

Public Document Pack



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

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Monday 23 August 2021

Notice of Meeting

Dear Member

Cabinet

The **Cabinet** will meet in the **Council Chamber - Town Hall, Huddersfield** at **3.00 pm** on **Tuesday 31 August 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.

The Cabinet members are:-

Member

Councillor Shabir Pandor
Councillor Paul Davies
Councillor Eric Firth
Councillor Viv Kendrick

Councillor Musarrat Khan
Councillor Peter McBride
Councillor Naheed Mather
Councillor Carole Pattison

Councillor Cathy Scott

Councillor Will Simpson

Responsible For:

Leader of the Council
Cabinet Member - Corporate
Cabinet Member - Town Centres
Cabinet Member - Children (Statutory responsibility for Children)
Cabinet Member - Health and Social Care
Cabinet Member for Regeneration
Portfolio Holder - Environment
Cabinet Member for Learning, Aspiration and Communities
Deputy Group Leader and Cabinet Member - Housing and Democracy
Labour - Secretary & Cabinet Member - Culture and Greener Kirklees

Agenda

Reports or Explanatory Notes Attached

Pages

1: Membership of Cabinet

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

2: Minutes of Previous Meetings

1 - 24

To approve the Minutes of the Meetings of the Cabinet held on 22 June 2021 and 27 July 2021.

3: Declarations of Interest

25 - 26

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: 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.

5: Deputations/Petitions

The Cabinet will receive any petitions and hear any deputations from members of the public. A deputation is where up to five people can attend the meeting and make a presentation on some particular issue of concern. A member of the public can also hand in a petition at the meeting but that petition should relate to something on which the body has powers and responsibilities.

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

6: Questions by Members of the Public

Cabinet will hear any questions from the general public.

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

7: Questions by Elected Members (Oral Questions)

Cabinet will receive any questions from Elected Members.

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

**8: Holme Valley Neighbourhood Development Plan
Examiner's Report and Next Steps**

27 - 414

To consider the progression of the Holme Valley Neighbourhood Development Plan to referendum.

Wards affected: Holme Valley North, Holme Valley South

Officer: Johanna Scrutton – Planning Policy Team Leader

9: Food Safety Service Plan 2021

415 -
432

To consider the Food Safety Service Plan.

Wards affected: all

Officer: Judith Stones – Environmental Health Group Leader

10: Determination of a mandatory revision to The Kirklees Admission Arrangements for community and controlled schools for 2021/22 and 2022/2023. 433 - 506

To consider the revised Kirklees Admission Arrangements for 2022/23.

Wards affected: all

Officer: Martin Wilby – Head of Education Access and Places

11: Corporate Financial Monitoring Report; Quarter 1 for 2021-22 507 - 542

To receive the Corporate Financial Monitoring Report, Quarter 1 (2021-2022).

Wards affected: all

Contact: James Anderson – Head of Accountancy

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Contact Officer: Yolande Myers

KIRKLEES COUNCIL

CABINET

Tuesday 22nd June 2021

Present: Councillor Shabir Pandor (Chair)
Councillor Paul Davies
Councillor Eric Firth
Councillor Viv Kendrick
Councillor Musarrat Khan
Councillor Peter McBride
Councillor Naheed Mather
Councillor Carole Pattison
Councillor Cathy Scott
Councillor Will Simpson

In attendance: Councillor Martyn Bolt
Councillor Andrew Cooper
Councillor Yusra Hussain
Councillor Alison Munro
Councillor Elizabeth Smaje

9. Membership of Cabinet

All Cabinet Members were present.

10. Minutes of Previous Meetings

RESOLVED – That the Minutes of the Meetings of the Cabinet held on 13 April 2021 and 1 June 2021 be approved as a correct record.

11. Declarations of Interest

No interests were declared.

12. Admission of the Public

It was noted that the information contained at Agenda Items 17 and 18 would be considered in private session (Minutes No. 25 and 26 refer).

13. Deputations/Petitions

Cabinet received a Petition from Jamie Elliott which asked Kirklees Council to allow and support the planting of trees on the council-owned fields at Longwood Edge.

14. Questions by Members of the Public

Cabinet received the following questions;

Question from Jamie Elliott

“Will the Council consider tree planting at the Council owned fields at Longwood Edge, in the Golcar and Lindley wards. This will support the Kirklees carbon neutral vision and could also create a mix of recreational opportunities including cycling and walking routes.”

A response was provided by the Cabinet Member for Culture and Greener Kirklees (Councillor Will Simpson)

Question from Gideon Richards

“Whilst I appreciate the Council’s efforts to bring climate change to the forefront of planning, we need meaningful and material contributions when considering climate change. Can you confirm that this planning applications climate change guidance has not been put out to public consultation as the Town and Country Planning Act requires of supplementary planning documents. Can you also explain why the act allows this SPD not to require consultation, after all, whatever the title of the document, the document is supplementary to the planning process, is being introduced as part of the planning applications process and is a document, which can, under legitimate expectations, be considered a supplementary planning document. Will the Cabinet pause the approval of this document until, as required, I believe, under the Town and Country Planning Act Part 5 it follows its statutory process?”

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

Question from Gideon Richards

Have the Cabinet members seen the evaluation process against the document before approving it, and how will that evidence be scored, and against what metrics, to ensure the integrity and consistency of the outcomes has been maintained across developers? It will not be good enough, as appeared to happen with Castle Hill, that the planning department can just determine that something passes or fails without the members of planning committees and the public understanding how the determination is made. It needs to be very transparent. How will the forms be verified and validated and by whom? What will happen if this document is not submitted in a form that allows for material and meaning full understanding of climate change mitigation and adaption actions? After all, both the essential and desired efforts are only to be considered by the applicants.

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

15. Questions by Elected Members (Oral Questions)

Cabinet received the following questions from Members of the Council;

Question from Councillor Cooper

“Thank you for the opportunity I had to input into the climate change guidance, all I really did was to seek to get developers to describe what they had done over and above building regulations. I think if I hadn’t have put that in, it would have been ‘what have you done about energy efficiency’ and it would be ‘we have complied with Part L of the building regulations’. Well, everybody has to, so without asking them, that would have been a problem. I’ve heard the response about consultation on both these documents, and I think, yes, there would have been an opportunity to perhaps have had a period of dialogue, that would have been helpful to have a point at which interested parties beyond the Council could have come forward. Do we think that there is a role for that, in that although it may not be formal consultation, that we have a period of dialogue with interested parties who may be able to add something above and beyond what we have before us?”

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

Question from Councillor Bolt

“We just heard about there about consultation from Cllr McBride, does Cabinet believe that for a consultation to be meaningful and to engage with the audience, that you should provide evidence so that those you are consulting can clearly understand what they are being asked to give opinions on.”

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

16. Appointment of Cabinet and Portfolios (Notice Under Article 7)

Cabinet received notice from the Leader of the Council of the Membership of Cabinet, in accordance with articles 7.2.4 and 7.3.4 of the Constitution.

RESOLVED -

That the Membership of Cabinet, as pointed by the Leader of the Council under Articles 7.2.4 and 7.3.4 of the Council’s Constitution, be noted.

17. 2020 Kirklees Annual Educational Quality and Standards Report

(Under the provision of Council Procedure Rule 36(1) Cabinet received a representation from Councillor Cooper).

Cabinet considered a report which summarised the challenges faced by the school systems during the pandemic and the impact seen on educational outcomes for learners. The report noted that there was little assessment and examination data to report. Schools provided remote education to the majority of pupils for up to half of the 2019/20 academic year and almost one full term in 2020 /2021. Nevertheless, there was still much positive activity to highlight. Local authority officers, services and the wider school system had implemented new systems and processes at speed to respond to the changing priorities during the unprecedented period during COVID-19.

The report asked Cabinet to note the priorities with the focus for the 2020/21 academic year being to work in partnership with the education learning and partnership board and other Council teams to support schools to: continue to operate safely during the COVID-19 period; and recover to the best of their abilities to help all pupils catch up while ensuring they can continue to receive a high-quality education within a challenging context.

RESOLVED – That the Annual Educational Quality and Standards report be noted.

18. Kirklees Active Travel Fund; Tranche 2

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

Cabinet considered a report which sought approval to facilitate the Huddersfield Narrow Canal project, to enter into a grant agreement with the Canal and River Trust (CRT), to allow the CRT to carry out the approved scheme within the agreed timelines. Cabinet was asked to note and approve the additional Active Travel Fund Tranche 2 projects within the programme – noting that the council would proceed with drawing up scheme proposals for projects within Spen Valley and Dewsbury and designing, consulting on, and delivering these schemes within the agreed timelines.

The report advised that the Department for Transport gave notice that West Yorkshire Combined Authority had been awarded the full indicative allocation of £10.053 Million from Tranche 2 of the Department for Transport's Emergency Active Travel Fund (EATF). The award to Kirklees was £1,983,983. A programme had been developed as detailed below: -

- Huddersfield Narrow Canal.
- Improved walking and cycling access to Spen Valley Greenway from Primrose Lane, Liversedge and Cleckheaton Town Centre.
- Dewsbury Station Access – Calder Valley Greenway Link.

The report highlighted the timescales involved and Cabinet noted that the schemes would be substantially completed by March 2022.

RESOLVED –

- 1) That the Huddersfield Narrow Canal (HNC) project which is to be carried out by the Canal & River Trust be endorsed.
- 2) That approval be given to enter into a grant agreement with the West Yorkshire Combined Authority (WYCA) for the carrying out of the HNC project.
- 3) That authority be delegated to the Strategic Director Growth & Regeneration to negotiate and agree the terms of that grant agreement with WYCA.
- 4) That approval be given to enter into a funding agreement with the Canal & River Trust for the carrying out of the HNC project.

- 5) That authority be delegated to the Strategic Director Growth & Regeneration to negotiate and agree the terms of that funding agreement with the Canal & River Trust.
- 6) That authority be given to the Service Director Legal Governance & Commissioning to enter into and execute any grant agreement and funding agreement referred to in (2) and (4) above together with any ancillary documents.

19. Quality Places Supplementary Planning Documents (SPD) and Biodiversity Net Gain Technical Advice Note

(Under the provision of Council Procedure Rule 36(1) Cabinet received a representation from Councillor Cooper).

Cabinet considered a report which sought approval to adopt several Supplementary Planning Documents (SPD) and a Technical Advice Note (TAN) and to revoke superseded Supplementary Planning Guidance.

The report outlined the main implications for the Council in producing the Supplementary Planning Documents and guidance were the promotion of greater clarity, consistency, and improved certainty in relation to the implementation of Local Plan open space, design, and biodiversity policies. This should enable more effective decision making through the planning application process, from pre-application to determination.

Cabinet noted that the suite of Quality Places SPDs and Biodiversity Net Gain TAN aimed to improve the quality of residential development in Kirklees through good design, including responding to the climate change emergency.

RESOLVED –

- 1) That the quality places Supplementary Planning Documents be adopted, and that approval be given to the Biodiversity Net Gain Technical Advice Note.
- 2) That the related Supplementary Planning Guidance ('Design Guidance for Local Distinctiveness: Erection of Domestic Extensions' and 'Householders Guide to Dormer and Other Roof Extensions') be revoked and be replaced by the House Extensions and Alterations Supplementary Planning Document.
- 3) That authority be delegated to the Strategic Director for Growth & Regeneration to make any further minor modifications to the documents that relate exclusively to factual updates, grammatical and formatting corrections for the purposes of publishing the documents.
- 4) That an impact assessment be carried out and the report be considered at a future meeting.

20. Planning Applications Climate Change Guidance

(Under the provision of Council Procedure Rule 36(1) Cabinet received a representation from Councillor Cooper).

Cabinet considered a report which sought approval of Climate Change Guidance to support the planning applications process. The Climate Change Guidance would provide clarity about the content of a Climate Change Statement which was to be submitted as part of future planning applications. It would therefore provide clarity for the community, officers, elected members, and developers about how climate change had been considered as development proposals had been formulated.

The report noted that the main implications for the Council in producing the Climate Change Guidance were the promotion of greater clarity; consistency; and improved certainty in relation to the implementation of climate change related Local Plan policies. This would enable more effective decision making through the planning application process, from pre-application enquiries through to implementation of proposals.

RESOLVED –

- 1) That approval be given to the ‘Planning Applications Climate Change Guidance’.
- 2) That authority be delegated to the Strategic Director for Growth & Regeneration to make any further minor modifications to the Climate Change Guidance that relates exclusively to factual updates, grammatical and formatting corrections for the purposes of publishing the Guidance.

21. Huddersfield Station Gateway and Trinity Street Access

(Under the provision of Council Procedure Rule 36(1) Cabinet received a representation from Councillor Cooper).

Cabinet received a report which requested that, in taking account of Network Rail’s plans for Transpennine Route Upgrade, the Council carry out public consultation and make revised applications to West Yorkshire Combined Authority under the Transforming Cities Fund and the West Yorkshire-plus Transport Fund for complementary transportation infrastructure schemes in the Station Gateway and at Trinity Street Huddersfield.

The report highlighted that the Railway Station Gateway was one of six key areas for regeneration in Huddersfield. Trinity Street divided the Gateway from a second key area, the Civic Quarter which contained the Bus Station. The Transforming Cities Fund aimed to deliver, by March 2023, transformational new infrastructure and help create a step change in travel across the City Region, by improving people’s access to public transport, cycling and walking. The West Yorkshire-plus Transport Fund, 2016-2036, was targeted at enabling key development areas. Strategic transport projects included enhanced rail station gateways with increased capacity for park and ride.

RESOLVED –

- 1) That the re-scoped Transforming Cities Fund project and the re-scoped and re-profiled West Yorkshire-plus Transport Fund project for public consultation be endorsed.
- 2) That approval be given to the re-profiled West Yorkshire-plus Transport Fund project being entered into the Kirklees Capital Plan.
- 3) That authority be delegated to the Strategic Director Growth & Regeneration to carry out public consultation and to develop and work up project options and designs.
- 4) That authority be delegated to the Strategic Director Growth & Regeneration to submit business cases to the West Yorkshire Combined Authority for funding from the Transforming Cities Fund and the West Yorkshire-plus Transport Fund.
- 5) That authority be delegated to the Strategic Director Growth & Regeneration to negotiate and agree the terms of any agreement with West Yorkshire Combined Authority for the purpose of providing development funding from Transforming Cities Fund and West Yorkshire-plus Transport Fund.

22. Cultural Heart, part of the Huddersfield Blueprint - Next Steps

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

Cabinet considered a report that sought approval to proceed with the appointment of consultants to help with the next stages of delivery of the Huddersfield Blueprint. The report provided an update on progress and set out the strategy for making the appointments. The report also set out the budget for the next steps.

Cabinet noted that the Council's vision for a new Cultural Heart, built around the Queensgate Market and the existing library and art gallery building, was a significant undertaking that would require an equally significant team to deliver it. From information currently available it had an estimated value of £170-200m and would take five to six years to deliver. It's dossier of projects (programme) are anticipated to include:

- Events/live music venue and food court
- Museum and art gallery
- Town park,
- New Restaurants and bars
- A new library
- Replacement multi storey car park
- Links to the University

In noting the significant undertaking beyond the normal resources and operation of the Council, Cabinet was asked to approve the appointment of a team of external consultants who would be knowledgeable and have the necessary skills and experience of programmes of the scale and complexity of the brief.

RESOLVED –

- 1) That approval be given to proceed with an accelerated programme so that the Cultural Heart master plan and Outline Business Case can be completed as soon as is practical.
- 2) That approval is given to use Public Sector Body frameworks for all external appointments to achieve the acceleration and to delegate authority to the Strategic Director for Growth and Regeneration in liaison with the Service Director – Legal Governance and Commissioning and the Service Director – Finance to make all necessary appointments in compliance with the Contract Procedure Rules and the Financial Procedure Rules.
- 3) That authority be delegated to the Strategic Director for Growth and Regeneration in liaison with the Service Director – Legal Governance and Commissioning and the Service Director – Finance to appoint a Strategic Development Partner/Project Manager by direct award from the SCAPE, Place Shaping Framework in compliance with the Contract Procedure Rules and the Financial Procedure Rules.
- 4) That approval be given to allocate the necessary Council staff and resources to support the programme and to note that in the absence of sufficient internal resources that additional resources will be sourced from existing / future framework agreements.
- 5) That approval is given to the recommended stage break at Gateway 1 and the budget of £6.55m to deliver the Cultural Heart programme up to Gateway 2.
- 6) That authority be delegated to the Strategic Director for Growth and Regeneration to deliver the programme to Gateway 2, subject to further Cabinet approval at the conclusion of Gateway 1.

(Cabinet gave consideration to the exempt information at Agenda Item 17 (Minute No. 25 refers) prior to the determination of this agenda item).

23. Strategic Acquisition of a property in relation to the Huddersfield Blueprint Cultural Heart project

Cabinet considered a report which sought approval of the acquisition of a Strategic Long Leasehold asset (subject to existing tenancies) in Huddersfield Town Centre in line with the Huddersfield Town Centre Masterplan.

The report outlined that the acquisition of this strategic asset would provide an opportunity for the Council to further control the ownership in the proposed Cultural Heart and support the implementation of the Masterplan, building on other recent acquisitions such as the Piazza.

RESOLVED –

- 1) That approval be given to the strategic acquisition, as detailed in the red line boundary and in accordance with the details as set out within the exempt report at Agenda Item 18.
- 2) That approval be given for the required capital funding from the Strategic Acquisitions Fund for Huddersfield Town Centre as identified in the Council's Capital Plan.

- 3) That authority be delegated to the Service Director for Legal, Governance and Commissioning to enter into and execute any agreements or instruments relating to the acquisition.
- 4) That authority be delegated to the Service Director for Development to undertake the strategic and operational management, working with the Service Director for Legal, Governance and Commissioning, to agree relevant leases and management agreements as required.

(Cabinet gave consideration to the exempt information at Agenda Item 18 (Minute No. 26 refers) prior to the determination of this agenda item).

24. Exclusion of the Public

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

25. Cultural Heart, part of the Huddersfield Blueprint - Next Steps

(Exempt information within Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, namely Information relating to the financial or business affairs of any particular person (including the authority holding that information) and it is considered that the disclosure of the information would adversely affect a third party, therefore the public interest in maintaining the exemption, which would protect the rights of an individual or the Council, outweighs the public interest in disclosing the information and providing greater openness in the Council's decision making).

Cabinet gave consideration to the exempt information prior to the determination of Agenda Item 14 (Minute No. 22 refers).

26. Strategic Acquisition of a property in relation to the Huddersfield Blueprint Cultural Heart project

(Exempt information within Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, namely Information relating to the financial or business affairs of any particular person (including the authority holding that information) and it is considered that the disclosure of the information would adversely affect a third party, therefore the public interest in maintaining the exemption, which would protect the rights of an individual or the Council, outweighs the public interest in disclosing the information and providing greater openness in the Council's decision making).

Cabinet gave consideration to the exempt information prior to the determination of Agenda Item 15 (Minute No. 23 refers).

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 27th July 2021

Present: Councillor Shabir Pandor (Chair)
Councillor Paul Davies
Councillor Eric Firth
Councillor Viv Kendrick
Councillor Musarrat Khan
Councillor Peter McBride
Councillor Naheed Mather
Councillor Carole Pattison
Councillor Cathy Scott
Councillor Will Simpson

In attendance: Councillor M Bolt
Councillor D Hall
Councillor Lawson
Councillor Smaje
Councillor Taylor

27 Membership of Cabinet

All Cabinet Members were present.

28 Declarations of Interest

Councillor Kendrick declared an 'other interest in Agenda Item 15 (Minute No 41 refers) on the grounds that a family member is employed by Third Sector Leaders.

29 Admission of the Public

It was noted that exempt information had been submitted in respect of Agenda Items 16 and 17 (Minute No.s 45 and 46 refer).

30 Deputations/Petitions

No deputations or petitions were received.

31 Questions by Members of the Public

No questions were asked.

32 Questions by Elected Members (Oral Questions)

Question from Councillor Bolt

"On 29 April the Leaders of Councils across the country were written to by the Minister of State, Luke Hall, reflecting upon the High Court decision by Mr Justice

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Chamberlain which removed the ability of the Council to have decision making meetings remotely. Could you tell me why Kirklees is still having decision making meetings remotely?"

A response was provided by the Leader of the Council.

Question from Councillor Smaje

"We have a lot of concerns regarding speeding traffic in Birstall and Birkenshaw and we have previously purchased two speed indicator devices which are rotated around the ward. However, highways withdrew these devices last September/October to have them updated but they have not yet been returned. Can the Cabinet Member please update us as to why the speed indicator devices are not being updated and put back in position, and what is happening in respect of the speed indicator device programme?"

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

Question from Councillor Lawson

"Could we have an update on the progress of the report to Corporate Governance and Audit Committee that was requested at the AGM regarding committee system models from surrounding areas? What progress has been made by officers and are we on track to have a report to Council in September or October this year?"

A response was provided by the Leader of the Council.

Question from Councillor Munro

"What options are being considered for the former Almondbury Community School site as King James School will be vacating the site premises in December 2021? Bearing in mind, the Council continues to discharge the PFI at the rate of, I understand, to be in the region of £650k a month?"

A response was provided by the Cabinet Member for Learning, Aspiration and Communities (Councillor Pattison).

Question from Councillor D Hall

"There are clearly problems with planning decisions being behind schedule which has been causing problems. Could Councillor McBride tell us how the service intends to try and catch up with the applications that are behind schedule?"

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

Question from Councillor J Taylor

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“Is Councillor Mather aware of the problem with brown bins?”

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

The A62/A644 major highways scheme has been promoted on road-side boards as ‘Have your say on Cooper Bridge’ campaign. The residents I’ve met from Leeds Road/Oak Road/Bradley Road/Brooklands and the immediate areas around there, feel that this didn’t convey the impact that this huge scheme would have upon their houses and standard of living. Please will Cabinet provide officer support to help residents to understand the impact of this major highways scheme upon them and their surroundings?”

A response was provided by the Leader of the Council.

Question from Councillor D Hall

“I am dealing with a ward issue whereby a builder has been sent a summons for non-payment of council tax for unfinished properties. I understand that it is policy and that the Council takes a judgement as to when the habitations should be finished, then apply council tax even if there is no one living in them. We are now trying to come to an agreement so that he doesn’t have to go to court. Would the Cabinet Member look at the policy that we are applying and, in light of covid, delays to suppliers, resource issues etc and make sure that people being caught by it are being treated leniently, at least during covid?”

A response was provided by the Cabinet Member for Corporate Services (Councillor P Davies).

Question from Councillor J Taylor

“With regards to capacity issues, highways, enforcement etc, what is being done to address the staff shortages and skillset across the Council? You refer to the ambitious plans of the Council but we need the people behind them to actively do the work.”

A response was provided by the Leader of the Council.

33

Kirklees Resource & Waste Strategy (Reference to Council)

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

Cabinet gave consideration to a report which set out details of the outcome of the public engagement exercise regarding the Resources and Waste Strategy 2021-2030, prior to its submission to Council on 8 September 2021. The report advised that the strategy had been developed following feedback from a comprehensive public engagement exercise which had been undertaken during Autumn 2020 and generated approx. 8000 responses.

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The findings of the engagement exercise were set out at appendix 1 to the report. The proposed strategy, which was attached at appendix 2, set out how the Council aimed to achieve a clean, green and sustainable future, with zero waste to landfill and to value waste as a resource through re-use, recycling and recovery.

Cabinet noted the key aims of the strategy which were to (i) work with residents, businesses and communities using a place based approach (ii) achieve a recycling rate of at least 70% at household waste and recycling centres by 2025 (iii) double the recycling rate and recycle at least 55% of municipal waste by 2025 (iv) re-use or recycle as much of the resources collected via bulky waste collections as possible (v) ensure that the environment across the district delivers a clean, green and sustainable future and (vi) set a precedent of good practice to reduce waste, re-use materials and increase recycling.

The report advised that the strategy was comprised of three thematic sections of (i) delivering modern, sustainable services (ii) leading by example and (iii) supporting families and ensuring inclusion.

RESOLVED -

- 1) That the Kirklees Resources and Waste Strategy 2021-2030 be endorsed and submitted to the meeting of Council in September 2021 with a recommendation of approval.
- 2) That, pursuant to (1) above, authority be delegated to the Strategic Director (Environment and Climate Change), in consultation with the relevant Cabinet Member and S151 Officer, to drawdown transformation reserve resources as appropriate to support the development and implementation of the Kirklees Resources and Waste Strategy 2021-2030.

34 2021/22 - 2025/26 Bereavement Services Capital Plan - Proposed allocation as of 2021/22

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

Cabinet gave consideration to a report which sought (i) approval for projects to be funded from the 2021/22 to 2022/23 Bereavement Services Capital Plan and (ii) officer delegations to manage the plan.

The report advised that the reprofiled five year capital plan, as approved by Council on 10 February 2021, allocated £495k for 2021-2022 and £100k for 2022-2023. Para. 2.6 of the report set out the proposed programme of works for the next two financial years which included condition works and investment to improve facilities at various cemeteries. Para 2.8 set out details of current financial delegations and it was requested that additional powers be delegated in order to enable the efficient delivery of schemes.

RESOLVED –

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- 1) That approval be given to the programmes of work for 2021/2022-2022/2023, as detailed within the considered report, within a budget of £595k, enabling Bereavement Services to (i) invest and maintain its portfolio of cemeteries and crematoria and (ii) ensure that works undertaken provide safe and accessible facilities for visitors and families.
- 2) That authority be delegated to the Service Director (Culture and Visitor Economy), in consultation with the relevant Cabinet Members (i) to add new urgent projects to the programmes (2021-2022 and 2022-2023), as detailed within the report, provided that the total cost of the programmes remains within the approved capital allocations set by the Council and (ii) to slip, delete or reallocate budget between projects during the course of the plan provided that the total cost of the programmes remains within the approved capital allocations set by the Council to enable the effective management of the programmes concerned.
- 3) That officers be authorised to design, tender and implement the delivery of the projects and work streams identified within the report.

35 2021/22 - 2022/23 Corporate Landlord Asset Investment Capital Plans - Proposed allocation of capital funding

(Under the provision of Council Procedure Rule 36(1), Cabinet received a representation from Councillor J Taylor).

Cabinet gave consideration to a report which outlined themes of funding, to be funded from the 2021/2022 and 2022/2023 Corporate Landlord Asset Investment, Compliance and Sustainability Programme baselines of the Capital Plan, and sought approval for delegations to manage the programmes. The report identified programmes of work, all of which were referenced in the five year capital plan, as approved by Council on 10 February 2021.

Cabinet were asked to give approval to the baseline programmes along with the broad themes of investment, as set out in Appendix A to the considered report, and to authorise delegated powers for officers to manage the programmes within the overall budget in order to enable priority projects to be identified, designed and delivered. It was noted that the baseline investment to maintain facilities and address urgent disrepair was a two year rolling programme, complimenting the wider capital programme.

RESOLVED -

- 1) That approval be given to the themes of work for 2021/2022, as detailed at Appendix A to the considered report.
- 2) That approval be given to the proposed delegated powers as set out at para. 2.17 to 2.19 of the report.
- 3) That officers be authorised to identify, design, tender and implement the delivery of projects aligned with the work themes as identified in Appendix A.

36 Place Standard Investment Fund - Funding Criteria and Decision-Making Process

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

Cabinet received a report which sought approval of the establishment, criteria and decision making process for the Place Standard Investment Fund. The report explained that, in order to facilitate the implementation of emerging Place Standard Action Plans, it was proposed that an initial £500k reserve be established, created from slippage against the 2020/2021 place infrastructure capacity base budget.

The report advised that the fund would be released through 2021/2022 in line with emerging plans, criteria and decision making processes which would help to focus upon local priorities and initiatives. Cabinet were informed that funding would be prioritised in wards and neighbourhoods that undertake place standard engagement and develop a Place Standard Action Plan whereby Councillors would work with citizens, partners and services to ensure a collaborative and place based approach to problem solving and priority setting.

