

Public Document Pack



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

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Monday 8 February 2021

Notice of Meeting

Dear Member

Cabinet

A Meeting of the **Cabinet** will take place remotely at **3.00 pm** on **Tuesday 16 February 2021**.

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.

Cabinet Members:-

Member	Responsible For:
Councillor Shabir Pandor	Leader of the Council
Councillor Viv Kendrick	Cabinet Member - Children (Statutory responsibility for Children)
Councillor Musarrat Khan	Cabinet Member - Health and Social Care
Councillor Naheed Mather	Cabinet Member - Environment
Councillor Peter McBride	Deputy Leader and Cabinet Member - Regeneration
Councillor Carole Pattison	Cabinet Member - Learning, Aspiration and Communities
Councillor Cathy Scott	Cabinet Member - Housing and Democracy
Councillor Graham Turner	Cabinet Member - Corporate
Councillor Paul Davies	Cabinet Member – Culture and Greener Kirklees

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 Paul Davies	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: Admission of the Public

Most agenda items will be considered in public session, however, it shall be advised whether Cabinet will consider any matters in private, by virtue of the reports containing information which falls within a category of exempt information as contained at Schedule 12A of the Local Government Act 1972.

3: Declarations of Interest

1 - 2

Cabinet Members will be asked to advise if there are any items on the Agenda in which they have a Disclosable Pecuniary Interest, which would prevent them from participating in any discussion on the item or participating in a vote upon the item, or any other interests.

4: 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.

5: 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 10am on 15 February 2021.

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.

6: 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.

7: Huddersfield District Energy & Heat Network

3 - 18

To (i) consider accepting the offer of grant funding from the BEIS Heat Networks Delivery Unit and agree corresponding capital match funding and (ii) give approval to commence a procurement exercise to engage a consultant to commence the delivery of the next feasibility stage.

Wards affected: Dalton, Newsome

Contact: John Atkinson, Energy and Climate Change

8: Community Asset Transfer of Honley Library to Holme Valley Parish Council

19 - 46

To consider the Community Asset Transfer of Honley Library.

Wards affected: Holme Valley North

Contact: Mark Varley, Asset Strategy

9: Determination of School Admission Arrangements for 2022/23 47 - 102

To consider admission arrangements for all Kirklees Community and Voluntary Controlled Schools for 2022/2023.

Wards affected: All

Contact: Martin Wilby, Education Places and Access

10: Consultation with tenants of (i) Berry Brow/Buxton House: Remediation/Refurbishment or Demolition and New Build Consultation (ii) Harold Wilson Court: Fire safety improvements; Sprinkler/EWI/Compartmentation 103 - 120

To consider proposals to (i) commence consultation with tenants at Berry Brow and Buxton House to address the fire safety issues and (ii) commence consultation with tenants at Harold Wilson Court advising of the intention to undertake major fire safety improvements.

Wards affected: Dalton, Newsome

Contact: Asad Bhatti, Asset Management

11: Green Homes Grant (Local Authority Funded Private Sector Energy Scheme) 121 - 130

To consider a proposal to establish a Local Authority backed private sector energy improvement scheme and to allocate £1m to offer financial support to homeowners and landlords of PRS.

Wards affected: Greenhead, Newsome, Crosland Moor & Netherton, Dewsbury West

Contact: Asad Bhatti, Asset Management

12: Disposal of land designated as "Open space" to Network Rail to facilitate the Transpennine Route Upgrade 131 - 168

To consider the objections received as a result of advertising the Council's intention to dispose of open space near Deighton Station and Calder Road in Ravensthorpe.

Wards affected: Ashbrow, Dewsbury West

Contact: Tim Lawrence, Transport Strategy

13: Place Partnerships - WEvolve Community Support Programme 169 - 176

To consider the allocation of £140,000 funding from the Place Partnership mental health themed budget to deliver the WEvolve Community Support Programme in the Huddersfield North and Central Place Partnerships.

Wards affected: Almondbury, Ashbrow, Crosland Moor and Netherton, Dalton, Greenhead and Newsome

Contact: Cheryl Reid/Claire Howe, Active Citizens and Places

14: Works Better 15-25 Positive Minds 177 - 184

To consider granting approval for the Council to receive and act as accountable body for a European Social Fund grant of £937,185 to deliver the Works Better 15-25 Positive Minds project.

Wards affected: All

Contact: Chris Duffill, Business and Skills

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: 16th February 2021
Title of report: Huddersfield District Heat & Energy Network

Purpose of report:

- To brief Cabinet on the findings of the Huddersfield Phase 2 District Energy feasibility study and the required Detailed Project Development (DPD) stage.
- For Cabinet to accept the offer of grant funding from the BEIS Heat Networks Delivery Unit and agree corresponding capital match funding.
- To request approval to commence a procurement exercise to engage a consultant to commence the delivery of the next feasibility stage, Detailed Project Development.

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 <u>Council's Forward Plan (key decisions and private reports)?</u>	Yes
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Strategic Director</u> & name	Colin Parr 19 th January 2021
Is it also signed off by the Service Director for Finance?	Eamonn Croston 2 nd February 2021
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Julie Muscroft 1 st February 2021
Cabinet member portfolio	Cllr Paul Davies – Culture & Greener Kirklees Cllr Naheed Mather – Environment Cllr Peter McBride – Deputy Leader and Regeneration

Electoral wards affected: Huddersfield Town Centre (Dalton & Newsome)

Ward councillors consulted: N/A

Public or private: Public

Has GDPR been considered? Yes

1. Summary

- 1.1. In January 2019, Kirklees Council declared a Climate Emergency and proposed an ambitious programme of activity to address the emergency. This requires significant societal changes to how we all live and work, with an urgent need to dramatically reduce our emissions and to adapt locally to a changing climate.
- 1.2. Kirklees Council wishes to rise to this challenge and be a leader to achieve this change with our local partner organisations, businesses and residents with the help and support of the national government and regional partners and aligned to our corporate ambitions for People, Places and Partners. This will be a challenging ambition, but it is also a great opportunity to improve our quality of life and create a borough that is healthier, more sustainable and fairer for everyone.
- 1.3. This report describes the work undertaken to date regarding a Huddersfield District Heat Network, one of the Council's key carbon reduction projects. It sets out a roadmap of proposals and gateways for the next phase including a detailed project development report which will provide an outline business case for how the Council can achieve the successful delivery of a Heat Network.

2. Information required to take a decision

Background

- 2.1. Heat Networks or district energy networks involve the generation and supply of heat and electricity (and in some cases cooling) over a distribution network to multiple buildings, with the generation close to the point of supply.
- 2.2. District heat networks feature a system of insulated pipes which distribute hot water from a centralised heat generation plant to a number of different buildings to provide space heating and hot water. Instead of individual boilers, each building has a heat interface unit (HIU) which supplies heat from the network to the local building distribution system.
- 2.3. Schemes can range in size from simply linking two buildings together, to spanning entire cities. In some countries the use of district heating is widespread. For example, in Denmark around 60% of the country's homes are connected to heat networks, including a scheme which supplies the whole of Copenhagen (these larger schemes tend to 'grow' incrementally over time as more heat sources and customers are added). For power, a local 'private wire' electricity network is installed to connect generator to customers; this type of generator to customer connection avoids national, regional and/or local transmission and distribution infrastructure.
- 2.4. In the case of Huddersfield, the favoured source of heat and power would be 'waste heat' from the Town's Energy from Waste plant, which is already processing the district's domestic non-recyclable waste.
- 2.5. Generating and distributing heat at a district scale allows lower carbon forms of heat generation to be used which would not be viable at a building scale, including the capture

and delivery of waste heat from power generation, energy from waste, or the transition to technologies such as combined heat and power engines and heat pumps.

2.6. The development of a Huddersfield Heat Network (HHN) offers many potential benefits to the town including:

- **Reduction in energy prices**- increased efficiencies can lead to reduced energy costs for customers. This can mean improved competitiveness for local businesses and reduced energy bills and the alleviation of fuel poverty for households.
- **Energy security**- the higher efficiencies combined with the ability to provide alternative forms of heat generation means that district heating can increase energy security and reduce reliance on, or long-term lock in, to gas. A network is a comparatively long-lasting piece of infrastructure with a lifespan of 50 plus years. As such, in terms of heat source, a network is expected to have connected to successive sources of heat over its lifespan. This means that heat networks are particularly suited to facilitating the decarbonisation
- **Local dividends** - depending on the business model profits from the sale of energy from district heating networks may accrue to local authorities, communities, and/or businesses when they are stakeholders, rather than to national or international businesses.
- **Local economy**- the construction and operation of a network can create employment opportunities and opportunities for local businesses to be involved in the supply chain.
- **CO2 emissions** - the combination of more efficient heat generation and the ability to use alternative technologies and fuels means that district heat networks can provide significant CO2 reductions.
- **Emissions reductions in hard to treat buildings** - where retrofitting fabric improvements to existing stock is challenging (e.g. for listed buildings), district heat provides an alternative method by which to reduce CO2 emissions.
- **Reduced environmental taxes** - policies such as the Carbon Reduction Commitment (CRC) and the EU Emissions Trading Scheme place a value on CO2 emissions (effectively a carbon tax) and it is expected that the effect of such policies may increase in future as the pressure to reduce emissions increases and the cost of emitting CO2 rises. A reduction in CO2 emissions will therefore also provide economic benefits.
- **Opportunity to deliver CO2 reductions in partnership with the local business or private sector** - revenue opportunities from the sale of energy attract investment from the private sector, transferring some or all of the financial risk (but also control and profits) of projects from the public sector.

2.7. The Council has already made a number of significant achievements in relation to address these challenges, such as through the roll-out of next generation street lighting, meeting its 2020 carbon reduction targets (set in 2010) in 2019 (a reduction of 53%), through the ongoing development of the Climate Commission along with other climate emergency priorities.

2.8. In line with the Corporate Plan, our commitment to people, partners and place runs throughout the response to the climate emergency. How we engage, educate, support and challenge to bring people along with us, especially young people, is critical to success – as human activity is a significant contributor to emissions – and more importantly it is people who suffer the harmful effects of emissions.

2.9. We continue to work with our partners, as we recognise that tackling emissions cannot be done by the local authority alone. Places and place based working will be integral to our activity, as we need to shape our places in a way which reduces emissions and supports our businesses and residents to be clean and green. The Huddersfield Heat Network provides an opportunity to facilitate the development of an important and resilient local energy infrastructure asset that will continue to benefit the district's largest town over its lifespan (typically over 50 years).

2.10. Kirklees has a good track record in delivering carbon reductions, but it is recognised that a step-change is required in order to meet increased ambition across the country and the district. The Council has the following targets (to align with the then national target of an 80% reduction from 1990 levels under the Climate Change Act 2008):

- A 40% reduction in Council carbon dioxide emissions by 2020-21 based upon a 2005/06 baseline. By 2019-20, the Council had already achieved this target with a reduction of 53.5%.
- A 40% reduction in District carbon dioxide emissions by 2020-21 based upon a 2005/06 baseline. Progress on this indicator uses the Government's local authority level dataset. As of 2018 (the most recent data available), the district has achieved a 38.7% reduction.
- In November 2020, the Council adopted a new 'net zero' carbon emissions target of 2038 in line with external advice from the Tyndall Centre for Climate Change Research and aligning with the WYCA 2038 target.
- This aligns with the West Yorkshire Combined Authority's pledge for the Leeds City Region to achieve net zero carbon emissions by 2038, with significant improvements by 2030.

2.11. Heat Networks are recognised by government as a key infrastructure to help deliver the decarbonisation of heat and power. The Government has recognised this through the establishment of the Heat Networks Delivery Unit (HNDU), which both provides project feasibility grant funding and also has developed and formalised a best practice roadmap for the development of heat network projects. In parallel to this, the Government has also established a capital grant/loan scheme, the Heat Network Investment Project (HNIP) to help fund borderline schemes. The HNIP is expected to be succeeded in April 2022 with a new Government 'Green Heat Network Fund'.

2018 Feasibility Study

2.12. The Council has previously received grant funding from the HNDU in order to undertake an initial feasibility study in 2017-2018.

2.13. The 2018 Feasibility study was undertaken by AECOM consultants who were procured via a competitive tendering exercise. This study confirmed that an economically attractive heat network opportunity exists in Huddersfield to provide heat and power from

the Huddersfield Energy from Waste Plant to council, public sector and private partner premises in the town centre. The study identified three options for progressing the heat network, in decreasing order of preference (detailed at figure 1 below):

- a) Utilising heat and power (electricity) from the Diamond Street Energy from Waste (EfW) Plant. This is the most economically attractive option and also the option that delivers the most significant carbon savings. A detailed 'dashboard' summary of this preferred option is included at Appendix 1.
- b) EfW until 2037 (potential end of life of the facility) then an independent gas combined heat & power (CHP) unit; and
- c) Full independent Gas CHP with no heat or power sourced from the EfW. (Options b) & c) are included in the study to manage the risk in case agreement cannot be reached with the EfW operator to supply the network, or if the EfW ceases to be a viable asset and is not replaced).

Table 1 HHN Heat Source Options

Scenario	Order of Preference	Project lifetime		25 years	30 years	40 years
EfW	1	CAPEX £,000	All phases	£16,505		
			Phase 1	£13,888		
		IRR (Gross)		10.9%	11.4%	11.7%
		NPV £,000	3.5% discount rate	£15,186	£18,995	£25,335
			6.0% discount rate	£8,156	£10,119	£12,860
		Ave. CO ₂ Reduction (Tonnes/Year)		2,623	2,731	2,872
EfW until 2037 then gas CHP	2	CAPEX £,000	All phases	£20,414		
			Phase 1	£15,287		
		IRR (Gross)		9.1%	9.7%	10.1%
		NPV £,000	3.5% discount rate	£11,514	£15,105	£20,484
			6.0% discount rate	£5,210	£7,061	£9,378
		Ave. CO ₂ Reduction (Tonnes/Year)		1,485	1,190	821
Gas CHP	3	CAPEX £,000	All phases	£20,257		
			Phase 1	£17,640		
		IRR (Gross)		8.4%	8.9%	9.4%
		NPV £,000	3.5% discount rate	£11,774	£15,716	£21,653
			6.0% discount rate	£4,677	£6,708	£9,305
		Ave. CO ₂ Reduction (Tonnes/Year)		1,056	871	639

2.14. To put the figures into context, the financial viability of the scheme is such that it should be possible to attract external capital investment for the project, without relying on council capital (a caveat is the extent to which the council wants to retain control of the network and steer its aims – which would then be likely to require investment).

2.15. The Feasibility study has been produced on the basis that the HHN should be complementary to the Council's Waste Disposal Contract and existing relationship with the operator of the EfW, Suez or future waste contractors.

2.16. All options for the HHN requires an 'Energy Centre', separate to the EfW (this is to house pumps, water treatment, gas boiler backup and water accumulators). The current favoured site for this purpose is 37 Old Leeds Road. However, a key sensitivity is the eventual development of Southgate – whilst this may offer opportunities for the HHN, it may also present constraints for the energy centre. Consequently, a shortlist of potential sites is being maintained, which will be explored in more detail at DPD stage.

2.17. Connections to the network for heat and power will be phased so that the network can develop incrementally and in a sustainable way. Key customers are the Council's own town centre premises and also key external HHN stakeholders, which are the University, College, Cummins, The HD One/Stadium and Southgate site (and any other significant future development sites that come forward in the town centre). This represents the initial vision for the heat network, but given the long lifespan of the installed infrastructure, it is considered likely that a successful network would continue to grow and have further partner and premises added over time. The proposed heat network route map identified in the feasibility study is included at Appendix 2 (N.B. this may be subject to some revision during the next stage of feasibility).

2.18. The Feasibility study has identified the most economically viable heat network for Huddersfield. This has meant that some potential sites have been excluded due to having a detrimental effect on the project viability, but that may offer wider benefits for the HHN. The main examples are:

- Town Estate Council Housing – Close to the EfW, but the costs of connecting would outweigh the income generated. The council will need to consider if social benefits (such as the alleviation of fuel poverty) would outweigh the impact on economic viability.
- John Smith's Stadium & Stadium Sports Centre are not currently included due to having their own existing efficient Gas CHP system and an 'erratic' demand profile for the network. However, should the HD One development progress, then this may reduce the cost of extending to the Stadium and Sports Centre and make this more worthwhile.

2.19. The feasibility study Heat Network identified a number of benefits to Huddersfield:

- The first is resilience, in that the network will utilise local energy generation delivered to Town Centre sites. This will be backed up with full gas boiler back up for heat, and connection to the national electricity grid as a back-up for the provision of electricity.
- The feasibility study has also been conducted on the basis that the network should provide competitively priced energy and has assumed that the cost of energy will be 10-15% cheaper than business as usual (i.e. independent gas boilers), adding to the competitiveness of the organisations that connect.
- Finally, and crucially, the heat network is a low carbon source of heat, particularly when utilising a 'waste' source, such as the EfW. The favoured EfW option for the heat network will save an estimated 2,600 tonnes per year of carbon dioxide when compared against the status quo. To put this into context, this should reduce the carbon emissions from the council assets managed by Corporate Landlord by approximately a quarter from where they are now. In addition, the decarbonisation of heat is significantly more challenging than electricity, so having the EfW as a heat source represents a significant opportunity in carbon reduction terms.

2.20. Following the successful 2018 feasibility study the council has been successful in applying for an additional £309k funding from the HNDU in order to undertake the 'Detailed Project Development' (DPD) stage of heat network feasibility. This follows on directly from the earlier Feasibility study and will refine the proposed network design and de risk the options identified. This will continue the feasibility process for the heat network and will result in an outline business case for the council to consider whether or not to proceed to network delivery.

Key Considerations

2.21. Cabinet is asked to agree to progress the HHN project to the 'detailed project development' phase of feasibility. This is the final stage of feasibility and will result in an outline business case for the council to consider whether to proceed with the scheme.

2.22. The project will be delivered by the Environment & Climate Change Directorate and currently reports to the Council's Major Projects Board. This is currently being reviewed as part of a long-term alignment with the priorities of the Directorate.

Options

2.23. The first option is to progress the HHN, the Council will progress the project to the final stage of Feasibility, Detailed Project Development. The Council has been successful in applying to HNDU for further feasibility grant funding to achieve this. The DPD stage will further refine the outcomes of the previous feasibility study and also consider any significant changes in the town centre since the previous study, such as significant schemes and development arising from the Huddersfield Blueprint.

2.24. The key output from the DPD stage will be an Outline Business Case, in line with the HM Treasury 'five case' model (i.e. Strategic, Economic, Commercial, Financial and Management cases) , which will allow the council to decide whether it wishes to progress to implementation and delivery of the HHN and consider potential sources of capital investment. To achieve this, the council will need to appoint specialist technical, financial, commercial and legal consultants.

2.25. The second option would be to cease consideration and development of the HHN scheme.

2.26. Subject to the next stage of the project being successfully completed, a future decision will be required at the completion of the DPD stage whether or not to progress to the implementation of the network.

Cost breakdown

2.27. The anticipated total cost for the DPD stage of feasibility is £461k, which has been determined in close consultation with the HNDU.

Table 2

HNDU bid	£309,265	67%
Council Capital (match funding)	£152,325	33%
Total	£461,590	

- 2.28. The Council has been successful in applying for HNDU grant funding as above and has also identified the related Council Capital match funding.
- 2.29. Of the above, £60k has already been committed to procure the provision of external project management support for developing and delivering the scheme.
- 2.30. The future full capital cost of the network (c.£16m) will be influenced by a number of factors, not least the extent to which the council wishes to retain control/influence over the network. However, it should be noted that the economic viability of the network is such that external/private capital investment is considered feasible. Current sources of capital are considered to be:
- a) Heat Networks Investment Programme (HNIP) – government capital grants for heat networks (but primarily designed for more borderline schemes than HHN).
 - b) External Investors – HNDU and the LCR LEP maintain pipelines of schemes in development and liaise with potential investors (e.g. institutional investors, energy companies).
 - c) Council Capital investment to deliver the network (Council investment in the scheme may also be dictated by the level of control it wishes to retain over the network, for example in mandating the future expansion of the network and where it expands to).

Timescales

- 2.31. Subject to Cabinet agreeing to progress the project as detailed in this report, the council will move immediately to procure the specialise consultants required to deliver the above. A compliant procurement route has been identified to facilitate prompt delivery.
- 2.32. It is expected that the DPD delivery will be completed by Autumn 2021, with Cabinet to be updated at the end of the year or in early 2022.

Expected impact/ outcomes, benefits & risks

- 2.33. As noted above, the Heat Network is expected to deliver substantial long-term benefits to the town in the terms of the following:
- Provision of lower carbon heat and power (electricity) to council and partner premises, contributing towards ‘net zero’ targets
 - Provision of heat and power priced below ‘business as usual’ (anticipated to be 10-15% lower)
 - Increased resilience from a local energy supply (heat will have full gas boiler backup capacity, and power can still fall-back on the national electricity grid)
 - Part of a long-term waste strategy to make better use of the waste that the town generates.
- 2.34. Due to involving a complex process of infrastructure development, a proactive approach will be taken in relation to managing project risks for this stage of feasibility:

- Potential unavailability of the EfW as a source of heat and power. Mitigated through the development of parallel project options that do not depend upon this facility.
- Lack of potential customers. Mitigated through involvement of external stakeholders and partners to ensure a balance of heat and power customers appropriate to the available heat and power produced by the energy source. Project viability – consideration of a range of funding options to reflect the different scenarios for operating the network and the degree of control which the council may wish to retain.

2.35. Overall scheme risks are equivalent to any significant infrastructure development and can be summarised as follows:

- Requirement for space for an ‘energy centre’ (typically housing water pumps and back-up gas boilers). The council has identified a shortlist of potential sites for this purpose, with the finalised site to be confirmed as part of this proposal.
- Requirement for the installation of large diameter insulated pipes under the ground to transmit the hot water. This DPD stage study will address any known constraints to the preferred route or alter the network configuration as needed.
- Potential for heat losses from this piping. This will be minimised by ensuring that the network is developed in accordance with modern quality standards, agreed as appropriate with the Heat Network Delivery Unit
- There is an ongoing cost involved in ultimately setting up and running the network and associated infrastructure. These will all be included as part of the scheme business case and will be included as part of the ongoing operating costs for the network, to be balanced against income from energy customers.
- The need to secure commitment from key external network stakeholders to sign up and receive heat and/or power from the heat network via relatively long-term agreements. This can be mitigated by carefully designing the network offer package for customers– i.e. to be competitively priced relative to the current ‘business as usual’ supply and by explaining the reduced maintenance required by replacing an individual boiler with a heat network connection.

Services & agencies involved

Table 3

Internal Stakeholders	<ul style="list-style-type: none"> • Environment & Climate Change- including Climate Change & Air Quality, Waste & Recycling, Highways Maintenance • Business engagement and Commercial Development • Planning Policy & Development Management • PRP – Corporate Landlord, Asset Maintenance • Finance • Legal Services
BEIS Heat Networks Delivery Unit	The funder and also the regional Project Lead who can help provide best practice advice.

Specialist Consultants	Specialist technical, financial, commercial and legal consultants with expertise in heat network development and project management.
Public and private sector partners and potential HHN customers (for heat or power or both)	The Council and other public sector partners, including Cummins Engineering, Huddersfield University, Kirklees Active Leisure and Kirklees College

3. Implications for the Council

Working with People

3.1. Addressing climate change and air pollution are both areas that need to be addressed by working with members of the public. The Heat Network will help provide 'enabling infrastructure' for Huddersfield to adapt to a low carbon future – once established, the network is likely to have a significantly longer lifespan than the individual sources of heat, such as the EfW. As such it can be regarded as a 'bridging' infrastructure that will help the people of Huddersfield adapt to the challenges of reducing carbon emissions.

Working with Partners

3.2. This initial establishment phase will involve close collaboration with the partners outlined above, to ensure that the network is as viable as possible in its initial phase.

Place Based Working

3.3. The nature of the heat source and the infrastructure involved dictate that this scheme is confined to the centre of Huddersfield and its hinterland, with the focus of the initial phase being the establishment of an economically viable network. However, over time, depending on the model chosen, the network may expand over time and include connection to smaller partner organisations. Furthermore, the learning from the development of the Huddersfield network may also be able to be applied to other decentralised energy and community energy schemes that may be considered across the district.

Climate Change & Air Quality

3.4. Climate change is an issue that will impact across the district. The Heat Network will play an important part in reducing the carbon emissions from the district's main town. Crucially, this will be primarily through the decarbonisation of heat, which is a much more challenging area of the energy industry to decarbonise relative to electricity. As the infrastructure of the network itself is likely to outlast several sources of heat, it is also considered a key enabling technology for future low carbon heat sources.

Improving outcomes for children

3.5. Children and young people are a key group of stakeholders for the district and in terms of acting on climate change and the Council has committed to developing and hosting a youth summit on this theme. The Council recognises that by addressing the climate emergency by considering projects such as the heat network, we will help secure our children's future. The Heat Network can be considered a key piece of 'enabling

infrastructure' to help develop and secure the low carbon future of Huddersfield, which the town's young people will benefit from.

Other (eg Legal/Financial or Human Resources)

3.6. As noted above, this paper and decision covers the next and final stage (DPD) of feasibility for the HHN project. As such, it will firm up and confirm the assumptions made so far to a significantly greater detail and result in an outline business case for the Council to consider different options for proceeding to implement a heat network.

3.7. This will include the legal and financial considerations for establishing a heat network and the appropriate routes and potential vehicles for implementing and managing the resulting network.

3.8. The proposed spend presented in this report covers the specialist support required to complete the feasibility process and produce an outline business case for the council to consider.

4. Consultees and their opinions

4.1. The relevant Kirklees Portfolio Holders have been updated on progress to date on a regular basis and are supportive of this proposal.

5. Next steps and timelines

- Following the 16th February 2021 Cabinet: to proceed immediately to procure the specialist support needed to complete the DPD study and complete the outline business case for the heat network.
- Autumn 2021: Completion of the DPD study
- Late 2021-Early 2022: To update Cabinet and present the findings of the completed outline business case.

6. Officer recommendations and reasons

6.1. That the positive results of the 2018 feasibility study are noted.

Reason: To allow Cabinet to recognise that the 2018 feasibility study has identified that an economically viable heat network opportunity exists for Huddersfield. These has been independently verified by the Department of Business, Energy and Industrial Strategy (BEIS) Heat Networks Delivery Unit (HNDU). Positive results include the established economic viability of the network and income making potential as well as significant carbon savings derived from heat and power supplied from the EfW.

6.2. That Cabinet accept the grant funding for this project from the BEIS Heat Network Delivery Unit (£309,265) and agree to the corresponding capital match funding (£152,325) for the DPD stage of feasibility, as identified in the Capital Plan, in order to allow the heat network feasibility process to be completed and produce an outline business case.

Reason: Following the successful outcome of the 2018 feasibility study, for Cabinet to understand that a successful funding bid to the HNDU has been undertaken aligned with

corresponding council match funding to allow the council to undertake the next stage of feasibility and produce an outline business case.

- 6.3. That Cabinet delegate authority to the Strategic Director- Environment & Climate Change to immediately undertake procurement of consultants for the future delivery of the detailed project development stage (i.e. up to Outline Business Case) of a Huddersfield District Heat & Energy Network

Reason: To allow officers to progress the delivery of the detailed project development stage of heat network development, resulting in the production of an outline business case.

- 6.4. That Cabinet delegate authority to the Strategic Director- Environment & Climate Change for delivering the above and any minor alterations to ensure that the project is delivered up to Outline Business Case completion.

Reason: The nature of the feasibility process is that sometimes minor alterations are required in order to keep the project on track, possibly in response to unexpected or unanticipated events. This delegates authority to the Strategic Director in order for the project to be delivered as envisaged, up to outline business case stage.

- 6.5. That a further update is brought to Cabinet following the completion of the DPD stage outlined above to present the completed findings of the feasibility process and present the outline business case for consideration.

Reason: Once this study has been completed, to present the findings and the outline business case to cabinet in order to consider whether the scheme should progress to delivery.

7. Cabinet Portfolio Holder's recommendations

- 7.1. The following portfolio holders have been briefed on this proposal on 27th January 2021 and all are supportive.

Cllr Paul Davies, Portfolio holder for Culture and Greener Kirklees

Cllr Naheed Mather: Portfolio holder for the Environment

Cllr Peter McBride: Portfolio holder for Regeneration

8. Contact officer

John Atkinson – Project Manager, Energy & Climate Change

Shaun Berry – Operational Manager, Air Quality, Energy & Climate Change

9. Background Papers and History of Decisions

Link to the 'Climate Emergency' Council Motion

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

Link to the Council's initial Climate Emergency Response

<https://democracy.kirklees.gov.uk/documents/s32319/Item%207%20Kirklees%20Climate%20Emergency%20Report%20002.pdf>

Appendices

Appendix 1: Scheme Dashboard for the favoured heat source option of the Energy from Waste Plant

Appendix 2: Feasibility Study identified heat network route map

10. Service Director responsible

Sue Procter, Service Director - Environment

Appendix 1: 2018 Feasibility study Scheme Dashboard for the favoured heat source option of the Energy from Waste Plant

Huddersfield Project Dashboard: EfW (no CHP)

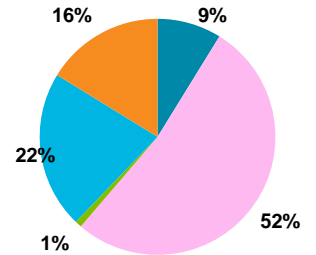
Network Characteristics		
Flow Temperature	80-90	°C
Return Temperature	50-60	°C
ΔT	30	°C
Peak Heat Load	9,989	kW
Annual Heat Load	27,613	MWh/yr
Heat Losses	2,510	MWh/yr
EfW heat generation	19,678	MWh/yr
CHP heat generation	0	MWh/yr
Top-up heat generation	7,935	MWh/yr
%Low carbon heat	71%	
Load Factor [1]	32%	

Network Length	5.18	km
Network Energy Density	5.33	MWh/m

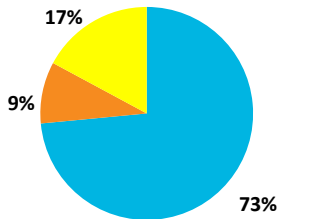
Annual Electricity Delivered	43,962	MWh/yr
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Energy Centre Plant	Now	Future
Gas CHP	●	●
Biomass Boiler	●	●
EfW plant	●	●
Industrial waste heat	●	●
Water Source Heat Pump	●	●
Ground Sourced Heat Pump	●	●
Sewage/wastewater heat recovery	●	●

Proportion of energy load by sector (heat and power)	
Council Existing	9%
Council Future	0%
Other Public Existing	52%
Other Public Future	0%
Residential Existing	0%
Residential Future	1%
Private Existing	22%
Private Future	16%



Quality of energy data received (heat and power)	
Real Half Hourly	73%
Real Monthly	9%
Real Annual	0%
Benchmarked	17%



CHP Thermal Rating	0	kW
CHP Electricity Rating	0	kW
EfW Thermal Rating	4,000	kW
EfW Electricity Rating	10,270	kW
Biomass Thermal Rating	-	kW
Retained Boiler plant	NA	kW
New Boiler Plant	12,242	kW
Estimated energy centre footprint	475	m ²
Estimated thermal store volume	0	m ³

Network Analysis

IRR	
25 year IRR	10.9%
30 year IRR	11.4%
40 year IRR	11.7%

Grant funding required to achieve hurdle rate of 6%	
%	£m
NA	NA
NA	NA
NA	NA

Net Present Value (3.5% discount rate)

25 year NPV	£15.19	millions
30 year NPV	£18.99	millions
40 year NPV	£25.34	millions

Predicted CO2 savings

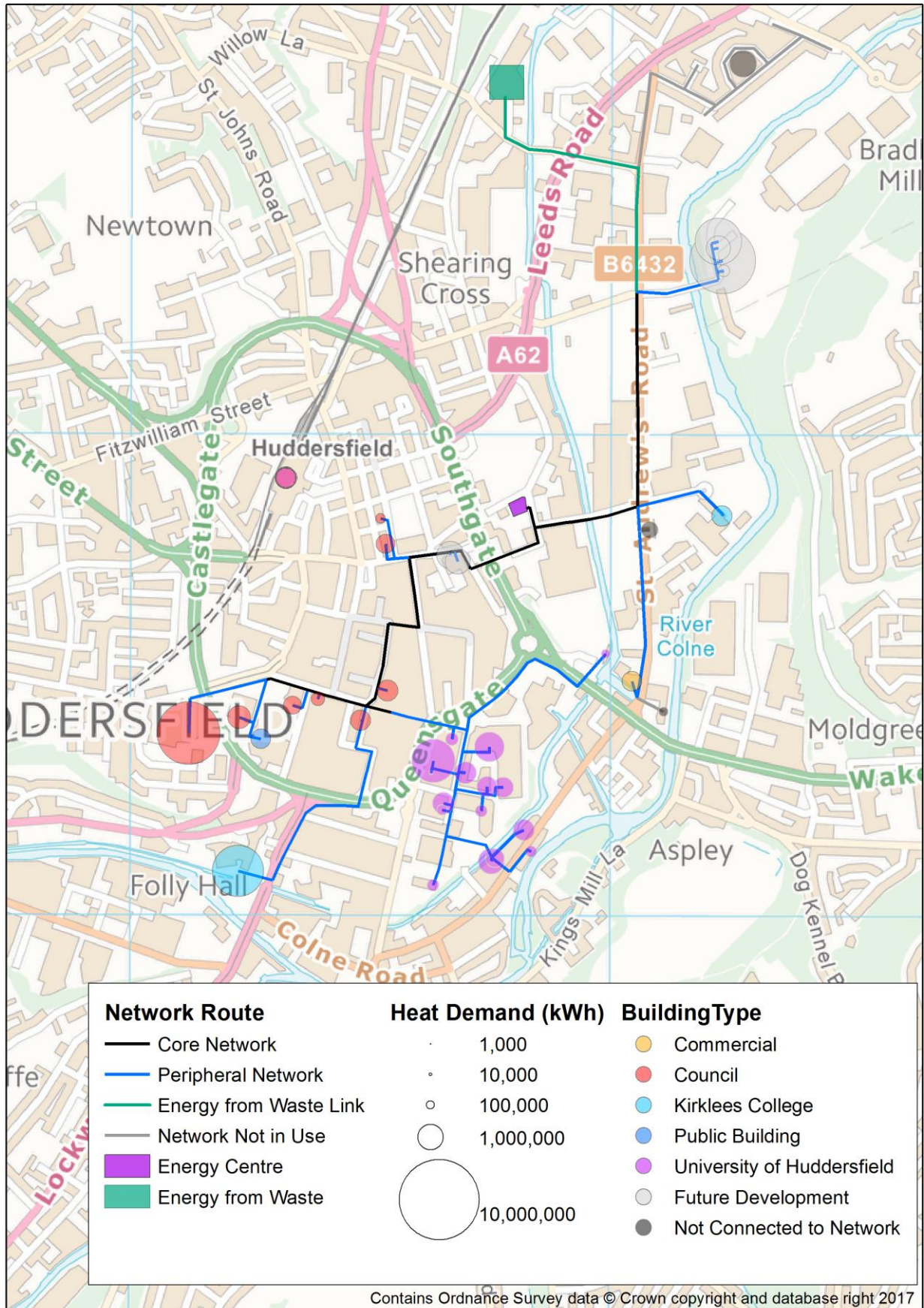
25 yr CO ₂ saving	2,623	tonnes/yr
30 yr CO ₂ saving	2,731	tonnes/yr
40 yr CO ₂ saving	2,872	tonnes/yr

Network Costs

Total Capital Cost	£16.51	millions
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[1] Derived by dividing the total heat generated per year by the product of the peak output of the plant and the number of hours in a year (8760).

Appendix 2: 2018 Feasibility Study proposed heat network route map



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Name of meeting: Cabinet
Date: 16 February 2021
Title of report: Community Asset Transfer of Honley Library, West Avenue, Honley, Holmfirth, HD9 6HF.

Purpose of report This report requests that Cabinet considers and approves the Community Asset Transfer of Honley Library, West Avenue, Honley, Holmfirth, HD9 6HF to Holme Valley Parish Council.

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 Council's Forward Plan (key decisions and private reports?)	No
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Strategic Director</u> & name	David Shepherd - 25.01.21
Is it also signed off by the Service Director Finance?	Eamonn Croston - 27.01.21
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Julie Muscroft - 29.01.21
Cabinet member portfolio	Cllr Graham Turner (Corporate)

Electoral wards affected: Holme Valley North

Ward councillors consulted: Cllr Terry Lyons, Cllr Charles Greaves, Cllr Paul White

Public or private: Public

GPR - Has GDPR been considered? Yes, GDPR has been considered. The information in this report does not identify any individuals.

1. Summary

- 1.1 Honley Library is located at West Avenue, Honley, Holmfirth, Huddersfield, HD9 6HF. The freehold of the site is owned by the Council. Plan Reference 18-0091, which is attached in Appendix A, shows the boundary of the site indicated by a red line.
- 1.2 It is a purpose built single storey library building constructed in the 1930's. The building is of stone and render construction with a blue slate pitched roof and is in a good state of repair.
- 1.3 It is proposed that the freehold of Honley Library is transferred to Holme Valley Parish Council (HVPC) with the Council retaining use of the building for the library service under a hosting agreement.
- 1.4 Holme Valley Parish Council will lease the land and building to Friends of Honley Library (FOHL) and have agreed to provide the group with revenue funding to cover the running costs of the building. The grant of this lease will be subject to the terms of the Hosting agreement between the Council and Holme Valley Parish Council
- 1.5 Friends of Honley Library is a Charitable Incorporated Organisation (CIO). Since 2013 they have supported the delivery of the library service and development of the library building as a community hub.
- 1.6 Friends of Honley Library will manage the day to day running of the asset and continue to support Kirklees Library Services in the delivery of a library service.

2. Information required to take a decision

- 2.1 The Council's Community Asset Transfer Policy was revised in September 2020. The Policy continues to support groups to transfer assets from the Council at nil consideration in order to further local social, economic and environmental objectives. A copy of the Community Asset Transfer Policy is attached in Appendix B.
- 2.2 The Policy allows for assets to be transferred either through a long-term lease or, in exceptional circumstances, a freehold transfer. Both options will normally be subject to covenants that restrict the use of the asset to community use including library use. The Policy allows an element of commercial use if this is considered necessary for a successful business model. Commercial use of the asset will normally be restricted to a maximum of 30%.
- 2.3 Under the terms of the policy, applications from Parish Councils are prioritised acknowledging their democratically elected governance and representation.
- 2.4 Holme Valley Parish Council's decision to proceed with the Application for Asset Transfer was unanimously agreed at a meeting of the HVPC Community Asset Support Committee (CASC) on 11th March 2019. The CASC committee was originally established in 2015 to oversee the community asset transfer of Holmfirth Civic Hall and other assets within the Holme Valley. Holmfirth Civic Hall was transferred to Holme Valley Parish Council in 2017.
- 2.5 HVPC have submitted an application and business statement in line with the requirements of the Community Asset Transfer Policy. The application and business statement were considered and approved by officers in Corporate Landlord in consultation with relevant Council Services.

- 2.6 On completion of the asset transfer, the Parish Council will lease the asset on a full repairing and insuring lease to Friends of Honley Library, a constituted CIO, who have helped to support, maintain and develop the existing library services since 2013. The terms of the lease have yet to be determined and it may be that HVPC takes some responsibility for repairs and insurance. If there is a full repairing lease HVPC will still be able to consider making grants to the FOHL so that repairs can be afforded.
- 2.7 The Parish Council have ring-fenced a budget of £15,000 per annum for the maintenance of the building and to cover running costs. There is no time limit on this commitment and the Parish Council reviews its budget annually. In addition, a further £30,000 has been allocated in the Parish Council's 2021 - 2022 budget to support building works and repairs.
- 2.8 Friends of Honley Library have established a building sub-group specifically to handle the day to day management of the building. HVPC is represented on the Friends of Honley Library's Board of Trustees.
- 2.9 The administration and management of the building will be carried out by Friends of Honley Library (CIO) reporting to the Parish Council. The group will be responsible for the financial management of the asset and ensuring effective maintenance, safety and security of the building.
- 2.10 Friends of Honley Library will manage the library building as a community hub for the benefit of the community. Friends of Honley Library volunteers will continue to support Kirklees Library Services in the delivery of the library service.
- 2.11 In order to ensure the Council can continue to provide a library service from the building, HVPV will be required to enter into a hosting agreement with the Council. The agreement will be for a period of 5 years and include provision for the Council to terminate the agreement upon giving a minimum of three months' notice. It has been agreed with HVPC that the Council will not pay a hosting fee for the continued use of the building.

Options

- 2.12 The Council has the following options: -

- a) Refuse the request for an asset transfer?

Community Asset Transfer supports council ambitions allowing local people and communities to have greater control over local assets and the services delivered from them. Holme Valley Parish Council (HVPC), as the first tier of local government, are closest to the people of the Holme Valley and play a major role in promoting the Holme Valley, representing its interests and supporting the work of different groups in the community.

For this reason, officers are of the opinion that this is not the recommended option.

- b) Transfer the library either freehold or leasehold with restrictive covenants for community use with an exception of up to 30% commercial use in line with other Community Asset Transfers and in line with the Community Asset Transfer Policy

As the proposed transfer is to the Parish Council, officers are of the opinion that a freehold transfer is appropriate. The transfer will include a covenant that the building is to be used for community use. In line with previous transfers a maximum of 30% commercial activity will be permitted to support the running and long-term sustainability of the facility.

The transfer will be subject to a hosting agreement that will ensure the Council retains the ability to use the building for providing a library service.

The agreement will also allow for the Council to use Honley Library as an Electoral Polling Station if required.

