 assessment was not required. The assessment summary carried out is set out below.

ASSESSMENT SUMMARY

Theme	Calculated Scores						Stage 2 Assessment Required
	Proposal	Impact	P + I	Mitigation	Evidence	M + E	
Equalities	0	3.4	3.4	0	4	4	No
Environment		3.1	3.1	0	8	8	No

NATURE OF CHANGE

WHAT IS YOUR PROPOSAL?	Please select YES or NO
To introduce a service, activity or policy (i.e. start doing something)	NO
To remove a service, activity or policy (i.e. stop doing something)	NO
To reduce a service or activity (i.e. do less of something)	NO
To increase a service or activity (i.e. do more of something)	NO
To change a service, activity or policy (i.e. redesign it)	NO
To start charging for (or increase the charge for) a service or activity (i.e. ask people to pay for or to pay more for something)	NO

5. Consultees and their opinions

- 5.1 On the 3rd September 2018, the Portfolio Holder and Service Director for Growth and Housing considered a paper recommending the replacement of the Council's Universal Housing System/Contract Manager. Portfolio holder confirmed that officers should proceed to the first stage of procurement in order to evaluate the market, with the results of such work being brought back to a future Portfolio Holder briefing before further action is taken.
- 5.2 As part of the 2019-20 budget process £1m capital was set aside from the HRA budget for the replacement of the housing management system, this was approved by full Council in February 2020.
- 5.3 All local neighbourhood forums were engaged with around the development of the proposal and were supportive. Positive feedback focussed on the improved service delivery that the new system would make possible and housing officers being able to be more mobile / have access to information whilst on site. There was a general welcoming of the ability to self-serve and a recognition that technology was not for everyone. It was confirmed that traditional channels were not being switched off.

6. Next steps and timelines

- 6.1 Following Cabinet approval to draw down the capital, contract negotiations will need to be held. These will be supported by our legal representatives.
- 6.2 Following the outcome of these proposals we would anticipate implementation commencing early 2021 with implementation taking 12 to 15 months.
- 6.3 Changes to service delivery which would improve the delivery to tenants would be expected post implementation. The implementation would allow us to deliver the project objectives as agreed by the project board. These were improving the quality and methods of service delivery to our customers through improving efficiency and effectiveness.
- 6.4 Please see overview timeline and deliverables at Appendix A.

7. Officer recommendations and reasons

Cabinet is recommended to approve the drawing down of £1.1m capital from the HRA Capital Plan so that the contract for the new Housing IT System can be awarded to the winning bidder. To delegate all relevant steps needed to implement the decision to the Strategic Director, Adults and Health. To delegate to the Service Director Legal, Governance and Commissioning authority to enter into all relevant legal documents on behalf of the Council to enable implementation of the decision.

8. Cabinet Portfolio Holder's recommendations

I am very pleased that we continue to place people at the heart of our services and are taking advantage of technology to make a difference for and with tenants and leaseholders. The proposal

will help us deliver a more responsive service, for example through mobile working, and means people will be enabled to self-serve at a time and place that works for them.

I recommend that Cabinet approve the drawing down of £1.1m capital to enable the contract for the new Housing IT System to be awarded to the winning bidder and that officers take all the relevant steps needed to implement the decision.

9. Contact officer

Helen Geldart
Helen.geldart@kirklees.gov.uk

Eric Hughes
Eric.hughes@knh.org.uk

10. Background Papers and History of Decisions

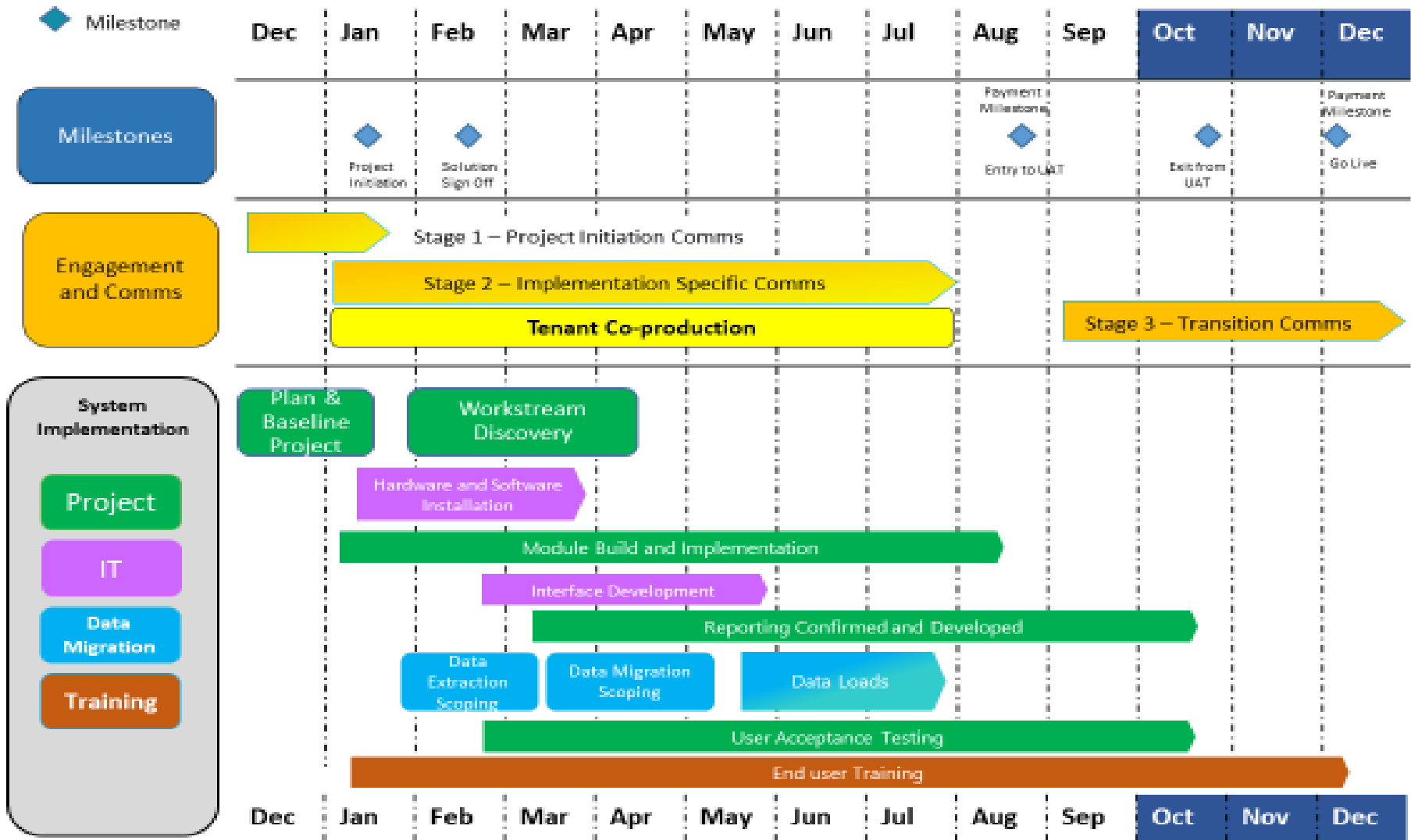
None

11. Service Director responsible

Naz Parkar

Appendix A - Overview timeline

Replacement Housing IT System 2020 /2021



Council Housing

Replacement IT System 2020 - 2022

The following slides provide a high level view of the project and its indicative timeline at this stage.

Additional levels of detail required to manage the project are held in other documents. These will be brought into view in a timely manner to avoid project board / key stakeholders from having to delve through significant volumes in order to see the critical items.

The colour coding is :-

- ❖ Governance / project control
- ❖ Comms / Engagement
- ❖ System replacement
- ❖ Data / Intelligence / Reporting

✓ Where the bullet point changes to a tick, the related work has been completed.



Dec 2020 / Jan 2021	Feb / March 2021	April / May 2021	June - September 2021	Oct– Jan 2022
<ul style="list-style-type: none"> ❖ Project mobilised ❖ Project plan and baseline created ❖ Communications workstream initiated ❖ Tenants for Co-production identified and recruited ❖ Hardware and software installation commenced ❖ Customer telephony interface work commenced ❖ CRM work commenced 	<ul style="list-style-type: none"> ❖ Hardware and software installation completed ❖ Business discovery sessions delivered ❖ Data extraction scoping completed ❖ Data migration scoping completed ❖ Solution design signed off ❖ User acceptance testing criteria defined 	<ul style="list-style-type: none"> ❖ Module delivery work commenced e.g. empty homes ❖ Reporting delivery work commenced ❖ Data loaded onto new system - First and second phases ❖ Interface development commenced ❖ Testing commenced 	<ul style="list-style-type: none"> ❖ Module delivery completed ❖ Interface development completed ❖ Reporting suite completed ❖ Third phase of data loaded ❖ Training plan and materials created ❖ User acceptance testing commenced and completed 	<ul style="list-style-type: none"> ❖ End user training delivered ❖ Transition readiness confirmed ❖ Transition comms deployed ❖ Go Live



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Name of meeting: Cabinet

Date: 18th November 2020

Title of report: Holme Valley Neighbourhood Development Plan submitted by Holme Valley Parish Council to Kirklees Council for Publicity and Independent Examination

Purpose of report: To inform Cabinet of the submission of Holme Valley Neighbourhood Development Plan by Holme Valley Parish Council in accordance with the Neighbourhood Planning (General) Regulations (as amended) 2012. This report includes setting out the officer assessment that the plan meets the legal requirements to proceed to the publicity (consultation) stage. The report also requests delegated authority to move forward with publicity (consultation), appoint an independent examiner and participate at the independent examination. The report also seeks endorsement of officer comments on the content of the Plan.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes Holme Valley Neighbourhood Area covers Holme Valley South and Holme Valley North Wards (excluding Meltham)
Key Decision - Is it in the <u>Council's Forward Plan (key decisions and private reports)?</u>	Key Decision – Yes
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Strategic Director</u> & name	David Shepherd (6th November 2020)
Is it also signed off by the Service Director for Finance?	Eamonn Croston (6th November 2020)
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Julie Muscroft (6th November 2020)
Cabinet member portfolio	Cllr McBride

Electoral wards affected: Holme Valley South and Holme Valley North Wards (excluding Meltham)

Ward councillors consulted:

- Regeneration Portfolio Holder (Cllr McBride) (21st September 2020 briefing)
- Leadership Management Team (LMT) (Cabinet members) (26th October 2020)
- Holme Valley North and Holme Valley South Ward Members, Cllr McBride and Cllr Mather (2nd November 2020).

Public or private: Public

Has GDPR been considered?

Yes. This report does not contain personal information.

1. Summary

The Holme Valley Neighbourhood Development Plan (HVNDP) has been formally submitted to Kirklees Council and the Peak District National Park Authority. Officers (Kirklees Council and Peak District National Park Authority) consider that the HVNDP has met the legal requirements to move forward to publicity (consultation) and independent examination.

Officers have concerns with the content of the neighbourhood development plan and have written a representation to be submitted to the independent examiner subject to cabinet endorsement. Kirklees Council is responsible for organising statutory publicity of not less than 6 weeks. It is proposed (subject to Cabinet agreement) that publicity starts on 8th December for a period of 8 weeks as publicity would fall over the Christmas period.

2. Information required to take a decision

Holme Valley Parish Council formally submitted the Holme Valley Neighbourhood Development Plan to Kirklees Council and Peak District National Park Authority on Monday 6th July 2020 to allow the authorities to determine whether the plan meets the legal requirements to proceed to formal publicity and independent examination.

Officers have assessed the plan as follows:

1) Whether it meets the legal requirements to proceed to examination

Officers have assessed the Holme Valley Neighbourhood Development Plan and consider that it meets the legal requirements and, on this basis, can proceed to formal publicity (consultation) and independent examination. Peak District National Park Authority also considers that the Neighbourhood Development Plan meets the legal requirements.

The Kirklees assessment of legal requirements is attached at Appendix 1.

2) Officer concerns about the content of the Holme Valley Neighbourhood Development Plan

Notwithstanding the compliance with legal requirements, officers from both Kirklees and the Peak District National Park Authority have concerns with the detail contained in the Neighbourhood Development Plan which, in the view of officers, will not support the delivery of robust, consistent planning decisions to deliver the Neighbourhood Development Plan aims.

Under the procedures this cannot be a reason to stop the plan progressing to examination. The council can submit its comments to the independent examiner (appointed to inspect the Neighbourhood Development Plan) through the publicity process as part of the independent examination. It will be for the independent examiner to decide on the merits of the comments and any potential modifications required to the Holme Valley Neighbourhood Development Plan.

In summary the officer concerns about the Plan content are as follows:

- Officers consider that the Holme Valley Neighbourhood Development Plan could not be interpreted with certainty as it lacks clarity of meaning and is in places

inconsistent, repetitive, unreasonable and overly prescriptive. The complex policies would result in applicants and the planning service finding it difficult to navigate them to produce development schemes that would accord with the HVNDP as a whole.

- The HVNDP appears to have been written as a Local Plan with the consequence that there is a significant degree of overlap with Kirklees Local Plan policy which risks confusion for both applicants and officers. Officers are also concerned that Neighbourhood Plan policy as written would significantly undermine Local Plan policies, in particular LP35 'Historic Environment' and LP52 'Protection and Improvement of Environmental quality' with respect to the protection of heritage assets and protection from pollution.
- The Holme Valley Heritage and Character Assessment (HVHCA) is relied upon as policy for the main thrust of the Neighbourhood Development Plan in relation to landscape and built character. However, the HVHCA is insufficiently detailed and too ambiguous to allow the proper and consistent consideration of planning applications.
- The proposed designation of Wooldale Chapel Field and Sandy Gate Scholes as Local Green Space (LGS) which would have similar protection to green belt is not supported as officers do not consider that they meet the criteria as set out in NPPF paragraph 100 as to what constitutes a LGS.

Detailed comments from Kirklees Council and Peak District National Park Authority officers are set out at Appendix 2.

Publicity of the Holme Valley Neighbourhood Development Plan

The council is responsible for organising the publicity of the Holme Valley Neighbourhood Development Plan and sending all comments received to the independent examiner. It is then the responsibility of the independent examiner to direct how the examination will be conducted (usually through written representations rather than public hearings) and the content of the discussions.

If the examiner is satisfied that the Neighbourhood Development Plan meets the relevant requirements following the publicity period and hearings/written representations processes, they would direct that the Neighbourhood Development Plan can move to a local referendum, with or without modification. If more than 50% of those who vote in the referendum vote in favour of the plan it would become part of the statutory development plan alongside the Local Plan. It is also possible that the independent examiner may recommend that the plan does not proceed to referendum.

The regulatory requirement for publicity is "not less than 6 weeks". It is proposed to start the publicity on 8th December for a period of 8 weeks as the publicity would fall over the Christmas period.

A detailed publicity plan is set out at Appendix 3.

3. Implications for the Council

The following sets out the specific implications for the council:

3.1 Working with People

The council is required to undertake statutory publicity of the Holme Valley Neighbourhood Development Plan prior to submission to the independent examiner. Holme Valley Parish Council has submitted a Consultation Statement to

demonstrate to the independent examiner how it has worked with the community/partners and how their comments have shaped the Plan.

3.2 Working with Partners

As above.

3.3 Place Based Working

The Holme Valley Neighbourhood Development Plan is a planning document produced by the community to provide a detailed planning framework for the Holme Valley Neighbourhood Area which should be based on locally specific evidence and early engagement and consultation with the community throughout the process.

3.4 Climate Change and Air Quality

The Holme Valley Neighbourhood Development Plan places a high priority on climate change contained in its vision and objectives, policy guidance and Parish Council actions aimed at improving the lives of all residents and businesses.

3.5 Improving outcomes for children

The Holme Valley Neighbourhood Development Plan includes support for schools and natural play environments.

3.6 Other (e.g. Legal/Financial or Human Resources)

- Financial:
 - The council is required to pay for the examination of the Neighbourhood Development Plan and the referendum. There is an existing neighbourhood plan budget and in addition the council can claim Neighbourhood Plan Grant funding from the Government of £20,000. No further budget provision is required for the Holme Valley Neighbourhood Development Plan. Cost and grant funding will be shared proportionally with the Peak District National Park Authority.
- Human resources:
 - Existing staff resources from Planning Policy with input from other service areas.
- Legal:
 - The council has a duty to support local communities/Holme Valley Parish Council to progress neighbourhood development plans.

The Holme Valley Neighbourhood Development Plan is considered to have met all its legal requirements to date and can proceed to examination. The examiner will determine the nature and format of the examination based on comments received through the publicity stage (the Neighbourhood Planning (General) Regulations (as amended) (Regulation 16)). Subject to the independent examiner, the Plan can proceed to referendum. If more than 50% of those who vote in the referendum vote in favour of the plan it would become part of the statutory development plan alongside the Local Plan.

- Integrated Impact Assessment:
 - An Integrated Impact Assessment has been undertaken in relation to the officer comments set out in Appendix 2. This can be viewed at:

<https://www.kirklees.gov.uk/beta/delivering-services/integrated-impact-assessments.aspx>

- Holme Valley Parish Council have submitted a basic conditions statement as required which sets out how they consider the Neighbourhood Development Plan is compatible with Human Rights Law. The Plan has been subject to a Strategic Environmental Assessment and Habitats Regulation Assessment screening. These will be assessed as part of the independent examination.

4. Next steps and timelines

Following agreement from Cabinet, it is proposed to start the publicity on 8th December for a period of 8 weeks (the minimum period in the regulations is 6 weeks) as the publicity would fall over the Christmas period.

5. Officer recommendations and reasons

1. Cabinet give delegated authority to the Head of Planning and Development to move forward with publicity (consultation), appointment of an independent examiner (following consultation with Holme Valley Parish Council and the Peak District National Park Authority), participation at the independent examination and to undertake statutory duty to submit representations received during the publicity (consultation) period.

Reason: Officers from both Kirklees Council and Peak District National Park Authority have assessed the Holme Valley Neighbourhood Development Plan as meeting statutory legal requirements. The Local Planning Authorities are required to proceed to publicity (consultation) and independent examination. This is a legal obligation under the Localism Act 2011.

2. Cabinet agree that the Holme Valley Neighbourhood Development Plan and supporting documents is published for publicity (consultation) for a minimum of 8 weeks commencing on 8th December 2020.

Reason: The statutory requirement is a minimum of 6 weeks, however in the light of Christmas it is proposed to extend the publicity (consultation) to eight weeks.

3. Cabinet endorse officer comments on the Holme Valley Neighbourhood Development Plan (NDP) (Appendix 2) subject to any changes agreed at Cabinet to be submitted to the independent examiner for their consideration as part of the NDP examination.

Reason: To ensure the independent examiner is aware of the council's views about the plan content.

4. Cabinet give delegated authority to the Service Director Growth and Housing to be able to make non-material amendments to the council's comments (endorsed in recommendation 3) to the independent examiner on the Holme Valley NDP or to reflect any further evidence that comes to light prior to the examination.

Reason: To ensure the comments reflect the most up to date facts/evidence.

6. Cabinet Portfolio Holder's recommendations

Cllr McBride has been briefed on the Holme Valley Neighbourhood Development Plan (21st September) and at the Leadership Management Team briefing (26th October) and agrees the plan moves forward to publicity and examination and that the officer comments are submitted to the examiner.

7. Contact officer

Steven Wright
Planning Policy Group Leader
steven.wright@kirklees.gov.uk
01484 221000

8. Background Papers and History of Decisions

- Holme Valley Neighbourhood Development Plan and supporting documents
https://www.holmevalleyparishcouncil.gov.uk/Neighbourhood_Plan_22997.aspx
- Legal Checklist (see appendix 1 of this report)
- Officer Comments on the content of the Holme Valley Neighbourhood Development Plan (see appendix 2 of this report)
- Publicity Plan for the Holme Valley Neighbourhood Development Plan (see appendix 3) of this report

9. Service Director responsible

Naz Parkar –
Service Director, Growth and Housing
naz.parkar@kirklees.gov.uk
Tel: 01484 221000

Appendix 1

Legal Compliance Check of Holme Valley Neighbourhood Development Plan 2020 – 2031 Submission Plan and supporting documents

Submission Documents

Submitted to Kirklees Council and Peak District National Park Authority.

Instalment One (sent by e-mail on 6/07/2019)

- Signed cover letter from Holme Valley Parish Council submitting the following documents through a weblink to the Holme Valley Parish Council website:
 - Holme Valley Neighbourhood Development Plan (Submission Plan)
 - Basic Conditions Statement
 - Consultation Statement (with its associated Appendix)

Instalment Two (sent by e-mail on 4/08/2020) Note: also informally by email Cllr Hogley on 23/07/2020 the SEA report and non-technical summary attached.

Signed cover letter from Holme Valley Parish Council submitting the following documents through a weblink to the Holme Valley Parish Council website:

- Strategic Environmental Assessment Non-Technical Summary March 2020
- Strategic Environmental Assessment Environmental Report March 2020
- Determination letter from Kirklees Council
- Habitats Regulations Assessment Screening

Instalment Three (Sent by email Cllr Hogley on 25/08/2020)

Documents attached:

- Strategic Environmental Assessment Non-Technical Summary July 2020
- Strategic Environmental Assessment Environmental Report July 2020

Instalment Four (Sent by email Cllr Hogley on 16/09/2020)

Documents attached:

- Strategic Environmental Assessment Non-Technical Summary September 2020
- Strategic Environmental Assessment Environmental Report September 2020

Requirements and relevant legislation* and/or guidance	Kirklees Local Planning Authority Comments	Peak District National Park Comments	Legally compliant?
<p>The body submitting the neighbourhood plan is authorised to act (Planning and Compulsory Purchase Act 2004, as amended by the Localism Act 2011 s38A(1,2), S38C(2)(a) and 1990 Act schedule 4B, 6(2), as it applies 61F).</p>	<p>The qualifying body is Holme Valley Parish Council which is authorised to act under the Localism Act 2011 s61F (1).</p> <p>The neighbourhood area which is all of the civil parish was designated on 27th January 2015 by Kirklees Council and on the 13th February 2015 by the Peak District National Park Authority.</p> <p>In April 2016, Holme Valley Parish Council set up a steering group of individuals, representatives of community groups, businesses and parish councillors. The chair of the group is a parish councillor.</p>	<p>A parish council is authorised to act in relation to a neighbourhood area if that area consists of or includes the whole or any part of the area of the parish council. Since the whole of Holme Valley parish was designated by the Authority and Kirklees Metropolitan Borough Council as Holme Valley Neighbourhood Area, Holme Valley Parish Council is authorised to act.</p>	<p>Yes</p>
<p>Section 38A of the Town and Country Planning Act 1990 as amended (by the Planning and Compulsory Purchase Act 2004 and the Localism Act 2011) defines a neighbourhood development plan as “a plan which sets out policies (however expressed) in relation to the development and use of land in the whole or any part of a particular neighbourhood area specified in the plan.”</p>	<p>Holme Valley Neighbourhood Development Plan 2020 – 2031 Submission Plan meets this definition of a neighbourhood development plan. It sets out planning policies in relation to the development and use of land in the Holme Valley Neighbourhood Area.</p> <p>It also includes Holme Valley Parish Council actions separated out from the neighbourhood development plan policy in individual text boxes.</p>	<p>Holme Valley Neighbourhood Plan contains planning policies for the use and development of land in Holme Valley Neighbourhood Area.</p>	<p>Yes</p>

Requirements and relevant legislation* and/or guidance	Kirklees Local Planning Authority Comments	Peak District National Park Comments	Legally compliant?
Statutory Instrument 2012 No. 637 The Neighbourhood Planning (General) Regulations 2012, Regulation 15 – A qualifying body is required to submit: <i>(a) A map or statement which identifies the area to which the proposed neighbourhood development plan relates.</i>	The designated neighbourhood area is shown on Map 1 page 5 of the Holme Valley Parish Council submission plan.	This is included on page 5 of the Neighbourhood Plan.	Yes
<i>(b) A consultation statement.</i> The statement should contain details of those consulted, how they were consulted, summarises the main issues and concerns raised and how these have been considered, and where relevant, addressed in the proposed Neighbourhood Plan.	A Consultation Statement accompanies the submission Neighbourhood Plan. The Consultation Statement includes: <ul style="list-style-type: none"> • information on how the community have been kept informed throughout the production of the neighbourhood plan; • the details of those consulted and how they were consulted; • a summary of the issues and concerns raised; and • details on how the issues and concerns have been considered and where relevant, addressed. (Appendix 11) 	The Consultation Statement submitted contains details of the people and organisations that were consulted and how they were consulted, and summarises the main issues and concerns and how they were addressed	Yes
<i>(c) The proposed neighbourhood development plan.</i>	Kirklees Council and Peak District National Park Authority received the submission Neighbourhood Plan on 6 th July 2020.	This is submitted	Yes

<p><i>(d) A Statement explaining how the proposed neighbourhood development plan meets the requirements of paragraph 8 of Schedule 4B to the 1990 Act as revised by s38C of the Planning and Compulsory Purchase Act 2004, (as amended).</i></p> <p>The local planning authority has to be satisfied that a basic condition statement has been submitted.</p>	<p>A Basic Conditions Statement accompanies the submission Neighbourhood Plan.</p> <p>In the statement Holme Valley Parish Council considers that each of the Basic Conditions have been met.</p> <p>The legislation and planning policies referred to in the statement are correct at the time of submission.</p>	<p>This is submitted as 'The Basic Conditions Statement'.</p> <p>The proposals and accompanying documents comply with the rules for submission to the Authority.</p>	
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Requirements and relevant legislation* and/or guidance	Kirklees Local Planning Authority Comments	Peak District National Park Comments	Legally compliant?
<p><i>(e) The Plan needs to be submitted with one of the following i) a statement of reasons for a determination under regulation 9(1) of the Environmental Assessment of Plans and Programmes Regulations 2004 that the proposal is unlikely to have significant environmental effects OR</i></p> <p><i>ii) an environmental report in accordance with paragraphs (2) and (3) of regulation 12 of the Environmental Assessment of Plans and Programmes Regulations 2004 (as set out in the Neighbourhood Planning (General Amendment) Regulations 2015, (which amends Regulation 15 of the Neighbourhood Planning (General) Regulations 2012)).</i></p>	<p>A screening assessment was undertaken of the draft plan by Kirklees Local Planning Authority which consulted with Historic England, Natural England, and Environment Agency. It was concluded that the neighbourhood plan needed a more detailed Environmental Assessment in line with the SEA Directive.</p> <p>The SEA scoping report was consulted on during the period between 12th April and 17th May 2019 with the Environment Agency, Historic England and Natural England as required by regulation 12 of the Environmental Assessment of Plans and Programmes Regulations 2004.</p> <p>The SEA on the pre-submission neighbourhood plan was made available for comment as part of the 9 week consultation from 15th July to 15th September 2019.</p> <p>The final version of the SEA report was submitted to Kirklees LPA and PDNPA on the 16th September 2020 following concerns raised with the SEA reports submitted dating March 2020 and July 2020.</p>	<p>A Strategic Environmental Assessment was undertaken by consultants on the pre-submission version of HVNP and this has been updated following changes to the submission version.</p>	<p>Yes</p>

Requirements and relevant legislation* and/or guidance	Kirklees Local Planning Authority Comments	Peak District National Park Authority	Legally Compliant?
<p>The Neighbourhood Plan and accompanying documents meet the scope of neighbourhood plan provisions i.e. specifies the period for which it covers, does not include provision about development that is 'excluded development' (as set out in section 61K of the 1990 Act - s38B(6) Planning and Compulsory Purchase Act) and does not relate to more than one neighbourhood area (2004 Acts 38B (1 & 2) (4)).</p>	<p>The submission Neighbourhood Plan covers the period 2020-2031.</p> <p>The submission Neighbourhood Plan does not contain policies relating to 'excluded development'.</p> <p>The Neighbourhood Plan does not relate to more than one neighbourhood area.</p> <p>There is not more than one Neighbourhood Plan in existence in the Holme Valley Parish area.</p>	<p>Holme Valley Neighbourhood Plan specifies that it covers the time period 2020-2031.</p> <p>Holme Valley Neighbourhood Plan does not include provision for 'County Matters' development (ie minerals), waste development or development requiring an Environmental Impact Assessment.</p> <p>Holme Valley Neighbourhood Plan relates only to Holme Valley Neighbourhood Area</p>	<p>Yes</p>
<p>The Qualifying Body has undertaken the correct procedures in relation to consultation and publicity. (Schedule 4B, paragraph 6, (2, d)</p>	<p>The Parish Council has submitted a Consultation Statement that demonstrates compliance with the Neighbourhood Plan Regulations.</p>	<p>The Consultation Statement demonstrates that correct procedures were undertaken.</p>	<p>Yes</p>
<p>The draft Neighbourhood Plan should be checked to ensure it is not a 'repeat' proposal. If so, the LPA can decline to consider the plan (Town and Country Planning Act 1990 Act Schedule 4B s5 and s18 as varied by s38C of the Planning and Compulsory Purchase Act 2004).</p>	<p>The submission of the Holme Valley Neighbourhood Plan is not a repeat proposal.</p>	<p>The proposal is not a repeat proposal.</p>	<p>Yes</p>

<p>The pre-submission consultation requirements need to have been satisfied. Before submission to the LPA the qualifying body should:</p> <ol style="list-style-type: none"> 1. publicise in a way that is likely to bring to the attention of people who live, work or carry on business in the area details of: <ol style="list-style-type: none"> a. the proposals b. when and where they can be inspected c. how to make representations, and d. the deadline for making representations – not less than 6 weeks from first publicised 2. consult any consultation body whose interests they consider may be affected by the proposals for a Neighbourhood Plan (see appendix A) 3. send a copy of the Neighbourhood Plan to the LPA. 	<p>Holme Valley Parish Council has complied with the requirements of the regulations in respect of the scope of their pre-submission consultation and this is evidenced within section 4 of their submitted Consultation Statement.</p> <p>The consultation period for the pre-submission Neighbourhood Plan was for 9 weeks from 15th July to 15th September 2019. The statutory consultation bodies and other community groups consulted are listed in Appendix 10 of the Consultation Statement.</p> <p>It is noted that in the list in appendix 10 doesn't include bodies which represent the interest of different racial/ethnic groups, religious groups or disabled persons in the neighbourhood area as set out in schedule 1 of the regulations. However, regulation 14 states '<i>consult any consultation body referred to in paragraph 1 of schedule 1 whose interests the qualifying body considers may be affected by the proposal for a neighbourhood development plan</i>' The consultation statement highlights the level of consultation undertaken throughout the process of developing the neighbourhood plan including reference to churches, businesses and networks listed in appendix 5.</p>	<p>The Parish Council has undertaken the correct procedures in relation to consultation and publicity in accordance with Neighbourhood Planning Regulation 14. The Consultation Statement demonstrates that correct procedures were undertaken.</p>	
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Requirements and relevant legislation* and/or guidance	Kirklees Local Planning Authority Comments	Peak District National Park Authority	Legally Compliant?
<p>Conservation of Habitats and Species Regulations 2017. Assessment of implications for European Sites</p> <p>Regulations 105 and 106: A qualifying body which submits a proposal for a neighbourhood development plan must provide such information as the competent authority may reasonably require for the purposes of the assessment under regulations 105 or to enable them to determine whether that assessment is required.</p>	<p>Habitats Regulations Assessment screening was undertaken by LUC on the regulation 14 draft plan prior to public consultation. This is set out in a report dated July 2019 which was submitted to the LPA on the 4th August.</p> <p>The report concludes (paragraph 5.4) that 'the Holme Valley Neighbourhood Plan 2019 to 2031 will not give rise to likely significant effects on European sites, either alone or in-combination with other plans or projects, and Appropriate Assessment is therefore not required.'</p> <p>Natural England have reviewed the report and are in agreement with those conclusions</p>	<p>A Habitats Regulations Assessment screening was undertaken by LUC on the regulation 14 draft plan prior to public consultation. This is set out in a report dated July 2019 which was submitted to the KMBC on the 4th August. The report concludes (paragraph 5.4) that 'the Holme Valley Neighbourhood Plan 2019 to 2031 will not give rise to likely significant effects on European sites, either alone or in-combination with other plans or projects, and Appropriate Assessment is therefore not required.' Natural England have reviewed the report and are in agreement with those conclusions</p>	<p>Yes</p>

CONCLUSION: Kirklees Local Planning Authority are satisfied that Holme Valley Neighbourhood Submission Plan meets the legislative requirements.

Where the draft neighbourhood plan submitted to a Local Planning Authority meets the requirements in the legislation, the Local Planning Authority must publicise the neighbourhood plan for a minimum of 6 weeks, invite comments, notify any consultation body referred to in the consultation statement and send the draft neighbourhood plan to independent examination (see regulations 16 and 17 of the Neighbourhood Planning (General) Regulations 2012 (as amended), PPG - Paragraph: 054 Reference ID: 41-054-20140306).

Following examination, the Council will determine whether or not the plan is ready for a public referendum or if further modifications are required (Schedule 4B of the Town and Country Planning Act 1990 (as varied by s38A & 38C of the Town and Country Planning Act)).

*Please note that all references to primary and secondary legislation are to those enactments as amended.

Appendix 2

KIRKLEES COUNCIL INVESTMENT & REGENERATION SERVICE

Holme Valley Neighbourhood Development Plan

Kirklees Council comments on the Holme Valley Neighbourhood Development Plan (HVNDP) 2020 – 2031 Submission Plan for Neighbourhood Plan Examination

High level comments

Use of the HVNDP as a development management tool

The comments provided by the Council have regard to National Planning Policy Framework (NPPF) paragraph 16 criterion d) which states that plans should:

“contain policies that are clearly written and unambiguous, so that it is evident how a decision maker should react to development proposals”; and

National Planning Practice Guidance (NPPG) ‘Neighbourhood planning’ ‘How should the policies in a neighbourhood plan be drafted’ paragraph 041 which states that:

“A policy in a neighbourhood plan should be clear and unambiguous. It should be drafted with sufficient clarity that a decision maker can apply it consistently and with confidence when determining planning applications. It should be concise, precise and supported by appropriate evidence. It should be distinct to reflect and respond to the unique characteristics and planning context of the specific neighbourhood area for which it has been prepared”.

It is the council’s position that the Holme Valley Neighbourhood Development Plan (HVNDP) Submission Plan could not be interpreted with certainty and is therefore considered to be contrary to NPPF paragraph 16 criterion d) and NPPG paragraph 041. The plan lacks clarity of meaning and is in places inconsistent, repetitive, unreasonable and overly prescriptive. The complex policies would result in applicants and officers finding it difficult to navigate them to produce development schemes that would accord with the NDP as a whole and the policies do not provide the flexibility required to produce good quality development. The policies, in the main, do not read as single entities covering the topic area of the heading. Some matters raised in one policy are contradicted in another. The supporting text largely consists of introduction and description, often in support of Parish Council actions, rather than evidence and justification in support of the policies.

Undermining Local Plan policy and adopted Supplementary Planning Document

The HVNDP appears to have been written as a Local Plan with the consequence that there is a significant degree of overlap with Kirklees Local Plan policy, in many cases with the unintended consequence of weakening policy. Examples include but are not limited to: NDP2 significantly undermines policies LP35 'Historic Environment' and LP52 'Protection and Improvement of Environmental quality' with respect to the protection of heritage assets and protection from pollution, and NDP5 also significantly undermines the provisions of LP52. NDP11 undermines LP20 in relation to Travel Plans. NDP12 undermines LP26 in relation to consideration of the use of heat networks.

As well as overlap with the Local Plan there is also a significant amount of overlap within the NDP with the same issues repeated within and between policies. Examples include but are not limited to:

Parking is included in Policies 1 and 2 (through consideration of the HVHCA), Policy 5, Policy 6, Policy 7 (twice), Policy 8 and Policy 11 under its own heading.

Linking to public rights of way is included in Policy 1 (major development only), Policy 6 (all development), and Policy 11.

The Council adopted a Highway Design Guide Supplementary Planning Document (SPD) in November 2019. It aims to promote high standards of highway design that reflect nationally recognised best-practice and facilitate the delivery of high quality residential, employment and mixed-use developments in Kirklees. The SPD is relevant to all aspects of the built environment and helps to encourage good design in terms of how developments, routes and spaces relate to one another to create streets and public spaces that are safe, accessible, and pleasant to use. It is strongly recommended that the HVNDP relies on the SPD wherever possible.

The council is currently consulting on a suite of Quality Places documents, consisting of the 'Housebuilder Design Guide' SPD, 'House Extensions and Alterations' SPD, 'Open Space' SPD and 'Biodiversity Net Gain Technical Advice Note' (6 week consultation period from 19th October to 30th November). The SPDs provide applicants and developers with detailed guidance about the implementation of Kirklees Local Plan policy LP24 'Design' and other relevant Local Plan policies within the context of national planning guidance to create high quality buildings and places. It is strongly recommended that reference is made to the latest policies and guidance when referring to Kirklees policy so that the most up to date documents can be applied.

HVNDP Policies 1 and 2

Paragraph 125 of NPPF states: "Plans should, at the most appropriate level, set out a clear design vision and expectations, so that applicants have as much certainty as possible about what is likely to be acceptable" and "Neighbourhood plans can play an important role in identifying the special qualities of each area and explaining how this should be reflected in development".

The HVNDP policies 1 and 2 (among others) rely on the content of the Holme Valley Heritage and Character Assessment report (HVHCA), which is the evidence document commissioned by the Holme Valley Parish Council. The Council maintains that the HVHCA is insufficiently detailed to allow the proper and consistent consideration of applications. The document is largely a description of the landscape and built character of the area and the dispersal of settlement and how they relate to local topography. The document could have been used by the Holme Valley Parish Council to develop design briefs for the remaining allocated sites and to set out what design features for new

development may be acceptable in the different Landscape Character Areas or even in different settlements or parts of settlements. Instead the HVNDP relies on applicants and officers to interpret the evidence themselves.

Policies 1 and 2 contain a mix of policy relating to both landscape and built form.

Local Green Space

The designation of Wooldale Chapel Field and Sandy Gate Scholes as Local Green Space is not supported as officers do not consider that they meet the criteria for Local Green Space designation as set out in NPPF paragraph 100.

Detailed policy comments

Policy 1 Protecting and enhancing the landscape character of the Holme Valley

Council comment: The council still maintains that Map 7 (page 30) is insufficiently clear to allow the accurate placing of a site into one of the Landscape Character Areas (LCA) where the site is close to a boundary between those areas.

Policy 1 applies to that part of the Neighbourhood Area where Kirklees Council is the local Planning Authority.

Council comment: Part of the Peak District National Park falls within Kirklees district. Some of the policies in the HVNDP do not apply within the national park and to provide clarity where these exclusions occur Kirklees Council suggested the phrase: 'that part of the neighbourhood area where Kirklees Council is the local planning authority' to differentiate between the planning authorities over the neighbourhood plan area.

Council comment: there is a conflict between this part of the policy and paragraph 4.1.26 and the list of LCAs in Policy 1 which omits LCA2. Part of LCA2 falls outside of the National Park so there appears to be some part of the Kirklees Local Planning Authority (LPA) area to which Policy 1 does not apply.

Where possible proposals should retain and positively respond to those elements of the relevant Landscape Character Area which contribute to the distinct identity of the area as described in the Holme Valley Heritage and Character Assessment report.

Council comment: Given the inclusion of paragraph 4 of Policy 1 it is unclear whether this is intended as an introduction to the Landscape Character Areas that apply in the Kirklees LPA area, or something which applicants should have regard to in its own right. The paragraph points directly to the HVHCA report. Paragraph 4.1.17 lists the defined character areas but should be preceded by a generic definition, applicable across the areas regarding the conservation 'heritage and character' to avoid the implication that the conservation of built heritage assets is applied differently across the areas and ensure that the NPPF/PPG definition is applied in a consistent manner.

Development proposals should demonstrate how they have been informed by the different landscape and townscape elements which together contribute to the Key Characteristics and distinctive character of each of the identified Landscape Character Areas. Proposals

should consider the Character Management Principles for each Landscape Character Area (see paragraph 4.1.17), in order to protect local heritage and character.

Council comment: The first sentence of paragraph 4 requires planning applications to demonstrate how they have had regard both to the key characteristics *and* distinctive character of each landscape character area (although presumably this should just mean to the LCA in which their application falls – see more appropriate wording in paragraph 1 of Policy 2). The key characteristics of each of the LCAs can be found both in the HVHCA and in Appendix 7 of the NDP and it would be helpful if the NP could indicate where applicants would find this necessary information. It would also be helpful to define the expectations required and refer to the need to prepare proportionate information to define the existing character and significance of a site then evaluate the impact of the development.

LCA4 lists ‘ribbon development’ as a key characteristic and the Neighbourhood Plan is clear that applicants need to demonstrate how they have been informed by the key characteristics. This reliance on the words provided in the evidence document, rather than using its own words to convey the type of development the plan would wish to encourage, could undermine the ability of the Neighbourhood Plan to deliver the type of development the Parish Council may wish to achieve. This is evidenced in paragraph 4.1.14 which states “There is also a need to consider how the local topography has influenced form and layout, leading to a strong, linear form of development, with building lines following the contours along steep valley sides and narrow valley bottoms”; as well as the reference to “linear terraced forms” in paragraph 4.2.54. This is not the same as ribbon development which in planning terms has a meaning of lines of houses built along existing highways or other routes radiating out from settlements and has developed negative connotations connected with undesirable sprawl. The Council would suggest that the sentence in 4.1.14 expresses the type of development the Neighbourhood Plan would wish to promote, while the key characteristics relied upon in the actual policy, do not.

The second sentence of paragraph 4 relates specifically to the Character Management Principles and points applicants to paragraph 4.1.17 of the NDP. Paragraph 4.1.17 (which is actually contained in its own section, not in the section headed ‘A Landscape Policy for the Holme Valley’, where justification would be expected) states that the text in bold should be the key principle in the determination of a planning application. If this is the case this should be both the first requirement of this policy and the text should be contained within the policy itself. However, as stated in the ‘key points’ above, the council considers that the text in the HVHCA is too ambiguous to be used with certainty and consistency by applicants and officers. The lack of definition of what is meant by “traditional buildings”, and “historic buildings” and the “local vernacular” in the landscape character areas is rather ambiguous and would not help with planning decisions.

For example: LCA3 under ‘Settlement Pattern and Built Form’ lists the settlements as Hade Edge and the group of farm buildings at Cartworth Fold (and possibly at Washpit Mill). Under ‘Historic Assets’ however the list of settlements includes Choppards, Arrunden and Longley. Ward Place is also stated to be a settlement, but this is incidental to information concerning listed buildings. It is unclear how this information could be used to inform a planning application. New development will, by definition, change the settlement layout. It would perhaps be more useful to set out a range/palette of locally relevant material types for new development in the various areas to ensure that new development is informed by an assessment of its context and demonstrably complements the positive characteristics and significance of the place.

Example 2: the second bold bullet point in LCA3 is ambiguously worded. Does it mean that all new buildings must be *designed* as traditional buildings, or that new buildings must not have any detrimental impact on how existing traditional buildings appear in their setting?

Example 3: The sixth bold bullet point of LCA4 states “Avoid infill development which will result in the coalescence of Honley and Brockholes”. There is no information or evidence to support this statement and no guidance as to where this may relate to.

Applicants also should have regard, where relevant, to the following aspects of local character which are described in Appendix 7:

- *Movement and Connectivity*
- *Settlement and Built Form*
- *Heritage Assets*
- *Land Use and Land Cover*
- *Greenspace and Public Realm and*
- *Views.*

Council comment: this directs applicants to Appendix 7 of the NDP to consider the information contained in the 6 headings listed. The council has stated previously that the HVHCA report is a description of the existing character of the area and how that character has been influenced by land use and topography. By relying only on the text within that document it is difficult to see how applicants can have regard to its contents in the formulation of applications, nor how officers can consistently consider whether an application complies with policy.