It was noted that Councillors would be key to the process in terms of engagement, action planning, priority setting and endorsing the Place Standard Action Plan for their respective areas. Cabinet were asked to approve the creation of a specific reserve, with an initial £500k allocation, to fund endorsed action plans throughout 2021/2022, and to consider subsequent proposals for place standard funding as part of the annual budget process.

Cabinet noted that the new fund was aimed at delivering a positive difference to communities and improving places via place standard engagement, working together with local partners and communities in order to co-design services, maximise all available assets and resources, and developing shared priorities that are informed by local knowledge and experiences.

RESOLVED -

- 1) That approval be given to the establishment of a Place Standard Fund and the criteria and decision-making process for the Place Standard Investment Fund, as detailed within the considered report.
- 2) That approval be given to the creation of a specific reserve, with an initial £500k allocation, to fund endorsed action plans through 2021/2022.
- 3) That approval be given to the Chief Executive, in consultation with the Cabinet Member (Housing and Democracy), to make decisions on the allocation of this fund up to a maximum of £50k per ward per financial year.
- 4) That subsequent proposals for Place Standard Funding in future years be considered as part of the annual budget process for 2022/2023.

37 Staying Put Policy Refresh

Cabinet received the Staying Put Policy, as revised in January 2021. It was noted that it was a requirement for local authorities to set out how they would operate the scheme and that the refreshed policy set out arrangements in Kirklees for care

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leavers aged 18 and above to continue living with foster families, up until the age of 21.

The report advised that the policy set out an improved support and financial offer which reflected the importance of the role that staying put carers play in equipping young people with the emotional confidence and practical skills needed to live independently. Para.2.7 of the report set out details of payments and allowances within the proposed new model, which was designed to ensure that care leavers have the best possible start to their adult life.

Cabinet were advised that the policy needed to be considered alongside the Care Leavers Support and Finance Guidance policy and noted that care leavers who take up the opportunity of a Staying Put arrangement were entitled to receive support, advice and guidance as set out in the Care Leavers support and Financial Guidance Policy.

The report provided information in regards to (i) staying put payments and weekly allowances (ii) responsibility for rent (iii) staying put allowances at university and (iv) the proposed model three year financial forecast against existing annual costs.

Cabinet were asked to give consideration to three options, as set out at para. 2.14 of the report, with regard to the application of the policy. It was recommended that option 3 be adopted, enabling the policy to apply only to new staying put arrangements going forward at a point in time. The benefits associated with this option included a reduction in financial impact, nil impact upon capacity of staff and more generous allowances for new staying put carers.

It was noted that, subject to approval, the policy would be implemented, with an intended timescale of September 2021.

RESOLVED -

- 1) That the updated Staying Put Policy (2020-2021) be approved.
- 2) That Option 2 be agreed as the operational model for the policy, thereby the proposal payment model and arrangements are agreed and implemented across all existing and new Staying Put arrangements.

38

Care Leavers Guidance and Financial Guidance Policy Refresh

Cabinet received the Support Policy for Young People Leaving Care, which presented a refresh of the Care Leavers Support and Financial Guidance Policy. It was noted that it was a requirement for local authorities to set out how they meet their duties in supporting young people when they leave care. The report advised that the refreshed policy aimed to create a restorative approach, enabling the voice, strength and needs of young people to take priority over process, and be sighted upon how young people could be nurtured to have ambition, achieve good outcomes and gain the skills needed to live successful, independent adult lives.

It was noted that the policy should be considered in conjunction with the refreshed Staying Put Policy and that care leavers who live in staying put arrangements were entitled to the support as set out within the policy due to their status as former

relevant care leavers. Cabinet were advised that, subject to approval, the policy would be implemented, with an intended timescale of September 2021.

RESOLVED –

- 1) That the Support Policy for Young People Leaving Care (2020-2021) be approved.
- 2) That the Service Director (Family Support and Child Protection) be delegated authority to make any future updates to the policy as required.

39 Financial Outturn Report for 2020/21 to include the Revenue, Capital and Housing Revenue Account Outturn Position and Annual Report on Treasury Management

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

Cabinet received the Council's financial outturn and rollover report 2020/2021, incorporating general fund revenue, housing revenue account and capital plan, including proposals for revenue and capital rollover from 2020/2021 and 2021/2022, and an annual review of treasury management activity.

The report advised that the Council's revised general fund controllable (net) revenue budget for 2020/2021 was £274.7m which included planned (net) revenue savings in-year of £2.8m. Cabinet were advised that the revised budget was net of a number of planned transfers to reserves during the year, the most significant being £9.8m to the revenue grants reserve, £8m to the Covid-19 business grants reserve, £6.5m to the Covid-19 response reserve, £3.6m to the demand reserve, £2.4m to the transformation reserve and £1m to the inclusive treatment reserve.

Cabinet noted that Council spend was £274.7m in 2020/2021, which reflected an overall break-even financial performance against budget. Appendix 1 to the considered report illustrated a summary of revenue outturn position. The report provided information as to Covid-19 impacts, budget information by service area, general fund reserves, the collection fund, housing revenue account, capital budget programme and prudential indicators.

RESOLVED –

- 1) That, in regards to General Fund, (i) the revenue outturn position for 2020/2021, including Covid-19 impacts, be noted (ii) the year end position on corporate reserves and balances including Covid-19 impacts be noted (iii) the proposed use of pre-existing reserves be reaffirmed and the proposed use of new reserves, as set out in section 1.9 of the report, be endorsed (iv) regular monitoring and review of corporate reserves in 2021/2022 be reported to Cabinet as part of the quarterly financial monitoring cycle and (v) the use of the Council's flexible receipts strategy for year end capitalisation of £2.3m transformation related costs in 2020/2021.
- 2) That the year end position on the Collection Fund including Covid-19 impacts be noted.

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- 3) That the Housing Revenue Account revenue outturn and reserves position 2021/2022 be noted.
- 4) That the Council capital outturn position for 2020/2021 be noted.
- 5) That approval be given to £26.9m capital rollover from 2020/2021 to 2021/22
- 6) That approval be given to the revised capital plan for the period 2021-2026, after taking into account rollover, the re-phasing of schemes and changes to grant assumptions.
- 7) That the review of treasury management activity for 2020/2021 be noted.
- 8) That the report be submitted to the meeting of Council on 8 September 2021.

40 **St John's CE (VC) Infant School Governing Body statutory proposal to change the upper age limit of the school**

(Under the provision of Council Procedure Rule 36(1), Cabinet received a representation from Councillor Smaje).

Cabinet gave consideration to a report which provided details of representations that had been received following the publication of statutory proposals by St John's CE (VC) Infant School's Governing Body to change the upper age limit of the school and reduce the published admission number of the school from 60 to 30. Cabinet were advised that, on 29 April 2021, the Governing Body had published a statutory proposal to change the age range of the school from 4 to 7 years, to 4 to 11 years to create an all-through primary school, with effect from September 2022. The report set out detail of (i) the statutory process that had been undertaken by the proposer (ii) the rationale for the proposal and (iii) representations received during the formal consultation period. It was noted that the statutory four week period of representation had concluded on 27 May 2021 and that during this time consultation meetings had taken place, a response paper within the consultation document could be completed and comments could also be submitted in writing. The report indicated that, during this period, 193 responses had been received and were set out at Appendix 1 to the report.

Paragraph 2.8 of the report provided a breakdown of the review of the proposal and received representations by the School Organisation Advisory Group, using DfE statutory guidance for decision makers. It was noted that the factors considered were derived from guidance issued by the Department for Education and that each relevant factor had been examined by the School Organisation Advisory Group. The factors considered relevant to this proposal were (i) consideration of consultation and representation period (ii) related proposals (iii) conditional approval (iv) education standards and diversity of provision (v) equal opportunity issues (vi) community cohesion (vii) travel and accessibility (viii) funding (ix) right of appeal against a decision (x) implementation (xi) modification post-determination (xii) revocation of proposals and (xiii) school premises and playing fields. The report provided officer advice for each of these factors, for Cabinet to consider in determining the proposal and it was noted that Cabinet must have regard to the relevant statutory guidance in making its decision.

Paragraph 6 of the report provided officer advice to Cabinet, that the proposal not be approved at this time, and the reasons and rationale for this recommendation. The report set out advice that, should Cabinet be minded to approve the proposal, it was recommended that the approval be conditional upon both planning permission

and the variation to the admission arrangements for 2022/2023 being approved. The recommendation of the Cabinet Member, as set out at Paragraph 7, endorsed the officer advice and concluded that the proposal should not be approved and that there are other options that could be explored in terms of maximising the outcomes for children within the areas.

RESOLVED – That the request by St John’s CE (VC) Infant School Governing Body to change the upper age limit of the school not be approved, for the reasons as set out in the considered report.

41 Building Community & Voluntary Capacity through Integrated Approaches - Grant Funding Distribution to Anchor Organisations

(Under the provision of Council Procedure Rule 36(1), Cabinet received a representation from Councillor Smaje).

Cabinet received a report that sought approval for a grant payment to be made over a period of two years to third sector leaders to enable the development and funding of local voluntary, community and social enterprise anchors that support primary care networks, as part of an integrated model.

The report advised that third sector leaders had been appointed via a recent competitive tender process to build upon the success of localised co-ordination between anchor organisations within communities during Covid-19. It was anticipated that the contract would be on place from July 2021 until March 2023, concluding with a final report and recommendations for the future of the work in order to ensure the continuation of effective and high-quality levels of activity. The report explained that the work would also help to embed place based working, strengthening the voice of the third sector, and supporting community and citizen involvement in finding local solutions to local needs, value and priorities that are aligned within the Adult Social Care vision.

Cabinet were advised that third sector leaders would provide recommendations for the allocation of £360k, which the Council would make available within the contract for the express purpose of awarding grants to support the activity of anchor organisations to address specific local need. It was noted that the funding would be released quarterly with the Council retaining financial oversight.

RESOLVED -

- 1) That approval be given to the distribution of £360,000 grant funding over the 2021-2022 and 2022-2023 periods, available to anchor organisations in Kirklees via third sector leaders, appointed as provider, as detailed within the considered report.
- 2) That authority be delegated to the Service Director (Customer and Communities) to manage the appropriate financial and performance arrangements.

42 Kirklees Active Leisure - Funding and Partnership Framework Update

Cabinet received a report which provided an update on the forecast irrecoverable losses for Kirklees Active Leisure (KAL), as a consequence of Covid-19, details of financial support to date and the forecast impact for 2021/2022. The report requested that Cabinet give consideration, following a request from KAL, for the provision of further financial support.

The report advised that the previously approved Council underwrite of up to £4m was expected to be fully utilised, along with an additional £1.1m government funding that had been secured through a successful bidding process. It explained that the next 12 months and beyond remained challenging for KAL and that it was anticipated that a further Council underwrite requirement of up to £3.5m would be needed in the latter half of 2021-2022, to be met from earmarked reserves.

The report also provided an update on the draft KAL Partnership Framework, as attached at Appendices C to G of the considered report., which outlined the key outcomes, partnership approach and inclusive, place-based ways of working for the future provision of KAL services. It advised that the framework would make a significant change, over time, to the KAL offer and that progress would be continually monitored.

(Cabinet gave consideration to the exempt information at Agenda Item 19 (Minute No.45 refers) prior to the determination of this Agenda Item).

RESOLVED –

- 1) That the information as set out at Appendices A to I be noted.
- 2) That approval be given to the Council's commitment to underwrite irrecoverable KAL income loss, as a direct consequence of covid, of up to £3.5m through 2021/2022 from earmarked Council reserves.
- 3) That approval be given to the accompanying KAL Partnership Framework as part of the broader inclusive ambition agenda and that the incorporation of the underwrite of up to £3.5m into the updated general reserves position as part of the Council's 2020/2021 financial outturn and rollover report be noted.
- 4) That it be noted that, as part of the forthcoming Medium Term Financial Strategy review, Officers will review the KAL Partnership and Framework in line with emerging priority outcomes, including consideration of attendant resourcing implications that might emerge.

43 To consider the outcome of Tenant and Leaseholder consultation and Proposals on the future of four of the Council's high-rise blocks - Bishop's Court, Holme Park Court at Berry Brow and Buxton House and Harold Wilson Court to improve fire safety

Cabinet received a report which requested that consideration be given to options for three high rise blocks at Berry Brow (Bishops Court and Holme Park Court) and at Buxton House, New Street, and for a decision to be made as to which options should be delivered. The report included the results of recent tenant and leaseholder consultation undertaken at

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Bishops Court and Holme Park Court in Berry Brow and Buxton House based.

Cabinet were asked to give approval to a programme of major fire safety remediation works to Harold Wilson Court and the report provided information regarding the procurement process, anticipated costings and timescales for the completion of works. The report also provided (i) outline proposals, and provisional costs, for the regeneration of Berry Brow through a programme of demolition and new build (ii) outline proposals and costs to refurbish and remediate Buxton House and (iii) feedback from tenants of Harold Wilson Court following engagement on proposals to carry out major fire safety improvements.

Appendix 1 to the considered report set out key real estate considerations. Appendix 2 (exempt) provided information relating to commercial implications relating to Buxton House.

(Cabinet gave consideration to the exempt information at Agenda Item 20 (Minute No.46 refers) prior to the determination of this Agenda Item).

RESOLVED -

- 1) That authority be delegated to the Strategic Director (Growth and Regeneration) to negotiate and agree terms (including payment of Zurich's fees and costs) with Zurich as landlord for the surrender of the current ground floor access and terms for a new lease of alternative ground premises (yet to be identified) in order to facilitate access to the refurbished Buxton House.
- 2) That authority be delegated to the Strategic Director (Growth and Regeneration) to negotiate and agree terms with Zurich (consistent with the content of the underlease, including payment of Zurich's fees and costs) for a licence to carry out alterations by Zurich, as landlord, permits the work to be done to Buxton House.
- 3) That approval be given to demolish Holme Park Court and Bishops Court at Berry Brow, and new build design within an estimated total budget envelope of £37m.
- 4) That approval be given to improve/remediate Buxton House and a programme of work to ensure safe homes within an estimated budget envelope of £16m.
- 5) That approval be to the Decant Plan for Holme Park Court and Bishops Court at Berry Brow, and also at Buxton House.
- 6) That authority be delegated to the Strategic Director (Growth and Regeneration) to serve Interim Demolition Notices and Final Demolition Notices on tenants occupying Holme Park Court and Bishops Court, Berry Brow.
- 7) That approval be given to the changes to the Allocations Policy as set out in paras. 2.3 and 2.4 of the considered report.
- 8) That the fire safety improvement works and provisional budget of £4m to Harold Wilson Court be noted.
- 9) That authority be delegated to the Strategic Director (Growth and Regeneration) to carry out further work to finalise the designs and schemes

and, in consultation with the Service Director (Finance), a financial viability for each scheme relating to the proposed developments and/or works at Holme Park Court and Bishops Court, Berry Brow, and at Buxton House, and implement the schemes as finalised, as referred to in (3) and (4) above.

10) That it be noted that, if following the financial viability appraisal, (9) above refers, any one or more of the schemes is not considered to be viable a further report be submitted to Cabinet for consideration.

11) That authority be delegated to the Service Director (Legal, Governance and Commissioning) to finalise and enter into all appropriate contracts, deeds and documents in relation to the appointment of the successful bidder for the delivery of fire safety remediation at Harold Wilson Court, the refurbishment and remodelling of Buxton House and the regeneration and new build of two high rise blocks at Berry Brow, in consultation with the Service Director (Homes and Neighbourhoods).

44 Exclusion of the Public

RESOLVED – That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during the consideration of the following items of business, on the grounds that they involve the likely disclosure of exempt information, as defined in Part 1 of Schedule 12A of the Act.

45 Kirklees Active Leisure - Funding and Partnership Framework Update

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

Cabinet gave consideration to the exempt information prior to the determination of Agenda Item 16 (Minute No. 42 refers).

46 To consider the outcome of Tenant and Leaseholder consultation and Proposals on the future of four of the Council's high-rise blocks - Bishop's Court, Holme Park Court at Berry Brow and Buxton House and Harold Wilson Court to improve fire safety

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

Cabinet gave consideration to the exempt information prior to the determination of Agenda Item 17 (Minute No. 43 refers).

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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: 31st August 2021

Title of report: Holme Valley Neighbourhood Development Plan Independent Examiner's Report and next steps

Purpose of report: To seek Cabinet approval to progress the Holme Valley Neighbourhood Development Plan (NDP) to a local referendum. Subject to more than 50% of votes in the referendum supporting the Holme Valley NDP, the officer recommendation is for the Cabinet to recommend to Full Council that they 'make' the Holme Valley NDP at which point it forms part of the development plan for the Holme Valley Neighbourhood Area alongside the Kirklees Local Plan.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes. If yes give the reason why Affects Holme Valley North and South 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 Is it also signed off by the Service Director for Finance? Is it also signed off by the Service Director for Legal Governance and Commissioning?	David Shepherd (Strategic Director - Growth and Regeneration) 14 th August 2021 Eamonn Croston (Service Director – Finance) 17 th August 2021 Julie Muscroft (Service Director – Legal, Governance and Commissioning) 17 th August 2021
Cabinet member portfolio	Cllr McBride 16 th August 2021

Electoral wards affected: Holme Valley North and Holme Valley South

Ward councillors consulted:

The following ward councillors have been consulted/briefed on this item:

- Portfolio Holder briefing: Cllr McBride, Cllr Mather, Cllr Simpson (26th July 2021)
- Leader of the Council: (16th August 2021)
- Holme Valley North and South Ward Members, Chair of Strategic Planning Committee, Chair of Huddersfield Planning Sub Committee (29th July 2021).

Public or private: Public

Has GDPR been considered? Yes, no personal information is recorded in the report.

Summary

The Holme Valley Neighbourhood Development Plan has now been through an independent examination process. The purpose of this report is to seek Cabinet approval that the recommendations outlined in the independent Examiner's Report on the Holme Valley Neighbourhood Development Plan (NDP) are acceptable and that subject to the Examiner's recommended modifications that the Plan proceeds to a referendum in the area affected. Further to this approval, that the Cabinet approves the referendum ballot question, decision statement and statutory specified documents for the referendum.

Subject to a successful local referendum supporting the Holme Valley NDP (which is classed by the relevant planning legislation as more than 50% of the votes choosing to accept the Plan), the officer recommendation is for the Cabinet to recommend to Full Council that they 'make' the Holme Valley NDP at which point it forms part of the development plan alongside the Kirklees Local Plan. If the referendum does not support the Holme Valley NDP, the plan will not form part of the development plan therefore no further decision would be required.

1. Information required to take a decision

Background

Holme Valley Parish Council has prepared a Neighbourhood Development Plan (NDP) for the whole of the Holme Valley parish which includes part of the Peak District National Park (PDNP).

On 18th November 2020, Cabinet gave delegated authority to the Head of Planning and Development to carry out publicity (consultation) for an 8-week period commencing 8th December 2020 on the submitted Holme Valley NDP, to appoint an independent examiner and to progress the examination through the submission of the council's representations on the NDP and representations received through publicity (consultation). A summary of the representations submitted to the independent Examiner is attached at **Appendix 1**.

An independent Examiner was appointed with agreement of Holme Valley Parish Council and the Peak District National Park Authority (PDNPA) through the Neighbourhood Planning Independent Examiner Referral Service. The NDP and accompanying documents and representations were submitted on 1st March 2021.

The independent Examiner's clarifying questions and information requests were made to Holme Valley Parish Council, Kirklees Council and PDNPA on 18th March 2021.

Further to the Examiner's clarifying questions, the Examiner invited Holme Valley Parish Council, Kirklees Council and PDNPA to do further work on Policy 1 (Protecting and enhancing the landscape character), Policy 2 (Protecting and enhancing the built character) and the policy justification at 4.1.17 of the Holme Valley NDP. The Examiner also requested further responses and joint working on Policy 3 (Conserving and enhancing local heritage). All parties agreed the outcomes of the requested work which has been incorporated into the Examiner's modifications.

The Examiner's report was received on 15th June 2021. A copy is attached at **Appendix 2**.

The purpose of the Independent Examiner's report is to make recommendations based on an assessment of whether the plan meets "Basic Conditions" as set out in paragraph 8(2) of Schedule 4B to the Town and Country Planning Act 1990 (TCPA) and section 38A of the Planning and Compulsory Purchase Act 2004 (PCPA) and whether the Plan should be submitted to a referendum, with or without modifications, and on the area for the referendum.

The Basic Conditions are that: having regard to national policies and advice contained in guidance issued by the Secretary of State it is appropriate to make the neighbourhood plan; the making of the neighbourhood plan contributes to the achievement of sustainable development; the making of the neighbourhood plan is in general conformity with the strategic policies contained in the development plan for the area of the authority; the making of the neighbourhood plan does not breach, and is otherwise compatible with, EU obligations; and prescribed conditions are met in relation to the neighbourhood plan and prescribed matters have been complied with in connection with the proposal for the neighbourhood plan.

The Examiner's Report sets out 22 main recommendations which are further subdivided to address issues in relation to the theme/policy being examined.

The most significant of the recommendations is Recommendation 22 which states:

I recommend to Kirklees Council that the Holme Valley Neighbourhood Development Plan, modified as specified, should proceed to a referendum based on the Holme Valley Neighbourhood Area as approved by Kirklees Council on 27 January 2015 and the Peak District National Park Authority on 13 February 2015.

It is a requirement of the Neighbourhood Planning Regulations 2012 (as amended) (Regulation 17A) for the council to prepare a decision statement which considers each of the recommendations set out in the Examiner's report and decide what action to take in response to each one. A decision statement is set out at **Appendix 3** and contains a schedule of all the Examiner's recommendations and the council's responses for consideration.

In summary, the focus of the Examiner's recommendations is to:

- a) Provide modified policy wording/policy justification so that they are "clearly written and unambiguous so it is evident how a decision maker should react to development proposals" in accordance with National Planning Policy Framework and Planning Practice Guidance.
- b) Improve the clarity of the Plan by making the policies clear, concise, and precise.
- c) Ensure consistency with Kirklees Local Plan policies.
- d) Address areas where the Holme Valley NDP repeated policy advice already contained in the Kirklees Local Plan or the Peak District National Park Authority Plan and/or where it was inconsistent.
- e) Recommendations 5 to 8 in relation to Policy 1, Policy 2 and Policy 3 based on jointly produced policy wording and policy justification between officers and Holme Valley Parish Council Steering Group addresses the extensive representations made by the council on these policies.
- f) Deletion of Policy 14 reflects the position that the council is not proceeding with Community Infrastructure Levy at the current time.

Officers support the Examiner's view that with the recommendations outlined in the Examiner's report that the plan does meet Basic Conditions and recommend that all

the Examiner's modifications are approved to enable the Plan to proceed to referendum.

If members are minded to approve the Examiner's recommendations, a copy of the amended Plan to form the Referendum version is attached at **Appendix 4.**

Referendum

Subject to Cabinet approval for the Holme Valley Neighbourhood Development Plan to progress to referendum, it is proposed that the referendum would take place on 4th November 2021.

The referendum will be managed by Kirklees Council electoral services. The proper officer of the Council must ensure that an information statement and specified documents are published on the website at least 28 days before the referendum (not including Weekends, Bank holidays, and any day appointed as public thanksgiving or mourning in England). They must be made available during the referendum period for inspection at the Council's principal offices and at least one premise in the referendum area in council control which is considered appropriate to achieve geographical distribution. Copies would be made available in Holmfirth Library, Honley Library, Huddersfield Library and the council's offices Civic Centre, Huddersfield subject to council COVID-19 measures for the opening of public buildings.

The specific documents are:

- a) summary of representations submitted to the examiner (Appendix 1);
- b) examiners report (Appendix 2);
- c) the draft neighbourhood plan (Appendix 4);
- d) a statement that the council is satisfied that the draft plan meets the basic conditions and complies with 38A and 38B of the 2004 Act (contained in Appendix 3);
- e) a statement that sets out general information as to town and county planning (including neighbourhood planning) and the referendum, which is prepared having regard to any guidance issued by the secretary of state.

Three referendum ballot questions are set out in the Neighbourhood Planning (Referendum) Regulations 2012 of which only 1 should be used. The first directly applies to neighbourhood plans and Cabinet are asked to approve the use of question 1 for inclusion on the ballot paper.

1. Do you want Kirklees Council and the Peak District National Park Authority to use the neighbourhood plan for the Holme Valley Neighbourhood Area to help it decide planning applications in the neighbourhood area?
2. Do you want the type of development in the neighbourhood development order for [*insert name of neighbourhood area*] to have planning permission?
3. Do you want the development in the community right to build order for [*insert name of neighbourhood area*] to have planning permission?

The decision to progress to referendum is a joint one with Peak District National Park Authority who are seeking approval via its Committee system. Both decisions will be made available to view on the council's Neighbourhood Planning website and as part of the referendum materials.

Options

The decision to prepare a NDP is for a relevant qualifying body (defined in statutory regulations as a Parish or Town Council or a designated Neighbourhood Forum). The council has a duty to support the process. The council and the Peak District National Park Authority (PDNPA) have supported Holme Valley Parish Council and its steering group through the process and all parties jointly appointed an independent Examiner to consider representations made on the Holme Valley NDP (Submission Plan). It is considered that based on the independent Examiner's assessment of the representations made on the Submission Plan and the subsequent recommendations that Cabinet approve the Examiner's recommendations and that the Holme Valley NDP should proceed to referendum. The alternative option is not to proceed to referendum contrary to the recommendations of the Examiner with the risk that this decision would be subject to challenge.

The report outlines a recommendation that following a successful referendum the Cabinet recommend that Full Council 'make' the Holme Valley NDP at which point it forms part of the development plan for the Holme Valley Neighbourhood Area alongside the Kirklees Local Plan. This is in accordance with content of the Planning and Compulsory Purchase Act (Section 38a), if more than 50% of those voting are in favour of 'making' the NDP.

Expected Outcomes

Following a successful referendum, the NDP would form part of the development plan for the Holme Valley Neighbourhood Area alongside the Kirklees Local Plan and would carry full weight in planning decisions.

2. Implications for the Council

- **Working with People**

The Holme Valley NDP is a plan produced by Holme Valley Parish Council and its steering group informed through consultation with the local community. Holme Valley Parish Council undertook early engagement on the NDP to inform the vision, objectives and the content of the NDP and has consulted the local community throughout the process through informal and formal consultation. Details of the engagement is set out in the Holme Valley NDP Consultation Statement which is available to view via the Holme Valley Parish Council Neighbourhood Planning website at: [Neighbourhood Plan - Holme Valley Parish Council](#) The council has undertaken all statutory consultation/publicity requirements in accordance with the Neighbourhood Planning (General) Regulations 2012 (as amended).

- **Working with Partners**

The Holme Valley NDP will provide a policy framework alongside the Kirklees Local Plan to enable housebuilders, developers, agents and external partners to further understand the policy requirements for delivering planning proposals in the Holme Valley area. It provides a framework for the council to work with Holme Valley Parish Council.

- **Place Based Working**

The Holme Valley NDP places a strong focus on the protection and enhancement of the built and landscape character and a policy framework based on eight landscape character areas which reflect the key characteristics of each of these areas.

- **Climate Change and Air Quality**

The independent Examiner considered that climate change was woven throughout the Holme Valley NDP. Additionally, the plan contains a policy on air quality. The Holme Valley NDP was considered by the independent Examiner to accord with the strategic policies as set out in the Kirklees Local Plan and the Peak District National Park Local Development Framework – Core Strategy 2011 and the Development Management Policies – Part 2 of the Local Plan for the Peak District National Park 2019 which also contain policies which contribute to improving climate change and air quality. An Integrated Impact Assessment has been produced.

- **Improving outcomes for children**

The Holme Valley NDP contains a suite of policies aimed at protecting and enhancing the area for the benefit of all the community including children.

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

Financial – The cost of the referendum will be £35,000 based on the electorate and the size of the Plan area. This cost will be met from the following sources: £20,000 from central government, £3,000 from Peak District National Planning Authority and £12,000 from an existing council Neighbourhood Planning Budget.