Officers recommend that the Council proceed with the freehold transfer of Honley Library to Holme Valley Parish Council.

c) Transfer the library without restrictive covenants in place

Whilst this approach has not been previously adopted by the Council, it is recognised that, subject to Cabinet approval, the Community Asset Transfer Policy does allow the transfer of assets without restrictive covenants. There is however a risk that the Library could be lost as a community facility were covenants not included in the transfer.

Officers are of the opinion that this should not be the recommended option.

2.13 Valuation

Unrestricted Value

The unrestricted value is the best price reasonably obtainable for the property and should be expressed in capital terms. It is the market value of the land as currently defined by the RICS Valuation – Global Standards 2017 – VPS 4, except that it should take into account any additional amount which is or might reasonably be expected to be available from a purchaser with a special interest (a "special purchaser"). When assessing unrestricted value, the valuer must ignore the reduction in value caused by any voluntary condition imposed by the authority. In other words, unrestricted value is the amount that would be paid for the property if the voluntary condition were not imposed (or it is the value of the property subject to a lease without the restriction).

The unrestricted value of Honley Library is: £100,000

Restricted Value

The restricted value is the market value of the property having regard to the terms of the proposed transaction. It is defined in the same way as unrestricted value except that it should take into account the effect on value of any voluntary condition(s).

The restricted value of Honley Library is: £ Nil

Voluntary Conditions

A voluntary condition is any term or condition of the proposed transaction which the authority chooses to impose. It does not include any term or condition which the authority is obliged to impose, (for example, as a matter of statute), or which runs with the land. Nor does it include any term or condition relating to a matter which is a discretionary rather than a statutory duty of the authority.

The value of voluntary conditions in the proposed transaction is: £ Nil

Amount of discount given by the Council

The difference between the unrestricted value of the land to be disposed of and the consideration accepted (the restricted value plus value of any voluntary conditions) is: £ Nil

The amount of discount in the proposed transaction is: £100,000

The Local Government Act 1972 General Disposal Consent (2003) means that specific consent of the Secretary of State is not required for the disposal of any interest in land/buildings at less than best consideration which the authority considers will help it to secure the promotion or improvement of the economic, social or environmental wellbeing of its area.

Following their assessment, Council officers are confident that the transfer of Honley Library to Holme Valley Parish Council is likely to promote the social well-being of the Holme Valley area.

3. Implications for the Council

- **Working with People**

The proposals for the asset transfer of Honley Library have been developed in conjunction with Holme Valley Parish Council and Friends of Honley Library. Community Asset Transfers involve supporting community initiative, helping community organisations to solve their own problems. Community consultation is a key part of the asset transfer process, ensuring that the asset meets the needs of the community. Ward Members are consulted as part of the Cabinet reporting process and given opportunity to make representations on behalf of the community.

- **Working with Partners**

Partnership working is crucial to the success and sustainability of community asset transfers within Kirklees. Officers work collaboratively with the applicant group, council services and Locality, a national charity, in the development of asset transfer proposals. Locality is a national charity working with community organisations at a local level to ensure that they are strong and successful.

Groups are actively encouraged and provided with necessary support to ensure that partnership opportunities are fully explored.

- **Place Based Working**

Community Asset Transfer underpins Place Based Working, providing an opportunity for a more efficient and effective use of buildings and land currently owned by the council. It gives local people and community's greater control over local assets and the services delivered from them. It provides new opportunities to develop and improve land and buildings for local social, economic and environmental benefit.

The transfer of assets allows council resources to be directed to core essential services.

- **Climate Change and Air Quality**

Friends of Honley Library are working in partnership with the Holme Valley Parish Council Climate Change Group on a bid for a grant from the 'Bright Green Community Trust Fund' – grant funding that supports projects across the Holme Valley. It is intended that the grant funding will be used to invest in the following energy efficiency measures once the community asset transfer has been completed:

- New lighting controls
- Modern thermostats and boiler controls

- Improved roof insulation
- Improved glazing
- Any other improvements that may be identified on completion of an energy audit

These measures will contribute towards the Council's carbon reduction targets as well as reducing the overall running costs of the building.

- **Improving outcomes for children**

Community assets play a crucial role in the delivery of services to all members of the community, including young people.

The transfer of community assets can maximise their use and provide a place for children, their families, communities and services to work together to provide positive childhood experiences.

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

The transfer will provide a revenue saving to the Council of the running costs of the building. Based on 2018/19 expenditure the saving would be £11,774.

- **Integrated Impact Assessment (IIA)**

An IIA has been completed and is attached at Appendix C. This indicates that a stage 2 assessment is not required.

4. **Consultees and their opinions**

Ward member comments

Cllr Charles Greaves

Happy to support this application and I agree with the officer recommendation for the second option to have a commercial limit at 30%.

Cllr Terry Lyons

I fully support the proposed Community Asset Transfer of Honley Library which is scheduled to be considered by Cabinet on 16th February 2021.

Cllr Paul White

Along with my colleagues I'm in full support of this CAT.

Holme Valley Parish Council and Friends of Honley Library

We note that Cllr Greaves, one of the Councillors for Holme Valley North, has given his agreement to your paper and prefers the option that gives the HVPC a 30% margin for commercial use, option B in your paper. We agree with that option.

5. **Next steps and timelines**

- 5.1 Subject to Cabinet approval, Officers will complete negotiations and agree terms of the transfer and instruct the Service Director - Legal, Governance and Commissioning to enter into and execute the transfer.

6. Officer recommendations and reasons

Members are requested to:

- 6.1 Approve the freehold transfer by the Council of Honley Library to Holme Valley Parish Council for nil consideration, the transfer to include a covenant that the building is to be used for community use (including library use) only with an exception of up to 30% of permitted commercial use in line with the Community Asset Transfer Policy and previous asset transfers.
- 6.2 The transfer to Holme Valley Parish Council is subject to (i) the Parish Council entering into a hosting Agreement with the Council to provide for the Council's Library Service to use Honley Library for providing a library service and (ii) the Parish Council entering into a polling station agreement which gives the Council the right to use the Honley Library for electoral services.
- 6.3 Members are requested to delegate authority to the Service Director – Economy and Skills to negotiate and finalise the Heads of Terms for the freehold transfer of Honley Library to Holme Valley Parish Council and associated hosting agreement and polling station agreement.
- 6.4 Authority be delegated to the Service Director – Legal Governance and Commissioning to enter into and execute all necessary documentation in connection with the freehold transfer of Honley Library to Holme Valley Parish Council and the supporting hosting agreement and polling station agreement.

7. Cabinet portfolio holder's recommendations

I welcome this asset transfer to Holme Valley Parish council.

It's been some time in getting to this position for a variety of reasons, but I now believe that the time is right for this to progress.

This community asset transfer will I am sure be a great success and will join the list of the many successful transfers we have done over the last few years.

Asset transfers give communities the chance to develop community capacity and ensure that the needs of the community are at the heart of the buildings we transfer.

This transfer is also an excellent example of place-based working, and how working with partners like the Parish council and local community's residents can take ownership of a much loved building.

I support option B as set out in this report, and would like to thank all those officers and Cllrs and residents for the time and effort they have committed over a number of years in enabling us to get to this point, I am confident this transfer will be a huge success.

I therefore recommend that Cabinet support the officer recommendations set out above and that:

Authority be delegated to the Service Director – Legal and Governance to enter into and execute all necessary documentation in connection with the freehold transfer of Honley Library to Holme Valley Parish Council and the supporting hosting agreement and polling station agreement.

8. Contact officer

Mark Varley (Asset Strategy Officer)
mark.varley@kirklees.gov.uk
(01484) 221000

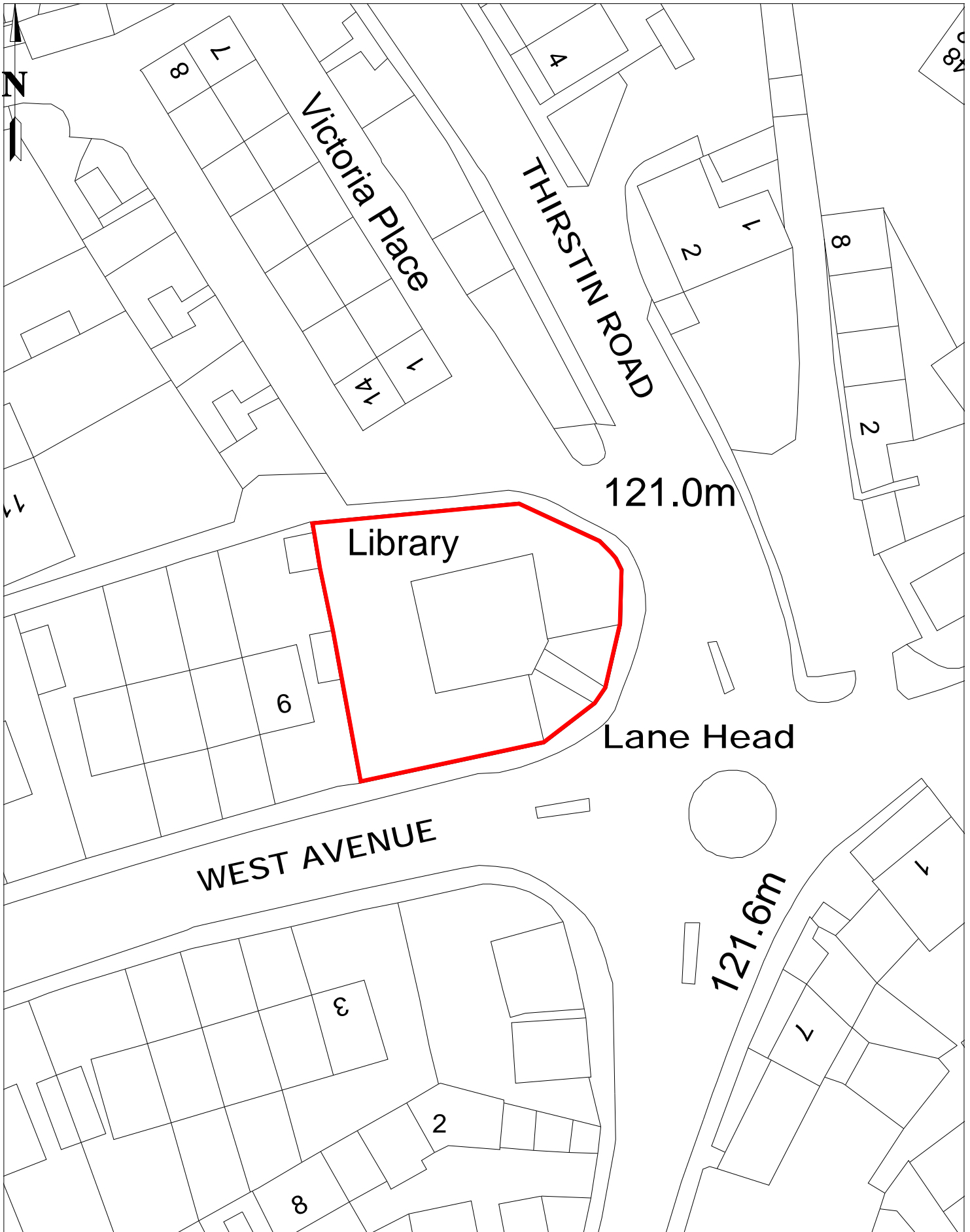
Giles Chappell (Asset Strategy Officer)
giles.chappell@kirklees.gov.uk
(01484) 221000

9. Background Papers and History of Decisions

Appendix A - Red Line Boundary plan (Ref. 18 0091)
Appendix B - Community Asset Transfer Policy 2020
Appendix C - Integrated Impact Assessment

10. Service Director responsible

Angela Blake (Service Director - Economy and Skills)
angela.blake@kirklees.gov.uk
(01484) 221000



STRATEGIC ASSETS

Plan No: 18-0091
Scale: 500
Required by:

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Community Asset Transfer Policy

September 2020

Introduction: our aspirations for communities and the role of asset transfers

Community Asset Transfer (CAT) is the transfer of ownership and management of public land and buildings from the Council to a community organisation. Assets are transferred at less than market value for local social, economic or environmental benefit.

The primary purpose of CATs in Kirklees is to invest in communities, and we will go the extra mile to help communities achieve their aspirations. This means:

- transfers are a way to empower communities;
- we will find ways to promote asset transfers in our place-based community engagement work as an option for communities to achieve their aspirations; and
- we will build and maintain a relationship with groups before, during, and after transfer to ensure that the asset continues to be available for the community.

As part of the vision for Kirklees to be a great place to live, work, and invest, the Council works with communities to build community capacity and realise community aspirations for their places. CATs are one way in which our communities can be enabled to realise these aspirations and deliver our [shared outcomes](#). By unlocking the power of community, CATs help to [build a more inclusive local economy](#) and enable [people to live in better health for longer](#).

Community-owned and community-run assets act as a catalyst for realising local aspirations by:

- improving local assets: community groups investing in and/or attracting investment for improving local assets;
- supporting local initiative: supporting and building on local community initiative and enthusiasm, which encourages community participation and volunteering; and
- building new connections: local citizens and groups developing new partnerships in their communities (including to support community cohesion).

We have delivered CATs since 2013. As of August 2020 there have been a total of 21 successful CATs across Kirklees.

Recognising the benefits they can deliver, we want to ensure that all our CATs are sustainable. We also want to be transparent with organisations interested in CATs. In line with these commitments, this policy sets out a robust process and offer that has been developed in accordance with the knowledge, skills, and experience we have gained since CATs were introduced in 2013.

This Policy sets out our framework for enabling and managing CATs, specifically:

- why we transfer assets;
- what assets will be considered for transfer;
- the eligibility criteria;
- the conditions of transfer; and
- how requests will be processed.

'We're Kirklees'

'We're Kirklees' is our name for the way local people, organisations, and places can work together to deliver our vision for Kirklees and our Seven Shared Outcomes, which are set out in our [Corporate Plan \(2018-20\)](#). 'We're Kirklees' means we're:

- **Working with people, not doing to them:** organisations working together with people and communities to enable them to solve problems and make the most of their strengths and opportunities;
- **Working with partners:** organisations sharing knowledge, skills, and resources to work smarter together; and
- **Place-based working:** recognising that each town, village, and community has its own unique strengths and opportunities that can help them solve problems locally, and working to support and enable these.

Eligibility and Conditions for Sustainable CATs

Eligible assets

The assets made available for Community Asset Transfer (CAT) will be at the discretion of the Council, but may include public service buildings and land, such as civic halls, community centres, heritage assets, libraries, open spaces, and parks. Assets which are still required strategically by the Council cannot be made available for transfer.

Assets might be identified as of potential community benefit by the Council or by communities themselves, and the Council encourages community discussions about local aspirations and how local assets might support those.

Eligible organisations

An organisation is eligible if their primary purpose is social, charitable, or community benefit, which can include:

- a [charity](#);
- a [community interest company](#);
- a [cooperative](#)(link);
- a [social enterprise](#); or
- an [unincorporated association](#) (although would need to be incorporated to complete a transfer).

The Council may consider and prioritise expressions of interest for asset transfer to Town and Parish Councils, acknowledging the advantages of democratically elected governance and representation.

Expressions of interest are welcomed from any community organisation that meets the following criteria:

- their primary purpose must be for community benefit;
- they must be open to and demonstrate an inclusive approach to all members of the wider community;
- they must have the skills and capacity to effectively manage the asset and deliver services;
- they must be financially stable and able to demonstrate good governance by operating through transparent and accountable processes; and
- the proposals for the asset must be clear (so the group can demonstrate all of the above),

The Council will encourage collaboration between community organisations and the sharing of assets to optimise both social value and value for money across the District. Applications will not be considered where an asset transfer is likely to compete with and potentially compromise an existing community facility.

If two or more expressions of interest are received the Council will work with the interested parties to develop options and understand the best way forward for the asset. Where appropriate, parties may be encouraged to collaborate and submit a joint application. We will invite viable proposals to proceed to the full application stage.

Conditions of transfer

To ensure that the property transferred is retained by the community for community benefit (e.g. the purpose for which the CAT was approved), assets will be transferred by the grant of a long term leasehold rather than freehold. In exceptional circumstances the Council may consider the transfer of a freehold interest.

The lease will be agreed for a nominal annual rent. It will include legal provisions (covenants) to ensure that the asset is restricted to community use, and may include provisions to ensure it remains open to community use (with a minimum number of hours of community use as agreed between the parties).

In some cases, these provisions will allow some commercial use, when that supports the sustainability of the business model and thereby the community benefit. Cabinet will decide when commercial use is appropriate as part of the application process.

In the final agreement, the Council may reserve the right to use the asset where it is required to deliver a statutory function or strategic ambition, e.g. as a library or on occasions for a polling station during elections or emergency planning purposes.

Upon completion of the transfer, the organisation will be fully responsible for:

- upkeep, repair and maintenance of the asset;
- all running costs, including insurance; and
- compliance with statutory inspections, health and safety requirements, and other relevant legislation.

Following asset transfer, organisations are encouraged to allow other community groups to use the space in the asset (which might also generate income for the organisation). To ensure the asset is of maximum possible community benefit, the group controlling the asset should not discriminate between groups based on protected characteristics (e.g. sex, disability, race, sexual orientation, gender assignment, religion, etc.).

The CAT application process

1. Initiating a CAT application with an Expression of Interest

A CAT application must begin with an expression of interest from a community organisation.

Eligible organisations (see 'Eligible Organisations' above) can submit expressions of interest relating to any Council-owned asset they believe to be of potential community benefit and which is eligible as per this policy.

To submit an expression of interest an Eligible Organisation need not be managing or operating from the asset.

The Council may also advertise surplus assets inviting expressions of interest for asset transfer.

The Expression of Interest form can be found here:

- <http://www.kirklees.gov.uk/beta/community-assets/community-asset-transfers.aspx>

2. Assessment of an Expression of Interest

The Council will decide if both:

- a) the asset in question is available for CAT; and
- b) the group expressing interest is suitable and/or ready for CAT.

If a group is not ready for CAT, they will be signposted to additional support from the Council or other partners.

Council officers will aim to assess expressions of interest within four weeks of receiving them.

If the Council accepts an expression of interest, the applicant group will be invited to submit a full application (see below).

Acceptance of an expression of interest does not commit the applicant or the Council to the transfer of an asset.

3. Full Application

Applicants invited to submit a full application will receive support from the Council either directly or through external organisations commissioned by the Council. Applicants will also be encouraged to access support from other organisations.

The Full Application Form can be found here:

- <http://www.kirklees.gov.uk/beta/community-assets/community-asset-transfers.aspx>

The full application must include detailed information about the applicant group and a fully detailed and robust business case. Applicants invited to progress to this stage can apply to the Council for a grant of up to £5,000 to assist with professional or legal costs associated

with the development of the application. In large or more complex cases, applicants may be invited to apply to the Council for a grant of up to £10,000.

The following information must be included in all full applications:

- the legal structure of the applicant group;
- the experience and skills of the Board/Managing Group and their capacity to manage the asset;
- the proposed use of the asset and how this will support the Council's objectives and benefit the community;
- evidence that the local community has been consulted and the application reflects the needs identified in that consultation;
- budget/financial projections for the group and its use of the asset in question; and
- details of any condition works needed to the asset and the source and availability of capital grant funding.

Failure to provide the required information will lead to an application being delayed or rejected.

We will agree a timescale for submitting a full application with the applicant. Typically, we will expect an application to be submitted within six weeks, but we will agree a timescale that reflects the size and complexity of the asset, since applicants will likely require longer to compose applications for bigger and more complex assets.

Applications are assessed by council officers and partners in accordance with a [scoring matrix](#), which is available online.

The following financial support is offered by the Council:

i. Development Grant

Applicants invited to progress to full application stage can apply to the Council for a grant of up to £5,000 to assist with professional or legal costs associated with the development of the application. In larger, more complex cases, applicants may be invited to apply to the Council for a grant of up to £10,000.

ii. Support towards capital works

Where assets require urgent condition works or physical adaptations to improve accessibility, applicants can apply to the Council for a grant. Any request for grant funding must be made at the Full Application stage and set out clearly within the applicant's business plan. The grant application will be considered by the Council's Cabinet in conjunction with the CAT application. Examples of urgent condition works/accessibility works could include boiler replacement, roofing works, window replacement, ramps, steps, and accessible toilets.

The Council will continue to consider requests for loans to match fund external grants or financing (which may include a groups cash reserves) for the development of assets.

Applications can be made at the Full Application stage and also following completion of a transfer. Applications must be supported by a full business plan evidencing the applicant's ability to repay the loan over the agreed term.

Other information on external sources of funding is available on request.

iii. Revenue grant

The Council will pay a two stage revenue grant to each successful applicant following completion of the transfer. The grant will be calculated based on the previous operational running costs (excluding staffing) for the asset.

A grant equivalent to 15% of the average running cost will be paid on completion of the transfer and a further grant equivalent to 5% the following year.

4. Cabinet Approval

If the application is satisfactory, officers will then seek the approval and authority of the Council's Cabinet ([link](#)) for the Council to carry out the asset transfer.

5. Finalising the terms of the asset transfer

Following Cabinet approval, Council officers will work with the applicant to draw up heads of terms for all the documents that form part of the asset transfer. These documents will comprise of some or all of the following:

- (a) Lease (or in exceptional circumstances a freehold transfer deed);
- (b) Polling station agreement;
- (c) Emergency planning agreement;
- (d) Grant Agreement; and/or
- (e) Loan Agreement

When heads of terms have been agreed, the Council's legal department will draw up all the required documents, and then negotiate and agree the terms of the documents with the applicant's solicitors.

6. Completion

When the documents are in an agreed form, they can then be completed, and the asset transfer will then come into effect.

Indicative Timescales

The full process can take 10-12 months.

Stage	Who is responsible	Indicative Timescale
1. Initiating a CAT application with an Expression of Interest (EOI)	Applicant	N/A (initiates CAT application)
2. Assessment of an Expression of Interest	Council Officers	4 weeks
3a. Full Application & Business Case (Composition)	Applicant	6-12 weeks (a longer period may be agreed dependent on the size and complexity of the asset)
3b. Full Application & Business Case (Assessment)	Council Officers	4 weeks
4. Cabinet Approval	Council Officers Cabinet	6 – 10 weeks
5. Finalising the terms of the Asset Transfer	Council Officers	6 – 8 weeks
6. Completion	Council Officers Applicant	12 weeks

All timescales are only indicative. It is acknowledged that CATs may be delayed for a number of reasons, including:

- complexity and size of the asset being transferred;
- further research required to support the application;
- legal processes involved;
- capacity and availability of people; and/or
- Council Service Reviews.

Changes from the previous policy

This policy supersedes our 2017 Community Asset Transfer Policy. The key changes since then are summarised below.

The change	Our old policy	Our new policy	Why was this change made?
All transfers are with long leaseholds by default	The Council used to transfer buildings differently to land, with buildings transferred freehold and land on long leaseholds.	Our default presumption is now to transfer all assets (land and buildings) on a long leasehold. Freehold transfers will be considered in exceptional circumstances and will be at the discretion of the Council.	Long leaseholds ensure that the asset remains available to the community by providing the Council with remedies in the event that the applicant does not fulfil their obligations with respect to the management of the asset or there is a breach of the terms of the lease. The grant of long leaseholds still gives applicants the security needed to satisfy grant funders.
More financial support for applicants invited to the Full Application stage	We used to offer a grant of up to £5,000 to cover legal costs and fees associated with the application.	In exceptional cases the Council will now offer up to £10,000.	Some cases require extra support because of their size and complexity.
More financial support for successful applicants	We used to offer a grant in the first year after a transfer equivalent to 15% of the asset's running cost (excluding staffing costs).	We now offer a grant in the first and second year after a transfer. The first year grant remains at 15%. The second year grant is 5%.	This will provide extra post-transfer support that will assist with the running of the transferred asset and increase the likelihood of sustainable asset transfer.

	<p>We used to offer applicants a loan option for up to £100,000 match funding towards capital improvements to the asset. Loan applications had to be submitted at the full application stage of the process. Applications would not be considered post transfer.</p>	<p>The Council will now offer an option of grant funding and loans.</p> <p>Groups will be able to apply for a grant to fund urgent condition works or physical adaptations to improve accessibility. Examples of these works may include boiler replacement, roofing works, window replacement, ramps, steps, and accessible toilets.</p> <p>The Council will now consider requests for loans to match fund external grants and financing, prior to and following completion of the asset transfer, for groups wanting to develop assets.</p>	<p>The introduction of a grant will further support the viability of community asset transfers, allowing groups to invest in urgent condition/accessibility works where needed to bring assets back into use.</p> <p>Post transfer loans will provide added flexibility to groups intending to carry out capital improvements to assets, ensuring that they remain available for public use and sustainable in the long term.</p>
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<p>More proactive strategic approach to CATs</p>	<p>We used to transfer assets primarily when they were surplus to our service requirements. Assets were also sold to raise funds for important Council services.</p>	<p>We will now also encourage community groups in our community engagement to proactively identify assets they need to solve local issues and to achieve community aspirations.</p> <p>Where asset transfers aren't possible, groups will be signposted to support within or external to the council to ensure that we build on their aspirations for their communities.</p>	<p>As set out in the Corporate Plan (link), we're now working more with people and doing less to or for them, working more in place-based ways led by local community aspirations and valuing the diversity of perspective and identities that make up local places. This requires that we proactively encourage community organisations to think about the assets they need to achieve these aspirations.</p>
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EIA STAGE 1 – SCREENING ASSESSMENT

PROJECT DETAILS

Name of project or policy:

Community Asset Transfer- Honley Library, West Avenue, Honley, Huddersfield, HD9 6HF

Directorate:

Economy and Infrastructure

Senior Officer responsible for policy/service:

Angela Blake

Service:

Corporate Landlord

Lead Officer responsible for EIA:

Mark Varley

Specific Service Area/Policy:

Community Asset Transfer

Date of EIA (Stage 1):

17/02/20

Brief outline of proposal and the overall aims/purpose of making this change:

Cabinet to consider a request for the Community Asset Transfer of Honley Library to Holme Valley Parish Council.

ASSESSMENT SUMMARY

Theme	Calculated Scores						Stage 2 Assessment Required
	Proposal	Impact	P + I	Mitigation	Evidence	M + E	
Equalities	4	3.8	7.8	2.5	2	4.5	No
Environment		4.5	4.5	0	6	6	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)	YES
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

WHAT LEVEL OF IMPACT DO YOU THINK YOUR PROPOSAL WILL HAVE ON...	Level of Impact Please select from drop down
Kirklees employees within this service/directorate? (overall)	Positive
Kirklees residents living in a specific ward/local area?	Very Positive
Please tell us which area/ward will be affected:	Holme Valley
Residents across Kirklees? (i.e. most/all local people)	Very Positive
Existing service users ?	Very Positive

Each of the following groups?		Please select from drop down
<i>(Think about how your proposal might affect, either positively or negatively, any individuals/communities. Please consider the impact for both employees and residents - within these protected characteristic groups).</i>		
...age	What impact is there on Kirklees employees /internal working practices?	Positive
	What impact is there on Kirklees residents /external service delivery?	Positive
...disability	What impact is there on Kirklees employees /internal working practices?	Neutral
	What impact is there on Kirklees residents /external service delivery?	Neutral
...gender reassignment	What impact is there on Kirklees employees /internal working practices?	Neutral
	What impact is there on Kirklees residents /external service delivery?	Neutral
...marriage/ civil partnership	What impact is there on Kirklees employees /internal working practices?	Neutral
	What impact is there on Kirklees residents /external service delivery?	Neutral
...pregnancy & maternity	What impact is there on Kirklees employees /internal working practices?	Neutral
	What impact is there on Kirklees residents /external service delivery?	Neutral
...race	What impact is there on Kirklees employees /internal working practices?	Neutral
	What impact is there on Kirklees residents /external service delivery?	Neutral
...religion & belief	What impact is there on Kirklees employees /internal working practices?	Neutral
	What impact is there on Kirklees residents /external service delivery?	Neutral
...sex	What impact is there on Kirklees employees /internal working practices?	Neutral
	What impact is there on Kirklees residents /external service delivery?	Neutral
...sexual orientation	What impact is there on Kirklees employees /internal working practices?	Neutral
	What impact is there on Kirklees residents /external service delivery?	Neutral
...those in poverty or low-come	What impact is there on Kirklees employees /internal working practices?	Neutral
	What impact is there on Kirklees residents /external service delivery?	Positive

...unpaid carers

What impact is there on Kirklees **employees**/internal working practices?

Neutral

What impact is there on Kirklees **residents**/external service delivery?

Positive

WHAT LEVEL OF IMPACT DO YOU THINK YOUR PROPOSAL WILL HAVE ON...		Level of Impact	
		Please select from drop down	
Kirklees Council's internal practices ?		Positive	
Lifestyles of those who live and work in Kirklees?		Positive	
Practices of suppliers to Kirklees council?		Neutral	
Practices of other partners of Kirklees council?		Positive	
Each of the following environmental themes ? (Please select from the drop down list)			
	People	Partners	Places
...clean air (including Climate Changing Gases)	Neutral	Neutral	Neutral
	Score: 2	Score: 2	Score: 2
...Clean and plentiful water	Neutral	Neutral	Neutral
	Score: 2	Score: 2	Score: 2
... Wildlife and habitats	Neutral	Neutral	Neutral
	Score: 2	Score: 2	Score: 2
...Resilience to harm from environmental hazards	Neutral	Neutral	Neutral
	Score: 2	Score: 2	Score: 2
... Sustainability and efficiency of use of resources from nature	Neutral	Neutral	Neutral
	Score: 2	Score: 2	Score: 2
...Beauty, heritage and engagement with the natural environment	Neutral	Neutral	Neutral
	Score: 2	Score: 2	Score: 2
... Resilience to the effects of climate change	Neutral	Neutral	Neutral
	Score: 2	Score: 2	Score: 2
...Production, recycling or disposal of waste	Neutral	Neutral	Neutral
	Score: 2	Score: 2	Score: 2
... Exposure to chemicals	Neutral	Neutral	Neutral
	Score: 2	Score: 2	Score: 2

HOW ARE YOU USING ADVICE AND EVIDENCE/INTELLIGENCE TO HELP YOU?

Please select YES or NO

Equality Themes

Have you taken any specialist advice linked to your proposal? (Legal, HR etc)?	Yes
...employees?	Yes
Do you have any evidence/intelligence to support your assessment (in section 2) of the impact of your proposal on...	Yes
...Kirklees residents?	Yes
...service users?	Yes
...any protected characteristic groups?	No

Please list your **equalities** evidence/intelligence here [you can include hyperlinks to files/research/websites]:

	Please select from drop down
To what extent do you feel you are able to mitigate any potential negative impact of your proposal outlined on the different groups of people?	TO SOME EXTENT
To what extent do you feel you have considered your Public Sector Equality Duty?	FULLY

Environmental Themes

Have you taken any specialist advice linked to your proposal?	
...Kirklees Council practices?	Yes
Do you have any evidence/intelligence to support your assessment (in section 2) of the impact of your proposal on...	No
...resident and worker lifestyles?	No
...Practices of Supplier to Kirklees Council?	No
...Practices of other Kirklees Council partners?	Yes

Please list your environmental evidence/intelligence here [you can include hyperlinks to files/research/websites]:
Forestry assessment of trees on site to identify any trees worthy of protection or priority tree works.

	Please select from drop down
To what extent do you feel you are able to mitigate any potential negative impact of your proposal on the environmental issues identified?	FULLY

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Name of meeting: Cabinet

Date: 16 February 2021

Title of report: Determination of school admission arrangements for 2022/23

Purpose of report:

Kirklees Council is the admission authority for Kirklees community and voluntary controlled schools and has a statutory responsibility to undertake an annual consultation about admissions arrangements. This report presents the results of this year’s consultation and seeks to determine admission arrangements for all Kirklees community and voluntary controlled schools for 2022/23. Arrangements must be determined by 28 February 2021 to comply with the School Admissions Code.

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 Effects two or more wards
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
Date signed off by <u>Strategic Director</u> & name	Mel Meggs - 2.02.21
Is it also signed off by the Service Director for Finance?	Eamonn Croston - 8.02.21
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Julie Muscroft - 4.02.21
Cabinet member portfolio	Cllr Viv Kendrick - Children Cllr Carole Pattison – Learning, Aspiration and Communities

Electoral wards affected: All wards

Ward councillors consulted: Yes (as part of the public consultation)

Public or private: Public

Has GDPR been considered? Yes

1. Summary

- Kirklees Council is required by law to produce admission schemes to co-ordinate the admission of children to the first year of all schools in Kirklees.
- Kirklees Council, as the admissions authority, is responsible for determining the admission policy and admission numbers for the community and voluntary controlled schools it maintains.
- Kirklees Council consulted on increasing the published admission number of Netherhall Learning Campus High School from 131 to 145, to formalise arrangements which have been in place since 20/21 following the decision to remove the secondary provision at Almondbury Community School.
- Kirklees Council consulted on changes to the published admission number for one maintained school at the request of the governing body; Moldgreen Primary School.
- Kirklees Council proposed no major changes to the admission arrangements for community and voluntary controlled schools except a minor amendment to the deadline for submitting evidence to support a change of circumstances in relation to high school applications.
- Kirklees Council invited feedback on the current oversubscription/admissions criteria, and whether priority should be given to all siblings above those that live in the priority admission area (PAA) for a school.

2. Information required to take a decision

2.1 The co-ordinated admission schemes

- Kirklees Council is required by law to produce admission schemes to co-ordinate the admission of children to the first year of all schools in Kirklees. The schemes cover the admission of rising 5 year olds, and admissions to the first year of junior, middle and secondary schools.
- The schemes cover the normal round of admissions to schools at the beginning of the 2022/23 school year in September 2022 and in-year admissions during the school year 2022/23.
- The schemes comply with the requirements of the School Admissions Code which came into force in December 2014.
- The schemes are attached to this report as:-
 - Appendix 2A: Kirklees co-ordinated schemes for normal year of entry admissions for rising 5 year olds, junior schools, middle schools and secondary schools.
 - Appendix 2B: Kirklees scheme for in-year admissions

2.2 Changes to the co-ordinated admission schemes in 2022/23

- There are no major changes to the schemes for 2022/23. They are very similar to those determined for use in 2021/22.
- As in 2021/22 the timetable for co-ordination for 2022/23 has been amended to take account of the increased number of own admission authority preferences that have to be processed before lists of pupils can be sent to own admission authority schools for ranking. The date for accepting evidence of a significant change in circumstances e.g. a house move has also been adjusted for high school applications in connection with this.

- The list of own admission authority schools has been updated to include the schools that have become own admission authorities due to conversion to academy status or a change of category to a trust or aided school and is correct as at 16 February 2021.

2.3 The admission arrangements for all Kirklees community and voluntary controlled schools for 2022/23

Kirklees Council, as the admissions authority, is responsible for determining the admission policy and admission numbers for the community and voluntary controlled schools it maintains.

As the admissions authority, the Local Authority (LA) has a statutory duty to consult with the governing bodies of those schools, the governing bodies of academy, aided, foundation and trust schools in Kirklees and neighbouring LAs on the admissions policy and proposed admission numbers for schools.

This report confirms the outcomes of this process which took place between 30 November 2020 and 10 January 2021.

- Appendix 1B to this report explains how the published admission numbers are derived.
- Appendix 1C gives the admission arrangements for community and voluntary controlled schools for 2022/23.
- Appendix 1D lists the published admission numbers for community and voluntary controlled schools for 2022/23. The admission numbers for own admission authority schools; academies, aided, foundation and trust schools are included for information only and may be subject to change.

2.4 Changes to the admissions arrangements for community and voluntary controlled schools in 2022/23

Kirklees Council consulted on a proposed change to the date by which parents are able to make a change to their child's high school application when there has been a significant change in circumstances e.g. a house move once the closing date has passed.

The statutory closing date for applications is 31 October for secondary applications and 15 January for primary/junior/middle applications every year, as per the School Admissions Code. This means after these closing dates have passed, changes cannot be made to applications until after Offer Day. However, Kirklees LA recognise that circumstances can change therefore we set an additional closing date for accepting evidence to support a significant change in circumstances e.g. a house move. The secondary date is usually approximately 2 months after the statutory closing date of 31 October. This is considerably later than the date by which own admission authority high schools need to assign criteria and rank their applications, which means these lists always need to be revisited after the deadline. The primary date is usually approximately 1 month after the statutory closing date of 15 January. Both deadlines are set each year when the admission arrangements are determined. We proposed to set a consistent date of 1 month after the closing date for both secondary and primary applications because immediately after this date the allocation process begins.

Illustration of the impact of this change (exact dates will be determined and published in the guide for parents each year).

	Statutory closing date for applications	Current cut-off for significant changes	Proposed cut-off for significant changes
Primary/Junior/Middle	15 th Jan	15 th Feb	15 th Feb
Secondary	31 st Oct	31 st Dec	30 November

This proposed change of date will provide consistency to parents each year for both primary and secondary applications and enable Kirklees Council, neighbouring local authorities and other admission authorities to carry out their statutory co-ordination duties more efficiently.

Following correspondence exchanges from a small number of parents earlier in 2020 officers wanted to provide the opportunity for all parents to express their view within the this year's annual admission consultation on the current oversubscription/admissions criteria, and whether priority should be given to families with siblings already attending a school above those that live in the priority admission area (PAA) for a school.

2.5 School organisation proposals

There are no outstanding statutory processes at this time. Any impact of future statutory processes on admission arrangements will be dealt with as part of the process and determined should proposals be approved.

2.6 Published Admission Numbers (PAN) for community and voluntary controlled schools in Kirklees

The table in Appendix 1D indicates the PAN for each year in a school. Where a change is made to the PAN for a particular year of entry (the relevant year), it applies to that cohort of pupils only, at admission and then will apply in successive years as the pupils progress through the school.

- Kirklees Council consulted on the increase in the published admission number for Netherhall Learning Campus High School from 131 to 145. This increase will help to ensure there remain sufficient secondary school places to meet local demand (basic need). Subject to approval this increase will formalise arrangements which have been in place to admit over the published admission number, introduced in 2020/21. This is linked to the decisions already taken to remove Almondbury Community School secondary provisional and expand the Priority Admission Area of Netherhall Learning Campus High School.
- The governing body of the following school requested an increase in their PAN. There is no basic need evidence to support this request which would normally lead to the local authority not including such proposals on the basis of the negative impact on other local schools. However, the schools provided evidence of engagement with their local schools and no objections to their proposals. In these circumstances the local authority agreed to include proposals in the consultation of admission arrangements. Pre-engagement with local schools does not replace the formal admission consultation process and the local authority invited formal consultation responses from local schools and other interested parties to inform the determination of admission arrangements.
 - The governing body of **Moldgreen Primary School** would like to increase their published admission number from 50 to 60.

3. Implications for the Council

It is important that we are evidencing the fact that, as a matter of routine, we are considering the way proposals will contribute to the Council's strategic priorities. In all reports, authors need to provide information on the anticipated impact the outcomes arising from the implementation of your report will have in the following areas:

- **Working with People**

Kirklees Council aims to secure sufficient high quality school places within a reasonable distance of the family home and supports parents/carers to make on time applications and communicates the importance of naming three preferences on their application, including their catchment school.

There are further opportunities to develop processes using 'Digital by Design' which builds upon the online application approach. The quality of data now held is enabling parents/carers to help themselves and allow the Pupil Admission team to focus resources on those most in need of support and to help ensure that no children fall through the gap.

The Pupil Admission Team are available to support parents as required.

- **Working with Partners**

Reviewing and then determining admission arrangements supports the Pupil Admissions Team to continue to work together with partners to ensure all children are offered a school place within a reasonable distance from their home. Continuing to develop our partnership and integrated working arrangements with schools, early years providers, neighbouring local authorities, Community Hubs and other departments including SENDACT, Virtual School, Education Safeguarding - Attendance & Pupil Support, Children Missing Education and Early Years to provide better targeted services to support early intervention.

An intelligence led approach will allow the LA to further explore opportunities to reduce unfilled places in a creative and innovative way. This will be integral to sufficiency planning and to taking a proactive approach in assessing need from the Local Plan.

- **Place Based Working**

We want Kirklees to be a place where local people have the chance to develop skills, and where communities have good employment opportunities and wages. In line with this, we are committed to making sure that there are enough high quality school places in the areas where communities and families need them and that we support children to secure a school place.

- **Climate Change and Air Quality**

Whilst parental preference allows applications to be made for any school, Kirklees Council gives priority to school admission applications for children living in the priority admission area, where they are able to walk/cycle to their preferred school. If we are unable to offer a place to the parent's preferred school because the school has reached its published admission number with applicants of a higher priority in the oversubscription criteria for the school, Kirklees Council aims to offer an alternative school place within a reasonable distance.

Choosing a school within walking distance of the family home has great health and wellbeing benefits for children and parents and would contribute to the reduction of pollution and CO2 emissions, a focus of the key long-term priorities for the Council in tackling climate change and improving air quality.

- **Improving outcomes for children**

Our aim is that all children in Kirklees have equal access to, and equal opportunities in education, regardless of where they were born or their start in life. We are committed to improve the quality of education in our schools to give every child the best possible start. In line with this we are committed to ensuring there are enough high quality school and early learning places in the areas where communities and families need them and that we support children to secure a school place.

- **Other (eg Legal/Financial or Human Resources)**

This is a statutory requirement for the council. There are no financial or Human Resources implications for the council.

Do you need an Integrated Impact Assessment (IIA)? **No**

4. Consultees and their opinions

The proposed arrangements and schemes were subject to the statutory 6 week consultation between 30 November 2020 and 10 January 2021.

As part of the consultation the proposals were communicated to the following parties:- Governing Bodies and Headteachers of all Kirklees schools including own admission authority schools, Roman Catholic and Church of England Aided schools and Trust schools, Academies and Free schools, the Diocese of Leeds and the Church of England Diocese of Leeds, elected members, neighbouring Local Authorities, and comments were invited from parents and other interested parties via social media, Involve and the Kirklees website.