‘Movement and Connectivity’ for LCA3 for example is largely a description of the footpath network within the area and it is difficult to envisage how applicants should have regard to it. If the Parish Council wishes to suggest that applicants must ensure that all existing footpaths are protected and where possible links are created to them, then this should be explicit. However, point 4 of policy 1 requires major developments to include linkages to existing tracks and routes. It is difficult to envisage how much, in practice, applicants will be able to have regard to the information in this section, in its current form.

Overall, proposals should aim to make a positive contribution to the quality of the built and natural environment and should not introduce or replicate changes which are unsympathetic and identified as issues to be addressed in the Holme Valley Heritage and Character Assessment report.

Council comment: This section again points directly at the HVCHA and is in effect a list of development that should not be accepted. It is unclear whether applications should be refused as a result of this wording. The ambiguity of the wording also makes compliance difficult. Does this apply outside of the conservation areas in LCA4 for example? Should all residential development in small villages in LCA7 be refused?

In particular the design and siting of new development and associated landscaping schemes should address the following:

Development should respect long distance public views from development to the upland areas of CA 1: Wessenden Moors, CA 2: Holme Moorland Fringe and CA 3: Hade Edge Upland Pastures and protect public views towards any significant local landmarks as identified in the Heritage and Character Assessment report. In addition, views across the Valley must be considered, including from other areas looking towards the development scheme and proposals should pay particular regard to any long distance visual impacts

on approaches to settlements, and along through routes. Overall development proposals should minimise any adverse visual impacts on the wider landscape setting of the development.

Council comment: Point 1 of paragraph 7 is considered unreasonably complex and compliance will be difficult for applicants and consideration difficult for officers. It is ambiguously worded. Does it mean that applicants have to work out where the upland areas of CA1 and CA2 are, or does it refer to the whole of CA1 and CA2 which are areas of upland?

Views into and out of the Peak District National Park are considered in Local Plan policy LP32 'Landscape'.

All agricultural buildings in the Green Belt should comply with Kirklees Local Plan Policy PLP54 and should have appropriate screening and landscaping. Buildings should use neutral colours and tones to reduce visual impact.

Council comment: The information required to guide applicants and officers is found in paragraph 4.1.9 under the heading 'Introduction and background'. This illustrates the disconnection between some policy areas and the necessary justification text. This section needs to be updated to reflect the adopted Local Plan.

New major developments should include pedestrian linkages to existing tracks and routes.

Council comments: Local Plan policy seeks to link all relevant development to footpaths where possible, not just major development, including LP24 Design and LP31 Strategic Green Infrastructure Network. What is the relationship between this criterion and criterion 5 of NDP Policy 6, which requires all development not just to link to existing routes but also to enhance and expand routes? If existing tracks and routes refers to Public Rights of Way, it would be helpful if this were made clear.

'Major development' is not defined in the NDP until page 140 as a footnote to Policy 12.

A full hard and soft landscaping scheme is to be submitted with all planning applications where appropriate. Landscaping schemes and planted boundary treatments should enhance Green Infrastructure. They should also use a suitable mix of native plant species, or other species where appropriate, in tree planting and hedgerows to support and enhance biodiversity in line with the Council's Biodiversity Action Plan and the relevant Biodiversity Opportunity Zones. Regard should be had to the location, setting, species height, planting density and need for on-going maintenance and management, particularly in relation to future resilience linked to climate change. Careful consideration also should be given to the creation of a strong landscape structure throughout the site, appropriate to the setting. Planting of trees on hillsides and street planting will be encouraged to reduce flash flooding risks and increase health. Any large extensive planting schemes which are likely to impact on public views must include public consultation with the local community. Use of "green" or "living" and "blue" roofs is encouraged where adverse impacts on local character and distinctiveness are minimised.

Council comment: Point 5 of paragraph 7: There is a mix of different policy considerations contained in this paragraph. Planting of trees on hillsides is unlikely to need planning permission. The last sentence of the paragraph refers to 'green', 'living' or 'blue' roofs. The Council considers that this should be part of the consideration of the design of the built development, although green, living or blue roofs if

appropriate and acceptable in the design of the building could then form part of an overall landscaping proposal. Cross reference to the need for a biodiversity net gain would also be useful.

Previously the council commented: “Both Draft Policy 1 and Draft Policy 2 contain a mix of elements relating to landscape character and to the built form, which would be better separated into distinct policies.” It is still unclear what different aspects of development each of the policies refers to, especially as both Policy 1 and Policy 2 require applicants to have regard, mostly, to the same parts of the HVHCA report. It appears that Policy 2 which relates to built form requires less regard to the report than Policy 1, in that there is no mention of the 6 individual headings, including settlement and built form, nor does Policy 2 require development to make a ‘positive contribution to the quality of the built and natural environment’ or have regard to the ‘issues to be addressed’, which in the main refer to built development.

Policy 2 Protecting and Enhancing the Built Character of the Holme Valley and Promoting High Quality Design

Council comment: The heading of the introduction to Policy 2 is “Conservation Areas and Promoting High Quality Design in New Development”. The supporting text also includes a map and description of each of the 13 conservation areas contained within the NDP area. Paragraph 4.2.4 states that Policy 2 is “an overall policy for all conservation areas.” Paragraph 4.6.23 (in relation to Policy 8) states “The provision of NDP Policy 2 should also be considered as both Holmfirth and Honley centres are within conservation areas.” This implies that Policy 2 applies only to conservation areas, but Policy 2 itself does not distinguish between development within or outside of conservation areas, nor are the descriptions of the conservation areas referred to in the policy.

The issues of high quality design and the management of conservation areas are not the same and there should be no implication that different standards apply in different areas. Nor does Policy 2 allow for an holistic approach to achieving high quality design which should not be primarily about building materials and detailing. If Policy 2 is intended to apply to conservation areas then paragraph 4.2.3 should emphasise that as conservation areas are statutorily designated the lack of a Conservation Area Appraisal (CAA) does not mean that its designation as a designated heritage assets is weakened, or that its components are subject to any less control. Section 4.2 on the management of conservation areas could be introduced by the legislative and local plan requirements for the management of conservation to emphasise that the description of the areas given in the NDP is simply the basis of the necessary ‘heritage significance appraisal’ which would be required to inform the development of a site within the conservation area and that all development is required to preserve or enhance the character and appearance of the area.

1) Local Character

Proposals for new development and alterations to existing buildings should respect the Landscape Character Area in which they are located with reference to the Character Management Principles for each Landscape Character Area (see paragraph 4.1.17) and the Key Characteristics and distinctive character of each of the identified Landscape Character Areas (as set out in Appendix 7). Proposals should seek to protect and enhance local built character and distinctiveness and historic landscape character.

Council comment: It is unclear how consideration of this policy differs from the consideration required by Policy 1. Comments relevant to Policy 1 also apply in relation to the Character Management Principles, Key Characteristics and distinctive character. It is unclear what is meant by ‘historic landscape character’ as distinct from ‘landscape character’ which should in any case be a consideration for policy 1.

In addition, there is no caveat about LCA1 and LCA2 included within policy 2, although it has been included in paragraph 4.2.59.

Suitable measures should be put in place to avoid any adverse impacts on heritage assets, including any conservation areas, and where this is not feasible, to minimise or mitigate damage.

Council comment: The Council is very concerned that this wording will undermine the level of protection for heritage assets afforded by Local Plan policy LP35. As drafted this policy could have the unintended consequence of permitting more harmful development than would be the case if the NDP relied on LP35. The policy conflicts with the requirements of the NPPF in relation to both designated and non designated heritage assets, implying that ‘adverse impacts’ could be mitigated. It would be more useful to clarify that the impact of development is evaluated in relation to the definition of the ‘heritage asset’. Thus, any ‘harm’ (or adverse impact) to a designated heritage asset is considered under paragraphs 193 – 196 of the NPPF and is required to be given great weight.

The policy is ambiguously worded as there is a lack of understanding of what is meant by ‘suitable measures’.

2) Sense of Place

New developments should strengthen the local sense of place through use of local materials and detailing. Where historic features such as mill chimneys function as key focal points, they should be retained and restored as an integral part of new development schemes. Legibility improvements are encouraged such as signage, waymarking, trails and heritage focal points.

Council comment: Viability relating to the retention of mill chimneys should be a consideration. Who would be responsible for their future upkeep and maintenance? It is unclear what type of development legibility improvements is aimed at and there is no justification or other explanatory text within the NDP. It also appears more relevant to Policy 5 ‘Public Realm’.

The last sentence on legibility improvements is new policy introduced since Regulation 14.

3) Utilising Existing Assets

Wherever possible, significant trees, internal boundaries and water courses on the site should be retained and incorporated in the new design. Proposals should consider the aspect of the site and the ways in which the site contours and vegetation can be used to provide areas of extensive shade or shelter. Advantage should be taken of sunny slopes in orientation of gardens and / or main elevations. Development of individual buildings and groups of buildings should utilise site characteristics to improve energy efficiency and maximise use of renewable technologies.

Council comments: Repeats the intentions of parts of LP24, particularly d)iv and LP32.

4) Innovation and Responding to Local Context

The use of traditional materials and design will be supported. However, contemporary design and materials will be supported where the distinctive character of the area is enhanced or opportunities are identified for greater energy efficiency. Site layout should respect the existing grain of development in the surrounding area.

Council comment: There is a mix of policy areas within this paragraph, and a re-phrased repeat of policy on materials and design ('local materials and detailing' in paragraph 2 and 'traditional materials and design' in paragraph 4). There is a consideration of layout here as well as in Paragraph 3. Energy efficiency is referenced in this paragraph as well as in Paragraph 3. As worded this paragraph implies that development using contemporary design and materials will be supported if opportunities for greater energy efficiency are identified (by whom?), but this may not necessarily be appropriate for a conservation area, for example. The Council maintains that a suggested amendment made at Regulation 14 is still relevant: "The use of traditional materials and design will be supported promoted. However, where appropriate contemporary modern materials and design and materials will be supported where the special character of the area is enhanced."

5) Gated Communities

Gated communities which restrict permeability are not characteristic of the Holme Valley area and will be resisted.

Council comment: It is unclear whether all applications for gated communities should be refused on the basis of this criteria and if so how this would be justified.

6) Inclusivity and Accessibility

Designs should promote inclusivity and promote accessibility for all and in particular have regard to the needs of the older population and those with mobility impairments.

Council comment: Partly repeats LP24 criterion f).

7) Public Spaces

New development should make a positive contribution to the public realm. In particular, this should include:

- A clear distinction between streets and other publicly accessible spaces and areas that are intended for private use;*
- A designed sequence of spaces that connects with and relates to the pattern of spaces already present in the area;*
- Where appropriate, the "greening" of public spaces by using trees and other suitable planting.*
- Open spaces should be designed to meet the needs of the development and located to satisfy their intended, specific function, such as toddler's play, older children's activities, sitting out, or visual amenity.*

Council comment: It is unclear what development this paragraph applies to. NDP5 is 'Promoting High Quality Public Realm' where you would expect to find all policy relating to the public realm. There is no information contained within the supporting text to guide applicants in relation to this policy, for example to explain what is meant by 'a designed sequence of spaces'.

The last bullet point appears to relate to the provision of public open space within new residential development which is covered by Kirklees Local Plan LP63 'New Open Space'. The council is concerned that the inclusion of this bullet point in the HVNDP means that there is a risk of undermining the provisions of LP63 and guidance set out in the Council's Open Space Supplementary Planning Document. There is a lack of local evidence within the HVNDP to support the interpretation and implementation of this policy or how the needs of the development would be ascertained and there is no guidance to advise how open space should be located to satisfy the intended open space function.

8) Built Form and Materials

Designs should respect the scale, mass, height and form of existing locally characteristic buildings, as described in the Key Characteristics, and Settlement Patterns and Built Form, for each of the Landscape Character Areas in the Holme Valley Heritage and Character Assessment and Appendix 7 of the NDP. Materials must be chosen to complement the design of the development and add to the quality or character of the surrounding environment. Local millstone grit and stone flags should be used wherever possible.

Council comment: Individual locally characteristic buildings have not been identified in the relevant areas of the HVHCA report, although there is a general description of existing built form. It is unclear why policy consideration relating to built form and materials already included at paragraph 2 and 4 are not included within paragraph 8. Indeed, this would seem to be the main thrust of policy that the NDP is trying to achieve and it is unclear why this is not the main consideration of this policy. The specific requirement to use local millstone grit and stone flags wherever possible would be relevant to only pockets of the Holme Valley as a whole.

9) Scale and Proportion

Scale, height and massing of development should be designed to reflect the setting and location of each individual site. Development should fit in and neither dominate nor have a detrimental impact on its surroundings and neighbouring properties.

Council comment: Scale, height and massing has already been included at paragraph 8. Indeed it may not be possible to comply with both paragraph 8 and paragraph 9 in terms of respecting locally characteristic buildings AND the location and setting of the site.

11) Protecting Amenity

Proposals should minimise impacts on general amenity and give careful consideration to noise, odour and light. Light pollution should be minimised, and security lighting must be appropriate, unobtrusive and energy efficient.

Council comment: The council is very concerned that there is a significant risk of undermining the provisions of LP52 'Protection and improvement of environmental quality' and the scrutiny of proposals and protection from the effects of all types of pollution that it affords. It is unclear what is meant by 'careful consideration', why only light pollution should be 'minimised' and what is meant by 'minimised'. Similarly it is not clear what is meant by 'appropriate' security lighting, and appropriate to whom?

Policy 3: Conserving and Enhancing Non-designated Heritage Assets

A list of proposed non-designated heritage assets is identified in the Holme Valley Neighbourhood Plan and further non-designated heritage assets may be identified during the plan period.

Council comment:

The Council's previous comment regarding the suggested format of this policy subject to having an agreed list still applies: "The following non-designated heritage assets have been identified in the Holme Valley Neighbourhood Plan. Development affecting a non-designated heritage asset should be considered against Local Plan Policy LP35 Historic Environment:- (list the sites).

Policy 3 uses mixed terminology including 'proposed' and 'emerging' in the first paragraph and 'heritage assets' instead of 'non-designated heritage assets' in the second paragraph.

Appendix 2

Council comment: The list in Appendix 2 has not been agreed by the Local Planning Authority and the conservation area appraisal for Holmfirth has not been adopted.

The whole appendix is confusing in both layout and terminology. The first page is headed 'Candidate Local Heritage Assets' and lists 3 assets in Honley. The second page is the 'Holmfirth Conservation Area Appraisal Appendix J' (although it is stated in paragraph 4.3.6 and at the top of page 150 that the list has been produced by Holmfirth Conservation Group, the use of the title 'Holmfirth Conservation Area Appraisal' makes it appear as if it is the appraisal produced by the Council) and refers to 'key buildings' and 'positive buildings' but it is unclear what they are or what their relevance is to the list. The last paragraph on page 150 states that for 'positive buildings' there are too many to list (over 350) which indicates that this is not precise. It also refers to Figure 16 of the Conservation Area Appraisal which is not included in the NDP. There then follows a long list (which is very difficult to read) without explanation or any indication of how the assets on the list have been chosen. It should also be noted that some of the buildings referred to are within a conservation area, making them both designated and non-designated assets.

Candidate non-designated assets should be tested against defined selection criteria. This would make future candidates more transparent and explain how '*further non-designated heritage assets may be identified during the plan period*'. This criterium should be stated either in the main body of the document or in the appendix.

Holme Valley Heritage and Character Assessment report 'historic assets'

Council comment: the HVHCA report includes 'buildings of local interest' which have been individually named. The relationship between the buildings named in the HVHCA report, the buildings in Appendix 2 and Policy 3 is not clear.

Supporting text paragraphs 4.3.8 to 4.3.10:

Council comment: it is unclear what the purpose of these paragraphs is and how they relate to Policy 3.

Policy 4 Design Codes for High Quality Shopfronts and Advertisements

Council comment: This policy is in general conformity with NPPF. Many of the principles of the policy repeat Local Plan policy LP25 (Advertisements and Shop Fronts). However, the length and complexity of NDP4 make it more suited to a design code than a policy. A document, preferably with illustrations, explaining the terms used in the policy would aid understanding but there is no Parish Council action to produce further guidance. As written the policy is prescriptive in parts, imprecise and difficult to apply.

The policy is made unnecessarily complex because of repeated issues and multiple headings. For example criteria a), c) and d) all refer to fascias yet 'Fascias' is a separate heading which contains reference to cornices. Illumination of signs is included in the general principles; the first paragraph of part 2 which states that illuminated box fascias should be avoided but then the consideration of illuminated fascias is given after criterion f).

3) Accessibility

The sensitive alteration of existing traditional shops and town centre buildings to improve accessibility for all is supported. Accessibility should be improved wherever practically possible, provided the special interest of any historic building or buildings is not compromised. Overall proposals should not prejudice the character of the building or buildings and should have due regard for any features which make a particular building or buildings special or significant.

Council comment: It would be preferable if the special interest of all buildings, not just historic buildings, is not compromised.

e) Use sensitive colours and appropriate shading and blocking of letters which reflect the local character and appearance of the area – for example in Conservation Areas bold bright colours are unlikely to be accepted; and

Council comment: The council commented at Regulation 14 that it is overly prescriptive and unreasonable to restrict the use of 'strong and strident colours'. Strong and strident has been replaced with 'bold and bright', which is equally prescriptive and unreasonable. It is not clear how or who would make the judgement of what is a bold and bright colour and at what point a colour becomes too bright to be acceptable.

Schemes should avoid light pollution into adjoining residential properties and not unnecessarily cause poorly directed light pollution elsewhere.

Council comment: The council repeats its concern relating to undermining the provision of LP52 in respect to light pollution.

Policy 5 Promoting High Quality Public Realm and Improvements to Gateways and Highways

Council comment: It is unclear what type of development the public realm part of the policy is aimed at. Public realm is also a consideration of (part of) NDP Policy 2. There is a significant focus given to this area of policy most of which is likely beyond the scope of development proposals.

There is little in the supporting text that helps to justify or evidence the policy. Much of the content of 4.4.15 to 4.4.20 appears more suited to Parish Council actions, particularly in respect to the design of litter bins, planters and signage.

Much of Policy 5 is ambiguously worded or repetitive.

The Kirklees Highway Design Guide Supplementary Planning Document was adopted on 14/11/2019 and it “encourages developers and designers to create streets for people by responding to all the other components that make up the public realm and influence the identity of a place. It also covers the design of the ‘highway’ in its broadest sense, namely the public space between private property that encapsulates all public activity, including the circulation and storage of motorised traffic.’ The council maintains that the Highway Design Guide SPD should be relied on wherever possible.

Proposals for public realm improvements should enhance the quality of life for residents and visitors alike and should be an integral part of transport links through towns, settlements and villages.

Council comment: It is unclear whether this is an introduction to the policy or a policy consideration in its own right. If it forms part of the consideration of an application, does it only apply to the development of transport links, or to any development fronting a road through a town, settlement or village?

Where public realm enhancements are proposed as part of development schemes, proposals should include, where possible, cycle and car parking with electric charging points, clear and useful signage to local public transport facilities, and low energy street lighting.

Council comment: This is ambiguously worded and it is unclear what type of development this would apply to. As it refers to public realm enhancement it is not clear if this means the enhancement of existing spaces, for example secured through a S106 agreement, or new public realm, for example areas of open space provided as part of new residential development. If the latter then LP63 should apply. Would car parking be additional to that secured for the development, and is it desirable for all public realm spaces to incorporate car parking? This policy only requires signage to public transport facilities while the wording of the last sentence of NDP Policy 2 part 2 requires general signage and waymarking.

Large commercial bin storage areas should be suitably screened as part of proposals to enhance the public realm and improve waste management.

Council comment: repeats LP24 vi, but LP24 refers to all waste facilities, not just large commercial bin storage areas. The Kirklees Highways Design Guide SPD (Nov 2019) provides guidance on waste collection and refuse storage.

To ensure a balance is achieved between highway safety and highway dominance, and to ensure that the character of a place is maintained whilst still enabling a safe and sustainable highway, the following principles should be applied:

- d) Design and materials in public realm improvements and highways schemes should be sensitive to local character.*
- e) Traffic dominance should be minimised through surface treatment and layout;*
- f) Visual clutter should be limited;*
- g) Provision of shared public space should be maximised whilst accommodating vehicular movement where necessary;*
- h) Consideration should be given to accessibility for everyone;*
- i) Consideration of Green Infrastructure should be built into the public realm where appropriate;*
- j) Street furniture should not act as a hazard to pedestrians or distract motorists unnecessarily.*
- k) Signage and interpretation should be clear and visually unobtrusive;*

l) *Lighting should limit light pollution and the use of columns.*

Council comment: It is unclear to what type of development these principles are to be applied that is different to what has been stated previously, both within this policy and in NDP policies 1 and 2.

d): having regard to local character has already been stated in part a) of this policy. All development would in any case be expected to have regard to Policy 1 and 2, both of which require more consideration of character and design than is required by Policy 5.

e): there is nothing in the supporting text that could guide applicants as to how to comply with this part of the policy;

f): it may be preferable to avoid visual clutter, rather than just limit it;

h): repeats NDP Policy 2 part 6;

l): with regard to light pollution see previous comment on NDP Policy 2 in relation to LP52.

Gateways and Highways

Where major new residential or commercial development is close to gateways into the Holme Valley, for example at entry points along the main transport routes including roads along valley floors and at rail stations including as identified on Map 17 Key Gateways, consideration should be given to gateway improvements. Such improvements could include for instance, welcome signage, landscaping and planting and relevant information about visitor facilities.

Council comment: This part of the policy is unlikely to achieve its aim in terms of the locations identified on Map 17 as the identified locations (as shown by the stars) are all in the green belt some distance from inset settlements where major development would be expected to occur. It is unclear if the policy is intended to apply at entry points to the villages or all along the roads listed in 4.4.21. Landscaping and planting would be a normal consideration as part of a major development and as the policy refers to 'improvements' it is unclear whether the policy is seeking to secure gateway improvements on site as part of the development or off-site improvements to existing areas of public realm (in the centre of the villages for example) where information boards would be expected.

Do the principles d) to l) apply to this section of the policy?

Policy 6 Building Homes for the Future

Council comment:

Supporting text paragraph 4.5.10: refers to the NDP encouraging 'infill' development. It would be useful to define what is meant by this, particularly as the NPPF at paragraph 145 includes for consideration of infill development within the Green Belt. There is no mention of infill development within Policy 6, unless it is implied by the first sentence.

Supporting text paragraph 4.5.20: states that Policy 6 has been prepared to provide local detail to LP3 and LP11 but there is very little that addresses any specific issue. Evidence to support the policy is required.

Supporting text paragraph 4.4.21: this states that developers of schemes of 5 or more properties should undertake public consultation with local residents and stakeholders, but says nothing about how this may be carried out or who mediates if there are objections.

There is significant overlap with other Local Plan policy including LP7 Efficient and Effective use of land and Buildings, LP11 Housing Mix and Affordable Housing, LP20 Sustainable Travel and LP21 Highways and Access. There is very little in part 1 'General Principles' that addresses any issue specific to the Neighbourhood Plan area.

In addition to the sites allocated by Kirklees Council in the Allocations and Designations DPD, new housing development will be supported within existing settlements in areas not overwashed by the Green Belt.

Council comment: It is unclear whether this is an introduction to the policy or a policy consideration in its own right. Does it mean that housing development will be supported generally or where the listed points 1 to 6 apply?

The Council made the following suggested amendment at Regulation 14 consultation: "New housing development which accords with the Local Plan will be supported ~~within existing settlements~~". It is maintained that the amendment is still advised to avoid potential conflict with sites allocated for other purposes, such as for employment use.

Proposals are required to address the following additional considerations:

Council comment: additional to what?

- 1) *Wherever possible, proposals for residential development should include the redevelopment of previously developed (brownfield) sites or the conversion of other suitable buildings within existing settlements.*

Council comment: Criterion 1) is an objective not a policy and it is unclear how applications on greenfield sites should be considered. Encouraging the efficient use of previously developed land and re-using existing buildings is part of LP7.

- 2) *Housing should be suitable in terms of design, house size and tenure.*

Council comment: Evidence is required to support this criterion and information will be needed as to what design, house size and tenure is deemed suitable, and for whom. The relationship between this part of the policy and the policy under the heading 'House types and sizes' is not clear.

- 3) *Conversion of mill buildings for low cost housing and apartments rather than demolition is preferred. Wherever possible proposals for conversions of former mill buildings to residential accommodation should include provision for suitable commercial or employment uses as part of mixed use schemes, including live / work type accommodation.*

Council comment: The first sentence would be better suited as an objective rather than a policy, as it is unclear whether schemes proposing demolition should be refused. Evidence is required to support this criterion and information will be needed as to what is meant by 'low cost'. The viability of schemes providing residential accommodation, live/work units and commercial or employment uses should be a consideration. It could also be expanded to include other worthy redundant buildings, not just mill buildings.

- 4) *Adequate parking for residents and visitors should be provided in accordance with the most up to date Kirklees parking standards as set out in Kirklees Council's Highways Development Delivery Planning Pre-application and Application Advice Note in Appendix 4. Additional parking provision to accommodate visitors and delivery vans is encouraged to minimise additional on street parking on nearby roads.*

Council comment: At Regulation 14 consultation the council suggested the following amendment: "provides adequate parking for residents and visitors ~~should be provided~~ in accordance with Local Plan Policy LP22 Parking and the council's most up to date Kirklees parking standards guidelines, as set out in Kirklees Council's Highways Development Delivery Planning Pre-application and Application Advice Note in Appendix 4. Additional parking provision to accommodate visitors and delivery vans is encouraged to minimise additional on street parking on nearby roads."

The most up to date guidance is now contained in the adopted 'Highway Design Guide SPD'.

It is unclear whether the last sentence requires parking for visitors and delivery vans to be provided over and above what would normally be advised through Council guidance.

- 5) *Developments should have good access to public transport routes and encourage walking and cycling by enhancing, expanding and linking to existing routes.*

Council comment: Repeats LP20, although LP20 recognises that opportunities will vary across different settlements. There is a conflict between this policy and policy 1 (point 4), where only major developments are required to link to existing tracks and routes. This requires it of all development with the addition of also requiring the enhancement and expansion of routes.

- 6) *Proposals will be expected to demonstrate that densities make best and efficient use of land and reflect local settlement character.*

Council comment: LP7 allows for a planning balance to be applied to the issue of density (LP7 section 2 parts a), b), c) and d). The NP policy is prescriptive.

House types and sizes

All major housing development schemes should demonstrate how they address the identified local housing need of the Rural West sub-area in terms of density, size, tenure and type of development. Schemes should provide suitable housing in response to the most up to date Strategic Housing Market Assessment.

In particular new housing schemes for major development will be supported, subject to aligning with other policies within the HVNDP and Kirklees Local Plan and national planning policies, where they:

- 1) *Include a mixture of one, two and three-bedroom properties for sale and rent.*
- 2) *Include housing designed to meet the needs of older people and properties for first time buyers.*
- 3) *Provide a suitable proportion of affordable housing in line with the recommendations in the Kirklees Local Plan and the NPPF. Priority will be given to the delivery of affordable housing and maximising the potential for meeting identified local needs and local affordable needs from appropriate individual development opportunities.*

4) Provide new housing through a Community Right to Build Order or other community led housing project including self-build schemes.

Council comment: As this part of NDP6 applies only to major development, the council is concerned that this part of the policy undermines the provisions of LP11 'Housing Mix and Affordable Housing', which applies the general principle of housing mix to all housing development. It is ambiguously worded – will major housing development only be supported if it meets all four of the specific criteria or if one or more of them is met?

In addition, there is a mismatch between NDP6 which refers to 'major development' (NPPF definition 10 or more dwelling or 0.5ha or above) and LP11 which refers to schemes of more than 10 dwellings or of 0.4ha or greater in terms of proportionality as well as schemes of more than 10 dwellings (irrespective of the size of the site) requiring the provision of affordable housing. Policy LP11 is underpinned by SHMA and the Kirklees Local Plan and CIL viability assessment, which has tested the viability of the plan based on thresholds of 11+ dwellings or an area of 0.4ha or above. By lowering the threshold for schemes to provide proportionality and affordable housing from 11 dwellings to 10, the Neighbourhood Plan conforms to national guidance but relies on evidence based on a different threshold.

Criterion 3: There is a conflict with Local Plan policy LP11 which states that housing schemes need to provide affordable housing in line with the Local Plan. However, any scheme of 10 dwellings would not be able to comply with NDP6 criterion 3) as part of LP11 only applies to schemes of 11 or more dwellings.

The policy relies on evidence in the 'Rural West sub-area' of SHMA. The SHMA provides information for this subdivision for affordable housing need but does not provide information at this level for the mix of market housing. The Kirklees wide figures for housing mix include a need for 4 plus bed homes. The Neighbourhood Plan therefore needs to provide evidence to support the housing mix stated in NDP6 criteria 2).

As there is no guarantee a subsequent SHMA will use the same subdivision it is suggested that more general wording referring to the relevant area is used in the policy.

It is unclear whether major new development will be required to provide new housing through a Community Right to Build Order or other community led housing project including self-build schemes. LP11 encourages custom build/self-build homes generally.

The council is currently producing a Housing Mix and Affordable Housing Supplementary Planning Document which will provide further detail supported by evidence of housing need.

Policy 7 Supporting Economic Activity

Council comment: there is nothing in Policy 7 that provides any local distinctiveness to policies already contained within the Local Plan. In many respects the policy will make it harder to achieve new business development. There is no evidence and little justification in paragraphs 4.6.1 to 4.6.14. Paragraphs 4.6.11 to 4.6.13 appear to relate to place making and Parish Council initiatives in Holmfirth, both of which are Parish Council actions.

In addition to site allocations in the Kirklees Local Plan, proposals will be supported which result in the creation or sustainable expansion of existing and new businesses, particularly those defined as micro (sole traders or those with fewer than ten employees) or small (ten to fifty employees) in all business sectors.

Council comment: The definition of a business includes retail development which creates a conflict between NDP Policy 7, which would support such development subject to compliance with eight criteria, and NDP Policy 8 which refers to the requirement for a sequential test for retail development.

There does not appear to be any supporting text as to why the policy is restricted to certain sizes of business. The policy appears to apply only to small businesses but the use of the word 'particularly' implies this is not a closed list.

Such proposals will be supported where the following all apply:

- 1) The site is located outside the Green Belt;*
- 2) The proposal supports new business investment or the expansion of an existing business within its existing site;*
- 3) The proposal is for the sensitive conversion or redevelopment of existing buildings or makes use of a previously developed site;*
- 4) The site is connected to the existing highway and transport network and will not generate additional and unacceptable adverse traffic impacts on surrounding roads;*
- 5) The site is large enough to accommodate the necessary car parking, service areas and appropriate landscaped areas;*
- 6) The proposals take account of their impact on the natural environment and contribute to the protection, conservation and enhancement of the natural beauty and distinctive local character of the landscape; and*
- 7) The proposals recognise the overall aim to reduce carbon emissions through sustainable design and promoting access by walking, cycling and public transport.*

Council comment: As there is a requirement to comply with all parts of the policy it is not clear whether applications on greenfield sites or on sites not already connected to the existing highway should be refused in principle or whether the NDP is simply silent.

- 2) it is unclear why a site should not be allowed to expand, if otherwise suitable;
- 4) is there a distinction to be made between the highway and the transport network? It is unlikely that a scheme would not generate any additional traffic movements and the impact of any development on the surrounding road network is a normal consideration when any application is received. National guidance is for "severe" impacts on the highway to be the level for objection, not just adverse impacts.
- 5) There is no local guidance for non-residential parking so the number of spaces needs to be justified as being fit for purpose.

Supporting Homeworking

Proposals which promote the role of home-working within the economy will be supported. These include, where planning permission is required, improvements to broadband and telecommunications infrastructure and small-scale extensions to existing residential dwellings which are subsidiary to the main dwelling, subject to other policies in the NDP, Kirklees adopted Local Plan Policies LP10 and LP20 and national planning policies.

Council comment: The policy particularly refers to *'the need for extensions that accommodate home working to be small scale and subsidiary to the main dwelling'* but there is no evidence or justification that states why this restriction should apply. LP24 requires extensions to be subservient to the host dwelling but otherwise in keeping in terms of scale.

Improvements to broadband and telecommunications infrastructure should apply over all business sectors, not just home working, and is part of LP5 'masterplanning sites'.

Encouraging Tourist and Visitor Facilities

Council comment: There is nothing contained in this section that would not be a normal consideration for any proposal of this nature, except that applicants would not routinely be expected to demonstrate how their development specifically improves the offer to tourists. The section is therefore prescriptive and does not allow for the operation of the planning balance.

Policy 8 Facilitating Development in Holmfirth Town Centre and Honley District Centre and Brockholes and New Mill Local Centres

Within Holmfirth Town Centre and Honley District Centre, development for retail, leisure, office, commercial, cultural and tourism and other main town centre uses¹⁴ will be encouraged where they help enhance the viability and vibrancy of the centres.

Council comment: There is very little in the policy that addresses any issue specific to the neighbourhood plan area. The Retailing and Town Centres section of the Local Plan Strategy and Policies Document sets out a strategy that seeks to protect all defined centres and facilitate new growth including Holmfirth, Honley, Brockholes and New Mill. The NPPF town centre first approach is reflected in the Local Plan and policy LP13 Town Centre Uses part A states that "Main town centre uses which are appropriate in scale, help to retain an existing centres market share and enhance the experience of those visiting the centre and the businesses which operate in that centre will be supported."

1) New developments and changes of use should complement existing provision and ensure that the town, district or local centre offer provides a range of uses appropriate for the relevant type of centre. Care should also be taken to ensure that development does not adversely affect other amenities and facilities, such as open and green space.

Council comment: Complementary uses are addressed in LP13 part A third paragraph which highlights uses shall complement each other whilst retaining a strong retail core. The role and function table sets out the types of services expected within each centre, notwithstanding the new use classes order and its impact on the shopping centre hierarchy.

2) Proposals should ensure that there is adequate provision for pedestrians, sufficient cycle and car parking (including electric charging points) and public transport facilities within walking distance, clear and useful signage, facilities for the disposal of litter and sustainable street lighting.

Council comment: This is addressed through Local Plan policies LP24 Design criteria di walkable neighbourhoods, criteria v electric charging points, LP22 Provision of Parking criteria e) f) g) and LP16 which addresses the issue of litter related to food, drink and licensed entertainment uses.

The NDP lacks evidence and supporting text and may be unreasonable, for example in terms of the control over street lighting. It is imprecise for decision makers in terms of what are the measures of 'adequate provision for pedestrians', 'sufficient cycle and car parking', 'walking distance', 'useful signage' and 'sustainable street lighting'.

3) Retail development should be located in one of the primary shopping areas as set out in NPPF and Local Plan Policy PLP 13, part B. If outside the primary shopping area, retail proposals are subject to the sequential test¹⁵

Council comment: This repeats Local Plan policy LP13 part b which sets out the sequential test for main town centre uses and therefore includes retail development. It is not clear what is meant by 'retail uses' for the purposes of this criteria. This should be explained in the justification text. This criterion also lacks clarity in respect of what consideration should be given to development within the local centres as they do not have identified primary shopping areas in the Local Plan.

4) The re-use of upper floors for residential use and other uses is supported in accordance with Kirklees' Local Plan.

Council comment:

For Holmfirth Town Centre, this point repeats the intention of Local Plan policy LP15 Residential Use in Town Centres in terms of supporting the re-use of upper floors for residential purposes. It implies this will be acceptable without consideration of prejudicing other established uses, for example on ground floors. There is no reference to other uses in the Local Plan. 'Other uses' are not defined and these should also consider impact on adjoining uses.

5) Distinctive and detailed historic architectural features of buildings should be retained and enhanced in accordance with NDP Policy 4.

Council comment:

This is addressed through LP24 Design Criteria a (and Neighbourhood Plan policies 1 and 2). NDP policy 4 is with regards to shopfronts and advertisements and not the whole building.

Business premises should contribute towards retaining the historic nature of the town and district centres by maintaining their varied and interesting frontages¹⁶ for instance through the retention and enhancement of traditional shop fronts as set out in Policy 4.

Council comment:

This is addressed in Local Plan policy LP14 Shopping Frontages, LP25 Advertisements and Shop Fronts and policies 1 and 2 of the Neighbourhood Plan.

Within the primary shopping areas of Holmfirth Town Centre and Honley District Centre the majority (i.e. 60% - 70%) of ground floor frontages should remain as retail (A1) uses and 40% in the secondary shopping areas.

Proposals which would lead to the loss of retail units should be supported by evidence to demonstrate that their continued use for retail is no longer viable, or that an alternative use would enhance the viability and vitality of the town centre.

This appears to be based on Local Plan paragraph 9.18 on primary and secondary shopping frontages not primary shopping area. This should be supported by local evidence to justify the percentages required. Reference is made in paragraph 4.6.17 to vacancy rates and the mix of uses within Holmfirth Town Centre but it does not provide further detail or link to further evidence. It also states in paragraph 4.6.18 that '.... In future, that the balance between retail, commercial and residential will have to shift from the 70% traditional town centre uses in primary shopping areas' but there is no flexibility to accommodate this. Honley District Centre does not have any defined secondary shopping areas. There is no supporting text within the NDP to guide applicants as to what evidence will be required in support of their application.

Notwithstanding, the changes in the regulations and the new use class order means that all uses in the new use class E are taken out of development management so that the thresholds set are no longer under the control of planning policy.

Within Brockholes and New Mill local centres, development for top-up shopping and local services, particularly food and drink as set out in Local Plan Policy LP13, will be considered acceptable in principle providing:

- 6) They satisfy other policies elsewhere in the NDP and Kirklees Local Plan and national planning policies;*
- 7) Suitable mitigation measures are provided to address any adverse impacts on residential amenity resulting from additional noise, smell and visual intrusion;*
- 8) They are of an appropriate scale in relation to the centre; and*
- 9) The amenities of local or adjoining residents or users are protected.*

Council comment:

Criteria 6 to 9 set out above overlap Local Plan policy LP16 Food and Drink and the Evening Economy, criteria a to g; and paragraph 9.32 and LP 13 Town Centre Uses part A which refers in the second paragraph to scale of development in relation to the size of the centre.

Policy 9 Protecting and Enhancing Local Community Facilities

Community facilities are defined as facilities which are of value to the local community and they will be protected and enhanced where possible.

Examples are given in paragraph 4.7.10.

Council comment: The first sentence is an objective rather than policy. The definition of development to which this policy applies is given at 4.7.2 so does not need to be repeated in the policy.

The loss or change of use of community facilities to non-community uses will only be supported where all of the following apply:

- 1) It has been demonstrated that it is in accordance with relevant policies of the Kirklees Local Plan and Peak District National Park Core Strategy; and*

Council comment: this overlap with Local Plan policy LP48 is confusing. A proposal may not be able to comply both with LP48 and NDP9.

It can be demonstrated that:

- Its ongoing provision is not viable, or*
- It is no longer needed or justified, or*
- That the provisions offered by the facility can be accommodated at an equal or higher standard elsewhere in the local area in an equally accessible location, or*

Council comment: repeats LP48 criteria a), b), c), and d). Local Plan paragraph 17.18 sets out ways in which applicants could provide evidence of reasonable attempts to actively market the land or premises to demonstrate lack of need. There is no supporting text within the NDP to guide applicants as to what evidence will be required in support of their application.

- That the new use meets another community need or offers alternative community benefit; and*

Council comment: It is not clear whether a proposal for a community need that results in the loss of a different community need would be acceptable.

- 3) *It can be demonstrated that every attempt has been made to identify and support local community or voluntary groups wishing to continue the operation of the facility.*

Council comment: The Local Plan includes reference to the Community Asset Register which is omitted from NDP9. By including NDP9 the NP has undermined Kirklees policy relating to community facilities.

Education, Health and Community Learning

- 1) *Proposals to create, expand or alter schools will be supported, whilst recognising the ongoing social value of small, community based schools.*

Council comment: it is unclear how applicants should comply with the second clause of point 1. Does the policy mean that small, community-based schools will not be allowed to extend, and are these the schools defined in paragraphs 4.7.12 and 4.7.13?

- 2) *The expansion of health provision in the Valley will be supported.*

- 3) *Proposals to expand the provision of Forest Schools and natural play environments, and to improve provision of accessible natural and semi natural greenspace, amenity greenspace and allotments, will be supported subject to being in accordance with other policies.*

Council comment: it would be helpful if the plan could set out which other policies applicants should have regard to. Local Plan policies LP61 and LP63 cover the protection of urban green spaces and the provision of new open space secured through new housing development in accordance with local and national open space standards. Local Plan policy LP31 Strategic Green Infrastructure supports proposals for the creation of new or enhanced green infrastructure which can include “parks, recreation grounds, public and private playing fields, street trees, allotments and local food growing, amenity green space, churchyards and cemeteries, natural and semi-natural greenspaces, such as woodlands, local nature reserves, some grazing land, heathland and moorland. River and canal corridors, footpaths, bridleways and cycleways provide green infrastructure links which thread through the towns and villages and connect into the countryside.”

Policy 10 Protecting Local Green Space

The following sites are designated as Local Green Space in the Holme Valley Neighbourhood Plan. Development affecting Local Green Spaces should be considered against Local Plan Policy LP62:

- 1) Scholes Marsh Road Well Garden (Map 19)*
- 2) Scholes Sandygate Fields (Map 20)*
- 3) New Mill 'Chapel Field' (Map 21).*
- 4) Hade Edge Gateway Triangle (Map 22)*

Council comment:

- 1) Well Garden, Marsh Road, Scholes - Designation of this site as Local Green Space (LGS) meets the NPPF and NPPG criteria for LGS designation as it performs the function of a village green within Scholes village and has a particular local significance based on its community use.
- 2) Sandygate Fields, Scholes - The council does not support the proposed designation of this site as Local Green Space on the basis that the land does not meet the criteria for LGS designation set out in NPPF (para 100) as its use as agricultural fields does not have any particular local green space value and its contribution to the setting of two listed buildings (farmhouses) and objection to development are not in themselves grounds for LGS designation. The site itself is not considered to have specific unique qualities to be considered demonstrably special.
- 3) Chapel Field, Wooldale - The council does not support the proposed designation of this site as Local Green Space on the basis that the site's use as 'agricultural grazing space' and past community activities are not considered demonstrably special.
- 4) The Triangle, Hade Edge - the site comprises an area of amenity greenspace which has a particular local significance based on its use by the community and is considered to meet the NPPF criteria for LGS designation.

Policy 11 Improving Transport, Accessibility and Local Infrastructure

2. Traffic management interventions should be managed on the basis of two principles:

A user hierarchy which follows the hierarchy set out in Kirklees Local Plan Policy LP20 of:

a) pedestrians

b) cyclists

c) public transport

d) private vehicles; and

Minimal interventions that do not adversely impact on the historic environment and public realm

Council comment: The first point duplicates Local Plan policy LP20 sustainable travel. It is unclear what is meant by 'minimal interventions' and it is not related in any way to a hierarchy of users or sustainable travel.

Accessibility and Infrastructure

4. All development proposals should, where appropriate, include safe and legible access to local streets, footpaths, and publicly accessible spaces for all users to help support healthier lifestyles and active travel. Developments adjacent to the River Holme should consider access improvements to the River Holme footpath network.