Costs incurred will be for venues for polling stations, staff, printing and postage of ballot and referendum information.

Human resources – Existing staff resources will progress the Holme Valley Neighbourhood Plan through the referendum and statutory stages.

Communications – Details of what a neighbourhood development is and details on the Holme Valley NDP can be viewed on the council's website. 22,674 polling cards will be sent out by the Electoral Services Team. The council's communications team will support Electoral Services in the delivery and timing of key messages on the details of the Holme Valley NDP referendum.

Do you need an Integrated Impact Assessment (IIA)?

An Integrated Impact Assessment (Stage 1) has been undertaken in relation to the Holme Valley NDP. This revealed that a Stage 2 assessment was required on the basis that the Holme Valley NDP would introduce new policy. The Integrated Impact Assessments can be viewed at: <https://www.kirklees.gov.uk/beta/delivering-services/integrated-impact-assessments.aspx>

3. Consultees and their opinions

- **Internal (officers)** - Consultation has taken place internally with council officers who input into council's comments to Holme Valley Parish Council and the independent Examiner on the plan content and to share the plans objectives with services responsible for project delivery in the area.
- **Internal (members)** - the following briefings have occurred:
 - 21st September 2020 – Portfolio holder Briefing (Cllr McBride and Cllr Mather) briefed on the Submission Plan, publicity, and next steps for independent Examination.

- 2nd November 2020 – Holme Valley North and South Ward Members, Cllr McBride and Cllr Mather briefed on the Submission Plan, publicity, and the next steps for independent Examination.
- 26th July 2021 – Portfolio holder Briefing (Cllr McBride, Cllr Mather, Cllr Will Simpson) briefed on the independent Examination, Examiner’s Report and the next steps to proceed to referendum
- 29th July 2021 - Holme Valley North and South Ward Members, Chair of Strategic Planning Committee, Chair of Huddersfield Planning Sub Committee
- briefed on the independent Examination, Examiner’s Report and the next steps to proceed to referendum
- 31st August 2021 - Leader of the Council
- **Peak District National Park Authority (PDNPA)** – as part of the Holme Valley NDP lies within the Peak Park, PDNPA has been involved in all stages of the plan preparation.
- **Holme Valley Parish Council** has confirmed that it supports the Examiner’s recommendations.

4. Next steps and timelines

Following Cabinet approval of the next steps for the Holme Valley NDP to proceed to referendum, and approval by PDNPA, Kirklees Council and PDNPA publish its decision statement (Regulation 18), the Examiner’s report, and details of where and when they may be inspected, on the website and ‘in such another manner to bring to the attention of people who live, work, carry on business in the area’. Those who have requested to be notified contained on the Local Plan database will also be informed (Regulation 18). Holme Valley Parish Council will update its website.

Electoral Services to commence the statutory process to hold the referendum including required periods of notice, sending out polling information, setting up polling stations to hold a referendum on 4th November 2021.

Following the outcome of a successful referendum, a decision should be made by Kirklees Council and the PDNPA within 8 weeks from the date of the referendum to ‘make’ the Neighbourhood Plan. This will be a decision for Full Council to be made in accordance with the provisions of the Planning and Compulsory Purchase Act 2004 (Section 38a). The council’s website will be updated, notifications to interested parties and for the Holme Valley NDP to become part of the development plan to be used in planning decision making.

If the referendum does not support the Holme Valley NDP, the plan will not form part of the development plan therefore no further decision would be required.

5. Officer recommendations and reasons

It is recommended that the Cabinet:

- 1) Approve the independent Examiner's recommendations (Appendix 2, 3) to amend the Holme Valley NDP as set out at Appendix 4 and for the plan to proceed to referendum in accordance with the requirements set out in the Neighbourhood Planning (General) Regulations 2012 (as amended) and the Neighbourhood Planning (Referendum) Regulations 2012.

Reason: The Holme Valley NDP has been examined by an independent Examiner who has concluded that subject to the proposed modifications, the Plan should proceed to referendum based on the Holme Valley Neighbourhood Area as approved by Kirklees Council on 27 January 2015 and the Peak District National Park Authority on 13 February 2015 (**Appendix 5**).

- 2) Approve the following ballot question to be asked at the local referendum: *Do you want Kirklees Council and the Peak District National Park Authority to use the neighbourhood plan for the Holme Valley Neighbourhood Area to help it decide planning applications in the neighbourhood area?*

Reason: The wording of ballot questions is specified in the Neighbourhood Planning (Referendum) Regulations 2012. The question above is the relevant question in relation to a Neighbourhood Plan.

- 3) Approve the Decision Statement on the Examiner's recommendations and its publication as set out at Appendix 3.

Reason: To accord with the requirements of the Neighbourhood Planning (General) Regulations 2012 (as amended) Regulation 17A.

- 4) Delegate authority to the Strategic Director for Growth & Regeneration to make any further minor modifications to the Holme Valley NDP that relate exclusively to factual updates, grammatical and formatting corrections for the purposes of finalising the Neighbourhood Development Plan.

Reason: To ensure that the Plan is up-to-date, and to address any grammatical/formatting issues.

- 5) Subject to a referendum result which supports the Holme Valley NDP (more than 50% of votes are in favour of the plan), Cabinet to recommend that Full Council 'make' the Holme Valley NDP at which point it forms part of the development plan for the Holme Valley Neighbourhood Area alongside the Kirklees Local Plan.

Reason: To accord with the provisions of the Planning and Compulsory Purchase Act 2004 (Section 38a).

6. Cabinet Portfolio Holder's recommendations

Cllr McBride was briefed on 26th July 2021.

7. Contact officer

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01484 221000

8. Background Papers and History of Decisions

- Holme Valley Parish Council Neighbourhood Plan website contains all the documents relating to the production of the referendum plan: [Neighbourhood Plan - Holme Valley Parish Council](#)
- Cabinet Report 18th November 2020 Holme Valley NDP submission by Holme Valley Parish Council to Kirklees Council for publicity and independent Examination:
[Agenda for Cabinet on Wednesday 18th November 2020, 3.00 pm | Kirklees Council](#)
[Decision - Holme Valley Neighbourhood Development Plan | Kirklees Council](#)

Appendices to the report

- Summary of representations made on the Holme Valley NDP (Submission Plan) – Appendix 1
- Independent Examiner's Report June 2021 – Appendix 2
- Kirklees Council Decision Statement on the Holme Valley NDP and Examiner's Report – Appendix 3
- Proposed Holme Valley NDP (Referendum Plan) - Appendix 4
- Map of the Holme Valley Neighbourhood area – Appendix 5

9. Service Director responsible

Edward Highfield, Service Director Skills & Regeneration
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Appendix 1 Holme Valley Neighbourhood Development Plan (NDP) (Submission Plan) Summary of representations

Kirklees Council is required under Regulation 4 (3)(b) of the Neighbourhood Planning (Referendums) Regulations 2012 to provide a summary of any representations submitted to the independent examiner pursuant to paragraph 9 of Schedule 4B to the 1990 Act.

Kirklees Council undertook publicity on the Holme Valley Neighbourhood Development Plan (Submission Plan) between 8 December 2020 and 2 February 2021. This is required by Regulation 16 of the Neighbourhood Planning (General) Regulations 2012 (as amended).

75 representations were received in response to the publicity and are summarised below:

Electronic copies of the full representations on the Plan are available to view at: [Kirklees Council - Holme Valley Neighbourhood Development Plan \(objective.co.uk\)](http://objective.co.uk)

All representations were submitted by the council to the independent examiner for consideration as part of the examination of the Holme Valley NDP.

Respondent	Summary of representation
The Coal Authority	There are recorded risks from past coal mining activity at shallow depth in the Neighbourhood area including; mine entries, shallow mine workings and past reported surface hazards. The Neighbourhood Plan does not appear to allocate sites for future development, no specific comments to make.
Defence Infrastructure Organisation (DIO)	General The DIO consider the NDP is in general conformity with the strategic policies contained in the Kirklees Local Plan and NPPF. Policy 9 Protecting and Enhancing Local Community Facilities Part 3 should be deleted to ensure that any re-use of community buildings can be appropriately assessed and to ensure that the policy would not be a constraint to bringing forward suitable development.
Forestry Commission England (Y and NE Forestry Commission)	The Forestry Commission is not able to input into the consultation process for Local Plans. The representation does, however, provide a list of information sources to assist in assessing the appropriateness of sites for future development, and to highlight opportunities for achieving renewable energy obligations.
Natural England	Natural England does not have any specific comments on the Regulation 16 Neighbourhood Plan.
National Grid	An assessment has been carried out with respect to National Grid's electricity and gas

Respondent	Summary of representation
	transmission assets which include high voltage electricity assets and high-pressure gas pipelines. No record of such assets within the Neighbourhood Plan area have been identified.
Peak District National Park Authority	<p>General PDNPA concurs with the comments made by KMBC regarding the use of HVNP as a development management tool.</p> <p>Many of the policies do not apply to that part of the neighbourhood area that is within the Peak District National Park (PDNP). However, the exclusion is phrased with reference to the planning authority, not the physical reality of the national park. In order to ensure that the PDNP remains protected from possibly harmful development in the (however unlikely) event of planning powers being transferred to constituent authorities; this should be amended.</p> <p>Policy 1 Protecting and enhancing the landscape character of Holme Valley The policy 'applies to that part of the Neighbourhood Area where Kirklees Council is the local Planning Authority.' However, Holme Valley Parish Council, via the Neighbourhood Plan, has a duty under section 62 of the Environment Act to have regard to the purposes of a national park in exercising or performing any functions in relation to, or so as to affect, land in a national park. One of the 'valued characteristics' listed on paragraph 9.15 of the PDNPA's Core Strategy (CS) is 'the flow of landscape character across and beyond the national park boundary, providing a continuity of landscape and valued setting for the national park.' For this reason, simply 'excluding' the national park part of the neighbourhood area from the operation of the policy may not be sufficient. The neighbourhood policy is a confusing mix of spatial strategy & design code, does not have sufficient clarity to meet the NPPF test (para 16d) and therefore risks undermining strategic policy.</p> <p>Policy 2 Protecting and enhancing the built character of the Holme Valley and promoting high quality design Neighbourhood policy 'avoid any adverse impacts' is weaker than CS L3 'development will not be permitted where it is likely to cause harm to the significance of any cultural heritage asset.' Neighbourhood policy could undermine strategic policy therefore is not in general conformity. Does not satisfy NPPF para 16 d due to lack of clarity.</p>

Respondent	Summary of representation
	<p>Policy 3 Conserving and enhancing local heritage assets PDNPA concurs with the comments offered by KMBC but additionally would require that any non-designated heritage assets within the national park part of the neighbourhood area be considered under Development Management Policy DMC5.</p> <p>Policy 4 Design codes for high quality shopfronts and advertisements PDNPA has a 'Detailed Design Guide Supplementary Planning Document for shop fronts'. It also has detailed Development Management Policies with regard to shop fronts (DMS4) and outdoor advertising (DMS5). The direct conflicts between neighbourhood and strategic policy (regarding roller shutters and illuminations, which were allowed by the (reg 14) neighbourhood plan but not by strategic policy) were addressed in accordance with comments submitted by PDNPA at regulation 14. However, the policy as submitted does not meet the NPPF requirement for clarity and it is not evident how a decision maker should react to development proposals when confronted with neighbourhood policies, development management policies and supplementary planning documents that are all contain very detailed policies that may or may not be (but on the face it not) working together as a coherent package.</p> <p>Policy 5 Promoting high quality public realm and improvements to gateways and highways The neighbourhood policy does not satisfy the NPPF requirement for clarity. It confuses transport, public realm and provision of open space, and contains non-planning matters. The policy duplicates many of the requirements of the PDNPA's Transport Design Guide Supplementary Document.</p> <p>Policy 6 Building homes for the future The issues of non-conformity with strategic policy have been addressed in accordance with comments submitted by PDNPA at regulation 14. Policy as submitted now does not apply to the national park part of the neighbourhood area.</p> <p>Policy 7 Supporting economic activity It is noted that the issues of non-conformity of neighbourhood policy with PDNPA's strategic planning policies has been addressed by stating "Policy 7 only applies to that part of the Neighbourhood Area where Kirklees Council is the local planning authority."</p> <p>The policy does not meet the NPPF requirement for clarity. It covers business expansion, farm</p>

Respondent	Summary of representation
	<p>diversification, home working, tourist and visitor facilities and tourist and visitor accommodation.</p> <p>If this policy were to be re-written into separate policies for each type of development, then the following strategic planning policies would apply: CS L1. Most of the neighbourhood within the PDNP is 'natural zone' and protected from development other than in exceptional circumstances. CS E2 (and DMP DME 2,5 and 7) which deal with business development in the countryside CS RT3 which sets out the principles for camping and caravan sites</p> <p>Policy 9 Protecting and enhancing local community facilities Replicates strategic policy except the definition of a community facility is different so this would be confusing for the decision-maker.</p> <p>Policy 11 Improving transport, accessibility and local infrastructure The policy does not meet the NPPF requirement for clarity. It is a confusing mixture of design guide, parking standards and traffic management, and in most cases replicates – and therefore risks undermining – strategic policy.</p> <p>Policy 12 Promoting sustainability The policy is constructed in a confusing way. The first part is a requirement for a sustainability statement for major development, but the associated list does not contain elements of sustainability that could be assessed but fragments of policy.</p>
Planning North Sport England	<p>The representation sets out a series of issues that neighbourhood plans can consider and sources of guidance and advice. No specific issues were raised in relation to the Holme Valley neighbourhood Plan.</p> <p>The issues covered include:</p> <ul style="list-style-type: none"> • Compliance with national planning policy for sport as set out in the NPPF with reference to paragraphs 96 and 97. • Sport England's statutory consultee role in protecting playing fields and the presumption against the loss of playing field land. • Assessments of need and strategies for indoor and outdoor sport facilities. • Design guidance for new or improved sports facilities. • Implications of new housing development on the demand for sport and links to healthy

Respondent	Summary of representation
	<p>lifestyles and creating healthy communities.</p> <ul style="list-style-type: none"> • Active Design principles
Theatres Trust (Mr Tom Clarke)	<p>The Trust is supportive of HVNDP Policy 9 which provides protection for the area's valued facilities, although for clarity we suggest the list of facilities is amended to include theatres and performance venues. The Trust would recommend inclusion of 'cultural/performance' facilities within the defined list for the avoidance of doubt and to add greater clarity, enhancing the protection of the area's valued facilities including the Southgate Theatre and Picturedrome. This will ensure better consistency with paragraph 92 of the NPPF. We would consider this to be justifiable given theatres and music venues help provide access to culture and the arts for local people and provide opportunities for participation and engagement. This is particularly true of the Southgate as the home of the Honley Players group.</p>
Trans Pennine Trail	No comment.
Yorkshire Wildlife Trust (Miss Laura Hobbs)	<p>Encouraged to see the theme of climate emergency and targets to reduce emissions running through the document. However, some aspects could be strengthened.</p> <p>4.9 Sustainability and Biodiversity, greater emphasis could be had for local biodiversity assets, outside of key Biodiversity Opportunity Zones. Holme Valley contains 2 internationally designated sites, a nationally designated site and a number of locally designated sites. Their value and need for protection should not be underestimated.</p> <p>Local wildlife sites (LWS) play a critical conservation role by providing wildlife refuges, acting as stepping stones, corridors and buffer zones to link and protect nationally and internationally designated sites. With no statutory status, the only form of protection is good planning policy and decisions. Together with SSSI, LWS support locally and nationally threatened species and habitats. They are essential building blocks of ecological networks. Absolutely paramount that core sites for biodiversity are protected from developmental loss and damage if to avoid a net loss in biodiversity. Strengthening of such sites and their buffering habitat within policy 13 is encouraged.</p> <p>Encourage the consideration of measurable biodiversity net gains for developments to include 10% aspiration net gain as expected in the emerging Environment Bill.</p> <p>Clear from the plan that climate emergency, sustainability and local character are important to the community. This could be supported by consideration of an additional policy to support</p>

Respondent	Summary of representation
	<p>better placemaking under the use of Building with Nature standards.</p> <p>Support for the use of sensitive lighting schemes and green infrastructure should be encouraged.</p>
Holme Valley Vision Network	<p>Support Holme Valley Neighbourhood Development Plan. Recognise amount of hard work put into its production. Holme Valley Parish Area is one of the largest in the country, this and the diversity of the parish (nature of settlements, landscape and population) has meant the compilation of the plan has been a complex exercise.</p> <p>Reassured the Neighbourhood Development Plan has been compiled by a group of people drawn from a number of different interest groups. The plan has been founded on research and consultation exercises carried out over the last ten years. Confident the plan addresses matters that most people care about including provision of housing that reflect the needs of people who live and work in the valley, provision of local employment opportunities, a vibrant local economy, development that respects and works with our heritage and landscape, taking action to mitigate the impact of climate change and reduce carbon emissions, provision of facilities that most people's everyday needs and enhance strength of our local communities including the identified local green spaces.</p> <p>Regret not been permissible to allocate sites and have greater influence over factors such as density. These matters are contained in the Local Plan but this does not reflect fully the needs of the valley. The need for lower cost, smaller dwellings not properly taken into account and other factors particularly accessibility and impact of traffic on unsuitable roads and proximity of employment opportunities. The extent and amount of consultation carried out is evidenced throughout the plan. In the main part, the plan is acceptable and addresses these matters. Consider plan could have gone further requiring actions from developers. Complying with National Planning Policy Framework and planning professional's requirements by providing flexibility has led in places to ambiguity and weakness in places which could make enforcement more difficult.</p>
Holmfirth Transition Town (Ms Frances Bennett)	<p>Holmfirth Transition Town (HoTT) are very keen that the NDP reflects the determination of Holme Valley to become carbon neutral by 2030 by reducing carbon footprint and installing more sustainable energy. This has only been referenced in the last NDP objective Sustainability, should be in the vision as well.</p>

Respondent	Summary of representation
	<p>The NDP should include support for both local councils Climate Change Emergency declarations. Sustainability must be considered in all policies to mitigate climate change.</p> <p>HoTT endorses the NDP where it encourages protecting and enhancing the landscape and built character of Holme Valley, promoting high quality design for new development, shops and public realm and conserving heritage and non-designated assets. Important now, as government going to introduce 'beauty' as a criterion for judging planning applications for new developments, placing greater emphasis on locally popular design, quality and access to nature through national planning policies and introducing model design codes.</p> <p>Important to protect the landscape but not be at the exclusion of renewable energy projects such as wind turbines. Any construction which can reduce our carbon footprint must have equal consideration as the landscape. Further comment should also be included on retaining and restoring peat bogs to retain their carbon sink and on tree planting to mitigate carbon footprints.</p> <p>Important to protect built character and conservation areas but policy should not exclude developments to promote renewable energy. Agree non designated assets should be preserved but not listed as this will prevent buildings adding energy efficient measures.</p> <p>The NDP should include provisions for supporting building of live/work housing units to encourage and provide for people to be able to work from or near to home and for a sustainable economy.</p> <p>Community led housing/self-build/housing associations and affordable housing should have a high priority.</p> <p>NDP policy of encouraging use of brownfield sites over greenfield, recycling of mills for apartments is endorsed.</p> <p>Old and new build housing should incorporate significant insulation to be more energy efficient and where possible renewable energy for heating and hot water. NDP does not go far enough, only encourages such actions which developers are likely to override to save costs. All new buildings should be zero energy rated and older buildings should be encouraged to attain a better energy efficiency.</p>

Respondent	Summary of representation
	<p>Renewable Energy must be better supported through the NDP.</p> <p>Proposed support for local businesses, town centres to retain their uniqueness, provision of services and goods for the local population, encouragement of home working to reduce carbon footprint and tourist facilities to assist local economy welcomed.</p> <p>Providing allotments and other initiatives to encourage well-being of community by protecting community facilities and local green spaces welcomed.</p> <p>Idea of a cycleway between Holmfirth and Huddersfield and other areas supported. The Plan should be looking at ways to prevent or discourage HGVs from coming through Holmfirth/Honley. Hierarchy of traffic management interventions welcomed.</p> <p>Policy that new developments should install district heating from renewable resources or prove why it is unviable welcomed.</p> <p>On the whole HoTT supports the NDP although it would like to see firmer action required of developers of housing and infrastructure for promoting sustainable living.</p>
Private Individual	Comments relate to Kirklees Local Plan allocation HS183 Land to the west of Bankfield Drive, Holmbridge and sets out reasons why this site should not be developed.
Private Individual	<p>Wooldale Chapel Field It is understood that the owner of Wooldale Chapel Field does not support its designation as a Local Green Space.</p> <p>Sandygate Fields Support the designation of Sandygate Fields as a Local Green Space on the grounds of its historic and field patterns and views.</p> <p>Cross Lane Development Due to soil and surface drainage issues the height of the development is raised from the original plan and its design is out of keeping with the area.</p>
Scholes Future Group	<p>Support the HVNDP designation of Well Garden as a Local Green Space.</p> <p>Support the HVNDP designation of Sandygate Fields as a Local Green Space.</p>
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.

Respondent	Summary of representation
Private Individual	Support the HVNDP designation of Well Garden, Marsh Road and Sandygate Fields as Local Green Spaces.
Private Individual	Well Garden and Sandygate Fields should be protected from development.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Well Garden as a Local Green Space. Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Well Garden as a Local Green Space. Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	The Plan is incompatible with the Climate Emergency Kirklees declared in 2019. In particular, the sites for housing allocation place the majority of sites on greenfield locations, this is in conflict with one of the reports stated aims and is in conflict to responding to the climate emergency. The plan fails to consider any change to work patterns as a result of the Covid pandemic, and how this might impact work from home and the changes necessary to support such changing work patterns.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	The area to the west of Wesley Ave should be set aside as a local Green Space and a habitat for the growth of Wild flowers and rich in wild life and bird life which is slowly being pushed towards busy roads and being killed by traffic
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Well Garden as a Local Green Space. Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Well Garden as a Local Green Space. Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.

Respondent	Summary of representation
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
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Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP.
Private Individual	Support the HVNDP designation of Well Garden as a Local Green Space. Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Well Garden as a Local Green Space. Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Well Garden as a Local Green Space. Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	The description of the area is largely nostalgic and does not reflect current development and traffic issues. The Plan does not address what is Holme Valley and Holmfirth which lacks a physical centre. The Plan does recognise economic activity and the role of small independent businesses but there is no plan of how this might be supported and the role of broadband. There is no plan for supporting the Picturedrome. The Plan does not address the damage to the character of the area through housing development and road schemes and it is not considered that the policies could enhance the environment or wildlife.
Private Individual	Support the HVNDP designation of Well Garden as a Local Green Space. Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Well Garden as a Local Green Space. Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Well Garden as a Local Green Space. Support the HVNDP designation of Sandygate Fields as a Local Green Space. Concerned about the level of traffic and the safety of pedestrians.

Respondent	Summary of representation
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	References to Community Infrastructure Levy should be deleted from the HVNDP as this is not being progressed by Kirklees Council.
Private Individual	Support the HVNDP designation of Well Garden as a Local Green Space. Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Well Garden as a Local Green Space. Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Well Garden as a Local Green Space. Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	There should be no more building in the Holme Valley due to pressures on infrastructure. Designate all untouched land in the Holme Valley as green belt. No more new builds.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Well Garden as a Local Green Space. Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	Support the HVNDP designation of Well Garden as a Local Green Space. Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	I have no confidence in the HVNDP process due to existing new builds in the area. The consultation is undertaken in the context of decisions already taken including government housing targets which the Plan cannot stop.
Private Individual	Support the HVNDP designation of Sandygate Fields as a Local Green Space.
Private Individual	The Neighbourhood Plan needs to recognise the fields to the west of Wesley Avenue as being Local Green Space. These fields are of particular local significance and should be protected from new development in a similar way to Green Belt protection. These fields are a) reasonably close proximity to the community they serve; b) demonstrably special to a local community and hold a particular local significance because of their beauty, tranquillity and the richness of their wildlife; and c) they are local in character and are not an extensive tract of land. The Plan should be amended to state that all new build houses will be carbon zero houses, both at the point of construction and throughout their lifetime.
Private Individual	The policy intentions to protect and enhance the landscape and built character and promote

Respondent	Summary of representation
	high quality design are good but must be implemented. This comment is also made in relation to conserving and enhancing local non designated heritage assets and design codes for high quality shop fronts.
Private Individual	Although the documents are well prepared to put cases forward, in the light of the pandemic do certain items not need a re-think? People will be working from home now, the high street will change forever, is it not possible to look at this with fresh eyes? High Street premises could be redeveloped for housing with innovative architectural approaches, this cuts down on emissions and the need to gobble up our valuable green spaces which have proved to be ever-more needed when outdoor activities have been encouraged and taken up. New accommodation/housing, whether development on Brownfield or conversions should be environmentally sustainable at the point of build/conversion. There will be no returning 'normal' but there will be 'different' and this is a great opportunity for infrastructural change.
Private Individual	There should be a focus on tackling dog fouling in the area and tackling illegal dumping in the area.
Private Individual	It's a very good document, well done to all those involved in putting it together. I would like to see a little more emphasis on the need to keep the valley sides around Holmfirth Town Centre free of development. If areas like Cliff or the area below Holt Lane were ever to be developed then I fear that the town itself would start to lose its distinctive semi rural character and become much like many other towns
Kirklees Council	<p>Holme Valley Neighbourhood Development Plan could not be interpreted with certainty as it lacks clarity of meaning and in places is inconsistent, repetitive, unreasonable and overly prescriptive. The complex policies would result in applicants and the planning service finding it difficult to navigate them to produce development schemes that would accord with the HVNDP as a whole.</p> <p>There is a significant degree of overlap with Kirklees Local Plan policy which risks confusion for both applicants and officers, Officers are also concerned that Neighbourhood Plan policy as written would significantly undermine Local Plan policies, in particular LP35 'Historic Environment' and LP52 'Protection and Improvement of Environmental quality' with respect to the protection of heritage assets and protection from pollution.</p> <p>There is significant amount of overlap within the NDP with the same issues repeated within and between policies.</p>

Respondent	Summary of representation
	<p>The HVNP needs to clearly identify which policies apply within Kirklees and the Peak District National Park.</p> <p>Policy 1 and 2 There is overlap between policy 1 and 2 which leads to duplicated criteria and some inconsistency of approach.</p> <p>Policy 1 Protecting and enhancing the landscape character of Holme Valley The policy is overly detailed which may make it difficult for applicants and decision makers to identify the key characteristics in each of the 8 landscape character areas which make them unique and need to be protected and the requirements of applicants to ensure protection and enhancement of the landscape character. Clarity is also required as to how applicants should use the supporting evidence and Appendix 7 to inform potential planning applications.</p> <p>Policy 2 Protecting and enhancing the landscape character of the Holme Valley Title of policy and supporting text implies that policy 2 applies only to conservation areas but the policy does not distinguish between development within or outside conservation areas. Issues of high quality design and management of conservation areas is not the same. Wording in the policy will undermine Local Plan policy LP35. Policy conflicts with NPPF.</p> <p>Policy 3 Conserving and enhancing local heritage assets An agreed list of non-designated heritage assets is required and should be listed in the policy.</p> <p>Policy 4 Design codes for high quality shopfronts and advertisements In general conformity with NPPF. Many principles repeat Local Plan policy LP25. Length and complexity of policy makes it more suited to a design code. It is prescriptive in parts, imprecise and difficult to apply. Undermines Local Plan policy LP52 in respect to light pollution.</p> <p>Policy 5 Promoting high quality public realm and improvements to gateways and highways Unclear what type of development the public realm part of the policy is aimed at. Significant focus given to this area of policy most of which is likely beyond the scope of development proposals. Little supporting text to justify or evidence the policy. It is ambiguously worded or repetitive.</p>

Respondent	Summary of representation
	<p>Policy 6 Building homes for the future Significant overlap with local plan policy including LP7 Efficient and Effective use of land and Buildings, LP11 Housing Mix and Affordable Housing, LP20 Sustainable Travel and LP21 Highways and Access. There is very little in part 1 'General Principles' that addresses any issue specific to the Neighbourhood Plan area.</p> <p>Policy 7 Supporting economic activity There is nothing in Policy 7 that provides any local distinctiveness to policies already contained within the Local Plan.</p> <p>Policy 8 Facilitating development in Holmfirth Town Centre and Honley District centre and Brockholes and New Mill Local Centres There is very little in the policy that addresses any issue specific to the neighbourhood plan area. The Retailing and Town Centres section of the Local Plan Strategy and Policies Document sets out a strategy that seeks to protect all defined centres and facilitate new growth including Holmfirth, Honley, Brockholes and New Mill.</p> <p>Policy 9 Protecting and enhancing local community facilities Overlaps, repeats and undermines Local Plan policy LP48.</p> <p>Policy 10 Protecting Local Green Space Well Garden, Marsh Road, Scholes - Designation of this site as Local Green Space (LGS) meets the NPPF and NPPG criteria for LGS designation as it performs the function of a village green within Scholes village and has a particular local significance based on its community use.</p> <p>The proposed designation of Wooldale Chapel Field and Sandy Gate Scholes as Local Green Space (LGS) which would have similar protection to green belt is not supported as officers do not consider that they meet the criteria as set out in NPPF paragraph 100 as to what constitutes a LGS.</p> <p>The Triangle, Hade Edge - the site comprises an area of amenity greenspace which has a particular local significance based on its use by the community and is considered to meet the NPPF criteria for LGS designation.</p>

Respondent	Summary of representation
	<p>Policy 11 Improving transport, accessibility and local infrastructure Duplicates Local Plan policy, LP20, LP21, LP31 and undermines LP20 by focusing on car share or carpooling facilities only.</p> <p>The Council welcomes policy to encourage access improvements to the River Holme footpath network.</p> <p>Policy 12 Promoting sustainability No information in supporting information to justify why only major development must prepare a sustainability statement, could undermine the Local Plan and not be as supportive as intended to achieve the Parish Council's target of becoming carbon neutral by 2030.</p> <p>Duplication of Local Plan policy LP24 and LP26 in some parts.</p> <p>Reference to install district heating from renewable resources and deliver an on-site heat network and clauses 5 to 7 should be supported by viability evidence. Evidence is also needed to support the requirement that 50% of energy must come from renewable sources.</p> <p>Policy 13 Protecting wildlife and securing biodiversity net gain Inconsistencies with Local Plan policy LP30. NDP policy 13 is generic and does not add local detail. In view of emerging technical note and anticipated Environment Act consider deleting policy.</p> <p>Policy 14 Community Infrastructure Levy Areas highlighted for funding need further evidence to support community views. Unclear what gaps are being filled in relation to new and existing infrastructure to accommodate new development.</p>

**HOLME VALLEY
NEIGHBOURHOOD DEVELOPMENT PLAN
2020 - 2031**

SUBMISSION PLAN

**A Report to Kirklees Council
of the Examination into the
Holme Valley Neighbourhood Development Plan**

by Independent Examiner, Peter Biggers BSc Hons MRTPI

Argyle Planning Consultancy LTD

June 2021

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(Note Appendix E1 and E2 are separate to the Main Examination Report)

Summary and Overall Recommendation

0.1 Following my examination of the Holme Valley Neighbourhood Development Plan (HVNDP), including a site visit to the Neighbourhood Area on 12 March 2021, it is my view that, subject to modifications, the HVNDP reflects the views of the community and will set out a clear vision and suite of policies and proposals for the Neighbourhood Area.