Consultation responses and officer recommendations were discussed with the Places Access and Inclusion Committee of the Education and Learning Partnership Board ** on 21st January 2021. This included an in-depth discussion about oversubscription criteria and sibling priority. A majority vote of the committee concluded support for the officer recommendations contained within this report.

** The Education Learning and Partnership Board and its committee membership is derived from school system leaders including representative Headteachers, Governors and members of Multi Academy Trusts.

Responses to consultation

The Council received 5 responses to this consultation. All responses are included in full in Appendix 5. The types of stakeholders responding to the consultation are detailed in the table below. The consultation was included as on the Autumn term agenda for governing body meetings. Governing bodies were asked to consider the contents on the document and forward any formal responses to Kirklees Pupil Admissions. Extracts from governing body meeting minutes show the consultation was discussed, published admission numbers were noted and one formal response was received.

Responses received broken down by stakeholder	
Type of respondent	Number received
Parent	3 (1 parent not resident in Kirklees)
Governor	1
Other local authority	1
Total	5

Key themes from the Consultation responses

The two responses received from a Governor and another local authority were either neutral or positive responses. They acknowledged the request to consider the contents of the consultation and provided no specific feedback on the proposed changes to the admission arrangements or published admission number for Netherhall Learning Campus High School or Moldgreen Community Primary School.

The three responses received from parents have been analysed to identify key themes and these have been summarised along with an officer commentary below:

For full transparency the complete response from each parent is included in appendix 5 with identifying information removed for data protection reasons.

Key theme: oversubscription criteria disproportionately impacts on families in HD3	
Summary response	Officer commentary
Two of the parents who responded to the consultation felt that the current oversubscription criteria disproportionately impacts upon families living in the HD3 area.	<p>On National Offer Day for 20/21 admissions all Kirklees children whose parents submitted an on-time application were allocated a place at either one of their preferred schools, their priority admission area school or a school within a reasonable distance.</p> <p>90 places were allocated at Moorlands Primary School on National Offer Day to children with a HD3 postcode. This is as expected as some HD3 addresses sit within the priority admission area for the school.</p> <p>It should be recognised that priority admission and local authority boundaries do not however align with post code areas so there are some areas of HD3 which are outside the Moorland Primary School PAA and Kirklees. (see the section below which recognises an impact of housing developments on out of area children)</p> <p>Nine children who have a sibling on roll at Moorlands Primary School and live outside of the PAA were placed on a waiting list at Moorlands Primary School and were given the right of appeal; eight of these children live in HD3. Four of these children were later allocated a place at Moorlands Primary</p>

	<p>School either through the reallocation process or through a successful appeal.</p> <p>A deep review of the Kirklees admissions arrangements was carried out in 2017. One part of the review investigated the impact of changing the oversubscription criteria for Kirklees schools. A modelling exercise was carried out with existing admissions data to determine the impact of;</p> <ol style="list-style-type: none"> 1. Removing priority admission areas (catchment areas) 2. Giving siblings priority over children living in the priority admission area 3. Giving children living in the priority admission area priority over siblings. <p>The findings demonstrated that overall changing the oversubscription criteria had an impact on a very small number of applicants, and any changes would have a positive impact for some applicants but also a negative impact for other applicants, with some children not being allocated the school local to them.</p> <p>The importance of retaining priority admission areas was highlighted, particularly in the rural areas of Kirklees, where they are vital to ensure children are allocated a school within a reasonable distance. Giving priority to siblings over priority admission area saw an increase in the average distance of the allocated schools for both primary and secondary allocations, and an increase in the number of children allocated schools that are considered to be an 'unreasonable distance' (over 2 miles for key stage 1 children or 3 miles for key stage 2 children and above).</p>
Key theme: Housing developments	
Summary response	Officer commentary
<p>Concern was expressed about the significant building within the (Lindley) area over the last three years and the related impact on school places.</p> <p>Two of the parents feel this will get worse due to planning permission continuing to be granted for new housing developments in the area.</p>	<p>Up until recent years there was significant pupil movement into the schools located in Lindley from children living outside their priority admission areas. Following a period of significant population growth in a much wider area three new primary schools were established. The introduction of new school places and localised house building are all factors which impact on the supply and demand for school places. These changes</p>

	<p>over time effect the dynamic of pupil movement. House building and the associated change in the child population in Lindley will mean that Lindley schools will have a greater proportion of children living in their priority admission areas than in the past and less parents living outside the area will have the opportunity to secure a place in these schools. This is creating the relatively localised pressure on sibling links. (There were 9 out of area families with siblings at Moorlands Primary School who were unsuccessful in securing a place on National Offer Day 2020 out of 22 primary school applicants in the whole of Kirklees). It is also likely to be a short to medium term pressure as the more local children secure a place at a school in Lindley the less chance there are of future out of area sibling links. It has to be recognised that there will always be small numbers of families in similar situations across Kirklees caused by circumstances such as house moves or opportunities created by localised short term dips in cohort sizes.</p> <p>There remains sufficient school places for every child to be able to secure a school place within a reasonable distance from their home.</p>
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Key theme: siblings at different schools and the impact of families unable to secure their preferred school

Summary response	Officer commentary
<p>All three parent respondents raised concerns about their younger child(children) not qualifying for a place at the preferred school where an older sibling is on roll and being allocated a different school and the impact they felt this had on their children and family. Each response acknowledges they do not live within the priority admission area for the school. The parents believe the oversubscription criteria should be changed and priority given to all siblings (regardless of where they live) above those that live in the priority admission area.</p> <p>Each parent made reference to the emotional, financial, logistical and/or environmental impact upon children and</p>	<p>Over the past 3 years, 98% of children have qualified for a place at one of parent's preferred primary schools, with 91% qualifying for a place the first preference school. For secondary allocations those figures are between 94-96% for children who qualified for a place at one of the parent's preferred schools, and between 82-85% of children qualifying for a place at the first preference school. Therefore, the vast majority of parents across Kirklees secure a place at a preferred school under current arrangements.</p> <p>Across Kirklees on National Offer Day 2020/21 0.4% (22 children out of a cohort of 5262) of the total cohort of primary applicants were unsuccessful in gaining a place at the</p>

<p>families where the younger child does not qualify for a place at the same school as their older sibling.</p>	<p>preferred school where their older sibling was on roll, and 0.09% (5 children out of a cohort of 5538) for secondary applicants.</p> <p>arrangements</p> <p>Every year Kirklees publishes a Guide for parents to explain how the school admissions process works but also to help parents make informed decisions about which schools to apply for. It advises there are risks in applying for a school outside your priority admission area because your child will potentially be of lower priority for a place, as will any younger brothers or sister who wish to follow in future years. The law states that parents can express a preference for the school they would like their child to attend. Naming a school as a preference does not guarantee a place there.</p> <p>If a child does not qualify for a place at any of the parent's preferred schools the LA allocates the child a place at either the priority admission area school if this still has places available, or the nearest school with an available place. The child would then be placed on a waiting list for the preferred school(s) in oversubscription criteria order and the family is given the right of appeal. Appeals are heard by an independent appeal panel who can take account of the full circumstances of the school and the family before reaching a decision about the outcome of an appeal.</p> <p>It is absolutely recognised that not securing a place at a preferred school and/or the school where a sibling already attends will be a disappointment for a family and may also create a number of challenges. No admission arrangements under the current national admission code can prevent disappointment and challenges for some families.</p> <p>The deep review of admission arrangements in 2017 demonstrated that if the oversubscription criteria was changed to give priority to all siblings regardless of where they live, above those that live in the priority admission area, any changes would have a positive impact for some applicants but also a negative impact for other applicants, with</p>
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	some children not being allocated the school local to them.
Key theme: other local authorities	
Summary response	Officer commentary
<p>Neighbouring local authorities (including Leeds, Barnsley, Calderdale, Bradford, Oldham and Rochdale) give priority within their oversubscription criteria to all siblings (regardless of where they live).</p>	<p>Families with a sibling already attending a school are provided with a higher priority than others in Kirklees. In-area children with a sibling (families living within the PAA who have a sibling on roll at the school at the date of admission) are given a higher priority than in-area children without a sibling on roll and out-of-area with a sibling (families living outside the PAA with a sibling on roll at the date of admission) are given a higher priority than out-of-area with no siblings. However it is recognised that in Kirklees the current arrangements do not provide priority for children living out-of-area with a sibling over children living in the area.</p> <p>Each local authority is responsible for consulting upon and determining the admission arrangements for the community and voluntary controlled schools in the area. In Kirklees every address sits in a priority admission area for a primary and secondary school. This means local children are given priority to attend their local school. We aim to provide enough high quality school places in areas where communities and families need them. Attending your local school means you are more likely to be able to walk or cycle to school which has great health benefits, but also contributes to the Council's key long-term priorities to reduce pollution, CO2 emissions and tackle climate change.</p> <p>The named local authorities in the responses have consulted upon and determined admission policies and oversubscription criteria appropriate to their local areas, with some operating quite differently to Kirklees e.g. by choosing not to have priority admission areas for schools. This makes the direct comparison between one local authority and another more problematic than considering one element of the oversubscription criteria in isolation.</p>

	<p>However, the number of children who qualify for a place at either their first preference school or one of the parents' preferred schools remains broadly in line with our neighbouring local authorities and national averages year on year, so while the Kirklees system may differ from some of our neighbours, but not all, we are pleased to be able to meet parental preference in the vast majority of cases by operating the principle of local schools for local children.</p>
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Additional information

One of the parents responding to the consultation established an on-line petition which ran alongside the council's annual admission consultation and submitted this to the council. The petitions states:

We are asking Kirklees council to review the admission policy to adapt to an ALL sibling priority as part of the consultation process for the admission arrangements to match the other local authority councils in the surrounding areas and throughout many areas of the UK

The petition obtained 531 electronic signatures. Whilst the majority of those signature have provided a Kirklees address, a significant number of signatures provided an address outside Kirklees.

Summary and Conclusion from the Consultation

There were no objections recorded on the proposals to:

- increase the published admission number (PAN) at Netherhall Learning Campus High School and Moldgreen Community Primary School.
- amend the deadline by which parents are able to changes to their child's high school application if the closing date has passed and they have provided evidence of a significant change in circumstances.

We are grateful to the three parents who have taken the time to engage in our consultation and fully explain their view point about the oversubscription criteria and specifically about a change to prioritising out-of-area siblings over children living in the priority admission area of a school. We also recognise a wider interest in the matter of prioritising siblings identified by the online petition. However, other than the three parents noted above no other signatories engaged with the full consultation and provide a rationale for their views.

It is unfortunate each year the national admission system provides disappointment and challenges to some families. The role of local admission arrangements within the national framework is to limit this impact as much as possible. In reaching a conclusion the following have been considered:

- the views expressed by the 3 parents
- the scale, temporary nature and relatively localised pressure on parental choice for out-of-area families with siblings

- the silent, vast majority of parents across Kirklees who secure a place at a preferred school under current arrangements
- the Kirklees approach of local children for local school which contributes to supporting the climate emergency and provides a sense of 'Place' in local communities
- the availability of an admission appeal system which can take account of the individual circumstances of each family in a way that any oversubscription criteria cannot
- the views of the school system represented by the Places, Access and Inclusion Committee of the Education and Learning Partnership Board

On balance it is the view of officers that the rationale for making the proposed change does not outweigh the negative impact such a change would have on other children across Kirklees, their families, the local communities in which they live and the environment. . .

5. Next steps and timelines

To publish the approved arrangements on the Council's website, make copies available on request, to inform the public that the admission arrangements have been determined and inform all consultees of the decisions.

To prepare the composite Guide for Parents to support their applications for 2022/23.

6. Officer recommendations and reasons

Based upon the outcomes of the consultation detailed above it is recommended that Members approve the;

- Kirklees co-ordinated admission schemes for 2022/23, including in-year admissions, as set out in Appendix 2;
- admission arrangements for Kirklees community and voluntary controlled schools as detailed in Appendix 1C without changes to the oversubscription criteria;
- published admission numbers (PAN's) for the schools set out in Appendix 1D including changes to Netherhall Learning Campus High School and Moldgreen Primary School.

7. Cabinet Portfolio Holder's recommendations

We, the Cabinet Members for Children and Learning, Aspiration and Communities thank all those who engaged with the consultation process. We specifically wish to thank the three parents who took time to share with us their view and their experiences which we have carefully considered alongside the evidence and responses provided by officers. We also acknowledge the petition which was presented to the council.

We are committed to place based working which taps into the huge pride that the people of Kirklees have for the places in which they live, work and play, and their valuable skills, strengths and local knowledge. Local children for local schools is a key element of place based working in Kirklees where schools play an important role in their community beyond the provision of education. Schools are not just part of the local infrastructure but anchor institutions at the heart of the communities they serve.

We recognise the existence of an imperfect national school admission system and regret that relatively small numbers of families face challenges as a result. We also acknowledge there is an appeal process to support families in these circumstances. We must balance the best interests of the vast majority who secure a place in a school of

their preference and cannot recommend a change to the oversubscription criteria which would undermine the priority given to local children. We therefore recommend that cabinet approve;

- the Kirklees co-ordinated admission schemes for 2022/23, including in-year admissions, as set out in Appendix 2.
- the admission arrangements for Kirklees community and voluntary controlled schools as detailed in Appendix 1, including
- the PANs for the schools set out in appendix 1D including changes to Netherhall Learning Campus High School and Moldgreen Primary School.

In partnership with the Kirklees family of schools, we are committed to ensuring there are the right number of school places across Kirklees in order that our children and young people can succeed.

8. Contact officers

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Martin Wilby- Head of Education Places and Access
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9. Background Papers and History of Decisions

There are no background papers.

10. Service Director responsible

Jo-Anne Sanders
Service Director for Learning and Early Support
Directorate for Children and Families
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Appendix 1- Kirklees admission arrangements

- A. Introduction
- B. Published Admission Numbers (PANs) and Priority Admission Areas (PAAs)
- C. Admission arrangements for Kirklees community and voluntary controlled schools for 2022/23
- D. Published admission numbers for community and voluntary controlled schools

Appendix 2 - Kirklees admission schemes

- A. Kirklees co-ordinated schemes for normal year of entry admissions for rising 5 year olds, junior schools, middle schools and secondary schools.
- B. Kirklees scheme for in-year admissions

Appendix 3 - Timetable for Kirklees coordinated normal round admissions

Appendix 4 - The meaning of words and expressions used in this scheme.

Appendix 5 – Consultation responses in full

A. Introduction

- These schemes are intended to comply with The School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012 and the School Admissions Code 2014. The School Admissions Code ('the Code') has been issued under Section 84 of the School Standards and Framework Act 1998 ('SSFA 1998'). The Code has been made following a consultation under Section 85(2) of the SSFA 1998.
- Some community or voluntary controlled schools in Kirklees may become an own admission authority by converting to academy status or changing category to trust or voluntary aided status during the life of these arrangements. Any school that becomes an own admission authority during the period of these schemes assumes the responsibilities of an admission authority from the date of change of status / category.
- Please consult the websites of Kirklees and other admission authorities to obtain the most up to date information.

B. Published Admission Numbers (PANs) and Priority Admission Areas (PAAs)

Published Admission Numbers (PANs)

All schools have a Published Admission Number (PAN or admission number). This is the maximum number of places that the school can offer in each year group. This section explains how we have arrived at the proposed Published Admission Numbers based on the workplace range for each school.

In order to comply with the statutory timetable, the LA must consult the governing body of each community and voluntary controlled school about the PAN (and other admission arrangements) approximately 18 months before it comes into effect. PANs for September 2022 must have been consulted on for six weeks by 31 January 2021.

The table on pages 22 to 31 indicates the PAN for each year in a school.

Where a change is made to the PAN for a particular year of entry (the relevant year), it applies to that cohort of pupils only, at admission and in successive years as the pupils progress through the school.

In order to be consistent when proposing PANs for each community and voluntary controlled school the Kirklees LA considers the following:

- **The Net Capacity Calculation**

The internal measurement of a school produces a maximum number of workplaces and a minimum number which is normally 90% of the maximum. We call this 10% spread between the maximum and minimum workplaces the 'range'.

The net capacity of a school is subsequently determined as the agreed PAN multiplied by the number of age groups at the school provided that this figure falls within the 'range' of workplaces. If a PAN is chosen which (when multiplied by the number of year groups) does not fall within that range, the Net Capacity is set as the nearer of either the maximum or the minimum number of workplaces.

Nursery space is excluded from the net capacity measurement, therefore, this age group is also excluded from the calculation.

The net capacity calculation estimates the impact of a sixth form group on the entire school and provides a proportion of a year group. For example, an 11-18 secondary school with a sixth form may have 5.42 year groups (five statutory age groups plus 0.42 equivalent full-size age groups of sixth form students).

- **Flexibility in setting PANs**

The range of workplaces calculated for each school allows Kirklees some discretion in setting the PAN to take account of a school's particular circumstances and governors' views. The Authority's expectation is that, in most cases, PANs will be set within the range with appropriate and realistic regard to the likely demand for places.

- **PANs outside the range**

Kirklees may set a PAN above the range for the following reasons:

- to accommodate all in-area children who apply on time for the first year in school
- where it has been agreed that the school should expand
- where the school accepts that they can accommodate children above the range without the need for extra accommodation.

Priority Admission Areas (PAAs)

In Kirklees each community and voluntary controlled school has an area identified as its Priority Admission Area (other LAs refer to catchment areas). A small number of schools share priority areas; these are known as shared priority areas. Full details of priority areas are available on the Kirklees Council website.

C. Admission arrangements for Kirklees community and voluntary controlled schools for 2022/23

Admission Criteria

If there are fewer applicants than there are places available, everyone who applies will be offered a place. When there are more applicants than there are places available there has to be a way of deciding which children are offered places. This is done by having admission criteria, also known as oversubscription criteria, which are considered in order. The Kirklees admission criteria for community and voluntary controlled schools are:

1. children in public care (looked after children) or a child who was previously looked after in England;
2. children who were previously in state care outside of England and ceased to be as a result of being adopted;
3. children who live in the school's Priority Admission Area (PAA) who have a brother or sister attending from the same address at the date of admission (the sibling rule);
4. children who live in the school's PAA;
5. children who live outside the school's PAA who have a brother or sister attending from the same address at the date of admission (the sibling rule);
6. children who live outside the school's PAA.

Community and voluntary controlled schools will admit a child with Special Educational Needs where the school is named on the Education Health and Care Plan.

Linked infant and junior schools

There are several combinations of infant and junior schools in Kirklees. These are shown in the list below. The majority of children transfer from the infant school to the linked junior school. It

is included to strengthen the admissions criteria for linked infant and junior schools to increase the continuity for children to a level comparable to that in an all-through primary school

- Berry Brow I & N School and Newsome Junior School
- Birkby I & N School and Birkby Junior School
- Diamond Wood Community Academy and Ravensthorpe CE (VC) Junior School
- Earlsheaton Infant School and Bywell CE (VC) Junior School
- New Mill Infant School and New Mill Junior School
- Lindley CE Infant School and Lindley Junior School
- Manorfield I & N School and Staincliffe CE (VC) Junior School
- Netherhall Learning Campus – Netherhall St James (VC) C of E Infant and Nursery School and Netherhall Learning Campus Junior School
- Netherton I & N School* and South Crosland CE (VA) Junior School
- Pentland I & N School and Headfield CE (VC) Junior School
- Purlwell I & N School and Hyrstmount Junior School
- Reinwood I & N School and Reinwood Community Junior School
- Savile Town CE (VC) I & N School and Headfield CE (VC) Junior School
- Shaw Cross I & N School and Bywell CE (VC) Junior School
- St John's CE (C) Infant School and Westmoor Primary School
- Thornhill Lees CE (VC) I & N School and Headfield CE (VC) Junior School

*admissions to Netherton I & N School only.

Admission criteria for linked infant and junior schools.

If there are fewer applicants than there are places available, everyone who applies will be offered a place. When there are more applicants than there are places available there has to be a way of deciding which children are offered places. This is done by having admission criteria, also known as oversubscription criteria, which are considered in order. The Kirklees admission criteria for linked infant and junior, community and voluntary controlled schools are:

1. children in public care (looked after children) or a child who was previously looked after in England;
2. children who were previously in state care outside of England and ceased to be as a result of being adopted;
3. children who live in the school's Priority Admission Area (PAA) who have a brother or sister attending either school from the same address at the date of admission (the sibling rule);
4. children who attend a listed infant school (with priority for the linked junior school)
5. children who live in the school's PAA;
6. children who live outside the school's PAA who have a brother or sister attending either school from the same address at the date of admission (the sibling rule);
7. children who live outside the school's PAA.

Community and voluntary controlled schools will admit a child with Special Educational Needs where the school is named on the Education Health and Care Plan.

Notes

- The definition of a 'looked after child' in England is a person under the age of 18 who is provided with accommodation by a local authority, acting in its social services capacity, for a continuous period of more than 24 hours, by agreement with the parents or in accordance with section 22 of the Children Act 1989. Previously Looked After refers to those children who immediately after being looked after became subject to an adoption order, (under section 46 of the Adoption and Children Act 2002), Child Care Arrangement Order (under

Section 8 of the Children Act 1989), or specialist guardianship order (under Section 14A of the Children Act 1989). Children looked after under an agreed series of short term placements (respite care) are excluded. If a request for admission to school is made under the previously looked after (PLAC) criteria, an online supplementary information form (SIF) will need to be completed on the Kirklees Pupil Admissions website

www.kirklees.gov.uk/admissions

- Children in priority 1 above may be admitted above the PAN.
- A child is regarded as having been in public care in a place outside of England (priority 2) if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Evidence must be provided by parents of the child's adoption from public care outside England.
- If we cannot agree to requests for admission in priorities 2 to 5 above without exceeding the PAN, we will give priority up to the PAN to children living nearest the school.
- Distance is measured in a straight line from a child's home address to the school. Measurements are calculated using six-figure National Grid Co-ordinates from the National Land and Property Gazetteer. This grid reference relates to a point that falls within the permanent building structure corresponding to the address. The boundary of the building structure for the address is from Ordnance Survey's MasterMap. For smaller, residential properties the grid reference marks a point near the centre of the building. For larger properties like schools with, for example, multiple buildings and large grounds, the grid reference relates to a point inside the main addressable building structure. The distance calculated is accurate to within 1 metre.
- For all-through schools located on two different sites, Kirklees LA will calculate the distance in a straight line from the applicant's home address to both sites and the shortest distance will be used for admission purposes for applications for all year groups. The year group the application is for and where that year group is taught is not part of the consideration, as this is an operational decision down to Headteacher / Governing Body discretion and could change outside of the admission arrangements consultation and determination process.
- 'Live' means the child's permanent home at the date when applications close or, if a significant house move is involved, the latest reasonable date before the final allocation of places (see page 19).
- Where a child's parents live at different addresses and the child spends time at each address we will consider the following when deciding on the address that will be used for admissions purposes:
 - the amount of time spent at each address
 - which parent has parental responsibility for the child
 - who receives child benefit for the child
 - where the child is registered for medical and dental care
 - any residency or custody orders made by the courts.

We will ask for documentary evidence to support information given about the above points.

- For children transferring from first or middle schools, we will give preference in priorities 2-5 above (up to the PAN) to children attending a first or middle school in the middle or secondary school PAA.
- A PAA means a geographical area determined by Kirklees in consultation with the governing body of the school. It is called this because children living there normally have priority for admission over children who live elsewhere. It is also referred to as the catchment area.
- Children with Education Health and Care Plans are admitted to mainstream schools, special units and special schools separately from the general admission policies, but we do ask families to complete the online application if they would like to name a mainstream school as one of their preferences.

- **It is important to note that attending a school nursery or pre-school setting on a school site does not give any priority for a place in that primary/infant school and there is no automatic transfer.**

Application procedures

Transfer to secondary school

- Kirklees residents will apply for a secondary school place by using the online Parent Portal on the Kirklees website. The application period will run from the week beginning **1 September 2021. The closing date for applications will be 31 October 2021.**

Transfer to junior or middle school

- Kirklees residents will apply for a junior or middle school place by using the online Parent Portal on the Kirklees website. The application period will run from the week beginning **1 September 2021. The closing date for applications will be 15 January 2022.**

Admission to full-time school for rising five year old children

- Kirklees residents will apply for admission to full-time school (rising five year old children) by using the online Parent Portal on the Kirklees website. The application period will run from the week beginning **1 September 2021. The closing date for applications will be 15 January 2022.**

Late applications

- Applications received after the appropriate closing date will be regarded as late unless, in Kirklees' judgment, there are significant and exceptional reasons for the lateness. Proof of special circumstances will be required.
- Late applications are not considered until all on-time applicants have been allocated places.
- Forms submitted after the closing date due to a significant house move will be regarded as on-time provided that documentary evidence to confirm the move is provided by the following deadlines in time for the allocation process.
- For year 7 and year 9 applications - It is expected the allocation process will take place on 17 January 2022. The latest reasonable date for evidence of a significant house move will be 30 November 2021. This date is earlier than in previous years and we have consulted on this proposed change.
- For Reception, year 3 and year 6 - It is expected that the allocation process will take place on 21 March 2022. The latest reasonable date for evidence of a significant house move will be 15 February 2022.

Waiting lists

- A child's name will automatically be placed on the waiting list for any Kirklees community or voluntary controlled school where they have been refused a place in the school's normal year of entry, eg, Year 7 at secondary school.
- The waiting lists will be held in admission criteria order and will close on 31 December 2022.
- For in-year admissions, the waiting list will be held for the remainder of the term for which they have applied for a place.

In-year admissions

- Kirklees residents who wish to apply for a place in the first year at a school after the first school day in September 2022, or to any other age group at any time, will apply on the In-year Common Application Form (ICAF).

Twins / multiple births

- A twin or sibling from a multiple birth can be admitted as an excepted pupil into an infant class, where admission of more than one of the siblings would exceed the infant class size limit of 30 pupils, such cases would be examined on an individual basis.

Flats

- In the event of two or more children living equidistant from the school, eg, blocks of flats, the place will be decided by drawing lots, the first name drawn out of the bag will be offered the place.

Rising five year old children

- Full time places will be available from the September following a child's fourth birthday.
- Parents may defer their child's entry until later in the school year and the allocated place will be held for the child. Parents may not defer entry beyond the beginning of the term in which the child reaches their fifth birthday, nor beyond the school year for which the original application was accepted.
- Parents can request that their child takes up the place part-time until the child reaches compulsory school age.

Children of Service Personnel

- Kirklees Council is signed up to the armed forces Community Covenant, which is a pledge made by the government to ensure that the armed forces and their families are not disadvantaged as a result of their service. As part of the co-ordinated process applications from armed forces families are reviewed on an individual basis to ensure they are not disadvantaged, and, Kirklees LA may ask schools to consider admission over PAN if this is felt to be necessary. If an alternative school place cannot be secured by normal processes, the application may be considered under Fair Access Protocol.
- Children of service personnel and crown servants returning from overseas to live within Kirklees, will be allocated a school place in advance of their arrival. The application must be accompanied by an official letter declaring the relocation date and postal address. The allocation will be based upon the anticipated postal address.

Summer born children (children born between 1 April and 31 August)

- The majority of parents apply and take up a reception place in the school year in which their child will reach the age of five (rising fives). All children are entitled to a full time place in the September following their fourth birthday. However, the legal starting age for full time education is the start of the term following the child's fifth birthday and parents may request that their child's entry is deferred until later in the same school year or until the term in which the child reaches compulsory school age.
- Kirklees Council receives a small number of enquiries from parents (whose children are 'summer born') to delay their entry to school until the September following their fifth birthday.
- In many of these cases where a request is made for a delayed entry of a 'summer born' child, a place would be offered in Year 1 as this enables the child to remain within their chronological age group, however, non-statutory Department for Education (DfE) Guidance states;

- **School admission authorities are required to provide for the admission of all children in the September following their fourth birthday, but flexibilities exist for children whose parents do not feel they are ready to begin school at this point.
- **School admission authorities are responsible for making the decision on which year group a child should be admitted to but are required to make a decision based on the circumstances of the case.
- There is no statutory barrier to children being admitted outside their normal year group.
- All requests for such transfers will be explored with the parent/carer on an individual basis. [‘Advice on the Admission of Summer Born Children’ \(DfE, September 2020\)](#)

Parents should still apply online in the normal admission round for 2022, and also email Pupil Admissions to make their request. The request will be considered by a panel of education experts after the relevant closing date for applications and the individual case will be considered. The panel will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the headteacher and any supporting evidence provided by the parent.

** Kirklees Council is the admission authority for community and voluntary controlled schools. The governing body is the admission authority for foundation and voluntary aided schools and the academy trust is the admission authority for academies and free schools.

Admission of children outside normal age group

- It is the general view of Kirklees Council that all children and young people will complete their primary and secondary education in school year groups according to their normal age group. It is also the general view of the Local Authority that moving pupils into older or younger year groups is usually not in their best educational, social or emotional interests. This includes either early or late admission to primary school or early or late transfer to secondary school.
- The National Curriculum sets out a clear, full and statutory entitlement to learning for all pupils. In addition, schools in Kirklees deliver an offer which supports access to high quality differentiated education. This should ensure that a pupil’s curricular needs are met without either early or delayed transfer to the next phase of schooling being necessary other than in exceptional circumstances. A request may be made for a child to be admitted outside of their normal age group, for example if the child is gifted and talented, has experienced problems such as ill health or has already been taught out of chronological age.
- Parents should still apply online in the normal admission round for 2022, and also write to or email Pupil Admissions to make their request. The request will be considered by a panel of education experts after the relevant closing date for applications and the individual case will be considered. The panel will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the headteacher and any supporting evidence provided by the parent.
- There is no statutory barrier to children being educated out of their chronological year group however, there is no duty either for an admission authority to agree such a request and a parent/carer cannot insist their child is educated out of their normal year group. The admission authority for the school** ultimately has responsibility for making the decision. All requests for such transfers will be explored with the parent/carer on an individual basis.

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D. Table of Proposed published admission numbers (PANs)

Secondary and middle provision

Secondary School	Category	PUBLISHED ADMISSION NUMBER 2021-2022	PROPOSED ADMISSION NUMBER 2022-2023	Consultation response	Notes	Year 8 (yr 7 in 21/22)	Year 9 (yr 7 in 20/21)	Year 10 (yr 7 in 19/20)	Year 11 (yr 7 in 18/19)	Net cap range
All Saints Catholic College	VA	180	180		Own AA school.	180	180	180	180	814-905
Batley Girls High School – Visual Arts College	Academy	233	233		Information only. Own AA school. *Have admitted over-PAN	233	233	233	211	-
Batley Grammar School	Free School (Academy)	130	130		Information only. Own AA school. Assuming all 30 pupils in the primary phase year 6 transfer to the secondary phase, there will be 130 places available. If less should transfer then further places will be offered accordingly.	130	130	130	130	-
BBG Academy	Academy	210	200		Information only. Own AA school.	210	200	200	200	-
Castle Hall Academy	Academy	180	180		Information only. Own AA school.	180	180	180	180	-
Colne Valley High School	Academy	287	287		Information only. Own AA school.	287	287	287	287	-
Heckmondwike Grammar School	Academy	180	180		Information only. Own AA school. No proposed change to PAN *Admission over PAN	180	180 *(210)	180 *(210)	180 *(210)	-
Holmfirth High School	Community	264	264			264	264	264	264	1320-1467
Honley High School	Academy	255	255		Information only. Own AA school.	255	255	255	255	-
King James's School	Academy	186	186		Information only. Own AA school. *Admitted over PAN.	186	186 *(210)	186	180	-
Kirklees Creative & Media Studio School (part of Netherhall Learning Campus)	Community	60	60					60	60	120
Manor Croft Academy	Academy	180	180		Information only. Own AA school. *Admitted over PAN	180	180 *(210)	180 *(210)	180	-
Moor End Academy	Academy	200	200		Information only. Own AA school.	200	200	200	200	-

Secondary School	Category	PUBLISHED ADMISSION NUMBER 2021-2022	PROPOSED ADMISSION NUMBER 2022-2023	Consultation response	Notes	Year 8 (yr 7 in 21/22)	Year 9 (yr 7 in 20/21)	Year 10 (yr 7 in 19/20)	Year 11 (yr 7 in 18/19)	Net cap range
Netherhall Learning Campus - High School	Community	131	145		*Admitted over-PAN. Consulting on increase of PAN from 131 to 145	131	131 *(155)	131	131	626-709
Newsome High School and Sports College	Community	183	183			183	183	183	183	828-920
North Huddersfield Trust School	Trust	180	180		Information only. Own AA school. * Admitted over-PAN	180	180 *(210)	180	180	918-1020
Royds Hall, A SHARE Academy	Academy	172	172		Information only. Own AA school.	172	172	172	172	-
Salendine Nook High School Academy	Academy	275	275		Information only. Own AA school.	275	275	275	275	-
Shelley College, A SHARE Academy	Academy	360	360		Information only. Own AA school. *Admitted over PAN			360	360 *(365)	-
Spen Valley High School	Trust	190	190		Information only. Own AA school.	190	190	190	190	966-1074
St John Fisher Catholic High School	Academy	198	198		Information only. Own AA school.	198	198	198	198	-
Thornhill Community Academy, A SHARE Academy	Academy	180	180		Information only. Own AA school. *Admitted over PAN	180	180 *(200)	180 *(200)	180	-
The Mirfield Free Grammar and Sixth Form	Academy	221	221		Information only. Own AA school.	221	221	221	221	-
Upper Batley High School	Academy	150	150		Information only. Own AA school.	150	160	150	150	-
Westborough High School	Trust	180	180		Information only. Own AA school. *Admitted over PAN	180	180 *(200)	180 *(200)	180	991-1102
Whitcliffe Mount School	VC	250	250			250	250	250	250	1153-1282
Middle School	Category	PUBLISHED ADMISSION NUMBER 2021/2022	PROPOSED ADMISSION NUMBER 2022/2023		Notes	Year 7 (21/22)	Year 8 (20/21)			
Kirkburton Middle School	Academy	167	167		Information only. Own AA school.	167	167	-	-	
Scissett Middle School	Academy	195	195		Information only. Own AA school.	195	195	-	-	

Primary provision

Primary School	Category	PUBLISHED ADMISSION NUMBER 2021-2022	PROPOSED ADMISSION NUMBER 2022-2023	Consultation response	Notes	Year 1 (Rec in 21/22)	Year 2 (Rec in 20/21)	Year 3 (Rec in 19/20)	Year 4 (Rec in 18/19)	Year 5 (Rec in 17/18)	Year 6 (Rec in 16/17)	Net cap range	PAN range
All Hallows' Primary CE (VA) School	VA	30	30		Information only. Own AA school.	30	30	30	30	30	30		
Ashbrow School	Community	60	60			60	60	60	60	60	60		
Batley Grammar School	Free School (Academy)	27	27		Information only. Own AA school.	27	27	26	26	26	26	-	-
Batley Parish CE (A) J I & N School	VA	30	30		Information only. Own AA school.	30	30	30	30	30	30	210- 240	30-34
Battysford CE (VC) Primary School	VC	KS1 60 KS2 62	KS1 60 KS2 62			60	60	62	62	62	62	400- 445	57-63
Beaumont Primary Academy	Academy	90	90		Information only. Own AA school.	90	90	90	90	90	90	-	-
Berry Brow I & N School	Community	60	60			60	60					180- 201	60-67
Birdsedge First School	Academy	15	15		Information only. Own AA school.	15	15	15	15	15		-	-
Birkby I & N School	Community	150	150			150	150					423- 471	141- 157
Birkby Junior School	Community	150	150						150	120 *(150)	120 *(150)		
Birkenshaw CE (VC) Primary School	VC	60	60			60	60	60	60	60	60	378- 420	54-60
Birstall Primary Academy	Academy	30	30		Information only. Own AA school.	30	30	30	30	30	30	-	-
Boothroyd Primary Academy	Academy	90	90		Information only. Own AA school.	90	90	90	90	90	90	-	-
Brambles Primary Academy	Academy	60	60		Information only. Own AA school.	60	60	60	60			-	-
Brockholes CE (VC) J & I School	VC	30	30			30	30	30	30	30	30	189- 210	27-30
Bywell CE (VC) Junior School	VC	97	97						97	97	97	351- 390	87-97
Carlinghow Academy	Academy	50	50		Information only. Own AA school.	50	50	50	50	50	50	-	-
Carlton J & I School	Community	KS1 30 KS2 33	KS1 30 KS2 33			30	30	33	33	33	33	214- 238	30-34
Christ Church CE Academy	Academy	30	30		Information only. Own AA school.	30	30	30	30	30	30	-	-
Cough Head J & I School	Community	12	12			12	12	12	12	12	12	52-90	7-12

Primary School	Category	PUBLISHED ADMISSION NUMBER 2021-2022	PROPOSED ADMISSION NUMBER 2022-2023	Consultation response	Notes	Year 1 (Rec in 21/22)	Year 2 (Rec in 20/21)	Year 3 (Rec in 19/20)	Year 4 (Rec in 18/19)	Year 5 (Rec in 17/18)	Year 6 (Rec in 16/17)	Net cap range	PAN range
Co-op Academy Smithies Moor	Academy	60	60		Information only. Own AA school.	60	60	60	60	60	60	-	-
Crossley Fields J & I School	Community	89	89			89	89	89	89	89	89	565- 628	80-89
Crow Lane J I & N School	Trust	30	30		Information only. Own AA school.	30	30	30	30	30	30	210- 236	30-33
Crowlees CE (VC) J & I School	VC	60	60			60	60	60	60	60	60	367- 418	52-59
Cumberworth CE (A) First School	VA	20	20		Information only. Own AA school.	20	20	20	20	20		90- 120	15-20
Dalton School (J I & N) School	Community	70	70			70	70	70	70	70	70	420- 470	60-67
Denby CE (A) First School	VA	10	10		Information only. Own AA school.	10	10	10	10	10		45-60	7-10
Denby Dale F & N School	Community	KS1 30 KS2 33	KS1 30 KS2 33			30	30	33	33	33		141- 180	23-30
Diamond Wood Community Academy	Academy	120	120		Information only. Own AA school	120	120					-	-
Earsheaton Infant School	Community	40	40			40	40					108- 120	36-40
East Bierley CE(VC) Primary School	VC	30	30			30	30	30	30	30	30	210	30
Eastborough J I & N School	Community	30	30			30	30	30	30	30	30	189- 210	27-30
Emley First School	Community	25	25			25	25	25	25	25		135- 150	22-25
Farnley Tyas CE (VC) First School	VC	10	10			10	10	10	10	10		45-63	7-10
Field Lane J I & N School	Academy	30	30		Information only. Own AA school.	30	30	30	30	30	30	-	-
Fieldhead Primary Academy	Academy	30	30		Information only. Own AA school.	30	30	30	30	30	30	-	-
Fixby J & I School	Community	45	45			45	45	45	45	45	45	290- 323	41-46
Flockton CE (VC) First School	VC	15	15			15	15	15	15	15		90- 117	15-19
Golcar J I & N School	Trust	60	60		Information only. Own AA school.	60	60	60	60	60	60	375- 420	53-60
Gomersal Primary School	Community	60	60			60	60	60	60	60	60	378- 420	54-60
Gomersal St Mary's CE (VC) Primary School	VC	30	30			30	30	30	30	30	30	157- 206	22-29

Primary School	Category	PUBLISHED ADMISSION NUMBER 2021-2022	PROPOSED ADMISSION NUMBER 2022-2023	Consultation response	Notes	Year 1 (Rec in 21/22)	Year 2 (Rec in 20/21)	Year 3 (Rec in 19/20)	Year 4 (Rec in 18/19)	Year 5 (Rec in 17/18)	Year 6 (Rec in 16/17)	Net cap range	PAN range
Grange Moor Primary School	Community	15	15			15	15	15	15	15	15	105-120	15-17
Hade Edge J & I School	Community	14	14			14	12	12	12	12	12	52-90	7-12
Hanging Heaton CE (VC) J & I School	VC	20	20			20	20	20	20	20	20	105-141	15-20
Hartshead J & I School	Community	12	12			12	12	12	12	12	12	52-90	7-12
Headfield CE (VC) Junior School	VC	150	150						150	150	150	567-630	141-157
Headlands CE (VC) J I & N School	VC	60	60			60	60	60	60	60	60	367-414	52-59
Healey J I & N School	Academy	55	55		Information only. Own AA school.	55	55	55	55	55	55	-	-
Heaton Avenue, A SHARE Primary Academy	Academy	60	60		Information only. Own AA school	60	60	60	60	60	60 *(75)	-	-
Heckmondwike Primary School	Trust	60	60		Information only. Own AA school.	60	60	60	60	60	60	378-420	54-60
Helme CE (VA) J & I School	Academy	20	20		Information only. Own AA school.	20	20	20	20	20	20	-	-
Hepworth J & I School	Community	16	16			16	16	16	16	16	16	105-117	15-16
High Bank J I & N School	Community	20	20			20	20	20	20	20	20	105-143	15-20
Highburton CE (VC) First School	VC	30	30			30	30	30	30	30		162-180	27-30
Hightown J I & N School	Community	30	30			30	30	30	30	30	30	210	30
Hillside Primary School	Academy	45	45		Information only. Own AA school.	45	45	45	45	45	45	-	-
Hill View Academy	Academy	30	30		Information only. Own AA school.	30	30	30	30	30	30	-	-
Hinchliffe Mill J & I School	Community	16	16			16	16	16	16	16	16	103-115	15-16
Holme J & I School	Community	6	6			6	6	5	5	5	5	0-42	0-6
Holmfirth J I & N School	Community	KS1 30 KS2 34	KS1 30 KS2 34			30	30	34	34	34	34	203-226	29-32
Holy Spirit Catholic Primary School	VA	30	30		Information only. Own AA school.	30	30	30	30	30	30	189-210	27-30
Honley CE (VC) J I & N School	VC	66	66			66	66	68	68	68	68	470	66/68
Hopton Primary School	Community	45	45			45	45	45	45	45	45	346-385	49-55
Howard Park Community School	Community	30	30			30	30	30	30	30	30	210-240	30-34
Hyrtmount Junior School	Community	90	90						90	90	90	329-366	82-91