Council comment: The first sentence duplicates the aims of Local Plan policy LP21 Highways and access.

The Council welcomes policy to encourage access improvements to the River Holme footpath network.

5. Existing green infrastructure should not be compromised by new development, and proposals to enhance access, particularly to the River Holme for leisure activities, will be supported.

Council comment: This duplicates Local Plan policy LP31 Strategic Green Infrastructure Network.

6. Layouts should be imaginative in approach and include traffic calmed streets and nodal points, with frequent changes of direction, and introduce a sense of enclosure to reflect the traditional design and layout

Council comment: This is unclear and imprecise e.g. what is meant by 'frequent changes in direction'. As it appears to relate to layout and is more 'design' orientated it may be better placed, explained and justified as part of neighbourhood development plan policy 1 or 2.

7. Public transport, pedestrian and cycle routes should be incorporated in the layout wherever possible, especially where these can provide safe and convenient routes to schools, local shops and other facilities. The potential to connect the new development to the existing settlement by providing pedestrian and other non-vehicular routes through the site should be fully explored.

Council comment: This duplicates Local Plan policy LP21 Highways and access.

8. Major developments should consider opportunities to provide car share or car-pooling facilities.

Council comment: This undermines Local Plan policy LP20 Sustainable Travel which encourages car sharing, home working and lots of other journey saving considerations for all development, not just major development. The requirements for Travel Plans as set out in LP20 requires a package of specific measures to be implemented. Travel plans are also required on a case by case basis where the proposed development falls below the major application category where it has the potential to generate significant transport movements and/or has

insufficient off-street parking. As such this has potential to undermine car sharing as part of a package of measures where it is not major development.

11. In that part of the neighbourhood area where Kirklees Council is the local planning authority, proposals to develop 'park and walk' or 'park and ride' facilities to access Holmfirth town centre or festivals / events in the valley will be supported provided they comply with other relevant policies and mitigate any detrimental impact on the landscape through appropriate surfacing and screening as necessary. Park and ride would not be appropriate in the Peak District National Park part of the Neighbourhood Area as it would harm the valued characteristics of the area.

Council comment: Does this mean permanent facilities? Temporary facilities may not require planning permission. It would be helpful if the 'other relevant' policies were referenced.

12. New developments in that part of the neighbourhood area where Kirklees Council is the local planning authority, should provide off-road parking provision in line with Kirklees Local Plan policy LP22 (Parking) and the Council's latest guidance on highway design. Parking areas should be designed sensitively and use suitable materials which are sympathetic to the character of the local area (see Heritage and Character Assessment). Proposals should also aim to maximise accessibility for all groups through careful and considerate design. Development schemes should include provision of electric vehicle charging points wherever practicable.

Council comment: Neighbourhood Plan policy 6: Building Homes for the Future criteria 4 states 'adequate parking for residents and visitors should be provided in accordance with the most up to date Kirklees parking standards as set out in Kirklees Council's Highways Development Delivery Planning pre-application and Application Advice Note'. This advice note is designed to provide helpful direction on highways information and a starting point for discussion for applicants. The above policy statement is referring to 'latest guidance on highway design' allows for flexibility and guidance to be updated. The Council has a Highway Design Supplementary Planning Document (adopted in November 2019) which has been prepared to outline the highway design considerations that should be taken into account in advance of preparing a schemes 'layout' and includes a section on parking.

Local Plan policy LP24 Design criteria v requires the provision of charging points to encourage the use of electric and low emission vehicles to a degree proportionate to the proposal and is duplicated above.

Policy 12 Promoting Sustainability

All major development as defined in the NPPF²⁰ must prepare a sustainability statement which outlines how the development will evaluate and contribute to the following elements of sustainability.

Council comment: There is no information in the supporting information to justify why this only relates to major development and could not be proportionate to the scale of development proposed. It is unclear whether all the criteria are intended to apply only to major development. For example, criteria 2 refers to proposals for 'individual scale energy'. Does this relate to all proposals, and what is meant by 'individual scale energy'?

Local Plan policy LP26 Renewable and low carbon energy states that 'Heat networks can be developed at different scales and all new developments should consider their potential'. The policy could undermine the Local Plan and not be as supportive as intended to achieve the Parish Council's target of becoming carbon neutral by 2030.

2) In that part of the neighbourhood area where Kirklees Council is the local planning authority, proposals for individual and community scale energy from hydro-electric, solar photovoltaic panels, biomass, anaerobic digestion and ground source heating will be supported where they can be achieved without conflicting with the NDP policies to protect and enhance the landscape and built character of the Valley.

Council comment:

This is a duplication of Local Plan policy LP26 Renewable and Local Carbon Energy. It is unclear whether air source heating would be supported.

3) New major developments should install district heating from renewable resources and will be expected to deliver an on-site heat network, unless it can be demonstrated that this would render the development unviable. In this case, developers must demonstrate that they have worked with 3rd parties, commercial or community, to assess the opportunity.

Council comment:

As this goes further than Local Plan policy LP26, it should be supported by viability evidence that the requirement is deliverable. It will need to be clear what evidence is needed by the developer to demonstrate the clauses.

4) Sustainable, energy efficient designs should be used in all new buildings. Reclaimed materials from sustainable sources should be used where possible.²¹

Council comment: This is a duplication of Local Plan policy LP24 Design.

5) Wherever possible all new non-residential buildings should achieve a BREEAM rating of excellent or outstanding.

6) All new buildings should aim to meet a high level of sustainability, design and construction and be optimised for energy efficiency, targeting zero carbon emissions. This might include:

- a. Orientation to optimise passive solar gain.*
- b. Use of high quality, thermally efficient building materials, subject to consideration of local character and context - see Policies 1 and 2.*
- c. Installation of loft and wall insulation and double/triple glazing.*
- d. On site energy generation from renewable resources.*

7) Wherever possible, all new buildings should incorporate technologies which generate 50% energy from low carbon or renewable sources.

Council comment:

The above criteria go further than the policies in the Local Plan and should be supported by viability evidence that that the requirement is deliverable. Evidence is also needed to support the requirement that 50% of energy must come from renewable sources.

8) Retrofitting of older properties to reduce energy demand and to generate renewable energy is encouraged where proposals are sensitive to local character. Alterations to existing properties should be designed to reduce energy demand and comply with sustainable design and construction.

Council comment:

This is a duplication of Local Plan policy LP24 Design.

Policy 13 Protecting Wildlife and Securing Biodiversity Net Gain

Council comment: The council suggested at Regulation 14 consultation and through subsequent communication with the HVPC that the neighbourhood plan could contain a specific biodiversity policy. This was introduced by HVPC in their submission version and the council provided further comments on the wording of this policy.

The UK as a whole is now moving towards enshrining a measurable Biodiversity Net Gain throughout the planning process. The Government intends to mandate a requirement for all new development to demonstrate a 10% biodiversity net gain utilising a metric, through the introduction of the Environment Act (currently a draft bill). The council is currently producing a Biodiversity Net Gain Technical Advice Note (Draft October 2020 for consultation). LP30 'Biodiversity and Geodiversity' requires development proposals to "*provide net biodiversity gains through good design by incorporating biodiversity enhancements and habitat creation*". The Technical Note is being produced to provide guidance in the intervening time prior to the introduction of the Environment Act. This will ensure important ecosystem services are maintained and improved, as future developments look to not only conserve valuable habitats and species but enhance biodiversity via demonstratable measurable net gains.

As written there remain inconsistencies between NDP13 and LP30. In view of these inconsistencies, that NDP13 is a generic policy that does not add local detail and in view of the emerging Technical Note and anticipated Environment Act, the council respectfully asks the Examiner to consider deleting NDP13 so that the Local Plan and national guidance and regulation can be relied upon in decision making.

If NDP13 remains in the neighbourhood plan, the council would suggest the following amendment:

All ~~major~~ development proposals should demonstrate how biodiversity will be protected, and enhanced where opportunities exist, including the local wildlife, ecological networks, designated Local Wildlife Sites and habitats.

~~New major~~ Development should create a measurable net gain in natural capital and biodiversity in accordance with the latest national and local guidance on Biodiversity Net Gain. Direct and indirect impacts upon biodiversity and/or geodiversity should be avoided. Where impacts cannot be avoided, mitigation and then as a last resort compensatory measures (for example biodiversity offsetting) should be provided

~~A biodiversity net gain can be achieved through development by:~~

- ~~1. managing habitats retained within the development site to improve quality;~~
- ~~2. securing local off-site habitat management to provide an overall benefit;~~
- ~~3. a combination of the above.~~

Council comment: these deleted sections could be incorporated into the justification text along with other means to secure biodiversity net gain.

Policy 14 Focusing Developer Contributions on Local Priorities

The Parish Council will prioritise funds received through the Community Infrastructure Levy to support and enable projects which seek to address the following aims (not in order of priority):

- Improvement of public rights of way including access along the River Holme
- The provision of better facilities for either young people and / or old people
- Local highway improvements
- Environmental or heritage projects seeking to improve the built and natural environment
- Improvements to car parking provision
- The ongoing retention and support of community facilities including public toilets.

The Parish Council actions listed in this Neighbourhood Development plan also identify specific locations where potential projects have been identified for further consideration.

Council comment:

The areas highlighted for funding in the policy need further evidence to support community views. The relationship between the areas highlighted, and parish council actions needs to be made clearer. It is unclear what gaps are being filled in relation to new and existing infrastructure to accommodate new development.

It is also unclear what is meant by 'environmental, or heritage projects' and how this relates to infrastructure.

**PEAK DISTRICT NATIONAL PARK AUTHORITY (PDNPA)
POLICY AND COMMUNITIES SERVICE**

Holme Valley Neighbourhood Development Plan

**Peak District National Park Authority comments on the Holme Valley Neighbourhood Development Plan (HVNDP) 2020 – 2031
(Submission Plan for Neighbourhood Plan Examination)**

High level comments

PDNPA concurs with the comments made by KMBC regarding the use of HVNP as a development management tool.

Many of the policies do not apply to that part of the neighbourhood area that is within the Peak District National Park (PDNP). However the exclusion is phrased with reference to the planning authority, not the physical reality of the national park (“ . . . only applies to that part of the Neighbourhood Area where Kirklees Council is the local planning authority.”). In order to ensure that the PDNP remains protected from possibly harmful development in the (however unlikely) event of planning powers being transferred to constituent authorities, this should be amended.

Detailed policy comments

Policy 1

PDNPA concurs with the comments made by KMBC. The policy ‘applies to that part of the Neighbourhood Area where Kirklees Council is the local Planning Authority.’ However Holme Valley Parish Council, via the Neighbourhood Plan, has a duty under section 62 of the Environment Act to have regard to the purposes of a national park in exercising or performing any functions in relation to, **or so as to affect**, land in a national park. One of the ‘valued characteristics’ listed on paragraph 9.15 of the PDNPA’s Core Strategy (CS) is ‘the flow of landscape character across and beyond the national park boundary, providing a continuity of landscape and valued setting for the national park.’ For this reason simply ‘excluding’ the national park part of the neighbourhood area from the operation of the policy may not be sufficient. The neighbourhood policy is a confusing mix of spatial strategy & design code, does not have sufficient clarity to meet the NPPF test (para 16d) and therefore risks undermining strategic policy.

Policy 2

Neighbourhood policy ‘avoid any adverse impacts’ is weaker than CS L3 ‘development will not be permitted where it is likely to cause harm to the significance of any cultural heritage asset.’ Neighbourhood policy could undermine strategic policy therefore is not in general conformity. Does not satisfy NPPF para 16 d due to lack of clarity.

Policy 3

PDNPA concurs with the comments offered by KMBC but additionally would require that any non-designated heritage assets within the national park part of the neighbourhood area be considered under Development Management Policy DMC5.

Policy 4

PDNPA has a 'Detailed Design Guide Supplementary Planning Document for shop fronts'. It also has detailed Development Management Policies with regard to shop fronts (DMS4) and outdoor advertising (DMS5). The direct conflicts between neighbourhood and strategic policy (regarding roller shutters and illuminations, which were allowed by the (reg 14) neighbourhood plan but not by strategic policy) were addressed in accordance with comments submitted by PDNPA at regulation 14. However the policy as submitted does not meet the NPPF requirement for clarity and it is not evident how a decision maker should react to development proposals when confronted with neighbourhood policies, development management policies and supplementary planning documents that are all contain very detailed policies that may or may not be (but on the face it not) working together as a coherent package.

Policy 5

The neighbourhood policy does not satisfy the NPPF requirement for clarity. It confuses transport, public realm and provision of open space, and contains non-planning matters. The policy duplicates many of the requirements of the PDNPA's Transport Design Guide Supplementary Document.

Policy 6

The issues of non-conformity with strategic policy have been addressed in accordance with comments submitted by PDNPA at regulation 14.

Policy as submitted now does not apply to the national park part of the neighbourhood area.

Policy 7

It is noted that the issues of non-conformity of neighbourhood policy with PDNPA's strategic planning policies has been addressed by stating "Policy 7 only applies to that part of the Neighbourhood Area where Kirklees Council is the local planning authority."

The policy does not meet the NPPF requirement for clarity. It covers business expansion, farm diversification, home working, tourist and visitor facilities and tourist and visitor accommodation.

If this policy were to be re-written into separate policies for each type of development, then the following strategic planning policies would apply:

CS L1. Most of the neighbourhood within the PDNP is 'natural zone' and protected from development other than in exceptional circumstances.

CS E2 (and DMP DME 2,5 and 7) which deal with business development in the countryside

CS RT3 which sets out the principles for camping and caravan sites

Policy 8 Not applicable
Policy 9 Replicates strategic policy except the definition of a community facility is different so this would be confusing for the decision-maker.
Policy 10 Not applicable
Policy 11 The policy does not meet the NPPF requirement for clarity. It is a confusing mixture of design guide, parking standards and traffic management, and in most cases replicates – and therefore risks undermining – strategic policy.
Policy 12 The policy is constructed in a confusing way. The first part is a requirement for a sustainability statement for major development, but the associated list does not contain elements of sustainability that could be assessed but fragments of policy. As the whole policy is constructed around a requirement for a sustainability statement then it does not offer any guidance as to whether the items listed are requirements of the development. Conflict with NPPF 16d that requires ‘policies that are clearly written and unambiguous’.

Appendix 3 Publicity Plan for the Holme Valley Neighbourhood Development Plan

Regulatory Requirements

The Neighbourhood Planning (General) Regulations 2012 sets out at Regulation 16 the requirements for a local planning authority to publicise a plan proposal.

Regulation 16 states that a local planning authority must –

- a) Publicise on their website and in such other manner as they consider is likely to bring the proposal to the attention of people who live, work or carry on business in the neighbourhood area;
 - Details of the plan proposal
 - Details of where and when it may be inspected
 - Details of how to make representations
 - a statement that any representations may include a request to be notified of the LPA's decision under regulation 19 (decision on a plan proposal) and
 - the date by which those representations must be received, being not less than 6 weeks from when it is first publicised

- b) Notify any consultation body which is referred to in the consultation statement submitted that the plan has been received.

Note: In light of Covid-19, the requirement to provide hard copies for public viewing has been temporarily suspended.

Publicity Plan

It is proposed to commence the publicity on Tuesday 8th December for a period of 8 weeks. This is to provide additional time for representations given the publicity falls over the Christmas period. It should be noted that while it is the responsibility of the council to undertake the publicity of the Plan, at the close of the publicity, it must “send to the independent examiner, the plan and supporting information and also a copy of any comments received during the publicity period. The independent examiner will take these comments into account insofar as they relate to the remit of the independent examination”. (Locality Roadmap Guidance).

Activity	Audience	Detail	Responsible
Entry on to Council's Involve database	Internal/external consultees	To enable co-ordination with any other activities in the area.	Policy
Presentation to Citizen Engagement Reference Group	Internal services	This group provides opportunities to identify existing networks	Policy
Webpage on the Kirklees Council website dedicated to the publicity of the Holme Valley NDP (submission version)	Residents Businesses Developers Landowners	Documents to be included: <ul style="list-style-type: none"> • The Holme Valley NDP • Consultation Statement • Basic Conditions Statement • Strategic Environmental Assessment <p>Details of how to make representations and when by.</p> <p>Details of the next steps (Examination, Referendum)</p>	Policy/Web Team
Publicity on Peak District National Park website	Residents Businesses Developers Landowners	Link to Documents: <ul style="list-style-type: none"> • The Holme Valley NDP • Consultation Statement • Basic Conditions Statement • Strategic Environmental Assessment <p>Details of how to make representations and when by.</p> <p>Details of the next steps (Examination, Referendum)</p>	Policy/PDNPA

Activity	Audience	Detail	Responsible
Holme Valley NDP Steering Group to add a link to the council's web page on their neighbourhood Plan page	Residents Businesses Developers Landowners	Documents to be included: <ul style="list-style-type: none"> • The Holme Valley NDP • Consultation Statement • Basic Conditions Statement • Strategic Environmental Assessment <p>Details of how to make representations and when by.</p> <p>Details of the next steps (Examination, Referendum)</p>	Policy/Holme Valley Steering Group
Letter/email to all consultation bodies and interested parties	Engaged residents, businesses, landowners, developers and special-interest groups	We will write to all those who are listed in the HVDP consultation statement and those on our Local Plan database who have asked to be kept informed of any developments in relation to neighbourhood planning. <p>Letter will direct recipient to look at the NDP online, and to submit their comments through <i>Objective</i>.</p>	Policy
Consider advert in tito HD9 local free magazine if timing allows	All households	Advert outlining the purpose of the Holme Valley NDP, how to comment and the timescales for commenting.	Policy
Press release Huddersfield Examiner/ Holme Valley Review (free local paper), Yorkshire Post	Engaged residents, businesses, landowners, developers	Press release when the Publicity begins, with further releases to follow as appropriate.	Policy/Comms
Posters and copies of documents in Holmfirth Library, 47 Huddersfield Road, Holmfirth and Honley Library West Avenue, Honley	Residents, businesses	Keep reviewing in light of any changes to covid-19 restrictions.	Policy

Activity	Audience	Detail	Responsible
Consider placing posters on noticeboards throughout Honley and Holmfirth	Residents, businesses	Liaise with Holme Valley Steering Group regarding locations and accessibility	Policy/HV Steering Group
Consider site notices in places with high footfall around the neighbourhood area	Residents, businesses	Liaise with Holme Valley Steering Group regarding locations and accessibility	Policy/HV Steering Group
Social Media - Facebook (liveinkirklees) and Twitter (@KirkleesCouncil)	Residents, businesses	On-line digital social media	Policy/Comms
Kirklees Together article if timing allows	Residents, businesses	Kirklees Together (digital) article about the Holme Valley NDP signposting people to the council's NDP pages of the website to read the Plan and to make their comments.	Policy/Comms
Use of objective software for receiving representations /comments		Place documents and information about making comments on Planning policy consultation portal	Policy



Name of meeting: Cabinet

Date: 18 November 2020

Title of report: Dewsbury Towns Fund Accelerated Grant & Getting Building Fund

Purpose of report: To inform the Cabinet of recent grant approvals totalling £2.715Million and seek the approvals necessary to implement these programmes and projects.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes Expenditure greater than £250,000
Key Decision - Is it in the Council's Forward Plan (key decisions and private reports)?	Key Decision – Yes Private Report/Private Appendix – No
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Strategic Director</u> & name	David Shepherd- 6 th November 2020
Is it also signed off by the Service Director for Finance?	Eamonn Croston – 5 th November 2020
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Julie Muscroft – 5 th November 2020
Cabinet member portfolio	Cllr Peter McBride – Regeneration

Electoral wards affected:

Dewsbury East, South and West, Newsome,

Ward councillors consulted:

None

Public or private: Public.

Has GDPR been considered?

GDPR has been considered within the development of the projects.

1. Summary

- 1.1 This report is presented to cabinet for four reasons; as set out below:
- To inform Cabinet of the recent grant approvals received from Government for capital works in Dewsbury and Huddersfield totalling £2.715 Million
 - To seek approval to implement the programmes and schemes described or referred to in this report
 - To seek approval to enter into grant and other agreements with third parties to enable the Towns Fund Accelerated Grant programme & projects to be delivered.
 - To note that the intention that the Service Director (Economy and Skills) will exercise her delegated powers to vary the mix of expenditure on projects within the Towns Fund Accelerated Grant should it be necessary to ensure the full grant is spent.

2. Information required to take a decision

- 2.1 Cabinet considered a report at its meeting on 22 September 2020 regarding Huddersfield and Dewsbury Town Centre Finance. The report highlighted that the Council was waiting upon decisions on a number of funding applications. The Council has recently been informed of two grant approvals and this report seeks the necessary authorities from Cabinet to implement the programmes and projects funded by these grants.

Towns Fund Accelerated Grant

- 2.2 The Ministry of Housing, Communities & Local Government (MHCLG) informed the Council on 25th September 2020 of an Accelerated Grant of £750,000 from the Towns Fund towards 6 projects/programmes in Dewsbury shown in Table One below. Appendix 1 contains the approval letter. The award was received on behalf of the Dewsbury Town Board who had endorsed the submission. The Council acts as accountable body for the grant and expenditure has to be approved by the Councils section 151 officer. The grant has to be spent by the end of financial year 2020/21.

Towns Fund Intervention Theme	Project Name	Description	Cost £,000	
			Towns Fund (Accelerated Grant)	Total
Local Transport	Station Gateway	Improvements to Dewsbury Railway station inc toilets, waiting area.	110	565
	Improved Pedestrian & cycle routes	Wellington St cycleway, new /improved footpaths, secure cycle parking.	150	410
Urban Regeneration,	Better Spaces Programme	Package of works including pedestrian subway, Library	205	500

planning & land use		area; planting of trees, lighting, tactical urb'ism and public art.		
	Kingsway & Queensway Arcades	Lighting scheme in historic Arcades in the town centre.	80	80
Arts, Culture & heritage	Creative 'Hub'	Adaption, and other works, in conjunction with Creative Scene, to enable 15, Union Street to become a facility for the creative sector.	125	130
Skills Infrastructure	Digital Hubs	Upgrading of 4 community hubs for digital training.	80	80
Total			750	1,765

2.3 The £750,000 Towns Fund Accelerated Grant is contributing to schemes with a total estimated cost of £1.76 Million. The majority of this comes from the approved Capital Plan. However, since the Government approval was received, the Council has been informed by First Group (Transpennine Express) that the Station Gateway project is now fully funded from the Rail North Partnership and therefore the £110,000 grant allocated from the Towns Fund will no longer be required. Given the very limited time in which to spend the grant; officers have reviewed the programme and sought assurances that the other projects can fully spend the allocation. This has highlighted the risk that other projects may fall short of spending the allocated funds. Officers therefore suggest reallocating the grant to other projects in the programme and providing flexibility to increase expenditure on other projects within the programme if this should be necessary.

2.4 The Better Spaces project has been identified as one project which could be increased to take up the spare funds. This would be achieved by enhancing the open space to the west of Pioneer House. Another project that could utilise an increase in funds is the 'Creative Hub'. Officers are seeking authority to provide grant support to a level that is above the figures currently in Table One. If the recommendations are approved and implemented in full this would increase the Better Spaces allocation from £205,000 to £355,000 and the Creative Hub from £125,000 to £200,000. This flexibility is sought in order help ensure the Town Fund is fully spent up in 2020/21.

2.5 The general approach to ensuring the monies are spent has been endorsed by representatives of MHCLG and the Dewsbury Town Board, the latter having considered the matter at the Board meeting on the 22nd October 2020. Given the endorsement of the approach by these two parties; it is proposed that the Service Director (Economy & Skills) will, where necessary, use her delegated powers to vary the mix of expenditure on projects in the programme to ensure that the grant is fully spent.

Getting Building Fund

2.6 In July 2020 the Council, in response to a call for suitable projects from the West Yorkshire Combined Authority (WYCA), submitted a grant request to the Getting

Building Fund for two projects, Georges Hotel Huddersfield and the Arcade Dewsbury. A key criterion was that the projects were 'shovel ready' and could spend the grant in 2020/21 and 2021/22. The two projects were part of a package of schemes put forward by WYCA to MHCLG. The Council was informed in early August 2020 that the package submitted by WYCA had been successful and that the two Kirklees schemes had been approved in principle. Table 2 below provides details.

Table Two: Getting Building Fund Approvals		
Getting Building Fund	Amount Approved	Comments
George Hotel	£1,365,000	Strip out works, clearance of hazardous materials.
Dewsbury Arcade	£600,000	Initial Stabilisation works
	£1,965,000	

The in-principle grant approval from MHCLG requires Council officers to submit full details to WYCA and to take the two projects through the WYCA quality assurance process, in order to get final approval. Officers are progressing this.

3. Implications for the Council

- **Working with People**

The projects that have received in-principle approval for Getting Building funds are contained within the two Blueprints, both of which has been subject to extensive public consultation exercise. The projects within the Towns Fund Accelerated Grant programme have been discussed and endorsed by the Dewsbury Town Board.

- **Working with Partners**

The programme and projects cover a range of projects and initiatives which require working with different partners. The list of Towns Fund Accelerated Grant projects has been considered and endorsed by the Dewsbury Town Board.

- **Place Based Working**

The implementation of the projects described in this report will contribute to place based working.

- **Climate Change and Air Quality**

The reduction of carbon emissions is a key objective across both Blueprints. These issues will be considered as part of the project development process.

- **Improving outcomes for children**

There are no direct benefits.

- **Legal**

The Council has powers to carry out the projects and implement the recommendations.

- **Financial**

All the £2,715 Million funds approved are grant and therefore are additional capital resources that the Council can spend on delivering its regeneration objectives. Cabinet should note that officers will use the delegated service director flexibility to realign funding between projects within the programme, as appropriate, to ensure the funding potential is maximised, in accordance with Financial Procedure Rules 3.12.

- **Do you need an Integrated Impact Assessment (IIA)?**

An Integrated Impact Assessment is not required at this stage.

4. Consultees and their opinions

- 4.1 Both Blueprints have been subject to engagement and consultation exercises. There is a high degree of support for the two Blueprint programmes and the two specific projects; the Arcade and Georges Hotel. The projects with the Towns Fund Accelerated Grant programme have been discussed and endorsed by the Dewsbury Town Board and the need to amend the programme to ensure spend has been agreed.
- 4.2 The relevant Kirklees Portfolio Holders have been consulted on progress to date on a regular basis and are supportive of the programme & these two projects. The relevant ward members will be briefed on the two Getting Building schemes as they develop.

5. Next steps and timelines

- 5.1 Once Cabinet has approved the recommendations set out in this report then individual schemes can be progressed.
- 5.2 Individual projects and programmes in the Towns Fund Accelerated Grant need to be delivered by April 2021. The elements of the George Hotel and Arcade projects funding by Getting Building grant will, subject to WYCA approval, start in 2020/21 and be completed in financial year 2021/22.

6. Officer recommendations and reasons

- 6.1 Cabinet is asked to:
 1. Note the success in receiving the £750,000 Towns Fund Accelerated Grant and the in-principle approval from Government of £1.965 Million from the Getting Building Fund
 2. Approve the implementation of the programmes and projects described in section 2 this report
 3. To delegate to the Strategic Director for Growth & Regeneration the authority to negotiate and agree with Kirklees Theatre Trust, or another organisation supported by the Arts Council, agreements to create a Creative Hub at 15, Union street, Dewsbury; including a grant award of up to a maximum of £200,000

4. To delegate to the Strategic Director for Growth & Regeneration the authority to negotiate and agree with Kirklees College, agreements to enhance open space to the west of Pioneer House as part of the Better Spaces Programme including a grant agreement for a grant award of up to a maximum of £150,000 noted in section 2 this report

7. Cabinet Portfolio Holder's recommendations

- 7.1 The Portfolio Holder Regeneration has been briefed on this matter and is supportive of the approach set out above.

8. Contact officer

Peter Thompson – ER Project Manager

Email: peterr.thompson@kirklees.gov.uk

9. Background Papers and History of Decisions

Cabinet Report 22 September 2020:- Huddersfield and Dewsbury Town Centre Finance

10. Service Director responsible

Angela Blake - Service Director (Economy & Skills).

APPENDIX ONE: TOWN FUND APPROVAL LETTER



Ministry of Housing,
Communities &
Local Government

*Ministry of Housing, Communities & Local
Government*
Fry Building
2 Marsham Street
London
SW1P 4DF

Tel: 0303 444 0000

www.gov.uk/mhclg

Shabir Pandor
Shabir.Pandor@kirklees.gov.uk

25 September 2020

Dear Shabir Pandor,

On 30 June, the Prime Minister announced that government is bringing forward £5 billion of capital investment projects, supporting jobs and the economic recovery.

Thank you for submitting your proposal for the £750,000 in accelerated funding. This grant is being offered to your town to fund capital projects that are in line with the Towns Fund intervention framework.

We are pleased to confirm that funding will be made available for all the projects listed in your proposal. Your Lead Council should receive payment on or around 30 September via a S31 grant.

We remind you that this funding must be spent this financial year, on the projects approved by your Lead Council's S151 officer.

As you know, the Towns Fund aims to unleash the economic success of towns and high streets across the country, levelling up communities and ensuring everyone can contribute to and benefit from economic growth.

The impact of Covid-19 makes these investments more important than ever. We know the past few months have been hugely challenging for communities across the country and we hope that the funding that government has brought forward to this financial year will make an immediate impact in towns. The capital projects you have identified to receive accelerated funding will be key in supporting the growth and recovery of our towns during the pandemic.

We look forward to continuing to work with you.

Yours sincerely,

Robert Jenrick

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Name of meeting: Cabinet

Date: 18th November 2020

Title of report: Corporate Financial Monitoring Report, Quarter 2, 2020/21

Purpose of the Report

To receive information on financial monitoring for General Fund Revenue, Housing Revenue Account (HRA) and Capital Plan, as at Quarter 2 (month 6), 2020/21.

Key decision – is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes
Key decision - is it in the <u>Council's Forward Plan (key decisions and private reports)</u>?	Key decision - Yes
The Decision - Is it eligible for “call in” by Scrutiny?	Yes
Date signed off by Strategic Director & name	Rachel Spencer Henshall – 9/11/2020
Is it also signed off by the Service Director for Finance?	Eamonn Croston – 09/11/2020
Is it also signed off by the Service Director – Legal, Governance & Commissioning?	Julie Muscroft – 09/11/2020
Cabinet member portfolio - Corporate	Give name of Portfolio Holders Cllr Graham Turner

Electoral wards affected: None Ward
Councillors Consulted: None

Public or private: Public

GDPR: This report contains no information that falls within the scope of General Data Protection Regulations.

1. Summary

1.1 General Fund

1.1.1 The Council's revised General Fund controllable (net) revenue budget for 2020/21 is **Page 103**

£306.0m. The budget includes planned (net) revenue savings in-year of £2.8m.

- 1.1.2 The revised budget includes a number of planned transfers from reserves during the year, with the most significant being £1.3m from the revenue grants reserve, £0.8m from the Public Health reserve, £0.8m from the Strategic Investment Support reserve and £0.4m from the Rollover reserve.
- 1.1.3 There is a forecast overspend of £5.5m against the £306.0m revised budget at Quarter 1; equivalent to 1.8%. This represents the following:
- i) forecast £3.7m unfunded pressures relating to COVID-19;
 - ii) forecast £1.8m net pressures elsewhere.
- 1.1.4 There has been a net £2.2m reduction in the forecast overspend position since Quarter 1. This is made up of both decreased net unfunded COVID-19 pressures; due in part to a higher estimated income compensation payment, and a net decrease in pressures elsewhere from a range of incremental changes across service activity headings.
- 1.1.5 It is acknowledged that at Quarter 2, the 2020/21 financial forecasts and underlying assumptions are subject to some degree of volatility. National and local measures to manage the spread of COVID infection in parallel to the national and local recovery plan are under constant review, and emerging intelligence will be factored into subsequent monitoring projections. In conjunction with continuing Government support, the Council's Executive Team will continue to enact a range of management actions as appropriate to support the local recovery effort within the parameters of public health protection and guidance and aim to deliver a break even position as far as possible by year end.
- 1.1.6 The forecast revenue outturn as at Quarter 2, including estimated COVID-19 impacts, is shown at Appendix 1 and summarised in Table 1 below. Headline variances are described in more detail in sections 1.3 to 1.7 of this report.

Table 1 - Overview of 2020/21 general fund forecast revenue outturn position as at Quarter 2

	Revised Budget	Outturn Forecast	Variance	Variance made up of:		
				COVID Costs	COVID Income Losses	Other
	£000	£000	£000	£000	£000	£000
Children & Families	77,734	80,729	2,995	2,656	375	(36)
Adults & Health	110,121	122,866	12,745	12,329	326	90
Economy & Infrastructure	45,484	59,590	14,106	3,313	10,870	(77)
Corporate Strategy, Commissioning & Public Health	32,576	40,550	7,974	6,266	1,264	444
Central Budgets	40,050	41,618	1,568	-	168	1,400
General Fund Total	305,965	345,353	39,388	24,564	13,003	1,821
COVID Support Grant Offset		(27,090)	(27,090)	(24,564)	(2,526)	-
COVID Income Loss Compensation		(6,820)	(6,820)		(6,820)	-
Revised General Fund Total	305,965	311,443	5,478	-	3,657	1,821

1.2 COVID-19

1.2.1 The Council has responded rapidly and effectively to the COVID-19 crisis. It has put in place an organisational wide range of measures in collaboration with key partners, taking on board Government direction to spend 'whatever it takes' in priority areas to support and protect the borough's most vulnerable residents, and support the national effort to protect the NHS and businesses. A report was taken to Cabinet on 21 May 2020 outlining Kirklees' response to the pandemic in more detail, alongside an early review of the financial impacts of COVID-19. The report can be found on the link below:

[Agenda COVID 19 Impact on Council Finances](#)

1.2.2 The actions set out in the above report, alongside other financial implications from Government social distancing measures, are having a significant and ongoing impact on the Council's finances and Government funding contributions to date acknowledge this. This Council, working with the Local Government Association (LGA), Special Interest Group of Metropolitan Authorities (SIGOMA) and other sectoral and stakeholder lobbying will continue to work with Government to ensure the Council is appropriately compensated for COVID related pressures.

1.2.3 The financial forecast at Quarter 2 includes officers' best estimates of future spend and income losses likely to materialise from the ongoing COVID emergency in 2020/21. It is acknowledged that the forecasts are somewhat fluid at this time and will remain thus over the coming months; informed short term by transitional arrangements from Government on the emerging national recovery plan, and medium term in light of more structural impacts and subsequent national Government policy informing the 2020 Spending Review in Autumn, which will set out public expenditure intent for 2021/22.

1.2.4 Full year forecasts include estimated general fund COVID impacts of £37.6m, before funding offsets, as at Quarter 2; £24.6m additional spend and £13.0m of lost income. There are also impacts on the collection fund, with significant income losses in-year across Council Tax and Business Rates as described in section 1.9 below. Further details of assumed additional spend and lost income attributable to COVID-19 are outlined in sections 1.3 to 1.6 below and also summarised in Appendices 1 and 2 to this report.

1.2.5 By the end of June this year, Government had allocated some £3.7 billion un-ringfenced COVID-19 funding to date to the local government sector nationally in response to the national emergency. The Council's share of this was £28.2m, allocated in three tranches of £12.2m, £12.1m and £3.9m respectively. As reported in the 2019/20 Financial Outturn and Rollover report to Cabinet on 28th July 2020, tranche 1 of the un-ringfenced grant funding was received in March 2020 and was used to cover £1.1m of COVID pressures in the 2019/20 financial year. The remaining £11.1m was transferred to a COVID Response Reserve at year end to be drawn down against pressures in 2020/21.

1.2.6 The funding from tranches 2 and 3, totalling £16.0m, have been transferred to reserves in-year to give a revised balance of £27.1m on the COVID Response Reserve. At Quarter 2, this is assumed to be fully drawn down in 2020/21 to offset the £24.6m estimated COVID spend; with the residual £2.5m of funding allocated towards reducing the balance of uncompensated income losses.

1.2.7 In October 2020, a fourth tranche of unringfenced COVID-19 Support funding was announced, at £900m nationally. Kirklees share of this funding is £7.6m. Due to the timing of this announcement, Quarter 2 forecasts do not include the receipt and drawdown of this funding. It is intended that this funding will be released in future monitoring projections to offset the emerging financial impacts of national and local

measures to manage the spread of COVID-19 infection over the coming months.

- 1.2.8 Following the move to Local COVID Alert Levels, and as of 12 October 2020, Local Authorities will be eligible for a series of payments from the Contain Outbreak Management Fund to support proactive containment and intervention measures. Kirklees is currently in Tier 2. Tier 2 Status authorities will receive £3 per head; equating to approximately £1.3m for Kirklees. Tier 3 Status authorities will receive £8 per head; or approximately £3.5m for Kirklees. Additional support to local businesses is also included and is dependent upon the relevant Tier classification. Subsequent to this, the recently announced second national lockdown from the 4th November 2020 for 28 days has been accompanied by a package of funding and financial support. This includes confirmation that Kirklees will receive the aforementioned £8 per head (approximately £3.5m) along with further support to local businesses. Due to the timing of these announcements Quarter 2 forecasts do not include the receipt of this funding. It is intended that this funding will be released in future monitoring projections to offset the emerging financial impacts of national and local measures to manage the spread of COVID-19 infection over the coming months.
- 1.2.9 In July 2020, the Government announced a support package for income losses from sales, fees and charges (SFCs) “as part of a comprehensive plan to ensure councils’ financial sustainability for the future”. Councils will receive funding for 75% of these income losses but only where they exceed 5% of the overall SFCs budgeted by the authority. SFC income losses must be irrecoverable and unavoidable and satisfy certain criteria set out in the scheme in order to be deemed eligible. Councils have been asked to submit claims to Government for such losses periodically throughout the course of 2020/21, with a reconciliation exercise also expected to take place at year-end.
- 1.2.10 As at Quarter 2, there are forecast income losses of £13.0m due to COVID 19. Based on the published guidance regarding eligible income losses, and following the logic outlined above, officers have estimated that Kirklees are due to receive £6.8m compensation in-year from Government. This leaves £6.2m of income losses effectively unfunded in 2020/21, with the exception of the application of £2.5m unringfenced COVID-19 grant funding as described earlier.
- 1.2.11 The income compensation figure of £6.8m is a prudent estimate based on the most up to date scheme guidance. However, it is recognised that projections and underlying assumptions are volatile at this stage. Emerging intelligence will be factored into subsequent income loss and compensation projections throughout the remainder of the financial year.
- 1.2.12 Alongside the funding measures outlined above, there have been various further funding announcements made by Government, covering specific aspects of the national response to the pandemic. These include grant streams to local authorities such as two tranches of the Infection Control Fund to support adult social care providers to reduce the rate of COVID 19 transmission; Kirklees allocation £8.4m in total, and Test and Trace funding to enable councils to develop and action plans to reduce the spread of the virus in their area; Kirklees allocation £2.4m. It should be noted that at Quarter 2, all spend relating to such funding streams is assumed to be fully funded in-year and as such, is not included within the £24.6m COVID 19 costs described above. A full list of Government funding allocations for COVID 19 are listed at Appendix 10 together with Kirklees’ allocation where known.
- 1.2.13 There have also been numerous financial support measures put in place by Government to support businesses through the COVID-19 crisis. Kirklees has implemented a number of national measures locally for 2020/21 including an extension of 100% business rate reliefs for all businesses with a rateable value of up to £51k, and

for specific businesses in retail, hospitality and leisure above £51k rateable value. The Council has also administered the Government grant schemes put in place to support eligible businesses with their business costs during the pandemic; processing grant payments to businesses on the Government's behalf, with approximately 8,600 grant payments to businesses, totalling £96.6m, and a further 842 discretionary grant payments at a sum of £5.2m having been paid across to businesses.

- 1.2.14 Similar measures have been taken for individuals, with the introduction of additional council tax reliefs provided to recipients of working age Local Council Tax Support (LCTS) schemes during the COVID-19 emergency; see also paragraph 1.9.2. Funding for this is through a national £500m Hardship Fund; of which Kirklees' allocation is £5.0m. This funding can also be used to support economically vulnerable households through local welfare provision.
- 1.2.15 On 1st May 2020 Cabinet noted and endorsed the decisions taken by the Chief Executive under Emergency Powers for the period from 16 March 2020, including the decision to allocate £1m of the Council's £5.0m Hardship Funding to Local welfare provision. On 10th July, Government announced Supplementary Hardship Funding of £551k for Kirklees (£63m nationally) to support people who are struggling to afford food and other essentials due to COVID-19. As approved in the Quarter 1 Financial Monitoring Report to Cabinet and Council in September 2020, this funding will be used alongside the £1m allocated from the initial Hardship Fund allocation to deliver appropriate interventions to those in greatest need, through the existing Kirklees Local Welfare Provision Scheme. Officers are working in conjunction with partners to explore the most appropriate mechanisms of delivering this support to the Council's most economically vulnerable residents.

1.3 Children & Families

Learning – High Needs

- 1.3.1 The National Fair Funding (NFF) regime was implemented by Government from 2018/19. The High Needs block under the new NFF acknowledges the level of previous under-funding, and Government intention was to increase Kirklees' annual allocation by £7m in comparison to the 2017/18 baseline. Due to transitional arrangements, this was to be phased over a 7 year period, at about £1m per annum. This phasing was reflected in existing budget plans.
- 1.3.2 The Council has reported extensively on the fact that since the 2014 Children and Families Act was implemented, there has been a significant rise in the number of Education Health & Care Plans (EHCPs) within Kirklees. The total number of EHCPs within Kirklees now stands at over 3,300; an increase of over 50% from comparable figures in 2015. The rising demand and cost pressures show no sign of slowing down, both locally and nationally, with continued growth of EHCP numbers expected in future years.
- 1.3.3 For Kirklees, there is a significant and increasing funding pressure against the High Needs block of the Dedicated Schools Grant; to the extent that the Council's general fund has supported unfunded DSG pressures at £4.4m in 2017/18 and £8m in 2018/19. There was a further overspend of £12.9m in 2019/20 (equivalent to 34.85% of the High Needs funding allocation) which was transferred to the balance sheet in full at year-end, as a funding deficit against DSG. This reflected updated Government guidance for the treatment of High Needs overspends from 2019/20 onwards. A link to the guidance is included below:

- 1.3.4 Government has acknowledged the extent of current and growing spend pressures on high needs through the 2019/20 Spending Round (SR2019) announcement in September 2019, which included £700m additional funding for high needs in 2020/21. This was subsequently confirmed through the Local Government Finance Settlement with the Council's share at £6.1m for 2020/21. This includes the minimum £1m annual uplift for Kirklees as part of transitional arrangements to mitigate the £7m baseline 2018/19 under-funding (see also paragraph 1.3.1 above).
- 1.3.5 The 2020/21 Dedicated Schools Grant (DSG) High Needs funding allocation for Kirklees is £43.1m, inclusive of the £6.1m additional funding noted above. At Quarter 1, the forecast in-year pressure on High Needs spend in excess of the DSG funding allocation is £7.6m (equivalent to 17.63%). As per the updated Government guidance referenced in paragraph 1.3.3 above, this spending pressure will be transferred to Kirklees' balance sheet at year end, thereby increasing the DSG Deficit to an estimated £19.8m by 31 March 2021. This is illustrated in Appendix 3.
- 1.3.6 In anticipation of Government confirmation of its consultation on treatment of DSG deficits, the 2020-23 Annual Budget Report included proposals to create a demand reserve to mitigate the impact and volatility of a range of potential demand risks on statutorily provided service activity going forwards. As reported in the Financial Outturn and Rollover report to Cabinet on 28 July 2020, the Demand Reserve had a balance of £11.7m as at 31 March 2020. A further transfer of £4m into this reserve was approved as part of the 2020-23 Budget Report to Cabinet and Council in January and February 2020 respectively, giving a revised opening balance of £15.7m on 1 April 2020.
- 1.3.7 Indicative Dedicated Schools Grant allocations for 2021/22 were released by the Government in July 2020. The published figures suggest that Kirklees will see a significant increase in High Needs Block funding for 2021/22, with an indicative allocation of £48.7m; an increase of £5.6m on the 2020/21 figure. This represents the maximum increase of 12% per head of population. Final allocations will be confirmed in December and will include any relevant adjustments for pupil numbers. The indicative allocation figures also include a revised High Needs Block National Funding Formula outcome for Kirklees of £55.2m; indicating a further potential gain of £6.5m. It is assumed that the £6.5m increase will apply to 2022/23 (year 3 of the original CSR2019 three year settlement announcement for schools), although this has not yet been confirmed by Government.
- 1.3.8 High Needs remains an area of significant and growing pressure on Council budgets nationally and locally, and officers will continue to review and update current and future year forecasts informed by national and local intelligence. It is anticipated that medium term, growth pressures may be mitigated at least in part through other measures, with the Council currently working on the implementation of a ten point action plan with key educational partners across the district. The approved capital budget plans for 2019-25 also include £25m to support increased District high needs specialist placement sufficiency.
- 1.3.9 The recent Budget Strategy Update Report to Cabinet and Council in October, noted the Council's intention to engage early with the DfE, Schools Forum and other key stakeholders, using the framework of the updated operational guidance on schools funding 2020/21, to consider options to manage down the accumulated DSG deficit over time.