0.2 My report highlights a number of areas where I consider the wording of the plan as submitted is not in accordance with one or more of the Basic Conditions. The more significant of these relate to the sections in respect of Policy 1 - landscape character, Policy 2 – built character and Policy 3 - heritage assets. In these and many other areas the policies do not comply with the *National Planning Policy Framework* at Paragraph 16 where it states that policies should be “*clearly written and unambiguous so it is evident how a decision maker should react to development proposals*”. And the advice in the *Planning Practice Guidance* where it states that: “*A policy in a neighbourhood plan should be clear and unambiguous. It should be drafted with sufficient clarity that a decision maker can apply it consistently and with confidence when determining planning applications. It should be concise, precise and supported by appropriate evidence*”.

0.3 In many cases the policies are not clear nor are they concise and precise and in a number of cases they repeat policy advice already in the Local Plan policies of Kirklees Council and the Peak District National Park Authority. Repetition of itself whilst not necessary is not always problematic. It becomes an issue however where it contradicts or undermines established policy elsewhere of which there are some examples within the HVNDP.

0.4 I have therefore recommended a significant number of modifications to the Plan which should be made before the plan can proceed to Referendum. These are intended to ensure that, first and foremost, the Plan can meet the Basic Conditions.

0.5 The number and extent of the modifications will no doubt be disappointing to the Parish Council as qualifying body and its Steering Group. However, in proposing the modifications I have tried to ensure that the integrity and value of the HVNDP and its vision is retained and that the intention of neighbourhood planning, where the community's wishes should be central to the plan, is honoured.

0.6 By its nature the examination has to be rigorous. Any criticism is not at all to undermine the significant community effort that has gone into the plan. Rather the purpose of the examination is to ensure that the Neighbourhood Plan meets the Basic Conditions and is as robust as possible and that it can better play its part in planning decisions and managing change in Holme Valley in the future in an effective way.

0.7 In addition to the recommended modifications it should also be noted that there may be a number of consequential changes for example to referencing and numbering that will inevitably be needed as a result of making a significant number of modifications. It will also be necessary to ensure all references to the plan-making procedure and to current local planning documents are up to date. I have captured some of these but not necessarily highlighted all such minor consequential changes.

0.8 Subject to the recommended modifications in the report being completed I am satisfied that:

- having regard to national policies and advice contained in guidance issued by the Secretary of State it is appropriate to make the neighbourhood plan;
- the making of the neighbourhood plan contributes to the achievement of sustainable development;
- the making of the neighbourhood plan is in general conformity with the strategic policies contained in the development plan for the area of the authority.
- the making of the neighbourhood plan does not breach, and is otherwise compatible with, EU obligations.
- prescribed conditions are met in relation to the neighbourhood plan and prescribed matters have been complied with in connection with the proposal for the plan.

0.9 The HVNDP also complies with the legal requirements set out in Paragraph 8(1) of Schedule 4B to the Town and Country Planning Act 1990.

0.10 With the modifications in place the Holme Valley Neighbourhood Development Plan will meet the Basic Conditions and can proceed to a Referendum.

0.11 When that referendum takes place I also recommend that the Holme Valley Neighbourhood Area, which covers the administrative area of the Parish, is taken as the area for the Referendum.

Peter Biggers MRTPI AIHBC

Independent Examiner

**15 June
2021**

Argyle Planning Consultancy Ltd

1. Introduction

1.1 Background Context

1.1.1 This Report provides the findings of the examination into the Holme Valley Neighbourhood Development Plan (referred to as the HVNDP throughout this report).

1.1.2 The HVNDP was produced by Holme Valley Parish Council (HVPC) in consultation with the local planning authority for the majority of the Neighbourhood Area – Kirklees Council (KC) and with the Peak District National Park Authority (PDNPA) as local planning authority in the area within the National Park. The local communities, interested parties and local stakeholders were also consulted as set out in section 3 below.

1.1.3 The Holme Valley Neighbourhood Area equates to an area of approximately 7046 hectares covering all of the administrative area of the Parish and with a population of 27,146 living in 12,039 households at the 2011 census. The majority of the Parish is located in the Metropolitan Borough of Kirklees in West Yorkshire, but part of the Parish in the southwest lies within the Peak District National Park (PDNP).

1.1.4 The administrative centre and main town is Holmfirth. Other settlements in the parish include Brockholes, Cinderhills, Hade Edge, Hepworth, Hinchliffe Mill, Holmbridge, Holme, Honley, Jackson Bridge, Netherthong, New Mill, Scholes, Thongsbridge, Totties, Upperthong and Wooldale.

1.1.5 The centre, north east and south of the Parish is a very settled agricultural landscape strongly defined by dry stone boundary walls and woodland belts with settlements close to each other particularly along the flatter land of the valley floors whilst the west and south west part of the parish is comprised of the uplands of Dark Peak and the Dark Peak Yorkshire Fringe - a wild and isolated moorland landscape.

1.1.6 The Parish has a highly distinctive landscape and built character and a strong sense of place as a result of its rich agricultural and industrial past.

1.1.7 This Examiner's Report provides a recommendation as to whether or not the HVNDP should go forward to a Referendum. Were it to go to Referendum and achieve more than 50% of votes cast in favour of it, then the HVNDP would be '**made**' by KC and the PDNPA. In the event of a successful referendum result the HVNDP would immediately carry full weight in the determination of planning applications in the Neighbourhood Area.

1.2 Appointment of the Independent Examiner

1.2.1 I was appointed by KC, with the consent of HVPC and the PDNPA, following

a competitive procurement process, to conduct the examination and provide this report as an Independent Examiner. I am independent of the Qualifying Body and the Local Planning Authority. I do not have any interest in any land that may be affected by the HVNDP nor do I have any professional commissions in the area currently and I possess appropriate qualifications and experience. I have planning and development experience, gained over 39 years across the public and private planning sectors and am a Member of the Royal Town Planning Institute, an Affiliate of the Institute of Historic Building Conservation and a member of the Neighbourhood Planning Independent Examiners Referral Service run by the Royal Institute of Chartered Surveyors.

1.3 Role of the Independent Examiner

1.3.1 It is the role of the Independent Examiner to consider whether a neighbourhood plan meets the “Basic Conditions.” The Basic Conditions are set out in paragraph 8(2) of Schedule 4B to the Town and Country Planning Act 1990 (TCPA) as applied to neighbourhood plans by section 38A of the Planning and Compulsory Purchase Act 2004 (PCPA). They are that *:

- a)** Having regard to national policies and advice contained in guidance issued by the Secretary of State it is appropriate to make the neighbourhood plan;
- d)** The making of the neighbourhood plan contributes to the achievement of sustainable development;
- e)** The making of the neighbourhood plan is in general conformity with the strategic policies contained in the development plan for the area of the authority;
- f)** The making of the neighbourhood plan does not breach, and is otherwise compatible with, EU obligations; and
- g)** Prescribed conditions are met in relation to the neighbourhood plan and prescribed matters have been complied with in connection with the proposal for the neighbourhood plan.

1.3.2 Pursuant to Basic Condition g) above, Regulation 32 of the Neighbourhood Planning (General) Regulations 2012 (as amended by the *Conservation of Habitats and Species and Planning (Various Amendments) (England and Wales) Regulations 2018* effective from 28 December 2018) prescribes the following additional basic condition for the purpose of paragraph 8(2)(g) of Schedule 4B to the TCPA 1990:

“The making of the neighbourhood development plan does not breach the requirements of Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulations 2017”.

Regulation 106 (1) of Chapter 8 states that: *“a qualifying body which submits a proposal for a neighbourhood development plan must provide such information as the competent authority may reasonably require for the purposes of the assessment under regulation 105 (that assessment is necessary where the neighbourhood plan is likely to have a significant effect on a European site or a European offshore marine site either alone*

or in combination with other plans or projects) or to enable it to determine whether that assessment is required”.

** NB Basic Conditions b) and c) relating to the desirability of preserving or enhancing listed buildings and conservation areas are also included in the basic conditions but as these only concern neighbourhood development orders and not neighbourhood plans they are not included in this report.*

1.3.3 In examining the neighbourhood plan, I have also considered whether the legislative requirements are met namely:

- The neighbourhood plan has been prepared and submitted for examination by a qualifying body as defined in Section 61F of the TCPA as applied to neighbourhood plans by section 38A of the PCPA;
- The neighbourhood plan has been prepared for an area that has been designated under Section 61G of the TCPA as applied to neighbourhood plans by section 38A of the PCPA;
- The neighbourhood plan meets the requirements of Section 38B of the PCPA (the Plan must specify the period to which it has effect, must not include provisions relating to ‘excluded development’, and must not relate to more than one Neighbourhood Area); and
- The policies relate to the development and use of land for a designated neighbourhood area in line with the requirements of the PCPA Section 38A.

1.3.4 I have examined the HVNDP against the Basic Conditions and legislative requirements above and, as Independent Examiner, I must make one of the following recommendations:

- a)** that the Plan should proceed to Referendum, on the basis that it meets all legal requirements;
- b)** that the Plan, once modified to meet all relevant legal requirements, should proceed to Referendum;
- c)** that the Plan does not proceed to Referendum, on the basis that it does not meet the relevant legal requirements.

1.3.5 If recommending that the neighbourhood plan should go forward to Referendum, I am also then required to consider whether or not the Referendum Area should extend beyond the Holme Valley Neighbourhood Area to which the neighbourhood plan relates. I make my recommendation on the Referendum Area at the end of this Report.

1.3.6 The role of the independent examiner is not to comment on whether the neighbourhood plan is sound or how it could be improved but rather to focus on the compliance with the Basic Conditions.

2. The Examination Process

2.1 It is a general rule that neighbourhood plan examinations should be held without a public hearing i.e. by written representations only. However, according to the legislation, when the Examiner considers it necessary to ensure adequate examination of an issue, or to ensure a person has a fair chance to put a case, a public hearing may be held.

2.2 I have considered the representations received at the Regulation 16 publicity stage and, whilst there were a considerable number relating to the proposed Local Green Space in Scholes and a very comprehensive set of representations from KC, I am satisfied that there is no need for a public hearing in respect of the HVNDP and I confirm that *all* representations on the Neighbourhood Plan received at the Regulation 16 stage have been taken into account in undertaking this examination. Where appropriate I have made specific reference to the person's or organisation's comments in section 6 of this report.

2.3 I undertook an unaccompanied site visit around the Neighbourhood Area on 12 March 2021 during which I looked at its overall nature, form, character and appearance and at those areas affected by policies and proposals in the Neighbourhood Plan in particular.

2.4 Subsequent to my reading for the examination I asked a number of factual clarifying questions of HVPC as Qualifying Body and the two authorities KC and PDNPA relating to the context and intent of policies and proposals of the plan and requested additional content and justification in respect of the principles underpinning Policies 1 and 2 and the proposed local heritage assets and Appendix 2 listing these. This exchange was carried out by email and the questions and the responses received from the Councils are set out in Appendices A, B and C to this report and have been uploaded to the Neighbourhood Plan webpages on the KC website. I am grateful to the Councils and the PDNPA for responding on these matters.

2.5 In undertaking this examination, I have considered each of the following documents in addition to the Submission Version of the Holme Valley Neighbourhood Development Plan:

1. National Planning Policy Framework (Feb 2019)
2. National Planning Practice Guidance 2014 (as amended)
3. Town and Country Planning Act 1990 (as amended)
4. The Planning and Compulsory Purchase Act 2004 (as amended)
5. The Localism Act 2011
6. The Neighbourhood Planning Act 2017
7. The Neighbourhood Planning (General) Regulations (2012) (as amended)
8. The Kirklees Local Plan – Strategy and Policies 2019
9. The Kirklees Local Plan - Allocations and Designations 2019
10. The Peak District National Park Local Development Framework – Core Strategy

2011

11. Development Management Policies - Part 2 of the Local Plan for the Peak District National Park May 2019
12. Holme Valley NDP Basic Conditions Statement June 2020
13. Holme Valley NDP Consultation Statement June 2020
14. Holme Valley NDP Strategic Environmental Assessment Environmental Report September 2020
15. Holme Valley NDP Habitats Regulation Assessment Screening Opinion July 2019
16. Holme Valley Heritage and Character Assessment Oct 2016
17. Holme Valley NDP Planning Policy Assessment and Review of Evidence Base July 2019
18. Holme Valley Neighbourhood Area Designation Report – February 2015
19. Representations received during the Regulation 16 publicity period post submission 08/12/2020 to 02/02/2021.

3. Public Consultation

3.1 Background

3.1.1 An accessible and comprehensive approach to public consultation is the best way to ensure that a neighbourhood plan reflects the needs, views and priorities of the local community.

3.1.2 HVPC submitted a Consultation Statement, as required by Regulation 15 of the Neighbourhood Planning (General) Regulations, to KC and PDNPA on 6th July 2020.

3.1.3 Public consultation on the HVNDP commenced with early consultations in 2016. The initial consultation was followed by various consultation stages, including:

- Issues and options consultation Summer 2017
- First Draft Plan Consultation June and July 2018
- The pre submission consultation under Regulation 14 from 15/07/2019 to 15/09/2019
- The formal, publicity stage, as required by Regulation 16, (the consultation period post submission of the plan) from 08/12/2020 to 02/02/2021.

The regulation 16 stage resulted in consultation responses from 75 respondents. Most of these related to the proposed Local Green Space in Scholes but both authorities (KC and PDNPA) raised detailed criticisms of the plan and the ability to meet the Basic Conditions. The representations raised are considered as necessary within my assessment of the plan in Section 6 below.

3.2 Holme Valley Neighbourhood Development Plan Consultation

3.2.1 The HVNDP Neighbourhood Planning Steering Group was set up in 2016 and has carried out consultation with the community and stakeholders throughout the process of plan preparation. The communication methods used involved the local paper (The Holme Valley Review), the Parish Council's Neighbourhood Plan website - together with the KC website, press releases, flyers and posters, email drops and Facebook as well as a presence at community events, drop-ins and questionnaires. Copies of the First Draft Plan, Pre-Submission Draft Plan and Submission Plan were uploaded to the websites and links provided via email. The first Draft Plan and Pre-Submission Draft Plan were made available locally in hard copy at Holmfirth and Honley Libraries and at the Parish Council Offices. Due to Covid 19 restrictions hard copies of the Submission plan were posted out on request.

3.2.2 The first official consultation stage of the plan, sounding out the community on the plan and the issues and options ran from 10 May 2017 to 18 July 2017. A questionnaire was prepared which achieved 475 responses including 228 responses from the High School. In addition, 6 drop-in sessions were held attended by a total of 150 people.

3.2.3 Based on the feedback from this early stage work the steering group developed the vision and objectives and a first draft of the plan and consulted on these in advance of the formal Pre-Submission Draft stage, in summer 2018 between 11 June and 27 July. The plan was publicised as above and a summary booklet *Your Valley Your Voice* circulated to all households and businesses. The feedback questionnaire received 409 responses as well as responses from local stakeholders which were used in working up the Pre-Submission Draft of the Plan.

3.2.4 The Consultation Statement sets out the form and content of these early consultations. It is clear that full opportunities were available to the community to be involved and that the consultations gave a good basis for the preparation of the plan.

3.2.5 The Pre-Submission Draft consultation on the plan, as required by Regulation 14, involved a 9 week period from 15/07/2019 to 15/09/2019 and included consultation on the Strategic Environmental Assessment. The HVNDP was made available online on the Parish, PDNPA and KC websites and links to the plan provided via email to statutory consultees, local businesses, individuals and groups. Hard copies were made available in the local area and the plan was publicised by posters and flyers and on Facebook. Four drop-in sessions were arranged to help explain the Plan with 40 people attending. 72 responses from the local community were received, 2 from community groups, 1 from a developer and 5 from statutory consultees. The residents' responses were generally supportive.

3.2.6 Following the pre-submission stage and the analysis of results, the plan was finalised for submission including an initial draft of the submission plan discussed

with KC and PDNPA in April 2020.

3.2.7 The Neighbourhood Planning Regulations are part and parcel of the 1st Basic Condition and Regulation 15 (2) sets out clearly what the Consultation Statement should include. Having reviewed the Consultation Statement and its appendices particularly Appendix 11 setting out the representations at the Regulation 14 stage and how these were answered I am satisfied that the consultation statement is compliant with Reg 15 in demonstrating who was consulted, how they were consulted, what the main issues and concerns were and what action has been taken in response to these to arrive at the Submission Draft Plan. The interest and participation by residents in the plan has been facilitated throughout the process at the various stages and I am satisfied from the evidence that the communication and consultation which took place provided sufficient opportunity for the community's participation.

4. Preparation of the Plan and Legislative Requirements

In terms of the procedural tests set out in paragraph 1.3.3 of this report my findings are:

4.1 Qualifying Body

4.1.1 Home Valley Parish Council (HVPC), as the duly elected lower tier council, is the qualifying body for preparation of the Plan.

4.1.2 I am satisfied that the requirements set out in the Localism Act (2011) and in Section 61F(1) and (2) of the TCPA (as applied to neighbourhood plans by section 38A of the PCPA) have been met.

4.2 Plan Area

4.2.1 An application was made by the HVPC in September 2014 to designate the Holme Valley Neighbourhood Area. The area sought covered the administrative area of the Parish. This Neighbourhood Area was approved by Kirklees Council on 27 January 2015 and by the Peak District National Park Authority on 13 February 2015.

4.2.2 This satisfies the requirement in line with the purposes of preparing a Neighbourhood Development Plan under section 61G (1) (2) and (3) of the TCPA (as applied to neighbourhood plans by section 38A of the PCPA) and Regulations 5, 6 and 7 of the Neighbourhood Planning (General) Regulations as amended.

4.3 Plan Period

4.3.1 A neighbourhood plan must specify the period during which it is to have effect. The HVNDP clearly states on the title page and in paragraph 5 that it covers the period 2020 - 2031.

4.3.2 The plan period aligns with the end point of the Kirklees Local Plan which sets out the strategic policies for that part of the neighbourhood area within Kirklees Council's administrative area. The intended time period satisfies the requirements of Section 38B of the PCPA as amended.

4.4 Excluded Development

4.4.1 The Plan does not include policies or proposals that relate to any of the categories of excluded development – county matters (mineral extraction and waste development), nationally significant infrastructure or any matters set out in Section 61K of the TCPA 1990. The HVNDP, as proposed to be modified in Section 6 below, relates solely to the neighbourhood area and no other neighbourhood and there are no other neighbourhood development plans in place within the neighbourhood area. This satisfies requirements of Section 38B of the PCPA as amended.

4.5 Development and Use of Land

4.5.1 The Neighbourhood Plan should only contain policies relating to development and use of land. Subject to the modifications proposed below in section 6, the HVNDP policies would be compliant with this requirement of Section 38B of the PCPA as amended and all relate to development and the use of land.

4.6 Plan Publication Following Submission

4.6.1 Kirklees Council and PDNPA undertook a validation check of the HVNDP following submission in July 2020 and were satisfied that the Plan could proceed to be publicised under Regulation 16 and proceed to this independent examination.

5. The Basic Conditions

5.1 National Policy and Advice

5.1.1 The main document that sets out national policy is the *National Planning Policy Framework* (the NPPF). A revised version of the NPPF was published on 24 July 2018 with a further version including minor clarifications in February 2019. The HVNDP was prepared in this context and I have therefore based my consideration of the extent to which the HVNDP meets Basic Condition a) in section 6 below against NPPF 2019 along with legislation and regulations.

5.1.2 The NPPF explains that neighbourhood plans should support the delivery of strategic policies and set out non-strategic policies and plan positively to shape, direct and help to deliver sustainable development that is outside the strategic elements of the Local Plan.

5.1.3 The NPPF also makes it clear that neighbourhood plans should be aligned with the strategic needs and priorities of the wider local area. In other words neighbourhood plans must be in general conformity with the strategic policies of the Development Plan. They should not promote less development than that set out in the strategic policies of the development plan or undermine those strategic policies.

5.1.4 The NPPF indicates that plans should contain policies that are clearly written and unambiguous so that it is clear how a decision maker should react to development proposals. They should serve a clear purpose and avoid unnecessary duplication of policies that apply to a particular area. This is an issue which arises as a significant matter in the assessment in Section 6 below.

5.1.5 National advice on planning is set out in the *Planning Practice Guidance* (PPG) which includes specific advice regarding neighbourhood plans. The PPG has also been reviewed in tandem with the NPPF and I have considered the advice of the PPG as at the time of submission at July 2020.

5.2 Sustainable Development

5.2.1 A qualifying body must demonstrate how a neighbourhood plan would contribute to the achievement of sustainable development. The NPPF as a whole constitutes the Government's view of what sustainable development means in practice for planning. The NPPF explains that there are three overarching objectives to sustainable development - economic, social and environmental.

5.2.2 There is no legal requirement for a formal Sustainability Appraisal (SA) to be carried out in respect of neighbourhood plans. However, SA is an

established method of demonstrating how a neighbourhood plan will contribute to achieving sustainable development.

5.2.3 In this case HVPC has only included in the Basic Conditions Statement a commentary in tabular form (Table 1) on how the plan meets the 3 main sustainability objectives in the NPPF. This has not been done against a suite of sustainability objectives (reflecting the environmental, social and economic dimensions of sustainability) to test the HVNDP policies, which would have been the more usual procedure. However, the table includes sufficient information to confirm at a high level that the effect of the policies of the plan would be generally positive in terms of sustainability. I consider the contribution of specific policies to sustainable development in more detail below in Section 6.

5.3 General Conformity with the Development Plan

5.3.1 The HVNDP has been prepared in the context of two development plan systems. The first relates to the majority of the neighbourhood area within the Kirklees Council Area namely the *Kirklees Local Plan – comprising ‘Strategy and Policies’ and ‘Allocations and Designations’ Feb 2019 (KLP)*. The second relates to that part of the neighbourhood area falling within the Peak District National Park namely the *Peak District National Park Local Development Framework – Core Strategy 2011 (PDCS)* and the *Development Management Policies - Part 2 of the Local Plan for the Peak District National Park May 2019 (PDDMP)*.

5.3.2 I consider the extent to which the policies and proposals of the HVNDP are in general conformity with the strategic policies of the two development plans in detail in Section 6 below.

5.4 European Union (EU) Obligations

5.4.1 A neighbourhood plan must be compatible with European Union (EU) obligations, as incorporated into UK law, in order to be legally compliant. Notwithstanding the United Kingdom’s departure from the European Union these obligations continue to apply unless and until repealed or replaced in an Act of Parliament.

Strategic Environment Assessment and Habitat Regulations Assessment

5.4.2 Directive 2001/42/EC on the assessment of the effects of certain plans and programmes on the environment has a bearing on neighbourhood plans. This Directive is often referred to as the Strategic Environment Assessment (SEA) Directive. Directive 92/43/EEC on the conservation of natural habitats and of wild fauna and flora and Directive 2009/147/EC on the conservation of wild birds (often referred to as the Habitats and Wild Birds Directives respectively) aim to protect and improve Europe's most important habitats and species and can have a bearing on neighbourhood plans.

5.4.3 Regulation 15 of the Neighbourhood Planning Regulations as amended in 2015 requires either that a SEA is submitted with a Neighbourhood Plan proposal or a determination obtained from the responsible authorities (KC and PDNPA) that the plan is not likely to have 'significant effects'.

5.4.4 A screening opinion was prepared by KC in consultation with the statutory bodies in 2018. The screening concluded that full SEA was required of the plan. SEA was therefore carried out and the Environmental Report prepared and finalised in September 2020.

5.4.5 The SEA concluded that the HVNDP performs well overall against all the SEA themes with the policies offering mechanisms to control the growth proposed in the Kirklees Local Plan (KLP) in a positive and sustainable way. The plan offered potential benefits to the local community and the natural and built environment. Some minor adjustments to the plan were proposed including a specific policy requiring Biodiversity Net Gain in development (discussed further in Section 6 below) but the overall conclusion was that the plan was unlikely to have any significant adverse effects. I am satisfied that any effects from additional development beyond that allocated through the KLP (already subject to SEA) would be likely to be small scale, local and limited and offset by the positive benefits of the policies within the neighbourhood plan.

5.4.6 Regarding Habitats Regulations Assessment (HRA) the test in the additional Basic Condition under Regulation 32 now essentially mirrors that in respect of SEA and requires an Appropriate Assessment to be carried out where a plan is likely to have a significant effect on a European site (either alone or in combination with other plans or projects) or a determination is obtained from the responsible authorities (KC and PDNPA) that the plan is not likely to have a 'significant effect'. A screening opinion was carried out by consultants LUC on behalf of Kirklees Council in July 2019 and a determination prepared.