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Kaye's F & N School	Community	KS1 30 KS2 32	KS1 30 KS2 32			30	30	32	32	32	32	135- 177	22-29
Kirkburton CE (A) First School	VA	24	24		Information only. Own AA school.	24	24	24	24	24		135- 168	22-28
Kirkheaton Primary School	Community	60	60			60	60	60	60	60	60	397- 442	56-63
Lepton CofE Primary Academy	Academy	KS1 30 KS2 33	KS1 30 KS2 33		Information only. Own AA school.	30	30	33	33	33	33	-	-
Lindley CE Infant School	Academy	120	120		Information only. Own AA school.	120	120					-	-
Lindley Junior School	Academy	120	120		Information only. Own AA school.				120	120 *(124)	120 *(124)	-	-
Linthwaite Ardron CE (A) J & I School	VA	30	30		Information only. Own AA school.	30	30	30	30	30	30	157- 203	22-29
Linthwaite Clough J I & E Y School	Community	45	45			45	45	45	45	45	45	262- 297	37-42
Littletown J I & N School	Trust	25	25		Information only. Own AA school.	25	25	25	25	25	25	157- 177	22-25
Lowerhouses CE(VC) J I & E Y School	VC	30	30			30	29	29	29	29	29	207- 231	29-33
Lydgate J & I School	Community	45	45			45	45	45	45	45	45	295- 328	42-46
Manorfield I & N School	Community	90	90			90	90					252- 281	84-93
Marsden I & N School	Community	60	60			60	60					162- 180	54-60
Marsden Junior School	Academy	60	60		Information only. Own AA school				60	60	60	-	-
Meltham CE (VC) Primary School	VC	60	60			60	60	60	60	60	60	398- 443	56-63
Meltham Moor Primary School	Academy	30	30		Information only. Own AA school.	30	30	30	30	30	30	-	-
Mill Lane J I & E Y School	Community	25	25			25	25	25	25	25	25	157- 194	22-27
Millbridge, A SHARE Primary Academy	Academy	47	47		Information only. Own AA school.	47	47	47	47	47	47	-	-
Moldgreen Community Primary School	Community	50	60		**Consulting on increase in PAN from 50 to 60	50	50	50	50	50	50	315- 360	45-51
Moorlands Primary School	Community	90	90			90	90	90	90	90	90	567- 630	81-90
Mount Pleasant Primary School	Community	90	90			90	90	90	90	90	90	596- 663	85-94
Netherhall Learning Campus Junior School	Community	90	90						90	90	90	315- 350	78-87

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Netherhall St James CofE (VC) I&N School	VC	90	90			90	90					221-246	73-82
Netherthong Primary School	Community	KS1 30 KS2 32	KS1 30 KS2 32			30	30	32	32	32	32	199-222	28-32
Netherton I & N School	Academy	60	60		Information only. Own AA school.	60	60					-	-
Newsome Junior School	Community	60	60						60	60	60	216-240	54-60
New Mill Infant School	Academy	60	60		Information only. Own AA school.	60	60					-	-
New Mill Junior School	Academy	60	60		Information only. Own AA school.				60	60	60	-	-
Nields J I & N School	Community	30	30			30	30	30	30	30	30	157-196	22-28
Norrithorpe J & I School	Community	60	60			60	60	60	60	60	60	367-419	52-59
Oak CE(VC) Primary School	VC	120	120			120	120	120	120	120	120		
Old Bank Academy	Academy	25	25		Information only. Own AA school.	25	25	25	25	25	25	-	-
Orchard Primary Academy School	Academy	50	50		Information only. Own AA school.	50	52	52	52	52	52	-	-
Our Lady Of Lourdes Catholic Primary School	VA	30	30		Information only. Own AA school.	30	30	30	30	30	30	189-210	27-30
Overthorpe C of E Academy	Academy	42	42		Information only. Own AA school.	42	42	42	42	42	42	-	-
Paddock J I & N School	Trust	50	50		Information only. Own AA school.	50	50	50	50	50	50	298-332	42-47
Park Road J I & N School	Community	30	30			30	30	30	30	30	30	198-220	28-31
Pentland I & N School	Community	49	49			49	49					146-163	49-54
Purlwell I & N School	Community	90	90			90	90					243-270	81-90
Ravensthorpe CE(VC) Junior School	VC	108	108						108	108	108	392-436	98-109
Reinwood Community Junior School	Community	90	90						90	90	90	324-360	81-90
Reinwood I & N School	Community	90	90			90	90					297-330	99-110
Roberttown CE (VC) J & I School	VC	34	34			34	34	34	34	34	34	210-240	30-34
Rowley Lane J I & N School	Community	KS1 60 KS2 66	KS1 60 KS2 66			60	60	66	66	66	66	420-470	60-67
Stoyds Hall, A SHARE Academy – Billy Park, A SHARE Primary Academy	Academy	30	30		Information only. Own AA school	30	30	30	30	30	30	-	-

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Royds Hall, A SHARE Academy – Luck Lane, A SHARE Primary Academy	Academy	60	60		Information only. Own AA school	60	60	60	60	60	60	-	-
Savile Town CE (C) I & N School	VC	60	60			60	60					169-188	56-63
Scapegoat Hill J & I School	Community	12	12			12	12	12	12	12	12	52-90	7-12
Scholes J & I School	Community	KS1 30 KS2 33	KS1 30 KS2 33			30	30	33	33	33	33	201-224	28-32
Scholes Village Primary School	Community	30	30			30	30	30	30	30	30	189-210	27-30
Scissett CE Academy	Academy	30	30		Information only. Own AA school.	30	30	32	32	32		-	-
Shaw Cross I & N School	Community	60	60			60	60					162-180	54-60
Shelley First School	Academy	34	34		Information only. Own AA school.	34	34	34	34	34		-	-
Shepley First School	Community	30	30			30	30	30	30	30		170-189	28-31
Skelmanthorpe Academy	Academy	30	30		Information only. Own AA school.	30	30	30	30	30		-	-
Slaithwaite CE (VC) J & I School	VC	23	23	School noted contents		23	23	23	23	23	23	154-172	22-24
South Crosland CE (A) Junior School	VA	60	60		Information only. Own AA school.				60	60	60	210-234	52-58
Spring Grove J I & N School	Community	30	30			30	30	30	30	30	30	209-233	29-33
St Aidan's CE Academy	Academy	30	30		Information only. Own AA school.	30	30	30	30	30		-	-
St John's CE (A) J & I School	VA	30	30		Information only. Own AA school.	30	30	30	30	30	30	199-222	28-31
St John's CE (C) Infant School	VC	60	60			60	60					162-180	54-60
St Joseph's Catholic Primary School (Dewsbury)	VA	KS1 30 KS2 32	KS1 30 KS2 32		Information only. Own AA school.	30	30	32	32	32	32	189-210	27-30
St Joseph's Catholic Primary School (Huddersfield)	VA	45	50		Information only. Own AA school. Consulting on increase to PAN from 45 to 50	45	45	45	45	50	50	314-349	45-49
St Mary's Catholic Primary School	VA	45	45		Information only. Own AA school.	45	45	45	45	45	45	297-330	42-47
St Patrick's Catholic Primary School (Batley)	VA	35	35		Information only. Own AA school.	35	35	35	35	35	35	202-225	28-32

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St Patrick's Catholic Primary School (Huddersfield)	VA	60	60		Information only. Own AA school.	60	60	60	60	60	60	378-420	54-60
St Paulinus Catholic Primary School	VA	60	60		Information only. Own AA school.	60	60	60	60	60	60	397-442	56-63
St Peter's CE (A) J I & N School	VA	30	30		Information only. Own AA school.	30	30	30	30	30	30	189-210	27-30
St Thomas CE(VC) Primary School	VC	60	60			60	60	60	60	60	60	378-420	54-60
Staincliffe CE (VC) Junior School	VC	90	90						90	90	90	322-358	80-89
Thornhill J & I School	Academy	60	60		Information only. Own AA school.	60	60	60	60	60	60	-	-
Thornhill Lees CE(VC) I & N School	VC	90	90			90	90					243-270	81-90
Thurstonland Endowed (VC) First School	VC	12	12			12	12	12	12	12		45-77	7-12
Uppertong J & I School	Community	KS1 30 KS2 32	KS1 30 KS2 32			30	30	32	32	32	32	189-210	27-30
Warwick Road J I & N School	Community	48	48			48	48	48	48	48	45	312-347	44-49
Wellhouse J & I School	Community	12	12			12	12	12	12	12	12	52-90	7-12
Westmoor Primary School	Community	KS1 45 KS2 90	KS1 45 KS2 90			45	45	90	90	90	90	450-500	
Whitechapel Church of England Primary School	VC	60	60			60	60	60	60	60	60	420	60
Wilberlee J & I School	Community	12	12			12	12	12	12	12	11	52-84	7-12
Windmill CE (VC) Primary school	VC	60	60			60	60	60	60	60	60	378-420	54-60
Woodside Green, A SHARE Academy	Academy	50	50		Information only. Own AA school.	50	50	50	50	50	50	-	-

**This indicates a proposal from a governing body to increase their published admission number (PAN). There is no basic need evidence to support this request which would normally lead to the local authority not including such proposals on the basis of the negative impact on other local schools. However, the school have provided evidence of engagement with their local schools and no objections to their proposals. In these circumstances the local authority has agreed to include proposals in the consultation of admission arrangements. Pre-engagement with local schools does not replace the formal admission consultation process and the local authority would welcome formal consultation responses from local schools and other interested parties to inform the determination of admission arrangements in due course.

Kirklees schemes for school admissions in 2022/23

Introduction and purpose

- These schemes are intended to comply with The School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012 and the School Admissions Code 2014.
- Kirklees LA will co-ordinate normal round admission arrangements with all of the admission authorities responsible for school admissions within Kirklees and with other neighbouring local authorities.
- Some community or voluntary controlled schools in Kirklees may become an own admission authority by converting to academy status or changing category to trust or voluntary aided status during the life of these arrangements. Any school that becomes an own admission authority during the period of these schemes assumes the responsibilities of an admission authority from the date of change of status / category.
- Please consult the websites of Kirklees and other admission authorities to obtain the most up to date information.

Schemes

- A. Kirklees co-ordinated schemes for normal (relevant) year of entry admissions for 2022/23 for rising 5 year olds, junior schools, middle schools and secondary schools: page 36 – 43.
- B. Kirklees scheme for in-year admissions 2022/23 page 43 – 45.

Page 46 and 47 show the timetables for implementing these schemes.

Page 48 explains the meanings of expressions (marked *) used in these schemes.

Kirklees admission authorities

In Kirklees the admission authorities* for schools at the time of publication on the website are listed below.

Some Kirklees community or voluntary controlled schools may have changed category to academy or trust status before the 2022 admissions round. The relevant schemes in this document will apply to any school that becomes an own admission authority from the date of the change to own admission authority. Details will be updated on the Kirklees and school websites.

(a)Kirklees LA is the admission authority for all Kirklees community and voluntary controlled schools

Community schools

Primary

- Ashbrow School
- Berry Brow I & N School
- Birkby I & N School
- Birkby Junior School
- Carlton J & I School
- Clough Head J & I School

- Crossley Fields J & I School
- Dalton School
- Denby Dale F & N School
- Earlsheaton Infant School
- Eastborough J I & N School
- Emley First School
- Fixby J & I School
- Gomersal Primary School
- Grange Moor Primary School
- Hade Edge J & I School
- Hartshead J & I School
- Hepworth J & I School
- High Bank J I & N School
- Hightown J I & N School
- Hinchliffe Mill J & I School
- Holme J & I School
- Holmfirth J I & N School
- Hopton Primary School
- Howard Park Community School
- Hyrstmount Junior School
- Kaye's F & N School
- Kirkheaton Primary School
- Linthwaite Clough J I & EY School
- Lydgate J & I School
- Manorfield I & N School
- Marsden I & N School
- Mill Lane Primary School
- Moldgreen Community Primary School
- Moorlands Primary School
- Mount Pleasant Primary School
- Netherhall Learning Campus Junior School
- Netherthong Primary School
- Newsome Junior School
- Nields J I & N School
- Norristhorpe J & I School
- Park Road J I & N School
- Pentland I & N School
- Purlwell I & N School
- Reinwood Community Junior School
- Reinwood I & N School
- Rowley Lane J I & N School
- Scapegoat Hill J & I School
- Scholes J & I School (Holmfirth)
- Scholes Village Primary School
- Shaw Cross I & N School
- Shepley First School
- Spring Grove J I & N School
- Upperthong J & I School
- Warwick Road J I & N School

- Wellhouse J & I School
- Westmoor Primary School
- Wilberlee J & I School

Secondary

- Holmfirth High School
- Netherhall Learning Campus High School
- Newsome High School
- The Kirklees Creative and Media Studio School
- Whitcliffe Mount School

Voluntary controlled schools

Primary

- Battyeford CE(VC) Primary School
- Birkenshaw CE(VC) Primary School
- Brockholes CE(VC) J & I School
- Bywell CE(VC) Junior School
- Crowlees CE(VC) J & I School
- East Bierley CE(VC) Primary School
- Farnley Tyas CE(VC) First School
- Flockton CE(VC) First School
- Gomersal St Mary's CE(VC) Primary School
- Hanging Heaton CE(VC) J & I School
- Headfield CE(VC) Junior School
- Headlands CE(VC) J I & N School
- Highburton CE(VC) First School
- Honley CE(VC) Junior, Infant & Nursery School
- Lowerhouses CE(VC) J I & EY School
- Meltham CE(VC) Primary School
- Netherhall Learning Campus - Rawthorpe St James CE(VC) I & N School
- Oak CE (VC) Primary School
- Ravensthorpe CE(VC) Junior School
- Roberttown CE(VC) J & I School
- Savile Town CE(VC) I & N School
- Slaithwaite CE(VC) J & I School
- St John's CE(VC) Infant School
- St Thomas CE(VC) Primary School
- Staincliffe CE(VC) Junior School
- Thornhill Lees CE(VC) I & N School
- Thurstonland Endowed (VC) First School
- Whitechapel C of E Primary School
- Windmill CE(VC) Primary School

(b) Academies and free schools – state schools that are independent of the local authority. The governing body or academy trust is responsible for deciding who is given a place

Primary

- Batley Grammar School

- Beaumont Primary Academy
- Birdsedge First School
- Birstall Primary Academy
- Boothroyd Primary Academy
- Brambles Primary Academy
- Carlinghow Academy
- Christ Church CE Academy
- Co-op Academy Smithies Moor
- Diamond Wood Community Academy
- Fieldhead Primary Academy
- Field Lane J I & N School
- Healey J I & N School
- Heaton Avenue, A SHARE Primary Academy
- Helme Church of England Academy
- Hillside Primary School
- Hill View Academy (formerly Almondbury Community School)
- Lepton CofE Primary Academy
- Lily Park, A SHARE Primary Academy (formerly Beech Primary)
- Lindley CE Infant School
- Lindley Junior School
- Luck Lane Primary (a SHARE Primary Academy)
- Marsden Junior School
- Meltham Moor Primary School
- Millbridge Junior Infant & Nursery School, A SHARE Primary Academy
- Netherton I & N School
- New Mill Infant School
- New Mill Junior School (formerly Wooldale Junior School)
- Old Bank Academy
- Orchard Primary Academy
- Overthorpe CofE Academy
- Scissett CE Academy
- Shelley First School
- Skelmanthorpe Academy
- St Aidan's CE Academy
- Thornhill J & I School
- Woodside Green, A SHARE Primary Academy

Middle

- Kirkburton Middle School
- Scissett Middle School

Secondary

- Batley Girls' High School Visual Arts College
- Batley Grammar School
- BBG Academy
- Castle Hall Academy
- Colne Valley High School
- Heckmondwike Grammar School
- Honley High School
- King James's School

- Manor Croft Academy
- Moor End Academy
- Royds Hall, A SHARE Academy
- Salendine Nook High School Academy
- Shelley College, A SHARE Academy
- St John Fisher Catholic Voluntary Academy
- The Mirfield Free Grammar School
- Thornhill Community, A SHARE Academy
- Upper Batley High School

(c)The governing bodies are the admission authorities for the foundation (F) and trust (T) schools

Primary

- Crow Lane Primary & Foundation Stage School
- Golcar J I & N School
- Heckmondwike Primary School
- Littleton Junior Infant and Nursery School
- Paddock J I & N School

Secondary

- North Huddersfield Trust School
- Spen Valley High School
- Westborough High School

(d) The governing body are the admission authorities for the Roman Catholic voluntary aided (VA) schools

Primary

- Holy Spirit Catholic Primary School
- Our Lady of Lourdes Catholic Primary School
- St Joseph's Catholic Primary School, Dalton
- St Joseph's Catholic Primary School, Dewsbury
- St Mary's Catholic Primary School
- St Patrick's Catholic Primary School, Birstall
- St Patrick's Catholic Primary School, Huddersfield
- St Paulinus Catholic Primary School

Secondary

- All Saints Catholic College, Specialist in Humanities

2A.Kirklees co-ordinated schemes for relevant year of entry admissions for 2022/23 for rising fives, junior schools, middle schools and secondary schools

The relevant year is the normal year of admission

Rising five year old admissions

Children should normally enter full-time education in the school year in which their fifth birthday occurs.

- Reception class is the relevant year.

Junior and middle school admissions

- Year 3 is the relevant year for transfer from infant to junior school
- Year 6 is the relevant year for transfer from first to middle school in Shelley area.

Secondary school admissions

Transfers from junior, primary or middle school to secondary school.

- Year 7 is the relevant year except for;
 - Shelley College – year 9
 - Kirklees Creative and Media Studio School at the Netherhall Learning Campus where it is year 10.

Deferred entry in Reception

Children do not have to be in full-time education until the start of the term following their fifth birthday and may defer their entry to school as follows:-

Date of birth between 1.9.17 and 31.12.17 – may defer entry until start of the Spring term i.e. January 2023.

Date of birth between 1.1.18 and 31.8.18 – may defer entry until start of the Summer term i.e. April 2023.

If a child has a date of birth between **1.4.18 and 31.8.17** and the parent does not wish them to begin school until **September 2023** (their latest legal starting date) **they will have to give up the allocated Reception place** and re-apply for a place in Year 1. Details about summer born children admissions can be found on page 20).

The application

- Parents apply online for their child's school place via the Kirklees Parent Portal. This can be accessed via the Kirklees website.
- The Kirklees Parent Portal should only be used by Kirklees residents.
- Parent/carers can express up to three preferences, ranked in priority order, for the school at which it is preferred that the child should be educated.
- Kirklees LA will not disclose a parent/carer's order of preference during the allocation process, prior to offer day.
- The parent/carer may name state-funded schools in Kirklees or any other LA.

Supplementary information form (SIF)*

- Own admission authority schools (see page 34 - 36) may require parent/carers to complete a Supplementary Information Form (SIF).
- SIFs are only used to provide the extra information required by the school's admission criteria which is not available on the Kirklees online application.
- A SIF must be returned to the school.
- A SIF is required as well as the Kirklees online application.
- If the Kirklees online application has been completed, but not a SIF, the preference is still valid and must be considered. If it is not possible to consider the preference fully without the supplementary information, the applicant should be ranked lower than those applicants who met the criteria fully.
- Where a SIF is required, the school should follow up any that have not been received.
- If a request for admission to school is made under the previously looked after (PLAC) criteria, an online supplementary information form (SIF) will need to be completed on the Kirklees Pupil Admissions website www.kirklees.gov.uk/admissions

The application process

Rising five year old admissions

- Parents/carers of children who attend a Kirklees early years setting will receive notification of when it is time to apply for their child's school place. Kirklees will also widely publicise this information.
- Parents/carers in Kirklees must complete an online application via the Kirklees Parent Portal to apply for their child's school place. The Kirklees Parent Portal and website also informs parents when a SIF needs to be completed so the relevant school can assess the child's eligibility for a school place.
- Parents/carers will receive an email when their online application has been submitted and then when it has been downloaded.

Schools are asked to:-

- let parents/carers know about the online application process.
- support parent/carers to apply online and on time for their child's school place. Schools will be asked to help Kirklees LA chase up any parents who have not applied before the deadline.
- advise parents of children living in other LA's to apply to their home LA for their school place.
- advise parents that no priority is given to children attending the school's nursery, where applicable, when allocating school places.

Junior and middle school admissions

- At the start of **year 2** in an infant school or **year 5** in a Shelley pyramid first school Kirklees parents/carers need to apply for their child's school place via the Kirklees Parent Portal.
- Parents/carers will be sent details via their child's current school of when to complete the online application. The Kirklees Parent Portal and website also informs parents when a SIF needs to be completed so the relevant school can assess the child's eligibility for a school place.
- Parents/carers will receive an email when their online application has been submitted and then when it has been downloaded.

To support on time applications, the child's present school is asked to :-

- let parents/carers know about the online application process and distribute correspondence from Admissions about the application process to pupils.
- support parent/carers to apply online and on time for their child's school place. Schools will be asked to help Kirklees LA chase up any parents who have not applied before the deadline.
- advise parents of children living in other LA's to apply to their home LA for their school place.

Secondary school admissions

- At the start of a **year 6** in a primary / junior school or **year 8** in a Shelley pyramid middle school parents/carers need to apply for their child's school place via the Kirklees Parent Portal.
- Parents/carers will be sent details via their child's current school of when to complete the online application. The Kirklees Parent Portal and website also informs parents when a SIF needs to be completed so the relevant school can assess the child's eligibility for a school place.
- Parents/carers will receive an email when their online application has been submitted and then when it has been downloaded.

To support on time applications, the child's present school is asked to:-

- let parents/carers know about the online application process and distribute correspondence from Admissions about the application process to pupils.

- support parent/carers to apply online and on time for their child's school place. Schools will be asked to help Kirklees LA chase up any parents who have not applied before the deadline.
- advise parents of children living in other LA's to apply to their home LA for their school place.

Procedure for preferences expressed for Kirklees schools

- The procedure applies equally to preferences for Kirklees schools received from Kirklees residents and from residents of other LAs.
- For a **Kirklees community or voluntary controlled school** Kirklees LA will determine each application by reference to Kirklees published admissions criteria, the order of priority in which that application for the school is ranked.
- For an **own admission authority school** (see pages 34 - 36) Kirklees LA will send details of applications to the governing body/academy trust of the school. The governing body / academy trust will determine the order of priority in which that application is ranked and provide the Kirklees LA with a list which ranks all the applications for that school.

Provision of information to other local authorities

- Kirklees LA will supply another LA with details about a child in a Kirklees school, who is resident in the other LA, to provide the child with the appropriate common application form.
- Parents/carers resident in Kirklees who wish to express a preference for a school in another LA must name the school as one of the preferences on a Kirklees online application.
- Kirklees LA will supply another LA with details of any application made by a Kirklees parent/carer for a school maintained by that other LA.
- Kirklees LA will advise another LA of the eligibility of any child resident in that other LA for a place in a Kirklees school.

Procedures for a Kirklees academy, foundation, trust or VA school

This scheme requires the governing body/academy trust of a school in Kirklees which is an admissions authority to:

- Follow the Kirklees application procedure.
- Ensure that all applications are made via the Kirklees Parent Portal.
- Be responsible for the provision, completion by applicants and retention of any SIF which the governing body/academy trust finds necessary to apply its own admission criteria. (Kirklees LA will ensure that SIFs are available on its website or paper copies can be obtained from Kirklees Pupil Admissions. A prompt will also appear on the Kirklees Parent Portal when a parent names a school that requires a SIF as one of their preferences).
- Determine by reference to the school's admission criteria the order of priority in which each and every application is ranked, after they have received information from Kirklees about all the applications for the year for their school.
- Notify the Kirklees LA of their decision according to the timetable on page 46 and 47.
- Ensure that a decision to grant or refuse a place at that school is only communicated to the parent/carer by the Kirklees LA, on behalf of the governing body/academy trust.

Procedure for offers of places to parents/carers

- Where a Kirklees child qualifies for a place at one or more schools, and following any necessary liaison with other LAs, Kirklees LA will determine and offer the one school which is ranked as the parent/carer's highest preference where the child qualifies.
- Where a Kirklees child does not qualify for a place at any of the parent/carer's preferences a place will be offered at the school designated by Kirklees to serve the parent/carer's address or, if no such place is available, the nearest appropriate Kirklees school where a place is available. Nearest means the shortest distance from the child's home to the school measured in a straight line.

- Kirklees LA will notify the governing body/academy trust of any school on page 34 – 36 (or other LA) of a Kirklees decision to offer or refuse a place at such a school.

Offers of places to Kirklees parents/carers and appeals

- National offer day for rising five year old admissions is **19 April 2022**
- National offer day for junior and middle school admissions is **19 April 2022**
- National offer day for secondary school admissions is **1 March 2022**
- On the national offer day Kirklees LA will send notification to Kirklees parent/carers of any Kirklees decision to offer or refuse a place at any school in Kirklees or other authority for which the parent/carer has applied.
- Offers or refusals of places will only be made by the Kirklees LA, albeit on behalf of the governing body/academy trust of an academy, foundation, trust or voluntary aided school or other authority, as appropriate.
- If the child does not qualify for any of the parent/carer's preferred schools and provided the child is resident in Kirklees, a place will be offered at the school designated by Kirklees to serve the parent/carer's address or, if no such place is available, the nearest appropriate Kirklees school where a place is available. Nearest means the shortest distance from the child's home to the school measured in a straight line.
- The notification will also give reasons why the child is not being offered a place at a parent/carer's higher preference school (where appropriate) and include information about the statutory right of appeal and how to accept or refuse an offer.

Processing online applications for the normal entry admissions round

- The normal entry admission round for Kirklees children is defined as any determination of online applications for the relevant year made under this coordinated scheme before the national offer date (see above).
- The processing of online applications for the normal entry admissions round will be as follows:-
 - **The initial allocation** : To assess and allocate a place for all online applications which were received on time or deemed to be on time from parents/carers resident in Kirklees and other LAs.
 - **The second allocation** : To assess and allocate a place (as soon as possible after the first allocation) for all online applications which were received late from parents/carers resident in Kirklees and other LAs.
 - **Waiting lists** : After the offer day, unsatisfied higher preferences for a school are placed on that school's waiting list which is held by the admission authority for the school as listed on page 32 – 36. Preferences which cannot be satisfied which are received after the offer day are similarly placed on a school's waiting list.

Late and revised applications

Rising five year old admissions

- Closing date for applications **15 January 2022**
- Planned allocation date **21 March 2022**

Junior/middle admissions

- Closing date for applications **15 January 2022**
- Planned allocation date **21 March 2022**

Secondary school admissions

- Closing date for applications **31 October 2021**

- **Planned allocation date 17 January 2022**

- Applications received after the closing date without significant and exceptional reasons will be treated as late.
- Late applications will not be included in the initial process which will be confined to on-time applications. Late applications will be included in the second allocation process.
- Where applications are received after the closing date, in Kirklees' judgement for significant and exceptional reasons, for example a move into Kirklees, the LA will endeavour to include the application in the initial allocation process. Proof of such special circumstances will be required. Proof of change of address will be accepted up to the latest reasonable date before the allocation date for school places (see page 19 for the deadlines). This exception to the closing date only applies to Kirklees schools, other Local Authorities may have their own conditions for accepting late applications.
- After the closing date parents/carers will not be able to change their preferences (including a change to the order) unless there is a genuine reason for doing so, for example, a significant house move. Following the offer of places a parent/carer may request a place at a school which has not previously been considered. However, a parent/carer may not have more than three "live" preferences at any time.

Waiting lists

- Waiting lists for community and voluntary controlled schools are held by Kirklees LA from the offer day and close at the end of one term which is determined to be on the last day in December.
- Waiting lists for own admission authority schools (see pages 34 - 36) are held by the governing body/academy trust for a period of time determined by the admissions authority.
- The names on the waiting lists for a school will be children:
 - (a) whose parent/carer has expressed a preference for that school but who were offered a lower preference school or an alternative school.
 - (b) (only at the parent/carer's written request) whose parent/carer has expressed a preference for that school but who were offered a higher preference school.
- As vacancies occur, the allocation of places to children on a waiting list will be determined by the same admission authority as the initial allocation and according to that admission authority's published admission criteria (treating on-time and late applications equally).
- The offer of places from the waiting lists will only be made by the Kirklees LA. Where the offer is for a place at an academy, foundation, trust or voluntary aided school, it will be made on behalf of the governing body/academy trust of the academy, foundation, trust or voluntary aided school and following consultation with the school.

Admissions outside normal admissions round

- Admissions outside the normal admissions round means any admissions other than those determined under this scheme.
- Applications received for any other age group, or the relevant age group made after the first school day, will be processed under the Kirklees scheme for in-year admissions.
- Please see details on pages 43– 45.

Appeals

A parent/carer who has been unsuccessful in obtaining a place at a school for which they have expressed a preference can appeal to an Independent Appeal Panel (except for a child who has been permanently excluded from two schools).

- For community and voluntary controlled schools parents/carers should contact Kirklees admissions team or look at the website for full information.

- For voluntary aided schools, free schools, trust schools and academies parents/carers should contact the school to enquire about the appeal process
- For schools outside Kirklees parents/carers should contact the other local authority to enquire about the appeal process.

Changes to the PAN by admission authorities

Governing bodies / academy trusts of Kirklees own admission authority schools **must**

- Notify the LA in writing of any intention to increase the school's PAN and publish the change on the school's website.
- Following determination of the PAN, notify the LA if they intend to admit above PAN, in good time to allow the LA to deliver its coordination responsibilities effectively according to the timetable on page 46 and 47.

Schools with assessment* or testing as part of the admission process

(a)Batley Grammar School – fair banding assessment for entry into Year 7

- All children applying to Year 7 at Batley Grammar School will take a fair banding assessment to ensure a comprehensive intake. This is **not** a selective entrance test.
- Applicants will be placed into one of four ability bands based on the score achieved in the GL Assessment Non Verbal Reasoning test, which will be taken by all applicants to Year 7 at Batley Grammar School.
- Applicants will be placed in bands, such that, wherever possible, there are an equal number in each band.
- Places will be allocated, as far as possible, such that, an equal number are given in each band and represent the proportion indicated in each of the identified postal code areas below.
- Banding will enable Batley Grammar School to achieve an intake representative of the ability range of applicants to the school.
- Children who have not taken the banding test (apart from children in care, or adopted children who have been in care, who must always be given priority) will be considered after children who sat the banding test. They will be prioritised on the basis of the oversubscription criteria. All applicants will be offered fair access to the test and will be reminded of the date, times and location available to sit the test.
- To ensure that we are meeting the needs of parents in the Batley and Birstall area children will be accepted from an area which will be split into a defined inner catchment area (WF17) and an outer catchment area (all other postal codes). 45% of places will be allocated to pupils in WF17 0--; WF17 8-- and WF17 9--; a further 45% of places will be allocated to WF17 5--, WF17 6--, and WF17 7--, whilst the remaining 10% of places will be allocated to pupils from the other postal code areas with preference given to those living in WF12 7; WF13 4; WF16 9; LS27 0, BD11 1 and BD19 4. Oversubscription criteria will be applied to the bands in each of these groups.
- In order to be eligible for a place parents must make the school one of their three preferences on their local authority application. In addition to the application to their home local authority, parents are required to complete the school supplementary information form and return this to Batley Grammar School. There is a strict deadline of 4.00pm on Friday 29 October 2021 for return of the School Registration/Supplementary Information Form to be returned to Batley Grammar School. A copy of the school registration form is in the school prospectus, available on the school and the local authority's websites or can be obtained from the school admissions office.
- Forms received by the deadline will be considered first.

(b) Heckmondwike Grammar School – ability testing

- Heckmondwike Grammar School is a selective school and admission is based on the results of an entrance test. Eleven year olds take the entrance test on a Monday early in the Autumn term preceding the September of entry. Papers test a range of reasoning skills in a variety of contexts and they are designed to be predictors of likely future performance. A selection of familiarisation questions will be placed on the school website late in the summer term preceding each test.
- The outcome of the tests is communicated to parents in mid-October, prior to the deadline for submission of the application for a high school place to the local authority.
- Parent/carers should note that passing the test does not constitute the offer of a place and that the parent/carer must wait until the offer day on 1 March 2022 to be notified by their home LA at which school they are to be offered a place.
- Parents are required to register for their child's entrance test by a date to be confirmed (likely to be June 2021). Please see the school's website for more information.

2B. Kirklees scheme for in-year admissions 2022/23

This scheme is written to reflect that Kirklees LA intends to move towards a digital by design process which means a move away from paper applications. Once implemented this will be a change in the administrative process and means all applications are expected to be online. This will support Kirklees being able to adapt to the potential requirement for in-year co-ordination.

In-year admissions

In-year applications are those made during the school year for the normal year of admission and those made for admission to age groups other than the normal year of admission.

The Kirklees in-year common application form (ICAF)

All applications for an in-year admission to a Kirklees school **must** be made on the Kirklees **In-year Common Application Form (ICAF)**. This includes applications from parents/carers resident outside Kirklees.

Supplementary Information Form (SIF)

- Own admission authority schools (see pages 34 - 36) may require parent/carers to complete a Supplementary Information Form (SIF).
- SIFs are only used to provide the extra information required by the school's admission criteria which is not available on the ICAF.
- A SIF must be returned to the school.
- A SIF is required **as well** as an ICAF.
- If an ICAF has been completed, but not a SIF, the preference is still valid and must be considered. If it is not possible to consider the preference fully without the supplementary information, the applicant should be ranked lower than those applicants who meet the criteria fully.
- Where a SIF is required, the school should follow up any that have not been received.
- If a request for admission to school is made under the previously looked after (PLAC) criteria, an online supplementary information form (SIF) will need to be completed on the Kirklees Pupil Admissions website www.kirklees.gov.uk/admissions

Assessment of a parent/carer's preference for Kirklees community and voluntary controlled schools

The following applies equally to preferences for Kirklees schools made on the Kirklees ICAF received from Kirklees residents and residents from other LAs.

This scheme requires the Kirklees community or voluntary controlled school to:

- Contact Kirklees pupil admissions regularly to confirm the availability of places at the school.
- Kirklees admissions will
 - confirm whether the school has vacancies in the year group required
 - confirm by reference to the Kirklees oversubscription criteria the order of priority in which a parent/carer's preference is ranked in relation to other applications for that school.
 - where there are more applications than places available, determine by reference to the Kirklees LA published admission criteria the order of priority in which all applications are ranked.

The offer or refusal of a place is only communicated to the parent/carer by Kirklees LA as the Admission Authority.

Kirklees schools where the governing body/academy trust is the admission authority

This scheme requires the admission authority to forward a copy of the ICAF to the LA within 2 school days of the parent submitting the application.

This scheme requires the governing body/academy trust to:

- Check the School Access Module daily for new applications.
- Be responsible for the provision, completion by applicants and retention of any SIF which the governing body/academy trust finds necessary to apply its own admission criteria. The Kirklees pupil admissions team will ensure that SIFs are available on its website or paper copies can be obtained from Kirklees Pupil Admissions.
- Communicate the availability of places to the Kirklees pupil admissions team when requested.
- Where there are more applications than places available, determine by reference to the school's published admission criteria the order of priority in which all applications are ranked.

Communicate the offer or refusal of a place to the parent/carer (or the parent/carer's home LA) and notify the Kirklees pupil admissions team of the decision according to the timetable which is detailed on page 46 and 47.

Offers of places to Kirklees parents/carers and appeals

The relevant admissions authority (as noted on pages 32 - 36) will send out to a parent/carer within **20 school days** of their application being received at a school a decision to offer or refuse a place at the school. A copy of the decision should be sent to the Kirklees admissions team.

The offer will specify a start date as agreed with the school. This should normally be the first day of the next school term where no significant house move has taken place. Where a child has moved into Kirklees and is without a school place, or has moved a significant distance within Kirklees, the offer should specify a start date no later than 10 school days from the date of the offer.

The refusal must give reasons why the child is not being offered a place at a parent/carer's preferred school (where appropriate) and include information about :-

- the statutory right of appeal,
- how to accept or refuse an offer

- the availability of assistance with school transport.

Waiting lists at academy, foundation, trust and voluntary aided schools

Where a parent/carer has been refused a place for their child at a preferred academy, foundation, trust or voluntary aided school, the child's name will be placed on a waiting list for that school according to the admissions policy of that school and the family will be given the right of appeal.

Waiting lists for Kirklees community and voluntary controlled schools

Kirklees LA will keep a waiting list for each Kirklees community and voluntary controlled school as follows:

- Where a parent/carer has been refused a place for their child at a preferred community or voluntary controlled school, the child's name will be placed on a waiting list for that school.
- The waiting list will be kept for the remainder of the term for which they have applied for a place.
- The names on the waiting lists for the school will also include children from normal round admissions:
 - whose parent/carer had expressed a preference for that school but who were offered a lower preference school or an alternative school.
 - (only at the parent/carer's written request) whose parent/carer had expressed a preference for that school but who were offered a higher preference school.

The child's name will remain on the waiting list for the remainder of the term for which they have applied for a place. As vacancies occur, the allocation of places to children on a waiting list will be determined by Kirklees LA according to the published admission criteria (taking no account of the length of time children have been on a waiting list).

The offer of places from the waiting lists will only be made by the Kirklees LA and will be for an immediate start.

Availability of places

If a parent/carer is requesting a change of school because of a house move, or if a child has not been offered a place in a timely fashion, Kirklees LA will offer a place at the school designated by Kirklees to serve the parent/carer's new address, or if no such place is available, the nearest appropriate Kirklees school where a place is available. Nearest means the shortest distance from the child's home to the school measured in a straight line (see page 18).

In some circumstances Kirklees LA may decide to allocate a place immediately at the nearest appropriate Kirklees School where a place is available, following an individual assessment of an application.

Timetables for Kirklees co-ordinated normal round admissions

Rising 5 year old, junior and middle school admissions

The online application process opens via the Kirklees Parent Portal	Wednesday 1 September 2021
Batley Grammar School SIF deadline (applicable for rising 5 year old applications)	4pm Friday 14 January 2022
Closing date for online applications and SIF's	Saturday 15 January 2022
Kirklees LA sends information about applications for schools in other LAs to those LAs	Friday 4 February 2022
Kirklees LA sends information about applications to Kirklees academy, foundation, trust and VA schools	Friday 25 February 2022
Kirklees academy, foundation, trust and VA schools <ul style="list-style-type: none"> • send lists of pupils qualifying, and not qualifying, for places to Kirklees LA • notify Kirklees LA of any intention to admit above PAN, and specify the PAN 	Friday 4 March 2022
Kirklees decides provisional offers including extra-district children applying for Kirklees schools and notifies other LAs	Monday 21 March 2022
Provisional offers reviewed to take account of information from other LAs, results sent to other LAs/admission authorities	Friday 1 April 2022
Kirklees and other LAs exchange information on confirmation of offers to be made	Tuesday 5 April 2022
Statutory National Offer Day	Tuesday 19 April 2022
Appeals	June 2022 onwards

Secondary school admissions

Heckmondwike Grammar School – date to register by for entrance exam	June 2021 – to be confirmed
The online application process opens via the Kirklees Parent Portal	Wednesday 1 September 2021
Batley Grammar School SIF deadline	4pm Friday 29 October 2021
Closing date for online applications and SIF's	Sunday 31 October 2021
Kirklees LA sends information about applications for schools in other LAs to those LAs	Tuesday 16 November 2021
Kirklees LA sends information about applications to Kirklees academy, foundation, trust and VA schools	Monday 6 December 2021
Kirklees academy, foundation, trust and VA schools <ul style="list-style-type: none"> • send lists of pupils qualifying, and not qualifying, for places to Kirklees LA • notify Kirklees LA of any intention to admit above PAN, and specify the PAN 	Friday 17 December 2021
Kirklees decides provisional offers including extra-district children applying for Kirklees schools and notifies other LAs	Monday 17 January 2022
Provisional offers reviewed to take account of information from other LAs, results sent to other LAs/admission authorities	Monday 31 January 2022
Kirklees and other LAs exchange information on confirmation of offers to be made	Monday 7 February 2022
Statutory National Offer Day	Tuesday 1 March 2022
Appeals	May onwards

Table of words and expressions used in this scheme

Term	Definition
Admissions authority (AA)	The body which decides admissions to a school and which makes arrangements for its admission appeals.
ICAF	Kirklees common application form for in-year transfer to a school
In-year admission	In-year applications are those made during the school year for the normal year of admission and those made for admission to age groups other than the normal year of admission.
Distance	Distance is measured in a straight line from a child's home address to the school. Measurements are calculated using six-figure National Grid co-ordinates from the National Land and Property Gazetteer. This grid reference relates to a point that falls within the permanent building structure corresponding to the address. The boundary of the building structure for the address is from Ordnance Survey's MasterMap. For smaller, residential properties the grid reference marks a point near the centre of the building. For larger properties like schools with, for example, multiple buildings and large grounds, the grid reference relates to a point inside the main addressable building structure. The distance calculated is accurate to within 1 metre.
Kirklees	Kirklees Council or, as the context requires, its administrative area.
LA	The local authority. In Kirklees, Kirklees Council is the local authority.
Normal (relevant) admissions round	Admissions for the relevant year arising from offers made under these schemes.
Normal (relevant) year	The first age group in a school. <ul style="list-style-type: none"> ▪ Reception class at infant, first and primary schools ▪ Year 3 at junior schools ▪ Year 6 at the two middle schools in the Shelley Pyramid ▪ Year 7 at most Kirklees secondary schools ▪ Year 9 at Shelley College ▪ Year 10 at Kirklees Creative and Media Studio School, Netherhall Learning Campus.
Testing / Assessment	Batley Grammar School and Heckmondwike Grammar School are the only schools in Kirklees where determination of academic ability by testing is part of the admission procedure. <ul style="list-style-type: none"> • The deadline for the Registration/Supplementary Information Form for year 7 applications to Batley Grammar School should be returned by 4.00pm on Friday 29 October 2021. The deadline for the Registration/Supplementary Information Form for primary places is 4.00pm on Friday 14 January 2022. Parents are required to register their child for the entrance test to Heckmondwike Grammar School by a date to be confirmed, but this is likely to be June 2021. The entrance exam will follow in the Autumn 21 term – date to be confirmed. Please see the school's website for more information.
SIF	Supplementary Information form
Trust school	A trust school is a foundation school with a charitable foundation
Pupil Admissions	Tel 01484 225007 E-mail: pupiladmissions@kirklees.gov.uk Website: www.kirklees.gov.uk/admissions

Full consultation responses

Other local authority response
<p>Thank you for your email about your 2022 policy consultation, we have no objections and no significant feedback on what is proposed.</p> <p>Leeds School Admissions</p>
Chair of Governing body
<p>As per the direction from Kirklees regarding the consultation on admissions arrangements for 2022/2023 please find below the response from Slaithwaite C of E Junior and Infant School.</p> <p>The matter was discussed and noted in minutes at our last full governing body meeting on 18th November 2020.</p> <p>It was agreed at the meeting that as the PAN had not yet been published that as Chair I would communicate the number to all members once it had been published and ask for any feedback by email in order that the return could be completed for the 10th January 2021 deadline.</p> <p>All governors & headteacher were notified of our proposed PAN for 2022/2023 remaining at 23 on 3rd December 2020 & asked to respond by today's date with comments if they wished to provide any.</p> <p>We are happy for the proposed PAN to remain at 23 for admission to Slaithwaite C of E Junior and Infant School for 2022/2023.</p> <p>Many thanks</p> <p>Chair of Governors</p>
Parent responses
<p>Dear Kirklees Admissions</p> <p>RE: ADMISSIONS POLICY FOR KIRKLEES SCHOOLS</p> <p>I would like to bring to your attention as part of the consultation process about the Kirklees School Admissions Policy that we have suffered a great deal of hardship and distress during what has already been a very difficult year for so many, due to the current criteria used when allocating school places.</p> <p>I have two sons, one of who already attends a Kirklees School, Moorlands Primary School. I applied for a place for his sibling to attend the same school and due to the fact we live a few yards outside the priority area, he was allocated a school in the opposite direction with the same start and finish time.</p> <p>This also happened to another family who already had two children at Moorlands Primary, and we spent months lobbying the councillors to bring to their attention issues with regards to the primary school system in Kirklees. During our research, we found that schools appeared to have been planned or built for future demand (which in some cases had many places available according to the online data viewed at the time), however, there were many children</p>

waiting for places within the HD3 area, including a number of siblings. We believe that the problem has been exacerbated by the planning permission granted for new build family properties in the area which is still on-going.