Learning and Early Support

- 1.3.10 Currently there are 311 children with Education Health and Care Plans (EHCP's) using Post 16 Home to School Transport; a significant increase of 114 from the previous year. The increase in the number of pupils with requiring transport is reflected in a forecast pressure of £0.4m on Post -16 Home to School Transport.
- 1.3.11 This pressure also links in to other school transport pressures highlighted in paragraph 1.5.1 further below, and the Council is currently exploring a range of alternate approaches, working with pupils, parents, schools sector and providers, to deliver more innovative and tailored transport options while reducing overall cost pressures. An additional £1.1m was built into base budgets going forwards as part of the 2020-23 Annual Budget Report to address the estimated residual ongoing pressure in this area, with £550k allocated to Post-16 budgets and the remaining £550k allocated to Schools Transport budgets within Environment. A further review of the baseline was undertaken as part of the Council's Budget Update to Cabinet and Council in October 2020, with an additional £0.3m added into Children's base budget, and £1.2m added into Environment, from 2021/22 onwards.
- 1.3.12 The increased number of approved applications for funding support from Special Educational Needs and Disability Inclusion Fund (SENDIF) has resulted in a forecast overspend of £0.5m. The fund primarily supports 2-4 year olds with special educational needs who attend a Private Voluntary and Independent (PVI) or mainstream school nursery setting. Numbers of children accessing the fund increased from 299 to 406 during 2019/20 and estimates are that this growth will continue in the current year alongside a growth in complexity of need. The service has strengthened the resources in the Early Years SEN Inclusion Team and are providing training to nursery settings to upskill their workforce so that they can meet the needs of the children rather than having to access SENDIF. This is intended to help mitigate pressures on this budget going forward.
- 1.3.13 The above pressures are offset in part by savings of £0.5m on employee budgets due to vacant posts over the period April to September. The underspends are earmarked to fund new posts in Family Support Hubs and are consequently one-year savings only.

Child Protection and Family Support

- 1.3.14 Within the External Residential Placements and Independent Fostering Placement budgets there is a pressure of £1.5m relating to increased numbers of Looked after Children (LAC). As at Quarter 2, LAC numbers were 687; an increase of 61, or 10%, since March 2019. Work is ongoing within the service to address these pressures by looking to safely move children to less costly placements whilst continuing to achieve successful outcomes. This pressure is offset by savings of £1.1m on employee budgets across the service.

Resources, Improvements and Partnerships

- 1.3.15 Within Resources, Improvements and Partnerships there is an underspend of £0.8m. This has arisen due to a combination of savings on supplies and services, underspends on demand led budgets (Internal Foster Carers) and employee savings across the service. £0.5m of the underspend relates to demand led budgets and this should be looked at in conjunction with the overspend highlighted above in Child Protection and Family Support of £1.5m.

COVID-19 Impacts – Children and Families

- 1.3.16 Within Children and Families there is forecast additional spend of £2.7m due to COVID-19; £1.8m of which relates to Child Protection and Family Support. In the main this is made up of £0.1m external residential costs, including delayed moves for children who have turned 18 and have been unable to move out, £0.4m for similar delayed moves in supported accommodation/supported lodgings, £0.1m costs for extended and emergency foster placements and £0.3m for the development of a new out of hours service to deal with placement issues during the pandemic. There is also a £0.4m cost pressure associated with Crescent Dale, which has been used as an additional Children's residential home to cope with additional demands due to COVID-19, and £0.2m increased costs in the Youth Offending Team due to the deferral of trial dates.
- 1.3.17 There are forecast COVID-19 spend pressures of £0.8m within Learning and Early Support; largely £0.5m payments to schools, third party providers and voluntary groups to ensure vulnerable children have access to healthy food and activities during the holidays.
- 1.3.18 There are forecast losses within Learning and Early Support of £0.4m; £0.2m of which reflects the impact of school closures on budgeted Attendance Penalty Notice income. The remainder relates to reduced income from the Duke of Edinburgh scheme.

1.4 **Adults and Health**

- 1.4.1 The overall projected position for Adults is an overspend of £0.1m. Within this, there are notable variances across key demand-led headings, with some elements offsetting others. Within Independent Sector Home Care there is a £3.3m overspend; due to capacity measures implemented last year to support providers, and also a shift in market patterns as a result of COVID-19. The level of weekly hours provision of home care (and therefore cost) has risen significantly since October (when the measures were put in place), and also since March of this year as the pandemic took hold. There is also a projected overspend seen on Self Directed Support of £0.7m, mainly in relation to Learning Disability clients.
- 1.4.2 There is an underspend projected on Independent Sector Residential & Nursing placements of £4.3m, predominantly around the Older People cohort. Again, this is due to shifting patterns in the market, and the impact of the pandemic. Note that this underspend is offset by the homecare overspend (see paragraph 1.4.1 above), with the latter including the funding of individuals who would otherwise have moved into residential care. Note also that these figures do not reflect the costs of other provider support measures implemented in response to COVID-19.
- 1.4.3 In the 2019 Spending review, Government announced an overall national increase in social care funding of £1.5bn in 2020/21. Of this, £1bn funding was been allocated to Councils as a specific Social Care grant in 2020/21, with Kirklees' share at £7.8m. This funding was factored into baseline budgets in the 2020-23 Annual budget Report to Cabinet and Council alongside other specific adult social care grants such as Winter Pressures and the Improved Better Care Fund (iBCF).
- 1.4.4 The recent Budget Strategy Update Report to Cabinet and Council, included further incremental increases in social care funding of £11.0m per annum over the duration of the MTFP to offset continuing and growing pressures in Adult Social Care. Any uplift in Adult Social Care is expected to be announced as part of SR2020, however the

assumption is considered a reasonable estimate based on similar prior year allocations received through both specific grant funding and Adult Social Care precept mechanisms.
COVID-19 Impacts – Adults and Health

- 1.4.5 The pandemic has had a significant impact on the Social Care market, as evidenced by some of the variances listed above. Adult social care providers have seen significant operational and financial pressures, including additional vacancies arising in care homes, additional costs of providing services in the context of COVID-19, impacts on cash flow, and uncertainty within the market. Such challenges have been well documented locally, regionally and nationally.
- 1.4.6 Officers have been working closely with the 2 Kirklees CCGs to establish a programme of practical support to social care providers, particularly care home providers.
- 1.4.7 A support package was put in place to cover a 6 month period to 30 September. Key elements of the support were a 5% premium paid to care home providers (estimated cost £1.9m) in addition to the business as usual % uplifts that were applied for the new financial year. The package of support also included a partial payment for vacancies arising in care homes from 19th March, and support for costs beyond the care home beds purchased by the Council. The latter two elements have an estimated combined cost of up to c£3.7m. Payments have also been made to care homes to cover the 3 days after death of a resident. A programme has also been undertaken with the 2 CCG's to support hospital avoidance and early hospital discharge.
- 1.4.8 Arrangements have also been made to support domiciliary care/Extra Care/Supported Living providers. This has involved payment on planned rather than actuals, with the first 6 months of the year estimated at £0.5m. Alongside this there has also been specific, targeted support for providers.

1.5 Economy and Infrastructure

Environment

- 1.5.1 Within Environment there is a projected overspend of £1.2m on Schools Transport; in the main linked to special educational needs demand (links also to the Learning - High Needs Section 1.2 of the report earlier). An additional £550k was built into Environment base budgets going forwards as part of the 2020-23 Annual Budget report, as noted in paragraph 1.3.11. A further review of this baseline was undertaken as part of the Council's Budget Update to Cabinet and Council in October 20, adding a further £1.2m into Environment base budgets for Schools Transport from 2021/22 onwards. There is also a £0.3m short-term pressure in Bereavement due to an income shortfall projection relating to the Cremator Replacement project.

COVID-19 Impacts – Economy and Infrastructure

- 1.5.2 At Quarter 2, the most significant variances within Economy and Infrastructure relate to the projected impacts of COVID-19, with a total full year estimated pressure of £14.2m across both spend and income budgets.
- 1.5.3 COVID-19 related spend pressures are estimated to be £3.3m; £2.6m of which are sat within Environment. These include additional spends of £0.5m on Waste services associated with traffic management at household waste sites and additional vehicles and hired staff for collections, £0.5m for cremator works and temporary mortuary facilities, £0.4m on School Catering, including the provision of 'grab bags' for pupils during school closures, and £0.3m on Personal Protective Equipment (PPE). There is also a further

£0.3m pressure estimated within Schools Transport, linked in the main to the potential impact of social distancing measures going forwards. This is in addition to the overspends already noted in paragraphs 1.3.11 and 1.5.1 above, linked to special educational needs demand. Within Growth and Housing there is also a forecast additional spend of £0.6m for temporary accommodation facilities provided during the pandemic.

- 1.5.4 There are substantial projected income losses of £10.9m across Economy and Infrastructure; the most significant being £4.1m on Parking Fees and Fines, largely as a result of national lockdown measures on non-essential businesses and home working as a result of social distancing and £2.4m on Catering due to school closures. Other losses include £1.3m on Markets, £0.7m on Trade Waste and £0.5m on Planning Fees. Detail of further projected income losses as at Quarter 1 can be found at Appendix 2b.
- 1.5.5 The Budget Strategy Update Report included additional base budget of £3.0m for 2021/22 to reflect the likelihood of continued income loss from sales, fees and charges and commercial rents as a result of COVID-19, over the medium term. This budget reduces to £2.0m and £1.0m in 2022/23 and 2023/24 respectively, in anticipation of the recovery of the local economy. These assumptions will continue to be reviewed and updated accordingly throughout the remainder of the budget round.

1.6 Corporate Strategy, Commissioning and Public Health

COVID-19 Impacts – Corporate Strategy, Commissioning & Public Health

- 1.6.1 There is forecast additional spend of £6.3m within Corporate Strategy, Commissioning and Public Health relating to COVID-19; £4.2m of which sits within Public Health and People. This largely reflects an estimated £4m payment to Kirklees Active Leisure (KAL) to address the net revenue losses incurred as a result of enforced closure of leisure centres during the pandemic.
- 1.6.2 It should be noted that the income compensation scheme outlined in paragraph 1.2.8 will compensate for COVID related losses from leisure services whereby a council has budgeted to collect income from leisure centres either through direct customer charges, where they are council owned, or through a planned management fee, where there is an arms-length relationship. However, the income compensation scheme does not cover other Council/provider arrangements such as KAL Leisure Trust. At Quarter 2 it is assumed that the full £4m estimated payment to KAL will be covered instead by the un-ringfenced COVID Support grant.
- 1.6.3 On 22 October 2020, Government announced a £100m funding package aimed at outsourced local authority leisure centres. The package will support the recovery going forwards of those services deemed to be most in need; however retrospective funding deficits will not be eligible. It is understood that allocations will be bid-based, with submissions put forwards by local authorities with joint sign off with the leisure service provider. Officers will monitor future announcements around this funding and appropriate action will be taken once full details surrounding eligibility and the bidding process emerge.
- 1.6.4 Within Finance, there is a forecast £1.2m income loss on Welfare and Exchequer due to temporary suspension of recovery action for non-payment and the suspense of court hearings during the pandemic.

1.7 Central Budgets

- 1.7.1 There is a forecast overspend of £1.4m in Central Budgets relating to the approved 2020/21 employer pay offer of 2.75%. Original Central Budgets for 2020/21 included pay inflation at 2%. Central budgets have been uplifted by £1.4m in the recent Budget Strategy Update report to account for this unfunded element of the 2020/21 pay award.

1.8 General Fund Reserves

- 1.8.1 The reserves position at Appendix 3 reflects the Council's reserves strategy and approach reported and approved at Budget Council on 12 February 2020 and since reaffirmed in the Financial Outturn and Rollover report to Cabinet on 28th July.
- 1.8.2 General fund reserves and balances are estimated to reduce through 2020/21 by £27.9m; from £115.7m at the start of the year to £87.8m as at 31 March 2021. The movement includes the Quarter 2 forecast overspend of £5.5m and the estimated High Needs overspend of £7.6m, together with planned drawdowns in the year of £3.7m; £1.3m from the revenue grants reserve, £0.8m from the Public Health reserve, £0.8m from the Strategic Investment Support reserve and £0.4m from the Rollover reserve. The remaining £11.1m reduction reflects the net movement on the COVID-19 Risk reserve; namely the addition of tranche 2 and 3 COVID Support funding totalling £16.0m, and the drawdown of the full £27.1m to offset the additional pressures attributable to the pandemic, as noted in section 1.2 earlier.
- 1.8.3 The forecast reserves level as at 31st March 2021 includes £10.0m relating to statutory schools reserves (which cannot be re-directed for non-school uses) and £0.3m ringfenced Public Health reserves. This leaves forecast usable reserves of £77.5m; equivalent to 25.6% of the original 2020/21 net revenue budget of £302.3m. If the estimated £19.8m DSG deficit referred to in paragraph 1.3.5 is removed from this calculation, then the useable reserves level is adjusted to £97.3m, or 32.2%. For comparator purposes, the median percentage across the 36 metropolitan Councils on this particular indicator was 35% as at 31 March 2019.
- 1.8.4 The significance of this indicator is that it features as part of CIPFA's suite of 'financial resilience' performance indicators being developed to support officers, members and other stakeholders as an independent and objective suite of indicators that measure the relative financial sustainability and resilience of Councils, given extensive and ongoing national coverage and concern about financial sustainability across the local government sector.
- 1.8.5 Forecast financial resilience reserves as at 31st March 2021 are £31.7m, net of the forecast Quarter 2 overspend. This is currently below the minimum £37m requirement recommendation by the Chief Financial Officer at least to the start of 2021/22, as set out in the 2020-23 Annual Budget Report. It is expected however, that the Council's Executive Team will continue to enact a range of management actions as appropriate to support the local recovery effort within the parameters of public health protection and guidance and, with continuing Government support, will aim to deliver a break even position as far as possible by year end. This would enable financial resilience reserves to be maintained at the 2020/21 opening balance of £37.1m.
- 1.8.6 As set out in the recent Budget Strategy Update report to Cabinet and Council, the adverse weather reserve has been drawn down at Quarter 2 and the balance transferred to the COVID-19 Risk reserve, to support the Councils response to COVID-19. This includes the funding of free school meals over the October half term and Christmas holidays for vulnerable families; as confirmed by the Council on 23rd October 2020. This decision means that more than 14,000 children in Kirklees will not have to go hungry during the holidays.

1.8.7 Regular monitoring and review of corporate reserves will continue to be undertaken as part of the standard monitoring cycle through the remainder of the financial year.

1.9 Collection Fund

1.9.1 The Collection Fund accounts separately for council tax and business rates income and payments. At Quarter 2, there is a projected in year deficit of £34.4m; £6.4m with respect to Council Tax and £28.0m from Business Rates.

1.9.2 The projected £6.4m in-year deficit from council tax reflects a forecast 96.6% achievement against planned income of £190.0m. This assumes the application of Kirklees' share of £4.0m Hardship Funding to offset additional discounts applied to current working age recipients of Local Council Tax Support (LCTS); see also paragraph 1.2.13. As at Quarter 2, there have been in the region of 10,500 such recipients; or 40% of the total current working age LCTS caseload. The in-year deficit also includes a forecasted slowdown of housing growth compared to budgeted assumptions, as a result of national lockdown measures.

1.9.3 The 2020/21 budget calculations, pre-COVID-19, assumed approximately 23,000 working age LCTS recipients. Revised figures show a significant increase in claimants to 26,000, equivalent to a 13% rise, as at Quarter 2. It is estimated that in the region of £5.8m income will be lost in-year, prior to offsets from the Hardship Fund, as a result of the increased working age LCTS claimants and additional hardship discounts.

1.9.4 The projected in-year Business Rates deficit of £28.0m equates to a forecast achievement of 45.6% against planned income (local share) of £51.5m. £24.0m of the deficit relates to lost income as a result of the expanded retail discount scheme, first announced by Government in March 2020 in response to the pandemic after 2020/21 budgets had already been set. The additional reliefs awarded to businesses will be funded in full by Central Government through section 31 grant payments to the general fund in-year. The £4.0m balance of forecast deficit relates to the impact of the COVID-19 emergency on business activity.

1.9.5 Taking into account the opening balance and repayments to the general fund in year, the above in-year projections result in forecast deficits at 31st March 2020 of £7.6m for council tax and £27.6m for business rates. Technically, £24.0m of the year end projected deficit on Business Rates will be funded through additional s31 grant payments to the general fund; albeit accounting rules dictate that the grant cannot be applied directly to the collection fund.

Table 2 – Collection Fund Summary

Collection Fund forecast (Council Share)	Council Tax	Business Rates	Total
	£000	£000	£000
(Surplus)/Deficit at 1st April 2020	1,180	(3,800)	(2,620)
Re-payments to/(from) General Fund 20/21	58	3,377	3,435
In year Financial Performance	6,400	28,000	34,400
(Surplus)/Deficit at 31st March 2021	7,638	27,577	35,215
s31 grant for expanded retail discount	-	(24,000)	(24,000)
Remaining unfunded deficit (notional)	7,638	3,577	11,215

1.9.6 Any in-year deficit or surplus on council tax income and business rates income is covered

forward into the following financial year through the Collection Fund. This means there is a timing delay when the financial impact of COVID-19 on the Collection Fund would hit Council finances; effectively 2021/22.

- 1.9.7 As part of the financial support package to councils announced in July, as referred to in paragraph 1.2.8 earlier, Government indicated that Local Authorities would be able to spread collection fund deficits as at 31st March 2021 over the following three years to 2023/24. This treatment of collection fund deficits is reflected in the recent Budget Strategy Update Report to Cabinet and Council.
- 1.9.8 No direct financial support has yet been announced to fund council tax or business rates losses, however consideration may be given to the apportionment of irrecoverable losses between Central and Local Government as part of the Spending Review in November. The outcome of this will be incorporated into the finalised budget plans where applicable, alongside any updated Collection Fund deficit projections.

North and West Yorkshire Business Rates Pool

- 1.9.9 Kirklees is part of the North and West Yorkshire Business Rates Pool in 2020-21. The levy gain to the Pool in 2020/21 is 50%; the remaining 50% is returned to Government. The financial model underpinning the Pool estimated a potential overall gain to the Pool in the region of £10.7m in-year. This has subsequently been adjusted downwards to £9.7m and will continue to be reviewed in light of ongoing COVID impacts on local economies impacting on member authority levy payments into the Pool.
- 1.9.10 Pool members agreed at the time of the application that any levy income would be allocated to member authorities using the approach previously used for the two predecessor pools (The Leeds City Region Pool and the North Yorkshire Pool). Kirklees share would therefore be in the region of £660k but as noted above, overall Pool levy projections remain fluid for the remainder of 2020/21.
- 1.9.11 The wider economic effects on the regional economies of the pool members presents a risk to pool funding. Government's pooling prospectus notes that the nature of the pooling arrangement is to provide a safety net at 92.5% for authorities who see significant reductions in their income from the rates reduction scheme. The Memorandum of Understanding for the Pool therefore reflects that if an authority falls into safety net the loss of income should be met by the retained levies from the other authorities.
- 1.9.12 If there is not enough in retained levies, the net loss will be shared amongst all members of the Pool (including those in safety net). Whilst monitoring will be ongoing throughout the year, the final unaudited position for the Pool will not be known until Spring 2021, when authorities will be able to finalise their own positions for the year. Current monitoring shows that all members are above their safety net positions but, given the prevailing uncertainty, the position will be closely monitored.
- 1.9.13 Government confirmed that Pool arrangements for 2021/22 will have the same benefits and risks as the current 2020/21 Pools, and set a deadline of 23rd October 2020 for any applications for pooling. Following consideration of options by all current pool members, Leeds City Council (as the pool lead) submitted an application on behalf of a proposed new Leeds City Region (LCR) Pool for 2021/22, to include the five West Yorkshire Councils plus City of York Council and Harrogate Borough Council.
- 1.9.14 Results of the bidding process are expected to be released as part of the Provisional Settlement announcement, expected late 2020. Authorities will have 28 days after the announcement to pull out of the pool should the risks be considered to outweigh the benefits, however the remaining authorities would not be able to form a new pool at that

stage. Given the uncertainty regarding the sustainability of businesses in the current climate, the estimated 2021/22 position for the proposed LCR Pool will be closely monitored to ensure members can make an informed decision on whether to continue with the proposed LCR Pool, should the bid be accepted by Government.

1.10 Housing Revenue Account

- 1.10.1 The Council's Housing Revenue Account (HRA) accounts for all Council housing related revenue expenditure and income in a separate statutory (ring-fenced) account. The forecast revenue outturn at Quarter 1 is a deficit of £1.6m against an annual turnover budget of £91.5m in 2020/21; equivalent to 1.7%.
- 1.10.2 The deficit includes an increase on the KNH fee of £0.2m, projected additional grounds maintenance costs of £0.1m and an estimated overspend of £0.1m on Right to Buy Administration. There are also projected variations totalling £0.7m on income; £0.4m of which relates to the COVID-19 emergency. This reflects a projected £0.3m under collection of rent income due to increased void levels and £0.1m under collection of service charges.
- 1.10.3 Further pressures linked to COVID-19 include increased material costs due to demand over lockdown, and additional workforce pressures relating to salary costs for operatives that work on planned/capital schemes. Forecasts as at Quarter 2 assume such costs will be covered by existing KNH reserves. This position will be reviewed and updated regularly through subsequent monitoring rounds.
- 1.10.4 Forecast HRA reserves at 31 March 2021, net of set asides for business risks and investment needs and a minimum working balance, is £57.1m. A summary of the HRA outturn and reserves position can be found at Appendix 4.

1.11 Capital

- 1.11.1 As part of the Council's Budget Update to Cabinet and Council in October 2020 the capital plan budget for 2020-21 was updated to £134.3m (£116.9m General Fund; £17.4m HRA). Under Financial Procedure Rules 3.10-3.15, capital budgets have been reviewed in terms of re-profiling slippage into future years, with the aim of narrowing of the gap between the reported in-year capital budget and forecast outturn for 2020/21. In total £1.2m (-£3.7m General Fund slippage; £2.5m HRA forward profile) has been re-profiled into subsequent financial years as shown in Appendix 6.
- 1.11.2 There are a number of current external funding opportunities which have now been built into the plan. In total £1.6m (£1.1m Dewsbury, £0.5m Huddersfield) has been added to the town centre action plans for this financial year. £134k has been received from The Waste and Resources Action Programme (WRAP) for school recycling and £133k for White Rose Forest tree planting.
- 1.11.3 The Council's revised capital budget for 2020/21 is £134.9m. The forecast capital outturn at Quarter 2 is £133m; forecast £1.9m variance.
- 1.11.4 The quarter 2 position is summarised in Table 3 below, categorised by Council primary outcomes as set out in the Corporate Plan, which illustrates how the Council's investment proposals align with the Council's ambitions for its residents. Each primary outcome is further structured between strategic priorities, baseline work programmes and one-off projects.

Table 3 – Forecast Capital Outturn 2020/21 at Quarter 2

By Category	Revised Budget £000	Actuals to Date £000	Annual Forecast £000	Variance £000
Achieve & Aspire	13,678	3,774	13,879	201
Best Start	957	10	957	0
Independent	2,370	3	2,370	0
Sustainable Economy	80,633	18,276	79,799	(834)
Well	11,116	1,799	10,601	(515)
Safe & Cohesive	10	5	10	0
Clean & Green	3,711	287	3,811	100
Efficient & Effective	2,440	219	2,012	(428)
General Fund	114,915	24,373	113,439	(1,476)
Independent –Strategic Priorities	6,162	1,001	6,162	0
Independent - Baseline	13,776	4,891	13,400	(376)
Housing Revenue Account	19,938	5,892	19,562	(376)
Total Capital Plan	134,853	30,265	133,001	(1,852)

- 1.11.5 A summary breakdown of the capital outturn position is provided at Appendix 5, along with key variances highlighted.
- 1.11.6 Officers will continue to review capital budget profiles in year, including any more detailed recommendations for potential re-profiling of scheme budgets between years (allowable under Financial Procedure Rules 3.10-3.15), as part of future financial monitoring.
- 1.11.7 Future capital plan updates will continue to be presented to Council via the annual budget approval reports to Cabinet and Council as a matter of course, as part of the annual planning cycle.
- 1.11.8 This also includes the review of the existing multi-year plan to enable the existing plan to be re-phased over a longer financial planning cycle. The review will also take into consideration the Council's Economic Recovery Plan. Depending on the timing of any new capital proposals, these may feature as emerging budget proposals through the remainder of this budget round. Progress against this review will be presented as part of the Budget Report to Cabinet/Council in the new year.

2020/21 Budget Proposals

- 1.11.9 This report also includes a number of specific capital scheme proposals for Cabinet approval in line with Council Financial Procedure Rules. These proposals will be met from the existing borrowing capacity within the overall plan and are thus built into the figures above. Schemes requiring approval are outlined below:

Batley Cemetery

- 1.11.10 Batley Cemetery, in particular muslim sections, were identified as having the greatest need to consider future expansion options, given that the current (phase 1) extension is likely to be full within the next 3 years. Due to Covid-19, there will always be a risk of deaths increasing, thereby accelerating the timeline towards running out of burial capacity in the muslim sections.

- 1.11.11 There is now a need as well as an opportunity to extend the life of the cemetery. The Council already owns a parcel of land to the lower side of the current extension which could be developed for future burials. Initial estimates would indicate a potential for around 600 burial plots which would extend the life of the cemetery by over 10 years once operational and would be specific for muslim burials.
- 1.11.12 It is therefore imperative that if Batley Cemetery is to have its burial capacity increased by way of a further extension, works need to be commencing on site by Spring 2021. Expanding the capacity of the cemetery will have a positive impact on the people of Batley, in particular the Muslim communities by providing some level of certainty for the next 10 plus years. Cabinet are therefore requested to approve £255k (profiled £10k 20/21; £245k 21/22) towards the cost of this new scheme. The scheme is to be funded from existing redirected slippage identified from elsewhere within the Capital Plan. Further detail can be found in Appendix 7.

Batley Sports & Tennis Centre

- 1.11.13 Members are requested to approve a new Gym/Spin Studio development scheme at the Batley Sports and Tennis Centre. The project seeks to re-develop a heavily underutilised space (the existing bar/ former kitchen area) to increase both the capacity and flexibility of the fitness provision at the site, which is limited in size, impacted by a less than ideal layout and contains some of KAL's oldest equipment stock. The area vacated by the existing gym would be developed into a spin studio which would be a brand new provision for the site.
- 1.11.14 In the short to medium term, additional capacity would be provided as the increased footprint/improved layout would allow additional socially distanced workout stations to be provided. Longer term, the modernisation of the gym facilities and provision of a new group cycling studio, including a required upgrade to the equipment, would appeal to a broader customer base and sustain/increase membership and provide additional opportunities for the community to become active.
- 1.11.15 Cabinet are requested to approve £502k towards this new scheme. The scheme is to be funded from existing underspends identified from within the Capital Plan. Further detail can be found in Appendix 8.

Batley Baths

- 1.11.16 For KAL to be able to reopen the fitness suite, sports hall and other activity areas at Batley Baths and Recreation Centre requires the installation of new ventilation systems in order to meet current Government and Industry specific Covid ventilation standards. As these modifications will consequently result in additional running costs and carbon production it is also proposed that energy efficient LED lighting is installed to offset this. A secondary phase following reopening is also proposed to bring the swimming pool operation up to current industry standards by introducing a UV disinfection system. The sum of these Capital works is up to £50k and Cabinet are requested to approve these works.

Huddersfield Leisure Centre

- 1.11.17 The current capital plan includes budget for works for the balustrading and the pool surround, which were collated prior to Covid restrictions. There are now additional costs attributed to the difficulties faced in undertaking the remedial works in an open facility with the additional issues of maintaining social distancing in a construction environment whilst possibly being open to the public. Since then repairs to the changing rooms and replacement tiling has become an issue and require funding circa £215k.

- 1.11.18 There has been considerable work undertaken by Aspect over a period of months with a number of visits to site with suppliers and subcontractors in an attempt to reduce the risk regarding the works. Nevertheless, there are considerable difficulties expected with the safe removal and storage of existing fixtures and fittings, preparation and installation of the works with specific routes through the site due to being open.
- 1.11.19 Cabinet are asked to approve an additional £300k towards the costs of remedial repairs at the Huddersfield Leisure Centre. The budget towards this will be met from redirected slippage from elsewhere within the capital plan.

Dewsbury Learning Quarter

- 1.11.20 Pioneer House is an iconic building in Dewsbury town centre. The redevelopment of Pioneer House is a clear symbol and a clear indication of the Council's commitment to the transformation of Dewsbury as part of the North Kirklees Growth Zone (NKGZ) initiative. The scheme is due to complete imminently, however it is currently overspending by £947k and budget is required to meet this gap. It is proposed the Chief Finance Officer uses existing delegations under FPR 3.23 to 'make variations to capital funding as necessary to ensure the capital funding position is optimised, subject to reporting such actions to Cabinet and Council.' Members are asked to approve £547k to cover part of the current overspend from existing slippage from within the plan. The remaining overspend will be absorbed within existing resources within the plan, throughout the financial year, subject to Chief Finance Officer approval.

Town Hall External Lighting

- 1.11.21 The condition of the existing external lighting systems at Huddersfield Town hall and Cleckheaton Town Hall are at the end of their useful lives. It is proposed that a new LED centrally controlled external lighting system is installed at both town halls to enable better functionality as well as improve security. The new system will incorporate multi-coloured option display functionality to illuminate and light up buildings to support various national initiatives/events/charities. This not only raises public awareness of events but is regarded as a significant benefit from a tourism or promotional perspective.
- 1.11.22 Members are therefore requested to approve £40k each towards Huddersfield Town Hall to be funded from the existing Huddersfield town centre action plan resources and £40k for Cleckheaton Town Hall to be funded from the existing Sustainability of Town Hall, service development line.

Climate Emergency – Green Travel

- 1.11.21 The capital plan currently includes proposals which reflect key investment priorities with regard to tackling climate change and support the Council's transition to next generation electric vehicles, as part of a package of 'Green Travel' measures. Transport and Procurement services have analysed the Council's fleet profile considering the mileage, use, type of vehicles and where current vehicles are in terms of life. Around 35 additional small commercial vehicles have been identified which could be replaced with electric alternatives. Further detail can be found in Appendix 9.

2 Information required to take a decision

- 2.1 The Appendices accompanying this report provide a more detailed breakdown of the Quarter 1 financial monitoring position, as follows:
- i) Appendix 1 sets out by service area, the forecast general fund revenue outturn position in 2020/21

- ii) Appendix 2 summarises the forecast full year impact on general fund of COVID 19, for both additional costs and lost income.
- iii) Appendix 3 summarises the forecast reserves and balances movements in-year,
- iv) Appendix 4 summarises the forecast HRA financial position including movements in HRA reserves in-year;
- v) Appendix 5 sets out by Outcome area the forecast capital outturn position in 2020/21 and the reasons for the more significant forecast capital variances across strategic priority and baseline capital schemes.
- vi) Appendix 6 shows capital budget re-profiled into future years of the capital plan;
- vii) Appendix 7 shows the detailed business case for Batley Cemetery;
- viii) Appendix 8 shows the detailed business case for Batley Sports and Tennis Centre;
- ix) Appendix 9 shows the detailed business case for Climate Emergency, Green Travel measures;
- x) Appendix 10 lists the funding streams received by the Council to tackle the COVID 19 emergency;
- xi) Appendix 11 is the Corporate Risk Register, updated as at September 2020.

2.2 The corporate risk register at Appendix 11 summarises the key strategic risks or barriers to achieving the corporate objectives. It also provides visibility about the management actions which are either in place or brought into action to mitigate the impact of these risks. Many of these are of a financial nature and provide contextual information when setting the council's budget. There isn't a direct link, but they do help to inform the level of reserve held by the council.

2.3 Individual risks vary over time, and the need to set aside reserves changes depending on the underlying budget provisions. The risk assessment reflects the approved budget plans updated for emerging and changing medium and significant risk, including COVID 19 impact.

3 Implications for the Council

3.1 Working with People

3.2 Working with Partners

3.3 Place Based working

3.4 Climate Change & Air Quality

3.5 Improving Outcomes for Children

3.6 Other (eg Legal/Financial or Human Resources)

3.6.1 The Council's 2020-23 budget plans, approved at Budget Council on 12 February 2020, included further target revenue savings proposals of £5.4m over the 2020-23 period. The plans also incorporated a number of actions as part of the Council's refreshed ~~reserves~~ strategy. This included the Chief Finance Officer (Service Director Finance)

recommendation that existing financial resilience reserves be maintained at £37.1m at the start of 2020/21.

- 3.6.2 The rationale for the above reflected continued uncertainty on the post 2020 national funding landscape for Councils, further uncertainty at UK's intended negotiated withdrawal from the EU, whilst at the same time the Council is facing continuing and significant challenges and service pressures over the medium term. It also took into consideration a range of risks recorded in the Council's updated corporate risk register, which was appended to the annual budget report. Since this time there has been heightened uncertainty caused by the ongoing COVID-19 pandemic and the resulting financial effects on the Council.
- 3.6.3 Council officers have implemented processes to capture COVID-19 related costs across the totality of Council activity. In addition, Government has requested monthly returns on the financial impact of COVID-19, starting from April 2020, to help inform Government intelligence on the scale of financial impact on Councils. The financial impact on Council finances is also significant across a range of Council income streams, with national lockdown measures having a material short-term impact on fees and charges across Council service activity. There are also significant pressures on council tax and business rates income.
- 3.6.4 This Council, together with the Local Government Association (LGA), Special Interest Group of Metropolitan Authorities (SIGOMA) and other sectoral and stakeholder lobbying will continue to work with Government to ensure the Council is appropriately compensated for COVID related pressures.
- 3.6.5 As at Quarter 2, pressures arising from COVID-19 are estimated to total £48.0m across both general fund and collection fund after the application of s31 grants to offset increased business rates reliefs (see paragraph 1.9.5). This is adjusted down by the Council's share of Government funding; £27.1m to date in 2020/21 (net of £1.1m used to offset 2019/20 COVID financial impacts).
- 3.6.6 Further unringfenced COVID-19 grant funding of £7.6m, allocated to Kirklees in October 2020, and from the Contain Outbreak Management Fund (£8 per head) will be released as appropriate in future monitoring reports to offset the growing impacts of national and local measures to manage the spread of COVID-19 infection and to support local communities over the winter months.
- 3.6.7 Compensation will also be received for lost income through the national funding package for local government, announced in early July as part of a "comprehensive plan to ensure councils' financial sustainability for the future". The funding package compensates councils for 75% of income losses from sales, fees and charges, where the losses are greater than 5% of the council's planned income receivable. At Quarter 2, it is estimated that Kirklees will receive approximately £6.8m income compensation through this scheme.
- 3.6.8 Government have also announced that Councils may spread Collection Fund deficits arising in 2020/21 over three years to 2023/24. Under usual circumstances, any in-year deficit or surplus on council tax and business rates income is carried forward through the Collection Fund to the following year. Quarter 2 forecasts indicate a potential overall year-end deficit of £35.2m, prior to the offset of additional s31 business rates grants.
- 3.6.9 It is acknowledged that at Quarter 2, the 2020/21 financial forecasts and underlying assumptions are subject to some degree of volatility. National and local measures to manage the spread of COVID infection in parallel to the national and local recovery plan are under constant review, and emerging intelligence will be factored into subsequent monitoring projections.

- 3.6.10 The Council's refreshed reserves strategy approved in the 2020-23 budget plans is directed at strengthening organisational flexibility and financial resilience over the medium to longer term in account of the continued funding uncertainty for Councils post 2021. Any projected overspend would in the first instance effectively be transferred to reserves at year end and offset by financial resilience reserves, as indicated at Appendix 3.
- 3.6.11 Forecast financial resilience reserves as at 31st March 2021 are £31.7m, net of the forecast Quarter 2 overspend. This is currently below the minimum £37m requirement recommendation by the Chief Financial Officer at least to the start of 2021/22, as set out in the 2020-23 Annual Budget Report. It is expected however, that the Council's Executive Team will continue to enact a range of management actions as appropriate to support the local recovery effort within the parameters of public health protection and guidance and, with continuing Government support, will aim to deliver a break even position as far as possible by year end. This would enable financial resilience reserves to be maintained at the 2020/21 opening balance of £37.1m.
- 3.6.12 On the 21st July 2020, the Chancellor announced that the 2020 spending review will be finalised in the Autumn, covering years 2021/22 to 2023/24 for revenue, and 2021/22 to 2024/25 for capital spending. It has since been confirmed that, in order to prioritise the response to COVID-19 and focus on supporting jobs, the spending review will now be for one year only for both revenue and capital. It is expected to conclude in late November.
- 3.6.13 There is also a planned fundamental review of the business rates system, first announced in the March 2020 Budget, for which Government have now released a consultation document. The consultation is split into two distinct parts, with the first tackling the more technical aspects of the current business rates system and the second covering wider ranging, more fundamental reforms in the medium to longer term. Deadlines for responses to both elements have now passed.
- 3.6.14 The recent annual budget strategy report to Cabinet and Council in early autumn incorporated a more detailed review, quantification and sensitivity analysis on a range of emerging budget and other risks to help inform the Council's financial planning framework and overall reserves requirement as part of the refreshed Medium Term financial Plan (MTFP). This also incorporated a further review of COVID-19 financial impacts anticipated to affect the Council's budget beyond 2020/21. In the report, the current MTFP duration of 3 years was extended to 5 years, and thus the refreshed MTFP strategy for revenue spans the period from 2021/22 to 2025/26.
- 3.6.15 A fundamental review of the 5 year plan was undertaken in the summer to re-phase and reprioritise capital plan priorities in line with the Councils Economic Recovery Plan. The re-phased plan was presented as part of the budget strategy update report and will continue to be reviewed and refreshed on an ongoing basis through the remainder of the corporate annual reporting cycle. This will include consideration of further re-phasing and prioritisation of schemes within existing plans and any emerging new capital proposals, affordability considerations and external funding opportunities.

4 Consultees and their opinions

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

5 Next Steps and timelines

To present this report to Cabinet as part of the Quarterly financial monitoring reporting cycle.

6 Cabinet portfolio holders recommendations

The portfolio holder agrees with the recommendations set out in this report.

7 Officer recommendations and reasons

Having read this report and the accompanying Appendices, Cabinet are asked to:

General Fund

- 7.1 note the 2020/21 forecast revenue overspend of £5.5m as at Quarter 2;
- 7.2 note the 2020/21 forecast £7.6m High Needs overspend which as per current DfE guidance will roll forward into 2021/22 on the Council balance sheet as a negative reserve;
- 7.3 note that in conjunction with the assumed continued support of Central Government to adequately compensate the Council for COVID 19 pressures, the Council's Executive Team continue to identify opportunities for spending plans to be collectively brought back in line within the Council's overall budget by year end;
- 7.4 note the forecast year-end position on corporate reserves and balances;

Collection Fund

- 7.5 note the forecast position on the Collection Fund as at Quarter 2;

HRA

- 7.6 note the Quarter 2 forecast HRA position and forecast year-end reserves position;

Capital

- 7.7 note the Quarter 2 forecast capital monitoring position for 2020/21;
- 7.8 approve the re-profiling across years of the capital plan as set out in this report and at Appendix 6;
- 7.9 approve £255k capital proposal to increase burial capacity by way of a further extension at Batley Cemetery as set out in this report and at Appendix 7;
- 7.10 approve a £502k Gym/Spin Studio development scheme at Batley Sports and Tennis Centre, as set out in this report and at Appendix 8;
- 7.11 approve capital works to Batley Baths and Recreation Centre at £50k as set out in this report;
- 7.12 approve further capital remedial works at £300k required at Huddersfield Leisure Centre as set out in this report;
- 7.13 approve £463k to cover part of the Pioneer House overspend, with the remainder to be covered by future slippage to be identified within the plan, in agreement with the Chief Finance Officer;

- 7.14 approve the release of funding from Huddersfield Town Centres Action Plan for Huddersfield Town Hall and the release of Sustainability of Major Town Halls – Service Development capital programme line funding for Cleckheaton Town Hall for external lighting systems, as set out in this report;
- 7.15 approve the replacement of the Council’s current fleet vans with fully electric equivalent vehicles, as part of the Climate Emergency Green Travel measures, as set out in this report and at Appendix 9

8 Contact Officer

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9 Background papers and History of Decisions

2020/21 Budget Strategy Update Report, Cabinet 20 October 2020

Quarter 1 Financial Monitoring Report, Cabinet 1 September 2020

COVID-19 Impact on Council Finances Report, Cabinet 21 May 2020

Annual budget report 2020-23, Budget Council, 12 February 2020

Financial Outturn and Rollover Report 2019/20, Cabinet 28 July 2020

10 Service Director responsible

Eamonn Croston, Service Director Finance.