5.4.7 A number of European sites occur either within the western section of the Neighbourhood Area or within a 15 kilometre radius of it namely Peak District Moors

Special Protection Area (SPA) and South Pennine Moors SPA and Special Area For Conservation (SAC), Denby Grange Colliery Ponds SAC and Rochdale Canal SAC. However, the conclusion of the Council's determination was that, either alone or in combination with other plans or projects, the HVNDP was unlikely to have a significant effect on any European sites. This was because there were no allocated sites proposed in the plan area not already considered through HRA of the KLP and such local development that may take place under HVNDP Policies 6, 7 and 8 would be in settlements and guided by the HVNDP's policies to ensure sustainable outcomes. Consequently, the plan is not considered to require Appropriate Assessment under Article 6 or 7 of the Habitats Directive.

5.4.8 Both the conclusion of the SEA Environment Report and the screening conclusion for the HRA have been confirmed by Natural England, The Environment Agency and Historic England as the statutory consultees and I have no reason to reach a different view. Natural England did suggest that a protective policy for the SAC and SPA in the plan area be included but as these areas are already explicitly protected by KLP Policy LP30 this is not necessary.

European Convention on Human Rights (ECHR)

5.4.9 The Human Rights Act 1998 encapsulates the Convention and its articles into UK Law.

5.4.10 An Equalities and Human Rights Impact Assessment has not been specifically carried out for the HVNDP. Instead, the Basic Conditions Statement briefly reviews the fundamental rights and freedoms guaranteed under the ECHR.

5.4.11 In respect of Article 1 of the first protocol - the right of everyone to the peaceful enjoyment of possessions - although the HVNDP includes policies that would restrict development rights, this does not have a greater impact than the general restrictions on development rights provided for in national law. The restriction of development rights inherent in the UK's statutory planning system is demonstrably in the public interest by ensuring that land is used in the most sustainable way, avoiding or mitigating adverse impacts on the environment, community and economy.

5.4.12 In respect of Article 6 of the Convention's Rights and Freedoms - the right to a fair hearing in determination of an individual's rights and obligations - the process for preparing the HVNDP is fully compatible with this Article, allowing for consultation on its proposals at various stages, and incorporating this independent examination process.

5.4.13 In respect of Article 14 of the Convention's Rights and Freedoms - the enjoyment of rights and freedoms without discrimination on any ground - the policies and proposals of the HVNDP have been developed in consultation with the community and wider stakeholders to produce as inclusive a document as possible.

5.4.14 I conclude that, given the nature of the plan policies and proposals, there would be unlikely to be any detrimental impact on the 'protected characteristics' set out in the Equality Act and generally the plan would bring positive benefits. Whilst the plan does not directly address needs in respect of particular protected characteristics within the plan area, the HVNDP generally is not prejudicial to any group in its policies. No concerns or objections on the grounds of human rights or equalities have been raised during the consultation stages of the plan. I am satisfied on the basis of the above that, across the plan as a whole, no sectors of the community are likely to be discriminated against. The policies together would generally have public benefits and encourage the social sustainability of the neighbourhood.

5.4.15 I am satisfied therefore that the Plan does not breach, and is otherwise compatible with, the ECHR.

5.4.16 I am not aware of any other European Directives which apply to this particular Neighbourhood Plan and no representations at pre or post-submission stage have drawn any others to my attention. Taking all of the above into account, I am satisfied that the HVNDP is compatible with EU obligations and therefore with Basic Conditions f) and g).

6. The Neighbourhood Plan – Assessment

The Neighbourhood Plan is considered against the Basic Conditions in this section of the Report following the structure and headings in the Plan. Given the findings in section 5 above that the plan as a whole is compliant with Basic Conditions f) (EU obligations) and g) (Other prescribed conditions including that under Regulation 32), this section largely focusses on Basic Conditions a) (Having regard to National Policy), d) (Contributing to the achievement of Sustainable Development) and e) (General conformity with strategic policies of the Development Plan).

Where modifications are recommended, they are presented and clearly marked as such and highlighted in bold print, with any proposed new wording in italics.

6.0 The General Form of the Plan

6.0.1 The structure of the HVNDP is generally logical and clear with early sections setting the context, vision and objectives and then policy sections.

6.0.2 The plan distinguishes between the policies themselves and their justification

by boxing and shading the policies. Each policy is accompanied by supporting text setting out the purpose of the policy and its aims as well as the strategic policy context.

6.0.3 The NPPF at paragraph 16 requires the plan to be “*clearly written and unambiguous so it is evident how a decision maker should react to development proposals*” and to “*serve a clear purpose avoiding unnecessary duplication of policies that apply to a particular area*”.

6.0.4 KC and similarly the PDNPA have raised concerns at the Regulation 16 stage that there are many instances where the general form of policies in the plan does not comply with these requirements and that policies are not concise and precise or adequately evidence based as required by the PPG.

6.0.5 I consider in detail these points in each relevant section of the plan below and propose modifications to resolve these matters to ensure Basic Condition a) is met. I have not in all circumstances where there is overlap with other development plan policies recommended that this be removed dependent on the effect this would have on the sense and context of the HVNDP policy. However, I have recommended removing repetition when it is expressed in a slightly different way to existing development plan policies and as a result is likely to lead to confusion or undermining of the strategic policy.

Generally, as regards policies being evidence based, for the most part, the supporting text is adequate, albeit not well arranged. The exception to this is in respect of Policies 1, 2 and 3 where the relationship between evidence base in the text and policy currently means the policies would be, at best, difficult to operate.

6.0.6 Another general aspect where the format of the plan is not consistent is where the policies should not apply to the Peak District National Park part of the Plan Area. In some cases this is expressed at the start of the policy and at other times in the supporting text. Whatever is the chosen method it must be clear and consistent. It is probably clearer to insert a note in the policy immediately following the policy title and before the actual policy text. The PDNPA had indicated in its Regulation 16 representation that the manner in which this referencing was dealt with was itself unclear. In the examiner’s questions (see Appendix A below) I therefore asked PDNPA to confirm how the policies should be worded in this respect. They have confirmed that the preference is for the wording to simply refer to the Peak District National Park thus ‘*Policy 1 does not apply to that part of the neighbourhood area that is within the Peak District National Park.*’

6.0.7 Neighbourhood Plans are not to include matters that do not relate to the development and use of land. The HVNDP, as with many neighbourhood plans, has in the course of its preparation attracted many comments and proposals from the community which they would like to see the Parish Council take action on but which are not directly to do with the development and use of land. Whilst HVPC has

acknowledged that these Holme Valley Parish Actions are not matters the neighbourhood plan can address they are nevertheless presented in the body of the plan and are part of it potentially leading to confusion. They should be separated out and relocated in an Appendix to the plan with a simple reference to the Appendix from each topic section.

6.0.8 I recommend the following modifications.

Recommendation 1	
1A	<p>In all policies where it is not intended that the policy should apply within the Peak District National Park the following wording should be used in the form of a note immediately below the policy title and before the start of the policy:</p> <p><i>“Policy X does not apply to that part of the neighbourhood area that is within the Peak District National Park.”</i></p> <p>In the supporting text preceding the policy where the status of the policy in respect of the National Park is also mentioned the same wording should be used.</p> <p>Where the relevant development plan policies are listed, ensure that where the policy is not to apply in the National Park that no PDNP policies are listed in the relevant policy boxes.</p>
1B	<p>Relocate all proposals in blue shaded Holme Valley Parish Action boxes to a new Appendix 1 at the end of the plan.</p> <p>In each case simply include a cross reference to the Appendix at the end of the appropriate section to read for example:</p> <p><u><i>“Holme Valley Parish Actions 1</i></u></p> <p><i>Parish Actions relating to the built environment and design are set out in Appendix 1 (1)”</i></p>

6.1 Executive Summary and Introduction and Background

6.1.1 These sections of the HVNDP set out a summary to the plan and a general introduction describes the purpose and intent of the neighbourhood plan and the process involved in the plan’s preparation.

6.1.2 The Executive Summary is not a normal feature of Neighbourhood Plans and in this case means the early parts of the plan are very repetitious and there is overlap in particular with what is included in the Consultation Statement. Its removal would assist in making the plan more concise. However, inasmuch as it does not raise any specific issues in respect of the Basic Conditions, I make no formal recommendation to remove it. If it is to remain then there will be a need for updating with regard to the procedure and stage reached and the first paragraph will need to be amended where it refers to a 15 year life of the plan as this is no longer the case. In addition, the references to the Community Infrastructure Levy in the section ‘*What are the Benefits*

in having an NDP will have to be removed as this is no longer being progressed in the Kirklees area. (See also section 6.10 below).

6.1.3 With regard to the Introduction and Background section this is largely a factual section and there is no need for any changes to meet the Basic Conditions. Again, however, there is a need to update paragraphs 1.1, 1.4 and the timeline on P12 to reflect what will be the stage reached post examination.

Recommendation 2	
2A	Make consequential updates to the Executive Summary (if retained) and to paragraphs 1.1, 1.4 and the Timeline on P 12 of the Introduction as a result of the plan moving forward a stage - post examination.
2B	If retaining the Executive Summary - delete the words ‘over the 15 years 2016-2031’ in the first paragraph. Insert instead “<i>over the next 10 years to 2031</i>”.
2C	If retaining the Executive Summary - in the ‘Benefits of Having a NDP’ section - add at the end of the first sentence: “<i>...and help shape the nature of future developments.</i>” Delete the rest of the paragraph.

6.2 Planning Context for Holme Valley NDP

6.2.1 Section 2 provides background to the neighbourhood area, the planning context and introduces the issues facing it to be resolved in the plan. This is largely a factual section and there is no need for any changes to meet the Basic Conditions. The only change necessary is a factual one to delete the reference to the Community Infrastructure Levy (CIL) in Paragraph 2.18 as no CIL applies in Kirklees and proposals for one have been abandoned for the time being.

Recommendation 3	
3	In paragraph 2.18 Line 11 – Delete the words ‘including Community Infrastructure Levy (CIL) funding’.

6.3 Holme Valley NDP Vision and Objectives

6.3.1 Section 3 of the plan sets out the community’s vision and community objectives for the plan to deliver the vision and provide the basis for the policies.

6.3.2 Being able to demonstrate the thread from issues to vision and objectives and from objectives to policies is an important part of evidencing the neighbourhood plan as required in the PPG and it is clear in the HVNDP that the key issues lead into the vision for the valley and the objectives.

6.3.3 The vision looks to protect the beautiful rural landscape as a place where culture and heritage is celebrated and where the valley is home to vibrant, welcoming and sustainable communities in thriving settlements.

The plan has regard to the PPG advice in respect of neighbourhood planning that it *“provides the opportunity for communities to set out a positive vision for how they want their community to develop over the next 10, 15, 20 years in ways that meet identified local need and make sense for local people.”*

6.3.4 The vision and objectives also encapsulate and generally reflect the vision and objectives set out in the KLP at section 4.2 and 4.3 in particular objectives 1, 3, 4 and 6-9 for that part of the neighbourhood area within Kirklees. It also reflects the Peak District National Park Management Plan vision and the spatial portrait and its objectives set out in the PDCS for that part of the neighbourhood area falling within the National Park. Moreover, the impact of pursuing the vision and objectives would contribute to the achievement of sustainable development.

6.3.5 Holmfirth Transition Town in its Regulation 16 representation asked for sustainability and the emphasis on climate change to be built into the vision. However, as the vision was arrived at through community consultation it would not be reasonable to seek to change it at this stage and any alteration in the vision will need to wait until the plan is reviewed and there is an opportunity for the community to express their opinions on any revision. In any event the commitment to climate change and sustainability is quite clearly expressed in objective H.

6.3.6 The vision and objectives section therefore raises no issues in respect of the Basic Conditions. However again there is a need for two minor clarifying corrections. First paragraph 3.1 refers to the vision being achieved over 15- 20 years when in fact there is only 10 years left of the plan period. Secondly, in view of my findings above see Recommendation 1 regarding the Parish Community Actions, paragraph 3.4 should cross reference to the proposed new Appendix 1.

Recommendation 4 –	
4A	In paragraph 3.1 Line 4 delete the words ‘next 15-20 years ‘ and replace with the words “neighbourhood plan period”.
4B	Add the words “See Appendix 1” at the end of paragraph 3.4

6.4 Holme Valley NDP Planning Policies

This section of the plan sets out the policies contained in the plan.

6.4.1 Protecting Local Character

- i. This first section of the plan is designed to protect the exceptional local landscape and built character of the Holme Valley. The text covers both landscape character and built character. However, section 4.1 only leads into Policy 1 Protecting and Enhancing the Landscape Character of Holme Valley even though both Policies 1 and 2 are dependent on content of the Holme Valley Heritage and Character Assessment (HVHCA) and particularly the evidence in paragraph 4.1.17 to operate.
- ii. The structure of these 2 policy sections is unclear and inconsistent in the terminology used and I am not satisfied that the operational relationship between the policies and various sections of text is sufficiently clear or precise or would be easily navigated and understood by either a developer or a decision maker in order to meet the requirements of the NPPF or Planning Policy Guidance and therefore Basic Condition a).
- iii. This being the case I invited HVPC and their Planning Consultant in consultation with Kirklees Council, who have significant concerns about this matter in their Regulation 16 representation, to review the principles in section 4.1.17. This was to ensure the key characteristics and character management principles for each of the Landscape Character Areas (LCA) and for both 'landscape character' and 'built character' are clearly set out and so that these provide the evidence necessary for Policies 1 and 2 to operate.
- iv. It was made clear to the parties that procedurally nothing could be added that was not in the public domain already in respect of - the plan itself, the HVHCA and the Conservation Area Appraisals completed for the Holme Valley. All the key characteristics and character management principles considered important in respect of each LCA should be brought together in one section of the supporting text. There should be consistency in the terminology and formatting used, no ambiguity as to which principles apply as a result of some being in emboldened text and that plan users should not have to refer to a number of different sources to operate and apply the two policies.
- v. KC, HVPC and myself as examiner agreed the format for the revised section 4.1.17 to provide a consistent and clear basis for the policies and I have attached at Appendix B the revised text for paragraph 4.1.16, the introduction to paragraph 4.1.17 and 4.1.17 itself regarding key characteristics and character management principles for each of the 8 LCAs.
- vi. Given the critical importance of the LCAs to the operation of these 2 policies it is vital that a plan user is clear in which LCA a development falls. To that end Map 2 defining the LCAs should be as clear as possible in digital versions of the plan and in printed versions of the plan the map should be printed as an A3 fold out.

Recommendation 5

5A	Delete paragraphs 4.1.16 and 4.1.17. Incorporate the revised and agreed text at Appendix B below to form a new section 4.1.17 of the neighbourhood plan.
5B	Ensure Map 2 in digital versions of the plan is as clear as possible and in printed copies arrange for the Map to be available at A3 size.
5C	Make any consequential adjustments to numbering, referencing and linking text in the supporting text following the revisions at Recommendation 5A.

vii. With the modifications to paragraph 4.1.17, the supporting text will provide clear and concise evidence to ensure Policies 1 and 2 can operate and therefore Basic Condition a) will be met.

Policy 1 Protecting and Enhancing the Landscape Character of Holme Valley

viii. Policy 1 seeks to protect and enhance landscape character. With Section 15 of the NPPF encouraging plans to protect and enhance valued landscapes and recognising the intrinsic character and beauty of the countryside the Policy has regard to the NPPF and the principle of the Policy therefore meets Basic Condition a).

ix. However, in addition to the fundamental concern set out in the section above, as stated already, the NPPF requires plans to be clear and unambiguous and to be drafted with sufficient clarity that a decision maker can apply it consistently and with confidence when determining planning applications. In a number of respects the policy fails to achieve this and the need for conciseness and precision.

- First, the beginning of the Policy in the first 4 paragraphs is confused and repetitive. The start needs to be revised to clearly relate to the character management principles that are going to be used in assessment.
- Second, the list of landscape character areas omits LCA2 part of which falls outside the National Park and therefore would be subject to Policy 1. However, the list of LCAs does not actually need to be repeated in the policy itself.
- Third, the Policy, in a number of locations, introduces built form or built environment considerations when that is not what Policy 1 is about. Policy 1 is focused on landscape character whilst Policy 2 is focused on built form albeit that they work together to ensure the valley's character is protected.
- Fourth, clause 4 introduces pedestrian linkages which are unrelated to landscape character and are already covered adequately in another policy of the plan.
- Fifth, the Policy uses ambiguous wording such as 'where appropriate' when this is not necessary and simply introduces doubt as to whether a requirement is appropriate or not.

x. KC in its Regulation 16 representation also expresses concern in respect of two other points:

- First, the Policy in clause 1 is complex, unclear and ambiguous. I share the concern that this clause needs to be clarified with respect to what the intention is regarding respecting views of the upland areas, where the significant local landmarks would be found and the whole clause made more precise. Subsequent rewording suggested by HVPC removes the referencing to significant local landmarks in the absence of evidence.
- Second, clause 5 is considered not to be clear and unambiguous. I have already referred above to the need to remove wording such as ‘where appropriate’ but the final sentence of the clause in dealing with ‘living’ and ‘green’ and ‘blue’ roofs would more appropriately be part of built design in Policy 2.

xi. The HVNDP makes it clear that Policy 1 will not apply in the National Park in the main because it was dealing with development and the impacts on landscape character and the section of the Park that lies within Holme Valley is in the Natural Zone where other than in exceptional circumstances development will not be permitted. PDNPA in its Regulation 16 representation initially suggested that simply excluding the National Park from the Policy may not be the correct solution as there was a flow of landscape character across and beyond the National Park boundary. In the light of this, as part of the Examiner’s Clarifying Questions (See Appendix A) the PDNPA was asked to clarify their position. PDNPA in response has confirmed that the policy should not apply to the Park and the comment was intended to ensure that Policy 1 properly protected landscape character immediately adjoining the National Park. The changes proposed in their entirety for Policy 1 and the supporting text do address this.

xii. HVPC in putting forward its initial response to the examiner request for revisions to paragraph 4.1.17 submitted a proposed revised wording for Policy 1. Whilst this has been helpful, most of the specific concerns set out above remain. The recommended modifications below seek to resolve these concerns. What has been useful however is the clarification that clauses 1-4 of Policy 1 are those that will apply across the Neighbourhood Area and therefore in many of the Landscape Character Areas and I have added this to the proposed modifications.

xiii. Finally, in the interests of clarity in the supporting text, a new subheading reflecting the title to Policy 1 should be added in place of the subheading on page 35 and the text at 4.1.19 – 22 and its subheading should be moved to follow paragraph 4.1.27.

Recommendation 6	
6A	After the revised note at the start of Policy 1 confirming that the policy does not apply in the National Park replace the 1st, 2nd and 3rd paragraphs of the policy with the following wording:

	<p><i>“All development proposals should demonstrate how they have been informed by the key characteristics of the LCA in which they are located. Proposals should be designed in accordance with the character management principles in respect of landscape set out in paragraph 4.1.17 for each of the LCAs in order to avoid detrimental impact on the LCA”.</i></p>
6B	<p>Delete the 4th paragraph of Policy 1 beginning ‘Applicants also should have regard’ as the parts of these elements relevant to landscape character will be covered in the modified character management principles in paragraph 4.1.17 and therefore covered by the modified first paragraph above.</p>
6C	<p>In the 5th paragraph of Policy 1 beginning ‘Overall, proposals ’ Line 2 – delete the words ‘built and’ as the built environment is addressed in Policy 2.</p> <p>In line 3 delete the words after ‘unsympathetic’ and replace with the following:</p> <p><i>“...unsympathetic to the landscape character of the relevant LCA”.</i></p> <p>In the sentence following amend the start to read:</p> <p><i>“Throughout the neighbourhood area the design and siting of new development....”</i></p>
6D	<p>In Policy 1 clause 1 lines 1-3 reword to read:</p> <p><i>“Development should respect long distance public views of the upland areas (LCA1 Wessenden Moors, LCA2 Holme Moorland Fringe and LCA3 Hade Edge Upland Pastures) and...”</i></p> <p>In line 4-5 delete the wording:</p> <p><i>‘...and protect public views towards the significant local landmarks as identified in the HCA report’.</i></p>
6E	<p>Delete clause 4 of Policy 1 in its entirety and renumber clauses accordingly.</p>
6F	<p>In Policy 1 clause 5 - line 2 delete the words ‘where appropriate’ and replace with the words <i>“for new buildings”</i>.</p> <p>In lines 4-5 delete the words ‘or other species where appropriate’.</p>
6G	<p>Cut and paste Policy 1 clause 5 final sentence into Policy 2.</p>
6H	<p>Replace the subheading on Page 35 with the following:</p> <p><i>“Protecting and Enhancing the Landscape Character of Holme Valley”.</i></p> <p>Cut and paste paragraphs 4.1.19-22 and their subheading on Page 34 to follow after paragraph 4.1.27. Renumber all paragraphs accordingly.</p>

xiv. With these modifications the Policy will be in accordance with Basic Condition a). Policy LP2 on place shaping and Policy LP32 on landscape in the KLP seek to protect the character, views and vistas of the Kirklees landscape. Policy 1 of the HVNDP as modified would add local detail to the strategic policies and would be in general conformity with them. The Policy, in protecting local landscape character, is

likely to have a strongly positive contribution to achieving sustainable development. Accordingly, the Policy also meets Basic Conditions d) & e).

6.4.2 Conservation Areas and Promoting High Quality Design in New Development

i. Policy 2 is designed to ensure all new development is appropriate in its context and protects and enhances the distinctive local character of the area. In this respect it has regard to section 12 of the NPPF and, in particular, the requirements for planning policies set out at Paragraph 127.

ii. Policy LP24 of the KLP sets out the strategic policy in respect of design and sustainable construction and Policy LP35 the approach to preserving and enhancing the historic environment. The criteria in Policy 2 reflect the objectives of these policies. The opportunity is taken through the Policy to add local detail and it does not merely replicate the scope of the strategic policy.

iii. The aspirations of Policy 2 applied to new development will also contribute to design in the local area that is sustainable.

iv. Therefore the principle of the Policy would meet Basic Conditions a), d) and e).

v. However, as with Policy 1, success of the Policy relies on its implementation. The NPPF and PPG require policies to be clear and unambiguous and to provide clear guidance to developers. In this respect the policy as currently worded and presented fails and, as with Policy 1, Policy 2 and the supporting text needs to be modified if it is to operate as intended.

- First, the Policy sits in a section entitled Conservation Areas and Promoting High Quality Design in New Development. Both this and the supporting text e.g. at 4.2.3 and 4.2.4 coupled with the 18 pages of text and maps on conservation areas (Pages 39-57) gives the strong impression that Policy 2 is aimed at development within Conservation Areas only, yet in the Policy itself that is clearly not the case. The Parish Council were asked in one of the Examiner's Clarifying Questions (see Appendix A) to confirm that it is intended to apply to all development. They have confirmed this is the case and therefore adjustments are needed both to the title of this section and paragraph content. Whilst I understand the fundamental importance of the conservation areas to the neighbourhood plan's objectives the section and the Policy would be clearer if paragraphs 4.2.5 to 4.2.45 inclusive were to be relocated to an Appendix in the plan. However as this is not wholly necessary to meet the basic conditions, I do not include it as a formal recommendation. If, however, the Conservation Area descriptions are moved, the appendix would need to be cross referenced for example from paragraph 4.2.2.
- Secondly, Policy 2 incorporates elements of Policy 1 particularly at the start. As discussed above the recommendation is that the section of the plan at 4.1.17 setting out the key characteristics of each LCA would list those

character management principles that are important in respect of settlement and built character and that these would be the basis against which Policy 2 would operate. Therefore, the start of Policy 2 under Local Character needs to be rewritten.

- Thirdly, Paragraph 2 of the Policy is contrary to legislation (*Planning (Listed Buildings and Conservation Areas) Act 1990*) and the NPPF when it states that harm or damage to a heritage asset should be minimised or mitigated. This is not part of the tests in Section 16 of the NPPF that development affecting a heritage asset must go through and as such the statement fails to have regard to national advice and undermines KLP policy LP35 and must be deleted.
- Fourthly the last sentence of clause 2 'Sense of Place' overlaps unnecessarily with the public realm Policy 5 and should be removed in the interests of conciseness.

Also in the interests of conciseness clause 3 after the second sentence either repeats KLP policy LP 24 or overlaps with HVNDP Policy 12 and the clause 4 reference to energy efficiency is also satisfactorily covered in HVNDP Policy 12.

- Fifthly, as with other policies, ambiguous requirements signposted by the use of wording such as 'where appropriate' and 'wherever possible' is used in clauses 3, 7 and 8. This wording does not provide precise guidance and needs to be modified.
- Lastly, Clause 8 refers to 'locally characteristic buildings' which are not necessarily clearly defined in the HVHCA although it is referenced. What I suspect is meant is simply development in keeping with buildings in the locality and the site setting which is what should be said. Clause 9 repeats clause 8 in large part and could simply be amalgamated with it.

vi. KC in its Regulation 16 representation also expresses concern in respect of Policy 2:

- First it is also concerned about what appears to be a policy that is to apply primarily to Conservation Areas but also points out that paragraph 4.2.3 talking about the limited number of CA appraisals implies that the absence of an appraisal weakens development management in conservation areas when in fact this is not the case. Inasmuch as the responsibility to preserve or enhance the character or appearance of a conservation area is unaffected by whether a conservation area appraisal has been carried out or not, I agree the reference needs to be modified.
- Secondly, regarding clause 4, KC is concerned that the clause mixes a number of different strands, in particular the last sentence is a matter more relevant to 'Sense of Place' than to 'Innovation and Responding to Local Context'. Inasmuch as moving this part of the clause would contribute to a clearer, more precise policy and would not remove content, I recommend the policy is modified.
- Thirdly, in clause 7 KC is concerned that it is not clear what this section relates

to when a separate Policy 5 exists in respect of the public realm and also on the grounds that it is not clear what is meant by a ‘sequence of spaces’ in the second bullet. KC considers that the last bullet point of clause 7 overlaps with KLP Policy 63 and undermines it. I discuss below in the context of Policy 5 a clearer split between Policies 2 and 5 which I am satisfied resolves any lack of clarity. Moreover, in respect of KC’s last point, having reviewed the 2 policies, I can see nothing in clause 7 that specifically undermines KLP Policy LP63. The clause makes the perfectly valid point, not covered by LP63, that the function of the space does require some thought in respect of where best to site it. Thus, for example an older children’s play area is not always welcomed immediately adjacent to housing.

I do however consider that the bullet referring to a ‘sequence of spaces’ could be more clearly expressed.

- In clause 8 KC express concern that the Policy involves elements from other clauses and as the nub of Policy 2 should perhaps be located earlier in the Policy text. However, as I propose to modify the clause and amalgamate with clause 9 it will be clearer and the matter of whether it is set ‘higher’ in the Policy is not a matter that is necessary to meet the Basic Conditions.
- Finally, with respect to clause 11, KC considers this is unclear and potentially undermining when it is compared with KLP Policy LP52. I agree that in this case repetition is not helpful and the clause would be more clearly expressed by reworking the first sentence and leaving Policy LP52 to provide the main policy control.

vii. HVPC in putting forward its response to the examiner request for revisions to paragraph 4.1.17 submitted a proposed revised wording for Policy 2. Whilst this has been helpful most of the specific concerns set out above remain. The recommended modifications below seek to resolve these concerns.