I cannot begin to explain the amount of upset this has caused our family. We went through months of upset and worry, trying to think about how we could possibly manage to do school runs in opposite directions. One solution indicated was to find a school where both of our children could attend, thus disturbing the education of our older son who was already very happy at the school he had attended for years and formed friendship groups. This was not an option as far as we were concerned.

After having spent months lobbying the council and spending hours preparing the appeal paperwork, we were then told after my younger son had already attended an induction and we had bought the appropriate school uniform for the allocated school, that a place had become available at Moorlands and he could join his brother. We were overjoyed.

During the preparation for the school appeal, it came to my attention that Kirklees admissions policy is different to many other councils within the area as it does not prioritise siblings generally, but makes a distinction between priority area and non-priority area siblings. This then causes a problem when a large amount of building (approved by the council) takes place between the allocation of school places for siblings. Leeds, Barnsley, Calderdale and Bradford to name a few appear to prioritise siblings generally, recognising the impossible position parents are put in logistically when siblings are separated. This issue became even more apparent due to the Corona Virus where many out of hours clubs were no longer available. I was also told that my son's place on the waiting list changed as children who moved into the priority area were put above us.

Having read the report on 'Consultation regarding school admission arrangements for the school year 2022/23', the suggestion is that because the oversubscription criteria does not prioritise siblings generally, it only impacts on a very small number of families. This may be the case across the whole of Kirklees due to the new schools built in certain areas in anticipation of future demand, however, I do not believe this is the case in the HD3 area.

I believe the HD3 area has seen a steady rise in demand for school places over a number of years. This has therefore created a situation whereby some children from outside the PPA with siblings already attending Moorlands School did not receive a place at the same school. My worry is that this is only going to get worse due to the building work in the HD3 area and I want to save more families from suffering the same hardship. In my opinion, the criteria for oversubscribed schools appears to have disproportionately impacted on families who have siblings in areas like HD3 where planning for new developments has been granted and therefore should not be discounted. I believe MP's also have similar concerns about the impact extra building would have on schools.

The figures produced in the [*consultation*] report (Page 4) are from 2017 and do not take into account the significant building within the area over the last three years which I would suggest should be calculated for postcode areas/school to analyse the significant hardship caused to families with siblings already attending schools in oversubscribed areas.

The council may argue that parents who choose to send their children to a school outside the priority area should be aware that this situation may occur. However, at the time we applied for a school place for our older son, we carried out extensive research which indicated that children within our area were able to gain a place at Moorlands as the school was big enough

to take these children. We could not have known about the extent of building plans in subsequent years.

We also live on a border between two local authorities. We believe Kirklees ends at the corner of [*street name removed*] a matter of yards before our street. As a result, we are a good distance from the nearest very small Calderdale school which having attended an open event, we were told that it was unlikely we would be allocated a place. We also checked online and it stated that children within our area were infrequently admitted to the school. I hope that this explains some of the reasons we selected a Kirklees school. We also have a HD3 postcode.

In conclusion, we would ask that the Council reviews the school admissions policy in Kirklees to end the distinction between priority and non-priority area siblings, and falls in line with the majority of other Councils in the area. The stress that this has caused me and my family has had a severely detrimental long-term effect on both my private and family life and professional employment as a key worker, impacting on the community.

I believe Leeds City Council considered reviewing their policy on siblings some years ago and an online petition was signed by thousands of people. I think this explains a number of logistical, emotional and environmental issues raised by members of the public when separating siblings:

https://www.change.org/p/leeds-city-council-abolish-proposed-changes-to-the-sibling-rule-for-school-admissions/c?source_location=petition_show

I would ask that the council acknowledge safe receipt of my letter and I would be very interested in attending any relevant meetings to voice my concerns in person.

To whom it may concern,

I have recently submitted my views to the consultation, but found it difficult to articulate my concerns in 50 words. I have therefore written this letter to offer clarity to the points raised. In recent months I have contacted my local MP, local councillors and members of Kirklees admissions team, including [*local authority officer*]. In this letter, I summarise some of the concerns raised regarding the current admissions policy and its ineffectiveness in addressing the academic and emotional welfare of children and their families.

With regards to the policy, we appreciate that families within catchment of a school will take priority for school places, yet in all other surrounding authorities, except for Wakefield, families with siblings already at the school, *in or out of catchment*, are a higher priority on the admissions criteria. These authorities include Barnsley, Bradford, Calderdale, Leeds, Rochdale and Oldham. The Kirklees admissions criteria places children outside of catchment with siblings at priority 5 out of 6. This has major consequences for families who have children already settled at a school, especially where the development of new housing has been approved.

In one correspondence, received from [*local authority officer*], it was undisputed that the development of over 400 properties near to a school is going to put a significant strain upon school admissions – the demand for places is certainly going to rise, regardless of other factors. To suggest that families with children already attending a school, send a sibling to ‘newly established schools within Kirklees’ is simply absurd. Some of the recently established schools, which cater for the increased demand, are around 5 miles away from where my son currently attends school. I would love to hear your suggestions on how you get two children

to two different schools (with the complication of traffic) at the same time – twice a day. This is a challenge for any parent, but for those like ourselves, who are working parents, it's practically impossible. To add complexities; not all schools offer before and after school provision, and even where they do – why should parents incur additional childcare costs to simply fulfil their children's right to an education? I beg the question: has the welfare of families really been carefully considered in your review of the admissions policy? It was also mentioned that:

'an important point made in the review was that if there were changes, some families would benefit from this but a different set of families would then find themselves in challenging circumstances as a result.'

I acknowledge that some families may be presented with challenges should the criteria be changed; the disappointment of not securing a place at their preferred school, but I am really struggling to foresee a challenge greater than being in two places at the same time, and the subsequent pressure and emotional strain this puts on families. Would you like to be the child who is late for school every morning and picked up last? Is it not more realistic for a single child to attend one of the alternative 'recently established schools' that have been established to meet the increased demand for school places, than two children from the same family attend two different schools? I have to reiterate my concerns in relation to equality, where siblings attend schools with a contrasting ethos and culture.

Where children's wellbeing and mental health is a priority in schools, I struggle to comprehend how an authority has an admissions criteria which essentially splits siblings up; placing them, in many cases, in contrasting schools in terms of culture and ethos. Children from the same family should have the same educational experiences and opportunities. They should share and celebrate each other's successes. Children should be nurtured in school as well as home, and naturally this should be alongside their siblings.

As a teacher myself, I know the importance of wellbeing in terms of children's learning and development. A disruptive and stressful morning hinders a child's capacity to learn. This issue is therefore having a detrimental effect on our children, both academically and emotionally. I feel a strong obligation to drive change, as both a parent and a teacher, for all the families and children that are to be effected by a defective admissions policy.

Thank you for considering my views.

For the attention of Kirklees Pupil Admissions

Re: Feedback for the Consultation Process for the admissions of entry to school Sept 2022.

I am writing with my feedback as requested regarding the oversubscription policy for school admission following the experiences I had regarding this matter in 2020. My daughter was denied a reception place at Moorlands Primary School, when living 23m out of catchment and having 2 siblings already at the school. The refusal of this place caused a detrimental amount of stress, strain and heartache on our family. This was at a time when tensions were already high due to working as keyworkers through a pandemic, trying to home-school, look after a pre-schooler and elderly relatives.

I would urge Kirklees as part of this consultation process to look long and hard about the impacts this policy has on these families who do not get a sibling place. I can see that this is considered to be such a small proportion of families but I urge you to look at it from their point

of view and the whole family dynamics. This may be just a school place in the eyes of Kirklees, but a school place for a family is so much more than that for the child, siblings and parents. We should be helping keep families together and supporting families not causing mental strain, financial and economic hardship when this is totally unnecessary.

This is demonstrated by the fact the school admission policy in other Local Authorities on our borders ALL adopt a policy which places any sibling at a higher priority regardless of where they live. This includes Calderdale, Leeds, Bradford, Barnsley, Oldham and Rochdale Councils. Why do they have a different policy and how can they make it work? In 2015 the Office for Schools' Adjudicator stated 'An oversubscription criteria giving siblings priority to attend the same school, if that is what their parents wish seems instinctively to be the sensible approach particularly at primary school'.

These are 4 years old children many of whom will have been taking their siblings to school most days since they were born, starting school will be one of the most daunting years of their lives. They automatically wish to follow their siblings and need to have their sibling to help and support them as they have throughout the start of their lives.

A school place is 'NOT' just a school place for the family of the child, siblings and parents. Once you are part of that school you become part of the community of the school, developing life-long friendships with other parents, you become a support network for each other and as children grow friendships are made with younger siblings again forging friendships further which become friendships both in and out of school. We thought long and hard about sending our eldest to a school out of PAA, however this was the right school for our family dynamics at the time, it was a local school which offered totally different schooling and childcare arrangements to the catchment school. We were successful in gaining a place and at that time it didn't look like place would be hugely affected in future years for siblings. I would like Kirklees to take onboard the many factors that can affect school places when sending siblings to different schools. Schools can have slightly different holidays, inset days (this would have caused me to have an extra 7 days off work to cover both schools inset days) – family days where we wouldn't be able to go out as a family due to different siblings being in school.

Separation to siblings in before and after school childcare, having to use different facilities at a time when they could be playing and socialising together cementing the sibling bond to continue throughout later life. My children are particularly close, they were devastated when I explained their sister couldn't go to school with them. The school my daughter was offered had no provisions for childcare, either through a childminder or via the local out of school club due to limited places with the pandemic. This left no option but to rely on elderly grandparents for help and support at a time when they should have been shielding. This school also was a smaller school when closed due to covid sent the children of the key worker children to an alternative provision a partner school almost 5 miles in the opposite direction, not something one would ever have envisioned and certainly not achievable logistically.

Logistics of dropping off and picking up at 2 different places 3 miles apart at the same time to young children. Which do you leave in the playground, are you even able to do this due to safeguarding? Or which sibling is late on a daily basis? In turn affecting attendance, learning and mental health. In the 3 weeks I had to do this I literally had to push my daughter through the door as soon as it opened (if this was opened on time) run back to the car, travel 3 miles to the next school and run to school after having to park so far away, the boys were 10-15 mins late due to staggered start times, they were upset at being late, having to rush to school, missed meeting up with friends prior to school starting, missed register and got

marked as absent. They missed choosing lunch and often lessons had started. If this had continued their mental health would have severely suffered along with their learning. This could only have been avoided by paying to send the 2 boys to breakfast and afterschool club at considerable and unnecessary expense to the family. This would have also included extra trips, backwards and forwards for the sake of 10-15 minutes. As a parent due to the boys being late for school, the knock-on effect was that I was late for work which if continued would have affected my job and future employment causing further financial hardship. This economic and environmental costs of unnecessary trips back and forth and having to go between 2 settings removed the ability to walk to my local school at any point as we were constantly dashing between settings. As a parent of a new starter in school I was unable to forge friendships in those 3 weeks, having to turn down going to the local park after school or a leisurely chat with other parents in the playground as I was always in a rush to get the boys and not be even later. The boys were the last ones in the playground and I had to run again with a tired 4 year old who should have been attending this school but didn't understand why she wasn't with her siblings and the friend she had already made. By the time we reached the park people were on their way home or had already left. These 3 weeks prior to our appeal made school drop off and pick up a totally unenjoyable, stressful daily routine which could potentially have lasted for 4 years!!

The consultation document states only 22 children (0.4%) were affected at primary level I know 9 of these were from Moorlands.... Why? This was due to the permission to build several large housing estates without any extra places being provided in the area. Where the local schools were already oversubscribed but allowing the expansion and building of a new school in close proximity (less than half a mile) to an established school that from the figures I have found for many years prior wasn't full or oversubscribed. In addition, if these figures were considered to be so low, that changing or reviewing the policy to reflect the number of complaints received this year would have been a priority. This obviously hasn't happened as you have applied for the same oversubscription criteria as previously.

As stated in the consultation policy, a review of the Kirklees admissions arrangements was carried out in 2017. One part of the review investigated the impact of changing the oversubscription criteria for Kirklees schools. A modelling exercise was carried out with existing admissions data to determine the impact of; 1. Removing priority admission areas (catchment areas) 2. Giving siblings priority over children living in the priority admission area 3. Giving children living in the priority admission area priority over siblings. *The results showed minimal impact on both primary and secondary allocations; 1. Removing priority admission areas changed 2.3% of primary allocations and 6.6% of secondary allocations. 2. Sibling over priority admission area changed 1.3% of primary allocations and 1.6% of secondary allocations. 3. Priority admission area over sibling changed 0.9% and 1.4% of secondary allocations. Overall, changing the oversubscription criteria had an impact on a very small number of applicants, and any changes would have a positive impact for some applicants but also a negative impact for other applicants, with some children not being allocated the school local to them.*

Comments regarding this statement is that the review was done in 2017, there have been many changes in the local area with regards to school places, availability and housing. This year would have been the 1st year in 10 years that my daughter would not have gained a sibling place. How were we supposed to foresee this when we applied for our 1st child eight years prior. There is also a difference in the 1st child not getting their preferred place affecting subsequent siblings but causing siblings to have to attend different schools it another problem altogether not just for the child and family but also the school itself with regards to attendance and punctuality.

In other areas PAA's are set up however the admission policy states this does not guarantee places but gives a higher priority. This also brings me to the PAA itself, we were at the time of application living 23 m out of catchment with 2 siblings at the school; 3 children were places at a higher priority than us with only 1 sibling and lived 65m out of catchment but were closer to the school. This by Kirklees is considered to be fair, but it isn't a fair process it just makes it easier to allocate and work out the places – it would only be fair if the school was in the middle and a PAA radius was created around the school. I appreciate this wouldn't work and would be a nightmare to facilitate but let's not pretend that the current process is a fair process. Two siblings itself should outrank 1 sibling also which would be easy to facilitate in the computer algorithm.

I have no problem in schools becoming a PAA only school such as happens in Lindley and many other areas in the future as housing increases in area's, but I urge this not to be at the detriment of the children and families already given places who have been part of the school community for many years. It has too much of a dramatic effect on the lives of the children and their families for many years. I can still recall my school childhood memories with my siblings and to deny this to our children is a disgrace.

The importance of retaining priority admission areas was highlighted, particularly in the rural areas of Kirklees, where they are vital to ensure children are allocated a school within a reasonable distance. This was most evident for secondary schools. Giving priority to siblings over priority admission area saw an increase in the average distance of the allocated schools for both primary and secondary allocations, and an increase in the number of children allocated schools that are considered to be an 'unreasonable distance' (over 2 miles for key stage 1 children or 3 miles for key stage 2 children and above).regarding remodelling and changing the policy regarding oversubscription criteria, removing PAA and changing the sibling rule.

With regards to this statement giving propriety to siblings over priority admission area increasing the distance to schools doesn't reduce as the parents have multiple drop off to complete causing more pollution and financial costs. This would reduce over time as the numbers of children in the PAA increased, schools that previously took children out of catchment just to achieve published admission number wouldn't happen but this wouldn't affect families here and now. There maybe the exemption of people's circumstances changing but this would surely be of reduced significance.

Again, the report states such low differences between the figures but feels it can justify causing significant harm to families lives for what purpose. If other Councils can make the numbers work then I feel Kirklees should review the process with greater thought on the consequences. As from above the consequences of a 1st child not attending their local school of choice and having to travel 2miles to the next versus the upheaval for sibling having to attend multiple schools has a much more dramatic effect. With correct planning neither of these situations should arise. I have completed this feedback in good faith that we will be listened to and that Kirklees will act with the best interests of all parties and to get the policy reviewed so other families do not have to be subjected to the same situation our family was. We were particularly lucky the independent appeal panel agreed and granted my daughter a place, this doesn't take away the stress, worry and preparation time for the appeal process caused to myself and my family. It was honestly the most stressful thing I have had to do and in my opinion totally unnecessary.

Please also find the attached petition to Kirklees council in support of the change in policy to recognise ALL siblings as a priority. A time of closure 515 people has signed supporting the

change in policy. I also want to add that in the previous 8 years of being a parent of a child of school age, I have never been informed of such a consultation process even being held. It's a shame you only hear about things like this when things have gone wrong, I feel consultations like this should be made more freely available and more parent being made aware via school newsletters and social media campaigns. Even the timing of this consultation is inappropriate over the December and Christmas period when most people are at their busiest.

Name of meeting: Cabinet
Date: 16th February 2021
Title of report: Consultation with tenants of Berry Brow/Buxton House: Remediation/refurbishment or Demolition and New Build
 Consultation with tenants of Harold Wilson Court: Fire safety improvements; Sprinkler/EWI/Compartmentation

Purpose of report: this report asks the Cabinet to consider and approve the proposal to commence consultation with tenants at Berry Brow and Buxton House to address the fire safety issues based on the following options:

1. Design, develop and invest in a remediation, refurbishment and remodelling strategy
2. Design, develop and deliver a demolition and new build housing solution

This report further asks Cabinet to consider and approve the proposal to commence consultation with tenants at Harold Wilson Court advising of the intention to undertake major fire safety improvements

The impact of Grenfell, long term investment, low demand, wayleave restrictions and the emergence of the town centre blue-print, further taking into account ongoing fire safety investigations, the recent discovery of flammable insulation to the external walls of Berry Brow and Harold Wilson Court; the resulting introduction of a Waking Watch (which means a 24/7 fire safety patrol on an ongoing basis on a detailed specification based on guidance from the National Fire Service); and taking into account ongoing work to establish options for the long term use of Berry Brow and Buxton House, have all prompted a detailed review of each building resulting in a consideration for the long term use.

All consultations will run concurrently

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 Spending in excess of £250k and affects all electoral wards
Key Decision - Is it in the <u>Council's Forward Plan (key decisions and private reports)?</u>	Key Decision - Yes Public Report - Yes 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	David Shepherd: 27/01/21
Is it also signed off by the Service Director for Finance?	Eamonn Croston: 27/01/21
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Julie Muscroft: 28/01/21
Cabinet member portfolio	Give name of Portfolio Holder/s Cllr Cathy Scott Cllr Peter McBride

Electoral wards affected: Newsome, Deighton
Ward councillors consulted: No
Public or private: Public report
Has GDPR been considered? Yes

1.0 Background and Summary

- 1.0.1 Kirklees Council owns 4 high rise blocks in Huddersfield. All blocks are above 18metres in height and by definition fall into a high-risk category `HRRB` (High Risk Residential Blocks) when referring to fire safety guidance issued by the Hackitt Review (Building a Safer Future 2018) and subsequently the Building Safety Bill, which is due to be enacted during 2021. None of the blocks contain Aluminium Composite Material (ACM), but 3 contain an external wall system.
- 1.0.2 Following ongoing guidance issued by Ministry of Housing, Communities and Local Government (MHCLG) we have maintained a focus on regulatory compliance while also establishing a golden thread of reliable fire safety information to keep tenants informed and assured of the steps being taken to effectively manage fire risk
- 1.0.2 We continue to maintain a rigorous programme of Type 1 Fire Risk Assessments (FRA), have undertaken a number of Type 4 FRA surveys to high rise blocks, and maintain weekly and monthly fire safety checks. This process identified flammable material on the External Wall Insulation at Berry Brow and Harold Wilson Court in November 2019. Early assessments showed a presence of horizontal only firebreaks or a complete absence of firebreak

In January 2020, MHCLG issued Guidance Note 23 which consolidated previously issued guidance notes relating to the 7 building components under review:

- External wall systems/External wall insulation systems
- Aluminium Composite Material Panels
- High Pressure Laminates
- Spandrel Panels
- Balconies
- Smoke Control systems
- Fire doors

In particular Section 3 asked building owners to update the Governments Delta system (MHCLG database containing dwelling information for each Local Authority) and provide `as built` information on the construction of external wall systems in blocks above 18m (HRRB), namely (i) the presence of potentially flammable insulation, where present; and (ii) asking building owners to take immediate steps to mitigate risk to occupants.

In response we checked `as built` records but were unable to fully establish the actual construction of the external wall system in the case of Harold Wilson Court and Berry Brow

- 1.0.3 Therefore, it was agreed to commission further surveys and from June 2020 AHR Partners (Independent fire safety engineers/consultants) have undertaken a series of more detailed intrusive surveys to each block to develop a Building Safety Case for each block, the results of which will inform recommendations for fire safety improvement and estimated investment costs. The Building Safety Case will also inform a wider options appraisal considering:

- Condition of the structure/fabric and remaining useful life
- Suitability of materials used in construction and methods of installation
- Effectiveness of existing fire safety measures, both mechanical and passive

We expect to receive final reports, recommendations and estimated improvement costs in May 2021. However, on 24th November 2020, following testing of samples of external wall render, we received written confirmation of flammable insulation at Berry Brow and Harold Wilson Court and lack of fire breaks. As reported in the briefing note to Management Team (6/01/21) this prompted immediate action and work to commission the introduction of a Waking Watch from 21 December 2020 at Harold Wilson Court which supplemented the existing Waking Watch at Buxton House and an ongoing CCTV/concierge service at Berry Brow

1.0.4 The Waking Watch:

Waking watch was appointed to Berry Brow and Harold Wilson Court in December 2020. It provides 24/7 fire safety patrols on an ongoing basis. The Waking Watch has been appointed on a detailed specification based on guidance from the National Fire Service. This is in addition to the long-standing monitoring of all KNH CCTV and concierge service based at Berry Brow:
Waking Watch Costs:

	Monthly Cost	Annual Cost
Berry Brow	£6.4k	£76.8
Buxton House	£12.7k	£152.4
Harold Wilson	£25k	£300
CCTV/Concierge	£25k	£300
	Total Net	£829.2k

We are in the process of re-procuring the service taking into account risk associated with a single supplier arrangement; long term service requirement; and resulting contract value. The contract award will be carefully managed to ensure minimal disruption to the ongoing service. We expect to commence the tender process by 31st March 2021 and appoint a service provider by July 2021

2.0 Key Issues to consider

2.0.1 In parallel with a continuing programme of fire safety inspections, repairs and proposed improvements, we have been developing proposals that consider the longer-term future of the blocks. Whilst fire safety is key, the cabinet are asked to also consider a number of other major factors. These are:

- The tenant satisfaction and feedback through a recent Place Standard engagement conducted at Berry Brow and the Huddersfield Blueprint engagement for Buxton House.
- Overall quality of accommodation and the council's stated ambition to drive better housing standards
- Sense of community, social impact, levels of crime and ASB
- Thermal efficiency, fuel poverty, the potential for disrepair
- Extent of communal facilities
- Demand/turnover
- Remaining useful life
- Ongoing repair cost, long-term investment and existing use value

3.0 Assessment of Options:

3.0.1 Berry Brow:

The Blocks at Berry Brow contain 196 1-bedroom flats/bedsits, let on general needs basis, with 18 used as temporary accommodation by specialist agencies. All flats remain in the ownership of the Council

The blocks were constructed circa 1970 using a precast concrete frame. An improvement scheme was completed in 1995 at which point the current external wall system was installed along with other capital improvements



A cross directorate working group has been developing a range of options for the long-term future of the high-rise blocks at Berry Brow since late 2017. In March 2019 we conducted a tenants' survey using the "Place Standard Tool" (The Councils principle place-based approach) to understand views and opinions across the standard 14 themes (see appendix 2). We used feedback to finalise options based on refurbishment (including fire remediation) or demolition/regeneration. Indicative costs have been developed for each option which make provision for temporary or permanent decant, and home loss where appropriate

	Remediate Refurb/Remodel	New Build inc Decant/home loss	New Build (Construction and fees only)
Berry Brow	£23.15m*	£48.24m**	£42.30m

Berry Brow:

*196 units retained

No reduction of units

**175 units built

Potential net loss of 19 units

In all cases costs are indicative and include a number of provisional sums. Detailed site investigations will determine the extent of site preparation required to enable development. New build numbers are based on general massing and density. Detailed master planning will be commissioned to determine a feasible scheme and there is every possibility that this will consist of fewer units and an overall reduction in council housing stock, but will contribute significantly to the council's ambition to achieve better design standards and quality. BCIS will be applied to all construction costs once build dates are clarified.

In response to recent findings confirming the presence of flammable insulation, we are developing specifications for major fire safety improvements. Dependent on the outcome of consultation, the Council may undertake this programme either as part of refurbishment or undertake some aspects as an interim measure to provide fire safety assurance during the permanent decant of the blocks (costs subject to tender)

	Sprinklers/AFD	External Wall Insulation	Total
Berry Brow	£2.26m	£3.90m	£6.16m

3.0.2 Possible Scenarios:

Scenario	Decant period	Build	Maintain Waking Watch	Cost of works or Decant only costs	Total Project Cost	Risks	Mitigation	Benefits
Decant blocks while developing New Build options (assumes 100% home loss payment and maintained waking watch in lieu of interim fire safety improvements)	48 months	TBC	£1.5m	£4.9m (Decant only)	£6.4m	<p>Interruption of waking watch service resulting in increased fire risk & tenant anxieties. Rehousing shortages; programme delay and increased project cost. Major investment with poor rate of return, causes disruption to council house building programme. Diverting capital investment. Increased capital borrowing. Site constrains; impact on development/planning. Reduction in overall housing numbers. Major site constraints leading to increased cost. Construction delays due to Covid/Brexit. Ongoing security risks and maintenance cost of partially vacant sites.</p>	<p>Re-procure service provider</p> <p>Work with RP partners to increase re-housing options</p> <p>Undertake programme modelling and reprofile capital investment to balance spend</p> <p>Detailed site investigations and adequate construction provisions</p> <p>Early engagement with the market</p>	<p>Reduced occupation fire risk. New high-quality low carbon housing. Supports best start and improved inclusive communities. Avoids abortive investment/ and ongoing maintenance cost. Supports place making. Opportunity to use MMC to achieve low carbon housing. Opportunity to introduce mixed tenure housing, establish local lettings policy and a good neighbour agreement. Opportunity to draw down WYCA Brownfield Housing Fund BHF monies for enabling works.</p>
Remediate Refurbishment/remodel Berry Brow	Overall 48 months (phase d/ partial decant)	24 months	£1.5m	£23.15m (includes decant costs)	£24.65m	<p>Interruption of waking watch service resulting in increased fire risk & tenant anxieties. Major disruption to households. Lack of decant properties and delays to programme. Continued cap/rev investment in ageing structure. Limited place making opportunity and not in keeping with surrounding area. Future low demand.</p>	<p>Re-procure serviced provider</p> <p>Consider temporary housing solutions/ Hold policy voids</p>	<p>Quicker and cheaper than new build. Reduced fire risk. Improved quality/layout of accommodation and communal spaces. Improved overall look of the block. Extends useful life. Increased thermal efficiency and carbon reduction.</p>

3.0.3 Buxton House:

Buxton House is located on Albion Street in the centre of Huddersfield. It falls within the Town Centre BluePrint for New Street which was earmarked for organic residential growth and kick-started by the council's investment in the partnership to regenerate the former Co-op Building at 103 New Street.

Although Kirklees Council own the freehold to this overall Buxton House site, 68-118 New St and 1-7 Buxton Way were leased to Hazelside Properties (later Zurich) on a 99-year lease commencing November 1973 with annual rent at £33k rising to £178k by June 1994. The purpose being to support retail and commercial development on New Street as part of the city centre development plan. The lease includes an ongoing agreement which allows the council to lease back Buxton House and the adjoining carpark for a peppercorn rent of £200 per annum. This arrangement is due to end in 48 years. The original lease to Zurich was surrendered by mutual agreement in June 2012 and a new lease issued for 175 years on the basis of a peppercorn rent.



Demolition and new build costs below include provisional sums to acquire outstanding lease interests along with freeholds to all retail units and related compensation for the relocation of wayleaves.

The block was constructed in 1968 using a concrete frame, it contains 56 1-bedroom flats and bedsits over 11 floors. All units are let on a general need basis. Four flats are owned by leaseholders and 3 are sublet.

The block does not have an external wall insulation system so does not fall into the same fire risk banding as Berry Brow and Harold Wilson Court. Notwithstanding ongoing surveys by AHR Consultants, existing FRA recommendations indicate major fire safety improvements are required to establish effective compartmentalisation between the flats and escape routes, along with associated building works.

The impact of Grenfell, long term investment, low demand, wayleave restrictions and the emergence of the town centre Blue Print prompted a detailed review of the building commencing in 2019 resulting in a shortlist of options similar to Berry Brow, namely refurbishment (including fire remediation) or demolition/regeneration. Indicative costs have been developed for each option which make provision for temporary or permanent decant and home loss where appropriate:

	Remediate Refurb/Remodel	New Build inc Decant/home loss	New Build (Construction and fees only)
Buxton House	£13.1m*	£43.12m**	£40.82m

Buxton House:

*40 units retained

Net loss of 17 units

**154 units built

Potential increase of 98 units but requires significant land assembly.

In all cases costs are indicative and include a number of provisional sums including lease acquisition/compensations for wayleaves and loss of rental incomes under the lease agreement to Zurich. Detailed site investigations will determine the extent of site preparation required to enable development. New build numbers are based on general massing and density, detailed master planning will be commissioned to determine a feasible scheme and there is every possibility that

this will consist of fewer units. BCIS will be applied to all construction costs once build dates are clarified

In response to findings of Fire Risk Assessments namely the lack of effective compartmentation, we are developing specifications for major fire safety improvements, dependent on the outcome of consultation the council may undertake this programme either as part of refurbishment or undertake some aspects as an interim measure to provide fire safety assurance during the permanent decant of the blocks (costs subject to tender)

	Sprinklers/AFD/Compartmentation	External Wall Insulation	Total
Buxton House	£895k	£n/a	£895k

3.0.4 Possible Scenarios:

Outcome	Decant period	Build	Maintain Waking Watch	Cost of works or Decant only costs	Total Project Cost	Risks	Mitigation	Benefits
Decant blocks while developing New Build options (assumes 100% home loss payment and maintained waking watch in lieu of interim fire safety improvements)	24 months	TBC	£246k	£1.84m (Decant)	£2.08m	<p>Interruption of waking watch service resulting in increased fire risk & tenant anxieties. Home loss and loss of tenancies to other providers. Rehousing shortages; programme delay and increased project cost. Major investment with poor rate of return, causes disruption to council house building programme. Diverting capital investment. Increased capital borrowing. Site constrains; impact on development/ planning. Major delays to land assembly and acquisition. Major site constraints leading to increased cost. Construction delays due to Covid/Brexit Ongoing security risks and maintenance cost of partially vacant sites.</p>	<p>Re-procure service provider</p> <p>Work with RP partners to increase re-housing options</p> <p>Undertake programme modelling and reprofile capital investment to balance spend</p> <p>Early engagement with freeholders Detailed site investigations and adequate construction provisions</p> <p>Early engagement with the market</p>	<p>Reduced occupation fire risk. New high quality thermally efficient housing. Supports best start and improved community cohesion. Avoids abortive investment/ and ongoing maintenance cost. Supports land-mark place making. Blue-print for future regeneration. Opportunity to use MMC to achieve zero carbon housing. Opportunity to introduce mixed tenure housing, establish local lettings policy and a good neighbour agreement. Opportunity to draw down BHF funding for enabling works.</p>

3.0.5 Harold Wilson Court

The block is located at Southgate, on the Junction of the inner ring road/Leeds Road. The block was formally known as Richmond Flats and constructed in 1962 using a pre-cast concrete frame and concrete infill panelling

The current building contains 44 1-bedroom flats arranged over 11 floors all let on a general need basis supported by a local lettings policy. All flats are in the ownership of the Council



A full decant and major refurbishment was undertaken by the Council/KNH in 2013 which included remodelling, thermal efficiency/low carbon improvements to the fabric of the building and capital replacements throughout. Given the level of recent investment made in improved standards, it is proposed this block is not considered for option appraisal.

Recent intrusive surveys have determined though the presence of a phenolic foam insulation in the external wall system installed during the 2013 refurbishment. Surveys further suggest that the installation has not been carried out in accordance to British Board of Agreement (BBA) certification that was issued as part of the warranty scheme. Unfortunately, the contractors issuing the certification has since gone into liquidation

In response to recent findings we are developing specifications for major fire safety improvements and have established provisional costs (subject to tender and BCIS):

	Sprinklers/AFD/Compartmentation	External Insulation	Wall	Total
Harold Wilson	£732k	£1.78m		£2.15m

Although we are not proposing to consult tenants on the long term future of the block, we must engage and work closely with tenants to undertake the aforementioned Fire Safety Improvement works and agree how this work will be carried out, in particular providing detail and assurance in the following areas:

- Why we are carrying out the improvements
- Timescales sequence and extent of works
- Expected impact on householders and how this will be managed
- What to expect when the work is complete and assurance around fire safety
- The fire safety arrangements while work is in progress

The proposed improvements will be intrusive and will affect the outside of the building, communal areas, and the flats themselves. Although we are not planning to decant any households we will provide local respite and welfare facilities if tenants are not able to remain in their home during the working day. We expect tenants to raise a number of queries and concerns so we are preparing a detailed consultation pack to clarify proposals and provide responses to anticipated questions

3.0.6 Consultation:

We are planning to undertake 3 separate consultations concurrently:

1. Berry Brow: 2 options as detailed above:

Consultation commences: March 21
Consultation concludes: June 21
Report to Cabinet: July 21

2. Buxton House: 2 options as detailed above

Consultation commences: March 21
Consultation concludes: June 21
Report to Cabinet: July 21

3. Harold Wilson Court: 1 option as detailed above

Consultation commences: March 21
Consultation concludes: June 21
Report to Cabinet: July 21

3.0.7 Immediate consultation is imperative to safeguard tenant safety and continue to provide assurance, although we recommend consultation should commence immediately, we are mindful that we cannot currently undertake face to face conversations due to Covid and are therefore preparing detailed consultation packs and information for the KNH website and for delivery to each home in hard copy. We estimate 2 weeks' lead-in from the point of Cabinet approval to incorporate any feedback into the pack. Consultation packs are being prepared and initial drafts will be issued to this Cabinet meeting.

3.0.8 General Risks associated to consultation:

- Remote consultation may not fully engage leading to a poor tenant response
- Poor tenant response does not allow Cabinet to make informed decision on the preferred option
- Potential delays to final approval due to impending elections
- Shortage of project resource due to ongoing response to Covid
- Increases in procurement costs due to Covid/Brexit
- Shortage of supply chain for improvement works due to Covid/Brexit

4.0 Implications for the Council

4.0.1 Working with People

This is a major decision for Kirklees that could establish the standard of council housing of the future. The views and opinions of tenants and wider stakeholders are critical in delivering successful outcomes

Although we have not consulted on detailed options to date, we did undertake a Place Standard survey of residents at Berry Brow between 25th and 31st March 2019 resulting in averaged 45% response. In June 2020 we consulted all council tenants and asked for feedback across 14 themes. In both cases quality of place and home was confirmed as the number one priority for tenants.

4.0.2 Working with Partners

A multi-agency approach is required for the delivery of the project, relationships internally, and with external partners are key to success. The Council cannot deliver programmes on its own; partners will play a vital part in shaping and delivering successful outcomes

4.0.3 Place Based Working

Consultation will inform a Placed based approach and inform a good understanding of the impact of the proposals on existing communities as pressures on existing infrastructure continues to increase. As environmental impacts are not really discussed with citizens, the proposed design of housing will be presented through ongoing engagement to ensure we are not creating dysfunctional communities of the future

4.0.4 Climate Change and Air Quality

The existing blocks house 252 flats and combined occupation use emits the following levels of carbon:

- Holme Park Court: 198 tonnes/year 2.02 tonnes per flat
- Bishops Court: 188 tonnes/year 1.91 tonnes per flat
- Buxton House: 104 tonnes/year 1.85 tonnes per flat

Existing EPC Rating (not communal areas):

- Holme Park Court: C
- Bishops Court: C
- Buxton House: C

Refurbishment:

Existing blocks are poorly insulated and have no gas and therefore rely on electric heating with high generation costs and carbon outputs. The proposed refurbishment will deliver significant thermal improvements to the fabric of the building reducing reliance on energy for heating by 40-50%

New Build:

We have an ambition to build to a low carbon standard using Modern Methods of Construction (MMC) and thereby achieve carbon zero for occupation, reducing reliance on electric powered heating to achieve carbon reductions significantly. Master planning will play a major part in establishing green space and natural habitat. The development is however `out of town` so transport links are critically important to encourage the use of public transport and adoption of other modes of travel. The location of the site presents an opportunity to build a `green` development of which there are a number of examples regionally.

Traditional construction will generate around 60 tonnes of carbon per unit whereas a number of MMC systems have established zero carbon in manufacturing and assembly. We will however generate carbon emissions in demolition, waste generation and site preparation and at this stage is difficult stage to determine actual impacts. We will however carefully design works to reduce embodied carbon where possible.

4.0.5 Improving outcomes for children

The Council's approved housing strategy focusses on early intervention and prevention of homelessness thus leading to improved outcomes for all households who are at risk of, or experiencing, homelessness, including households with children, and young people. The council housing programme provides a responsible approach for tackling the ongoing loss of Council housing through RTB and hence establish one for one replacement to meet increasing affordable housing demand.

5.0 Other (eg Legal/Financial or Human Resources)

The site is owned by the Housing Revenue Account (HRA) and is designated for housing and street scene. Proposed development will be confined to within the red line boundary. Title searches will be commissioned to determine site constraints. Although not anticipated, we may have to undertake appropriation on parts of the site for planning and development.

The current 30-year HRA business plan makes a capital provision to invest in high rise blocks and therefore set aside £47m for remodelling. If the new build option is preferred across both sites, we may have a funding shortfall of around £30-40m based on current outline/concept plans. As we conduct further site due- diligence and design, it is anticipated the numbers of homes that can be physically delivered will be lower and hence the cost envelope will reduce. In the event the detailed cost plan shows the need for more than the currently allocated budget, officers will present options to Cabinet which could include:

1. Borrow additional capital against the HRA
2. Phased delivery of the schemes in order to manage the impact on the HRA Business Plan
3. Scale back other capital activity such as: Your Home Your Place or the council house building programme

Initial HRA remodelling assumes additional costs, based on reduced new build numbers suggesting £25m of additional borrowing plus grant. It is confirmed that this can be contained within the HRA business plan.

6.0 Resource requirements and costs:

Each phase of the project will require a dedicated resource:

Consultation:

- Berry Brow Consultation: 6 full time employees (FTE) 10-12 weeks: £0: existing overhead
- Buxton House: 4 FTE: 10-12 weeks: £0: existing overhead
- Harold Wilson Court: 4 FTE 10-12 weeks: £0: existing overhead

Consultation will run concurrently on all sites and although we have assigned existing officers to the project resource, we are mindful of the impact of Covid on staff health and the restrictions on a face-to-face consultations. Therefore, there is every likelihood that further resource maybe required to support this team and manage additional workload:

1 Team Leader G12 (6 months)	£22,735.00
3 project assistants G10 (6 months)	£58,065.00

Decant/Respite:

- Temp decant Berry Brow (refurb): 48 months £2.04m (In project cost)
- Permanent decant Berry Brow (build): 48 months £2.04m (In project cost)
- Temp decant Buxton (refurb): 24 months £0.53m (in project cost)
- Permanent decant Buxton House (24 months) £0.70m (in project cost)

Construction:

- Refurb works Berry Brow (24 months) £1.68m (in project cost)
- Build Berry Brow (36 months) £1.57m (in project cost)
- Refurb Buxton House (12 months) £0.53m (in project cost)
- Build Buxton House (24 months) £0.70m (in project cost)

With regard to the build options, Phase 1 early stage site investigations will be required on Berry Brow and Buxton House to inform feasibility. If proposed schemes are not feasible any associated site investigation costs will become abortive. We have set aside £250k in the

Revenue budget for financial year 2021/22 to make provision for initial site investigations and these will be later capitalised as agreed schemes move to the delivery phase.