Appendix 1

Strategic Director portfolio responsibilities	Annual					Variance made up of:		
	Controllable Budget (Net)	Planned use of reserves	Revised Budget	Forecast	Variance	General COVID Spend	COVID Income Losses	Other
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Child Protection & Family Support Resources, Improvements & Partnership	39,039	33	39,072	41,321	2,249	1,821	-	428
Learning & Early Support & Schools	20,913	-	20,913	20,102	(811)	-	-	(811)
	17,724	25	17,749	19,306	1,557	835	375	347
Sub Total (Children & Families)	77,676	58	77,734	80,729	2,995	2,656	375	(36)
Customers and Communities	12,423	148	12,571	13,181	610	1,340	326	(1,056)
ASC - Older People and Physical Disabilities	19,661	60	19,721	32,304	12,583	10,989	-	1,594
ASC - Learning Disabilities and Mental Health	64,454	-	64,454	63,981	(473)	-	-	(473)
Adults Sufficiency	13,375	-	13,375	13,400	25	-	-	25
Sub Total (Adults & Health)	109,913	208	110,121	122,866	12,745	12,329	326	90
Growth & Housing	5,535	1,547	7,082	9,653	2,571	720	2,272	(421)
Economy & Skills	8,337	176	8,513	8,398	(115)	-	277	(392)
Environment	26,710	258	26,968	38,577	11,609	2,593	8,321	695
E&I Management	2,921	-	2,921	2,962	41	-	-	41
Sub Total (Economy & Infrastructure)	43,503	1,981	45,484	59,590	14,106	3,313	10,870	(77)
Strategy, Innovation & Planning	14,768	21	14,789	15,689	900	695	9	196
Public Health & People	(2,011)	827	(1,184)	3,281	4,465	4,270	35	160
Governance & Commissioning	10,081	252	10,333	11,167	834	721	27	86
Finance	8,319	319	8,638	10,413	1,775	580	1,193	2
Sub Total (Corporate Strategy, Commissioning & Public Health)	31,157	1,419	32,576	40,550	7,974	6,266	1,264	444
Central	40,050	-	40,050	41,618	1,568	-	168	1,400
General Fund Total	302,299	3,666	305,965	345,353	39,388	24,564	13,003	1,821
COVID Support Grant Offset				(27,090)	(27,090)	(24,564)	(2,526)	-
Estimated COVID Income Loss Compensation				(6,820)	(6,820)		(6,820)	-
Revised General Fund Total				311,443	5,478	-	3,657	1,821

Forecast Full Year COVID Costs to be Funded from COVID Support Grant

£k

Children and Families	2,656
Child Protection and Family Support	1,821
Learning, Early Support and Schools	835
Adults and Health	12,329
Adults Social Care Operation	10,989
Customers and Communities	1,340
Economy and Infrastructure	3,313
Environment	2,593
Growth and Housing	720
Corporate Strategy, Commissioning and Public Health	6,266
Finance	580
Governance and Commissioning	721
Public Health and People	4,270
Strategy Innovation and Planning	695
Grand Total	24,564

Full Year Projected External Income Losses related to COVID

	£k
Catering	2353
Parking - Off Street Parking	2106
Parking - On Street Parking	1662
Markets	1259
Welfare and Exchequer	1193
Trade Waste	728
Planning Fees	484
Registrars	413
Parking - Traffic Management (Bus Lanes)	350
Bereavement Services (Reduced Cremation Fee & Free Webcasting)	343
Other	2,112
Total Income Losses	13,003
Full Year Budgeted Income	56,460
Estimated Proportion of Annual Income Lost	23%

Appendix 3

General Fund Earmarked Reserves

	Reserves position at 1st April 2020 Incl. Budget Report approved movements	Other in-year transfers to reserves	Revised Balance on reserves	Planned Drawdown in-year (COVID 19)	Planned Net Drawdown in-year (Other)	Unplanned use of Reserves (forecast variance and High Needs overspend)	Budget Update Report Approved transfers	Forecasted Reserves position as at 31st March 2021
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Schools Balances	(9,967)		(9,967)		-	-		(9,967)
DSG Deficit	14,396		14,396		(2,184)	7,600		19,812
Total Statutory (School Reserves)	4,429	-	4,429		(2,184)	7,600		9,845
Earmarked								-
Financial Resilience Reserves	(37,146)		(37,146)		-	5,478		(31,668)
Earmarked (Other)								-
Rollover	(656)		(656)		355	-		(301)
Revenue Grants (various)	(9,095)		(9,095)		1,337	-		(7,758)
Public Health	(1,150)		(1,150)		827	-		(323)
Stronger Families Grant	(1,011)		(1,011)		-	-		(1,011)
Insurance	(1,900)		(1,900)		-	-		(1,900)
Ward Based Activity	(1,199)		(1,199)		34	-		(1,165)
Social Care Reserve	(2,195)		(2,195)		157	-		(2,038)
Property and Other Loans	(3,000)		(3,000)		-	-		(3,000)
Adverse Weather	(2,432)		(2,432)		45	-	2,387	-
Strategic Investment support	(4,229)		(4,229)		809	-		(3,420)
Waste Management	(5,684)		(5,684)		-	-		(5,684)
Mental Health	(1,400)		(1,400)		15	-		(1,385)
Business Rates	(2,000)		(2,000)		-	-		(2,000)
Covid-19 Risk	(11,099)	(15,991)	(27,090)	27,090	-	-	(2,387)	(2,387)
School PFI	(2,184)		(2,184)		2,184	-		-
Demand Reserve	(15,706)		(15,706)		-	-		(15,706)
Place Partnership Theme	(2,000)		(2,000)		-	-		(2,000)
Other	(6,037)		(6,037)		87	-		(5,950)
Total - Earmarked Other	(72,977)	(15,991)	(88,968)	27,090	5,850	-		(56,028)
Sub Total Earmarked Reserves	(110,123)	(15,991)	(126,114)	27,090	5,850	5,478	-	(87,696)
GENERAL BALANCES	(9,998)		(9,998)	-	-	-	-	(9,998)
Grand Total	(115,692)	(15,991)	(131,683)	27,090	3,666	13,078	-	(87,849)
<i>Usable reserves (excl. schools balances and public health)</i>	<i>(104,575)</i>	<i>(15,991)</i>	<i>(120,566)</i>	<i>27,090</i>	<i>2,839</i>	<i>13,078</i>	<i>-</i>	<i>(77,559)</i>

£2.2m School PFI reserve assumed to part offset High Needs DSG deficit for element relating to general fund contribution to schools PFI.

Housing Revenue Account 2020/21 – Month 6

	Year to Date			Annual		
	Controllable Budget (Net)	Actuals	Variance	Revised Budget	Forecast	Variance
	£'000	£'000	£'000	£'000	£'000	£'000
Repairs & Maintenance	14,313	14,353	40	26,992	26,992	(0)
Housing Management	19,290	19,221	(69)	35,152	35,723	571
Other Expenditure	152	355	203	25,699	26,001	302
Total Expenditure	33,755	33,929	174	87,843	88,716	873
Rent & Other Income	(43,632)	(43,359)	273	(91,480)	(90,777)	703
Revenue Contribution to Capital Funding	0	0	0	3,637	3,637	0
Planned transfer to HRA Reserves	0	0	0	0	0	0
Total	(9,877)	(9,430)	447	0	1,576	1,576

HRA RESERVES

	Balance at 31 March 2020	Approved Movement in Reserves	Balance at 31 March 2021
	£'000	£'000	£'000
Set aside for business risks	(4,000)		(4,000)
Forecast in Year Surplus/Deficit		1,576	1,576
To support the Capital Investment Programme		2,341	2,341
Set aside to meet investment needs (as per HRA Business Plan)	(55,518)		(55,518)
Working balance	(1,500)		(1,500)
Total	(61,018)	3,917	(57,101)

	Annual Budget Report Plan £'000	Budget Adjustment incl Re- profiling £'000	Qtr 1 Revised Budget £'000	Actuals to Date £'000	Forecast £'000	Variance £'000	Variance %
General Fund							
Aspire & Achieve	12,839	839	13,678	3,774	13,879	201	1%
Best Start	748	209	957	10	957	0	0%
Independent	2,370	0	2,370	3	2,370	0	0%
Sustainable Economy	83,780	(3,147)	80,633	18,276	79,799	(834)	(1%)
Well	10,648	468	11,116	1,799	10,601	(515)	(5%)
Safe & Cohesive	185	(175)	10	5	10	0	0%
Clean and Green	3,937	(226)	3,711	287	3,811	100	3%
Efficient & Effective	2,440	0	2,440	219	2,012	(428)	(18%)
GENERAL FUND TOTAL	116,947	(2,032)	114,915	24,373	113,439	(1,476)	(1%)
Housing Revenue Account							
Strategic Priorities	3,735	2,427	6,162	1,001	6,162	0	0%
Baseline	13,654	122	13,776	4,891	13,400	(376)	(3%)
HOUSING REVENUE TOTAL	17,389	2,549	19,938	5,892	19,562	(376)	(2%)
CAPITAL PLAN TOTAL	134,336	517	134,853	30,265	133,001	(1,852)	(1%)

Capital Monitoring Key Highlights – General Fund

Activity Level	Annual Budget £'000	Variance for the year £'000	Comments
Aspire & Achieve			
Strategic Priorities – Pioneer House	1,210	400	Additional unforeseen expenditure. The overspend will be managed by any slippage identified as part of future monitoring.
Sustainable Economy			
Baseline - Highways	23,919	(660)	The majority of the underspend relates to two schemes funded by LTP. The Bus Hot Spots programme £223k and the Streets for People project £360k.
Well			
Baseline - KAL	948	(419)	The self-financed section of the capital plan is underspending since there are no schemes worked up and approval for KAL projects are instead to be met from slipped corporate borrowing identified from elsewhere in the plan.
Efficient & Effective			
One Venues - Sustainability of Town Halls, Service Development	535	(335)	Dewsbury Town Hall scheme part complete by March 2021
Total	26,612	(1,014)	

Capital Monitoring Key Highlights – Housing Revenue Account

Activity Level	Annual Budget £'000	Variance for the year £'000	Comments
HRA Baseline			
Fuel Poverty	826	(376)	Expected to spend approx £400k on Retrofit (redesign 10 properties) but accepted it may run over. Also LAD delivery will target E&F properties with a suite of energy measures but it is anticipated there may be resistance to the work from tenants who have previously refused these measures.
HRA TOTAL	826	(376)	

	2020/21 £'000	2021/22 to 2024/25 £'000
General Fund		
Achieve & Aspire		
<i>One Off Projects:</i>		
SEND Provision	292	(292)
Achieve & Aspire Total	292	(292)
Best Start		
<i>Strategic Priorities:</i>		
Residential Children's Units	208	(208)
Best Start Total	208	(208)
Sustainable Economy		
<i>Strategic Priorities:</i>		
Aspirational Regeneration of Major Town Centres	(50)	50
Huddersfield Town Centre Action Plans	(274)	415
Dewsbury Town Centre Action Plans	(739)	739
WYT+F - Cross Church Street	(141)	0
<i>Baseline:</i>		
Highways	(1,313)	1,313
Housing Private	(1,000)	1,000
Sustainable Economy Total	(3,658)	3,658
Safe & Cohesive		
<i>Strategic Priorities:</i>		
Youth Offending Team	(175)	175
Safe & Cohesive Total	(175)	175
Clean and Green		
<i>Strategic Priorities:</i>		
Depot Works	(360)	360
Clean & Green Total	(360)	360
GENERAL FUND RE-PROFILE	(3,693)	3,693
Housing Revenue Account:		
<i>Strategic Priorities:</i>		
Housing Growth	1,402	(1,402)
Remodelling / High Rise	-25	25
Council House Building	1,050	(1,050)
<i>Baseline:</i>		
Housing Capital Plan	196	(196)
Compliance	-500	500
Fuel Poverty	426	(426)
HOUSING REVENUE ACCOUNT RE-PROFILE	2,549	(2,549)
TOTAL CAPITAL PLAN RE-PROFILED	(1,144)	1,144
Funding:		
Borrowing (General Fund)	(1,722)	1,722
Grants (General Fund)	(1,871)	1,871
Receipts, ring-fenced (General Fund)	(100)	100
HRA funding	2,549	(2,549)
TOTAL FUNDING RE-PROFILED	(1,144)	1,144

CAPITAL BUSINESS CASE

Project Title: Batley Cemetery Extension (phase 2)

Client Service: Bereavement Services

KMC Capital Cost: £255,436

DESCRIPTION**Description of the project and its purpose including key objectives:**

During 2019 an exercise was undertaken to look at all the current active cemeteries to get a clearer strategic insight on capacity and to identify potential future expansion needs.

Colleagues within planning policy and strategy provided information on land owned by the Council in particular land which was within the footprint or proximity to the existing active cemeteries.

The outcome of this work identified that the Council does have potential to expand some rather than all its cemeteries in the coming years should it choose to.

Batley Cemetery in particular the muslim sections were identified as having the greatest need to consider future expansion options, given that the current (phase 1) extension is likely to be full within the next 3 years.

With around 160 remaining plots and average muslim deaths over the past three years averaging at around 52 per year, there is now a need as well as opportunity to extend the life of the cemetery.

The Council already owns a parcel of land to the lower side of the current extension which could be developed for future burials. Initial estimates would indicate a potential for around 600 burial plots which would extend the life of the cemetery by over 10 years once operational and would be specific for muslim burials.

Therefore, colleagues within the Landscape team were commissioned to prepare a design for a second phase along with cost estimates (see Appendix 7 a) - Background Information and Site Plan) by colleagues within the landscape team.

Planning approval to extend the cemetery (for Muslim burials) was secured on 5th August 2020.

Planning was progressed in response to the Covid 19 pandemic as part of a wider excess death management plan, on the back of Government forecasts which were showing a significant increase in the number of deaths early into the first wave of the pandemic during April, May and June.

Whilst Covid 19 remains, there will always be a risk of deaths increasing, thereby accelerating the timeline towards running out of burial capacity in the muslim sections.

It is therefore imperative that if Batley Cemetery is to have its curial capacity increased by way of a further extension, then works need to be commencing on site by Spring 2021.

Expanding the capacity of the cemetery will have a positive impact on the people of Batley, in particular the Muslim communities by providing some level of certainty for the next 10 plus years.

What are the benefits / critical success factors?

(include cost/benefit analysis, quantified & unquantified)

Creating or retaining cultural facilities and opportunities, such as a cemetery does help people who live within the locality to develop a sense of belonging and to value the cultural diversity and heritage of that locality.

Once a Muslim funeral has taken place, there is a religious requirement for the remaining family members to visit the grave frequently to keep it clean and also, recite prayers for the deceased at the

graveside. Traditionally, this is done every Friday, after Friday prayers, and on every major religious festival such as Eid and Ramadan. Against this backdrop, the location and distance of the cemetery from the community plays a significant part in where the body is laid to rest.

Whilst recognising the social benefits there does also need to be recognition that to create or extend a cemetery comes at a cost. A simple cost/benefit exercise would show that the approach proposed to extend the cemetery albeit one final time, is the most cost-effective route to adopt, particularly given the Councils ownership of the land/site.

- The aim would be to fund this project from Capital
- The purchase of an initial 200 pre-cast vaults would be required to establish the site once the main capital infrastructure works have been undertaken.
 - This would cost £150,000 approx.
 - Note the purchase of pre-cast vaults are procured from revenue and accounted for as “stock items”
 - Once these precast vaults are in the ground, the site would then be left for a minimum of 12 months prior to any burials taking place as it is important that the site is left to settle and become established with the planting that is part of this project.
- The current tariff for a single burial plot is £2,683.
- With the site’s potential for up to 600 plots, the return on income would be around £1.6m (based on 2020 tariffs).

FINANCE

KMC **Gross** Total (including external/grant funding if applicable): £255,436

Profile	Year:	2020/21	2021/22
	Sum:	£10,000	£245,436

Revenue Implications:

Note: Capital investment is only required to fund the works necessary. It is funded wholly from prudential borrowing and as a result the Council will incur financing charges of £17k p.a. for 20 years. Once complete any future requirements, predominantly precast vaults would be funded from revenue.

Lifespan of completed asset: _

Once the construction works are complete and the site is available to burials, it would become an active cemetery until such time that the extended area becomes full. At that point, the cemetery would remain a Council asset for the benefit of communities/families long into the future. It would become a closed to burials cemetery, transferring into Corporate Landlords portfolio along with any future maintenance needs in much the same way as the other closed cemeteries are which the Council has responsibility for.

Lifecycle capital costs (during the life of the asset) There are no ongoing lifecycle capital costs beyond this initial investment in creating the site the burials. Once the land has been fully utilised as a burial site, it moves to become a closed cemetery and therefore subject to ongoing maintenance in terms of grounds maintenance and any other areas of maintenance in relation to keeping the cemetery safe to families/visitors.

DELIVERY & MANAGEMENT

How will the project be delivered and managed? This project will be delivered and managed by colleagues in Parks and Open Spaces who have being involved in previous work in extending this cemetery to ensure consistency of approach.

How will the Programme/Project impact on hard to reach groups?

Batley Cemetery has been part of the Batley landscape since the 1860’s, with the first burial taking place in 1866.

There will be minimal impact in respect of hard to reach groups, as Batley is a well-established cemetery

within the heart of the ward, additionally there are strong working relationship between local burial committees and Funeral Directors who represent local families at the time of bereavement. Many of which have been involved and engaged in this proposal through the Councils Bereavement Forum.

The Councils leader has also supported officers, attending community meetings highlighting the options around future burial capacity.

By extending the cemetery all be it for one final time, would support local communities by giving some certainty that loved ones will be able to be buried within the community. By knowing that the Council has a local facility which meets a cultural and local needs is very important within the Batley community (as indeed in all communities).

Is this subject to OJEU Regs? No (confirmed by procurement)

How will this be procured? The design has been completed, as has the planning process. A specification for tender has also being prepared by colleagues within Parks and Open Spaces and is ready to go pending approval of this investment request.

Construction will be undertaken by an external contractor following a tender exercise, with the contract management being undertaken by colleagues within the Landscape team.

Timescales:

- Tender for works (Nov/Dec 2020)
- Award (Feb 2021)
- Mobilise and Construction from April 2021
- Complete July/August 2021
- Open to Burials 2023 (once current site is full)

Key risks in undertaking / not undertaking this project:
(risk and sensitivity analysis)

The risks would be greater in not extending the cemetery as opposed to doing it.

- Batley Cemetery would be effectively full to Muslim burials in approximately 3 years' time, by extending it preserves the cemeteries burial capacity by an additional 10+ years (13+ years approx.as of 2020).
- The Council would need to look at other alternatives which could have more cost implications if it were to have to procure and develop land elsewhere.
- To not extend could lead to some community tensions and concerns and would need intervention to prepare the community to start and look at other options within other cemeteries in Kirklees. By extending now gives the Council a bigger window to prepare the community for the day when Batley Cemetery does become full or to pursue other options.

How will these risks be managed / mitigated?

- Any project related risks (financial, physical or resource) will be managed through regular project/site meetings held between all partners with management by the project manager.

Appendix 7 a) – Batley Cemetery Background Information and Site Plan

Capital Cost Estimate - £255,436

Estimate and guide only

Description	Rate £	Approximate works £
Full scientific survey/risk assessment Phase 2 to determine: 1. Depth to the former tip and possible collapses of any excavations. 2. Groundwater profile across the former tip. 3. Contamination risk for grave diggers and general public.		
A site investigation coupled with a topographical survey with cross-sections showing depth to fill material will be useful in determining where the concrete chambers will sit.		£10,000
Site preparation; vegetation clearance and removal to tip		£ 6,713.00
Excavation, regrading of soil; fill all holes, excavate trenches for drainage; grade and re-level. Excavation of dry swale.		£ 7,500.00
Extend existing land drains and install additional 3x soakaway (provisonal sum), mark all drain runs with line and stakes/path lines		£ 9,964.00
Install macadam access paths adjacent to drainage lines incl of excavation, sub-base and edging		£ 7,600.00
Install macadam access roads with full sub-base and maintenance edge		£145,000.00
Install new timber picket fence to match existing		£ 2,280.00
Plant native hedgerow sections; incl of whips, guards and stakes	130 lin m	£ 936.00
Shrub areas mix of native/plants for biodiversity	102m ²	£ 3,570.00
Plant heavy standard trees-mixture of species	31	£ 5,348.00
Grass seed to whole site		£ 2,142.00
	Sub total	£ 201,053.00
<hr/>		
Preliminaries to works		£ 20,105.00
Contingency @ 5%		£ 11,057.00
Design Fee and project management		£ 23,221.00
Budget requirement		<u>£ 255,436.00</u>

BATLEY CEMETERY EXTENSION



CAPITAL BUSINESS CASE

Project Title: Batley Sports and Tennis Centre – Gym / Spin Studio Development

Client Service: Kirklees Active Leisure

KMC Capital total (Gross): £418,000

DESCRIPTION**Description of the project and its purpose including key objectives:**

The project seeks to re-develop a heavily underutilised space (the existing bar/ former kitchen area) to increase both the capacity and flexibility of the fitness provision at the site – which is limited in size, impacted by a less than ideal layout and contains some of KAL's oldest equipment stock.

The area vacated by the existing gym would be developing into a spin studio which would be a brand new provision for the site.

In the short – medium term additional capacity would be provided as the increased footprint /improved layout would allow additional socially distanced workout stations to be provided.

Longer term, the modernisation of the gym facilities and provision of a new group cycling studio would, including a required upgrade to the equipment, would appeal to a broader customer base and sustain / increase membership and provide additional opportunities for the community to become active.

What are the benefits / critical success factors?

(include cost/benefit analysis, quantified & unquantified)

A larger facility with a more flexible layout would allow for the provision of an improved service and cater for a wider range of people. As well as being more accessible to users with mobility issues, the increased capacity would allow for the development of specialist sessions aimed at younger people as well as enhancing the provisions for the current OWLS group (over 50's) at site among other groups. The increased flexibility of provision would help address physical activity inequalities experienced by some group through the ability to provide specific and targeted activity.

This is proposed against a backdrop of Kirklees having a higher than national and regional average number of people who are physically inactive, and a lower than national and regional average number of people who are meeting CMO guidelines to be physically active.

Improved facilities will allow KAL to cater for the needs of a wider range of the local community, helping to achieve the wider 'Well' outcome in the Kirklees Outcomes. Furthermore, the wards most directly served by this centre include Batley West, where 29.2% of the population lives in the 10% most multiply deprived areas.

Given the impact of COVID-19, the enhanced gym facility will also allow for additional user capacity, due to the increased footprint and improved layout, whilst effectively maintaining social distancing, providing customers and staff with a greater opportunity to remain active.

The enhanced gym facility will also help to cater for customers from the Spenborough Fitness Complex, which is unable to reopen due to the very limited capacity available at the site under social distancing requirements.

From a financial perspective, the breakeven point for the development is extremely modest, at an increase in membership status of 50 being required. Reasonable projections however would suggest that an increase in status of around 300 could be seen with expected uplift in new membership sign ups. A larger increase would improve the financial position of the facility overall and have a positive impact on KAL's overall financial position.

The ability to retain an increased number of the members displaced by the temporary closure of Spenborough Fitness Complex would have both a short term positive financial impact as well as being a benefit to the business plan for the new Spen Valley Leisure Centre due to an increased starting point.

Although membership levels have dipped due to Covid-19 and associated facility closures – the membership increases required to offset the investment remain relative and valid. The development may in fact allow the facility to recover quicker in terms of membership status.

FINANCE

KMC **Gross** Total (including external/grant funding if applicable):

£418,000

Profile	Year:	2020/21
	Sum:	£418,000

Revenue Implications:

As noted, the project breaks even at an increased status of approx. 50 members. Business plan projections show a still modest (in the context of the improved offering and footprint) increase of 300 members yielding a £50-£60k per annum surplus from the project which would improve the facility and KAL's financial performance accordingly.

The size and layout of the gym make it difficult to make any further improvements without the development, with the exception of a straightforward equipment replacement. It is reasonable to assume that the facility would therefore become less attractive within the market over time leading to a reduction in customer base and therefore revenue.

The additional revenue benefit of being able to retain some of the members displaced by the temporary closure of Spenborough's fitness provision will have both a positive short term impact on the business case but also a positive revenue impact to the new Spen Valley Leisure Centre due to an increased starting point.

Lifespan of completed asset: _

The completed asset will form part of the larger facility and is not expected to have a lifespan shorter than that of the centre itself.

Lifecycle capital costs (during the lifetime of the asset):

Lifecycle costs for the development are not expected to be materially different to those currently contained within KAL's MTFP with the exception of some relatively minor potential expenditure with regard to the maintenance of the increased air handling / air conditioning system. Fitness equipment replacement and servicing is already included in KAL's MTFP.

How will the project be delivered/Managed.

Alliance Leisure will project manage the scheme supported by KAL from a client perspective. The council will provide QS support and be required to review and agree the framework documentation and development management agreement from a legal perspective.

How will the Programme/Project impact on hard to reach groups?

A larger facility with a more flexible layout would allow for the provision of an improved service and cater for a wider range of people. As well as being more accessible to users with mobility issues, the increased capacity would allow for the development of specialist sessions aimed at younger people as well as enhancing the provisions for the current OWLS group (over 50's) at site. The increased flexibility of provision would help address physical activity inequalities experienced by some group through the ability to provide specific and targeted activity.

Improved facilities will allow KAL to cater for the needs of a wider range of the local community, helping to achieve the wider 'Well' outcome in the Kirklees Outcomes. Furthermore, the wards most directly served by this centre include Batley West, where 29.2% of the population lives in the 10% most multiply deprived areas.

Is this subject to OJEU Regs?**How will this be procured**

Alliance Leisure will be appointed via the UK Leisure framework. This framework has previously been used at Batley Sports and Tennis centre successfully for the TAGX development.

Timescales

The project is estimated at a 12-14 week build.

Key risks in undertaking / not undertaking this project:

- The key risk of the project is not achieving the required income and usage levels for it to be successful.
- The key risk of not undertaking the project would be not improving the facility and equipment stock leading to a decline in usage and associated income levels.

How will these risks be managed / mitigated?

- The project has been designed to have a very modest break even point to ensure the risk of not achieving this target remains low.

CAPITAL BUSINESS CASE

Project Title: **Climate Emergency – Green Travel**

Client Service: Fleet & Transport Services

KMC Capital Cost: £906,028

DESCRIPTION

Description of the project and its purpose including key objectives:

During the process for the November 2019 Cabinet report on the climate emergency, Cabinet members indicated that they wanted a more ambitious ‘quick win’ response to add to the package of measures. Officers subsequently developed and agreed a package of ‘Green travel’ measures based around the two project areas:

- £1m for ‘up to 50’ EVs for the Fleet (based on best guess in-relation to current market price at the time) along with associated infrastructure requirements.
- £1m for a step-change in public EV charging infrastructure.

These two interventions were agreed by senior officers at Exec Team in consultation with Service Director Finance and subsequently with portfolio holders at LMT.

These x 2 schemes then received Cabinet approval on the 20th Jan 2020 and were subsequently taken forward in the Council budget setting process and agreed at the Full Council meeting on 12th Feb 2020:

- **Climate Emergency and Air Quality (next steps) Electric Vehicles: Section 6.11.** *Cabinet notes the contents of the report and recommends to full council to prioritise the consideration of allocating spending in the capital bids in relation to Electric Vehicles and infrastructure in its budget setting.*
- **Council Budget Report 2020-23 Section 2.14 ‘Tackling Climate Change’.** *£2m added to the capital plan under the ‘Clean and Green’ strategic priority (referred to in the plan as ‘Climate Emergency – Green Travel’).*

What are the benefits / critical success factors?

This proposal is for a significant announcement on increased capital investment on measures to support the transition to Electric Vehicles (EVs) and associated infrastructure and work regarding Climate Emergency and reduce the Council’s carbon emissions.

Transport and Procurement have analysed the fleet profile, considering the mileage, use, type of vehicles and where current vehicles are in terms of life. Around **35** additional small commercial vehicles have been identified which could be replaced with electric alternatives.

Based on an anticipated 8,000 miles annual usage (average for a council vehicle), the anticipated difference in emission is as follows:

	EV	Diesel
Annual Tonnes CO2e (per vehicle)	1.08	3.58
Total for 50 vehicles (tCO2e)	37.80	125.40

FINANCE

The following current fleet vans will be replaced with fully electric equivalents via the Peugeot-Citroen (PSA Group), Crown Commercial Services framework procurement process. These vehicles provide the best value for money on the market that meet our operational performance requirements. Business case being submitted to the Head of Procurement to outline the reasoning behind the chosen procurement route:

- Vehicle specification:

- Make/model Citroen Dispatch EV
- Base model costs £ 23,453.52
- Ancillaries £ 2,433.00 (Ancillary equipment prices based on recent purchases and could be subject to change)
- Total vehicle cost £ 25,886.52
- **x 35 vehicles £906,028.00**

Serial Number	Fleet number	Make/Model	User
1	109	Citroën / Dispatch - 2	B42 (7211) Electric Public Buildings West
2	110	Citroën / Dispatch - 2	B24 Heating East
3	111	Citroën / Dispatch - 2	B08 Batley Gas
4	112	Citroën / Dispatch - 2	B09 Boiler Heating
5	122	Citroën / Dispatch - 2	B08 Batley Gas
6	123	Citroën / Dispatch - 2	B24 Heating East
7	124	Citroën / Dispatch - 2	B28 Huddersfield Gas
8	125	Citroën / Dispatch - 2	B24 Heating East
9	126	Citroën / Dispatch - 2	B08 Batley Gas
10	127	Citroën / Dispatch - 2	B04 Agbrigg Gas
11	128	Citroën / Dispatch - 2	B08 Batley Gas
12	129	Citroën / Dispatch - 2	B08 Batley Gas
13	130	Citroën / Dispatch - 2	B24 Heating East
14	131	Citroën / Dispatch - 2	B08 Batley Gas
15	132	Citroën / Dispatch - 2	B04 Agbrigg Gas
16	133	Citroën / Dispatch - 2	B28 Huddersfield Gas
17	0139	Citroën / Dispatch - 2	B05(3136) Empty Homes South
18	0141	Citroën / Dispatch - 2	B42 (7211) Electric Public Buildings West
19	0145	Citroën / Dispatch - 2	B42 (7211) Electric Public Buildings West
20	0146	Citroën / Dispatch - 2	B31(5000) Planned Works North
21	0148	Citroën / Dispatch - 2	B31(5000) Planned Works North
22	0150	Citroën / Dispatch - 2	B25 (2126) Empty Homes North
23	0151	Citroën / Dispatch - 2	B25 (2126) Empty Homes North
24	0153	Citroën / Dispatch - 2	B25 (2126) Empty Homes North
25	0154	Citroën / Dispatch - 2	B25 (2126) Empty Homes North
26	673	VV Caddy	Highway Network 2
27	764	Ford Transit Connect	Highway Network 2
28	767	Ford Transit Connect	Building Control
29	776	Ford Transit Connect	Highway Network 1
30	784	Ford Transit Connect	Building Control
21	787	Ford Transit Connect	Highway Network 2
32	797	Ford Transit Connect	Highway Network 2
33	1303	Ford Transit Connect	Building Control
34	1309	Ford Transit Connect	Building Control
35	1315	Ford Transit Connect	Highway Network 2

PLEASE NOTE – The above vehicle replacement list isn't definitive, some minor alterations maybe made (alternative vehicles selected), upon after consultation with service users and operational requirements.

DELIVERY & MANAGEMENT

How will the project be delivered and managed? This project will be delivered and managed by colleagues in Fleet & Transport.

How will the Programme/Project impact on hard to reach groups?

Delivery on the Council commitments to Climate Emergency will improve Air quality that affects all residents including those in hard to reach groups.

Is this subject to OJEU Regs? No (confirmed by procurement)

How will this be procured?

The following current fleet vans will be replaced with fully electric equivalents via the Peugeot-Citroen (PSA Group), Crown Commercial Services framework procurement process.

Timescales:

It is anticipated the initial delivery of vehicles will within 16 weeks, but is dependent on manufacturer order book.

Key risks in undertaking / not undertaking this project:

- Assessments above made on current prices (there is a lot change within the market) and assuming that current government grants will be maintained.
- Revenue costs associated with procurement and project management have not been included and assumed that can be managed within current work processes
- Revenue costs associated with maintenance have not been assigned.

How will these risks be managed / mitigated?

- Vehicle maintenance costs of EVs is less than combustion vehicles - therefore there is flexibility to absorb some level of risk.
- Removal of older fleet vehicles will reduce maintenance burden at present.

COVID 19 Funding Streams

Funding Stream	National Total	Kirklees Allocation	Description (as per the relevant Gov.uk website)
COVID Support Grant (Tranche 1 and 2)	£3,194m	£24.325m	Un-ringfenced grant to help offset Government directed additional Council spend
COVID Support Grant (Tranche 3)	£500m	£3.894m	Supplementary un-ringfenced grant to help offset Government directed additional Council spend
COVID Support Grant (Tranche 4)	£900m	£7.638m	Further allocation in October 2020 to ensure Councils have the resources required to respond to the pandemic.
Hardship Fund	£500m	£4.956m	The Government has provided billing authorities in England with a £500 million hardship fund to enable them to support economically vulnerable people and households in their local area by providing them with a further reduction in their council tax.
Hardship Fund supplementary funding	£63m	£550k	Councils have responded quickly and effectively to the complex challenges faced by local communities and this funding will help them continue to provide much needed crisis support to households who are struggling to afford food, fuel and other essentials."
Re-open High Streets Safely fund	£49.964m	£389k	<p>To prepare for the reopening of non-essential retail when the scientific advice allows, to help councils in England introduce a range of safety measures in a move to kick-start local economies, get people back to work and customers back to the shops.</p> <p>It will also support a range of practical safety measures including new signs, street markings and temporary barriers. This will help get businesses get ready for when they can begin trading safely, not only in high streets and town and city centres, but also in other public spaces like beachfronts and promenades.</p>
Adult Social Care Infection Control Fund	£600m	£4.553m	The Adult Social Care Infection Control Fund was announced in May and is worth £600 million. The primary purpose of this fund is to support adult social care providers, including those with whom the local authority does not have a contract, to reduce the rate of COVID-




Funding Stream	National Total	Kirklees Allocation	Description (as per the relevant Gov.uk website)
			19 transmission in and between care homes and support wider workforce resilience.
Adult Social Care Infection Control Fund (round 2)	£546m	£3.805m	The Adult Social Care Infection Control Fund has been extended until March 2021, with an extra £546 million of funding. This is a new grant, with revised conditions from the original Infection Control Fund. It brings the total ringfenced funding for infection prevention and control to £1.146 billion. The grant should be fully spent by 31 st March 2021 on infection control measures.
Small Business Grant Fund & Retail, Hospitality & Leisure Grant Fund	£12,333m	£113.65m	The Small Business Grant Fund (SBGF) supports small and rural businesses in England with their business costs during coronavirus. The Retail, Hospitality and Leisure Grant Fund (RHLGF) supports businesses in the retail, hospitality and leisure sectors with their business costs during coronavirus.
Local Authority Discretionary Fund	£616.65m	£5.244m	Aimed at small or micro businesses who were not eligible for the small business grant fund or the retail, leisure and hospitality fund
Test and Trace Service	£300m	£2.381m	Local authorities will be central to supporting the new test and trace service across England. Recognising this, the Government announced that £300 million will be provided to all local authorities in England to develop and action their plans to reduce the spread of the virus in their area
Rough Sleeping contingency fund	£3.196m	£12k	<p>Rough sleepers, or those at risk of rough sleeping have been supported by £3.2 million of initial emergency funding if they need to self-isolate to prevent the spread of COVID-19.</p> <p>This funding was announced in March and has been made available to all local authorities in England and reimburses them for the cost of providing accommodation and services to those sleeping on the streets to help them successfully self-isolate. Funding covers period to 30 June 2020</p>
Interim housing for thousands of rough sleepers taken off the streets	£105m (£85m new and £20m re-directed from existing)	£321.3k	The £105 million will be used to provide interim support for 15,000 vulnerable people accommodated during the pandemic. It'll be used to support rough sleepers and those at risk of



Funding Stream	National Total	Kirklees Allocation	Description (as per the relevant Gov.uk website)
further Gov't funding allocation	homelessness/rough sleeping budgets)		homelessness into tenancies of their own, including through help with deposits for accommodation, and securing thousands of alternative rooms already available and ready for use, such as student accommodation.
COVID funding for schools	Not specified	Max funding allowance per school	Schools can claim for specified COVID related costs upto a maximum of the following funding allowances : £25k per school with 250 or less pupils; £30k if 251-500 pupils; £50k if 501 to 1000 pupils; £75k if over 1000 pupils; special schools and alternative provision – all schools £50k. Funding allowance available covers the period March to July 2020.
Business Improvement Districts	£6.1m	£10.7k	The money will go to Business Improvement Districts (BIDs), local business partnerships that bring local authorities, developers and communities together to provide local leadership, drive regeneration and deliver projects and additional local services. These monies will be distributed via a grant to local authorities to be passed on to BIDs, and will cover funding for 3 months and contribute to their operational costs over a 3 month period.
Compliance and Enforcement	£30m	£239.4k	There is flexibility over how the funding is used, provided it is for the purposes of compliance and enforcement of measures to control the spread of COVID-19.
Self Isolation Support	Not Specified	£500 for those on lower incomes who cannot work from home and have lost income as a result	this new Test and Trace Support payment of £500 will ensure that those on low incomes are able to self-isolate without worry about their finances. Just under 4 million people who are in receipt of benefits in England will be eligible for this payment, which will be available to those who are required to self-isolate from 28 September.
Leisure Centre Support	£100m	Unknown at this stage	Understood to be a bidding process with funds prioritised to those outsourced leisure services deemed most in need. Further details on the scheme will be set out in due course by the Department for Digital, Culture, Media and Sport.
Contain Outbreak Management Fund	Up to £465m	Max of £8/head (tier 3)	Financial support for Local Authorities tailored to Local COVID alert levels. Funding to support specific activities dependent on alert level. Further to the


Funding Stream	National Total	Kirklees Allocation	Description (as per the relevant Gov.uk website)
			announcement of the second national lockdown, all authorities will receive the maximum £8/head.
Additional Business support (Additional Restrictions and Local Restrictions Grants)	Unknown	Unknown at this stage	Additional Gov't support to businesses in tier 2 and 3 areas and encompassing the second national lockdown.