Recommendation 7	
7A	<p>Retitle section 4.2 as “<i>Protecting and Enhancing Built Character of the Holme Valley and Promoting High Quality Design</i>” – consistent with the Policy 2 title.</p> <p>Delete the last sentence of paragraph 4.2.3.</p> <p>Delete Paragraph 4.2.4 in its entirety.</p>
7B	<p>Reword clause 1 of Policy 2 ‘Local Character’ to read:</p> <p><i>“Building designs in proposals for new development and alterations to existing buildings should respect the key characteristics and character management principles, relating to built character, of the Landscape Character Area in which they are located as set out in paragraph 4.1.17. They should protect and enhance local built character and distinctiveness and avoid any harm to heritage assets including conservation areas.”</i></p>
7C	<p>In Policy 2 clause 2 in line 1 after the word ‘place’ insert the words:</p> <p><i>“... by designing the site layout to respect the existing grain of development in the surrounding area and through use of local materials and detailing”</i></p>

	(This wording is relocated from clause 4 see recommendation 7E below) Delete the last sentence which overlaps with Policy 5.
7D	Delete the words ‘Wherever possible’ at the start of Policy 2 clause 3 and replace with the word ‘Any’. End the clause at the end of line 4 on the word ‘shelter’ and delete the rest.
7E	In Policy 2 clause 4 - lines 3-4 delete the words ‘or opportunities are identified for greater energy efficiency’. Relocate the last sentence to clause 2 (See recommendation 7C above).
7F	In Policy 2 clause 7 – 2nd bullet – revise the start to read: “<i>A design of public spaces that connects with...</i>” In clause 7 - 3rd Bullet - delete the words ‘Where appropriate’ at the start of the bullet.
7G	Delete Policy 2 clause 9 and reword clause 8 to read: “<i>Designs should respect the scale, mass, height and form of existing buildings in the locality and the site setting. Development should fit in with and neither dominate nor have a detrimental impact on its surroundings and neighbouring properties.</i> Materials must be chosen to complement... environment. Local millstone grit and stone flags should be used <i>where these are the prevailing material</i>”.
7H	Reword the first sentence of Policy 2 clause 11 to read: “<i>Proposals should be designed to minimise harmful impacts on general amenity for present and future occupiers of land and buildings and prevent or reduce pollution as a result of noise, odour, light and other causes</i>”.
7J	Renumber clauses to reflect the modifications.

viii. With these modifications Policy 2 will meet the requirement for a policy to be clear, unambiguous, concise and precise and therefore be in accordance with Basic Condition a). As modified the Policy will also be in general conformity with KLP Policies LP24, LP35, LP52 and LP63. The Policy, in protecting and enhancing a sense of place and local distinctiveness, is likely to make a strongly positive contribution to achieving sustainable development. Accordingly, the Policy will also meet Basic Conditions d) & e).

6.4.3 Conserving and Enhancing Heritage Assets

Policy 3 Heritage Assets

i. The neighbourhood plan at section 4.3 considers the matter of conserving and enhancing heritage assets. Given that the NPPF and local development plan policies provide effective control in respect of designated assets, the plan does not seek to replicate this but does acknowledge that there are many locally important non-designated heritage assets (NDHA) in the valley which should be afforded protection. Hitherto these have not been identified, although KC has, along with other West

Yorkshire authorities, started the process of preparing a local heritage list following Historic England Advice Note 7 guidance and the plan takes the opportunity to advance the local list of assets in Holme Valley. The candidate list is set out in Appendix 2 of the Submission Plan and Policy 3 is then intended to apply to these assets.

ii. The identification of local heritage assets is advantageous and has regard to the NPPF at section 16 giving local property owners and developers (who are often oblivious to any heritage value) advance notice of the significance of the assets and assisting decision makers to understand impacts of development on the assets. However, progressing this through the vehicle of a neighbourhood plan is difficult particularly where, as in this case, the list as currently presented in Appendix 2 to the HVNDP is incomplete and has not been agreed.

iii. My initial intention as can be seen from the Examiner's qualifying questions at Appendix A was that the local heritage list could be completed in time for the final list of agreed local heritage assets to form part of the modified plan as and when it progressed to the local referendum stage. However, the response from the Council makes it clear that the timetable for the Kirklees-wide project, now under way, will not allow this. Agreeing selection criteria, assembling, researching and agreeing the list, even if Holme Valley was to be prioritised as a pilot, would mean that the agreed local list would not be ready prior to a referendum.

iv. This being the case it is very unclear what Policy 3, as it is currently worded, will achieve. I am not satisfied that the Policy is currently workable, in that a developer or property owner with proposals affecting a locally important building or structure and indeed the decision maker, would not be able to assess any development proposal in the light of a building's significance. This is because the listing at Appendix 2 of the HVNDP, which is cross referenced from Policy 3, does not make it clear what the significance or importance of the buildings are or why they have been selected for the local heritage list. The impact of development on them cannot therefore be adequately assessed. Moreover, it is likely that not all the locally important, NDHA are currently identified in Appendix 2 or that they are listed consistently. The Honley and Holmfirth buildings are, for example, presented in different ways and there are locally important buildings identified in the Holme Valley Heritage and Character Assessment that do not appear in Appendix 2 at all.

v. In addition to these difficulties, Kirklees Council in its Regulation 16 representation has expressed concern that there is a need to draw a distinction between local heritage assets within conservation areas (because these are within an area that is itself a designated heritage asset) and those local heritage assets outside a conservation area. It proposes in line with Historic England guidance that these are referred to as 'positive contributors to the conservation area' which would carry greater significance as a result of the designation of the conservation area. I accept that there is a de facto distinction that needs to be made between a local heritage

asset within a conservation area and one outside but the implication of this means that the current Appendix 2 and Policy 3 also needs to draw that distinction.

vi. To resolve these issues, and as part of the examiner's clarifying questions and requests, the Parish Council in consultation with Kirklees Council and Peak District National Park conservation teams were asked to produce a revised local heritage list of candidate local heritage assets in the Valley. The purpose of this would be to arrive at an agreed list of candidate local heritage assets on a consistent basis and indicate for each a name or identifier, location, description, value and significance. This could be in tabular form as currently set out for Holmfirth in Appendix 2. Procedurally, as the local heritage list had progressed through the HVNDP the list should only include those buildings already set out - namely the so called 'key buildings' in Holmfirth, the 3 Honley Civic Society non-designated assets and those proposed in the HVHCA.

vii. In response HVPC has submitted revised Appendices setting out first the assets identified within conservation areas as positive contributors and second those other local heritage assets outside of conservation areas. I have reviewed these and am satisfied that they meet the requirements of presenting the necessary information in a clear and unambiguous manner. These are set out at Appendix E1 and E2 which are attached as separate documents to this main report and should be incorporated into the plan in a revised Appendix 2A and 2B going forward to the referendum.

viii. As a consequence of the above my recommendation is that Policy 3 is modified and simplified from its current form which is an unclear mix of proposal, policy and possible future intention. HVPC and KC have provided a suggested revised wording as part of their response on this topic. However, the revised Policy suggested is still a confused mix of proposal, intent and policy. Having set out the process of identification in the revised supporting text (see below) there is no need for this to be repeated in the Policy. I recommend that Policy 3 is simplified to ensure the intent is clear, namely that the plan has identified both buildings which are positive contributors to the conservation areas and how proposals will be assessed in respect of these **and** a candidate list of NDHA and how proposals will be assessed in respect of these. I also recommend that the Policy directs owners and developers to take account of the significance of the assets identified in designing development proposals affecting the assets.

ix. In addition to the changes necessary to the Policy and the supporting Appendix 2 there are consequential changes to the supporting text which are required.

- First, the exercise to produce a local heritage list needs to be understood in the context of the protection given to heritage assets generally and the distinction between positive contributors to the character of conservation areas and other NDHA needs to be set out to clarify the hierarchy/status of protection afforded to such assets within and outside of conservation areas.
- Secondly, the text setting out the process of preparing the local heritage list

needs to be updated to reflect the fact that work is starting on the joint approach within West Yorkshire and to explain how the Holme Valley work will fit with that.

- Thirdly ‘signposts’ to sources of information also need to be included to help the plan user such as Historic England’s Advice Note 7 giving guidance on local heritage lists.

x. HVPC together with Kirklees Council have proposed revised supporting text as part of preparing the revised appendices. I have reviewed this text and it would satisfactorily respond to these issues and I will recommend it is used to replace the existing supporting text.

xi. Finally, there is a detailed section in the preamble to Policy 3 about Article 4 directions which bears no relation to the content of this section of the plan or Policy 3. I understand that HVPC do want to see Article 4 directions used and enforced but this is not a matter the HVNDP can directly influence and as there is already a proposed community action dealing with Article 4 directions this could be developed and the section of text at paragraphs 4.3.8-10 should be deleted to avoid confusion.

Recommendation 8	
8A	<p>Delete Policy 3 and replace with an amended policy to read as follows:</p> <p><i>Policy 3 Conserving and Enhancing Local Heritage Assets</i></p> <p><i>“A list of buildings and structures which are identified as positive contributors to the designated conservation areas in Holme valley is set out at Appendix 2A. All development proposals affecting these character defining components of the designated conservation areas or their settings will be assessed in terms of Kirklees Local Plan Policy LP35 Historic Environment Part 1.</i></p> <p><i>A candidate list of buildings and structures identified as non-designated heritage assets is set out at Appendix 2B. All development proposals affecting these locally important heritage assets, (once formally identified), or their settings, will be assessed in terms of Kirklees Local Plan Policy LP35 Historic Environment Parts 2 and 3a and Policy DMC5 of the Peak District National Park Authority Part 2 Local Plan (Development Management Policies)</i></p> <p><i>When designing development proposals for all local heritage assets (positive contributors and (once formally identified) non-designated heritage assets), owners and developers should have regard to conserving the significance of the asset and the components which positively contribute to its character or appreciation as a heritage asset.”</i></p>
8B	<p>Replace Appendix 2 of the HVNDP with the revised Appendices of local heritage assets shown at Appendix E1 and E2 attached as separate</p>

	documents to this report numbering them Appendix 2A and 2B and incorporating them in the modified HVNDP.
8C	Replace the supporting text at paragraphs 4.3.1 to 4.3.7 with the revised text 4.3.1 - 4.3.8 set out in Appendix C to this report.
8D	Delete the text relating to Article 4 directions in paragraphs 4.3.8 to 10 inclusive.

xii Although these modifications represent a significant change to Policy 3 and related elements they maintain the overall purpose and intent of the plan and nothing that has not already been in the public domain in previous versions of the plan has been added. With these modifications in place Policy 3 and Appendix 2 plus the supporting text would be clear and unambiguous and Basic Condition a) would be met. The Policy and local list when modified and implemented will help protect local heritage assets in the neighbourhood area maintaining a sense of place and contributing to the achievement of sustainability. The Policy, as modified above, would also be in general conformity with the KLP. It therefore also meets Basic Conditions d) and e).

6.4.4 Design in Town and Local Centres and Public Realm

Policy 4 Design Codes for High Quality Shopfronts and Advertisements

i. The importance of shopfront design and related advertising in the townscape of town and village centres within the valley is recognized in this section of the HVNDP and Policy 4 looks to control change to shopfronts with a detailed design policy. Although the NPPF does not include policy specifically on this aspect of design, the principle of the Policy has regard to the policy elements of section 7 (Ensuring the Vitality of Town Centres), section 8 (Promoting Healthy and Safe Communities) and section 12 (Achieving Well Designed Places).

ii. However, again there are a number of elements with this policy which are not clear and unambiguous. Moreover, the complexity of the Policy is not helped by repetition and its structure.

- First, the structure at the beginning of the policy is confusing and unclear as the first paragraph under General Principles should be part of the principles at a) to g) and not separated out.
- Second, section 1 of the Policy sets out detailed design principles which include fascias and doors and windows and yet the policy returns to these aspects at sections 4 and 5 when otherwise the policy has moved on to other elements of accessibility and security. This is confusing and unclear and

needs to be modified.

- Third, section 3 on accessibility seeks to ensure the special interest of **historic buildings** is not compromised by changes to improve accessibility but many town centre buildings, not just historic buildings, may have aspects of special interest which should not be compromised.
- Fourth, section 6 on Shutters and Grilles is unclear in the way it is presented. Sub-clauses a-c are the acceptable alternatives in both Kirklees generally and the National Park. Sub clauses d and e relate only to the Kirklees section of the neighbourhood area and for clarity should be in an unnumbered paragraph following clause c)
- Fifth, in the section on shopfront advertisements, the general principles and the more detailed advice in respect of fascia signage should apply to both Kirklees area and the National Park except in respect of illuminated adverts which would not be allowed in the Park. The structuring of this section needs to be modified to clarify this and move the section on illumination to the end of section 2.

iii. The policy is in general conformity with KLP Policy LP25 on advertisements and shop fronts and, whilst there is a degree of overlap, Policy 4 adds policy advice to be applied locally and does not undermine the general more strategic nature of the KLP policy. KC in its Regulation 16 representation criticises the Policy as being too detailed, too prescriptive and complex in the way it is structured. Whilst I accept it is a long and detailed policy I am satisfied that the guidance it seeks to give is not overly prescriptive and there is flexibility as required in national policy advice in the way in which it is worded. With the modifications recommended below the structure of the policy will be simplified and made clearer and it will be able to be operated successfully.

iv. KC make the following more detailed points:

- First, KC is concerned that the requirement that bold bright lettering should be avoided is overly prescriptive and unclear. I share the Council's concern in this case in that the requirement is highly subjective – would 'Royal Blue' for example quite common on fascia lettering be classed as a bold bright colour and who decides? In any event the first part of the clause says all that needs to be said on the matter in asking for sensitive colours which reflect the local character and appearance.
- Second, although KC is concerned that the section on illuminated signage in Policy 4 undermines KLP Policy LP 52 on protecting environmental quality I am not persuaded that this is the case. I acknowledge that Policy 4 does not specifically refer to the possibility of mitigation which is covered in Policy LP52 but as a starting point those seeking to use illuminated signage should be considering the impact on residential amenity and on the wider environment and that is all that Policy 4 is seeking to ensure.

v. PDNPA also raise similar issues to KC in their Regulation 16 representations. Most are covered by the proposed modifications below but the relevant policies box on Page 75 should include Policy DMS4 of the PDNP Part 2 Local Plan which relates to shopfronts.

Recommendation 9	
9A	Cut and paste the first paragraph of Policy 4 to form design principle a) Delete current principle b) which largely repeats the new a). Renumber current principle a) as new b).
9B	Cut and paste section 4 of the Policy on Fascias (minus the subheading) to follow on from principle c) as new principle d).
9C	Renumber current principle d) as e). Insert after it as new principle f) section 5 to the Policy (minus the subheading) which deals with stallrisers, doors and windows.
9D	Renumber and reorder the principles as necessary to create a clear and unambiguous section of policy.
9E	Amend the second sentence of section 3 on accessibility to read : <i>“Accessibility should be improved where there is the opportunity to do so provided any special interest of the building is not compromised”.</i>
9F	In section 6 of Policy 4 – stop the listing of alternatives at c). Reword the remainder of the section (without reference lettering) as follows: <i>“In that part of the neighbourhood area outside the National Park the following additional alternatives will be acceptable:</i> <ul style="list-style-type: none"> - <i>External shutters that are removed during working hours – decorative options for these themed on the shop’s trade may be applicable.</i> - <i>Externally mounted open mesh roller shutters provided that the box housing is concealed behind the fascia and the projection from the face of the building does not result in an increase in depth to the detriment of the appearance of the shopfront.”</i>
9G	In the section on Advertisements – General Principles paragraph 2 delete the first part of the sentence. Start the sentence at ‘Where planning consent...’
9H	Delete the last paragraph in the general principles dealing with illuminated signage so that the principles can apply to the whole neighbourhood area including the National Park and to avoid repetition with section 2.
9J	In paragraph 1 of section 2 on fascia signs delete the last sentence

	regarding illumination as the general advice on fascia signs will apply within the National Park. Relocate this sentence at the end of the paragraph following clause f). Renumber clauses accordingly.
9K	In clause e) stop the clause at the word ‘area’ in line 2 and add the words “<i>particularly within conservation areas</i>”. Delete the remainder referring to ‘bold bright colours’.
9L	In the paragraph following clause f) insert in Line 1 after the word ‘proposed’ the words “<i>outside the National Park</i>”.
9M	In the relevant policies box following Policy 4 add “<i>Policy DMS4 Shopfronts</i>” before ‘DMS5 Outdoor advertising’ in the last line.

vi. With these modifications Policy 4 will be much clearer in its intent and more precise and more concise. As above it is in general conformity with the strategic policies of the KLP and as it is designed to improve quality of life for local communities and the built environment in town and village centres it does contribute to achieving sustainable development and Basic Conditions a), d) and e) would therefore be met.

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

vii. The importance of the public realm in the towns and villages of the valley is understood and, inasmuch as the HVNDP is seeking to improve the public realm, the principle of Policy 5 has regard to the relevant elements in the NPPF at section 9 (Promoting Healthy and Safe Communities) and section 16 (Conserving and Enhancing the Historic Environment).

viii. However, the Policy is confusing in its intent, repeats elements of policies elsewhere in the HVNDP, in particular Policy 2, and as a result is unclear.

ix. It would appear from the supporting text that the principal objective is to ensure that work by public sector agencies (including highway works) and by community and voluntary groups within the public realm, enhances and benefits its character and appearance. However, this main objective is muddled by inserting in the middle of the policy a section relating to public realm enhancement as part of general development schemes. For the most part this simply repeats Policy 2, in particular section 7 dealing with public spaces. It is not required in Policy 5 as well and including it is simply confusing resulting in an unclear and ambiguous policy. It therefore fails to meet Basic Condition a).

x. In the light of this concern one of the examiner questions to the parish in Appendix A below sought clarification on this point. HVPC has confirmed that the intention was

for Policy 5 to embrace public realm improvements as part of general development. However, for the reasons above, in particular the fact that this aspect is already better covered in Policy 2, or, as confirmed by KC, the requirement in terms of waste is covered in KLP Policy 24 and in the Highways Design Guide and Waste Management Design Guide, I recommend that the two paragraphs following clause c) are deleted.

xi. The Policy in other respects also fails the tests of being clear and unambiguous and precise:

- First, paragraphs 1 and 2 to the Policy need to be modified to clarify how the Policy will work and KC make the point that as the Kirklees Highways Design Guide provides significant advice on the matter of design in the public realm it should be referred to as a major contributory source.
- Using phrases such as 'where possible' and 'where appropriate' are unhelpful and unnecessary. As with all policies assessment across a range of policies will be required and so the 'balance' is always present.
- The paragraph before clause d) is unclear both in itself and its impact on the Policy as a whole as it is unclear whether criteria d) to l) apply only to highway schemes or more generally to public realm improvements which may not have the objective of enabling a safe and sustainable highway. HVPC in response to a follow up Examiner's clarifying question see Appendix A has confirmed that criteria d) to l) are intended to apply not just to highway schemes.
- In clause f – the use of the word 'limited' is unhelpful and unclear. Surely if the problem is clutter it should be avoided.
- In the section on Gateways and Highways, KC has pointed out in its Regulation 16 representation that most of the Map 17 gateways are in the Green Belt or National Park meaning the opportunity for any major development is extremely restricted. In response to a clarifying question to HVPC in the Examiner's questions at Appendix A, HVPC has responded that this section is intended to apply also to gateways into settlements within the valley and as this is much more likely to be where such public realm benefits could be secured this should be stated along with the means by which this will be achieved. The examples indicate that what is expected are likely to be off site works in the public realm and it should be made clear in the clause how these will be achieved remembering always that if secured by S106 the work must be reasonable and directly related to the development.
- Finally, although KC is concerned in respect of repetition in some clauses between Policy 5 and Policy 2, if Policy 5 is intended to apply in the main to works by the public sector and other community and voluntary agencies to improve the public realm, whereas Policy 2 is predominantly related to the design of built development in the valley then the slight repetition of themes is not unduly problematic.

xii. PDNPA also raise similar issues to KC in their Regulation 16 representations but these are covered by the proposed modifications below.

Recommendation 10	
10A	Amalgamate the second paragraph to Policy 5 with paragraph 1 to read as follows starting in the last line of paragraph 1: <i>“...settlements and villages. Such improvements will be supported where they are consistent with advice in the Kirklees Highways Design Guide SPD and where they:”</i>
10B	In clause b) delete the words ‘Where possible’ insert in their place the words – <i>“Take opportunities to enhance or....”</i>
10C	Delete the two paragraphs following clause c)
10D	Delete the paragraph before clause d) and revise to read: <i>“Where works are being carried out in the public realm to improve highway safety and efficiency the character of a place should be maintained and the following principles will be applied:”</i>
10E	In clause f) change the word ‘limited’ to the word ‘avoided’.
10F	In clause i) delete the words ‘where appropriate’ and revise wording to read <i>“...should be built into design in the public realm.”</i>
10G	Amend the section on Gateways and Highways as follows: <i>“Settlement ‘Gateways’ Where major new residential or commercial development is close to ‘gateways’ into Holme Valley settlements, or at route convergence points or rail and bus stations, consideration should be given to public realm improvements around the ‘Gateway’ including welcome signage and interpretation and landscaping and planting.”</i> (Or similar wording)

xiii. With these modifications Policy 5 will be much clearer in its intent to those carrying out work in the public realm. It is in general conformity with the strategic policies of the KLP and as it is designed to improve quality of life for local communities and the built environment it does contribute to achieving sustainable development and Basic Conditions a) d) and e) would therefore be met.

6.4.5 Building Housing for the Future

i. This section of the plan starts with a discussion about the housing requirement, proposed housing provision and the communities’ concerns about the impact of new housing. The HVNDP makes no allocations because significant provision is made through the Kirklees Local Plan. Rather the HVNDP seeks to manage additional housing, prioritising development of brownfield sites and managing the provision of smaller affordable properties.

Policy 6 Building Homes for the Future

ii. The first part of Policy 6 sets out the general principles establishing the circumstances in which additional housing development in the neighbourhood area will be acceptable over and above KLP allocations. The principle of this section of the policy has regard to the NPPF.

iii. The second part of Policy 6 seeks to secure a mix of housing within the neighbourhood area where recent housing development has been dominated by larger dwellings. The Policy draws on evidence from the Kirklees Strategic Housing Market Assessment which includes an assessment of the size of houses and which identified a need for a better range of house size and in particular provision for the elderly. The Neighbourhood Plan survey findings and consultation throughout the plan preparation also endorses the objective of Policy 6 which seeks to respond to concern that housing in the community is dominated by larger detached dwellings of 4 or more bedrooms and that a mix of units including 1, 2 and 3 bedroom units is required to support a sustainable community. The NPPF at paragraph 61 encourages planning for a mix of housing based on the assessment of housing need from different groups in the community and reflecting this in planning policies. Essentially that is what the Neighbourhood Plan has done. Moreover, as required in the NPPF, flexibility is built into the policy and it stresses that the mix should be based on the latest evidence of housing need. To that end the principle of this second part of the policy has regard to the NPPF and is not inappropriate in terms of Basic Condition a).

iv. There are though, as with a number of policies in the plan, problems in respect of how Policy 6 is structured and worded which means it is not clear and unambiguous as required by the NPPF and PPG.

- First the introduction to the first part of the Policy and the principles is unclear. The requirement for the housing to be in an existing settlement is a principle but is not part of the list. Moreover, the principles section mixes up what are requirements that would apply to all proposals and the aspiration to see the reuse of previously developed land (PDL) and the reuse of mill buildings rather than demolition. Clearly a proposal under the policy may not relate to PDL and mill buildings and therefore these clauses 1 and 3 should not be included in the requirements but separated out as policy objectives.
- Second, clause 2 merely states that housing should be suitable in terms of design, size, etc with no guidance as to how this will be assessed. In any event the matter of building design is covered in Policy 2 and house size, type and tenure covered in the second part of Policy 6. Inclusion at clause 2) is unnecessarily repetitive and unclear.
- Third, in the second part of Policy 6 on page 92 it is clear that the intention is that all of clauses 1, 2 and 3 should apply but the policy does not make this clear. Each clause needs to be linked by the word 'and'.

- Fourth, the reference at clause 4) in the second part of the policy implies that community right to build schemes would be expected as part of all new major developments. This is not how CRTB would work. The community would identify a site and willing landowner through which a CRTB scheme would be progressed and then proceed through the process as set out in legislation and the Neighbourhood Planning Regulations. As such this clause cannot be a requirement of all major developments and should be separated out at the end as a policy objective.

v. Policy 6 in the way in which it sets out the principles for additional 'windfall' housing and the requirements in respect of housing type and size is in general conformity with KLP policies LP3, LP7 and LP11. I acknowledge the concern KC expresses in its Regulation 16 representation that the HVNDP policy adds little to elements already covered in the KLP. However, other than where the repetition is undermining, I do not consider repetition per se would justify policy deletion for two reasons. First, Policy 6 covers ground that otherwise is spread over a number of KLP policies and secondly, there are some additional local elements particular to the vision and objectives of the HVNDP which would otherwise be lost.

vi. KC however raise a number of specific matters in addition to the matters already covered above in my assessment in terms of basic condition a) which I consider below.

- First, in respect of clause 4 in the first part of the Policy KC have suggested the reference to the Local Plan should name the policy (Policy LP22 Parking) and indicate that the most up to date guidance is contained in the Highways Design Guide. The point is made that it is unclear whether the Policy expects additional visitor parking over and above standards as the first line of the clause already refers to visitors. I agree these factual changes are justified in the interests of clarity.
- KC is concerned that, in respect of clause 5, a different message is given to that in Policy 1 clause 4) but I have already recommended deletion of that clause see Recommendation 6E above.
- In respect of clause 6 KC argues that the requirement on density is prescriptive. However, inasmuch as the clause is simply seeking efficient use of land in a manner that reflects the existing settlement character, I do not agree. It has regard to the NPPF and is in general conformity with KLP Policy LP7.
- More significantly in respect of the second part of Policy 6, KC objects that the Policy undermines KLP Policy LP11 in that the HVNDP policy only requires **major** housing developments to demonstrate how they meet local housing need in terms of size, tenure, type etc. Given that major development is defined as 10 and more dwellings this threshold is too high and Policy 6 should relate to all housing development. In addition, there is a further potential undermining of KLP Policy LP11 in respect of the clauses 1 -3 which Policy 6 states will apply to major development. For specific evidence-based reasons KC has stated in Policy LP11

that the affordable housing requirement will apply to developments of more than 10 dwellings or on a site of more than 0.4 has. The Neighbourhood Plan needs to apply the same threshold.

- KC has also pointed out that the rural West Sub Area for the SHMA may not necessarily be a sub area in the future and therefore better that the plan refers to the Strategic Housing Market Assessment and the Supplementary Planning Document on Housing Mix and Affordable Housing currently in production. I agree to these factual changes and the SPD could be referred to in a footnote.

vii. Finally, in respect of the supporting text there is a correction that needs to be made in paragraph 4.5.5 where it states that the HVNDP can influence the inclusion or exclusion of allocated sites. This is not correct and as stated later in paragraph 4.5.7 the allocation of sites was fixed when the Local Plan was found to be ‘sound’ by the examining Inspector and was adopted. What the HVNDP can do however is to influence how these allocated sites are developed and that is the statement paragraph 4.5.5 should make. In addition, paragraph 4.5.10 would be better not to refer to small additional sites as infill development as this has a very specific meaning usually of one or two dwellings in a contained gap which will not necessarily be the format of development that would be supported under Policy 6.

viii. I recommend the following modifications.