7.0 Consultees and their opinions

Supporting business cases and outline options have been presented to Senior Leadership Team, Portfolio Holder Briefing and Executive Team. Responses and views have been considered and taken into account prior to finalising this report. We continue to consult with all stakeholders as we develop the programme this ensuring feedback is used to shape delivery

8.0 Next steps and timelines

Consultation commences:	March 21
Consultation concludes:	June 21
Report to Cabinet (result of consultation/preferred option/progress):	July 21

9.0 Officer recommendations and reasons

- i) That Cabinet approve the recommendation to consult tenants and residents on the future options for the council's high-rise housing blocks to address fire safety concerns.
- ii) That Cabinet note and approve the on-going Waking Watch costs to the HRA at Berry Brow and Buxton House.

Reason: Consultation with tenants and residents is an obligation of the Council which provides a key opportunity to carefully consider views and opinions when shaping long-term high-quality housing and place solutions.

10.0 Cabinet Portfolio Holder's recommendations

Keeping tenants safe is the council's highest priority and the options for consultation with tenants and residents offers long term solutions for the housing needs of these tenants which will provide a safer, warmer and higher standard of accommodation. Isn't this the reason? What is the recommendation of the portfolio holder?

11.0 Contact officer

Asad Bhatti: Head of Asset Management
Tel: 01484 221000 and ask for Asad Bhatti
Email: asad.bhatti@knh.org.uk

12.0 Background Papers and History of Decisions

13.0 Service Director responsible

Naz Parkar, Growth and Housing

14.0 Supplementary information:

Appendix 1: Listening to Berry Brow Mar 2019 (place standard survey)



Listening to Berry Brow 25th to 31st March 2019

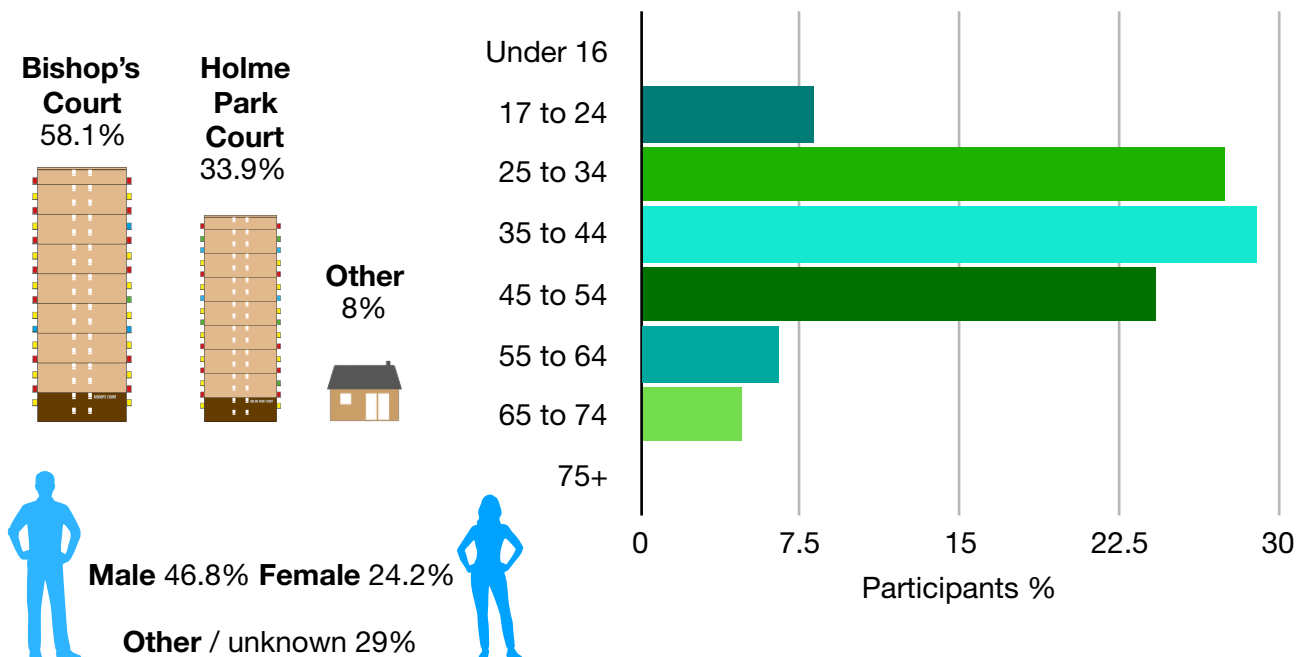
What we did

KNH (Kirklees Neighbourhood Housing) worked in partnership with Kirklees Council to talk to people in and around Bishop's Court and Holme Park Court in Berry Brow, using a tool called the "Place Standard". This is a way of helping to get conversations going about any place (it could be your street, neighbourhood or town), by using some simple questions. Our aim was to understand what people feel are the priorities for their homes, to help with planning investments for the future.

Who participated?

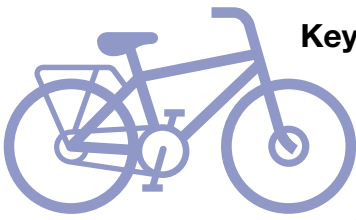
Staff from KNH and Kirklees Council talked to residents in their homes and people in the wider area around Bishop's Court and Holme Park Court. We also held 3 drop-in events.

62 citizens took part and completed Place Standard assessments



What participants said

Moving around



Key issues:

The main road (Woodhead Road) is busy at peak times, making it difficult for car users to pull out. People store their bikes on the balconies rather than using the bike bins supplied. Older people struggle with the steps up to Woodhead Road.

It's a long way to walk to town, if you can't access public transport.

Suggestions: Bike shed information should be included in the sign up pack.

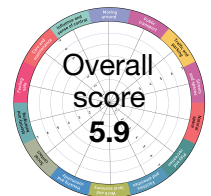


Public transport



Key issues:

The majority of participants said that the area is well served by buses and trains, however some feel that the cost of travel is too high.



Traffic and parking



Key issues:

Participants said that the volume traffic on Woodhead Road is a problem. Residents would like to see more motorbike sheds (there are currently 4). Some residents said that there is

ample parking, whereas others think it is limited. Participants said that mini motorbikes are an issue in the area.



Streets and spaces

Key issues:



Participants said that the area around the flats is unattractive - most shops are boarded up and they feel that the flats themselves are unattractive and in need of investment. There are issues with dog waste on the grassed areas surrounding the flats and near the entrances. Rubbish is sometimes thrown from balconies.

Alcohol and drug use is also a problem.



Suggestions: Increase street cleaning.

"It's hard to make a block of flats attractive."

"The planted areas are neat. Rubbish is quickly picked up. Residents use the football court."

"Everything is uphill."

Natural space



Key issues:

Lots of accessible natural space in which people enjoy walking. Participants mentioned that rubbish along the river bank is an issue, with some people saying that they didn't feel safe walking along the riverbank. The village has access to some excellent natural spaces but some of the paths need improving and can suffer from dog poo deposits.



Play and recreation



Key issues:

The park on the road to Newsome (Berry Brow Recreation Ground) is used and there are other parks locally, for example Netherton and Beaumont Park. Participants feel that there aren't enough facilities for older children. There are mixed views on the Multi-Use Games Area (MUGA) - some say it is well used others say it is not. The raised beds are well used for growing plants and vegetables.



Facilities and amenities



Key issues:

There are a limited number of local shops and the mini market is expensive. The cash machine in the local shop charges for use. Some participants said they struggle to access a GP, chemist and dental services. Participants said they would like to see more washing machines and dryers in the laundry.

The majority of participants travel to supermarkets in Huddersfield town centre for their weekly shop.



Suggestions: Wi-fi in the flats and a café and gym in the complex. One participant said that the flats should have assistive technology.

Work and local economy



Key issues:

Participants said that there are few job opportunities locally and a lack of jobs in Huddersfield. Participants feel that a reason for unemployment is that lots of people have drug and alcohol problems.



Suggestions: Increasing computer access, adult learning and support for substance issues could help.

"People feel isolated here. People get forgotten."

"There's no post office, its not like a village anymore. Lost community and village feel. There used to be a co-op, fish shop, sandwich shop - a lot got knocked down. Lost a nice village for somewhere you pass through. I don't hear about Berry Brow Carnival until the day, and miss out on local info."

Housing and community



Key issues:

Responses to this question were very mixed, with some people feeling that the accommodation meets their needs others feeling that investment is needed. Some participants said they feel imprisoned and are looking to move. One participant said the flats are too big (they need to be 3 or 4 storeys high) and are not meeting basic needs such as heating, showers, space and water.



Suggestions: Demolish the blocks of flats – provide a better standard of housing.

Social contact



Key issues:

There are opportunities for social contact, for example the pub, club, restaurants and the TRA coffee morning. The spaces outside the flats attract anti-social behaviour - alcohol, drugs and dogs.



Identity and belonging



Key issues:

Participants said that there are problems associated with the blocks of flats, including car crime and theft. Some participants said the perception of the flats is unjustified: it is not perfect and people judge it wrong. Participants said that people view residents of the blocks of flats negatively. A number of people said that they see the flats as a stop gap and want to move on.



Suggestions: More community events. Re-educate people on the history of the area.

Feeling safe



Key issues:

A number of participants mentioned that they feel safe because of the CCTV but are unsure of the role of on-site security. Issues listed included drug use and drug dealing, motorbikes on the surrounding field, people banging on doors and night time noise.



Suggestions: Improvements to street lighting on the steps up to the main road.

Care and maintenance



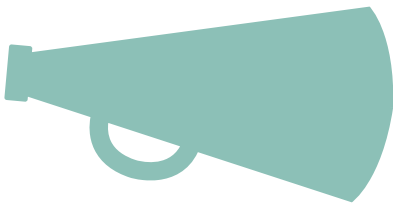
Key issues:

Tenants should take more responsibility for their waste and dispose of it correctly. Participants had mixed views on communal cleaning services, with some saying it is good whilst others said it's of a poor standard. Participants living in the blocks said that the repairs service is good.



Influence and sense of control

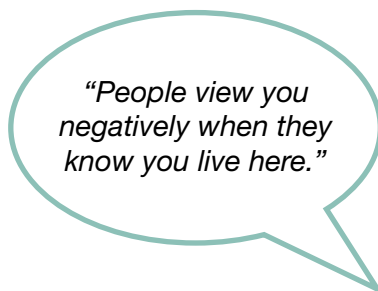
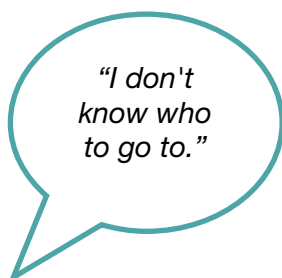
Key issues:



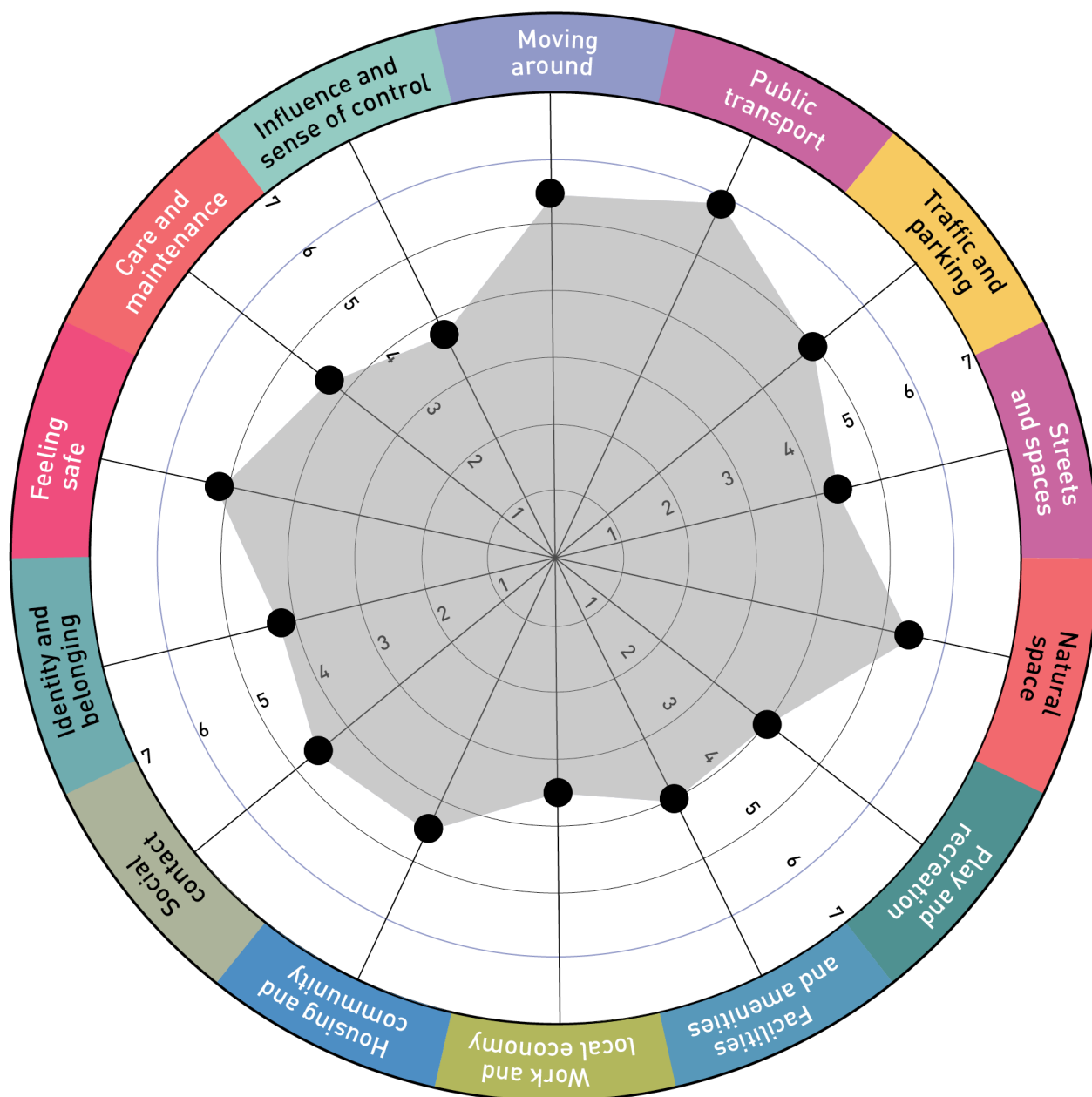
Some participants mentioned that they don't know who their ward councillors are. The majority of participants described either an issue with the person being able to resolve issues, or not knowing who to contact (for example, a housing officer).



Suggestions: Pictures and contact details for housing officers should be displayed at Bishop's Court and Holme Park Court.



Overall scores for Listening to Berry Brow



Public transport	5.9
Moving around	5.5
Natural space	5.4
Feeling safe	5.1
Traffic and parking	5
Social contact	4.6
Housing and community	4.4

Streets and spaces	4.3
Care and maintenance	4.3
Identity and belonging	4.2
Play and recreation	4
Facilities and amenities	4
Influence and sense of control	3.8
Work and local economy	3.5



Name of meeting: Cabinet
Date: 16th February 2021
Title of report: Green Homes Grant (Local authority funded private sector energy scheme)

Purpose of report:

The government launched the Green Homes Grant (GHG) in Sep 2020 which the council has been successful in securing over £2m funding from Phases 1a and 1 b of the funding programme to improve energy efficiency and reduce carbon emissions from council housing. In Nov 2020 Local Authority Delivery 2 (LAD2) was launched; the scheme is aimed at private sector properties including private sector rented (PSR) and designed to offer grant assistance to homeowners qualifying for energy improvements with a combined household income of less than £30000.00 p/a.

Grant assistance is limited to £10000.00 per owner occupier household. PSR landlords are expected to make a 33% contribution towards total cost of works. In some cases: the range of improvements and cost of works will exceed available grant resulting in a contribution from owner occupiers.

Following a successful bid in Dec 2020: Kirklees have been allocated £3.03m through our local Energy Hub (BEIS). In some cases (and it is difficult to estimate numbers at this stage) grant will leave a funding shortfall for the householder, resulting in reduced uptake and a missed opportunity to improve the quality of housing in the private sector while making a significant contribution to the Council's Carbon zero target of 2038.

This report tasks Cabinet to consider a proposal to establish a LA backed private sector energy improvement scheme and to allocate £1m into begin with to offer financial support to homeowners and landlords of PRS. The allocated monies will be contributed to the Yorkshire and Humber Home Appreciation Loans Scheme (which the council already contributes through the Accessible Homes activity) for qualifying households.

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 Spending in excess of £250k and affects all electoral wards
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
Date signed off by <u>Strategic Director</u> & name	David Shepherd: 28/01/21
Is it also signed off by the Service Director for Finance?	Eamonn Croston: 4/02/21
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Julie Muscroft: 8/02/21
Cabinet member portfolio	Give name of Portfolio Holder/s Cllr Cathy Scott Cllr Peter McBride Cllr Naheed Mather

Electoral wards affected: Initially: Greenhead, Newsome, Crosland Moor and Netherton Dewsbury West. Longer term: All wards

Ward councillors consulted: No

Public or private: Public Report

Has GDPR been considered? Yes

1. Background and Summary

1.0.1 National Context:

In July 2020 the Chancellor announced a £2 billion Green Homes Grant scheme to upgrade homes across England aimed at improving the energy efficiency of fuel poor homes. £500 million was allocated to LA's in the first phase through the Local Authority Delivery (LAD) scheme to phase out high carbon fossil fuel heating and deliver progress towards the UK's commitment to net zero by 2050. The scheme aims to raise the energy efficiency of low income and low energy performance homes (those with energy performance certificate (EPC) ratings of D, E, F or G), including off-gas grid homes.

The overall scheme is broken down into 4 distinct work streams:

- Sep 2020: LAD1a; aimed at public sector housing and fuel poor properties with and EPC rating at E/F/G
- Nov 2020; LAD1b, a follow-on scheme which allows Local Authorities a second chance to bid for funding, but the EPC banding increased to include properties at Band D
- Dec 2020: LAD2; Funding to improve fuel poor private sector properties
- Sep 2020: GHG Voucher: Private sector households that don't qualify for grant assistance will be able to claim voucher worth up to £5000 to redeem towards the cost of works

1.0.2 Local Context:

The KNH asset team consists of 1 energy officer and 1 recently appointed M&E surveyor, the focus of the team is to develop and deliver affordable warmth/fuel poverty programmes for council housing. Since the announcement of the GHG schemes the energy officer has been working with BEIS, the Energy Hub and Better Homes Yorkshire to better understand each stream and requirements of each bidding round. Despite the challenging timescales we have successfully bid for funding in the following streams:

Work Stream	Allocation £	Date of allocation	HRA Contribution £	Total scheme fund £	Deadline for spend
*LAD1a	**576k	Sep 20	472k	1.048m	Mar 21
*LAD1b	**1.57m	TBC end Jan	737k	2.307m	Sep 21
LAD2	**3.03m	Dec 20	TBC - GF	3.03m	Dec 21

*LAD1a/b programmes will be undertaken by Property Services, upskilling and accreditation is underway

**Each allocation includes a 10% contribution towards staffing and associated ancillary costs

Although allocations must be spent by the current deadline there are no penalties for underspend or recovery of staffing/ancillary contributions

Regionally our LAD2 bid forms part of the biggest LEP allocation:

Leeds:	£5.46m
Bradford:	£4.08m
Kirklees:	£3.03m
Wakefield:	£2.03m

Calderdale: £1.48m

Allocations are made on the overall size of the LA, overall number of households and properties deemed to be in fuel poverty based on 2018 LSOA fuel poverty sub regional statistics. LAD 2 funding is paid as S31 Grant in monthly instalments

A number of authorities within the Leeds City region have reported difficulties in pulling together a scheme within the restrictive timescales set by BEIS. Inaccurate data and lack of time to consult is creating barriers to delivery.

Some Authorities (with a majority of rural properties) have indicated they do not intend to draw down their allocation and improvement measures will vary between authorities, dependant on locality and archetype.

Given the challenging deadline for grant spend we carried out a desk top assessment of all properties in the Borough (using 2018 data) and identified wards with the highest percentage of fuel poverty based on properties with the worst SAP rating; we have discounted properties with a Band D rating and focussed on those with E/F/G:

Ward	Number of properties	Potential Carbon Savings tonnes
Greenhead	494	629.98
Newsome	483	386.48
Crosland Moor and Netherton	431	809.94
Dewsbury West	372	714.92
Total	1,780	2541.32 tonnes

Although we have established a priority list based on 2018 statistics we must visit each property to fully understand:

- The actual performance rating of the property – undertake EPC
- The household circumstance and eligibility for grant funding
- Application for home appreciation loan

The results of visits to each household will inform the actual programme of work and likelihood of spend against allocation, based on our grant allocation and assuming £10k average cost of works per property we could improve around 270 properties within current grant deadlines.

The Energy Hub will expect each LA to submit monthly return detailing progress. If spend is forecasted to fall short of the allocation the Hub will work with the LA to develop a recovery plan, if the recovery plan is not possible; remaining allocation will be diverted to another LA in the LEP area

1.0.3 Better Homes Yorkshire (BHY)

Better Homes Yorkshire is a joint programme managed by WYCA and The LEP, and it was created in 2015 to help residents across Yorkshire pay less for energy and live in healthier, warmer homes. It consists of 10 participating Local Authority areas and allows residents to take advantage of the latest Government funding options to make energy efficiency improvement works to their homes. The programme has improved over 3000 homes regionally and Kirklees have called off a number of programmes with the most recent being a PS energy improvement scheme at Hillhouse (Fartown)

BHY operates the supplier framework with contractors who are approved to draw down GHG funding, unfortunately the framework only consists of 1 approved supplier; Engie. LAD2 works

must be undertaken by an approved supplier to satisfy grant conditions namely MCS and PAS 2030 accreditation for installation QC.

Engie are currently reviewing our address list by carrying out desktop and drive by viewings to determine which qualifying works may be suitable based on archetype. Most allocated LA's are using the BHY framework so the demand on Engie is unprecedented; initial conversations with Engie, suggests that proposed improvement measures will be dictated by what can realistically be delivered within available timescales/supply chain

Proposed Mobilisation timescales:

Proposed programme from Engie:	14 th Feb `21
Programme review:	19 th Feb `21
Contractor agreement:	26 th Feb `21
Initial notice to households	1 st Mar `21
Surveys and visits to 1 st tranche	22 nd Mar `21
Works commencement 1 st tranche:	5 th April `21

1.0.4 Home Appreciation Loan (HAL)

The scheme has been launched relatively quickly amidst a global pandemic and without a national media campaign so many households aren't aware of the grant opportunity, the ongoing pandemic and increasing impact on already low household income may prevent the ability for households to find the money to fund their contribution towards the works costs if required. All properties in our programme fall into the worst 20% of LSOAs nationally (IMD 2019). PSR landlords may not have funds available to provide 33% statutory contribution as stipulated in LAD 2 rules.

We have been researching options in anticipation to support households that would benefit from nil cost funding option; Kirklees Council currently offer home appreciation loans (HAL) to support private sector households for:

- Adaptations
- Disrepair
- Energy Replacement Loan (ERL)

The scheme is administered by the Yorkshire and Humber Loan Service (YHLS) with staffing costs met by the Regional Housing Board (RHB). Having met with officers from the YHLS; there is an opportunity to use the existing HAL scheme by increasing the loan fund by £1m for use on loans offered to households on the LAD2 scheme. Any loans issued to owner occupiers will be secured as charge on the property

Loan interviews and applications must be completed by officers trained by YHLS to Financial Conduct Authority (FCA) standards and training can take around 1 week. The amount of loan will vary per household and depend on cost of works minus LAD2 grant

YHLS have confirmed there is a 3-month lead in to process loan applications given their existing workload, this effectively shortens the LAD2 grant deadline from December to September 2021

There is no charge from YHSL to administer the scheme on our behalf as RHB funding is expected to cover overhead costs until 2042. Loan officers are trained and regulated by YHSL free of charge although we would be expected to finance the cost of employing the resource. The HAL is offered as a % of the loan to value of the property. Interest is not charged on the ERL despite this being a repayment product, however payment default interest is charged at 4% above bank of England base rate on the outstanding amount.

The overall scheme is funded by General Fund capital expenditure of £4m and forms two parts. The first part is £3m and is an existing scheme that is funded by grants through BEIS for LAD2. The second part is for a further £1m to be funded by corporate borrowing. The £1m will support

loans to private individuals. These loans will follow the same process and administration as the existing regional HAL/ERL scheme administered by YHLS

2. Information required to take a decision

2.0.1 Issues to Consider:

LAD2 presents a great opportunity to support the private sector in accessing much needed grant to improve living conditions and reduce carbon emissions, the scheme allows the Council to build on the success of the Kirklees Warmzone scheme (2007-2011) and help more households out of fuel poverty.

Resources are scarce and the timescales for delivery and spend are extremely challenging, allocations are based on statistical data so the success of the scheme relies wholly on the ability to visit individual properties, undertake property and person assessments, make grant and loan applications, organise, plan and execute delivery around Covid restrictions

The GHG scheme is considered the first of many initiatives as part of the Governments 10-point plan for a green Industrial revolution (Nov 2020) backed by £12bn of investment. Future funding opportunities are anticipated to be offered with equally challenging timescales so It is prudent for the Council to establish a dedicated function to position ourselves in a better to respond to future opportunity

Existing supply chains are saturated as ongoing national demand and competition from LAs and the private sector is set to increase, the scheme therefore presents major opportunity for Kirklees Council to commence a major programme of upskilling, train, and establish a local workforce supported with specialist supplier and installers. We have commenced upskilling our direct workforce to PAS 2030 for the installation of renewables technologies

LAD1a/b are designated for improvements to Council owned housing whereas LAD2 is private sector funding. The asset team are managing 1a/b under a ring fenced arrangement which, under the rules of the HRA they are technically prevented from any involvement in providing services to the private sector however given the allocation and staffing contribution is issued as Section 31 Grant the Council is effectively funding the scheme and therefore there are no conflicts and compromise of the HRA ring fence. Grant funding includes an administration and staffing provision at 10% of the allocation (which will cover the employment of 2no G10 temporary project officers. LAD2 grant allocation is expected to be paid from March 21 and end in Dec 21 – we therefore expect 10 equal payments of circa £300k. Funding streams will be reviewed monthly to ensure forecasted spend is on target. Any under or overspend will adjusted the ongoing allocation in the month.

GHG was not launched or supported through a national media campaign, successful engagement with owner occupiers and landlords will rely on an intense and targeted promotional programme to ensure households are made fully aware of the opportunity and therefore engage with the delivery team.

A proposed LA backed partnership could provide a financial solution to private households wishing to take advantage of our new energy retrofit programme from 2022, this is crucially important as it allows householder access to major improvements delivered directly by the LA and avoids leaving streets with a pepper pot of improved and unimproved properties, furthermore it can potentially tackle the issues of a cold bridging between a party walls and deliver maximum benefit of improvements to the fabric of the building.



2.0.2 Risk/Mitigation/Benefit:

Item	Risk	Mitigation
1	Challenging Grant deadlines	Conclude recruitment and establish dedicated team to commence desktop review to identify 2 streams: owner occupier and landlords. Lock in supply chain, appoint and train HAL officers. Initial notices and request for households to register their interest. Mobilise site team for property surveys and establish remote consultation to reduce risk of virus spread. Continue to lobby BEIS/Energy Hub to extend existing deadline
2	Poor grant uptake	Targeted comms to all households in scheme, complete property assessment to illustrate potential benefits of improvement works; energy savings thermal quality improvements
2	Overwhelming demand on the single supplier framework	Place project order and lock in supply chain via Better Homes framework while developing our own accredited supplier framework through engagement of the DPS
3	Supplier led improvement programme fails to deliver maximum benefit	Review and gateway approval process to ensure the optimum mix of improvements required to achieve maximum potential energy performance target
4	Lead Officer Capacity	Consider the appointment of a 2 nd team leader to balance workload or the appointment of a G14 manager to oversee all energy related projects
5	Delays to consultation due to Covid	Remote engagement via Teams or skype – electronic signatures and video record of consultation
6	Delays to completion of improvement works due to Covid	Adopt existing safety systems of work and the use of related risk and method statements
7	GAP funding affordability	Establish HAL scheme and related SLA for assessment, approval and processing timescales
8	Reduction in grant allocation	Monthly progress review with Energy Hub to forward plan funding requirements and overall estimate spend
9	National/Global materials shortages and increased costs	Lock in supply chain and supply rates for the term of the project

3.0 Implications for the Council

3.0.1 Working with People

The proposal supports the place standard model and facilitates a better understanding of social exclusion faced by many private sector households. The improvement programme will deliver tangible benefit and overcome a number of inequalities realised through the impact of social deprivation and resulting fuel poverty

3.0.2 Working with Partners

A multi-agency approach is required for the delivery of the project, relationships internally and with external partners are key to success; the Council cannot deliver programmes on its own; partners will play a vital part in shaping delivering and successful outcomes

3.0.3 Place Based Working

As per 3.0.1

4.0.4 Climate Change and Air Quality

LAD2 supplements the Councils wider climate emergency response and could deliver major improvements in air quality by reducing over 2500 tonnes of carbon across 4 wards.

4.0.5 Improving outcomes for children

The proposal supports the councils corporate plan to establish clean, green and warm homes resulting in best the start for children. The improvements to homes will improve living conditions, reduce running costs and the risk of damp/condensation related illness

4.0 Other (eg Legal/Financial or Human Resources)

The grant is issued to the Council as S31 so effectively this is general Council capital funded scheme

The HAL is regulated by the FCA, each home-owner and mortgage lender will be fully consulted to ensure complete transparency, compliance to financial/legal standing orders is maintained at all times. Taking into account the proposal to establish a £1m HAL fund and the 10% contribution towards staffing and running cost, the HRA remains in-tact and un-affected by the proposal

Loan interviews and applications will be conducted and completed by approved and fully qualified officers under the supervision of YHLS

The scheme will be administered by the YHLS, related property legal charges and legal agreements will be processed through the existing arrangement with overhead costs covered.

Property charges will be assigned in accordance to the rules of the HAL detailing Kirklees Council as the beneficiary and loan repayments administered through YHLS

From 1.1.21 the council must comply with new Subsidy Control rules which replaces the EU State aid regime. It must also comply with its Financial Procedure and Contract Procedure rules when awarding any contracts for goods works and services, and comply with the Public Contracts Regulations 2015, for example, using only compliant framework agreements.

5.0 Resource requirements and costs:

The following costs are contained within the 10% contribution of the grant allocation; however posts maybe be at risk if we forecast an underspend and the monthly grant allocation reduces:

- £45,741 - £53,942: 1no G12 team leader or G14 Manager
- £39,736: 1no Project officer: G10 – temp monthly employment
- £39,736: 1no QLO: G10 – temp monthly employment

6.0 Consultees and their opinions

Outline options have been presented to SLT and responses and views have been considered and taken into account prior to finalising this report. We continue to consult with all stakeholders as we develop the programme ensuring feedback is used to shape delivery

7.0 Next steps and timelines

Procurement:	Feb 21
Recruitment:	Feb 21
Survey/consultation:	March 21
Delivery	April/May 21

8.0 Officer recommendations and reasons

Approve the proposal to proposal to establish a LA backed private sector energy improvement scheme and create a fund of £1m in the 1st instance to offer financial support through Home Appreciation Loans for qualifying households.

The proposed HAL offers the most cost-effective solution for householder and the Council:

Householder:

- Interest free loan without the pressure to repay within a restricted timescale
- Property improvements which will reduce energy costs and carbon footprint
- Capital growth and increased value

Kirklees Council:

- Allows Kirklees Council to support the private sector and tackle deprivation
- Carbon reduction while tackling fuel poverty across the Borough
- Ensuring good take up of allocated LAD2 grant funding
- Opportunity to develop the scheme into longer term solution for private sector householders to take advantage of future home improvement and retrofit schemes

9.0 Cabinet Portfolio Holder's recommendations

We need to tackle inefficient housing, across all sectors; improve thermal comfort to help all households to overcome fuel poverty and support communities where many future generations of Kirklees citizens can call a safe and warm home.

The proposals support the Councils strategic approach to housing through good innovation, quality and good design; we aim to meet overall housing need and tackle fuel poverty while place making.

10.0 Contact officer

Asad Bhatti: Head of Asset Management

Tel: 01484 221000 and ask for Asad Bhatti
Email: asad.bhatti@knh.org.uk

11.0 Background Papers and History of Decisions

12.0 Service Director responsible

Naz Parkar, Growth and Housing

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Name of meeting: Cabinet
Date: 16 February 2021
Title of report: Disposal of land designated as “Open space” to Network Rail to facilitate the Transpennine Route Upgrade

Purpose of report

The purpose of this report is for Cabinet to consider the objections received as a result of advertising the Council’s intention to dispose of open space near Deighton Station and Calder Road in Ravensthorpe, shown edged red on the plans contained within Appendices 1 & 2 and to determine whether to proceed with the intended disposal of the open space.

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 Ashbrow & Dewsbury West Wards.
Key Decision - Is it in the <u>Council’s Forward Plan (key decisions and private reports)?</u>	Key Decision – Yes First published 12 January 2021
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Strategic Director</u> & name	David Shepherd - 08.02.21
Is it also signed off by the Service Director for Finance?	Eamonn Croston - 02.02.21
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Julie Muscroft - 04.02.21
Cabinet member portfolio	Cllr Peter McBride Cllr Graham Turner Cllr Cathy Scott

Electoral wards affected: Ashbrow & Dewsbury South

Ward councillors consulted: Cllr James Homewood, Cllr Amanda Pinnock, Cllr Harpreet Uppal, Cllr Masood Ahmed, Cllr Gulfram Asif & Cllr Nosheen Dad

Public or private: Public

Has GDPR been considered? Yes, and personal information has been redacted

1. Summary

To deliver the Transpennine Route Upgrade ('TRU'), Network Rail Infrastructure Limited ('NRIL') need to permanently acquire a number of parcels of land along the proposed route.

Ten parcels of Council owned land have been identified as open space and pursuant to the provisions of the Local Government Act 1972 the intention to dispose has had to be advertised. Two objections to the disposals have been received. A single objection each for plots 20-0326 at Deighton and 20-0328 at Ravensthorpe as identified on the plans at Appendices 1 and 2.

Cabinet is therefore asked to consider the disposals of both parcels in light of the objections received.

2. Information required to take a decision

2.1 Background of TRU

The TRU involves improving the railway between Manchester, Huddersfield, Leeds and York.

That part of the TRU known as West 3 covers the section of railway between Huddersfield and Westtown, about half a mile south-west of Dewsbury and is key to delivering the benefits passengers want along the Transpennine railway. Proposals for the scheme include:

- Doubling the number of tracks to four along the majority of the route.
- Separation of the track by way of a fly over at Ravensthorpe.
- Electrification of railway from Huddersfield to Ravensthorpe.

The objectives of the upgrade are

- To improve journey times, frequency & capacity to support economic growth.
- To create a cleaner & quieter railway.

The benefits of the scheme include:

- An overall better railway, one of which is more resilient and reliable while also improving journey times and train frequency.
- Station upgrades to modern standards to provide better accessibility.
- Cleaner travel and potentially quieter for those living close by.

The current timeline of the TRU is as follows:

- March 2020 – Submit Transport & Works Act Order (TWAO) application
- Spring 2021 – Potential Public Inquiry
- Winter 2021 – Secretary of State's decision on application
- 2023 – Start on site (subject to the confirmation and making of the TWAO)

If the TWAO is granted by the Secretary of State, it provides NRIL the relevant powers and rights to be able to compulsory purchase any land and assets required for the

scheme, whether they be permanent land acquisitions or temporary rights required to facilitate the works.

2.2 Disposal of Open Space

Section 19 of the Acquisition of Land Act 1981 defines open space as “any land laid out as a public garden, or used for the purposes of public recreation, or land being a disused burial ground”.

This Act provides that in the case of a TWAO it is classed as ‘special category land’, provision for which must be made in the TWAO in order to offer the party whose land is being acquired some replacement land that is equally advantageous to the owner and those persons making use of the open space unless the promoter of the TWAO, NRIL in this instance, can negotiate an acquisition in advance of submission of the TWAO application to the Secretary of State.

Network Rail approached the Council to enquire which of the parcels of land that NRIL need to acquire permanently fell into this category and officers identified ten parcels in total. NRIL’s wish was to acquire the parcels of land in advance of the TWAO application being made by negotiation.

If negotiations cannot be satisfactorily concluded then NRIL will include the parcels of land in their TWAO application and if the Secretary of State confirms the Order, this will grant NRIL compulsory purchase powers to acquire the parcels in question.

As a result of the intention to agree a negotiated disposal the Council has a statutory duty to advertise its intention to dispose of open space land under the provisions of section 123(2A) of the Local Government Act 1972. Notices advertising the intention to dispose of the open space were placed in The Huddersfield Examiner and Dewsbury Reporter between 19th November - 17th December 2020. Each land parcel was advertised for two consecutive weeks with a further week left for objections to be received. The notices were also available to access on the Councils website. A copy of the notices placed in the relevant newspaper can be seen in Appendices 6 & 7.

During the consultation period 2 objections were received. A single objection each for plots 20-0326 at Deighton and 20-0328 at Ravensthorpe as identified at Appendices 1 and 2, both objections of which are covered separately further in this report.

The Councils Disposals & Acquisitions Team have valued each land parcel and are currently in negotiations with NRIL. If an agreement on price can be reached, the Council will enter into an option agreement, whereby if NRIL is granted the TWAO they are able to purchase the land. If the TWAO is **not** approved, then NRIL will be under no obligation to purchase, the option will lapse, and the land will remain with the Council. However, if a negotiated disposal cannot be reached for any parcel, then Network Rail will have to proceed with the TWAO application which, if confirmed, will grant them compulsory purchase powers to acquire the parcels for which they must offer replacement land.

2.3 Objection at Ravensthorpe (20-0328)

An objection was received from the adjoining landowner Berkeley De Veer. The full redacted version of the objection can be seen in Appendix 3. A large part of the objection relates to planning matters which will be dealt with during the TWAO process and any resulting public inquiry.

The relevant parts of the objection relating to the disposal of open space are summarised as follows:

The disposal of the public open space land adjoining Calder Road in Ravensthorpe will prejudice the short and long term delivery of Dewsbury Riverside. If land that is crucial for opening up and facilitating the development of the site instead needs to be secured for public recreation as part of an Exchange Land certificate prepared by Network Rail, the implications of this are:

Short Term

Prejudice on the implementation of a T-junction deliverable under the outline planning permission (2016/60/94118/E) as the alignment of the T-Junction is coincident with parts of the recreation land.

Officers are of the view that there is a reasonable prospect that this objection will be resolved as NRIL has proposed to change the replacement land in question following discussions with Berkeley De Veer and the Council. This will allow BDV to bring forward their access road if they such require.

Longer term:

- 1) *The potential exists for the provision of an absolute barrier between the Dewsbury Riverside site and the adoptable highway once the proposed Route Upgrade works have been undertaken by Network Rail and*
- 2) *The New Calder Bridge proposal would be equally prejudiced by the securing of the Access Area as Exchange Land. The new bridge is proposed to connect the Dewsbury Riverside site with Low Mill Lane and the A644 and provide additional off-site highway capacity. This key strategic highway infrastructure is not required within the Local Plan period but is nonetheless needed for the full 4,000 units within Dewsbury Riverside to be delivered.*

Officers are of the view that there is a reasonable prospect of these objections being resolved so that the TRU investment can proceed “at pace” with the Council continuing to work in partnership with NRIL to bring forward essential rail infrastructure, a new train station for Ravensthorpe and housing delivery at Dewsbury Riverside.

2.4 Objection at Deighton (20-0326)

The Council has received a specific objection in relation to a parcel of land near Deighton Station. The full redacted objection email can be seen in Appendix 4. In summary, the objection questions:

- The amount of land needed in this location
- That no detailed boundary information was provided
- The impacts to the footpath
- The number of trees lost
- Site notices

NRIL has worked collaboratively with the Council in providing a response which can be seen in Appendices 5a & b and provides comprehensive justification to each of the elements raised in the objection.

Further to response being received from NRIL, they have since estimated approximately Page 134

6% (between 50 and 60) of the total trees lost in the Deighton area are from the Councils open space plot in question. The rest is from private land not in the Councils ownership.

The decision before the Cabinet relates to the disposal of the land. The removal of the trees by the new landowner, NRIL, would be through an authority granted by the Secretary of State pursuant to a Transport and Works Act Order.

3. Implications for the Council

3.1 Working with People

If approved, the TRU will provide many jobs, particularly in the construction industry not to mention the improved journey times, frequency & capacity to the rail service along the commuter belt.

3.2 Working with Partners.

The Council supports the Transpennine Route Upgrade and the investment and benefits it brings to the Kirklees area and the wider Northern Powerhouse. The scheme will involve working collaboratively to minimise disruption around the district during construction.

3.3 Place Based Working

There will be no impact.

3.4 Improving outcomes for children

There will be no impact.

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

The Council has the statutory powers to dispose of the land and the disposal is in line with the adopted Disposal and Acquisition Policy 2017.

A capital receipt will be received upon disposal of any parcel where the price is above £10,000.

4. Next steps and timelines

If Cabinet approve of the disposals, Kirklees will enter in the relevant option agreement with Network Rail for the disposals of the plots prior to submission of the TWAO application by NRIL or will accept replacement land if officers consider that is the best outcome.

5. Officer recommendations and reasons

The Transpennine Route upgrade is a strategic priority for the Council which supports the scheme and the investment in the area. The Council is also committed to the delivery of Dewsbury Riverside.