Risk No	Risk – Description of the risk	Management actions already in place to mitigate the risk	Control Opptnty	Trend
	Emergency & Immediate Risk			
0	The current national emergency as result of the Covid 19 coronavirus has huge implications on the Kirklees community, and the Council.	There are additional risks and impacts on the council (and community) in the short and medium term, which relate to community, operational and financial impact This is an ever-changing position, which requires regular reconsideration until the current crisis is declared under control/has passed, with a substantial number of areas of uncertainty.	L	↑
	Community Impacts & Risks	The current national emergency has a serious and significant risk to the community citizens and services users, with particular concerns about the impact on specific user groups.		
1	The council does not adequately safeguard children and vulnerable adults, as a result of increased complexity, referral volumes and a lack of service capacity to respond to the assessed need. This risk may have worsened as a result of the full and partial coronavirus lockdown, with reduced referrals, an unwillingness of third parties to make referrals and a reduced ability to investigate. the basic controls described above remain valid	<ul style="list-style-type: none"> • Disclosure & Barring Service (DBS) checking, staff training, supervision, protection policies kept up to date and communicated. • Effective management of social work (and related services); rapid response to any issues identified and from any serious case review work. • Active management of cases reaching serious case review stage, and any media interest • Review of current practices following the child sexual exploitation in Rotherham and the emerging requirements. • Ensure that workloads are balanced to resources. • Staff and skill development to minimise dependence on key individuals. • Use of agency staff and or contractors when necessary • Ideal manager training • Development of market sufficiency strategy; consider approaches to support the development of the available service offer both locally and regionally. • Ensure competence of the Safeguarding Boards and that they are adequately resourced to challenge and improve outcomes • Ensure routine internal quality assessment • Take effective action after Serious Case Reviews • Effective listening to messages about threats from other parts of the council and partner agencies • Proactive recognition of Members role as “corporate parent” 	H	↑




4X5=20


		<ul style="list-style-type: none"> • Childrens Improvement Board to assist governance and quality improvement • Ensure effective record keeping <p><i>Responsible for this risk – R Parry and M Meggs</i></p>		
2	Legacy issues of historical childcare management practices, and particularly, the heightened national attention to Child Sexual Exploitation and historical abuse cases leads to reputational issues, and resource demands to address consequential matters.	<ul style="list-style-type: none"> • Additional resources and expertise allocated to new and historical Child Sex Exploitation (CSE) and other legacy work, as required. • Risk matrix and risk management approach implemented with the police and partners. • Understand relationship with the Prevent strategy, and issues linked to counter terrorism • Take steps per risk 7 to seek to avoid ongoing issues • Ensure effective record keeping <p><i>Responsible for this risk –M Meggs</i></p>	LM	 4x4=16
3	Failure to address matters of violent extremism and related safer stronger community factors, including criminal exploitation, create significant community tension, (and with the potential of safeguarding consequences for vulnerable individuals).	<ul style="list-style-type: none"> • Prevent Partnership Action Plan. • Community cohesion work programme • Local intelligence sharing and networks. • Status as a Prevent Priority Area provides funding for a Prevent Coordinator Post and enables the development of bids for additional funding. • Counter terrorism local profile. • Awareness that campaigns such as black lives matter may give cause to action and reaction. <p><i>Responsible for this risk – R Parry and M Meggs</i></p>	M	 4x5=20
4	Significant environmental events such as severe weather impact on the Council’s ability to continue to deliver services.	<ul style="list-style-type: none"> • Effective business continuity and emergency planning (including mutual aid) investment in flood management, gritting deployment plans. • Winter maintenance budgets are supported by a bad weather contingency. • Operational plans and response plans designed to minimise impacts (e.g. gully cleansing for those areas which are prone to flooding.) <p><i>Responsible for this risk – K Battersby (now C Parr)</i></p>	M	 3x5=15




5	<p>Risk of infection with a high consequence infectious disease (HCIDs airborne) with the consequent impacts of pressure on services through demand, and a reduced ability to deliver services resultant from staff absences and similar.</p> <p>International transmission of HCIDs issues can also affect supply chains with the consequence of availability of products</p>	<ul style="list-style-type: none"> • National mitigation actions controlled through UK Government and devolved administrations. • Advice/instruction to/from, Chief Medical Officer, PHE, Health and Social care system. and schools (from DfE). • More local mitigations controlled through Public Health, Health protection. • Local lockdown processes in line with statutory positions • Business continuity planning and arrangements invoked. • Preparations for risk of recurrence • Understanding supply change and alternatives, and mitigations to retain essential existing suppliers where appropriate • Appropriate advice and Information cascaded to Kirklees citizens and staff <p><i>Responsible for this risk –Rachel Spencer Henshall & all of ET</i></p>	L	 5x5=25
The UK exiting the EU				
6	<p>The process of the UK exiting the EU lead to the following consequences and impact:</p> <ul style="list-style-type: none"> • Economic uncertainty impact on business rates and housing growth, with knock-ons to council tax, new homes bonus and business rate income. • The potential for increased cuts in core government funding (as a result of economic pressures) in the context of ongoing increases in demand for council services. • Rising inflation could lead to increased costs (e.g. the cost of raw materials). Interest rate volatility impacting on the cost of financing the council’s debt. • The general uncertainty affecting the financial markets could lead to another recession. 	<p>These risks are largely addressed elsewhere in the Matrix, but there is a shortening timescale, and local businesses may consider that coronavirus related risk is a more severe threat now.</p> <ul style="list-style-type: none"> • Monitor government proposals and legislation, and their impact on council, partner services and local businesses • Working with the WY Combined Authority, and other WY local authorities and partners • Continue to lobby, through appropriate mechanisms, for additional resources and flexibilities in the use of existing funding streams to e.g. Local Government Association (LGA) • Be aware of underlying issues through effective communication with partners, service providers and suppliers and other businesses about likely impact on prices and resources. • Ensure that budgets anticipate likely cost impacts • Utilise supplementary resources to cushion impact of any cuts and invest to save. • Ensure adequacy of financial revenue reserves to protect the council financial exposure and that they are managed effectively not to impact on the council essential services • Local intelligence sharing and networks. • Prevent partnership action plan. • Community cohesion work programme 	LM	



	<ul style="list-style-type: none"> • An uncertain economic outlook potentially impacting on levels of trade and investment. • Uncertainty about migration impacting on labour markets, particularly in key sectors like health and social care • Potential impact on community cohesion, with increased community tensions and reported hate crimes 	<ul style="list-style-type: none"> • Continue to work with local employer representative bodies e.g. FSB, MYCCI to make best use of existing resources and lobby for additional resources to support businesses pre/post EU Exit • Service and financial strategies kept under review to keep track of developments related to the UK exiting the EU. • Working Group established to consider and monitor implications. <p><i>Responsible for this risk –all ET</i></p>		4x4=16
	The finances of the Council	The current national emergency has a serious and significant risk to the councils financial position-		
7	A failure to achieve the Councils savings plan impacts more generally on the councils finances with the necessity for unintended savings (from elsewhere) to ensure financial stability	<ul style="list-style-type: none"> • Established governance arrangements are in place to achieve planned outcomes at Cabinet and officer level • Escalation processes are in place and working effectively. • Alignment of service, transformation and financial monitoring. • Tracker developed which allows all change plans to be in view and monitored on a monthly basis • Programme management office established and resourced • Monthly (and quarterly) financial reporting <p><i>Responsible for this risk - E Croston & ET</i></p>	H	 4x5=20

<p>8</p>	<p>Coronavirus has added significant income risks and imposed additional costs (some of which have been met by government funding) which have a current year and likely medium-term continuing impact. The whole horizon risks also remain in relation to a failure to control expenditure and income within the overall annual council approved budget leads to the necessity for unintended savings (from elsewhere)). The most significant of these risks are related to volumes (in excess of budget) of;</p> <ul style="list-style-type: none"> • Complex Adult Care services • Childrens Care Services • Educational high needs & Rent Collection impact of Universal Credit rollout (H R A) <p>And in the longer term, the costs of waste disposal.</p>	<ul style="list-style-type: none"> • Monitor short term loss of income • Monitor additional costs (& be sure they are all captured) • Recognise in budget plans • Scenario plan for reduced level of demand, post current crisis • Scenario plan for recurrences of coronavirus or similar • Scenario plan for default by debtors- council tax and rents (individual citizens), business rates and commercial rents (businesses), sundry debtors (both) • Consider impacts from rent deferrals • Seek to recover additional costs where budgets held by other parties or partners • Significant service pressures recognised as part of resource allocation • Responsibility for budgetary control aligned to Strategic and Service Directors. • Examine alternative strategies or amend policies where possible to mitigate growth in demand or reduce costs • Utilise supplementary resources to cushion impact of cuts and invest to save. • Continue to lobby, through appropriate mechanisms, for additional resources • Proactive monitoring as Universal Credit is introduced <p style="text-align: center;"><i>Responsible for this risk - E Croston & ET</i></p>	<p>H</p>	<p style="text-align: center;"></p> <p style="text-align: right;">5x5=25</p>
<p>9</p>	<p>Above inflation cost increases, particularly in the care sector, impact on the ability of providers to deliver activities of the specified quality, and or impacting on the prices charged and impacting on the budgets of the Council.</p>	<ul style="list-style-type: none"> • Monitor quality and performance of contracts. • Be aware of underlying issues through effective communication with service providers and suppliers about likely impact on prices • Renegotiate or retender contracts as appropriate. • Ensure that budgets anticipate likely cost impacts • Seek additional funding as a consequence of government-imposed costs <p style="text-align: center;"><i>Responsible for this risk - E Croston & R Parry</i></p>	<p>M</p>	<p style="text-align: center;"></p> <p style="text-align: right;">4x4=16</p>
<p>10</p>	<p>Making inappropriate choices in relation to lending or and borrowing decisions, leads to financial losses.</p>	<ul style="list-style-type: none"> • Effective due diligence prior to granting loans and careful monitoring of investment decisions. • Effective challenge to treasury management proposals by both officers and members (Corporate Governance & Audit Committee) taking account of external advice <p style="text-align: center;"><i>Responsible for this risk - E Croston</i></p>	<p>MH</p>	<p style="text-align: center;"></p> <p style="text-align: right;">2x5=10</p>

11	Exposure to uninsured losses or significant unforeseen costs, leads to the necessity for unintended savings to balance the councils finances.	<ul style="list-style-type: none"> • Ensure adequacy of financial revenue reserves to protect the council financial exposure and managed effectively not to impact on the council essential services. • Consider risks and most cost-effective appropriate approach to responding to these (internal or external insurance provision) <p style="text-align: center;"><i>Responsible for this risk - E Croston & J Muscroft</i></p>	H	 4x4=16
12	<p>The financial regime set by government causes a further loss of resources or increased and under-funded obligations (e.g. in relation to social care), with impact on the strategic plans.</p> <p>This relates to the essential dependence on initial and medium-term financial support from government as a consequence of impact on the councils finances from coronavirus.</p>	<p>The current crisis has resulted in some changes to national finance proposals- but major and fundamental changes to national government funding of crisis costs and implications (e.g. loss of tax and trading revenues) impact more heavily. The government has promised continuing resource to meet coronavirus consequence, but it is unclear if this will be adequate, if the government will seek to risk share, and the financial consequence in the medium term. In the longer- term risks remain.</p> <ul style="list-style-type: none"> • Monitor government proposals and legislation, and their impact on council and partner services. • Continue to lobby, through appropriate mechanisms, for additional resources e.g. Local Government Association (LGA) • Be aware of underlying issues through effective communication with citizens, partners, service providers and suppliers about likely impact on resources • Ensure that budgets anticipate likely impacts • Ensure adequacy of financial revenue reserves to protect the council financial exposure and managed effectively not to impact on the council essential services. <p style="text-align: center;"><i>Responsible for this risk - E Croston & ET</i></p>	L	 5x5=25
Other Resource & Partnership Risks		The current national emergency has a serious and significant risk to the councils position with regard to commercial and community suppliers, information management /technology/cyber, health and safety- addressed in more detail in the special report		
13	<p>Council supplier and market relationships, including contractor failure leads to;</p> <ul style="list-style-type: none"> • loss of service, • poor quality service • an inability to attract new suppliers (affecting competition, and to replace any incumbent contractors who have failed) 	<ul style="list-style-type: none"> • Avoid, where possible, over dependence on single suppliers • More thorough financial assessment when a potential supplier failure could have a wide impact on the council's operations but take a more open approach where risks are few or have only limited impact. • Recognise that supplier failure is always a potential risk; those firms that derive large proportions of their business from the public sector are a particular risk. • Need to balance between only using suppliers who are financially sound but may be expensive and enabling lower cost or new entrants to the supplier market. 	MH	




	<ul style="list-style-type: none"> • complexities and difficulties in making arrangements in respect of significant and long running major outsource contracts, and their extension and renewal. 	<ul style="list-style-type: none"> • Consideration of social value, local markets and funds recirculating within the borough • Understanding supply chains and how this might impact on the availability of goods and services • Be realistic about expectation about what the market can deliver, taking into account matter such as national living wage, recruitment and retention issues etc. • Develop and publish in place market position statement and undertake regular dialogue with market. • Effective consultation with suppliers about proposals to deal with significant major external changes • Early consultation with existing suppliers about arrangements to be followed at the end of existing contractual arrangements • Realign budgets to reflect real costs • Commission effectively • Ensuring adequate cash flow for smaller contractors <p style="text-align: center;"><i>Responsible for this risk – J Muscroft</i></p>		<p>5x4=20</p>
<p>14</p>	<p>Management of information from loss or inappropriate destruction or retention and the risk of failure to comply with the Council’s obligations in relation to Data Protection, Freedom of Information legislation and the General Data Protection Regulations (GDPR) leading to reputational damage, rectification costs and fines. Cyber related threats affecting data integrity and system functionality. (Volume of working from home may increase risks or change their perspective)</p>	<ul style="list-style-type: none"> • Thorough, understandable information security policies and practices that are clearly communicated to workforce and councillors • Effective management of data, retention and recording. • Raised awareness and staff and councillor training • Compliance with IT security policy. • Compliance with retention schedules. • Compliance with information governance policy. • Business continuity procedures. • Recognition of increased risk from homeworking (e.g. destruction of paper records), and whether there is a need for additional security, training or other matters • Comply with new legislation around staff access to sensitive data. • Council has a Senior Information Risk Owner (“SIRO”) officer and a Data Protection Officer (DPO) who are supported by an Information Governance Board • Development of action plan to respond to GDPR requirements and resourcing requirements as appropriate • Increased awareness of officers and members as to their obligations 	<p>H (INFO) M (CYBER)</p>	<p style="text-align: center;"></p> <p>4x5=20</p>

		<ul style="list-style-type: none"> Proactive management of cyber issues, including additional web controls <p><i>Responsible for this risk – J Muscroft</i></p>		
15	Health and safety measures are inadequate leading to harm to employees or customers and possible litigious action from them personally and/or the Health and Safety Executive.(and the potential of prosecution and corporate /personal liability)(and in particular issues of fire safety,)	<ul style="list-style-type: none"> Ensuring appropriate H&S responses re Coronavirus (appropriately balancing statutory obligations, desirable positions and commerciality/business risk) New Fire Safety Policy approved and being implemented with improved monitoring of fire risk Prioritised programme of remedial works to buildings to tackle fire safety and other issues Review work practices to address H&S risks Monitor safety equipment Improved employee training as to their responsibilities, as employees and (where appropriate) as supervisors. Improved employee work practices Approval of additional resources to improve corporate monitoring regime. <p><i>Responsible for this risk – R Spencer Henshall</i></p>	H	 3x5=15
16	Exposure to increased liabilities arising from property ownership and management, including dangerous structures and asbestos, with reputational and financial implications.	<ul style="list-style-type: none"> Active site management Routine servicing and cleansing regimes (including coronavirus compliance in both operational and managed tenanted commercial property) Work practices to address risks from noxious substances Property disposal strategy linked to service and budget strategy Review of fire risks Develop management actions, categorised over the short to medium term and resource accordingly. Prioritisation of funding to support reduction of backlog maintenance Clarity on roles and responsibilities particularly where property management is outsourced <p><i>Responsible for this risk – K Battersby (now C Parr/D Shepherd)</i></p>	H	 4x4=16
17	A funding shortfall in partner agencies) leads to increased pressure on community services with unforeseen costs.	<ul style="list-style-type: none"> Engagement in resilience discussions with NHS partners Secure funding as appropriate Consider extension of pooled funds Accept that this may lead to an increase in waiting times Strengthen partnership arrangements to ascertain whether other funding or cost reduction solutions can be introduced. Assess dependency on voluntary organising, and impacts that coronavirus has on their sustainability, and consider actions. <p><i>Responsible for this risk – R Parry & all ET</i></p>	L	 4x4=16
18	The risk of retaining a sustainable, diverse, workforce, including	<ul style="list-style-type: none"> Effective Workforce Planning (including recruitment and retention issues) Modernise Human Resources policies and processes 	H	

	<ul style="list-style-type: none"> aging and age profile encouraging people to enter hard to recruit roles (which often have low pay, or challenging hours or tasks) encouraging entrants to professional roles where pay is often below market levels. and ensuring that the workforce is broadly content, without whom the council is unable to deliver its service obligations. 	<ul style="list-style-type: none"> Increased accessibility to online training managers/ employees. Selective use of interim managers and others to ensure continuity of progress regarding complex issues Ensure robust change processes including Equality Impact Assessments (EIA's) and consultation. Understand market pay challenges Promote the advantages of LG employment Emphasise the satisfaction factors from service employment Engage and encourage younger people through targeted apprenticeships, training, and career development Ensuring awareness to ensure employees safety and health (including stress) Consider issues about a workforce reflective of the community, inclusion, diversity and coronavirus issues <p><i>Responsible for this risk – R Spencer Henshall</i></p>		4x4=16
19	National legislative or policy changes have unforeseen consequences with the consequence of affecting resource utilisation or budgets.	<ul style="list-style-type: none"> Reprioritise activities Deploy additional resources Use of agency staff or contractors where necessary Development of horizon scanning service <p><i>Responsible for this risk – all ET</i></p>	L	 5x4=20
20	Compliance with the councils own climate change commitments, and or statutory climate change obligations fails to achieve objectives and ambitions, and or causes unanticipated costs or operational consequences	<ul style="list-style-type: none"> Reconsideration of priorities and potential achievability within timescales Monitoring of achievements Effective project planning and costing Awareness of local consequences Awareness of local consequences of national commitments and obligations Lobbying for financial and other government support in relation to the costs of meeting obligations <p><i>Responsible for this risk – K Battersby (now D Shepherd)</i></p>	M	 4x4=16

All risks shown on this corporate matrix are considered to have a potentially high probability, or impact, which may be in the short or medium horizon
20200923

TREND ARROWS

Worsening	
Broadly unchanged	
Improving	

CONTROL OPPORTUNITIES

H	This risk is substantially in the control of the council
M	This risk has features that are controllable, although there are external influences
L	This risk is largely uncontrollable by the council

Risk Factor

Probability Likelihood, where 5 is very likely and 1 is very unlikely

Impact The consequence in financial or reputational terms

Risk Probability x Impact

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Name of meeting: Cabinet

Date: 18th November 2020

Title of report: Report on a decision regarding support for children eligible Free School Meals taken during the COVID-19 Pandemic on 23rd October to note, and, arrangements for future school holiday periods.

Purpose of report: To set out a Decision about support for children eligible for Free School Meals during the October half-term taken on 23rd October by the Chief Executive (and others) using Emergency Powers, and, consider arrangements for future school holiday periods should this be required.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes, but see below
Key Decision - Is it in the <u>Council's Forward Plan (key decisions and private reports)</u>?	This report was not anticipated in the forward Plan. The decision for October half term was taken using Emergency Powers which were required to be used arising from the immediate impact of the Covid 19 pandemic
The Decision - Is it eligible for call in by Scrutiny?	Yes
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?	Mel Meggs 09/11/2020 Eamonn Croston 09/11/2020 Julie Muscroft 09/11/2020
Cabinet member portfolio	Give name of Portfolio Holder/s Cllr Carole Pattison – Learning, Aspiration and Communities Cllr Viv Kendrick – Children’s Services Cllr Graham Turner - Corporate

Electoral wards affected: All wards

Ward councillors consulted: None

Public or private: Public

Has GDPR been considered? Yes

1. Context

During the Covid 19 pandemic in the previous academic year the Government supported the provision of support over school holidays via a national voucher scheme for children eligible for Free School meals.

The Government launched a national scheme through EdenRed that allowed schools to order vouchers to the value of £15 per child per week (in some instances schools were able to use local arrangements and subsequently able to claim back the costs). These vouchers were then issued to families.

Schools were required to be fully open from September 2020, and Government guidance that was published stated that the voucher scheme would cease.

Following a national debate, a Parliamentary vote on whether the government would fund vouchers for children eligible for Free School Meals (as in previous school holidays) for October half term took place on Thursday 22nd October, this was the day before most Kirklees Schools were to break up for the half term holiday.

The outcome was that the Government would not fund vouchers for October half term.

However, it became clear that the need to support our most vulnerable families still existed given the current situation with the pandemic. Officers modelled the cost to the Council of making a commitment to local children and their families to replicate the previous system ie. making a voucher available for £15 for October half term.

In order to ensure support was available for the October half-term period, the Chief Executive exercising her emergency powers, with the Director for Children's Services, the 151 Officer and in consultation with the Leader of the Council, the Portfolio Holder for Learning, Aspiration and Communities and Kirklees Council Cabinet took a decision to support each eligible child with £15 via a voucher scheme on the 23rd October 2020.

The decision meant that around 15,500 eligible children in Kirklees were able to be supported for the October half-term holiday.

This decision is being reported at this, the next possible meeting of Cabinet which is the 18th November 2020.

2. Future School Holidays

Members are asked to consider supporting eligible children during future school holidays with a similar commitment.

Over the weekend, the Government has announced that it will be providing a targeted support package over the next four months to families in the greatest need. Details are yet to be published.

In light of the Government announcement for targeted support to the end of March 2021, and dependent upon the detail, officers request a decision for delegated authority to the Cabinet Portfolio lead for Learning, Aspiration and Communities, Child, and Corporate in conjunction with the Director for Children's Services and the Section 151 Officer to be prepared to support children eligible for Free School Meals and related activity through upcoming school future holiday periods if they are not covered in the Government Support.

Future holidays that would require support depending on the local and national picture are,

Christmas – 2 weeks
February Half-term – 1 Week
Easter – 2 weeks

Any support decided upon would be reported back to Kirklees Council Cabinet at the earliest opportunity.

3. Implications for the Council

- **Working with People**
Supporting free school meals during school holidays means that over 15500 children should not be affected by food poverty and that by doing so the most disadvantaged families will have access to food to ensure children are not going hungry during this very difficult time.
- **Working with Partners**
We continue to work with all partners, schools, communities, food banks and local businesses to ensure we support vulnerable and disadvantaged children and families.
- **Place Based Working**
Community response hubs were created to work directly within the community. Schools are also essential in knowing their children and families, identifying those that are most vulnerable and in need and can work closely with families.
- **Climate Change and Air Quality**
N/A
- **Improving outcomes for children**
By ensuring children and families who are most disadvantaged and vulnerable have access to food throughout school holidays as well as in term time, supports children being ready to learn and being safe and well. Having access to food and other essentials will contribute to overall, health, wellbeing and improving outcomes.
- **Other (eg Legal/Financial or Human Resources)**

The financial implication for Kirklees to support a week of free school meals for 15500 children at £15 per week equates to approximately £232,500. This will be funded from earmarked COVID risk reserves. It is requested that Cabinet note the funding decision.

Over the weekend, the Government has announced that it will be providing a targeted support package over the next four months to families in the greatest need. Details are yet to be published.

In light of the Government announcement for targeted support to the end of March 2021, and dependent upon the detail, officers request a decision for delegated authority to the Cabinet Portfolio leads for Learning, Aspiration and Communities, Children, and Corporate in conjunction with the Director for Children's Services and the Section 151 Officer to be prepared to support children eligible for Free School Meals and upcoming school future holiday periods if they are not covered in the Government Support. Future holidays that would require support depending on the local and national picture are;

Christmas – 2 weeks
February Half-term – 1 Week

4. Consultees and their opinions

The decision for October half-term was made in consultation with Strategic Director, Service Director, Heads of Service, Portfolio holder, Strategic finance, Customer and Exchequer Service and previously through Business Continuity processes.

5. Next steps and timelines

- To secure a process and system with our schools, to be implemented 2 weeks prior to the Christmas holiday period to give certainty and reassurance to families. This will take into account any details that emerge from the Government programme.
- Prior to future holiday periods review the local and national situation

6. Officer recommendations and reasons

- Cabinet are asked to note the officer decision which has supported Free School Meal eligible children attending Kirklees schools for October half-term.
- In light of the Government announcement for targeted support to the end of March 2021, and dependent upon the detail, officers request a decision for delegated authority to the Director for Children's Services and the Section 151 Officer to support children eligible for Free School Meals and related activity through the future school holiday periods set out above. This would be reviewed in line with the local and national context and Government guidance.

7. Cabinet Portfolio Holder's recommendations

We are supportive of the Decision taken to enable support to be offered to our children eligible for Free School Meals. We are committed to giving children the best start in life and nutrition is vital to this. We welcome the support for the future that the Government have indicated they will provide, but until the detail about that is understood we would support the Officer recommendation so that we can work with officers to ensure that a system is in place to give certainty for the next school holiday period.

8. Contact officer

Natalie McSheffrey
Head of Education Business and Relationships
Tel: 01484 221000
Email: natalie.mcsheffrey@kirklees.gov.uk

9. Background Papers and History of Decisions

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools?priority-taxonomy=b350e61d-1db9-4cc2-bb44-fab02882ac25>

10. Service Director responsible

Jo-Anne Sanders
Service Director Learning and Early Support
Tel: 01484 221000
Email: jo-anne.sanders@kirklees.gov.uk

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Name of meeting: Cabinet
Date: 18 November 2020
Title of report: Place Partnerships - Kirklees Mental Health Champions Training Programme and Support Network

Purpose of report:

To consider allocating £93,270 funding from the Place Partnership mental health themed budget to deliver the Kirklees Mental Health Network and Training programme.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Key Decision - Is it in the <u>Council's Forward Plan (key decisions and private reports)?</u>	No
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Strategic Director</u> & name	Rachel Spencer-Henshall – 03/11/2020
Is it also signed off by the Service Director for Finance?	Eamonn Croston – 05/11/2020
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Karl Larrad – 31/10/2020
Cllr Cathy Scott Housing & Democracy	Cllr Cathy Scott – Housing & Democracy

Electoral wards affected: Almondbury, Ashbrow, Batley East, Batley West, Birstall and Birkenshaw, Cleckheaton, Colne Valley, Crosland Moor and Netherton, Dalton, Denby Dale, Golcar, Greenhead, Heckmondwike, Holme Valley North, Holme Valley South, Kirkburton, Lindley, Liversedge and Gomersal, Mirfield and Newsome

Ward councillors consulted: Cllrs Alison Munro, Bernard McGuin, Paola Davies, Amanda Pinnock, Harpreet Uppal, James Homewood, Habiban Zaman, Mahmood Akhtar, Gwen Lowe, Shabir Pandor, Yusra Hussain, Elizabeth Smaje, Mark Thompson, Charlotte Goodwin, Andrew Pinnock, Kath Pinnock, John Lawson, Rob Walker, Lesley Walker, Donna Bellamy, Erin Hill, Manisha Kaushik, Mohammad Sarwar, Peter McBride, Musarrat Khan, Naheed Mather, Michael Watson, Will Simpson, Graham Turner, Richard Murgatroyd, Andrew Marchington, Christine Iredale, Sheikh Ullah, Carole Pattison, Mohan Sokhal, Viv Kendrick, Steve Hall, Aafaq Butt, Paul White, Terry Lyons, Charles Greaves, Paul Davies, Nigel Patrick, Donald Firth, John Taylor, Bill Armer, Richard Smith, Cahal Burke, Anthony Smith, Richard Eastwood, David Hall, Lisa Homes, Michelle Grainger-Mead, Andrew Cooper, Karen Allison, Susan Lee-Richards, Martyn Bolt, Vivien Lees-Hamilton and Kath Taylor.

Public or private: Public.

Has GDPR been considered? Yes

1. Summary

A budget of £1m in total has been allocated by the Council to the seven Place Partnerships in Kirklees to support local mental health initiatives whilst also supporting and building local voluntary/community capacity.

Councillors in the Batley Birstall and Birkenshaw, Colne Valley, Huddersfield Central, Huddersfield North, Huddersfield Rural and Spen Valley Place Partnerships wish to allocate a proportion of their budget to develop a Mental Health Champions Training Programme and Support Network that will support voluntary community providers, both through some initial training and ongoing support in the form of a place based network, that will help to upskill voluntary community providers and provide them with practical steps to identifying mental health issues, supporting as the initial point of contact, and being able to sign post people to the most appropriate provider for that individual.

This proposal has been influenced by information collected through local data and intelligence, elected members, a range of officers and third sector partners that highlighted that organisations felt that support was needed that would enable them to know what to do if someone presented with mental health issues i.e. what support was available, from where and how to refer someone for support.

In addition, anecdotal information gleaned by ward councillors, services and third sector partners from local communities is that the Covid 19 lockdown has had an impact on stress and anxiety caused by loneliness and depression as a result of isolation/shielding, job insecurity and worrying about the future.

The proposal meets the partnership's agreed outcomes to improve early intervention and prevention support and resources for local families, to link that support with the wider Kirklees offer and to build up knowledge and understanding of the local picture among communities, services and partners. By working with and supporting locally based anchor organisations and community/voluntary groups, it also helps to build local community capacity and resilience.

It is important to note that whilst a number of place partnerships have identified this as a priority, the detailed approach has been shaped locally by councillors, services and partners working together to ensure delivery will reflect a place-based approach to meet the needs of the area/communities

2. Information required to take a decision

The Mental Health Champions Training Programme and Support Network broadly consists of the elements below.

Objective

To develop a place-based approach to supporting the third sector to support people in communities facing low level mental health challenges.

Project Details

Locally based lead organisation/s and Kirklees Council (Wellness Team) will deliver mental health first aid training to community providers/groups across a Place Partnership area.

The Lead organisations will support and develop the training programme and network over a 12-month period. Costs for an additional 12 months has been included in the budget to consolidate the learning, identify future training and development needs and ensure sustainability.

Place Partnership Area Community Anchor approach

Across each Place Partnership area, the lead organisation will be a Community Group or Anchor Organisation that has worked together with Kirklees Council since April 2020 to support the community response to Covid 19.

The organisations are well placed to engage and work with community groups to deliver the mental health training project as they have both built good working relationships with community organisations when coordinating the response to the challenges of the pandemic.

Councillors from across all the Place Partnership with their local knowledge, leadership roles and support from officers, feel the best approach is to work collaboratively with community anchors and allocate funding so they can put plans in place to deliver the Mental Health Champions Training Programme and Support Network at the earliest opportunity.

The budget and delivery details for each place partnership are set out on Appendix 1, with a total budget request of £15,545.00 per place partnership.

Should funding of £93,270 be approved by Cabinet, the specific contribution from each place partnership will be distributed to the Community Anchors and detailed plans will be finalised setting out associated costs, expected mental health outcomes, and sustainability. Projects will commence as soon as is feasible and within the financial year.

Expected Impact and Outcomes: -

- Up skilling local providers to be able to identify mental health support initial needs and understand the local offer to people. Ensuring people find the right support, at the right time, in the right place.
- Where possible linking people up to the most local and appropriate Mental health support. People who access local provision are supported into appropriate local service and community programme. Reducing pass on and hand off with 'systems'
- Improving Mental Health awareness across the third sector. Every local provider will be able to identify and support people with mental health issues and be able to navigate local service most appropriate for that individual. There will also be a designated provider who can do 'a bit more' if required.
- Reducing the needs for GP and Service interventions. People being able to find the right support locally, leading to a reduction in accessing service at the wrong level.

3. Implications for the Council

- **Working with People**

Community providers have contributed to the development of the programme. Their experiences have informed the agreed outcomes and priorities, and the proposals put forward.

- **Working with Partners**

Throughout the development of the programme, elected members have engaged with third sector leaders, anchor organisations such as Yorkshire Children's Centre and Jo Cox Foundation to develop the approach/proposal. Other organisations such as Support to Recovery, Public Health and Social care colleagues have contributed to this work.

- **Place Based Working**

Place Partnerships involve a number of wards working together to address strategic issues and a place partnership lead Councillor has been identified for each of the seven place partnerships to lead the development of place-based working in their area. The success of the place partnerships is based on Councillors and key partners being engaged and working together effectively to share intelligence and deliver interventions.

This proposal has been informed by public health intelligence/data, feedback from engagement with communities, services and partners and also elected members in the respective place partnership areas.

- **Climate Change and Air Quality**

No change

- **Improving outcomes for children**

All locally based community organisations/providers working with young people, families and adults will be able to participate and receive appropriate support and sign posting. Appropriate services will be on hand to support this.

- **Other (e.g. Legal/Financial or Human Resources)**

The legal power for grants is section 1 of the Localism Act 2011 (general Power of Competence). Also, the council must when providing grants comply with Financial Procedure Rules contained in the Council's Constitution and in particular FPR 20.7 to 20.13.

Place partnerships have been allocated a total budget of £1M to improve mental health outcomes and £400K to tackle domestic abuse. This proposal is seeking funding to support this initiative in order to meet identified mental health priorities whilst also supporting and building local voluntary/community capacity at a place-based level.

Do you need an Integrated Impact Assessment (IIA)?

Yes, stage 1 will be undertaken and stage 2 if required for equality considerations regarding access to provision.

4. Consultees and their opinions

This proposal covers a number of place partnership areas. The lead councillors for each area have consulted and involved their respective ward councillor colleagues about this proposal which has been supported.

Third sector partners including third sector leaders, support to recovery, anchor organisations, public health, wellness service and other relevant partners and colleagues have also been consulted and are in support of this proposal.

5. Next steps and timelines

Subject to Cabinet decision, the Anchor or lead organisation will arrange to undertake appropriate training and work with the Wellness Service to develop the community training offer so that the training programme will be available in the new year.

The Anchor or lead organisation will also start to contact local groups to promote the training programme and start to plan network meetings (either online or physical).

6. Officer recommendations and reasons

The Cabinet is asked to approve funding of £93,270 in total from the Place Partnership mental health budget for the Kirklees Mental Health Network and Training programme.

The allocation from each place partnership is based on two years funding of £15,545 per place partnership for the following Place Partnerships: -

Batley, Birstall and Birkenshaw
Colne Valley
Huddersfield Central
Huddersfield North
Huddersfield Rural
Spenn Valley

Reasons for recommendation:

Covid 19 and lockdown has had an adverse impact, right across community mental health. As our community groups begin to rebuild and start to see people again, people presenting with mental health issues is going to be challenging for our groups. Providing them with ideas, knowledge and sign posting opportunities, will reduce risk to both the individuals and the groups and provide the most appropriate help at the right time.

7. Cabinet Portfolio Holder's recommendations

The Cabinet Portfolio Holder, Councillor Cathy Scott, supports the recommendations in this report and would ask Cabinet to approve funding of £93,270 from the Place Partnership mental health theme budget as outlined in section 6 of this report.

Reasons for the recommendation – to meet place partnerships agreed outcomes to improve mental health by supporting local voluntary and community providers. This will be delivered through initial training and ongoing support, in the form of a place based network that will help to upskill providers ensuring they are able to identify mental health issues, provide support as the initial point of contact, and be able to sign post people to the most appropriate provider for that individual, thereby ensuring people find the right support, at the right time, in the right place.

8. Contact officer

Ashley Fothergill, Active Citizens & Places Officer, Email: Ashley.Fothergill@kirklees.gov.uk
Tel: 01484 221000

9. Background Papers and History of Decisions

Annual Council 22nd May 2019 – item 7 Ward and Place Partnerships – establishment of place partnerships

10. Service Director responsible

Rachel Spencer- Henshall, Strategic Director Corporate Strategy, Commissioning & Public Health, email rachel.spencer-henshall@kirklees.gov.uk

Kirklees Mental Health Network and Training programme

Budget breakdown for each Place Partnership Area

In each place partnership area, the Anchor or other lead organisation will support up to 50 community organisations over a 12-month period (with optional second year). The first 12 months, from November, will start with promotion and engagement, the development and delivery of the training programme, development of the support network and follow up work to consolidate the learning and identify future needs. These timescales are subject to the impact of current and future pandemic restrictions. Year two costs have been included to cover ongoing training and network support.

For all place partnerships the costs include: -

Year 1 Training Support Costs	Anchor Training (Mental Health first Aid Training Course for lead staff member)	£600
Group Workshops (50 individuals).	Anchor will deliver training workshops for 40 - 50 third sector organisations across Place Partnership Area. Max 1 individuals from each organisation 5 workshops (x10 individuals) (Workshop delivery (staff time) = £375, Workshop Preparation & Engagement = £1920 and Room & Refreshments = £1,000)	£3,295
Network Development & Maintenance Costs	2 hours per week x 36 weeks. Anchor staff will arrange and deliver regular network update and support	£1,080
Network Development Grants	Anchors, with support of the network would present activity suggestions and ideas to Members for approval, based on local needs and issues.	£5,000
	Year 1 total	£9,975
Year 2 Planning and Preparation for Group Workshops	2 x Workshop = £1,150 Prep and Engagement = £540 Room Hire = £300	£1,990
	Network support	£1,080
	Network Development Grants	£2,500
	Year 2 total	£5,570
	Year 1 + Year 2 total	£15,545



Name of meeting: Cabinet
Date: 18th November 2020
Title of report: Huddersfield Central, Huddersfield North, Batley Birstall and Birkenshaw and Spen Place Partnership – Tackling mental health and improving physical activity from the front door

Purpose of report:

To consider allocating £38,255 funding from the Place Partnership mental health themed budget for an 18-month pilot in physical activity.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Key Decision - Is it in the <u>Council's Forward Plan (key decisions and private reports)?</u>	Key Decision – No
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Strategic Director</u> & name	Rachel Spencer- Henshall date – 05/11/2020
Is it also signed off by the Service Director for Finance?	Eamonn Croston – 04/11/2020
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Karl Larrad – 04/11/2020
Cabinet member portfolio	Cllr Cathy Scott, Housing and Democracy

Electoral wards affected: Name the wards in the place partnership area affected by the proposal in this report – Almondbury, Dalton, Newsome, Ashbrow, Crosland Moor & Netherton, Greenhead, Batley East, Batley West and Birstall and Birkenshaw, Cleckheaton, Heckmondwike, Liversedge & Gomersal, Mirfield.

Ward councillors consulted: Cllrs Munro, Davies, McGuin, Khan, Mather, McBride, Cooper, Allison and Lee-Richards, Amanda Pinnock, Uppal, Homewood, Kaushik, Hill, Sarwar, Pattison, Ullah, Mohan, Zaman, Akhtar, Lowe, Pandor, Hussain, Smaje, Thompson, Goodwin, A Pinnock, K Pinnock, Lawson, Kendrick, S Hall, Butt, D Hall, Grainger-Mead, Holmes, Bolt, Taylor, Lees-Hamilton

Public or private: Public

Has GDPR been considered? Yes

1. Summary

A budget of £1m in total has been allocated by the Council to the seven Place Partnerships in Kirklees to support local mental health initiatives whilst also supporting and building local voluntary/community capacity.

Councillors in the Huddersfield Central, Huddersfield North, Batley Birstall and Birkenshaw and Spen Place Partnerships wish to allocate a proportion of their budget to develop a Mental Health Physical Activity and Support Network that will support voluntary community providers, both through some initial training and ongoing support in the form of a place based network, that will help to upskill voluntary community providers and provide them with practical steps to support mental health issues through physical activity, supporting as the initial point of contact, and being able to sign post people to the most appropriate provider for that individual.

This proposal has been influenced by information collected through local data and intelligence, elected members, a range of officers and third sector partners that highlighted that organisations felt that support and opportunities to be active was needed that would enable them to develop and signpost people to what is available and develop opportunities where none exist.

In addition, anecdotal information gleaned by ward councillors, services and third sector partners from local communities is that the Covid 19 lockdown has had an impact on stress and anxiety caused by loneliness and depression as a result of isolation/shielding, job insecurity and worrying about the future.

The proposal meets the partnership's agreed outcomes to improve early intervention and prevention support and resources for local families, to link that support with the wider Kirklees offer and to build up knowledge and understanding of the local picture among communities, services and partners. By working with and supporting locally based anchor organisations and community/voluntary groups, it also helps to build local community capacity and resilience.

It is important to note that whilst a number of place partnerships have identified this as a priority, the detailed approach has been and will continue to be shaped locally by councillors, services and partners working together to ensure delivery will reflect a place-based approach to meet the needs of the area/communities.

Councillors in the above Place Partnerships led by Cllr Ullah, Cllr Allison, Cllr Lowe and Cllr A Pinnock are focusing their mental health theme work on population groups and priorities based on initial local profile data and information; families, young people, people who feel isolated.

There is clear evidence that a range of prevention activities promote good mental health and reduce some of the impacts of poor mental health.

Local engagement was undertaken by ward councillors with Huddersfield and Batley Birstall and Birkenshaw anchor organisations, the library service, Discovery Huddersfield, Environment Kirklees, Huddersfield History Society, Third Sector Leaders, S2R, Huddersfield Civic Society and local residents, community organisations & front-line services, who shared challenges experienced by lack of information on groups and activities in local areas that is easily accessible and more localised opportunities need to be developed.

This proposal focuses on short- term early intervention and support for the next 12 months to 18 months. Building on the maps, groups, guided walks, cycling, jogging and chair-based activities that are already in existence.

Further proposals will come forward to meet these outcomes for delivery from the groups above we are engaging with.

2. Information required to take a decision

The Tackling Mental health and improving physical activity from the front door Programme and Support Network broadly consists of the elements below.

Objective

To develop a place-based approach to supporting the third sector to support people in communities facing low level mental health challenges through physical activity.

Project Details

Physical Activity helps in reducing the risk of depression and dementia in later life, making people feel better and feel better about themselves. Motivation and support to change activity behaviour is a key issue locally. By being more physically active and involved with the local community helps to relieve anxiety, loneliness and isolation and improves wellbeing.

Locally based lead organisation/s will develop and map physical activity opportunities and identify volunteers and leaders to attend training in walking, cycling, jogging and movement and games across a Place Partnership area.

Through existing groups, organisations, services, and campaigns that encourage people to be active through their messages, conservation, volunteer schemes, projects and development plans which will complement, enhance, and provide a progression route for this proposal. E.g. riverside and canal initiatives, businesses volunteer schemes (Cummins etc) WYCAS infrastructure projects and plans and health walks and maps that are available.

Place Partnership Area Community approach

The project will be based on co-production and co-design to help shape this proposal. The design of all aspects of the project will be informed by the need of the people who are already active or interested in becoming more active from their doorstep. There will be the opportunity for people interested in being more active to be involved all aspects of the project including awareness raising, training provision, and identifying routes and opportunities.

Councillors from across all the Place Partnerships with their local knowledge, leadership roles and support from officers, feel the best approach is to work collaboratively with community organisations and allocate funding so they can put plans in place to deliver the physical activity programme and Support Network at the earliest opportunity.

The budget and delivery details for each place partnership are set out on Appendix 1, with a total budget request of £14,647.50 per place partnership for Huddersfield Central and Huddersfield North, £5,000 proposed for Batley, Birstall and Birkenshaw and £3,960 for Spen.

Should funding of £38,255 be approved by Cabinet, the specific contribution from each place partnership will be distributed and detailed plans will be finalised setting out associated costs, expected mental health outcomes, and sustainability. Projects will commence as soon as is feasible and within the financial year.

Expected Impact and Outcomes: -

- Up skilling local providers to be able to support the offer and develop new opportunities. Ensuring people find the right support, at the right time, in the right place.
- Where possible linking people up to the most local and appropriate physical activity opportunity. People who access local provision are supported into appropriate local service and community programme.
- Improving Mental Health awareness through physical activity across the third sector. Having easily accessible opportunities available for people to access from their own homes.
- Reducing the needs for GP and Service interventions. People being able to find the right support locally, leading to a reduction in accessing service at the wrong level.

For each intervention, what is the activity, total amount plus breakdown of cost, timescale, who it is for, how often, organisations, partners or services involved, any covid 19 distancing rules, how target group

will access it and evaluation information and how evaluation will be used or how the proposal will be sustainable.

The project will run for up to 18 months with the flexibility to increase the number of people trained to accommodate demand.

The sustainability of the project will be through the support and training given to local organisations and volunteers to ensure the opportunities continue once the funding has come to an end.

By encouraging citizens to access opportunities on their doorstep and activities run by volunteers the sessions put in place should continue in the long term and by changing behaviour this should motivate people to want to continue to be active with their families, individually or with a group.

The project will be evaluated through discussion with those taking part, organisation, volunteers, and participants. Monitoring of the training, number of people taking up the activities and feedback from providers, delivery organisations and services.

The success measures will include: -

- Number of people trained
- Number of new opportunities
- Number of participants
- A comprehensive map / overview of opportunities which is easy to access.
- The increase awareness of opportunities available locally.

3. Implications for the Council

- **Working with People**

Local community organisations and resident's experiences have informed the agreed outcomes and priorities, and the proposals put forward with continuing discussions to be had.

- **Working with Partners**

Collaborative work with relevant Ward Partnership Forums and users, Councillors and Active Citizens and Places Officers and initial discussions with Huddersfield anchor organisations, the library service, Discovery Huddersfield, Environment Kirklees, Huddersfield History Society, TSL, S2R, Huddersfield Civic Society and local resident's community organisations & front-line services.

- **Place Based Working**

Place Partnerships involve a number of wards working together to address strategic issues and a place partnership lead Councillor has been identified for each of the seven place partnerships to lead the development of place-based working in their area. The success of the place partnerships is based on Councillors and key partners being engaged and working together effectively to share intelligence and deliver interventions.

Place partnership lead members are working with ward Councillors and undertaking local discussions with communities, services and partners to share data and intelligence in order to better understand local needs and opportunities to shape and propose interventions that will lead to better outcomes.

- **Climate Change and Air Quality**

No change

- **Improving outcomes for children**

All locally based community organisations/providers working with young people, families and adults will be able to participate and receive appropriate support and sign posting. Appropriate services will be on hand to support this.

- **Other (e.g. Legal/Financial or Human Resources)**

The legal power for grants is section 1 of the Localism Act 2011 (general Power of Competence). Also, the council must when providing grants comply with Financial Procedure Rules contained in the Council's Constitution and in particular FPR 20.7 to 20.13.

Place partnerships have been allocated a total budget of £1M to improve mental health outcomes. This proposal is seeking funding to support this initiative in order to meet identified mental health priorities whilst also supporting and building local voluntary/community capacity at a place-based level.

Do you need an Integrated Impact Assessment (IIA)?

Yes, stage 1 will be undertaken and stage 2 if required for equality considerations regarding access to provision.

4. Consultees and their opinions

This proposal covers a number of place partnership areas. The lead councillors for each area have consulted and involved their respective ward councillor colleagues about this proposal which has been supported.

Third sector partners including third sector leaders, support to recovery, anchor organisations, and other relevant partners and colleagues have also been consulted and are in support of this proposal.

5. Next steps and timelines

Subject to Cabinet decision, the proposed initiatives will be progressed with the relevant organisations. Action plans will be drawn up to ensure key phases of the initiatives, milestones, monitoring and capturing impacts is in place.

Contracts will be drawn up and grants issued for activity to start early in 2021.

Officer recommendations and reasons

The Cabinet is asked to approve funding of £38,255 in total from the Place Partnership mental health budget for the tackling mental health and improving physical activity from the front door. The budget breakdown is provided at Appendix 1 of this report.

The allocation from Central and North place partnership is based on one-year funding of £14,647.50 per place partnership and £5,000 across Batley, Birstall and Birkenshaw and £3,960 Spen.

Reasons for recommendation:

Covid 19 and lockdown has had an adverse impact, right across community mental health. As our community groups begin to rebuild and start to see people again, people presenting with mental health issues is going to be challenging for our groups. Providing them with ideas, knowledge and sign posting opportunities, will reduce risk to both the individuals and the groups and provide the most appropriate help at the right time.

6. Cabinet Portfolio Holder's recommendations

The Cabinet Portfolio Holder, Councillor Cathy Scott, supports the recommendations in this report and would ask Cabinet to approve funding of £38,255 from the Place Partnership mental health theme budget as outlined in this report.

Reasons for recommendation – to meet agreed outcomes of improving physical activity from the front door in order to address mental health issues for the residents in the place partnership areas identified in this report.