Recommendation 11	
11A	<p>Reword paragraph 2 of Policy 6 to read: <i>“In addition to the housing sites allocated in the Kirklees Local Plan new housing development will be supported subject to the following considerations being met:”</i> Delete paragraph 3 beginning ‘Proposals are required....’</p>
11B	<p>Delete current clauses 1 and 3 of Policy 6 and include in an unnumbered paragraph following the final clause of the general principles section to read: <i>“Proposals for residential development involving the redevelopment of previously developed (brownfield) sites or the conversion of mill buildings and other suitable buildings to create low-cost housing and apartments is particularly encouraged.</i> <i>Proposals for the conversion of former mill buildings to residential accommodation should take opportunities to include provision for suitable commercial or employment uses as part of mixed-use schemes including live/work type accommodation.”</i></p>
11C	<p>Insert new clause 1 to read: <i>“The proposed housing is located within existing settlements not overwashed by green belt or is for housing acceptable in terms of national Green Belt policy”.</i></p>

11D	Delete clause 2 as it unnecessarily overlaps with Policy 2 and with the second part of Policy 6.
11E	Reword clause 4 line 2 onwards to read: <i>“...accordance with Local Plan Policy LP22 Parking and the Council’s most up to date parking guidelines in the Highway Design Guide SPD. Additional parking provision to accommodate delivery vans is encouraged to minimise additional on street parking on nearby roads.”</i> Delete Appendix 4 or if retaining ensure these are the current standards from the SPD.
11F	Renumber clauses in the first part of the policy accordingly.
11G	In the second section of Policy 6 – House Types and Sizes – Delete the word ‘major’ in line 1 and the words ‘of the Rural West Sub Area’ in line 2.
11H	Amend the start of the paragraph in Policy 6 on page 92 which starts ‘In particular...’ to read: <i>“New Housing developments of more than 10 houses or on sites of more than 0.4 hectares will be supported</i> ”.
11J	Insert the word “and” after clauses 1) and 2) in the second section of Policy 6 dealing with house types and sizes.
11K	Delete clause 4) in the second part of the Policy and relocate in an unnumbered paragraph following clause 3) reworded to read: <i>“New housing provided through a Community Right to Build Order (following the procedure set out in the Neighbourhood Planning Regulations) or other community led housing project, including self-build schemes, will be particularly encouraged.”</i>
11L	Reword the last sentence of paragraph 4.5.5 to read: <i>“However, through its policies the NDP can influence how housing sites allocated in the Kirklees Local Plan are developed.”</i>
11M	In paragraph 4.5.10 line 4 delete the words ‘infill building’ replace with the words “ <i>building within settlements</i> ”.

ix. With these modifications Policy 6 would be clear and unambiguous and would meet Basic Condition a). As above it will be in general conformity with the KLP at Policies LP3, LP7 and particularly LP11 which seeks a housing mix and affordable housing. Moreover, the Policy is likely to result in a more sustainable form of development to meet community needs and therefore Basic Conditions d and e) are also met.

6.4.6 Helping the Economy Prosper

Policy 7 Supporting Economic Activity

i. Policy 7, in supporting development for new small-scale business and employment opportunities subject to criteria and provision for home working, has regard to section 6 of the NPPF seeking to build a strong competitive economy and encouraging sustainable economic growth. The Policy sets criteria to assess proposals against, as required in NPPF paragraph 81 although, as I come back to below, these are not in all cases clear and unambiguous, concise and precise as the NPPF also requires.

ii. In three respects however the Policy conflicts with national policy and as such fails to meet Basic Condition a).

- First, the Policy restricts business development to that part of the neighbourhood area excluded from the Green Belt. This is incompatible with the NPPF as there are a number of circumstances set out in paragraphs 145 and 146 where development would not be inappropriate in the Green Belt. Although the paragraph following clause 7 suggests development in the Green Belt would be accepted in certain circumstances it is unclear why clauses 1-7 should not be applied. A modification to correct this is essential. For consistency, a similar wording should then be used in clause 1 of the section on tourism development in respect of Green Belt locations.
- Second, the NPPF does not pose a restriction that development of an existing business should be within an existing site. If new business development is acceptable on any site within the terms of the Policy it is wholly unreasonable that an expanding business has to stay within its existing site.
- Third, no part of the NPPF restricts business development to the reuse of existing buildings or previously developed land. Even in rural areas well-designed new buildings to accommodate business development are acceptable. If HVPC wish to indicate a preference for this it should be deleted at clause 3) and instead a more general statement, that reuse of existing buildings and previously developed land is particularly encouraged, inserted after clause 7).

iii. In addition, to these major issues the policy conflicts with the PPG requirement for policies to be concise and precise in a number of respects.

- First, the Policy taken at face value could include retail businesses introducing a tension and lack of clarity in Policy 7 vis a vis Policy 8. This needs to be clarified to remove the phrase in all business sectors in the first paragraph of Policy 7 and specifically exclude retail.
- In terms of clause 4 the site may not have existing access to the highway network the appropriate test is that it **can be** connected. Moreover, in the same clause almost all new development will result in additional traffic. The test in the NPPF is whether that traffic results in an unacceptable impact on highway safety or that residual cumulative impacts on the road network would be severe.
- Clause 6 repeats the provisions of HVNDP Policy 1 and in the interests of conciseness should be deleted.

- Similarly, at clause 2f of the section relating to tourism development the same provisions of Policy 1 are repeated. The clause also unnecessarily requires other policies to be considered. This all just adds to inconcise and complex policies.
- At clause 2g) the same criterion as at clause 4) regarding impact on the highway network is repeated and needs to be modified as above. Moreover, clause 2g ends with a requirement that traffic movements do not have an adverse impact on (*unspecified*) 'other users of the highway network'. This is unclear, unreasonable and unenforceable and needs to be removed.
- Finally, in clause 2h) the wording in the last part of the clause unnecessarily repeats clauses 2d) and 2e) and can be deleted.

iv. KC in its Regulation 16 representation expresses concern that there is little content in the policy not already covered by the KLP and in fact that Policy 7 makes business development more difficult. I agree that as submitted the Policy has significant flaws however, as proposed to be modified to resolve the conflicts with national policy and advice, Policy 7 will achieve its objective of encouraging economic development of an appropriate scale in the valley in general conformity with KLP Policy LP10.

v. KC in addition to raising most of the matters already discussed above make three further points.

- First re clause 5 KC point out that there is not currently a parking standard for commercial uses and the clause is therefore unworkable. This being the case and in the interests of precision in the policy, the clause will have to be modified to refer to parking provision being appropriate to the scale of the business.
- Second, in the section regarding homeworking there is no reason why extensions to houses to accommodate home working should be small scale. I share the concern in that what is important with extensions is that they are proportionate to the house and subsidiary. This qualification is already expressed in the clause. There is no in principle reason why a large house should be restricted to having a small-scale extension to accommodate a home office for example.
- Finally, in the section on tourism development the Council is concerned that the addition of the requirement that development should add to the tourism 'offer' in the valley is prescriptive and prevents the planning balance being applied. However inasmuch as this is just one criterion in a list of requirements which a developer of tourism facilities should consider I am not persuaded that it unduly skews the planning balance for a decision maker. It would after all be normal good practice in commencing a business to consider how a proposed development could establish a niche or unique selling point in the market because it adds to the offer already available. The policy is otherwise in general conformity with KLP Policy LP10.

vi. PDNPA in its Regulation 16 representation appeared to be suggesting that if Policy 7 was structured in a different way, elements could have applied within the

National Park. Because the point was not developed to any extent I sought clarification from the National Park Authority as part of the Examiner's clarifying questions (See Appendix A). In response the Authority has confirmed that Policy 7 should not apply within the National Park section of the neighbourhood area.

Recommendation 12	
12A	In the paragraph after the heading Supporting Businesses in the Holme Valley in Policy 7 delete the words 'in all business sectors' in the last line. After the word 'businesses' in line 3 add the words "(other than retail businesses covered in NDP Policy 8)"
12B	Add to the end of clause 1 in Policy 7 the following: "...or the development is acceptable in terms of national Green Belt policy". Delete the paragraph immediately following clause 7).
12C	In clause 2) line 2 delete the words 'within its existing site'.
12D	Delete clause 3). Replace with the following wording instead in a new unnumbered paragraph following clause 7): "Business development which involves the sensitive conversion or redevelopment of existing buildings or makes use of a previously developed site will be particularly encouraged".
12E	Reword clause 4) to read: "The site can be connected to the existing highway network and will not result in severe adverse traffic impacts on surrounding roads."
12F	Reword clause 5) to read: "The site is large enough to accommodate car parking, service areas and landscaped areas appropriate to the scale of the business."
12G	Delete clause 6 as it unnecessarily repeats Policy 1.
12H	In the paragraph entitled 'Supporting Homeworking' of Policy 7 line 4 delete the words 'small-scale'.
12J	In the section entitled 'Encouraging tourist and visitor facilities' of Policy 7 at clause 1) replace the current wording with the following: "The site is located outside the Green Belt or the development is acceptable in terms of national Green Belt policy".
12K	Delete clauses 2a) and 2f).
12L	In clause 2g) delete the word 'additional' in line 1. Delete the word 'material' and replace it with the word 'severe' in line 2. Delete the words 'neighbouring properties and other existing users of the area' in lines 3-4.
12M	In clause 2h) delete all the words after the word 'infrastructure' in line 2.
12N	Renumber the clauses to reflect the modifications.

vii. With these modifications the Policy would meet Basic Condition a). As modified it is also in general conformity with KLP Policy LP10. In promoting local employment opportunities that enable people to live and work locally it is also likely to contribute to sustainable living. Basic conditions d) and e) would also therefore be met.

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

viii. Policy 8 of the HVNDP seeks to support proposals for retail and other town centre uses in Holmfirth and Honley where they enhance the vitality and viability of the centres and supports development here and in local centres subject to criteria. The Policy also seeks to retain retail floorspace in the primary shopping areas of the main centres.

ix. Inasmuch as paragraph 85 of the NPPF encourages planning policies to support the role town centres play at the heart of their communities, the thrust of Policy 8 has regard to national policy.

x. However there are major problems with the Policy and in its current form it fails to meet Basic Condition a)

- The first major problem arises from a change to the Use Classes Order which came into force in September 2020. The order introduces a new use class E which includes all the former A class uses and former use class B1 and allows change of use within the use class without the need for planning permission. The implication of this is that a use in class Ea) (retail) can now change to Ec) financial and professional services without the need for planning permission.

For Policy 8 this means that the last 2 paragraphs of the Policy on Page 103 beginning 'Within the primary shopping areas...' and 'Proposals which would lead ...' are now inoperable. There was, in any event, an issue with the lack of evidence supporting this part of the Policy but as these paragraphs cannot be operated I recommend they are simply removed.

- Second, the Policy is not clear and unambiguous in how it would operate, with clauses 1 to 5 not always clear whether they are relating to just town centres or all centres. This is accentuated by a second set of clauses 6-9 just relating to local centres on Page 104 resulting in a confused disjointed policy. Phraseology used is also ambiguous for example in clause 2 what is meant by 'adequate provision', 'sufficient parking', 'walking distance' and 'useful signage' for example. In addition, no plan of the primary shopping areas is provided in the neighbourhood plan to clarify where the Policy applies to.
- Third, repetition in the Policy of subject matter already more than adequately covered in other HVNDP policies leads to an inconcise policy. Examples of this are at clause 5 and the paragraph following, along with clause 6 which needlessly states that proposals must satisfy policies elsewhere and clauses 7 and 9 which repeat themselves.

- Fourth, the Policy is not supported by adequate justification and evidence which is a requirement of the PPG. In particular, the supporting text makes almost no mention of the local centres and certainly does not set out a justification for the policy content that follows. As stated above, the removal of the section of Policy relating to retaining retail floorspace in primary shopping areas at least means the absence of justification for the percentages of floorspace does not need to be resolved.

xi. I recommend modifications to resolve these matters below.

xii. The Policy is in general conformity with Policy LP13 of the KLP but KC in its Regulation 16 representation argues that the Policy adds little if anything to the KLP policies. I accept that there is some overlap but in respect of clause 2 for example content in the Local Plan is spread across a number of policies where in the HVNDP policy it is within one clause. KC is also concerned about repetition in clause 4 regarding use of upper floors and considers the clause undermines the Local Plan in not making it clear that uses on upper floors must be compatible with ground floor commercial use. I accept that a modification to clarify this is necessary.

In respect of KC's point about repetition in the section on Local Centres with KLP Policy LP16 this is only partially true. The section in Policy 8 refers to retail in local centres and not just food and drink uses. With regard to clause 5 the reference to Policy 4 only relates to the architectural features of shop fronts and Policy 2 should also be included.

xiii. In essence, whilst there is repetition of local plan policy, if this places policy all together in one NDP policy and provided it does not undermine the Local Plan some overlap is acceptable. I am satisfied that the modifications I propose below resolve the issues in respect of the Basic Conditions and the policy can be retained.

Recommendation 13	
13A	Delete the last 2 paragraphs of Policy 8 on page 103 beginning 'Within the primary shopping areas...' and 'Proposals which would lead...' which are no longer operable. Delete the related footnote 16.
13B	Reword clause 2 to read: "Proposals should be designed to secure easy pedestrian access and cycle and car parking to standard (including electric vehicle charging points). The development should be within easy walking distance of public transport facilities, use clear signage and provide facilities for the disposal of litter."
13C	Reword clause 3 to read : "Retail development should be located in the primary shopping areas of Holmfirth and Honley as defined in map/plan x. If retail development is to take place outside the primary shopping areas proposals will be subject to the sequential test¹⁵".

13D	Reword clause 4 to read: <i>“The reuse of upper floors for residential use will be supported subject to the use being compatible with ground floor commercial uses”</i>
13E	In clause 5 change the policy reference in line 2 to read <i>“HVNDP Policies 2 and 4”</i>
13F	Delete the third from last paragraph in Policy 8 on page 103 beginning ‘Businesses premises should...’and clause 6 on page 104 which are unnecessarily repetitive.
13G	In clause 8 after the word ‘the’ insert the words <i>“ other units within the local centre”</i>
13H	Delete text in clause 7 and add it at the end of clause 9 after a linking word ‘or’
13J	Renumber clauses in Policy 8 accordingly.
13K	<p>Insert after the section in the supporting text on the night time economy a subsection entitled <i>“ Brockholes and New Mill Local Centres”</i> with text which describes these centres and their role and provides justification for how Policy 8 seeks to control development in these centres and what is the objective and intent.</p> <p>The following text has been agreed between the two Councils and is acceptable:</p> <p><i>“Within Brockholes and New Mill, there are small shops and services concentrated together which perform an important function serving each of the local areas. These have both been defined as Local Centres in the Kirklees Local Plan. They include a convenience store for top-up shopping along with a mix of other services such as health and beauty salons, hot food takeaways and pubs.</i></p> <p><i>The role of Local Centres is to provide for top-up shopping and local services particularly food and drink as set out in Kirklees Local Plan Policy LP13. Development within them should be appropriate in scale to complement and support existing businesses in the centre and the visitor experience.</i></p> <p><i>Residential areas are immediately adjacent to these local centres and there are some residential properties intermixed with the shops and services. It is therefore important that any development protects or mitigates against any impacts on residential amenity.”</i></p>

xiv. With these modifications Basic Conditions a) and e) would be met. With regard to Basic Condition d) the intent of Policy 8 in seeking to encourage local retail and service provision close to homes in vital and viable town,

district and local centres will contribute to more sustainable development and the Basic Condition is met.

6.4.7 Community, Education, Health and Well-being

i. Policy 9 of the HVNDP seeks to protect and enhance local community facilities in the Holme Valley and support future additional provision. In that respect the principle of the Policy has regard to paragraph 92 of the NPPF which requires plans and planning decisions to similarly protect and support community facilities.

ii. Whilst the Policy, in terms of intent, is in general conformity with KLP Policy LP48, the first section of the Policy in setting out how proposals involving the loss of community facilities will be assessed almost entirely duplicates the local plan policy. At best this is unnecessary as both the NPPF and PPG are clear that policies at different levels in the planning policy hierarchy do not need to repeat elements adequately covered elsewhere. At worst there is the danger of policies requiring slightly different things, which is the case here with respect to the fourth bullet point in the first clause 2 and the text in the first clause 3.

iii. In respect of the fourth bullet in clause 2 the requirement is unclear. If the HVNDP definition of a community facility is one that is of value to the local community the implication is that it should be protected in that use whether or not the replacement use is another community facility. Under the Policy for example a valued local pub could be allowed to change to a shop or doctors. It is not clear what the community is seeking to achieve. With respect to clause 3 this is hinting at the rights communities have to bid to acquire community facilities if they are listed as an Asset of Community Value (ACV) on a Community Assets Register (CAR) but neither the Policy nor the plan refers specifically to this and it is unclear from the clause how it could be operated in accordance with legislation. Modified to refer to ACV and CAR however the clause could remain.

iv. In respect of the first section of the Policy a modification to remove the repetition and simply depend on KLP Policy LP48 would achieve the plan's objective.

v. In respect of the second section of the Policy encouraging provision of education, health and community greenspace learning, the policy essentially simply supports this type of provision.

vi. KC in its Regulation 16 representation expresses two concerns with this section. The first relates to clause 1 where it is not at all clear what the second part of the clause is trying to achieve. Accordingly, I have asked the Parish to confirm the intention as part of my clarifying questions (See Appendix A). The parish has replied confirming that the encouragement is to apply particularly where the proposals would aid the retention of small community-based schools. The second concern is that the

last clause is ambiguous in saying that support will be given subject to proposals being in accordance with other policies without saying what these other policies are. Either the sentence should be stopped after the word 'supported' or relevant policies listed. It appears to me that NDP Policy 12 supporting sustainability is relevant along with policies LP31 (Strategic Green Infrastructure) and Policy LP63 (New Open Space) of the KLP.

vii. Finally, in respect of Policy 9, the Theatre Trust in its Regulation 16 representation expresses concern that the list of community facilities does not refer to the venues like the Picturedrome in Holmfirth and Southgate Theatre in Honley. I acknowledge that the list of facilities at paragraph 4.7.10 is not intended to be a full listing of every facility but rather categories of facility. However, none of the current categories would cover the facilities the Trust is concerned to protect and therefore the addition of cultural and performance venues to the list would be justified in view of their importance to the valley.

Recommendation 14	
14A	Replace the first parts of Policy 9 and clauses 1 and 2 with the following paragraph: <i>“Community facilities of value to the local community as listed in paragraph 4.7.10 will be protected and retained for community use. Development or change of use proposals involving their loss will be managed in accordance with Kirklees Local Plan Policy LP48”.</i>
14B	Replace Clause 3 of Policy 9 with the following paragraph: <i>“Where the proposal involves a community facility listed as an Asset of Community Value on a Community Assets Register the community must first be given the opportunity to acquire the asset to continue its operation before planning permission for an alternative use or development can be granted.”</i>
14C	Second section of Policy 9 clause 1 delete wording after the word ‘supported’ in line 1 add: <i>“...particularly where the proposal will assist the retention of small community-based schools”.</i>
14D	Second section of Policy 9 clause 3 last line delete the words ‘other policies’ and replace with “HVNDP Policy 12 and Policies LP31, and LP63 of the Kirklees Local Plan”.
14E	Add “Cultural and performance venues” to the list of facilities at paragraph 4.7.10 of the plan.

viii. With these modifications in place Policy 9 would better reflect the national policy and guidance seeking clear and unambiguous policy advice and would meet Basic

Condition a). The Policy will contribute to achieving sustainable development by ensuring the communities retain and add community facilities improving quality of life within the parish. It is also in general conformity with Policy LP48 of the KLP seeking to sustain community facilities. It therefore also meets Basic Conditions d) and e).

Policy 10 Local Green Spaces

ix. The HVNDP at Policy 10 takes up the opportunity offered in the NPPF to identify and designate Local Green Space (LGS) in accordance with NPPF paragraphs 99-101. Such spaces can only be designated at the time the neighbourhood plan is being prepared and development within them will be treated in the same way as development within the Green Belt i.e. only permitted where very special circumstances apply.

x. The 4 sites considered and proposed to be designated as LGS are mapped in Maps 19-22 and described in Appendix 3 to the HVNDP together with the results of the assessment in terms of the tests set out in Paragraph 100 of the NPPF. The NPPF tests are:

- Is the green space in reasonably close proximity to the community it serves?
- Is the green space demonstrably special to the local community and of local significance?
- Is the green space local in character and not an extensive tract of land?

xi. There is general support for the designation of the Well Garden, Marsh Road Scholes and for the 'Triangle' at the north end of Hade Edge and having assessed these on site I am satisfied that both spaces meet the requirements of Local Green Space.

xii. However Kirklees Council in its Regulation 16 representations has objected to the designation of both Sandygate Fields in Scholes and the Chapel Field in Wooldale. The landowner of the Chapel Field has also indicated that they do not support the designation.

Sandygate Fields

xiii. Sandygate Fields is made up of 5 field parcels towards the north end of Scholes divided by and surrounded with dry stone walling. The site is open agricultural grazing land with wide open distant views to the north and it provides an open green setting to the listed buildings at Sandygate Farm and The Olde House Ryecroft Farm.

xiv I acknowledge that there is no public access to the land, for example public rights of way and to that extent it does not provide **public** open space. However, the tests

in the NPPF do not require LGS to have public access in order to be demonstrably special to a community. That explicitly is not part of the tests.

xv In respect of the tests, the site is local to the Scholes community being surrounded on two sides by continuous development including to the south by an allocated housing site. On the other two sides it is fronted by intermittent development. The site although open is not an extensive tract of land being bounded by development and the road network. From my observations on site the site is of high amenity value and part of the landscape setting of Scholes and is peaceful and tranquil countryside at the edge of the village. It is also reportedly an asset as wildlife habitat although not protected as such. The site has been assessed in detail, including on appeal, as to its historic significance both in the setting to the listed buildings at Sandygate Farm and Ryecroft Farm and in its own right as fields and field boundaries which relate to the farm and which have not changed in form and nature in over 100 years. Thus, whilst I understand the Council's concern that as private grazing land it should not be designated, it is my view that the area is demonstrably special to the community as green, tranquil open space which very much establishes the character of Scholes at this point and which forms a focus and context in local walking routes around Scholes.

xvi The NPPF makes clear that designation should be consistent with the local planning of sustainable development and complement investment in sufficient homes, jobs and other essential services. There is no evidence before me to suggest that designation would be incompatible with this objective.

xvii In conclusion, it is justified that the site be protected as LGS.

Chapel Field

xviii. In many respects there are similarities between Chapel Field and Sandygate Fields as to the reasons why Kirklees Council is concerned regarding the proposed designation.

xix. The field is located at the north end of Wooldale between the Methodist Chapel and the main road west to Holmfirth. Again, as with the Sandygate Fields site it is walled around by stone walling and is not accessible to the general public.

xx. Nevertheless, it is clearly local to its community and is not an extensive tract of land. It plays a key role and is demonstrably special in amenity and townscape terms being a key gap in development along the Holmfirth Road and forms a tranquil green break in development. Moreover, it has historic significance as the setting to the listed Methodist Free Chapel. It also sits within the Wooldale Conservation Area and is important in the setting of the Conservation Area from the North. I am satisfied for these reasons that it is demonstrably special to the community.

xxi. As with the Sandygate site there is no evidence before me to suggest that designation would be incompatible with the objective set out in the NPPF that designation should be consistent with the local planning of sustainable development and complement investment in sufficient homes, jobs and other essential services.

xxii. Policy 10 itself, in simply setting out which sites are designated, is however slightly at odds with the supporting text in paragraphs 4.7.29 which implies the purpose of the designation is protection. In order that the policy is clear and unambiguous as required by the NPPF and PPG there is a need for a minor modification so that the purpose of protection is made clear.

Recommendation 15	
15	Insert after the word ‘designated’ in line 1 of Policy 10 the words “<i>and protected</i>”.

xxiii. With this modification Policy 10 and the proposed designations will be in accordance with Basic Condition a). Equally, the policy is also in general conformity with KLP Policy LP62 seeking to protect local green space. None of the spaces are within the National Park and therefore the Park policies are not relevant. The Policy is likely to make a strongly positive contribution to achieving sustainability. Accordingly, the designations and policy would also meet Basic Conditions d) & e).

6.4.8 Improving Transport, Accessibility and Local Infrastructure.

i. Section 4.8 of the plan seeks to respond to the issues arising through the transportation of people and goods to, through and around Holme Valley. Policy 11 focusses on those elements that the plan can influence through development namely traffic management and highways design as part of development, accessibility focusing on sustainable transport and parking provision for development. However, many matters have been raised through the plan preparation process that are not directly related to the use and development of land and HVPC has rightly channelled these into an extensive list of community actions.

ii. The principle of what Policy 11 seeks to achieve has regard to section 9 of the NPPF and is complementary to its policy objectives. However again, as with other policies, the NPPF and PPG require policies to be clear and unambiguous. Policy 11 does not wholly meet this requirement in a number of respects.

- First, the source of Kirklees highway design guidance should be provided in clause 1 or at least in a footnote so that a developer knows which specific documents provide the detailed current guidance.
- Second, the Policy uses ambiguous phrases such as ‘wherever possible’ or ‘where appropriate’. This is unclear and would make it too easy for a developer to seek to argue that it was impossible thus undermining the objective of the policy and alternative phrasing should be used.

- Third, as with a number of the HVNDP policies, reference is made to the Green Belt in clause 9. This is unnecessary where it is located in the Policy in the context of parking provision and its inclusion simply contributes to a policy that is inconcise and confusing. In any event, the statement does not have to be said. The approach in the Green Belt is clearly set out in the NPPF and does not have to be restated in a part of the Policy that is focusing on parking provision.
- Fourth, in clauses 2, 3 and 6 some of the phrasing used is unclear in its intent and needs to be more clearly stated. In clause 2 ‘minimal interventions’ needs to be clarified. In clause 3 it is not clear what ‘new schemes’ relates to and in clause 6 references to ‘nodal points, frequent changes of direction and enclosure’ is potentially ambiguous.
- Fifth, in clause 3 there is a reference back to the HVHCA and the Parish Council in its submission, regarding new text for paragraph 4.1.17, proposes that the text in Policy 11 should refer to revised paragraph 4.1.17. However, I am not persuaded that this should be done in respect of clause 3 as neither the HVHCA nor revised paragraph 4.1.17 include detail about what the key characteristics are of the transport corridors which contribute to local distinctiveness. In any event clause 3 itself goes on to give examples of what these characteristics are.
- Sixth, in clause 11 some park and ride schemes if provided on a temporary basis will not require permission. The clause therefore needs to clarify that it will apply where planning permission is required. Also, in that clause, there is no need to state that proposals must comply with other policies of the plan as this is taken as read.
- Finally, in clause 12 HVPC again proposes, in its revised text to paragraph 4.1.17, that clause 12 is cross referenced to the new paragraph 4.1.17 for clarification of suitable materials. However, 4.1.17 does not specifically evidence materials for parking areas and, in any event, this is unnecessary in the context of the policy. Enough has been said generally in the HVNDP regarding what materials would be suitable to the local area for a decision maker to have a clear idea what is meant by “suitable materials...sympathetic to the character of the local area”.

iii. Policy LP20 of the KLP sets out a strategic policy seeking sustainable transport solutions whilst Policy LP21 manages highways and access issues. Policy 11, for the most part is in general conformity with these strategic policies of the adopted plan. However, KC in its Regulation 16 representation argues the Policy at clause 8 undermines Policy LP20 by only requiring developers to consider car sharing in respect of major developments when policy LP20 requires development generally to avoid single occupancy journeys by private vehicles. As with a number of policies KC consider Policy 11 is unnecessarily repetitious and overlaps with the KLP policies at a number of points.

- In respect of clause 2 I agree there is repetition and the hierarchy itself could just be cross referenced.
- KC is critical that the first sentence of clause 4 merely repeats Policy LP21 but actually this clause does go further and contains local detail although the requirement of safe access is adequately covered already in Policy LP21.
- KC is similarly concerned that clause 5 merely replicates Policy LP31 on Strategic Green Infrastructure. However, provided it is clarified that clause 5 is referring to local green infrastructure, the clause is justified.
- Similarly with clause 7, whilst KC criticise this for merely repeating Policy LP21, I am not persuaded that this is the case. Policy LP21 is largely about highway access arrangements whereas clause 7 is much more about linkage to sustainable transport routes. The clause is therefore complementary not repetitive.
- Regarding clause 8, I accept this does merely repeat the intention of Policy LP 20 and could be deleted.
- In clause 12 the point at the end of the clause regarding electric vehicle charging points is covered in LP24 and could be deleted.

iv. PDNPA also raises a similar issue to KC in its Regulation 16 representations regarding the clarity of the policy but this is covered by the proposed modifications below.