If members are minded to uphold the objections then Network Rail Infrastructure Limited will progress with their Transport and Works Act Order application which, if confirmed,

will result in them acquiring compulsory purchase powers but as the land is classed as special category land the Council would receive replacement land instead.

Taking into consideration the above, officer recommendations for each parcel are as follows:

5.1 Deighton (20-0326)

Officer recommendation is for the Council to dispose of the Open Space. Network Rail's response was comprehensive, and the benefits of the Transpennine Route Upgrade outweigh the 'loss' of this parcel in this location.

5.2 Ravensthorpe (20-0328)

Officer recommendation is for Cabinet to approve the disposal of the land. The Council is of the view that there is a reasonable prospect of the remaining two parts of this objection being resolved so that the TRU investment can proceed "at pace" through the Council continuing to work in partnership with NR and in liaison with neighbouring land owner, Berkley de Vere to bring forward essential rail infrastructure, a new train station for Ravensthorpe and housing delivery at Dewsbury Riverside, following submission of the Transport and Works Act Order. This includes bringing forward a design to maximise benefits for all parties whilst providing adequate access to facilitate the Dewsbury Riverside development.

6. **Consultees**

Following a meeting between Officers and the Ashbrow Ward Councillors, Cllr Uppal, writing on behalf of herself and her co-ward Councillors, commented as follows:-

"As we stated in the meeting, we do support the upgrade works to the public transport system but I do have particular concerns that we will lose over 900 trees in Deighton. Whilst the response from NR includes some tree planting it will take some time for the trees to grow and replace the huge amount lost. I also am concerned that the area is losing some open space land. This is even more important in an area like Deighton where we have (sic) struggled with levels of deprivation.

We would therefore urge that any capital receipts from the sale of the land be used to supplement local environmental projects and should include the involvement of local groups like Woodscape and the input of local Cllrs."

Cllr Masood Ahmed of Dewsbury South Ward was happy with the comments made by the Portfolio Holders.

7. **Cabinet Portfolio Holder's recommendations**

The Cabinet Portfolio Holders recommend that Cabinet approves the disposal of the open space at both Deighton and Ravensthorpe.

They agree that the benefits from the TRU will outweigh the disposal of the open space. Given the likely outcome of a compulsory purchase, they agree with officer recommendations and believe this is the best course of action.

8. **Contact officer**

Tim Lawrence – Transport Strategy & Policy Manager
Tim.lawrence@kirklees.gov.uk
01484 221000

9. Background Papers and History of Decisions

Not applicable

10. Service Director responsible

Angela Blake – Economy & Skills
angela.blake@kirklees.gov.uk
01484 221000

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Plan No: 20-0328 NR Parcel No 18-014, 18-019 & 20-006

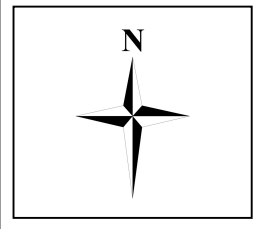


Economy & Infrastructure

Date:
12/11/2020

Scale:
1:2500

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BY EMAIL to: harry.garland@kirklees.gov.uk

FAO Harry Garland

Legal, Governance and Commissioning
Second Floor, High Street Buildings
High Street
Huddersfield
HD1 2ND

17 December 2020

Dear Mr Garland

Reference: DEV/HG/ML/D70A-521

Objection: Notice of Disposal of Public Open Space (s123 Local Government Act 1972) ("Section 123 Notice")

Land Adjoining Calder Road, Ravensthorpe

We write in relation to the above Section 123 Notice given by Kirklees Council notifying of its intention to dispose of an area of approximately 11,310 square metres of "public open space" land adjoining Calder Road in Ravensthorpe (the "**Land**"). We understand that an area of 25,000 square metres of public open space is being disposed of in totality as part of a series of section 123 notices, of which the Section 123 Notice for the Land is just one.

Berkeley De Veer Limited ("**BDV**") objects to the disposal of the Land and the reasons for our objection are set out below.

Dewsbury Riverside

The Land forms part of a wider area of land which is allocated under Policy HS61 of the Kirklees Local Plan ("**Dewsbury Riverside**") for the purposes of a substantial residential-led mixed use strategic development, including up to 4,000 new homes¹. Policy HS61 confirms that "*the site will play a key role in helping transform Dewsbury and Ravensthorpe*".

Dewsbury Riverside is under multiple ownerships, which includes both BDV and Kirklees Council.

On 19 March 2019, the Council approved the Dewsbury Riverside Masterplan Framework (the "**Framework**"). The Council's Cabinet report sets out that Dewsbury Riverside is a key site within the North Kirklees Growth Zone, which is identified as a spatial priority area for housing growth in the

¹ Of which 1,869 are intended to be delivered during the Local Plan period

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Leeds City Region Strategic Economic Plan. The Cabinet report also confirms that the delivery of Dewsbury Riverside is essential in meeting the housing needs of the Kirklees Local Plan, being the largest housing allocation and therefore making the most significant contribution to the housing needs established by the Kirklees Strategic Housing Market Assessment.

Outline Planning Permission (2016/60/94118/E)

Outline planning permission (the “**OPP**”) was granted by the Council on 12 April 2017 for residential development on land within Dewsbury Riverside and to the east of the Land. The OPP benefits from modifications made by the Business and Planning Act 2020 to the Town and Country Planning Act 1990 (see section 93D of that Act) which means that the deadline for submission of reserved matters applications is extended to 1 May 2021.

The OPP includes a priority T-junction off Raventhorpe Road (the “**T-Junction**”) (see Appendix 1). It is anticipated that the delivery of the T-Junction under the OPP would act as a catalyst and driver for early development of Dewsbury Riverside. The OPP allows the delivery of 120 dwellings within the Dewsbury Riverside area but the T-Junction has the capacity to unlock between 600-700 dwellings, as well as other key parts of Dewsbury Riverside. BDV intends to secure technical approval for the construction of the T-Junction and submit the first reserved matters application under the OPP in early 2021.

Transpennine Route Upgrade

The Section 123 Notice references the Transpennine Route Upgrade, and we are aware from Network Rail that an option on the Land is proposed with Network Rail to facilitate Network Rail’s proposals for the Huddersfield to Westtown (Dewsbury) Phase 2 route upgrade works (the “**Route Upgrade**”). We understand that an application for a Transport and Works Act Order (a “**TWA Order**”) (under the Transport and Works Act Order 1992) for the Route Upgrade is scheduled to be submitted by Network Rail during Q1 2021.

Exchange Land

The Council will no doubt be aware that a TWA Order covering the compulsory acquisition of open space is subject to Special Parliamentary Procedure, unless there has been or will be suitable land of comparable quality given in exchange (“**Exchange Land**”)². The Exchange Land is shown shaded brown on the plan at Appendix 2.

Section 19(4) of the Acquisition of Land Act 1981 confirms that “*open space*” means any land laid out as a public garden, or used for the purposes of public recreation, or land being a disused burial

² Exchange Lane being land which is (i) not less in area; and (ii) equally advantageous to the persons entitled to use the land



ground, and we understand that the Council considers the Land to be “open space” for these purposes³. (See “**Legislation Extracts**” appended to this letter).

We assume the voluntary disposal of the Land to Network Rail is intended to obviate the need for the Land to be compulsorily acquired within the TWA Order and, by extension, obviate the need for Exchange Land to be provided by Network Rail.

Access Area

BDV is concerned that (irrespective of the proposed disposal of the Land to Network Rail) Network Rail would still seek to include compulsory acquisition powers within the TWA Order, meaning they would need to also secure adequate Exchange Land to avoid Special Parliamentary Procedure. We understand that Network Rail is proceeding on this basis (which is common practice⁴) and Network Rail has confirmed to us directly that such proposed Exchange Land includes BDV land within Dewsbury Riverside.

Appendix 3 to this letter shows illustratively part of the location of a crucial access point to the Dewsbury Riverside development (the “**Access Area**”). This area will need to include a four-armed roundabout in time, but is also the location of the T-Junction deliverable under the OPP (which is capable of accommodating 600-700 dwellings to begin with, before being upgraded to a roundabout at the appropriate stage of the delivery programme for Dewsbury Riverside). We understand the Exchange Land proposed by Network Rail includes land in the Access Area needed for the delivery of the roundabout and/or the T-Junction.

There is therefore a clear risk to the delivery of Dewsbury Riverside if land that is crucial for opening up and facilitating the development of the site instead needs to be secured for public recreation as part of an Exchange Land certificate prepared by Network Rail. This risks amounting to an absolute barrier as between the Dewsbury Riverside site and the adoptable highway once the proposed Route Upgrade works have been undertaken by Network Rail.

If the Council proceeds to voluntarily dispose of the Land to Network Rail, then assuming that Exchange Land does need to be secured in exchange within the Access Area, the development of Dewsbury Riverside would be put significantly at risk. In turn, this exposes the Council to significant risk in two principle respects:

(i) Risks to Kirklees Council as LPA

The development of Dewsbury Riverside is relied upon in the Council’s Local Plan. The 1,869 new homes to be delivered on Dewsbury Riverside under Policy HS61 accounts for 6% of all the housing

³ It is not immediately obvious to us that the Land necessarily meets the definition of “open space” for these purposes, although that is a matter beyond the scope of this objection

⁴ I.e. the TWA Order that is currently being prepared will likely be drafted to include default compulsory acquisition powers by way of insurance in case negotiations break down or private agreement cannot be reached with the Council (such as the option on the Land we understand is proposed) before the TWA Order Application is submitted, which would in turn trigger the statutory requirements on Network Rail to secure Exchange Land.

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required within the plan period. Put another way, the housing delivered under Policy HS61 exceeds the delivery requirement for an entire year under the Local Plan (set at 1,730 new homes per annum, see paragraph 8.6 of the Local Plan).

Prejudice to the delivery of Dewsbury Riverside also risks prejudice to the various contributions that Dewsbury Riverside would otherwise be capable of making towards improved rail, road, pedestrian and cycle connections, improvements to Ravensthorpe Station and surrounding area, and the delivery of landscape and environmental enhancements. It should also be recognised that the delivery of Dewsbury Riverside is anticipated to lead to significant planning gain including £400m GVA and 9,500 construction related new jobs in the local economy.

The Framework demonstrates the rationale for and importance of the proposed “access loop” within Dewsbury Riverside (the “**Access Loop**”). This is shown on the Dewsbury Riverside Masterplan extract at **Appendix 4**. The Access Loop is critical to the delivery of Dewsbury Riverside and freeing up capacity on the already congested Ravensthorpe Road / Lees Hall Road section to the north of the site.

Bringing traffic off this section and through the site is a key benefit and feature of the Masterplan for Dewsbury Riverside, and this will clearly not be achievable if an access at Ravensthorpe Road is rendered undeliverable as a consequence of the Access Area being secured as Exchange Land. Indeed, without the prospect of the Ravensthorpe Road access being delivered, it is likely that the entire Masterplan will need to be reviewed.

Whilst the proposed access at Forge Lane is not intended nor needed until at least 1,500 dwellings have been delivered, it is not thought possible for this access to be opened up any earlier due to third party ownership issues (including in relation to an existing Mosque in that area). A failure to deliver suitable access in the Access Area would therefore leave only the Lees Hall Road access (and no Access Loop) which could be devastating to the delivery of not only Dewsbury Riverside but also other potential Local Plan projects in the vicinity.

The New Calder Bridge proposal would be equally prejudiced by the securing of the Access Area as Exchange Land. The new bridge is proposed to connect the Dewsbury Riverside site with Low Mill Lane and the A644 and provide additional off-site highway capacity. This key strategic highways infrastructure is not required within the Local Plan period but is nonetheless needed for the full 4,000 units within Dewsbury Riverside to be delivered.

(ii) Risks to Kirklees Council as landowner

The notice to which this objection relates is made under section 123 of the 1972 Act. Section 123 concerns disposals of land by “principal councils” and sets out a duty on councils to obtain the best consideration that can reasonably be obtained on a disposal of land.

While the Council’s “best value” duty applies in the present circumstances only in relation to the Land (and does not, at least under the 1972 Act, extend to considerations of any subsequent valuation of the Council’s interests in the wider Dewsbury Riverside area) BDV would nonetheless suggest that the Council exercises caution in making decisions today that risk an inevitable

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diminution in the value of the Dewsbury Riverside site (and so the Council's financial interests in Dewsbury Riverside as landowner) arising from the harm posed through the potential for Exchange Land being secured in the Access Area.

Prejudice to others

The point made above in relation to the harm that would arise to the Council's financial interests in Dewsbury Riverside applies equally to other landowner interests in Dewsbury Riverside, including BDV's.

Conclusion

In conclusion, it appears there may be a disconnect between what the Council is trying to achieve, on the one hand in the context of voluntary disposals of open space to Network Rail in advance of a TWA Order application being submitted, and on the other in the context of the Council's interests in Dewsbury Riverside as both local planning authority and as a landowner.

BDV recognises that the Council has different functions (and will employ different people and teams in relation to those different functions) and that it is a challenge for any local authority to ensure that those functions are exercised in a harmonious and complementary fashion. However, in the present case, BDV would urge the Council to look again at the issue of the disposal of this Land more holistically.

While BDV is supportive of the Route Upgrade and the wider economic benefits that this will bring, it is imperative to ensure that the Access Area is properly safeguarded now so that the necessary highway upgrades and improvements can be undertaken in future to allow the ambitions of the local plan to be fully realised.

BDV suggests that this process of review and reflection should include a further analysis of whether land owned by the Council that might be in scope for Network Rail's Route Upgrade purposes is correctly identified as "public open space" and, where land is correctly identified as such, whether reasonable alternatives for Exchange Land exist outside the boundaries of the Access Area but within the wider Dewsbury Riverside site (or in close proximity to it).

There is other more suitable land in the vicinity (including land owned by BDV) which, we say represents more suitable Exchange Land (as may be required) and which would seem to us to meet all of the tests in s19 of The Acquisition of Land Act 1981, while not prejudicing development of Dewsbury Riverside. We would welcome a discussion with the Council in this regard.

Yours sincerely

Berkeley De Veer Limited

Enc.

This letter is sent electronically and so is unsigned

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5

Appendix 1A: Site Access to Application Site from Ravensthorpe Road (separately attached)

Appendix 1B: Indicative Masterplan: Ravensthorpe Road (separately attached)

Appendix 2: Location of Proposed Exchange Land (separately attached)

Appendix 3: Proposed Roundabout Layout in Access Area at Ravensthorpe Road (separately attached)

Appendix 4: Dewsbury Riverside Masterplan Extract (immediately below)

Legislation Extracts: (enclosed)



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6

Legislation Extracts

The Transport and Works Act 1992

The Acquisition of Land Act 1981

Section 12(1) of the Transport and Works Act 1992 provides as follows:

an order under section 1 or 3 [of the 1992 Act] authorising a compulsory purchase shall be subject to special parliamentary procedure to the same extent as it would be, by virtue of section 18 or 19 of the Acquisition of Land Act 1981 (or by virtue of paragraph 5 or 6 of Schedule 3 to [the 1992] Act) (National Trust land, commons etc), if the purchase were authorised by an order under section 2(1) of that Act.

Section 19(1) of the Acquisition of Land Act 1981 (the “**1981 Act**”) provides as follows:

In so far as a compulsory purchase order authorises the purchase of any land forming part of a common, open space or fuel or field garden allotment, the order shall be subject to special parliamentary procedure unless the Secretary of State is satisfied—

(a) *that there has been or will be given in exchange for such land, other land, not being less in area and being equally advantageous to the persons, if any, entitled to rights of common or other rights, and to the public, and that the land given in exchange has been or will be vested in the persons in whom the land purchased was vested, and subject to the like rights, trusts and incidents as attach to the land purchased, or*

(aa) ...

(b) ...

and certifies accordingly.

Section 19(4) tells us that for these purposes “open space” means any land laid out as a public garden, or used for the purposes of public recreation, or land being a disused burial ground, and we understand that the Council considers the Land to be “open space” for these purposes⁵.

Paragraph 6(1) of Schedule 3 of the 1981 Act provides as follows:

In so far as a compulsory purchase order authorises the acquisition of a right over land forming part of a common, open space or fuel or field garden allotment, it shall be subject to special parliamentary procedure unless the Secretary of State is satisfied—

(a) ...

(aa)...

(b) *that there has been or will be given in exchange for the right additional land which will as respects the persons in whom there is vested the land over which the right is to be acquired, the persons, if any, entitled to rights of common or other rights over that land, and the public, be adequate to compensate them for the disadvantages*

⁵ It is not immediately obvious to us that the Land necessarily meets the definition of “open space” for these purposes, although that is a matter beyond the scope of this objection

which result from the acquisition of the right, and that the additional land has been or will be vested in the persons in whom there is vested the land over which the right is to be acquired, and subject to the like rights, trusts and incidents as attach to that land apart from the compulsory purchase order, or

(c)...

and certifies accordingly.

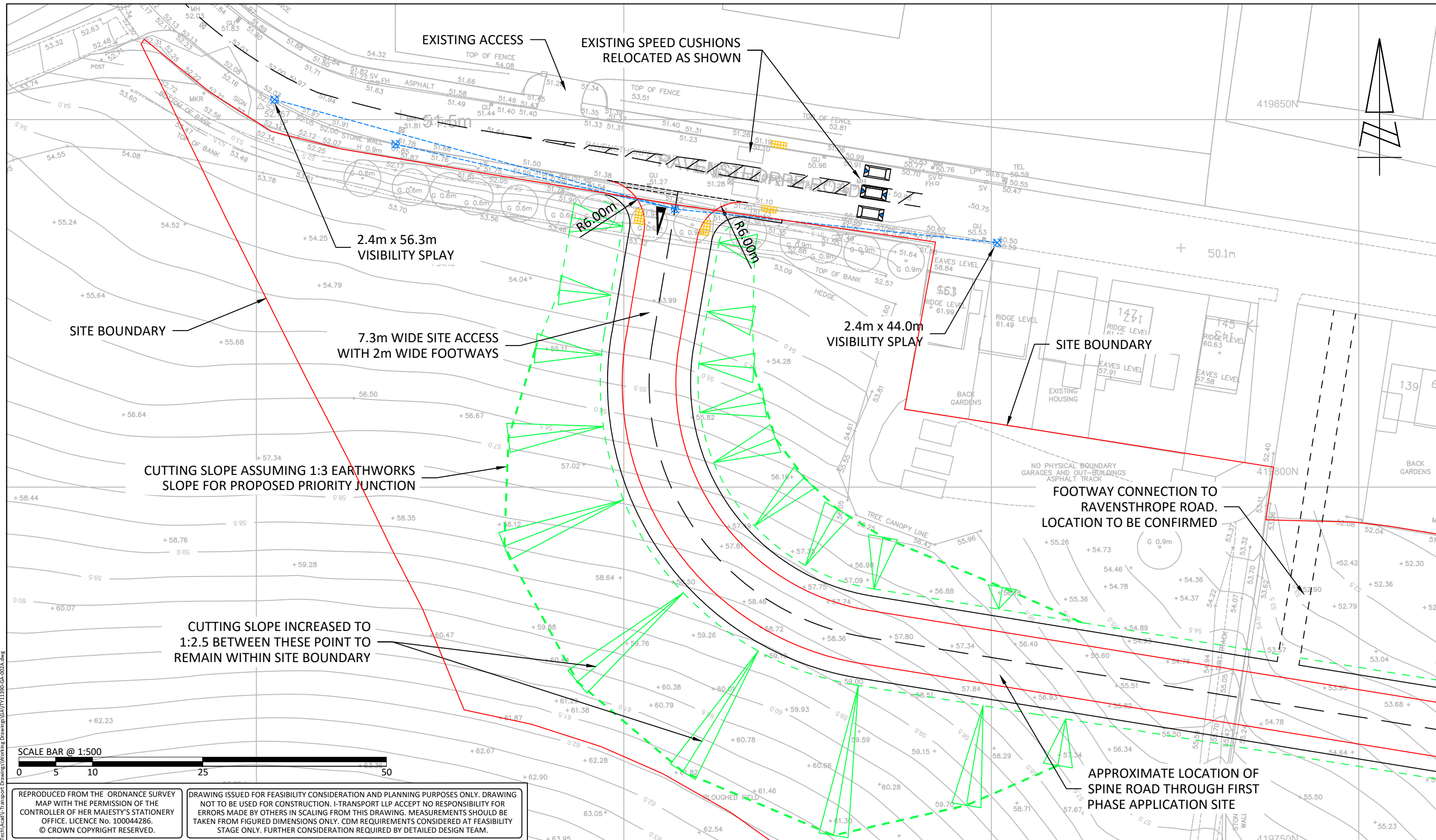
Paragraph 6(5) of Schedule 3 of the 1981 Act tells us that for these purposes “*open space*” means *any land laid out as a public garden, or used for the purpose of public recreation, or land being a disused burial ground*].

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Fax: 0113 357 1361

REV	DATE	BY	DESCRIPTION	CHK	APD
A	15.11.16	PH	EARTHWORKS AMENDED	GJ	SE
STATUS: PLANNING					

TITLE:	SITE ACCESS TO APPLICATION SITE FROM RAVENSTHORPE ROAD	
PROJECT:	LAND OFF RAVENSTHORPE ROAD, DEWSBURY	CUSTOMER: MILLER HOMES

SCALE @ A3:	1:500	CHECKED:	GJ	APPROVED:	SE
FILE REF:	ITY11390-GA-002	DRAWN:	PH	DATE:	11.11.2016
DRAWING No:	ITY11390 - GA - 002				
PROJECT No:	ITY11390	REV:	A		



- KEY**
- Approximate Site Boundary
 - Dwellings
 - Garages
 - Driveway
 - Footpath / Bridleway
 - Highway
 - Shared Surface
 - Private Drive
 - Back Gardens
 - Front Gardens
 - Soft Landscape
 - Verge Tree Planting

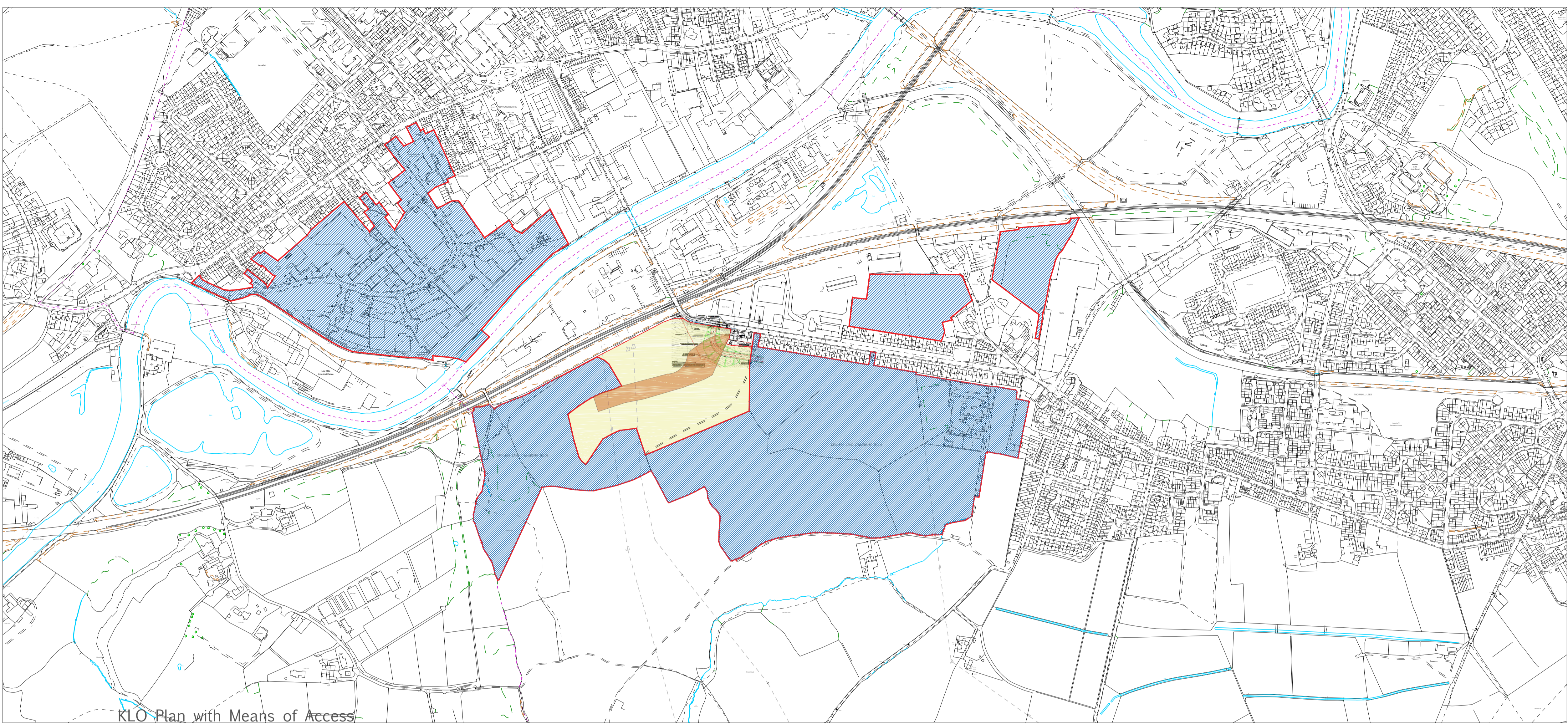
South Dewsbury | Indicative Masterplan: Ravensthorpe Road

CLIENT: MILLER HOMES
 DATE: 01/11/2016
 STATUS: NOT TO SCALE
 DRAWN BY: AS

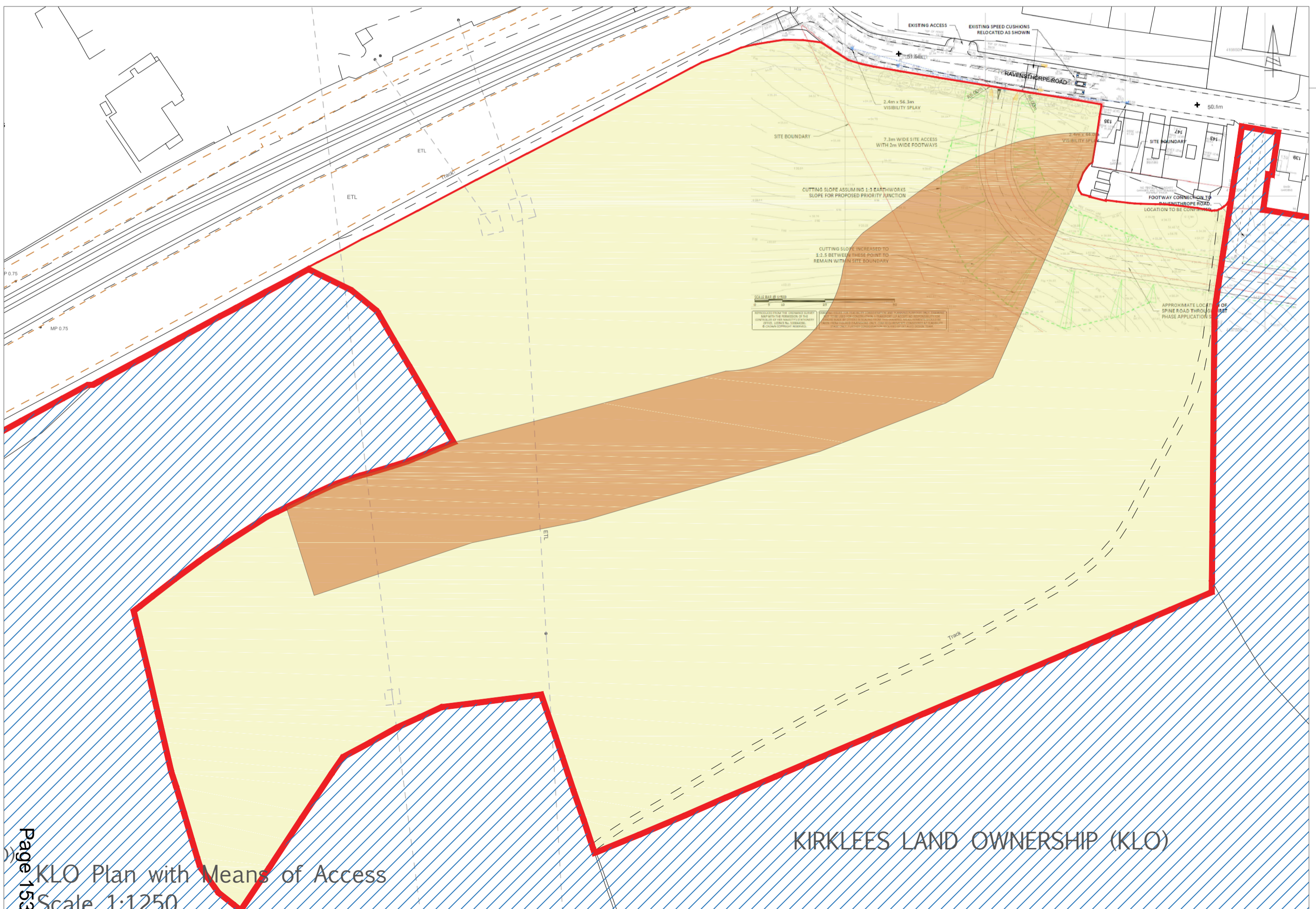
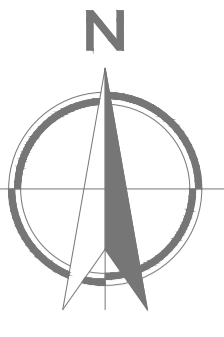
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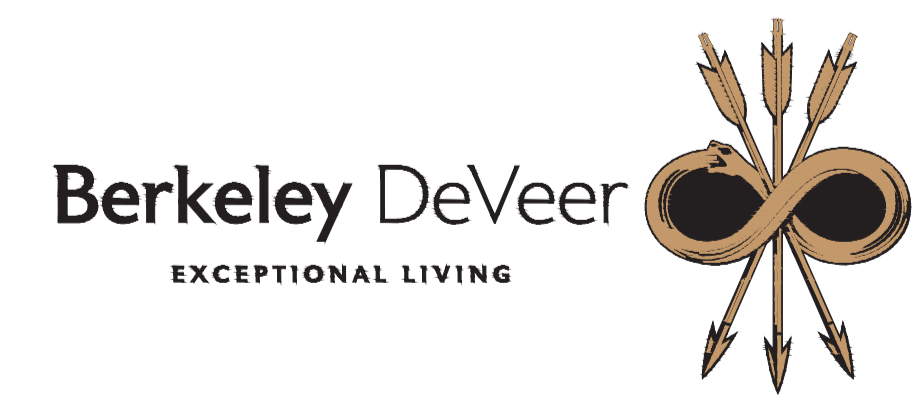
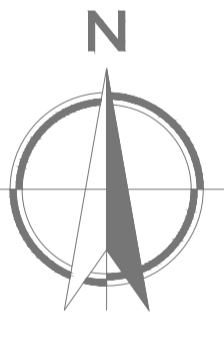
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KLO Plan with Means of Access
Scale 1:2000



KIRKLEES LAND OWNERSHIP (KLO)



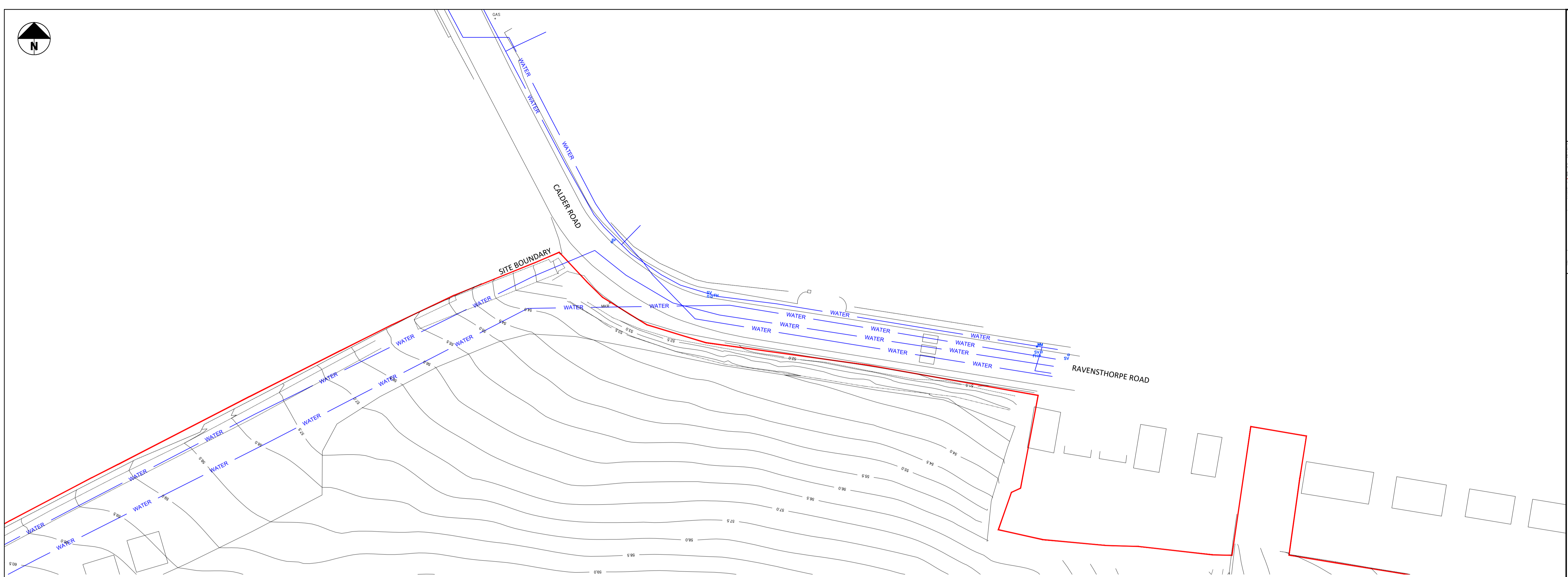
Berkeley De Veer | Thorp Arch Grange, Walton Road, Thorp Arch, Wetherby
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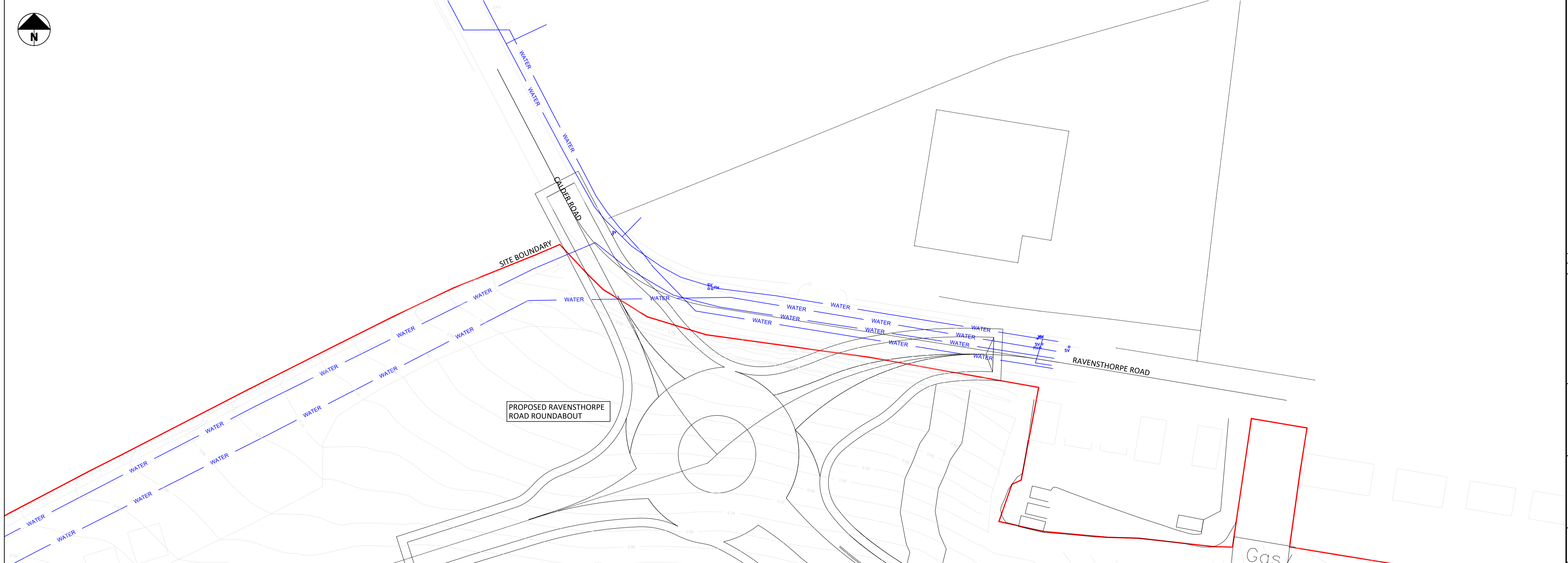
PROJECT: Dewsbury

DRAWING: Plan A

Drawing Number: BDV.DEW.OV.01 Rev: -



RAVENSTHORPE ROAD - EXISTING ROAD LAYOUT
 YORKSHIRE WATER REQUIRING DIVERSION
 SCALE 1:500 @ A1

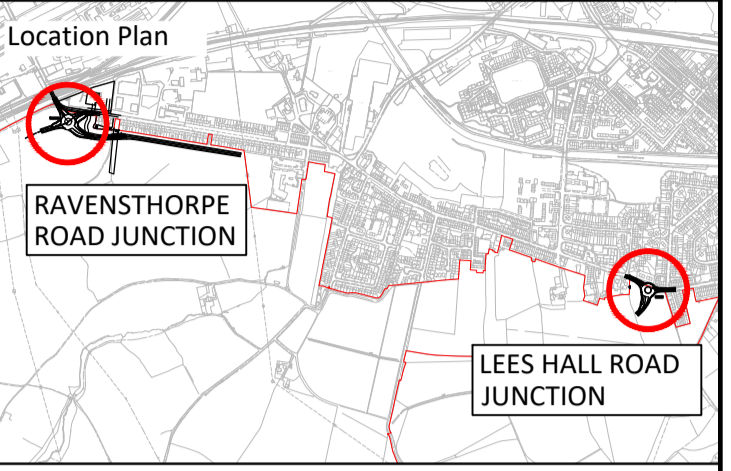


RAVENSTHORPE ROAD - PROPOSED ROUNDABOUT LAYOUT
 YORKSHIRE WATER REQUIRING DIVERSION
 SCALE 1:500 @ A1

Standard Notes

1. This drawing is to be read in conjunction with all relevant Architect's and Engineer's drawings and the specification.
2. This drawing should not be scaled.
3. All dimensions are to be verified by the contractor on site.
4. All discrepancies should be reported to the C.A. prior to the commencement of the works.

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Notes and Keys

- SITE BOUNDARY
- WATER
- EXISTING WATER MAIN
- WM ■ EXISTING WATER METER
- SV □ EXISTING SCOUR VALVE
- FH □ EXISTING FIRE HYDRANT

STATUTORY UNDERTAKER ASSET LOCATION INFORMATION BASED ON:

- CENTARA FUSION PLAN TITLED CEN11057
- YORKSHIRE WATER ENQUIRY MAP REF SE1916NE DATED 03/10/18

26-11-18	A	ISSUED FOR INFORMATION	TM	PC
Date	Rev	Description	Drawn	Chkd

Civic Engineers
 MANCHESTER Carver's Warehouse, 77 Dale Street, Manchester, M1 2HG. Tel: 0161 228 6757
 LONDON Lloyds Wharf, 3 Mill Street, London SE1 2BD. Tel: 020 7253 2977
 LEEDS Tower Works, Unit 02-01, Globe Road, Leeds, LS11 5GG. Tel: 0113 2025 130
www.civicingineers.com

Project
DEWSBURY RIVERSIDE

Title
**C3 PLANT DIVERSIONS
 RAVENSTHORPE ROAD ENTRANCE
 YORKSHIRE WATER**

INFORMATION

Scale @ A1	Date Created	Drawn	Checked
1:500	NOV '18	TM	PC
Project Number	Originator	Discipline	Drawing Number
107350	CIVIC	CI	1085
			Revision
			A

From:
Sent: 03 December 2020 16:36
To: Jake Rowlands <Jake.Rowlands@kirklees.gov.uk>
Subject: Re: Disposal of Open Space for TRU

Hi Jake

Thanks for your email, I checked your link and whilst there are a number of detailed plans there is nothing that relates to the land being sold by the council.

My objections are therefore.

Regarding the proposed disposal of council land.

As there is no supporting information as to the use of the land in question there is no opportunity to make an informed comment on the proposal.

Regarding the potential use of the land.

(1) The amount being disposed of is far in excess of that required to lay additional track. Some years back 4 or more lines operated along this route and the land required was little more than the current use.

(2) There is no detailed boundary information on the proposal i.e. where will the boundary line be, it is not clear from the plans.

(3) The footpath appears to be cut off and a stretch of the path sold as part of the proposal, surely this will affect the many people who use the path.

(4) Thousands of trees could be lost, has this been taken into account- will they be protected?

(5) I have not seen any notices in the area inviting comment, surely this is standard procedure?

I have other/queries issues but I would be grateful if you put these forward for me.

Many thanks

John

John Sanders

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From: Jake Rowlands <Jake.Rowlands@kirklees.gov.uk>

Sent: 01 December 2020 09:52

To:

Subject: Disposal of Open Space for TRU

Morning Jon

Please see link for the scheme the TRU scheme.

<https://www.networkrail.co.uk/running-the-railway/railway-upgrade-plan/key-projects/transpennine-route-upgrade/huddersfield-to-westtown-dewsbury/>

As per phone conversation, if you send your objection in writing to myself.