7. Contact officer

Name, Active Citizens & Places Officer, email claire.howe@kirklees.gov.uk Tel 01484 221000

8. Background Papers and History of Decisions

Annual Council 22nd May 2019 – item 7 Ward and Place Partnerships – establishment of place partnerships

9. Service Director responsible

Rachel Spencer- Henshall, Strategic Director Corporate Strategy, Commissioning & Public Health

Huddersfield Central and North Place Partnerships

Walk Leader @ £60 x 6 (2 per ward)	£360
Run Leader @ £270 x 6 (1 per ward)	£1,620
Cycle Leader @ £302.50 x 6 (1 per ward)	£1,815
Moving More Often Leader (chair exercises) @£150 x 6 (2 per ward)	£900
Games @ £100 per game (2 games per ward)	£1,200
Cost of cleaning and delivery/collection of games for VCS groups	£400
Benches	£7,000
Marketing and promotion	£6,000
Timetable of events and Activities e.g. ward heritage and river walks	£5,000
Walk route planning existing and new (easy to moderate)	£5,000
Total for Huddersfield Central and North	£29,295

Spenningsdale Place Partnership

Walk Leader & kit	£ 400
Run Leader & kit	£ 1,160
Cycle Leader & kit	£ 1,800
Moving More Often (chair exercises) & kit	£ 600
Total for Spenningsdale	£3,960

Batley Birstall Birkenshaw Place Partnership

Total for Batley Birstall and Birkenshaw	£5,000 training and kit
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Name of meeting: Cabinet
Date: 18th November 2020
Title of report: Huddersfield Central Place Partnership – Tackling the Taboo – Supporting Women Going Through the Menopause

Purpose of report:
 To consider allocating £42,947 funding from the Place Partnership mental health themed budget to support a two-year pilot for women experiencing the menopause in the Place Partnership Area

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Key Decision - Is it in the <u>Council's Forward Plan (key decisions and private reports)</u>?	No
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Strategic Director</u> & name	Rachel Spencer-Henshall – 03/11/2020
Is it also signed off by the Service Director for Finance?	Eamonn Croston – 05/11/2020
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Karl Larrad – 31/10/2020
Cllr Cathy Scott Housing & Democracy	Cllr Cathy Scott – Housing & Democracy

Electoral wards affected: Almondbury, Dalton and Newsome

Ward councillors consulted: Cllrs Munro, Davies, McGuin, Khan, Mather, McBride, Cooper, Allison and Lee-Richards.

Public or private: Public.

Has GDPR been considered? Yes

1. Summary

A million pounds in total has been allocated by the Council to the seven place partnerships in Kirklees, for mental health and well-being initiatives.

The Huddersfield Central Place Partnership led by Cllr Karen Allison (comprised of the three wards identified above) is collaborating with the WomensCentre and local community partners in their respective wards (via their own regular Ward Partnership Meetings) to develop a two year pilot that will aim to; better understand and raise awareness of the menopause and its impact on women, their families and lives, put in place a range of support to help them (and their families) better manage their experiences/symptoms of menopause, create opportunities for local women to shape the design, delivery and evaluation of a local response to support for women going through the menopause and their families and enable opportunities to share learning across Kirklees and beyond.

The Menopause is experienced by all women, causing significant impact on their lives and their mental health and that of their families. However, it is rarely discussed publicly, and very little information and support is available. In Almondbury, Dalton and Newsome, there are around 7,000 women aged 45-65, many of whom will be experiencing menopausal mental health difficulties. Covid-19 and lockdown has further exacerbated negative impacts on many women's mental health and wellbeing.

Menopause Support UK (<https://menopausesupport.co.uk/>) reports that:

- One person in four with menopause symptoms is concerned about their ability to cope with life.
- 10% of women seriously consider giving up work due to their symptoms.
- There is little support available for women (or their families) on managing the menopause. Currently there are only 29 NHS menopause clinics in the UK (with waiting times for appointments up to 6 months)

Women's Centre has been aware that this is a gap in support for women in Kirklees, there is a high need but as it is a taboo subject and people who may be suffering and isolated are hidden, so their voices are not heard. A review of national literature has highlighted the need for support for women and their families around the menopause. Which demonstrates there is growing evidence of need as feedback from women and partners state there is no dedicated local support for women to access in their neighbourhoods with managing the menopause.

This pilot will help improve the wellbeing and mental health of women going through the menopause by improving knowledge, awareness and understanding about the menopause, symptoms and how to manage these. Anticipated outcomes, for women experiencing menopause and their families includes:

- Better understanding of the menopause, symptoms and the impact across all members of the community (women, families, communities, professionals/services and employers).
- Increased ability to self- manage, or support others, to manage the menopause and its impact.
- Improved mental health and wellbeing for women and their families.
- Improved confidence and self-esteem for women experiencing menopause.
- Reduced anxiety and feelings of isolation for women experiencing menopause.
- The development of knowledge about the menopause and where to get support for women and their families from all communities.

2. Information required to take a decision

Experiencing menopausal symptoms while being in a lockdown can make this a particularly difficult time for many women. A recent guest writer blog on Kirklees Local TV (KLTV) highlighted examples of how the impact of managing the menopause has been exacerbated by lockdown and Covid-19 restrictions and all the concerns and worries that come along with it; e.g. financial pressures, unemployment, being furloughed, isolation, working from home, ill health, strained relationships home schooling and loss of support networks.

<http://kirkleeslocaltv.com/news/looking-after-womens-health-and-managing-menopause-in-lockdown/>

The health care of women should be kept in mind as menopause may pose a long-term risk to health. It is important that through this pilot we work with local providers of care in order to establish a better care for the health of this significant part of our population amidst the pandemic.

It is important to highlight that perimenopausal/menopausal symptomatic women may delay seeking health services and this may result in worsening pre-existing illnesses. Strategies must be adopted to minimize these issues and provide appropriate guidance to women to better manage their health. As isolation becomes the rule and elective consultations and surgeries are postponed it becomes even more important through this initiative that it reaches out to women and provides a range of support and information.

Councillors in the Hudds Central Partnership with their local knowledge and leadership roles, in consultation with local partners and Women's Centre staff/users feel the best approach is to allocate funding at this point so the pilot can start during covid from January 2021 onwards.

If funding is approved by Cabinet, £42,947 will enable the project to be developed alongside WomensCentre which will ensure the following phases of the initiative are progressed over a 2-year pilot:

This community led Project will be coordinated by a Project Worker (8 hours a week, employed by WomenCentre) to:

- **Develop and design the service in partnership with local people and communities** (Months 1-4):
- Local women and their families, professionals e.g. GPs, community groups etc will be asked about what support is needed and how this might look. A representative steering group including women with lived experiences, Ward Councillors, Active Citizens and Places Officer will oversee the project, ensuring it is co-produced and meets the diverse needs of the communities across the respective 3 wards.
- **Deliver information and support** – to prevent escalation of mental health issues, develop better coping strategies and minimise the impact on women and their families, through for example:
 - **Menopause Cafes** (virtual or face to face) – informal drop-in safe spaces where women and their families can find out more about the menopause.
 - **Peer support groups** – where women share their experiences and coping strategies.
 - **Volunteer recruitment** - key to expansion and sustainability of the project.
- **Community events** - raising awareness about the menopause and its impact in creative and engaging ways, e.g. comedy, cabaret or drama (e.g. Menopause the Musical).
- **Campaigning** – raising awareness about menopause, its impact and support available both online, in communities and workplaces.

- **Evaluation** – an independent evaluator will be appointed. Learning will be shared locally, regionally and nationally.

All awareness raising – will have both online and face to face aspects to it. Social media channels and the Women's Centre website will be used to provide/host information and raise awareness. Building based campaigns (e.g. in pubs, café's, libraries and other community venues) will also be undertaken and co-produced by the users with lived experience of menopause. Future community events – Ideally these will be building based, but this will be dependent on covid-19 restrictions. Comedy events, talks, performances etc could be offered online but face to face would be preferable going forward. Project delivery will adapt to comply with covid requirements.

The main beneficiaries will be women going through the menopause and their families. Of the 7,000 women living in Almondbury, Newsome and Dalton, who are aged between 45-64 (Kirklees Observatory) we anticipate that by the end of two years:

- at least 50% of these women (3,500) and
- 50% or their partners and families (1,750) would be aware of this project.

The pilot will work hard to reach women from all cultural and socio-economic backgrounds, localities and all communities with targeted information and appropriate services, e.g. women with disabilities, carers, BAME women, LGBT women and those living in poverty.

The worker will undertake a consultation with a range of stakeholders across Almondbury, Dalton and Newsome including GPs/PCNs, voluntary sector services, community support groups, ward partnerships/networks and local employers. (Cllr Allison, Active Citizens and Places Officer and WomensCentre staff have been invited to attend the Council's Menopause Awareness Session for Managers on the 24th November to discuss these issues further and share learning and links on how women can be better supported in communities.)

Women and their families will be engaged through local campaigning, using community languages e.g. Urdu, using local WhatsApp groups, local social media groups e.g. face book, local support and ward networks/partnerships and promotion via the Council and health services. WomensCentre will also undertake outreach work across the wards to ensure socially isolated women are supported to access the service, who will monitor uptake across the wards to ensure the pilot responds to gaps in engagement.

The project will be driven by local people in the lead, co-designing and shaping all aspects, based on what women and their families say they need and want to support them. The pilot will work hard to reach and engage women from all cultural and socio-economic backgrounds, localities and all communities with targeted information and appropriate services, information and support. There will be opportunities for people using the service to be involved the all aspects of the project including awareness raising, community events and group facilitation including the training and supervision of volunteers who want to support the pilot's activities during and post the initiative.

3. Implications for the Council

- **Working with People**

Local community organisations (and their users with lived experiences) and local partners have contributed their experiences during the conversations with ward councillors in Newsome, Dalton and Almondbury Wards. Their experiences have informed the agreed outcomes and priorities, and the proposals put forward for this two-year pilot.

- **Working with Partners**

The place partnership has worked collaboratively with the relevant Ward Partnership Forums and Women's Centre via its users and alongside Councillors from the respective three wards and the Active Citizens and Places Officer have met to discuss the design of the project. Councillors are aware of need and demand in their Wards and socially connecting adults and supporting people who present a mental health condition is a key priority for the place partnership. At a Town Hall Drop-in earlier in the year women from a range of community organisations attended to feedback their perspectives to support the Place Partnership to progress appropriate interventions/approaches to help improve women feeling more socially connected and supported, which included more wrap around family support.

- **Place Based Working**

Place Partnerships involve a number of wards working together to address strategic issues and a place partnership lead Councillor has been identified for each of the seven place partnerships to lead the development of place-based working in their area. The success of the place partnerships is based on Councillors and key partners being engaged and working together effectively to share intelligence and deliver interventions.

The Huddersfield Central place partnership lead member has worked with ward Councillors and undertaken local discussions with communities, services and partners to share data and intelligence in order to better understand local needs and opportunities which has been used to shape and propose interventions that will lead to better outcomes.

- **Climate Change and Air Quality**

No Change.

- **Improving outcomes for children**

By providing support to mum, who is experiencing the symptoms and impacts of the Menopause, and through the project taking a whole family approach to improving understanding around this physical and mental health condition, this will inevitably then bring huge benefits into the family home and will strengthen the family unit.

Children and young people will learn to understand the signs and symptoms of menopause and grow up knowing it shouldn't be a taboo subject but something that should be talked about in the home – creating tolerance, understanding and empathy.

- **Other (e.g. Legal/Financial or Human Resources)**

The legal power for grants is section 1 of the Localism Act 2011 (general Power of Competence). Also, the council must when providing grants comply with Financial Procedure Rules contained in the Council's Constitution and in particular FPR 20.7 to 20.13.

Place partnerships have been allocated a total budget of £1M to improve mental health outcomes and £400K to tackle domestic abuse. This proposal is seeking funding to support this initiative in order to meet identified mental health priorities whilst also supporting and building local voluntary/community capacity at a place-based level.

Do you need an Integrated Impact Assessment (IIA)?

Yes, stage 1 will be undertaken and stage 2 if required for equality considerations regarding access to provision.

4. Consultees and their opinions

As outlined above all the nine councillors of the respective wards have been consulted about this initiative and they have held community / partner drop-ins at the start of the year seeking local views in order to shape future priorities/approaches for the Place Partnership. Cllrs have also updated their respective partners through their own ward partnership meetings throughout the year on the work of the place partnership.

The Lead Cllr of the Place Partnership has also engaged her respective colleagues of the other six Place Partnerships at a Leads meeting in September and all showed their support.

Women's Centre and their users have also been engaged from the offset to ensure perspectives from an organisation who has extensive experience in representing women and addressing health inequalities have been built into this proposal. WomensCentre will in turn engage wider with a range of professional and community stakeholders when delivery commences along with agreeing the most appropriate tool to monitor impact from the pilot (e.g. WEMWBS, happiness tool or others; self-assessment tools – these will measure things like knowledge about menopause, ability to manage symptoms, Feeling supported, safety of support, improvement in relationships, wellbeing, self-esteem, reduced anxiety etc.)

Employee Health Care have also been made aware of the proposed pilot and links have been made with their own campaign to support women employees of the Council who are experiencing menopause.

5. Next steps and timelines

The proposed initiative will be progressed with WomensCentre. A contract will be drawn up and grant issued, and an action plan drawn up to ensure key phases of the pilot, milestones, monitoring, capturing going impacts is in place. A Steering Group will be established for the project to set the direction and leadership and a recruitment plan will be implemented to secure the right person with lived experience is employed and in post for January 2020.

6. Officer recommendations and reasons

The Cabinet is asked to approve **£42,947 revenue funding** from the Huddersfield Central Place Partnership mental health theme allocation for this Menopause Pilot. Given it meets the priorities set out by the Place Partnership which are:

- Socially Connected Adults:
 - adults self-reporting a mental health condition (incl *women who are peri-menopausal and menopausal*)
 - adults experiencing loneliness/isolation

The breakdown of costs for this project are at Appendix 1, attached.

7. Cabinet Portfolio Holder's recommendations

The Cabinet Portfolio Holder, Councillor Cathy Scott, supports the recommendations in this report and would ask Cabinet to approve funding of £42,947 from the Place Partnership mental health theme budget as outlined in section 6 of this report.

Reasons for recommendation - to meet the place partnerships agreed outcomes to better understand and raise awareness of the menopause and its impact on women, their families and lives, put appropriate support in place that is shaped, designed and evaluated by local women through the menopause and their families, and enable opportunities to share learning across Kirklees and beyond.

8. Contact officer

Cheryl Reid, Active Citizens & Places Officer, email cheryl.reid@kirklees.gov.uk Tel 01484 221000

9. Background Papers and History of Decisions

Annual Council 22nd May 2019 – item 7 Ward and Place Partnerships – establishment of Place partnerships.

10. Service Director responsible

Rachel Spencer- Henshall, Strategic Director Corporate Strategy, Commissioning & Public Health

Breakdown of Costs:

Research, engagement and delivery of support **£30,947**

Project worker costs 2 years (24,870)
 sessional worker volunteer training and support (£2450)
 Room hire, travel, video link for remote working (£3620)

During the first four month the project worker will meet with people within each of the three wards to find out what support they would like within their community and what community resources are available to support this. This will ensure that from the onset local people are leading the direction of the project. This will influence the delivery of support, community events and campaigns and awareness raising.

Community events **£6,500**

Engagement, room hire, cost of events e.g. guest speakers, performances

Campaigns and awareness raising **£2,500**

Development and production of materials (online and paper), translation costs

External evaluation **£3,000**

Organisation yet to be agreed

In Kind contributions from Women's Centre:

- **Line management** (1.5 hours included in the project – any additional management time will be provided)
- **Recruitment costs**
- **Support by WomenCentre comms manager**
- **Hosting of information and support on WomenCentre website**
- **Links to other organisations** in Kirklees providing mental health support via the Working together Better Partnership.
- **Language support** - staff who speak a range of languages including Urdu/Punjabi, Amharic, Arabic, Russian, Spanish will be able to support the development of support in communities.



Name of meeting: Cabinet
Date: 18 November 2020
Title of report: Batley Birstall & Birkenshaw Place Partnership - Mental Health Initiatives

Purpose of report:

To consider allocating £82,261 funding from the Place Partnership mental health themed budget to deliver mental health initiatives in Batley Birstall & Birkenshaw Place Partnership area.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Key Decision - Is it in the <u>Council's Forward Plan (key decisions and private reports)?</u>	No
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Strategic Director</u> & name	Rachel Spencer-Henshall – 05/11/2020
Is it also signed off by the Service Director for Finance?	Eamonn Croston – 04/11/2020
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Karl Larrad – 04/11/2020
Cllr Cathy Scott Housing & Democracy	Cllr Cathy Scott – Housing & Democracy

Electoral wards affected: Batley East, Batley West, Birstall and Birkenshaw.

Ward councillors consulted: Cllrs Habiban Zaman, Mahmood Akhtar, Gwen Lowe, Shabir Pandor, Yusra Hussain, Elizabeth Smaje, Mark Thompson and Charlotte Goodwin.

Public or private: Public.

Has GDPR been considered? Yes

1. Summary

A budget of £1m in total has been allocated by the Council to the seven Place Partnerships in Kirklees to support local mental health initiatives whilst also supporting and building local voluntary/community capacity.

Councillors in the Batley Birstall and Birkenshaw are intending to work with local providers to deliver a range of Mental Health support programmes, including Carer Support, Access to Employability and work around Community Perceptions and Stigma. These programmes will help to upskill voluntary and community providers and offer specialist support to individuals locally. All the programmes will have an element of linkages to each other, and cross sign posting opportunities.

These projects have been influenced by information collected through local data and intelligence, elected members local knowledge, a range of officers and third sector partners that highlighted key gaps in support locally for people who may be effected by one or more of the identified themes.

In addition, anecdotal information gleaned by ward councillors, services and third sector partners from local communities is that the Covid 19 lockdown has had an impact on stress and anxiety caused by loneliness and depression as a result of isolation/shielding, job insecurity and worrying about the future. Each element of this proposal will provide vital support that will help address some of the challenges facing our communities as a result of the covid pandemic. The activities can be delivered virtually and/or face to face (in line with restrictions in place at time of delivery).

The proposal meets the partnership's agreed outcomes to improve early intervention and prevention support and resources for local people, to link that support with the wider Kirklees offer and to build up knowledge and understanding of the local picture among communities, services and partners. By working with and supporting locally based partner organisations and community/voluntary groups, it also helps to build local community capacity and resilience.

It is important to note that whilst Batley, Birstall and Birkenshaw place partnership has identified these as priorities, the detailed approach has been shaped locally by councillors, services and partners working together to ensure delivery will reflect a place-based approach to meet the needs of the area/communities.

2. Information required to take a decision

Project 1 – Carers Support - £12,376

Objective: To develop a place-based offer for local carers, which will help reduced feelings of loneliness and social isolation, help develop new friendships and informal networks of support, enable people to feel more empowered to speak up about the issues they face, increase their knowledge and understanding of the support available to them and gain the skills needed to better manage the issues they face.

Project Details: Working with Carers Count, a 12-month pilot of carers support sessions will be delivered across the Batley, Birstall and Birkenshaw area. These sessions will use local community venues, on easily accessible transport networks to deliver face to face support (available through rule of 6) to Carers.

Project 2 - Mental Health Support through Employability - £36,685

Objective: To develop a programme of support for individuals with mental health needs to access and successfully complete employability schemes locally.

Project Details: To pilot a mental health welfare support programme working with Paddock Community Trust, for those engaged on a range of community-based employability provision and experiencing mental health problems. The aim of the pilot is to provide a personalised support service to ensure people with lower level mental health issues are given the help they need to continue engaging in employability and training services.

Project 3 - Anti-Stigma Project - £33,200

Objective: The Anti-Stigma project (underpinned by the Time to Change campaign) will pilot in Batley, Birstall and Birkenshaw and work with local communities to create a meaningful mental health anti-stigma initiative which is sympathetic to cultural and community needs. We would be looking to work with community members to help shape and inform what those needs are and how they differ across Birstall, Batley and Birkenshaw. The underlying principle is to develop a network of mental health community champions that can run their own meaningful activities in communities that aims to break down mental health stigma and encourage people to talk.

Project Detail: This project is co-produced, co-designed and co-delivered alongside the citizens of the Birstall, Batley and Birkenshaw wards and would eventually be 'owned' and delivered by them for them independently but supported by the wider anti-stigma hub in Kirklees – this would allow the project wider remit to replicated across all the wards of Kirklees using a tailored approach for each ward depending on need with Birstall, Batley and Birkenshaw being the first.

These programmes will be based on top of already established offer within Covid restrictions. Limiting the Covid impact overall.

We know from the data that the proportion of adults in Birstall, Batley and Birkenshaw reporting low life satisfaction is higher than Kirklees average, as are the rates of self-harm. There is also a lower proportion of adults using green spaces and achieving recommended physical activity levels. The project will respond to these areas of concern by engaging communities in discussion about their wellbeing as part of the dialogue around stigma and discrimination. Where appropriate people can be signposted or directed to existing services in the communities to help tackle these issues.

3. Implications for the Council

- **Working with People**

Local Providers have contributed to the development of these programme. Their experiences have informed the agreed outcomes and priorities, and the proposals put forward.

- **Working with Partners**

Throughout the development of the programme, elected members have engaged with a range of locally recognised community provider to develop the approaches/proposals.

- **Place Based Working**

Place Partnerships involve several wards working together to address strategic and place issue. Approaches are tailored as to the needs of each ward and the resources available within.

This proposal has been informed by public health intelligence/data, feedback from engagement with communities, services and partners and also elected members in the respective place partnership areas.

- **Climate Change and Air Quality**

No change

- **Improving outcomes for children**

Programmes with this report are designed to support the wider needs of families and extended families. These programmes will help recognise and offer reduction in the effects of lower level mental health, that can affect family and carers resulting in breakdown of relationships.

- **Other (e.g. Legal/Financial or Human Resources)**

The legal power for grants is section 1 of the Localism Act 2011 (general Power of Competence). Also, the council must when providing grants comply with Financial Procedure Rules contained in the Council's Constitution and in particular FPR 20.7 to 20.13.

Place partnerships have been allocated a total budget of £1M to improve mental health outcomes and £400K to tackle domestic abuse. This proposal is seeking funding to support this initiative in order to meet identified mental health priorities whilst also supporting and building local voluntary/community capacity at a place-based level.

Do you need an Integrated Impact Assessment (IIA)?

Yes, stage 1 will be undertaken and stage 2 if required for equality considerations regarding access to provision.

4. Consultees and their opinions

Conversations between ward councillors, front line services and voluntary and community organisations have informed the desired outcomes and priorities for improving mental health and well-being in Batley Birstall and Birkenshaw. All ward councillors in the place partnership area have been consulted on the specific proposals in this report and these proposals are welcomed.

The proposals within the BBB place partnerships take a proportionate approach to supporting good mental health in these areas. There are some proposals aimed at the population level and others that have a more specific focus for vulnerable groups. The proposals have considered tackling the root causes of poor mental health, whilst also including proposals that consider positive mental health for all. The early intervention and prevention nature of these proposals is welcomed. – Rebecca Elliott – Public Health Manger

This proposal also supported by Lyndon Peasley – Carers Strategy Manager.

'I've shared this with relevant Colleagues, and we support the proposal as we believe it will add valuable support' – Caroline Henderson – Works Better Programme

5. Next steps and timelines

Subject to Cabinet decision, the proposed initiatives will be progressed with the relevant organisations. Action plans will be drawn up to ensure key phases of the initiatives, milestones, monitoring and capturing impacts is in place.

Contracts will be drawn up and grants issued for activity to start early in 2021.

6. Officer recommendations and reasons

The Cabinet is asked to approve funding of £82,261 in total from the Place Partnership to deliver the above programmes.

Reasons for recommendation:

These programmes have been developed through both local members and partners knowledge of their communities, data and insight. The more recent effects of Covid 19 and lockdown has had an adverse impact, right across community mental health. As Batley, Birstall and Birkenshaw communities begin to rebuild and move on, people presenting with mental health issues is going to be challenge. Providing them with support, knowledge and specific opportunities, will reduce risk to both the individuals and the groups and provide the most appropriate help at the right time.

7. Cabinet Portfolio Holder's recommendations

The Cabinet Portfolio Holder, Councillor Cathy Scott, supports the recommendations in this report and would ask Cabinet to approve funding of £82,261 from the Place Partnership mental health theme budget as outlined in section 6 of this report.

Reasons for the recommendation – to meet place partnerships agreed outcomes to support local providers to deliver a range of mental health support programmes that will help address mental health issues for the residents of Batley Birstall and Birkenshaw.

8. Contact officer

Ashley Fothergill, Active Citizens & Places Officer, Email: Ashley.Fothergill@kirklees.gov.uk
Tel: 01484 221000

9. Background Papers and History of Decisions

Annual Council 22nd May 2019 – item 7 Ward and Place Partnerships – establishment of place partnerships

10. Service Director responsible

Rachel Spencer- Henshall, Strategic Director Corporate Strategy, Commissioning & Public Health, email rachel.spencer-henshall@kirklees.gov.uk

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Name of meeting: Cabinet
Date: 18 November 2020
Title of report: Batley, Birstall and Birkenshaw Place Partnership – supporting the mental health and wellbeing of children and young people.

Purpose of report:

To consider allocating £40,000 funding from the Place Partnership Mental Health themed budget towards support for children and young people in school and community settings in the Batley, Birstall and Birkenshaw Place Partnership area.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Key Decision - Is it in the <u>Council's Forward Plan (key decisions and private reports)</u>?	No
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Strategic Director</u> & name	Rachel Spencer-Henshall – 05/11/2020
Is it also signed off by the Service Director for Finance?	Eamonn Croston – 04/11/2020
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Karl Larrad – 05/11/2020
Cllr Cathy Scott Housing & Democracy	Cllr Cathy Scott – Housing & Democracy

Electoral wards affected: Batley East, Batley West and Birstall and Birkenshaw

Ward councillors consulted: Cllrs Habiban Zaman, Mahmood Akhtar, Yusra Hussain, Gwen Lowe, Shabir Pandor, Charlotte Goodwin, Elizabeth Smaje and Mark Thompson.

Public or private: Public.

Has GDPR been considered? Yes

1. Summary

A million pounds in total has been allocated by the Council to the seven place partnerships in Kirklees, for mental health and well-being initiatives.

The Batley Birstall and Birkenshaw Place Partnership led by Cllr Gwen Lowe (comprised of the wards identified above) is collaborating with local schools, and community youth providers, focussing on activities to support Children and Young mental health and wellbeing in the wake of the Covid 19 pandemic.

Evidence suggests that a range of low-level intervention and prevention activities can promote good mental health. The partnership acknowledges that schools and community partners are uniquely placed to support, identify issues early on and address them with early intervention support, to prevent problems escalating.

Councillors are mindful of the adverse effect the pandemic and the loss of usual activities and routines has had on children and young people. They may have experienced anxieties, bereavement, change in family circumstance such as relationship strain or loss of employment in the family. Community Hub Co-ordinators and a cross section of Community Partners have been engaged. This scheme is welcomed, and partners feel this additional funding is essential to help them support children and young people in settling back into the 'new normal'.

Each School and provider is unique and holds specific knowledge and understanding of their pupils and participants. Members intend to work with partners to tailor activities to suit the specific needs within their wards.

Schools and community providers will be invited to submit proposals to the place partnership framed on that local knowledge, and experience. These will be short-term early interventions made sustainable wherever feasible, where success is evident.

These initiatives will create or enhance opportunities to mitigate the impact on mental health during the pandemic and compliment higher level arrangements available from Northorpe Hall, government led initiatives, support from Kirklees Council and other organisations, to benefit the mental health and wellbeing of young people in Kirklees.

It meets the Batley Birstall and Birkenshaw Place Partnerships priority to improve mental health and wellbeing for children and young people and to build up knowledge and understanding in collaboration with other services and organisations, to glean a richer picture of issues in the area and interventions which have positive outcomes. This scheme will run alongside other Place Partnership programmes, where we hope to create networks of providers who are able to respond the mental health needs in our place.

Each programme will have an element of review and best practice.

2. Information required to take a decision

There is a real need to act swiftly to support activities that benefit children and young people, enabling timely interventions and support for low level mental health needs. As children and young people move into the 'new normal', many will have been away from school, friends, physically and emotional activities for several months, during the pandemic. The Batley Birstall and Birkenshaw Place Partnership wishes to support and enhance the arrangements and activities that schools, and the community are able to put in place at this difficult time.

Councillors in the Batley Birstall and Birkenshaw Place Partnership with their local knowledge and leadership roles, in consultation with school, community and support officers, feel the best

approach is to allocate funding at this point and give assurance that partners can build in support at the earliest opportunity.

If funding is approved by Cabinet, monies will be distributed between the three wards at the direction of the Batley, Birstall and Birkenshaw Place Partnership and on proposals being submitted to the partnership outlining the initiative details, associated costs, expected mental health outcomes, and sustainability. Projects will commence as soon as is feasible and within the financial year.

Expected impact/outcomes will be identified for each initiative. Community Hub Co-ordinators, KYA and Kirklees Detached Youth Team have offered to work with schools and community providers, to develop initiatives that meet identified outcomes of better mental health. Evaluation will be required, and successful initiatives will be shared through the place partnership and hub structures, so they may be sustained wherever feasible.

3. Implications for the Council

- **Working with People**

Each school or provider is unique and uniquely placed to identify what will work best in their school with their pupils, to address any difficulties pupils may be experiencing. We seek approval by Cabinet of the funding allocation to progress the delivery of a suite of schemes tailored by each school in consultation with others, for maximum impact and benefit to mental health.

- **Working with Partners**

The place partnership has collaborated with community hub co-ordinators in the place partnership area and community partners have been consulted. The emotional wellbeing of children and young people is a priority, particularly now on returning to the new normal in the wake of the pandemic. This funding if allocated, will give them more opportunity to deliver low level support, timely and tailored to issues that each partner may encounter.

- **Place Based Working**

Place based working recognises that the needs of local communities will vary. The partnership wishes to harness the local knowledge of those working most closely with children and young people and allow them to put forward their proposals to achieve the best outcomes and have maximum impact. There will be ongoing collaboration with the school hubs which consist of schools, community organisations, council services, partners and, as the proposals are developed, submitted and initiated the Batley Birstall and Birkenshaw communities

- **Climate Change and Air Quality**

No change

- **Improving outcomes for children**

Agreement to allocate this funding will have an impact on the Council priority: 'Children will have the best start in life'.

- **Other (e.g. Legal/Financial or Human Resources)**

The legal power for grants is section 1 of the Localism Act 2011 (general Power of Competence). Also, the council must when providing grants comply with Financial Procedure Rules contained in the Council's Constitution and in particular FPR 20.7 to 20.13.

Do you need an Integrated Impact Assessment (IIA)?

Yes, stage 1 will be undertaken and stage 2 if required for equality considerations regarding access to provision.

4. Consultees and their opinions

The proposals within the BBB place partnerships take a proportionate approach to supporting good mental health in these areas. There are some proposals aimed at the population level and others that have a more specific focus for vulnerable groups. The proposals have considered tackling the root causes of poor mental health, whilst also including proposals that consider positive mental health for all. The early intervention and prevention nature of these proposals is welcomed. Rebecca Elliott Public Health Manager.

BBest and Summer school hubs have been engaged in developing this proposal which will contribute to some of the outcomes from the mental health trailblazer being delivered by Northorpe Hall.

5. Next steps and timelines

Schools and Community provider will be invited to submit proposals. Council officers will on request support to identify specific proposals. Sustainability will be in built where feasible and monitoring and evaluation of all proposals will be required. This will inform future planning. It is envisaged that proposals could be submitted and implemented from Nov to March 2020 with children and young people benefiting from that period and beyond.

Officer recommendations and reasons

The Cabinet is asked to approve this funding from the Place Partnership mental health theme allocation to benefit children and young people in the Batley Birstall and Birkenshaw area.

£40,000 in total to be distributed to schools and community partners in the place partnership area. Schools will be invited to submit proposals to the Batley Birstall and Birkenshaw Place Partnership identifying how positive mental health outcomes will be achieved, evaluated and sustained.

Reasons for recommendation:

Reduction in youth activities and the current Covid 19 restrictions has had an adverse impact on the mental health and wellbeing of children and young people. The Batley Birstall and Birkenshaw Place Partnership wishes to see an allocation of funding to achieve positive outcomes in supporting the mental health of children and young people in the area.

In collaboration with Partners and their support arrangements, a richer picture of the needs will be identified, initiatives and good practice can be shared, and outcomes can be maximised.

6. Cabinet Portfolio Holder's recommendations

The Cabinet Portfolio Holder, Councillor Cathy Scott, supports the recommendations in this report and would ask Cabinet to approve funding of £40,000 from the Place Partnership mental health theme budget as outlined in section 6 of this report.

Reasons for the recommendation – to meet place partnerships agreed outcomes to support children and young people's mental health and wellbeing in the wake of the Covid 19 pandemic through a range of low level intervention and prevention activities to promote good mental health.

7. Contact officer

Ashley Fothergill - 01484 221000 Ashley.Fothergill@kirklees.gov.uk

8. Background Papers and History of Decisions

Annual Council 22nd May 2019 – item 7 Ward and Place Partnerships – establishment of place partnerships

9. Service Director responsible

Rachel Spencer- Henshall, Strategic Director Corporate Strategy, Commissioning & Public Health, email rachel.spencer-henshall@kirklees.gov.uk



Name of meeting: Cabinet
Date: 18 November 2020
Title of report: Dewsbury Place Partnership – ‘Better Connected Dewsbury’ Proposals for allocation of mental health focus funding.

Purpose of report:

To consider allocating £142,857 from the Place Partnership mental health themed budget for the commissioning of three preventive and interlinked approaches to help address mental health priorities across Dewsbury.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Key Decision - Is it in the <u>Council's Forward Plan (key decisions and private reports)</u>?	No
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Strategic Director</u> & name	Rachel Spencer- Henshall 05/11/2020
Is it also signed off by the Service Director for Finance?	Eamonn Croston - 04/11/2020
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Karl Larrad – 04/11/2020
Cabinet member portfolio	Cllr Cathy Scott, Housing and Democracy

Electoral wards affected: Dewsbury East, Dewsbury West, and Dewsbury South wards.

Ward councillors consulted: Cllr C Scott, Cllr E Firth, Cllr A Lukic, Cllr M Hussain, Cllr D O'Donovan, Cllr M Pervaiz, Cllr M Ahmed, Cllr G Asif, Cllr N Dad.

Public or private: Public

Has GDPR been considered? Yes

1. Summary

A budget of £1m in total has been allocated by the Council to the 7 Place Partnerships in Kirklees for mental health and well-being initiatives that build local community capacity and resilience.

Councillors in the Dewsbury Place Partnership (DPP), (Dewsbury East, West and South wards), and led by Cllr Gulfam Asif, as Place Partnership Lead, agreed to focus their mental health theme work on adults facing the largest mental health inequalities across Dewsbury; in particular, those who often feel lonely and socially isolated, and/or those who do not access greenspaces (for whatever purpose) on a regular basis.

The Mental Health Intelligence Summary for Dewsbury provided by Kirklees Public Health, indicated two of the greatest 'challenges' needing to be better addressed in relation to mental health support for Dewsbury residents as; *the low and decreasing numbers of adults who feel socially connected*, as well as *low numbers reporting accessing greenspaces regularly (for whatever purpose)*.

In addition to the Intelligence Summary, the councillors considered a range of the most up to date research and suggested good practice to address these challenges.

One key report: 'Improving Access to Greenspace: A New Review for 2020' by Public Health England, advised "spending time in the natural environment improves our mental health and feelings of wellbeing. It can reduce stress, fatigue, anxiety, and depression. It can help boost immune systems, encourage physical activity, and may reduce the risk of chronic diseases such as asthma. It can combat loneliness and bind communities together'.

The Public Health England report recommends 'good practice' interventions; to enable and support increased access and use of greenspaces for nature connection, recreational and physical activities, as well as community and social connection and cohesion. These recommendations take account of barriers many faces in relation to regular access to greenspaces, and to achieving social connections; especially for those living in deprived neighbourhoods. This report's key recommendations helped inform and shape the development of the proposals in this report.

The DPP also gathered information about the pre-existing and planned services and activities across Dewsbury aimed at addressing these challenges. Taking advice from Public Health Manager, Mental Health, a short questionnaire was sent to key services and community organisations, explaining the DPP priorities, and asking what was already in place or planning; what works well; key assets, and any gaps or suggestions for additional interventions. From the responses, there was pre – lockdown, a good range of interventions, activities, and support on offer; however, a recognition that numbers of community groups, such as walking groups, is lower than in other Place Partnership patches. Responses indicated a more joined up and collectively planned local offer of support might enable more impact, plus additional preventive, and innovative approaches for those facing significant barriers.

Through their consultation and follow on discussions with services and groups, the Dewsbury Place Partnership recognises the range and strength of existing assets across Dewsbury; community groups, services, volunteers, and the vital contributions they make in supporting residents' emotional health and wellbeing.

This has been especially evident throughout Covid -19, with groups and services stepping forward to provide vital help through food provision and befriending support. The DPP is also

aware that a range of community support and connection that was previously available, particularly through local community centres, has now either completely ceased or vastly decreased. The Partnership wants to explore, with local groups, services, and volunteers, how best that place-based support offer can be sustained, as well as grow in capacity, impact, and sustainability. The planned development of the Dewsbury Mental Health network (as integral to the 'Health, Mind, Nature' project) is all about helping the discussions and hopefully better joined up planning and delivery that could support this to happen.

The DPP has become even more aware, as a result of engagement pre and during lockdown, of the wealth of greenspaces across the three Dewsbury wards; Spen Valley Greenway, Public Rights of Way, Footpaths, Canalside walkways, allotments, parks, playing fields, recreation grounds, woodland, and pocket parks. There was a good number and variety of activities delivered in these spaces. Covid – 19 has had an inevitable adverse impact. Anecdotal evidence and observation during lockdown have been that more people were getting out more often on local pathways, trails and into open space to enjoy them. The DPP wants to support continuation of that increased use. This is a key underpinning rationale for these proposals.

The overall proposal is underpinned by effective ongoing engagement with those not accessing greenspaces on a regular basis, as well as those feeling lonely and socially isolated. The aim is to better understand the barriers faced; physical, psychological, cultural, practical, circumstantial and to inform and shape delivery through working with local people. There will be follow on motivation, and support for change, with the aim that more local people will use greenspaces more frequently, and less will often feel lonely and socially isolated.

There will be awareness raising about the mental and physical health benefits of regular access to greenspaces, and groups and volunteers will help lead on this – including better mapping and promotion of local walking and cycling routes, as well as the range of other activities on offer.

A lead organisation will be commissioned, which has expertise in working with individuals and groups, to support increased emotional wellbeing; through nature appreciation workshops, physical activities such as walking groups, environmental improvement works, community growing schemes, and ecotherapy.

Lockdown has resulted in the rapid escalation of the shift of work, services, activities; many, many aspects of daily life, online. Those excluded through lack of kit, and /or skills and confidence, and /or lack of connectivity and data, will potentially become more and more excluded.

DPP councillors have become aware of how even more likely it is in lockdown that vulnerable local people could become even more lonely and isolated. The previous connections through community centres and their group activities have either ceased or greatly reduced. Older people, in particular those over 65 years old are especially likely to be digitally excluded.

Community centres in each of the three Dewsbury wards have advised the DPP members that they would like to have the capacity and expertise to support more of their users to be able to access community activities online, through community centre led sessions by Zoom. An added benefit would be to support an increase in digital skills in the community in general. A community centre or hub based digital inclusion initiative is the third area of development the DPP would like to support through the Mental Health focus funding. This will also support access to learning a new skill which is also one of the 5 ways to wellbeing.

2. Information required to take a decision

The DPP 'Better Connected Dewsbury' proposals for allocation of mental health focus funding, consists of 3 mini, but interlinked projects as follows: -

- (a) 'Mind, Health Nature' 12-month pilot project commission
- (b) Enhancements of greenspaces in each of the three Dewsbury wards
- (c) 'Tech to Connect' a digital inclusion approach to help tackle isolation and loneliness.

Each of the three mini projects will benefit residents across the three Dewsbury wards as set out below.

2.1 'Mind, Health, Nature' – Dewsbury wide 12-month pilot project:

S2R will be commissioned to provide a programme of workshops, mental health support sessions and activities to raise awareness of positive mental health and wellbeing interventions and support the breakdown of barriers to using the outdoors for health and wellbeing outcomes. They will help participants better understand, protect, and sustain their mental health.

S2R already work across Kirklees to deliver a range of mental health preventive approaches, such as the 'Great Outdoors Project' and 'Well Connected'. <https://www.s2r.org.uk/>

They are one of the partners in the 'Working Together Better' Kirklees Mental Health partnership and are one of the Kirklees Council commissioned Community Adult Mental Health Service providers. This also means that for anyone in need of further mental health support, they are well placed to connect those people to the relevant services – adding to the sustainability of the project.

Through this commissioned pilot project with a focus on Dewsbury, S2R shall:

- Engage individuals at home through digital and written media, taking account of language and cultural barriers.
- Work with community groups, offering user friendly mental health information through nature -based activities.
- Enable and support existing community groups to better understand emotional wellbeing, have constructive conversations, and know where and what other support would be appropriate/available.
- Bring together a Dewsbury wide 'mental health network' of mental health stakeholders, and explore the nature, purpose, and outcomes requested by network members.
- Promote a culture and deeper understanding of how access to and appreciation of nature is linked to wellbeing.
- Bring people together on a social level through groups – on and offline working, to help address loneliness and social isolation

S2R will deliver:

- Practical mental health awareness activities.
- Engagement with as many local groups and residents as possible, from all - neighbourhoods, communities of interest, cultures, religious beliefs, and ethnic origin.
- Mapping of local greenspaces; parks, walking and cycling routes, woodlands, nature trails, allotments, and activities available.
- Wellbeing packs online, and printed, promoting outdoor spaces, nature, and related activities.
- Case studies highlighting the benefits of nature for positive mental health and wellbeing.

Costs:

The total cost for the 12-month pilot project is £64,975. An itemised cost breakdown is attached in the appendix to this report.

Costs include £14,975 for the employment of a part-time mental health/wellbeing facilitator, as well as £29,000 to pay for 2 part-time 'outdoors' project workers. All hours will be devoted to activities within and across the three Dewsbury wards.

The Dewsbury Place Partnership would seek to allocate £52,857.00 from Mental Health Focus funding towards this cost. The balance of £12,118.00 would be met from members Local Project Funding, from across the three Dewsbury wards.

2.2 Improvements to greenspaces in key locations – one in each of the three Dewsbury wards.

The 'Improving Access to Greenspace' 2020 report from Public Health England, included a recommendation that enhancing the local greenspace offer would encourage and attract more local people to use it.

The Place Partnership has brought together on a ward by ward basis; Environment Services (Parks & Greenspaces, Public Rights of Way), together with relevant Natural Kirklees members, Friends of Groups, TRAs, community growing groups, to identify a key greenspace location in each of the three Dewsbury wards, to develop proposals for, or to build upon previously existing plans and actions for improved facilities within and access to those spaces.

Participants in the S2R 'Mind, Health, Nature' project will potentially become involved in additional environmental maintenance works in these greenspaces, as well as the additional activities that will happen in these spaces, partly through the improvement works; for example through local walking groups, mapping of local networks of graded walks and cycle routes. This project also demonstrates how the impact of the project will last beyond the duration of the funding. It's not about a service, it's about changing the infrastructure for positive wellbeing to take place.

The locations for and details of the proposed enhancement works are as follows:

Dewsbury East Ward – Caulms Wood

Led by the 'Friends of Caulms Wood group' and in partnership with the DPP and Environment Services, the works support the overall Friends group plans for improvements. In the last year, the group fund raised and built an 'outdoor classroom' in the park. These proposed works are included in their next stage plans to enhance the park.

Improvement works for the forthcoming year include:

- Wildlife pond
- Picnic areas x 2
- Memorial and other benches x 5
- Pathways and access route improvements
- Statue/public artwork
- Interpretation Boards x 2
- Memorial wood area/tree planting.

The total costs for these works are £67,675.00.

The Dewsbury Place Partnership wants to contribute £30,000 from DPP mental health focus funding, towards these improvements, paying for the pond, picnic and other benches, interpretation boards, plus pathway and access improvements. A full breakdown is provided in the appendix to the report. The required match funding will come from Dewsbury Town Fund Advanced Funding of £35,000, plus a small amount from Dewsbury East Members Local Project Funding.

Dewsbury South Ward – Lees Holm Recreation Ground

In partnership with Thornhill Lees Community Centre and Lees Holm TRA and gardening group, the Dewsbury Place Partnership wishes to contribute £30,000 from the DPP MHF towards the overall costs of the following works:

- Walking path around the perimeter of Lees Holm Recreation Ground.
- Community Woodland area.
- Wildflower meadow areas x 2
- Interpretation Board.

The overall cost of the works is £36,830, and a full cost breakdown is included in the appendix to this report. The match funding comes from Members Local Project Funding, and in-kind contribution of 420 trees from the Woodland Trust.

Dewsbury West Ward – Holroyd Park

Working with the Environment Services volunteer coordinator and S2R Ravensthorpe Walking group:

- Walking path – 367 metres in length £41,360

£41,360.00 is the full cost of the works, and the Dewsbury Place Partnership wishes to contribute £30,000.00 from the DPP Mental Health Focus funds towards these costs. The balance will be met from Dewsbury West members Local Project Funding.

3. Digital inclusion to help tackle loneliness

Through the 'Tech to Connect' project:

Digital Hubs will be established to help support communities experiencing digital exclusion. Four hubs will be established; Dewsbury Town centre will be the location for the main hub, plus three satellite hubs ; one in each of the three Dewsbury wards, and based within a key community centre/hub within each of the three wards.

This will be a partnership project involving the Council Project lead for Adult Community Learning & Digital Inclusion, the Council IT Service, and the four centres.

Hubs will support residents to: -

- Develop digital skills through the Digital Citizen campaign (covers the 5 basic digital skills of, communicating, transacting, problem solving, handling information and content, being safe and legal online).
- Loan devices for those who are digitally excluded and do not have access – reducing social isolation and improving mental health. IT are providing 'good practice' advice on

appropriate and necessary hardware, software, broadband connection, user agreement and ongoing maintenance requirements.

- Bring Your Own Device – using each respective centres’ WIFI – addressing data poverty
- Access to online courses around Coping with Covid, Mental Health First Aid etc (can also do Fit4Life, healthy eating and courses that consider climate change, as well as enabling the centres to shift some of the previous community centre provision online.)

Total cost	£ 88,000.00
Funding source – Dewsbury Town Advanced Funding	£80,000.00
Dewsbury South & East Members Local Project Funding	£8,000.00

‘Tech to Connect’ will be interlinked with the ‘Heart, Mind, Nature’ initiative – in that S2R provide, especially in times of Covid lockdown and tighter restrictions, online resource packs to support mental wellbeing for households. They also provide whatever mental health support workshop content they can online, when feasible, and are growing in capacity and strength in this. They have taken video footage of local walking routes with community walk groups for example and shared the footage and narrative online. They would want to link to the digital hubs to support them to increase their online offer of group and social activities.

4. Implications for the Council

- **Working with People**

Local community organisations and residents have contributed their experiences during the conversations with ward councillors across Dewsbury East, West, and South wards. A questionnaire went out to key services and local organisations in December 2019/January 2020. This asked about existing and planned activities across Dewsbury to address loneliness, as well as encouraging more people to access greenspaces on a regular basis.

A range of activities and groups were identified, however, a need to develop more joined up and innovative approaches was suggested, particularly in relation to working with residents facing barriers to using greenspaces on a regular basis, and to becoming more socially connected.

Their experiences have informed the agreed outcomes and priorities, and the proposals put forward.

- **Working with Partners**

The Dewsbury Place Partnership has worked collaboratively with Community Plus, Wellness Service, Public Health, S2R, Chickenley Community Hub, Thornhill Lees Community Centre, Thornhill Neighbourhood Nest, 20:20 Foundation, Ravensthorpe Community Centre, and local schools to better understand and map the existing offer to local communities as well as gaps and unmet need.

- **Place Based Working**

Place Partnerships involve a number of wards working together to address strategic issues and a place partnership lead Councillor has been identified for each of the seven place partnerships to lead the development of place-based working in their area. The success of the place partnerships is based on Councillors and key partners being engaged and working together effectively to share intelligence and deliver interventions.

The Dewsbury Place Partnership lead member has worked with ward Councillors and undertaken local discussions with communities, services and partners to share data and intelligence in order to better understand local needs and opportunities which has been used to shape and propose interventions that will lead to better outcomes.

- **Climate Change and Air Quality**

No change

- **Improving outcomes for children**

Yes – Children would benefit from adults in their family having better understanding of how anyone better understands, protects, and sustains their mental health.

- **Other (e.g. Legal/Financial or Human Resources)**

The legal power for grants is section 1 of the Localism Act 2011 (general Power of Competence). Also, the council must when providing grants comply with Financial Procedure Rules contained in the Council's Constitution and in particular FPR 20.7 to 20.13.

Place partnerships have been allocated a total budget of £1M to improve mental health outcomes and £400K to tackle domestic abuse.

This proposal is seeking funding of £142,857.00 to enable an overall investment of £298,840 across Dewsbury, to realise a Dewsbury wide pilot initiative for 12 months, that will work with at least 500 residents across Dewsbury to help them better understand, protect, and sustain their mental health. More people will get out into greenspaces on a regular basis, they will enjoy enhanced greenspaces, and they will be better able to access on a digital basis the information and contacts they need to help them better connect.

Do you need an Integrated Impact Assessment (IIA)?

Yes.

5. Consultees and their opinions

All nine Dewsbury ward councillors as well as the services/ partners involved in delivery or identifying the target groups in the place partnership area, have been consulted on the specific proposals in this report and these proposals are welcomed.

Rebecca Elliott, Public Health Manager- Mental Health, Public Health, and Tony Bacon, Partnership Commissioning Manager, Mental Health have both been involved and consulted in the development of these proposals.

They advised that the 'Mind, Health, Nature' proposal 'takes a good public mental health approach'. They liked the way that S2R commented on targeting or working with those most impacted by Covid-19, and on how important this would be from a health inequalities perspective. Public Health advised they would be keen to be involved with these projects going forward.

From previous knowledge of Council led commissioning of S2R, Tony Bacon advised S2R have a 'hands on' approach, working very closely with communities.

The proposal would sit well with S2R current contracted provision and would link well.

Nadine Littlewood, Project Lead for Community Learning and Digital Inclusion, is the Council lead in the partnership development of the digital hub's initiative, and Mark Hollingdale and Charles Crossland are involved in the development of the proposals from IT Services.

Patrick Boosey, Wellbeing Service Lead and Karen Wilby, Community Plus Manager, Dewsbury have been consulted.

Martin Dearnley, Head of Risk Corporate and Corporate Procurement and Commissioning has advised on the approach to take when commissioning activity with the place partnership funding.

6. Next steps and timelines

Following an Expression of Interest process, in which three organisations were invited to take part, S2R will be commissioned to deliver the 'Mind, Health & Nature' element of the proposals.

They have proposed a number of quantitative and qualitative outcomes, based on the brief provided by the Dewsbury Place Partnership. These will be included in the commissioning contract. A quarterly monitoring report will be provided to the Place Partnership, as well as a quarterly meeting between S2R and the Partnership on the monitoring return and next quarter steps and focus. It is anticipated that delivery will be from early January 2021, to December 2021. A Covid-19 lockdown and/or restrictions may well have an impact, however there will be ongoing discussions about project impact and response.

The greenspaces enhancement proposals have been developed in partnership with Kirklees Environment Services and a range of Friends Of/TRA and environmental groups. The works proposed will go out to tender as soon as possible after funding is approved, and the works should start in February/March 2021. There will be regular reports on progress on works to the DPP, Services, and community partners.

The digital inclusion hubs will benefit from funding secured through the Dewsbury Town Board funding and Members Local Project Funding, and the funding will be allocated by 31st March 2021. Adult Learning has appointed a project manager for the initiative, and they will work with each of the community hubs to agree the hub by hub specifications, outcomes, timelines, and monitoring processes.

Officer recommendations and reasons

The Cabinet is asked to approve funding of £142,857.00 from the Place Partnership Mental Health theme budget to realise the 'Better Connected Dewsbury' project which will support adults to 'better understand, protect and sustain their mental health'.

More adults will use greenspaces on a regular basis for the purpose of supporting their mental health, and less residents will feel lonely and socially isolated.

S2R will deliver a 12 month 'Mind, Health and Nature' pilot project at a cost of £64,975. The amount sought from the Place Partnership mental health theme allocation for this project is **£52,857.00**. The balance of £12,118.00 would be met from members Local Project Funding, from across the three Dewsbury wards.

Environment Services will put out works to tender for greenspace enhancements in each of the three Dewsbury Wards; most specifically in Caulms Wood, Dewsbury East ward, Lees Holm Recreation Ground in Dewsbury South ward and Holroyd Park, Dewsbury West ward. The amount sought from Place Partnership mental health theme allocation is **£90,000**. The balance

will be met from Members Local Project Funding and other match funding sources, as detailed in Appendix 1 of this report.

Members Local Project Funding as well as Dewsbury Town Centre Investment funding will provide the £88,000 required to enable community hubs in Dewsbury Town Centre, Dewsbury East, West and South wards to provide capacity for community groups to upskill the digitally excluded within the respective communities in the use of hardware and software; to loan devices for those who are digitally excluded and don't have access – reducing social isolation and supporting the improvement and sustainability of good mental health.

7. Cabinet Portfolio Holder's recommendations

The Cabinet Portfolio Holder, Cllr Cathy Scott, supports the recommendation in this report and would ask Cabinet to approve funding of £142,857 from the Place Partnership mental health theme budget as outlined in section 6 of this report.

Reasons for recommendation - the allocation of £142,857 from the Place Partnership mental health theme budget, plus additional funding from other sources of £155,983, will realise an overall investment of £298,840. This will provide preventive approaches for addressing mental health issues for the residents of Dewsbury by increasing the number of adults accessing greenspaces on a regular basis, as well as reducing the number of adults feeling lonely and socially isolated.

8. Contact officer

Jackie Ingham , Active Citizens & Places Officer, email jackie.ingham@kirklees.gov.uk Tel 01484 221000

9. Background Papers and History of Decisions

Annual Council 22nd May 2019 – item 7 Ward and Place Partnerships – establishment of place partnerships

10. Service Director responsible

Rachel Spencer- Henshall, Strategic Director Corporate Strategy, Commissioning & Public Health

Full guidance for writing Cabinet reports is here -

<http://modgovdb01vm:9070/ecSDDisplay.aspx?NAME=SD2066&ID=2066&RPID=131247>

Appendix 1

Dewsbury Place Partnership – 'Better Connected Dewsbury'	Costs	Amount	Sources of Funding	Amount Contributed
'Mind, Health, Nature' – commission of S2R for 12-month pilot	Staff	£ 43,975.00	Place Partnership MH budget (PP MH Budget)	£43, 975.00
	Travel costs	£ 1,500.00	PP MH budget	£1, 500.00
	Workshop materials	£ 4,000.00	PP MH budget	£4, 000.00
	Volunteer training and expenses	£ 3,000.00	PP MH budget	£3, 000.00
	Room Hire/group set up	£ 3,000.00	PP MH budget	£382.00
			Members Local Project Funding (MLPF)	£2,618.00
	Consultation/networking	£ 2,000.00	MLPF	£2, 000.00
	Administration/monitoring	£ 3,000.00	MLPF	£3, 000.00
	Insurance	£ 2,000.00	MLPF	£2, 000.00
	Information packs	£ 1,500.00	MLPF	£1, 500.00
	Marketing /promotion	£1,000.00	MLPF	£1,000.00
			Total PP MH budget	£52,857.00
			Total MLPF	£12,118.00
Total	£ 64,975.00	Total	£ 64,975.00	
Greenspace Enhancements - 1 in each Dewsbury ward				
Dewsbury East Ward - Caulms Wood	Wildlife Pond	£ 1,800.00	PP MH budget (Total £30,000)	£1,800.00
	Path and access improvements	£ 55,000.00		£20,000.00
	Benches x6	£ 1,725.00		£1,725.00
	Picnic benches x3	£ 1,710.00		£1,710.00
	Interpretation Board	£ 1,440.00		£1,440.00
	Sculpture	£ 6,000.00		£3,325.00
	Path and access improvements		Dewsbury Town Fund Advanced Funding	£35,000.00
			MLPF	£2,675.00
Total	£ 67,675.00	Total	£67,675.00	

Appendix 1

Dewsbury South - Lees Holm Recreation Ground	Walking Path - 253 m tarmac	£ 27,830.00	PP MH budget	£ 27,830.00
	Wildflowers - 450sq m	£ 6,500.00	PP MH budget MLPF	£ 2,170.00 £ 4,330.00
	Community Woodland	£ 2,500.00	Woodland Trust allocation	£ 2,500.00
	Total	£ 36,830.00	Total	£36,830.00
Dewsbury West - Holroyd Park	Walking Path - 367m	£ 41,360.00	PP MH budget	£30,000.00
			MLPF	£11,360.00
	Total	£ 41,360.00	Total	£41,360.00
Dewsbury Hubs - Digital Inclusion				
4 x hubs infrastructure – Dewsbury Town Centre On hub/community centre per ward	Hardware, software, licences, insurance	£ 80,000.00	Dewsbury Town Fund Advanced Funding	£80,000.00
	Google Chrome books for lending- contribution	£ 8,000.00	MLPF	£8,000.00
	Total	£ 88,000.00	Total	£88,000.00
	'Better Connected Dewsbury' Overall Project Total Cost			£ 298,840.00
			PP MH budget	£ 142,857.00
			Other Sources /Match Funding	£ 155,983.00



Name of meeting: Cabinet
Date: Wednesday 18th November 2020
Title of report: Huddersfield Rural Place Partnership – proposal to boost schools’ capacity to support children and young people’s mental health and well-being

Purpose of report:

To consider allocating funding of £187,778 from the Place Partnership mental health themed budget to boost mental health support and capacity in the schools in the Huddersfield Rural Place Partnership area. This will support children and young people to maintain positive mental health and emotional well-being.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Key Decision - Is it in the <u>Council’s Forward Plan (key decisions and private reports)?</u>	No
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Strategic Director</u> & name	Rachel Spencer- Henshall – 05/11/2020
Is it also signed off by the Service Director for Finance?	Eamonn Croston – 04/11/2020
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Joh Chapman – 04/11/2020
Cabinet member <u>portfolio</u>	Cllr Cathy Scott, Housing and Democracy

Electoral wards affected: Denby Dale, Kirkburton, Holme Valley North, Holme Valley South

Ward councillors consulted:

Councillors Bill Armer, Paul Davies, Donald Firth, Charles Greaves, Terry Lyons, Nigel Patrick, Will Simpson, Richard Smith, John Taylor, Graham Turner, Michael Watson, Paul White

Public or private: Public

Has GDPR been considered? Yes

1. Summary

A budget of £1m in total has been allocated by the Council to the 7 Place Partnerships in Kirklees for mental health and well-being initiatives that build local community capacity and resilience.

'The Department for Education (DfE) recognises that: "in order to help their pupils succeed; schools have a role to play in supporting them to be resilient and mentally healthy". There is good evidence to support this assertion and Ofsted has highlighted that children and young people themselves say that they want to learn more about how to keep themselves emotionally healthy. Moreover, schools have a duty to promote the wellbeing of students.

Councillors in the Huddersfield Rural Place Partnership led by Cllr Bill Armer (Denby Dale, Kirkburton, Holme Valley North, Holme Valley South) are focusing their mental health theme work on children, young people and families in school settings. This was based on initial local profile data and information.

Year 9 well-being survey carried out in 2013/14:

A lower proportion of young people (66%) say that they feel well supported at school (2nd lowest area, Kirklees average was 72%); and

38% of young people worry most days, this is a worsening trend (compared to Kirklees average of 35%)

Insights from local engagement with GPs, schools and front-line services in February 2020:

Waiting lists for referral to counselling and other professional services from the area are too long.

There is a need for early access to local networks, support and information.

There is a need to build local capacity re resources, skills, and activities.

Thriving Kirklees received 60-70 requests per month for mental health support from GPs and schools across the 4 wards in the 6-month period September 2019 to March 2020, mainly for 10-14 year olds.

During Summer 2020 conversations took place between school well-being leads, school leaders, school community hub co-ordinators and professionals to understand how the schools access services, their capacity, and what the gaps are. And how they could assist children, young people and families *before* the stage of needing to make a referral to professional services.

Cllrs Armer, Davies and Lyons took part in the working party discussions. Representatives from a number of teams in Early Support and Learning, Public Health, primary care networks and the voluntary & community sector participated.

There was consensus on the need to build further capacity around early assessment and support in the 37 schools, which collectively support the wellbeing of 10,237 children, and their families (including post 16 provision at Shelley College). With a focus on:

A whole family approach (children's and adults services are not integrated)

A whole school approach

Building resilience

This proposal is seeking funding for a project that will entail two mental health professionals working across the 37 schools in the 4 wards (excluding nursery provision/ special schools) for 18 -30 months. It includes undertaking a full evaluation of the impact of the project.

The posts will provide schools with the tools they need to develop different ways to help their children and families. Key aims are to:

- Develop a relationship with key school professionals who make up a well-being team e.g. EWB (emotional well-being).
- Visit the school for regular meetings with the wellbeing teams and discuss any concerns regarding individual children, providing advice and guidance to school professionals.
- • Develop a relationship with community hub coordinators and explore community-based solutions for children and families when appropriate. (The Bridge, Holmfirth Family and Holme Valley North Hubs).
- Work with partners to improve the assessment process where necessary and oversee the referral process for children and families that require greater intervention.

- Ensure that standards of training and awareness raising is of a high standard, delivered by people qualified in mental health services.
- Support the emotional wellbeing preparation of young people for progression to post 16 education.
- Assist school management and mental health teams to develop whole school strategies to emotional and mental wellbeing.

The posts will not carry out one-one work with children and families, so they do not duplicate provision from existing services and teams.

The proposal meets the outcomes agreed by the partnership work over Summer 2020 to:

- Develop new ways of working e.g. help develop new communication structures with external partners & Council colleague, develop relationships and structures within the wider community.
- Reduce demand on mental health services, through supporting prevention and early intervention in school settings, as all have waiting lists, and struggle to keep up with demand.
- Develop a greater understanding of the mental health challenges within schools.
- Raise awareness across the whole school community, enabling them to establish more early intervention and prevention initiatives.
- Support early assessments of mental health within schools.
- Assist schools with the development of whole-family interventions.

At the end of the project schools will have a greater understanding of the mental health and well-being issues being experienced by children, young people and families in the Huddersfield Rural area. They will have the tools, resources, skills and networks to continue to provide early intervention help and support. The project will also leave a legacy of improved working relationships between schools and professionals and more effective working across the system.

The working party also recognised that capacity and needs vary across the schools in this area, and between secondary and primary. As a result, and in addition to this proposal, work is also being led by the school community hub co-ordinators with a view to making the existing local authority and partners support work better for these schools within existing capacity. Also, to improve communications and networking e.g. with the introduction of an on-line filtering system.

2. Information required to take a decision

Place Partnerships have been allocated a total budget of £1M to improve mental health outcomes using data, intelligence and insight gathered through stakeholder engagement, to propose interventions that will lead to better outcomes. Place Partnerships refer recommendations to Cabinet on how this budget will be spent.

Cabinet is asked to consider the funding options to appoint a host organisation for the 2 mental health and well-being posts including an evaluation over the timescales of 18 months, 24 months and 30 months.

The working party took the view that the optimum timescale for the project would be 30 months in order for the posts to bed in and for full evaluation and learning to take place.

Advice from the Council's Procurement and Commissioning Support Team also indicates that a 2-year timescale is best practice for undertaking and evaluating the impact of the project and determining next steps.

Option 1 – cost over 18 months

Two individuals employed by a team that can provide professional support, on fixed term contracts for 18 months with all oncosts, travel costs and materials. Total budget = £109,026

Option 2 – cost over 24 months

Two individuals employed by a team that can provide professional support, on fixed term contracts for 24 months with all oncosts, travel costs and materials. Total budget = £148,226

Option 3 – cost over 30 months

Two individuals employed by a team that can provide professional support, on fixed term contracts for 30 months with all oncosts, travel costs and materials. Total budget = £187,778

In accordance with the Council's Financial Procedure Rules a procurement exercise will be undertaken to appoint a host organisation for the project.

3. Implications for the Council

- **Working with People**

Schools, GPs and professionals shared the experiences of local young people and families in the 4 wards during the engagement and conversations with ward councillors. These have informed the agreed outcomes and priorities, and the proposals put forward.

- **Working with Partners**

The place partnership has worked collaboratively with the 3 school hubs across the 4 wards: The Bridge, Holmfirth Family and Holme Valley North Hubs. Emotional health and well-being are a priority and there have been ongoing discussions including at the hub meetings. Representatives on the school hubs include local GPs, frontline staff in services, community organisations and ward councillors.

The working party in Summer 2020 included school well-being leads, school leaders, school community hub co-ordinators and professionals (teams in Early Support and Learning, Public Health, primary care networks and the voluntary & community sector).

- **Place Based Working**

Cllr Bill Armer, Huddersfield Rural Place Partnership lead member has worked with ward councillors and local discussions have taken place with communities, services and partners to share data and intelligence in order to better understand local needs and opportunities which has been used to shape and put forward this proposal.

- **Climate Change and Air Quality**

No change

- **Improving outcomes for children**

This proposal impacts on the Kirklees shared outcomes:

- Ensuring children have the best start in life, by ensuring the schools and families are better equipped with the tools they need to support the children's emotional and mental wellbeing.
- Helping people in Kirklees to live well, by supporting families to maintain or improve their emotional and mental wellbeing.
- Helping people to be independent by providing them with the tools they need to build personal resilience and take control of their own lives.
- Encouraging people in Kirklees to have aspirations and ambitions, by providing them with greater personal resilience, confidence and self-belief.

- **Other (e.g. Legal/Financial or Human Resources)**

The legal power for grants is section 1 of the Localism Act 2011 (general Power of Competence). Also, the council must when providing grants comply with Financial Procedure Rules contained in the Council's Constitution and in particular FPR 20.7 to 20.13.

Place partnerships have been allocated a total budget of £1M to improve mental health outcomes and £400K to tackle domestic abuse. This proposal is seeking funding to support a local mental health initiative which will supporting and building capacity in local schools and impact positively on local communities.

Do you need an Integrated Impact Assessment (IIA)?

A stage one assessment has been carried out. This indicated a positive impact and no detriment to the protected categories, and that a stage two assessment is not necessary.

4. Consultees and their opinions

Conversations between ward councillors, front line services, schools, GPs, and community organisations informed the desired outcomes and priorities for improving mental health and well-being among children and families.

All 12 ward councillors, schools in the place partnership area and GP representatives of the primary care networks have shaped and been consulted on the specific proposals in this report and these proposals are welcomed.

The Senior Leadership Teams in Education and Early Years welcome the proposal and are keen that the posts link with what is already available to schools and families.

Discussions have taken place with a number of teams in the Early Support and Learning Service. To ensure the roles will be complementary with existing provision and that professionals will work with the roles. Similar discussions have taken place with Locala teams 0-19 and Thriving Kirklees.

Public Health/ Commissioning leads – Stewart Horn, Head of Joint Commissioning Children and Families has advised that it is really important from a commissioning perspective to state that we will ensure that any provision aligns with currently commissioned services and the Mental Health in schools teams. It is really important for us to maintain a consistent approach and this can be done whilst retaining a local focus.

Martin Dearnley, Head of Risk Corporate and Corporate Procurement and Commissioning has advised on the approach to take when commissioning activity with the place partnership funding.

Stacey Gilman, Strategic Category Manager (Adults, Childrens and Public Health) has advised that CPR's state that all procurement spend between £25k and the EU threshold (currently £189,330 for supplies and services) must be advertised and a competitive procurement exercise carried out.

5. Next steps and timelines

Subject to funding being agreed by Cabinet a procurement exercise to commission a host organisation for the project will be undertaken over the next 8 weeks with a view to appointing a contractor in January 2021. The contractor will recruit and appoint 2 workers to be in post in March/ April 2021. Depending on the funding agreed by Cabinet the project including evaluation will last for 18 -30 months.

The evaluation will inform development of next steps to build mental health and well-being capacity in the schools in the place partnership area working with local services, partners and communities which link in with the Kirklees wide offer.

6. Officer recommendations and reasons

Cabinet is asked to consider funding option 3 as outlined below from the Place Partnership mental health theme allocation for 2 posts to boost mental health capacity and support in schools in the Huddersfield Rural Place Partnership area.

Option 1 - 18 months - £109, 026

Option 2 - 24 months - £148,226

Option 3 - 30 months - £187,778

Reasons for the recommendation – to meet Huddersfield Rural place partnership's agreed outcome to improve mental health support and capacity in the 37 schools in the 4 wards with a focus on early intervention and prevention.

7. Cabinet Portfolio Holder's recommendations

The Cabinet Portfolio Holder, Councillor Cathy Scott, supports the proposal in this report and would ask Cabinet to approve funding based on the maximum budget the Huddersfield Rural place partnership has available, with the balance contributed through ward budgets and/or match funding.

Reasons for recommendation – to meet Huddersfield Rural place partnership's agreed outcome to improve mental health support and capacity in the 37 schools in the 4 wards with a focus on early intervention and prevention.

8. Contact officer

Julie McDowell, Active Citizens & Places Officer, email julie.mcdowell@kirklees.gov.uk Tel 01484 221000

9. Background Papers and History of Decisions

Annual Council 22nd May 2019 – item 7 Ward and Place Partnerships – establishment of place partnerships

10. Service Director responsible

Rachel Spencer- Henshall, Strategic Director Corporate Strategy, Commissioning & Public Health



Name of meeting: Cabinet

Date: 18th November 2020

Title of report: Development of land at Southgate, Huddersfield

Purpose of report: To consider an offer received from the University of Huddersfield to purchase the council owned strategic development site.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes - the sale of the land will generate a capital receipt in excess of £250k.
Key Decision - Is it in the Council's Forward Plan (key decisions and private reports?)	Yes
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by Strategic Director and name	David Shepherd - Strategic Director - Growth and Regeneration – 09/11/20
Is it also signed off by the Acting Service Director - Finance, IT and Transactional Services?	Eamonn Croston – Service Director – Financial Accountancy 09/11/20
Is it also signed off by the Service Director -Legal Governance and Commissioning?	Julie Muscroft - Service Director – Legal, Governance and Commissioning – 09/11/20
Cabinet member portfolio	Cllr Graham Turner and Cllr Peter McBride

Electoral wards affected: Dalton
Ward councillors consulted: Not consulted
Public report with private appendices.

Private Appendices 2, 3 and 4

(Exempt information under Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006. It was considered that the disclosure of the information would be contrary to confidential terms and that the public interest in maintaining the exemption outweighed the public interest in disclosing the information and providing greater openness in the Council's decision making.) The Private Appendices contain information relating to the financial or business affairs of any particular person (including the authority holding that information).

Has GDPR been considered? Yes.

1. Summary

- 1.1 The Southgate site is a strategic gateway development site just outside the town centre consisting of the former Huddersfield Sports Centre site, the former Pine Street car park and other demolished buildings. The site is approximately 2.548 hectares (6.296 acres) as can be seen in public **Appendix 1** and is allocated as a mixed use site in the Local Plan.
- 1.2 On 15 October 2020 a confidential offer to acquire the site by the University of Huddersfield (“University”) was received by the Strategic Director - Growth and Regeneration. The offer letter was accompanied by an outline vision and concept for the development of the Southgate site by the University, as shown in **Appendix 2**.
- 1.3 This report and the private appendices attached will outline the detail of the proposal and will propose to Cabinet the sale of the Southgate site to the University in accordance with the draft Heads of Terms attached at **Appendix 3**.

2. Information required to take a decision

Background

- 2.1 Following cabinet approval in February 2017, the Southgate site was cleared of derelict and defunct buildings and prepared for disposal and subsequent redevelopment. The site has progressed through the Local Plan public examination and was accepted as a mixed use site in the Council’s final approved Local Plan.
- 2.2 A request to purchase the site was received from a public sector organisation on 1st August 2017. This was considered on the 27th November 2017 by the Council’s Leadership Management Team (LMT) alongside a proposed concept design. LMT acknowledged the significance of the site in terms of its gateway position to the town and agreed that it would be most appropriate for the site to be disposed of via an open market process.
- 2.3 A commercial agent was subsequently appointed to carry out soft market testing for the disposal of the site on the open market. In October 2018 a second offer was received in addition to the offer outlined in paragraph 2.2 above. The University submitted a written offer to the Council to acquire the unrestricted freehold of the whole site for its then proposed Huddersfield Innovation & Integration Quarter, as outlined in an accompanying vision and masterplan.
- 2.4 Subsequent discussions with both parties occurred but the Council decided not to pursue either proposal at that time. The public sector organisation has now pursued a different solution to its proposal.
- 2.5 In October 2020 the Council received another offer from the University (at an enhanced value to that submitted in October 2018) for the unrestricted freehold accompanied by an alternative development scheme proposal. The offer and alternative development proposal is attached at private Appendix 2.

Development Proposals and Indicative Masterplan

- 2.6 The University proposal is for the development and use of the site for a National Health Innovation Campus including teaching and learning facilities, associated infrastructure and related businesses as detailed in the proposal attached at Appendix 2. The site will be developed in a number of phases, with a prominent gateway building proposed during phase 1 to be opened for the start of academic year 2024/25.

3. Implications for the Council

3.1 Working with People

The proposal put forward by the University will bring staff, students and visitors into Huddersfield town centre and help develop the next cohort of health professionals who, it is hoped, will remain in large numbers in the Leeds City Region following completion of their studies.

3.2 Working with Partners

This proposal for a disposal to the University compliments the council policy of developing and encouraging partnership relationships to maximise the benefits for the residents of Kirklees. The University is a key strategic partner of the Council in Huddersfield with access to significant capital funds and development opportunities not readily available to the Council alone. There are significant merits of engaging with the University from a local social, economic and environmental benefit perspective.

The proposed sale of this important strategic site will facilitate a keystone development of this gateway location which will have a significant economic regenerative impact on Huddersfield and the wider Kirklees area through the long term provision of a National Health Innovation Campus including research, teaching and learning facilities, associated infrastructure and related businesses.

It is anticipated through the planning process that agreement will be reached with the University as partners to successfully connect the development site to the wider town by means of improved pedestrian connectivity from the campus to the town centre including accessibility across the ring road at Southgate to complement the broader Blueprint ambitions of the Council

3.3 Place Based Working

This proposal will provide an opportunity for a more efficient and effective use of the land currently owned by the Council. It will provide a local partner with the opportunity to invest heavily in an agreed format to provide a masterplan development which gives a local organisation greater control over a local asset and the services delivered from it. It provides new opportunities to develop and improve land and buildings for local social, economic and environmental benefit. It supports the Council's vision of community and partnership engagement.

3.4 Climate Change and Air Quality

It is envisaged that as a responsible and innovative developer the University's masterplan for development will incorporate the highest building and environmental standards and initiatives for meeting carbon reduction, energy efficiency and will contribute to the Council's key objectives relating to climate change and improving air quality. Discussions will occur to explore and maximise if possible the potential opportunities presented by the Council's proposed Huddersfield Heat Network which will provide affordable renewable energy for use by local businesses and residents.

3.5 Improving outcomes for children and young people

The proposed National Health Innovation Campus will provide advanced educational facilities for healthcare. Yorkshire and the Humber has some of the worst figures in the English regions with regard to the health of its population:

- Third lowest life expectancy for both men and women;
- Highest levels of obesity;
- Second highest rate of deaths in infancy.

These are all issues that the new Northern Health Innovation Campus proposed by the University will address, working in partnership with others in the region.

3.6 Financial / Legal

In relation to the proposed disposal of this strategic development site the Council must make reference to relevant Government legislation and existing Council policies. There are no legislative controls that require a competitive disposal of land, however the requirement for non-housing is that it must be sold for the best consideration that is reasonably obtainable.

State Aid Rules permit a disposal of land at market value by way of solus negotiation if the market value has been established by an independent valuation before negotiations commence. Council Policy is that there should only be solus negotiation for disposals with Special Purchasers. Special Purchasers are defined in the Council's adopted Disposals and Acquisitions Policy as including adjoining owners and parties with an interest in the property where a disposal will release additional, or marriage value, to be shared with the Council.

Whilst the University do not fall in to the definition of Special Purchaser they are special in the partnering and benefits that the disposal will bring to the Council and the Town Centre. A Cabinet decision is required to approve a departure from the policy and by seeking the recommendations outlined Cabinet are approving a departure from the policy.

In relation to disposals of non-housing land Section 123 of the Local Government Act 1972 requires the Council to obtain the best consideration reasonably obtainable (unless the consent of the Secretary of State is obtained or the General Disposal Consent applies).

In November 2018 external consultants were appointed by the Council to provide a Red Book Valuation of the Southgate site, a copy of which is attached at **private**

Appendix 4. This report has been reviewed internally and is considered Best Consideration. A refresh of that valuation has been commissioned externally to provide a current unrestricted value for the site but that is currently outstanding due to Covid related issues. However, it is the officer belief that it is highly unlikely that this value will have increased (subject to confirmation).

The offer received from the University is in excess of the November 2018 valuation and is in excess of their previous offer received. If the November 2018 value is confirmed then it can be assumed that the disposal, if approved, will constitute best consideration and the unrestricted market value.

The disposal will generate a significant capital receipt for the Council which will be reinvested in delivering the Council's Blueprint ambitions. The University's high quality development matched with the Council's regeneration proposals for the town centre will drive economic recovery and growth, bringing significant capital investment and revenue benefits for local businesses, residents and visitors.

The Service Director for Legal, Governance and Commissioning will be instructed to draft, negotiate and complete all documentation necessary to conclude the disposal in line with the instructions of the Strategic Director for Growth and Regeneration.

4. Next steps and timelines

Proposed draft Heads of Terms have been agreed and are provided at private Appendix 3. If Cabinet approves the proposed disposal of the Southgate site to the University, officers will work to finalise the agreed Head of Terms and instruct the Service Director - Legal, Governance and Commissioning (using an external panel company) to progress preparation of the Contract and Transfer with all reasonable endeavours and to proceed to complete the sale of the site.

5. Officer recommendations and reasons

Officers recommend that Cabinet:-

- 5.1 Approve the disposal of the Southgate site as shown in Appendix 1 to the University of Huddersfield at the price detailed in private Appendix 3.
- 5.2 Approve a departure from the adopted Disposals and Acquisitions Policy and approve the treatment of negotiations with the University of Huddersfield as that of a Special Purchaser within the meaning of the adopted Policy.
- 5.3 Delegate authority to the Strategic Director - Growth and Regeneration and Service Director - Legal, Governance and Commissioning to finalise the Heads of Terms and to proceed with the disposal broadly in accordance with the draft Heads of Terms provided at private Appendix 3.
- 5.4 Delegate authority to the Service Director - Legal, Governance and Commissioning to enter into and execute any agreements or instruments relating to the disposal of the Southgate site.

5.5 The reasons for these recommendations are that:-

Southgate is a strategically important site in the centre of Huddersfield, the proposed National Health Innovation Campus development of which brings a long term, exciting end use that will provide significant employment and regeneration opportunities. The University of Huddersfield has a track record for delivering similar developments with the private sector and the Southgate development brings the University closer to the town in a prominent gateway site.

The agreed price will constitute best consideration and the unrestricted market value of the site (subject to final confirmation by the refreshed external Red Book valuation).

6. Cabinet portfolio holder's recommendations

As the Joint Portfolio Holders for Regeneration and Corporate we welcome the proposals from the University of Huddersfield to develop the Southgate site as the new home for their National Health Innovation Campus. As a major employer and investor in the town the University is well placed to provide a high quality scheme that will deliver long term economic benefits. The capital receipt arising from the disposal will be used towards the development of other major Blueprint projects in Huddersfield, thereby maximising the benefits for residents and visitors to Kirklees.

The Cabinet Portfolio Holders recommends that Cabinet:-

- 6.1 Approve the disposal of the Southgate site as shown in Appendix 1 to the University of Huddersfield at the price detailed in private Appendix 3.
- 6.2 Approve a departure from the adopted Disposals and Acquisitions Policy and approve the treatment of negotiations with the University of Huddersfield as that of a Special Purchaser within the meaning of the adopted Policy.
- 6.3 Delegate authority to the Strategic Director - Growth and Regeneration and Service Director - Legal, Governance and Commissioning to finalise the Heads of Terms and to proceed with the disposal broadly in accordance with the draft Heads of Terms provided at private Appendix 3.
- 6.4 Delegate authority to the Service Director - Legal, Governance and Commissioning to enter into and execute any agreements or instruments relating to the disposal of the Southgate site.

7. Contact officer

David Martin - Head of Service for Corporate Landlord and Capital - david.martin@kirklees.gov.uk

8. Background Papers and History of Decisions

Previous Cabinet Reports

- **Date 30 June 2015 Old Leeds Road Huddersfield: Exit Agreement**

Purpose

To note the decision of the Chief Executive, through the exercise of his emergency powers, to authorise the Council to enter into an Exit Agreement with Tesco Stores Ltd and other Tesco group companies.

Recommendations Approved

Private Appendix

(Exempt information under Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006. It was considered that the disclosure of the information would be contrary to confidential terms and that the public interest in maintaining the exemption outweighed the public interest in disclosing the information and providing greater openness in the Council's decision making.)

Cabinet received exempt information relating to the decision of the Chief Executive for the Council to enter into an exit agreement from the sale of land at Old Leeds Road, Huddersfield.

This information was considered prior to the determination of Agenda Item 17 (Minute number 41 refers).

- **Date 22 September 2015 Southgate Huddersfield - Site Preparation**

Purpose:

The report will seek approval for an outline specification for, and expenditure on works and fees for demolition and associated activities, in order to prepare the site for disposal and development, and will note an outline programme for site clearance works.

Recommendations Approved

(1) That approval be given to the outline specification for site clearance works, as set out in paragraphs 2.15 to 2.19 of the considered report.

(2) That approval be given to expenditure not exceeding £1.75 million in total on site clearance, development brief, and any site disposal activities, as set out in paragraphs 2.20, 2.21, and Appendix 2 of the report.

(3) That the outline programme for site clearance works, as set out in paragraph 2.22, be noted.

(4) That the Assistant Director (Physical Resources and Procurement), in consultation with the Acting Assistant Director (Investment and Regeneration) and the Assistant Director (Legal, Governance and Monitoring), be authorised to apply for all necessary statutory and other consents required for site clearance.

(5) That the Assistant Director (Physical Resources and Procurement), in consultation with the Acting Assistant Director (Investment and Regeneration) and the Assistant Director (Legal, Governance and Monitoring), be authorised to procure and appoint contractors and consultants for site clearance, development brief, and any site disposal activities.

(6) That a report be submitted to a future meeting to consider a draft development brief, an assessment of any Council use(s) for the site, and any proposals for marketing the site for disposal to other parties.

- **Date 7 February 2017 Southgate Huddersfield**

Purpose:

The report will seek approval for an outline specification for, and expenditure on works and fees for demolition and associated activities, in order to prepare the site for disposal and development, and will note an outline programme for site clearance works.

Recommendations Approved

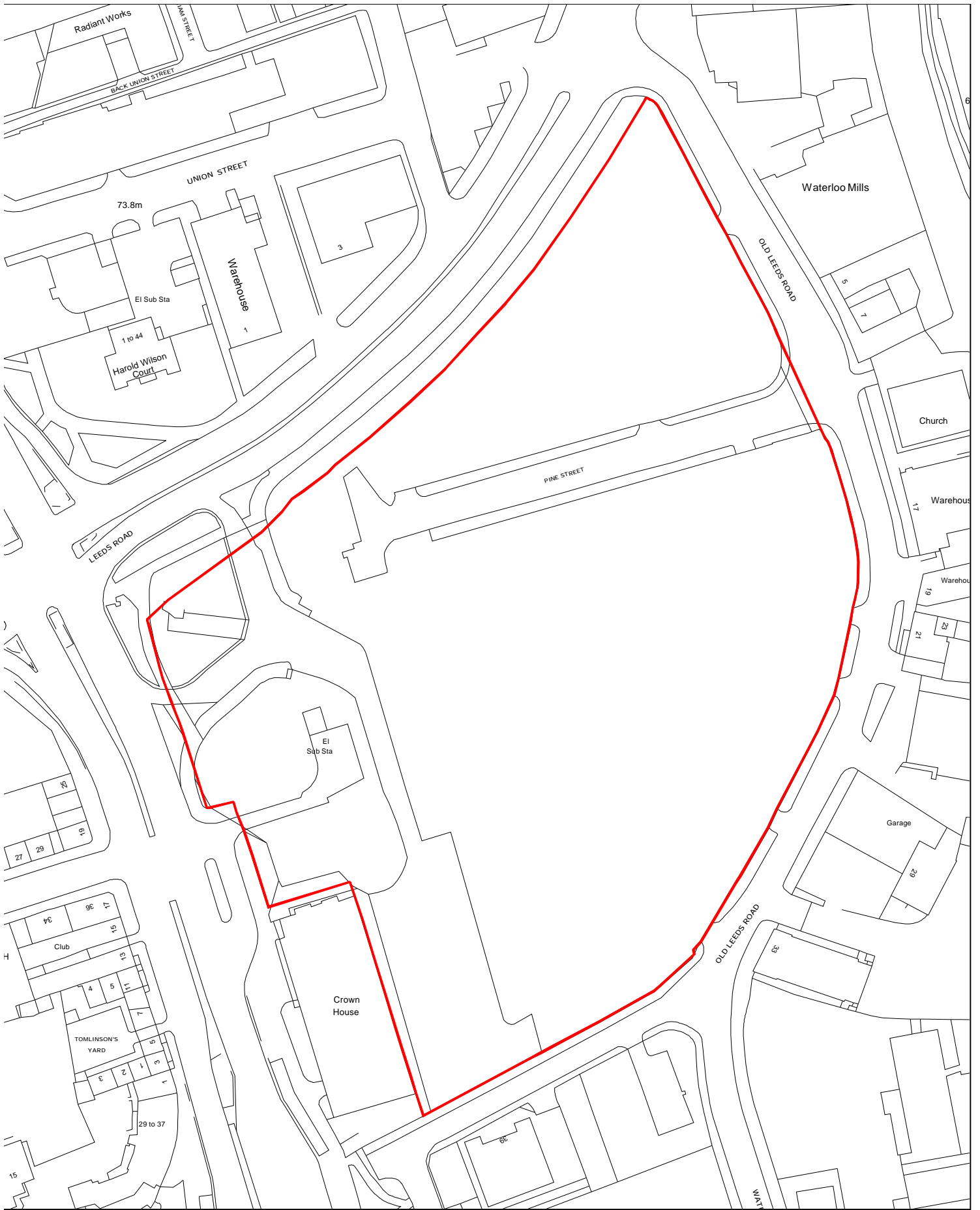
- 1) That approval be given to the draft Development Brief, as detailed in Appendices 1, 2 and 3 of the considered report.
- 2) That the Assistant Director (Place) be authorised to market the land for disposal for redevelopment.
- 3) That it be noted that two further reports will be submitted, (i) for a decision to be taken on the preferred purchaser of the site and (ii) to comment upon the preferred developer's draft masterplan for redevelopment.

9. Strategic Director responsible

David Shepherd - Strategic Director – Growth and Regeneration –
david.shepherd@kirklees.gov.uk

10. Attached Appendices

- Public Appendix 1 - Red line boundary plan for Southgate Development site
- Private Appendix 2 - Offer letter and Development vision / masterplan proposal
- Private Appendix 3 - Draft Heads of Terms
- Private Appendix 4 - RICS Red Book Valuation



Economy & Infrastructure

Plan No: 20-0319

Date: 09/11/2020 Scale: 1:1250

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