Thanks

Jake

J. Rowlands

Jake Rowlands

Project Officer – Major Projects

Kirklees Council | 1st Floor | Civic Centre 3 | Market Street | Huddersfield | HD1 2EY

E: jake.rowlands@kirklees.gov.uk P: 01484 221000 ext 79081



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The Network Rail (Huddersfield to Westtown) (Dewsbury) Improvement) Order

The following is Network Rail's response to Kirklees Council in respect of the objection to open space at Deighton.

The necessity of removing tree adjacent to the railway west of Deighton Station

Please refer to Figure 1 below which shows the requirement for an embankment design north of the railway to the west of the proposed newly aligned Deighton Station for the Huddersfield to Westtown (Dewsbury) scheme ("the scheme"). The requirement for this embankment means the removal of approximately 940 hundred trees in the area that currently line the railway. The embankment design is necessary given the new configuration of Deighton Station and the resulting position of the rail lines. The design seeks to minimise the extent of the embankment so as to maintain the walkway itself but in this area, it does mean the removal of the belt of trees between the existing railway and walkway.



Figure 1: Embankment design, Deighton Station

Landscaping in the Environmental Statement

The Environmental Statement (ES), a document which supports the Transport and Works Act application, assesses the landscape effects of the scheme and this includes a consideration of the de vegetation required to construct and operate the scheme. As a result of the assessment, Network Rail is recommending that a Landscape and Ecological Management Plan (LEMP) will be a planning condition which must be submitted to and agreed with Kirklees Council in advance of the applicable works. The ES includes landscape figures where the landscaping is intended to be completed. The effects at Deighton are included in the ES and show an area of species rich grassland but in this area no specific tree replacement is recommended with the aim of retaining the open aspect of the greenway.



However, the landscape figures which form part of the ES should be reviewed as a whole across the scheme. Network Rail is committed to replanting trees to offset the effects as part of the overall LEMP. Whilst it is not recommended to plant replacement trees in the specific area of the greenway where the rail embankment is to be constructed, across the whole scheme this localised loss is accounted for. Whilst the landscape chapter of the ES recommends an open aspect in the greenway, Network Rail will engage with Kirklees Council and agree specific tree planting on the greenway that is land owned by Kirklees Council. This would then be a commitment to be included in the LEMP as outlined above.

Biodiversity Offsetting

Network Rail has previously indicated to Kirklees Council that it is committed to biodiversity offsetting with 10% enhancement across the scheme. This means that Network Rail commits to replacing the value of the habitats lost and adding an additional 10% of value in accordance with a metric or measure that is approved by the Department for Environment, Food and Rural Affairs. This commitment, that has also been made by Network Rail to Natural England, is separate to the requirements to mitigate the ecological and landscape effects of the scheme that the implementation of the LEMP will achieve as outlined above. What it means is a minimum of two trees will be planted for every tree lost as result of the commitment to biodiversity offsetting. In all likelihood this two for one replacement number will be exceeded through various agreements with third party stakeholders, including Kirklees Council, to create new habitat and plant more trees. Network Rail will continue to engage with Kirklees Council to progress the biodiversity offsetting commitment further.

From:
To: [Jake Rowlands](#)
Subject: Re: Disposal of Open Space for TRU
Date: 03 December 2020 16:35:45

Hi Jake

Thanks for your email, I checked your link and whilst there are a number of detailed plans there is nothing that relates to the land being sold by the council.

My objections are therefore.

Regarding the proposed disposal of council land.

As there is no supporting information as to the use of the land in question there is no opportunity to make an informed comment on the proposal.

Regarding the potential use of the land.

(1) The amount being disposed of is far in excess of that required to lay additional track. Some years back 4 or more lines operated along this route and the land required was little more than the current use.

(2) There is no detailed boundary information on the proposal i.e. where will the boundary line be, it is not clear from the plans.

(3) The footpath appears to be cut off and a stretch of the path sold as part of the proposal, surely this will affect the many people who use the path.

(4) Thousands of trees could be lost, has this been taken into account- will they be protected?

(5) I have not seen any notices in the area inviting comment, surely this is standard procedure?

I have other/queries issues but I would be grateful if you put these forward for me.

Many thanks

John

John Sanders

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From: Jake Rowlands <Jake.Rowlands@kirklees.gov.uk>

Sent: 01 December 2020 09:52

To:

Subject: Disposal of Open Space for TRU

Morning Jon

Please see link for the scheme the TRU scheme.

<https://www.networkrail.co.uk/running-the-railway/railway-upgrade-plan/key-projects/transpennine-route-upgrade/huddersfield-to-westtown-dewsbury/>

As per phone conversation, if you send your objection in writing to myself.

Thanks

Jake

J. Rowlands

Jake Rowlands

Project Officer – Major Projects

Kirklees Council | 1st Floor | Civic Centre 3 | Market Street | Huddersfield | HD1 2EY

E: jake.rowlands@kirklees.gov.uk P: 01484 221000 ext 79081



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PUBLIC NOTICES

ROAD TRAFFIC REGULATION ACT 1984 - SECTION 14 KIRKLEES COUNCIL (JACK LANE, BATLEY) (TEMPORARY PROHIBITION OF TRAFFIC) (NO. 2) ORDER 2020

NOTICE IS HEREBY GIVEN that the Council of the Borough of Kirklees by reason of works proposed to be carried out on or near the road intends not less than seven days from the date of this Notice to make an Order the effect of which will be that no person shall cause or permit any vehicle to proceed in that length of Jack Lane, Batley from a point approximately 20 metres either side of railway bridge **PROVIDED THAT** such prohibition shall not extend to vehicles being used in connection with the works to be carried out on or near the closed length of road or to vehicles requiring access up to the point(s) of the closure.

Pedestrian access will be maintained at all times.

Alternative routes for vehicles affected by the closure will be available via the unaffected length of Jack Lane, Bradford Road, Rouse Mill Lane, Grange Road, Mill Lane, Commside. It is intended that the closure will commence at 10.00 pm on Monday, 14th December 2020 and remain in force until 6.00 am on 15th December 2020 (although it can remain in force for any period up to 18 months if necessary).

(BRADFORD ROAD, DEWSBURY) (TEMPORARY PROHIBITION OF TRAFFIC) (NO. 2) ORDER 2020

NOTICE IS HEREBY GIVEN that the Council of the Borough of Kirklees by reason of works proposed to be carried out on or near the road intends not less than seven days from the date of this Notice to make an Order the effect of which will be that no person shall cause or permit any vehicle to proceed in that length of Bradford Road, Dewsbury from a point approximately 20 metres either side of railway bridge **PROVIDED THAT** such prohibition shall not extend to vehicles being used in connection with the works to be carried out on or near the closed length of road or to vehicles requiring access up to the point(s) of the closure.

Pedestrian access will be maintained at all times.

Alternative routes for vehicles affected by the closure will be available via the unaffected length of Bradford Road, Dewsbury Ring Road, Leeds Road, Challenge Way, Grange Road, Mill Lane, Rouse Mill Lane, Bradford Road.

It is intended that the closure will commence at 10.00 pm on Wednesday, 16th December 2020 and remain in force until 6.00 am on 17th December 2020 (although it can remain in force for any period up to 18 months if necessary).

(BROOKROYD LANE, BATLEY) (TEMPORARY PROHIBITION OF TRAFFIC) ORDER 2020

NOTICE IS HEREBY GIVEN that the Council of the Borough of Kirklees by reason of works proposed to be carried out on or near the road intends not less than seven days from the date of this Notice to make an Order the effect of which will be that no person shall cause or permit any vehicle to proceed in that length of Brookroyd Lane, Batley from its junction with Church Road to its junction with Intake Lane **PROVIDED THAT** such prohibition shall not extend to vehicles being used in connection with the works to be carried out on or near the closed length of road or to vehicles requiring access up to the point(s) of the closure.

Pedestrian access will be maintained at all times.

Alternative routes for vehicles affected by the closure will be available via the unaffected length of Brookroyd Lane, Bradford Road, Huddersfield Road.

It is intended that the closure will commence on Monday, 14th December 2020 and remain in force until 15th December 2020 (between 9.30 am to 4.00 pm) (although it can remain in force for any period up to 18 months if necessary).

(PUBLIC FOOTPATH SPE/110/40, CLECKHEATON) (TEMPORARY PROHIBITION OF USE) ORDER 2020

NOTICE IS HEREBY GIVEN that the Council of the Borough of Kirklees by reason of works proposed to be carried out on or near the footpath has made an Order the effect of which will be that no person shall proceed in that length of Public Footpath SPE/110/40, Cleckheaton from its junction with existing entrance to leisure centre to a point at the edge of playing field south of Spenborough Pool. **PROVIDED THAT** such prohibition shall not extend to persons carrying out the proposed works.

Alternative routes for persons affected by the closure will be available along new boundary of development between leisure centre and Athletics Club.

The closure which came into operation Wednesday, 3rd June 2020 has been extended with the permission of the Secretary of State for Transport to remain in force for a further period until 31st January 2022. (Any further extension will again require the permission of the Secretary of State).

Dated this 26th November 2020.

Julie Muscroft, Service Director - Legal Governance & Commissioning, Kirklees Council, Legal Governance & Commissioning, Second Floor, High Street Buildings, High Street, Huddersfield HD1 2ND
Contact Officer: Jayne Ewing (Legal Services)

LICENSING ACT 2003 APPLICATION FOR A PREMISES LICENCE (Section 17)

Notice is hereby given that B & M Retail Limited has applied to Kirklees Council for the grant of a Premises Licence in respect of B&M Store, Unit A, Blakeridge Mill Shopping, Upper Blakeridge Lane, Batley WF17 8FU to allow off sales of alcohol and opening hours from 07:00 to 23:00 7 days a week.

A copy of the application can be viewed at the Licensing Office (address below) or online at www.kirklees.gov.uk/licensing Interested parties and responsible authorities may make representations regarding the application where they believe that the proposed activities would undermine any of the four licensing objectives. Any representations must be submitted in writing to the Licensing Office, Flint Street Depot, Flint Street, Fartown, Huddersfield, HD1 6LG or by email licensing@kirklees.gov.uk by 17 December 2020. Any person wishing to inspect the Licensing Register may do so at the above address during normal office hours It is an offence knowingly or recklessly to make a false statement in connection with an application punishable on summary conviction by a maximum fine that is unlimited. KEYSTONE LAW Solicitors

HIGHWAYS ACT 1980 - SECTION 119 KIRKLEES COUNCIL (PUBLIC FOOTPATH SPENBOROUGH 133 (PART) AT SPENFIELD COURT, LIVERSEDGE) PUBLIC PATH DIVERSION ORDER 2020

On 11 November 2020 Kirklees Council confirmed the above order made under section 119 of the Highways Act 1980.

The effect of the order as confirmed is to divert that part of public footpath Spenborough 133 having a width of 1.2 metres and shown on the order plan by a bold solid line commencing at point A at grid reference 2023 2295 and proceeding in an easterly direction for 40 metres to point B at grid reference 2027 2296 to a new line for public footpath Spenborough 133 having a width of 3 metres shown on the plan annexed hereto by a bold dashed line commencing at its junction with Lineham Court at point C at grid reference 2026 2298 and proceeding in a south easterly direction for 24 metres to point B at grid reference 2027 2296.

A copy of the confirmed order and order plan have been placed and may be seen free of charge at Customer Services, Civic Centre, 3 High St, Huddersfield HD1 2TG and Heckmondwike Library, Walkley Lane, Heckmondwike WF16 0LY during normal office hours.

Copies of the confirmed order and order plan may be obtained free of charge whilst copies last and then at standard office copying rates.

Copies of the confirmed order and order plan may also be viewed online, at the following web address:
<https://www.kirklees.gov.uk/beta/countryside-parks-and-open-spaces/changes-to-definitive-map.aspx>

Additionally, copies may be requested by emailing harry.garland@kirklees.gov.uk (quoting reference D112-333).

The order came into force as from 25 November 2020, but if any person aggrieved by the order wants to question its validity, or that of any provision contained in it, on the ground that it is not within the powers of the Highways Act 1980, as amended or on the ground that any requirement of the Act, as amended, or of any regulation made under the Act has not been complied with in relation to the order, he or she may, under paragraph 2 of Schedule 2 of the Act as applied by paragraph 5 of schedule 6 to the Act, within six weeks from 26 November 2020, make an application to the High court.

Dated 26 November 2020
Julie Muscroft
Service Director - Legal, Governance and Commissioning
Kirklees Council, Legal, Governance and Commissioning
Second Floor, High Street Buildings, High Street, HUDDERSFIELD HD1 2ND

KIRKLEES COUNCIL LOCAL GOVERNMENT ACT 1972 - SECTION 123 DISPOSAL OF PUBLIC OPEN SPACE LAND AT VARIOUS SITES IN DEWSBURY IN RELATION TO NETWORK RAIL

NOTICE IS HEREBY GIVEN that Kirklees Council intend to dispose of various plots of land in Dewsbury as described below:

1. Open space near Watergate Road, Dewsbury of approximately 292 square metres
2. Open space near Webster Hill, Dewsbury of approximately 1154 square metres
3. Open space near Watergate Road, Dewsbury of approximately 115 square metres

These plots of land are presently classed as Public Open Space. The land is to be used by Network Rail for the Transpennine Route Upgrade.

Any person having any objection to the disposals should make such objection in writing to Harry Garland (quoting reference: D70a-519), Legal, Governance and Commissioning, Second Floor, High Street Buildings, High Street, Huddersfield HD1 2ND no later than 10 December 2020, giving full reasons for such objection.

A copy of the plans showing the areas of land in question may be viewed online at <https://www.kirklees.gov.uk/beta/premises-and-land/council-land-and-property.aspx>

Alternatively, you may request copies by contacting Harry Garland on 01484 221000, quoting reference D70a-519.

Julie Muscroft
Service Director - Legal, Governance and Commissioning
Kirklees Council, Legal, Governance and Commissioning
Second Floor, High Street Buildings, High Street, HUDDERSFIELD HD1 2ND

KIRKLEES COUNCIL LOCAL GOVERNMENT ACT 1972 - SECTION 123 DISPOSAL OF PUBLIC OPEN SPACE LAND ADJOINING CALDER ROAD IN RAVENSTHORPE

NOTICE IS HEREBY GIVEN that Kirklees Council intend to dispose of an area of approximately 11,310 square metres of land adjoining Calder Road in Ravensthorpe. The land is presently classed as Public Open Space. The land is to be used by Network Rail for the Transpennine Route Upgrade

Any person having any objection to the disposal should make such objection in writing to Harry Garland (quoting reference: DEV/HG/ML/D70A-521), Legal, Governance and Commissioning, Second Floor, High Street Buildings, High Street, Huddersfield HD1 2ND no later than 17 December 2020, giving full reasons for such objection.

A copy of the plan showing the area in question may be inspected free of charge online at <https://www.kirklees.gov.uk/beta/premises-and-land/council-land-and-property.aspx>. A copy may also be requested by contacting Harry Garland on 01484 221000 or harry.garland@kirklees.gov.uk and quoting reference D70a-521.

Julie Muscroft, Service Director - Legal, Governance and Commissioning, Kirklees Council, Legal, Governance and Commissioning, Second Floor, High Street Buildings, High Street, HUDDERSFIELD HD1 2ND

KIRKLEES COUNCIL LOCAL GOVERNMENT ACT 1972 - SECTION 123 DISPOSAL OF PUBLIC OPEN SPACE LAND ADJOINING CALDER ROAD IN RAVENSTHORPE

NOTICE IS HEREBY GIVEN that Kirklees Council intend to dispose of an area of approximately 11,310 square metres of land adjoining Calder Road in Ravensthorpe. The land is presently classed as Public Open Space. The land is to be used by Network Rail for the Transpennine Route Upgrade

Any person having any objection to the disposal should make such objection in writing to Harry Garland (quoting reference: DEV/HG/ML/D70A-521), Legal, Governance and Commissioning, Second Floor, High Street Buildings, High Street, Huddersfield HD1 2ND no later than 17 December 2020, giving full reasons for such objection.

A copy of the plan showing the area in question may be inspected free of charge online at <https://www.kirklees.gov.uk/beta/premises-and-land/council-land-and-property.aspx>. A copy may also be requested by contacting Harry Garland on 01484 221000 or harry.garland@kirklees.gov.uk and quoting reference D70a-521.

Julie Muscroft, Service Director - Legal, Governance and Commissioning, Kirklees Council, Legal, Governance and Commissioning, Second Floor, High Street Buildings, High Street, HUDDERSFIELD HD1 2ND

local information at your finger tips...

Goods Vehicle Operator's Licence

Principal Drainage Services Ltd of Unit 1 Cyber Park, Calder Bank Road, Dewsbury, WF12 9FA is applying for a licence to use Unit 1 Cyber Park, Calder Bank Road, Dewsbury, WF12 9FA as an operating centre for 2 goods vehicle and 0 trailers. Owners or occupiers of land (including buildings) near the operating centre who believe that their use or enjoyment of that land would be affected, should make written representations to the Traffic Commissioner at Hillcrest House, 386 Harehills Lane, Leeds LS9 6NF stating their reasons, within 21 days of this notice. Representors must at the same time send a copy of their representations to the applicant at the address given at the top of this notice. A Guide to Making Representations is available from the Traffic Commissioner's Office.

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Public Notices

KIRKLEES COUNCIL
LOCAL GOVERNMENT ACT 1972 - SECTION 123
DISPOSAL OF PUBLIC OPEN SPACE
LAND AT VARIOUS SITES IN HUDDERSFIELD IN RELATION TO NETWORK RAIL
NOTICE IS HEREBY GIVEN that Kirklees Council intend to dispose of various plots of land in Huddersfield as described below:

1. Open space near Longroyd Bridge, Huddersfield of approximately 42 square metres
2. Open space near Red Doles Road, Fartown of approximately 3413 square metres
3. Open space near Fieldhouse Bridge off Old Fieldhouse Lane, Huddersfield of approximately 192 square metres
4. Open space near Fieldhouse Bridge off Old Fieldhouse Lane, Huddersfield of approximately 6344 square metres
5. Open space adjoining 933 Leeds Road, Huddersfield of approximately 5769 square metres
6. Open space near Leeds Road Bridge, Huddersfield of approximately 816 square metres

These plots of land are presently classed as Public Open Space. The land is to be used by Network Rail for the Transpennine Route Upgrade. Any person having any objection to the disposals should make such objection in writing to Harry Garland (quoting reference: D70a-520), Legal, Governance and Commissioning, Second Floor, High Street Buildings, High Street, Huddersfield HD1 2ND no later than 10 December 2020, giving full reasons for such objection. A copy of the plans showing the areas of land in question may be viewed online at <https://www.kirklees.gov.uk/beta/premises-and-land/council-land-and-property.aspx> Alternatively, you may request copies by contacting Harry Garland on 01484 221000, quoting reference D70A-520.
Julie Muscroft
Service Director – Legal, Governance and Commissioning
Kirklees Council Legal, Governance and Commissioning
Second Floor, High Street Buildings, High Street, HUDDERSFIELD, HD1 2ND

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PUBLIC NOTICE OF AN APPLICATION FOR A PREMISES LICENCE UNDER SECTION 17 OF THE LICENSING ACT 2003

Notice is hereby given that an application was made to Kirklees Council for a premises licence under the above Act on the 13th November 2020. Applicant: Beyond Drinks Limited. Address of premises: The Crate Escape, currently known as Wood Auto Factors, Colne Road, Huddersfield HD1 3ER. Proposed licensable activities: The supply of alcohol for consumption on the premises. Proposed days and hours of licensable activity: Every day the supply of alcohol 07.00 to 23.00. A copy of the application can be viewed at the Licensing Office at the address below during normal office hours or online at www.kirklees.gov.uk/licensing. *Kirklees Council, Licensing Office, Flint Street Depot, Flint Street, Fartown, Huddersfield HD1 6LG.

Any person wishing to make representations on this matter shall give notice, in writing, stating the nature and grounds for making such representations to The Licensing Officer at the above address* or by email to licensing@kirklees.gov.uk within 28 days of the date of this notice – by the 11th December 2020.

Further information is available on the web site www.kirklees.gov.uk following the links. It is an offence, under section 158 of the Licensing Act 2003, to knowingly or recklessly make a false statement in or in connection with an application, and the maximum fine on summary conviction of such an offence is not limited.
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Name of meeting: Cabinet
Date: 16th February 2021
Title of report: Place Partnerships - WEvolve Community Support Programme

Purpose of report:

To consider allocating £140,000 funding from the Place Partnership mental health themed budget to deliver the WEvolve Community Support Programme in the Huddersfield North and Central Place Partnerships.

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 – 08/02/2021
Is it also signed off by the Service Director for Finance?	Eamonn Croston – 08/02/2021
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Julie Muscroft – 02/02/2021
Cllr Cathy Scott Housing & Democracy	Cllr Cathy Scott – Housing & Democracy

Electoral wards affected: Almondbury, Ashbrow, Crosland Moor and Netherton, Dalton, Greenhead and Newsome

Ward councillors consulted: Cllrs Alison Munro, Bernard McGuin, Paola Davies, Amanda Pinnock, Harpreet Uppal, James Homewood, Erin Hill, Manisha Kaushik, Mohammad Sarwar, Peter McBride, Musarrat Khan, Naheed Mather, Sheikh Ullah, Carole Pattison, Mohan Sokhal, Andrew Cooper, Karen Allison, Susan Lee-Richards.

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 and Huddersfield North Place Partnerships wish to allocate a proportion of their budget to develop support to improve the mental health and resilience of local residents and young people by ensuring VCSE and other partner organisations (including those organisations who support Schools) are able to continue to provide and adapt their existing services / activities or by being proactive in providing new initiatives where there is identified needs and gaps so that their current and new users can come together to take part in a safe and effective way to aid their mental health and wellbeing.

Evidence suggests that a range of low-level intervention and prevention activities can promote good mental health. The Place Partnership acknowledges that VCSE, Schools and partner organisations are uniquely placed to support communities, identify issues early on and address them with early intervention support, to prevent problems escalating. With knowledge and understanding of their communities, they can tailor interventions to suit the specific needs within their areas, responding in a place-based way or working.

Supporting the VCSE and partner organisations infrastructure costs will enable them to sustain the continuation of their services and activities that they offer. It will also support them with the capacity to increase their services and activities through the development of outreach sessions and opportunities locally. We will therefore be ensuring the longevity of these organisations into the future, post Covid. We envisage that post Covid demand for their services will increase and we need to put them in a position where they have the security and resources to meet the demands and increase their offer of activities and services.

It is important to note that this programme of support will not be an open funding pot for organisations to apply to. It will be targeted to commission those organisations that provide locally based services that support mental health, wellbeing and help reduce isolation. The Place Partnership will work with VCSE and partner organisations to co-produce services and commission activities within and across both place partnership areas that help meet identified needs and priorities.

This proposal has been influenced by a number of engagement sessions pre Covid, with elected members, a range of officers and third sector partners. This has highlighted that groups and organisations felt that support was needed that would enable them to be in a position where they can continue and thrive with their support services and activities.

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, redundancies being furloughed, loss of income and worrying about the future.

The proposal meets the partnership's agreed outcomes to **socially connect adults** and **building community resilience** in order to have a positive impact on residents and young people's mental health and wellbeing this will be done by: -

1. **Supporting our local grass root groups** – to provide the local support where trust and continuing connections are made. To link in with other services/networks where appropriate.

2. **Increasing outreach/reach across our wards** – larger local organisations don't routinely do outreach services in wards & neighbourhoods – we need to identify how we can support them to do more of this and help build capacity/skills in partnership with our local grass root groups. Especially those that are, in the main, run by elderly volunteers, to come out of covid and deliver their activities in different ways (e.g. when buildings re-open and moving them on line by providing relevant support, IT equipment, training, confidence building etc).
3. **Tackling social isolation and loneliness** - Coming out of lockdown – resources to help people adapt to the 'new normal' and access services and support.
4. **Developing support packages and training opportunities to meet the needs of local residents (including young people)** – support and funding to local groups/organisations across the wards to help them continue to run, re-start existing or develop new mental health and wellbeing activities (in community settings/buildings and online).
5. **Creating intergenerational and health and wellbeing opportunities** by working with our local Schools to engage families and extended families to support their mental health needs. E.g. fun activities, holistic support, sharing stories/ memories lived experiences, therapeutic sessions, and counselling.

Proposals will be invited by Councillors to VCSE, partner organisations and Schools to come forward to the place partnerships with ideas/proposals for consideration. All proposals will need to evidence how they will meet the above criteria and help improve mental health and wellbeing outcomes, demonstrate impact, increase capacity, and make a difference. All proposals will be assessed by Active Citizen officers, Public Health and Mental Health leads. It is recognised that some proposals will be delivered across both partnership areas (Huddersfield) some maybe bespoke place partnerships areas (Huddersfield Centre and or Huddersfield North) and relevant wards where appropriate and deemed necessary based on evidence of need.

It is expected through this funding that as well as supporting organisations to meet the outcomes as above this will be done by; maintaining capacity of the organisations through funding for essential costs such as staffing, infrastructure, equipment, resources and developments/sustainability, recognising that for many organisations operating during and post Covid they will need this to maintain and or expand their services / activities. Through this funding we want to ensure the growth and development of the VCSE sector given the current climate and future challenges that lay ahead post Covid.

All 18 Councillors will have the opportunity to discuss and consider proposals that come forward through both Place Partnership (specific process framework to be put in place to ensure transparency and fairness). The leads from both place partnerships will then consider all Members recommendations and the leads will then confirm next steps regarding the commissioning of activity.

2. Information required to take a decision

The Mental Health WEvolve Community Support Programme broadly consists of the elements below.

Objective

To develop a place-based approach to supporting the VCSE, partners and Schools ability to support adults and young people in communities facing low level mental health challenges.

Project Details

To focus on locally based lead groups and organisations who have a proven track record of delivering on mental health outcomes and the ability to work in a place-based way through outreach and engagement to be able to extend their offer and reach to deliver mental health support to community across the Place Partnership areas.

Place Partnership Area Community Support Approach

Across each Place Partnership area, groups and partner organisations will be identified from previous engagement activities who can provide services and activities needed which meet the above outcomes and criteria.

Councillors from across all the Place Partnership areas with their local knowledge, leadership roles and support from officers, feel the best approach is to work collaboratively with community groups and partner organisations and allocate funding so they can put provision in place to deliver their activities/services relating to the needs of local people as they arise.

Should funding of £140,000 be approved by Cabinet, the specific allocation from each place partnership will be used to commission VCSE, partner organisations and Schools where appropriate. Detailed proposals will be finalised setting out associated costs, expected mental health outcomes, evaluating impact and sustainability plans. Measures will be put in place to ensure other existing funding streams are aligned this funding to avoid duplication and to give added value to Community interventions. Projects will commence as soon as is feasible given the current climate and Covid-19 guidance.

Additional expected impact and outcomes: -

- Sustaining local providers to be able to give the support needed. Ensuring people find the right support, at the right time, in the right place.
- Linking people to the most local and appropriate mental health activities and support. People who access local provision are supported into appropriate local service and community programme.
- Improving access to Mental Health opportunities in communities.
- Reducing the need for GP and Service interventions. People being able to find the right mental health and wellbeing support locally, leading to a reduction in accessing services at a higher level.
- By providing early intervention and prevention opportunities this will support our overarching outcome to socially connect adults and build community resilience.

3. Implications for the Council

- **Working with People**

VCSE and partner organisations have informed the need for this programme of support. Through engagement with them their experiences have informed the agreed outcomes and priorities set out in this report.

- **Working with Partners**

Throughout the development of the programme, elected members have engaged with VCSE and partner organisations have contributed to this work. The place partnership has worked collaboratively with the relevant Ward Partnership Forums. Councillors from the respective six wards and the Active Citizens and Places Officers have met to discuss the design of the programme. Councillors are aware of need and demand in their wards/ place partnership areas

and socially connecting adults, building community resilience, and supporting people who present a mental health condition is a key priority for both place partnership. Where possible interventions commissioned from this programme of support will have a whole family/individual approach to addressing their needs.

- **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 i.e. Schools.

- **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 recommended in full at their place partnership meeting on 20th January 2021.

VCSE and partner organisations are in support of this proposal to develop a programme of support for the community sector.

Rebecca Elliot from public Health welcomes the proposal to utilise this funding at local level with VCS organisations and schools who know their areas best. I would support the use of the place-based data intelligence packs to support the decision-making framework in allocation of funds. I would encourage those applications that consider the risk and protective factors for public mental health.

5. Next steps and timelines

Subject to Cabinet decision, VCSE groups and partner organisations including relevant School hubs will be invited to submit proposals demonstrating how they meet the outcomes/criteria highlighted in this report above. It is envisaged that proposals will be submitted and implemented from March 2021 onwards (dependants on Covid/local restrictions). The Active Citizens and Place officers will put in place agreed processes to ensuring proposals are considered, recommendations are made, and decisions are agreed with the members from both place partnership areas and lead Councillors. Relevant funding contracts will then be put in place to ensure delivery, monitoring and evaluation is in place.

6. Officer recommendations and reasons

The Cabinet is asked to approve funding of £140,000 in total from the Place Partnership mental health budget for the Kirklees Mental Health WEvolve Community Support Programme

The Cabinet is asked to approve a delegation to the Democracy Manager (Active Citizens and Places) in consultation with the Portfolio Holder for Housing and Democracy and Lead Members for Huddersfield North and Huddersfield Central Place Partnerships to finalise the details of how proposals for funding will be determined.

The allocation from each place partnership is based on £70,000 per place partnership for the following Place Partnerships: -

Huddersfield Central
Huddersfield North

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.

Huddersfield Central and North Place Partnerships wish to see an allocation of funding to improve the mental health and resilience of local residents and young people by ensuring VCSE, Schools and other partner organisations are able to continue to provide and adapt their existing services / activities or by being proactive in providing new initiatives where there is identified needs and gaps so that their current and new users can come together to take part in a safe and effective way to aid their mental health and wellbeing.

Providing them with support and resources will reduce risk to both the individuals and the groups and provide the most appropriate help at the right time. This funding will ensure where appropriate that it will align and enhance other funding streams (internal and external) to ensure value is added and resources are maximised locally.

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 total funding of £140,000 from the Huddersfield North and Huddersfield South Place Partnerships mental health theme budget (£70,000 each) as outlined in section 6 of this report.

Reasons for recommendation - to meet Huddersfield North and South Place Partnership's agreed outcome to socially connect adults and build community resilience in order to have a positive impact on residents and young people's mental health and wellbeing

8. Contact officer

Cheryl Reid, Active Citizens & Places Officer, Email: Cheryl.reid@kirklees.gov.uk
Claire Howe, Active Citizens & Places Officer, Email: Claire.howe@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: 16th February 2021
Title of report: Works Better 15-25 Positive Minds

Purpose of report

This report seeks approval for the Council to receive and act as accountable body for a European Social Fund grant of £937,185 to deliver the Works Better 15-25 Positive Minds project. Works Better 15-25 Positive Minds will provide specialist mental health support for young people as part of the Works Better employment support programme. Integrating mental health provision with our wider employment support will add significant value to Works Better 15-25 and improve outcomes for young people.

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 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 & name	David Shepherd 8 th February 2020
Is it also signed off by the Service Director for Finance IT and Transactional Services?	Eamonn Croston 8 th February 2020
Is it also signed off by the Service Director for Legal Governance and Commissioning Support?	Julie Muscroft 8 th February 2020
Cabinet member portfolio	Cllr Peter McBride, Deputy Leader of the Council and holder of the Deputy Leaders Cabinet Portfolio and Regeneration Portfolio Cllr Naheed Mather Portfolio Holder for Environment

Electoral wards affected: All

Ward councillors consulted: None

Public or private: Public

Has GDPR been considered? Yes

1. Summary

- 1.1 The Council has successfully bid for a European Social Fund (ESF) grant of £937,185 to deliver the Works Better 15-25 Positive Minds ('Positive Minds') project. Works Better 15-25 Positive Minds will provide specialist mental health support for young people as part of the Works Better employment support programme.
- 1.2 The report seeks Cabinet approval to receive and act as accountable body for the funding, enter into the necessary legal/funding agreements with the Department for Work and Pensions and deliver the project.

2. Information required to take a decision

Background

- 2.1 Young people are one of the groups that have been most impacted economically by COVID-19, along with BAME residents and others in low wage/less secure employment. The number of 18-24 year olds in Kirklees claiming Universal Credit and other work-related benefits increased by over 87% between March and May 2020, during the first national lockdown. Although the number of young people affected has since stabilised, the proportion of 18-24 year olds affected in Kirklees (10.2%) remains higher than the Yorkshire and Humber (9.1%) or England (9%) averages.
- 2.2 Recent research¹ found that over half of those aged 18-24 who were employed before the pandemic had stopped working in Autumn 2020 - either by being furloughed or by losing their jobs altogether – compared to fewer than a third of those aged 30-50. The research also showed that young adults have experienced the most significant deterioration in their mental health during the pandemic; the proportion of 18-29 year olds experiencing poor mental health increased by 80% between 2017-2020.
- 2.3 Those young people who are not in education, employment or training (NEET) face particular mental health challenges. National research indicates that 35% of young people that are NEET face mental health problems compared with only 14% of non-NEETs. According to the literature, key barriers to employment for this group include the loss of welfare benefits and the perceived risks; a lack of knowledge among employers around mental health issues; and the fear of being stigmatised and discriminated against.

Works Better 15-25

- 2.4 Works Better 15-25 is the Council's programme of employment support for young people who are not in employment, education or training (NEET). The programme currently consists of two ESF funded projects:
 - Youth Engagement and Progression, which supports young people aged 15-18, for which Bradford Council is the Accountable Body for ESF funding;
 - the Employment Hub, which supports 19-24 year old participants to enter/re-enter work or learning, for which the West Yorkshire Combined Authority is the Accountable Body;
- 2.5 Working in partnership with delivery partner C&K Careers, both projects provide an holistic package of support, tailored to the needs of the individual, enabling young people to explore training and career opportunities whilst developing their skills and confidence. This includes both pre-employment training and in-work support and funding to address specific barriers to employment. Together, both projects have a value of £3.3m and aim to support over 2,000 young people by the end of 2021.

Positive Minds

- 2.6 The Council submitted a bid for ESF funding in May 2019 in response to a specific call for projects providing mental health support for young people² issued by the Department for Work and Pensions under Priority Axis 1 (Inclusive Labour Markets) of the 2014-2020 ESF Operational Programme. The Council's bid has been successful, resulting in the award of an ESF grant totalling £937,185 to support delivery of the Positive Minds project over the period to June 2023.
- 2.7 Building on and fully integrated with the wider Works Better 15-25 programme, Positive Minds will provide additional mental health support for young people who are unemployed or economically inactive and where mental health needs are a barrier to progression into work or education. The project seeks to bring together employment and mental health support for young people into a cohesive model, providing specialist interventions in four main areas:
- engagement, trust building and supporting preparation for mental health interventions
 - mental health interventions including accessing psychological therapies, services, social prescribing and mindfulness on both a group and one-to-one basis
 - support with job-seeking and employability support/training when the participants are well enough to engage with this
 - in-work support to help young people manage their mental health during the transition into work and remain in work.
- 2.8 Positive Minds will work with 950 young people over the period to 2023. Kirklees Council will act as Accountable Body for the ESF funding and will work with delivery partners C&K Careers, Northorpe Hall and S2R Create Space to deliver the project.

Costs

- 2.9 The Positive Minds project has a total value of £1.87m over the period to June 2023. The ESF grant totals £937,185 (just under 50% of the total project cost) and the Council has committed to providing £368,605 in match funding, substantially in the form of staff match. Cash match will be provided through existing revenue budgets and no additional Council funding is required to deliver the project.
- 2.10 Delivery partners C&K Careers, Northorpe Hall and S2R Create have also committed match funding totalling £568,581 and will draw down ESF grant in arrears in proportion to their match funding.

Expected impact/outcome/benefits

- 2.11 The project will be required to deliver a number of outputs/results in relation to the ESF funding award. The output/results targets for the project include:
- 409 unemployed participants into education, work or an Apprenticeship /Training
 - 245 participants into employment, including self-employment, 6 months after leaving the project
 - 44 participants to gain basic skills.

- 2.12 The Positive Minds project will achieve a number of wider outcomes/benefits. The project will address an acknowledged gap in the support available for unemployed young people to access specialist mental health interventions alongside wider employment support through an integrated approach. In this context the project can make a significant contribution to helping young people back into learning or work and improve the sustainability of these outcomes.
- 2.13 Provision of in-work support also provides a significant opportunity to raise awareness of mental health with employers, tackle the stigma that remains associated with mental health issues and ensure employers are equipped to support young people to remain and progress in work.

Risks

- 2.14 There are a number of risks associated with the scheme, including:
- need/demand for support may strip the funding available
 - the wider economic climate could impact on the ability to achieve some of the output/results targets, with the potential risk of clawback of ESF funding
 - the project could compete with other Government-funded initiatives, for example the Restart scheme, to attract participants
 - in acting as Accountable Body for the ESF grant, the Council is required to ensure that compliance with the relevant client, eligibility State Aid, procurement and branding/publicity requirements, including by delivery partners, again with the potential risk of clawback in the event of non-compliance
- 2.15 These risks will be managed and mitigated by the Council on an ongoing basis throughout the delivery period. The Works Better team is highly experienced in the delivery of successful ESF projects over a number of years and has the resources in place to manage any related compliance risks. The State Aid risks to the Council in relation to delivery of the project are low as it is not acting as an 'economic undertaking' in this context. Any future procurement activity will be undertaken in accord with relevant procurement regulations.
- 2.16 The Council has an effective working relationship with key stakeholder Jobcentre Plus and will continue to work closely with them to ensure the project is integrated with other national employment support initiatives, including Restart, and appropriate referral/signposting mechanisms are in place. The current economic conditions could impact on the Council's ability to achieve some project outputs, particularly those relating to sustainable employment and self-employment. This risk will be mitigated by widening the extensive range of employers with whom Works Better is already engaged – including many in sectors that have remained operating during the pandemic - and ensuring appropriate referral into other, complementary support, including the Council's business start-up/self-employment project.

3. Implications for the Council

Working with People

- 3.1 The proposals will support the Council's efforts to work together with people and communities to find shared solutions. Positive Mind directly supports the outcome of working with people by supporting young people's mental health and supporting employment

Working with Partners

- 3.2 The project has been developed in partnership with a range of local partners including Jobcentre Plus; C&K Careers; and the specialist mental health partners Northcote Hall and S2R who are also delivery partners for the bid.

Place Based Working

- 3.3 The project will support the Council's commitment to place-based working. Provision will be driven by local knowledge, local employment intelligence and engagement with individual communities. Engagement will target deprived areas where the unemployment rate is highest. Support will be tailored to reflect local differences and demographics with provision for under-represented groups.

Climate Change and Air Quality

- 3.4 The Works Better programme has a commitment to promoting sustainable development and to comply with relevant the environmental legislation which will be monitored and reviewed regularly in the sustainable development implementation plan.

Legal, Financial and Human Resources

- 3.5 Financial matters are addressed in paragraph 2.9.
- 3.6 The Council is required to enter into a funding agreement with DWP that will generate contractual obligations for the Council in terms of the provision of match funding and achievement of project outputs and results. It has the power to do this under section 1 of the Localism Act 2011 (the general power of competence) .The funding agreement is based on a standardised template for DWP ESF projects and any material clauses will be incorporated in back to back agreements with delivery partners. Related risks and mitigation are set out in paragraphs 2.14-2.16.The Council must comply with its Financial Procedure Rules and Contract Procedure rules when awarding contracts for goods, works and services and ensure compliance with the Public Contracts Regulations 2015 and the State aid /subsidy control regime in relation to the delivery of the project. The Council must also comply with its obligations under section 149 of the Equalities Act and its public sector equality duty.
- 3.7 The Council's input to the project will be delivered through a mix of existing staff and three new, fixed term posts. All related project costs are covered by the ESF grant and related match funding.
- 3.8 The council is required to act as Accountable body and must to agree to the responsibilities and obligations set out in the Funding agreement.

4. Consultees and their opinions

- 4.1 The Council consulted with a range of partners during the development of the project including C&K Careers; local mental health providers and with Council public health and mental health commissioning managers. Ongoing engagement with a range of key stakeholders will take place to oversee delivery of the project as part of the governance arrangements for the Works Better project.

5 Next steps and timelines

- 5.1 Subject to approval, the Council will enter into the funding agreement with DWP and service level agreements with delivery partners.
- 5.2 The Council will keep the operation of the scheme under review, including the period during which it will be open for applications.

6. Officer recommendations and reasons

1. Cabinet notes the content of this report and approves the delivery of the Works Better 15-25 Positive Minds project.
2. Cabinet agrees to accept the external European Social funding of £ 937,185 for the project and for the Council to act as Accountable Body in relation to the grant.
3. Cabinet agrees to receive regular progress reports on the delivery of the project.

4. Cabinet delegates authority to the Strategic Director Growth and Regeneration and the Service Director Legal, Governance and Commissioning to finalise and execute all necessary legal agreements with the Department for Work and Pensions and project delivery partners.
5. Cabinet delegates authority to the Strategic Director Growth and Regeneration and the Service Director Finance, to submit grant claims and to undertake related project monitoring and reporting.

Reasons

1. To ensure young people can access the support available through the project as soon as practicable.
2. To enable the Council to receive external funding for the project via the European Social Fund.
3. To ensure Cabinet can receive regular reports on progress and be advised of any delivery risks or opportunities.
4. To ensure rapid and efficient implementation of the project in accordance with the scheme of delegations.
5. To ensure rapid and efficient implementation of the project in accordance with the scheme of delegations.

7. Cabinet Portfolio Holder's recommendations

The Cabinet Portfolio Holder supports the recommendations, which have been developed to ensure the efficient and effective delivery of the project to increase access to vital mental health support for young people as part of the Works Better offer.

8. Contact officer

Chris Duffill, Head of Business and Skills chris.duffill@kirklees.gov.uk 01484 221000.

9. Background Papers and History of Decisions

N/a

10. Service Director responsible

Joanne Bartholomew, Service Director Skills and Regeneration.

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