Recommendation 16	
16A	Insert a footnote reference after the word ‘design’ in line 3 of clause 1 to Policy 11 and after the word ‘design’ in line 4 of clause 12. Footnote to read : “<i>Current guidance is in the Kirklees Highways Design Supplementary Planning Document November 2019</i>”
16B	Reword Clause 2 to read: “Traffic management interventions should be <i>designed</i> on the basis of two principles: <ul style="list-style-type: none"> • <i>The user hierarchy set out in the Kirklees Local Plan Policy LP20 and</i> • <i>Interventions that are the minimum necessary to achieve the traffic management objective and which do not adversely impact....”</i>
16C	Amend the start of clause 3 to read: “<i>Any highway works associated with new development should aim to protect the key characteristics of the Landscape Character Areas of the Holme Valley. These include for example grass verges.....”</i>
16D	Amend the start of clause 4 to read; “<i>All development proposals should take opportunities to provide safe access to local streets, footpaths....”</i>,
16E	Insert the word “<i>local</i>” after the word ‘Existing’ in line 1 of clause 5.
16F	In clause 6 reword the clause to read: “<i>Highway layouts should be imaginative in approach and include traffic</i>

	<i>calmed streets using a sense of enclosure to reflect....Valley.”</i>
16F	Reword the start of clause 7 to read: “<i>Designs should take account of and link to public transport, pedestrian and cycle routes especially where these.....”</i>
16G	Delete Clauses 8 and 9 of Policy 11
16H	In clause 11 line 3 after the word ‘facilities’ insert “<i>where planning permission is required (e.g to access Holmfirth Town Centre)</i>” Delete the words ‘or festivals / events in the valley’ as these are more likely to be temporary arrangements not requiring planning permission. Delete the words ‘comply with other relevant policies and’ in Line 4
16J	In clause 12 at the end of 1st sentence add sentence to read: “<i>In the Peak District National Park parking provision should accord with Peak District Local Plan Part 2 Policies DMT6-8 and associated parking standards.</i>” After that insertion stop clause 12 and start new clause 13 for the rest of the text but deleting the reference to the HVHCA and deleting the last sentence starting with the words ‘Development schemes’.
16K	Renumber clauses accordingly.

v. With these modifications Policy 11 will be clear and unambiguous and will meet Basic Condition a). The revisions will also clarify the relationship to development plan policies and inasmuch as the Policy will lead to more sustainable transport solutions it will contribute to sustainability. Basic conditions d) and e) are therefore also met.

6.4.9 Sustainability and Biodiversity

Policy 12 Promoting Sustainability

- i. The Holme Valley community sets great store by the need to tackle climate change and through the plan and Policy 12 is seeking to achieve carbon neutrality in developments by 2030.
- ii. Policy 12 sets out a range of requirements around renewable energy use, energy efficiency and sustainable living to start this process.
- iii. In promoting a more sustainable approach to building and construction through the Policy the plan responds to section 14 of the NPPF and in particular paragraphs 150 and 151. The principle of the Policy therefore has regard to national policy and is likely to contribute significantly to sustainable development.
- iv. However as with many policies in the plan it is not compliant with the requirement to be clear and unambiguous, concise and precise in a number of areas.

- First, the Policy presents a muddled picture as to whether it applies to all development or simply major developments. This is triggered by the first paragraph of the Policy and then confused further by the wording following. It is clear from the supporting text that the intent is that the Policy should apply to all development and modifications are necessary to make this clear.
- Second, the Policy throughout uses ambiguous phrases such as 'where possible' or 'wherever possible'. This is unclear and would make it too easy for a developer to seek to argue that it was not possible, thus undermining the objective of the Policy.
- Third, as with a number of the HVNDP policies, reference is made to the Green Belt in clause 1. This is only peripherally related to the subject matter of the Policy and its inclusion simply contributes to a policy that is inconcise and confusing. In any event, the statement does not have to be said. The approach in the Green Belt is clearly set out in the NPPF and does not have to be restated in a policy that is focusing on sustainable design and construction.
- Fourth, it is not clear from the section 'Encouraging Sustainable Living' whether what is expected is that development proposals should be encouraged to incorporate community gardens and allotments. Given the preamble to the Policy it is assumed this is the case. It should be clarified.

v. Holmfirth Transition Town in its Regulation 16 representation and an independent respondent do not consider the plan goes far enough towards achieving carbon neutral homes. However, given the legislative context and current Building Regulations which do not require carbon neutrality it would be difficult for the plan to go further. There is a balance to be struck and in my view the plan at Policy 12 achieves a realistic balance.

vi. KC in its Regulation 16 representation on this Policy makes the point that many of the clauses especially clauses 2, 4, and 8 merely repeat the KLP strategic policies in particular KLP Policies LP24 and LP26. However, for the following reasons I am not persuaded that this is wholly the case. Clause 2 sets out what technologies should be supported and whilst air source should be added, as KC suggests, the clause does not simply repeat KLP policy. Similarly in respect of clause 4 it does not merely repeat LP24 it is principally the reference to reclaimed materials that is the repetitive element. This could be deleted as in any event it is not directly related to energy efficiency which this section of the policy deals with. In terms of clause 8 there is no evidence that this merely repeats Policy LP24. There is an issue however that alterations will frequently be permitted development and therefore the clause can only apply where planning permission is required. For clarity this should be added.

vii. KC is also concerned regarding clause 3 that the KLP recognises that on site

heat networks can operate at different scales and therefore should not be restricted only to major developments as in Policy 12. There is though an issue in terms of viability which needs to be reflected. It is important that the restriction to major development is removed but the reference to viability has already been included in the final version of the submission draft of the plan.

viii. KC is similarly concerned that viability may be an issue in respect of clauses 6 and 7, in particular with the latter calling for 50% of energy to be from renewables which goes well beyond KLP requirements. I agree that stipulating such a figure may simply be setting up the Policy to fail and it would be better to be expressed in more general terms. The point regarding viability should be covered but as one statement at the end of the Policy rather than repeated in the individual clauses.

ix. PDNPA also raises a similar issue to KC in its Regulation 16 representations regarding the clarity of the Policy but this is covered by the proposed modifications below.

Recommendation 17	
17A	Reword the introductory paragraph to Policy 12 to read: <i>“All development is expected to be designed to contribute to the following elements of sustainability and all major development (as defined in the NPPF) must prepare a sustainability statement which outlines how the development will contribute.”</i>
17B	Delete clause 1 to Policy 12 relating to Green Belt policy and renumber the following clauses.
17C	Add the word ‘, air’ after the word ‘digestion’ in line 4 of clause 2 to Policy 12.
17D	Reword the start of clause 3 to read: <i>“New developments should develop opportunities to deliver on site heat networks using renewable energy sources.”</i> Relocate the rest of the clause dealing with viability to the end of the policy so that it applies to all requirements. (See Recommendation 17K).
17E	Stop clause 4 after first sentence and delete remainder. Delete also the related footnote 21.
17F	Reword the start of clause 5 to read: <i>“All new non-residential buildings should be designed to achieve....”</i>
17G	Delete Clause 6d) as it is repeated at clause 7 and revise clause 7 to read: <i>“All new buildings should incorporate technologies which generate or source energy from renewable, low carbon sources.”</i>
17H	Add the words <i>“where planning permission is required”</i> after the word ‘properties’ in line 3 of clause 8 to Policy 12.
17J	Amend the start of clause 9 to read: <i>“The inclusion in development proposals of community gardens and.....</i>
17K	Add at the end of the Policy the following new paragraph:

<p><i>“The requirements of this policy will be expected to be met unless it can be demonstrated that this would render the development unviable. In this case, developers must demonstrate that they have worked with 3rd parties, (commercial and community), to assess the viability of opportunities”.</i></p>
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x. With these modifications the Policy would be clear and unambiguous, would be in general conformity with the strategic policies and would contribute to sustainability. Basic Conditions a), d) and e) would therefore be met.

Policy 13 Protecting Wildlife and Securing Biodiversity Net Gain

xi. Policy 13 sets out what is expected of development schemes to protect and enhance biodiversity.

xii. The NPPF at section 15, particularly paragraphs 170 and 174 encourages plans to promote the conservation, restoration and enhancement of priority habitats and pursue measurable net gains for biodiversity which Policy 13 has had regard to.

xiii. Policy LP30 of the KLP and to a less detailed extent Policy L2 of the PDCS set out the principles to ensure biodiversity is protected and for strengthening ecological networks. The policies are specific in their requirements and there is substantial overlap between them and the Neighbourhood Plan. KC in its Regulation 16 representations argues that because of this and work going on both nationally and locally to produce a Biodiversity Net Gain Technical Advice Note it would be better to depend on existing policy and guidance and that the Policy could be deleted. However, given that the Policy was proposed to be included as a result of the SEA and its inclusion is supported by the Yorkshire Wildlife Trust in its Regulation 16 representation, I do not consider it is necessary to delete Policy 13 simply because it is repetitious, provided the Policy does not undermine the strategic policies.

xiv. KC do correctly point out that the requirement to protect and enhance biodiversity is not restricted to major developments and it is therefore undermining to Policy LP30 that Policy 13 is limited only to major developments when it should apply to all developments where opportunities exist.

xv. The YWT suggests in its representation that the Policy should indicate a net gain of 10% as this is likely to be the requirement emerging from legislation. However, KC by contrast suggests a more flexibly worded addition requiring net gain in line with national and local policy. Inasmuch as 10% may end up not being the agreed quantum it would make sense for the policy to be more flexibly worded.

xvi. Finally, KC propose that the section at the end of Policy 13 setting out how the net gain can be achieved should be deleted. I agree that this could be expressed in a clearer and less ambiguous way but inasmuch as it adds policy guidance not included in the strategic policy it would be sensible to retain it.

Recommendation 18	
18A	Delete the word ‘major’ from line 1 in paragraphs 1 and 2 of Policy 13.
18B	<p>Insert the words “<i>in accordance with the latest national and local guidance on Biodiversity Net Gain</i>” at the end of the first sentence in Paragraph 2 of Policy 13.</p> <p>Note - If the Biodiversity Net Gain Technical Advice Note has been finalised and adopted by the time the plan is prepared for referendum it would be appropriate to refer to it in a footnote flagged from the end of this first sentence.</p>
18C	<p>Cut and paste the last paragraph of the Policy from its current position to form a new paragraph immediately following the first sentence of paragraph 2 and revised to read:</p> <p>“A biodiversity net gain <i>will be expected to be achieved through development by:</i></p> <ol style="list-style-type: none"> 1. Managing habitats retained....improve quality <i>and /or</i> 2. Securing local off-site...overall benefit. <p>Direct and indirect impacts upon biodiversity.....should be provided.”</p>

xvii. With these modifications Policy 13 will meet Basic Conditions a) and e). The protection and enhancement of biodiversity will also have a strongly positive contribution to sustainability and therefore Basic Condition d) would also be met.

6.4.10 Developer Contributions

- i. Section 4.10 sets out the intentions of the plan in terms of how the Parish Council would prioritise the use of Community Infrastructure Levy (CIL) funds available to it from development in the Parish once the neighbourhood plan is made.
- ii. This section was based on the situation as it was at the time the plan was being prepared. However, KC has now decided to withdraw all CIL proposals and will not revisit the matter until the Government’s current review of CIL and proposals for a nationally set infrastructure levy are complete. As a result, the whole section at 4.10 is out of date and no longer relevant. Specifically, Policy 14 is inoperable in its current form. KC in its Regulation 16 representation had requested clearer justification for the prioritising of CIL funds but as CIL, or any sort of infrastructure levy, is unlikely to be in place at least in the early days of the plan’s implementation, the priority listing cannot be applied. The Policy therefore in the circumstances would be unclear and imprecise. It therefore fails to meet the requirements of the NPPF and PPG and would not therefore meet Basic Condition a). It should therefore be deleted.
- iii. Although KC in its response to the Examiner’s clarifying questions indicated that Policy 14 could remain in an adapted form with reference to S106 contributions

added I am not persuaded that this is appropriate. Whereas there was a very clear reason why the Parish Council might want to set out its priorities in respect of allocating the 25% of CIL funding which it would be able to access after the HVNDP is made; the same does not apply to S106. S106 obligations as KC points out in its response have to meet clear tests and as a result it is unlikely that they could be used for many of the parish priorities identified.

iv. It is understood that the Parish Council may wish to retain a general section in the plan regarding how it will be implemented and this is frequently a feature in Neighbourhood Plans. This could for example refer to implementation through the development management process where HVNDP policies (once the plan is 'made') will be applied in determining development applications together with the use of conditions and planning obligations under S106 of the Town and Country Planning Act 1990 where the tests for these are met. The section could also point to the Parish Community Actions set out in the Appendix to the plan and how they will assist in achieving the Neighbourhood Plan's vision and objectives. It could finish with an indication of how the implementation of the plan will be monitored. If the Government's replacement for CIL is further advanced when modifications are being made to the HVNDP then some reference to these new arrangements and funding flowing from it could also be made.

Recommendation 19	
19A	Delete the whole of Section 4.10 along with Policy 14.
19B	<p>Replace with a general section of text under a subheading “<i>Implementing and Monitoring the Neighbourhood Plan</i>” explaining how the HVNDP will be implemented broadly covering the points set out in paragraph iv above.</p> <p>New text agreed between the two Councils has been provided, is acceptable and should be used to replace the existing as follows:</p> <p><i>Implementation and Monitoring</i></p> <p><i>Implementation</i></p> <p><i>The policies in this Neighbourhood Development Plan, once made, will become part of the development plan for the area alongside the Kirklees Local Plan and the Peak District National Park Local Development Framework.</i></p> <p><i>The policies will be applied by Kirklees Council and the Peak District National Park Authority through the development management process in the determination of planning applications, together with the use of conditions and planning obligations under S106 of the Town and Country Planning Act 1990 where the tests for these are met.</i></p>

	<p><i>The Parish Council, applicants, developers and the community will be able to use the content and policies of the Neighbourhood Development Plan to inform representations to the relevant Local Planning Authority regarding planning applications within the Holme Valley.</i></p> <p><i>The Parish Council actions set out in appendix X to address the non-planning issues will be progressed by the Parish Council to support the achievement of the vision and objectives for the Holme Valley.</i></p> <p><i>Monitoring</i></p> <p><i>The Parish Council will put procedures in place to monitor the effectiveness of the Neighbourhood Development Plan through planning application decisions, the use of conditions and appeals.</i></p> <p><i>The Neighbourhood Development Plan may be reviewed by the Parish Council in line with changes to the Local Plan with this likely to take place at least once every 5 years from the date made and the Plan updated where necessary. The procedure for reviewing neighbourhood plans in place at that time in Neighbourhood Planning Legislation and the National Planning Practice Guidance will be followed.</i></p>
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7. Other Matters

7.1 Regulation 16 Representations Regarding Local Plan Allocated Housing Sites

7.1.1 A number of representations at the Regulation 16 stage objected to the development of housing sites allocated in the KLP within the neighbourhood area in particular site HS183 and HS184 stating these should be designated as Local Green Space and not developed. Other representations object more generally to allocating housing sites for development on greenfield land within the plan area and one objects to the safeguarding of land around Cliff for future development.

7.1.2 As these development proposals and the safeguarded land are part of the adopted KLP and have been through due process, the Neighbourhood Plan cannot propose that these sites are not now developed or that safeguarded land can be redesignated Green Belt. However, the policies of the HVNDP, once the plan is 'made', will apply to these allocated sites and safeguarded land as and when they are brought forward for development and in that way the Neighbourhood Plan will help to ensure the sites are developed in a sustainable way appropriate to the area.

7.2 Regulation 16 Representations from Sport England

7.2.1 Sport England at the Regulation 16 stage raised a number of generic comments about what a neighbourhood plan should cover in respect of open space and recreation and particularly control over the loss of open space and the need for open space assessments. An Open Space Study (2016) was carried out as part of the preparation of the KLP and the HVNDP draws on it. Similarly, protection is provided through KLP Policy LP61 and to a degree through Policy 9 of the HVNDP and therefore the necessary control is already in place. There is no need for further specific coverage in the HVNDP.

7.3 Regulation 16 Representations from Forestry Commission

7.3.1 The Forestry Commission also raises a number of generic comments regarding matters which should be addressed in Neighbourhood Plans. For the most part across the policies of the HVNDP, as a whole, the Forestry Commission's concerns are addressed and there is no need for any specific additional policy coverage.

7.4 Appendices

7.4.1 The Neighbourhood Plan includes a number of appendices some of which provide important evidence but some which add little and could be deleted.

7.4.2 In respect of Appendix 6 which defines affordable housing, I consider that this should be deleted. It is referenced from Policy 6 in a footnote but as the policy text already refers to the NPPF (a widely available document) there is no need for the Neighbourhood Plan to include the affordable housing definition in full. Moreover, there is a danger in quoting the definition from national policy that, should it change, the incorporation of the definition in the Neighbourhood Plan would simply lead to confusion. In any event, advice in the PPG confirms that planning decisions are made considering a hierarchy of policy documents from national policy in the NPPF to local policy in Local and Neighbourhood Plans. It is not necessary to replicate statements in different levels of the hierarchy if they are already satisfactorily covered.

7.4.3 Recommendations are made in section 6 above to the inclusion of the Parish Actions in an appendix, the development of Appendix 2 detailing the Local Heritage Assets, and to the possibility of the descriptions of conservation areas being moved to an appendix. These will extend the appendices significantly and it may be that, as a result, those appendices of less value to the interpretation of the plan along with Appendix 7 setting out extracts from the HVHCA (now summarised into section 4.1.17) could be removed in the interests of conciseness. However, as any such deletions (other than Appendix 6) are not strictly necessary to meet the Basic Conditions I make no formal recommendation regarding deletion.

Recommendation 20	
20A	Delete Appendix 6 in its entirety, remove the reference to it in footnote 11 to Policy 6 of the plan.
20B	Renumber the appendices after making all changes and ensure referencing through the plan to them is correct.

7.5 Typographical and Formatting Corrections

7.5.1 There are a number of typographical / grammatical errors in the plan which ought to be corrected. In addition to proposing modifications to ensure the plan meets the Basic Conditions the only other area of amendment that is open to me as the examiner is to correct such errors. I have identified these in Appendix D and in modifying the plan as set out above and finalising it for the referendum these typographical amendments should be made.

Recommendation 21	
21	Make typographical and grammatical corrections as set out in Appendix D at the end of this report.

8. Referendum

8.1 Subject to the recommended modifications set out above being completed, it is appropriate that the Holme Valley Neighbourhood Development Plan should proceed to a Referendum.

8.2 I am required to consider whether the Referendum Area should be synonymous with the Holme Valley Neighbourhood Area or extended beyond it.

8.3 The Neighbourhood Area covers the administrative area of Holme Valley Parish. Given the scale and nature of the plan proposals it would not affect residents in adjoining parishes to any significant degree and I do not consider that extension of the area would be warranted.

8.4 Accordingly, I consider that it is unnecessary to recommend any other referendum area than the Neighbourhood Area and no representations have been submitted seeking any alternative approach.

Recommendation 22

22	I recommend to Kirklees Council that the Holme Valley Neighbourhood Development Plan, modified as specified above, should proceed to a referendum based on the Holme Valley Neighbourhood Area as approved by the Kirklees Council on 27 January 2015 and the Peak District National Park Authority on 13 February 2015.
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Peter D Biggers MRTPI AIHBC - Independent Examiner –

15 June 2021

Appendix A – Examiners Clarifying Questions and Information Requests put to Holme Valley Parish Council, Kirklees Council and Peak District National Park Authority.

Questions and Information Requests to Parish Council

1. Policies 1 and 2 depend heavily on content of the Holme Valley Heritage and Character Assessment (HVHCA) to operate with the policies referring to both the text at paragraph 4.1.17 and the text at Appendix 7 of the NDP. At present I am not satisfied that the operational relationship between policy and various sections of text is sufficiently clear or would be easily navigated and understood by either a developer or a decision maker to meet the requirements of the NPPF or Planning Policy Guidance and therefore Basic Condition A. I am therefore inviting The Parish Council and their Planning Consultant in consultation with Kirklees Council, who have significant concerns about this matter, to review the principles in section 4.1.17 to ensure the key principles for each of the LCAs and for both 'landscape and views' and 'settlement and built form' are clearly set out and so that these clearly relate to the two policies.

I have considered possibly leaving this rewording open to be done through a general modification but essentially to ensure the two policies would meet the requirements in terms of the Basic Conditions I consider that I need to see this reworked section to satisfy myself that the two policies can work.

In principle the bullet point approach can be retained but what will be required is that 4.1.17 contains all the key principles for 'landscape and views' and 'settlement and built form' without the plan user having to refer to Appendix 7 of the plan or the full HVHCA.

Thus the layout for LCA4 as an example would be as follows:

LCA4 – River Holme Settled Valley Floor.

Key principles – Landscape and views

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-
-

Key principles – Settlement and built form

-
-
-

In preparing this you should not add any principles that are not already in the public domain in the NDP within 4.1.17 itself or Appendix 7 extracts. What I am looking for is a more exact setting out of the principles against which Policy 1 (Landscape Character) and Policy 2 (Built Character) will be operated so that a developer or decision maker knows immediately which principles will be applied in the assessment of their proposals.

HVPC Response - Following a meeting with Kirklees on 26/3/21, it was agreed that the response below would be provided as the way in which HVPC had interpreted the changes requested by the Examiner. It should be noted that it includes all Local Character Areas including those in the PDNP. Kirklees proposed more detailed clarifications and rearrangement of information which will also be shared with the Examiner by Kirklees. Prior to undertaking additional work on this, we agreed that both the HVPC and Kirklees

suggestions be presented to the Examiner so he can provide a steer on which level of change is required. This is to avoid abortive work and the Examiner's prompt response to which approach to adopt is appreciated.

2. Is it not the case that Policy 2 is intended to apply to all development and not just development in Conservation Areas even though the text in the supporting text implies that the policy may be restricted to development in Conservation Areas? Please clarify.

HVPC Response -The intention is that Policy 2 should be applied across the whole valley.

The Parish Council recognises that the numerous conservation areas and other heritage assets are already given protection in national and Kirklees' planning policies, but Holme Valley as a whole has a distinctive and unique character comprised of many individual settlements, hamlets and buildings, which in turn all have their own character and identity. The local vernacular and materials provide a direct visual link between the buildings and landscape. The area's pre-industrial and industrial heritage is woven into the very fabric of the farms, villages and transport routes that crisscross the area.

The aim is that new development is designed positively to respond to this context, so that change can be successfully integrated into a landscape and townscape which has a very strong and unique sense of place and which is highly valued by residents and visitors.

3. Policy 3 implies that for undesignated heritage assets they will be assessed against Kirklees and Park Authority heritage policies. A developer therefore needs to understand the significance of the locally important undesignated heritage assets and how the proposed development will impact on that significance.

Currently I have concerns that Appendix 2 is not an agreed list (appearing to be provisional), and presents information in respect of Honley and Holmfirth in different and inconsistent ways and does not necessarily include all suggested Undesignated Assets in the Holme Valley Heritage and Character Assessment Report (HVHCA) In particular, it does not clearly set out the significance of all assets. If Policy 3 and the idea of a local list of undesignated heritage assets is to be able to be retained, Appendix 2 needs to be an **agreed** list of undesignated assets on a consistent basis and indicate for each a name or identifier, location, description and significance. This could be in tabular form as currently set out for Holmfirth. For the avoidance of doubt and to avoid procedural issues, the list should only include those already set out - namely the so called 'key buildings' in Holmfirth, the 3 Honley Civic Society undesignated assets and those proposed in the HVHCA. No others should be added at this stage as they have not been in the public domain as part of the submitted plan. If any cannot be agreed as locally significant they should be deleted at this stage. It is suggested that the Parish Council, its Planning Consultant and Kirklees Conservation Team / Park Authority Conservation Team agree the content of the list and revised Appendix 2 prior to the revised Appendix wording being returned to me.

HVPC Response - Following a meeting Kirklees on 26/3/21, it was agreed that the Steering group would submit a table collating all the assets identified in the

AECOM report and appendices. However, all those assets which are within a Conservation Area would be identified separately as 'positive contributors to the Conservation Area' rather than as non-designated heritage assets. This was due to concerns of Kirklees officers that identifying non-designated heritage assets within a Conservation Area weakened their protection as conservation areas (and therefore all buildings and structures within them) are identified as designated heritage assets in the NPPF. As positive contributors, they would have a higher level of protection. The policy wording and supporting text will be amended in conjunction with Kirklees to provide this clarification and also explain how Kirklees is seeking to compile an agreed set of assessment criteria and then an adopted local list of non-designated heritage assets across the district. In the meantime, the table being collated by the NDP Steering Group will list all the sites with justification and clarification of whether they are identified as candidate non-designated heritage assets or positive contributors. This table will then be shared with Kirklees for further discussion and consideration.

4. In Policy 4 should it not be the intention that the second paragraph in the General Principles for advertisements should apply in both the Kirklees and Park areas of the Neighbourhood Area? The distinction between the areas should only apply in relation to illuminated advertisements because illuminated adverts are not be permitted in the park other than in respect of Petrol Filling Station signs?

HVPC Response - The Parish Council would like the second paragraph to apply to both local planning authority areas.

It is accepted that the distinction between the areas should only apply in relation to illuminated advertisements because illuminated adverts are not be permitted in the park other than in respect of Petrol Filling Station signs.

The part of the sentence 'In that part of the neighbourhood area where Kirklees Council is the local planning authority' could be deleted from the second paragraph.

5. A - In Policy 5 re Public Realm - Is the principal intention that this policy will be used to guide public realm improvements by the public sector eg Kirklees Council even though the middle section of the policy refers to developments involving public realm works?

HVPC Response - The intention is that the Policy should refer to all public spaces. Improvements to the public realm in Holme Valley are carried out by the public and voluntary sectors such as local charities and community groups. In addition there are private companies with land which is or could be open to public access, including around the many reservoirs in the area which are managed by Yorkshire Water and stretches of land along the River Holme for example between Holmfirth and Thongsbridge. There are also opportunities for new developments to enhance the public realm as well as provide new open spaces as part of new housing developments.

B – Is the section on 'Gateways' intended to apply to 'gateways' into settlements as well as the 17 key gateways?

HVPC Response - Yes - this should be applied to all gateways into settlements not just the ones shown on Map 17. The wording in the Policy is 'including as identified on Map 17'.

6. Are the criteria and requirements of Policy 6 intended to apply to both allocated housing sites in the Local Plan and windfall development?

HVPC Response - Yes - this Policy should be applied to allocated and windfall sites.

7. Policies 2, 6 and 7 state at the start that they do not relate to the National Park area and yet in the list of local plan policies following these NDP policies, Peak District Policy References are included – which is correct?

HVPC response - The PDNP policies should be deleted from the supporting text in these sections.

The part of the NDP area which lies within the Peak District National Park area is in the Natural Zone and PDNP LDF Core Strategy Policy L1: Landscape character and valued characteristics B sets out that 'other than in exceptional circumstances, proposals for development in the Natural Zone will not be permitted.

8. In Policy 7 is the intention really to restrict the policy to development of existing buildings and previously developed land as section 3 suggests?

HVPC Response - Yes - the Parish Council's preference is for brownfield development (using previously developed land and buildings) wherever possible.

9. Is policy 11 (3) intended to mean Highway schemes and works by the Highway Authority when it refers to 'new schemes'?

HVPC Response - Yes - this should refer to works by the Highways Authority

Supplementary Questions asked subsequently :

- A. In policy 5 – public realm – is it the intention that clauses d) to l) should also apply to general public realm improvements which may not involve any work to secure a safe and sustainable highway?

HVPC Response: Yes, the principles listed would apply to all development schemes taking place in the valley as there is concern that highways and the interests of vehicle users could unduly dominate any schemes (whether done for public realm or highways purposes). The points a) - c) were general principles which apply to any public realm changes but the list d) - l) was a way of capturing other elements which would be particularly relevant where highways schemes were proposed as many 'developments' include both public realm and highways improvements and we do not want the priorities of the latter to override the impact on the public realm. This was something particularly pertinent to a proposed road improvement scheme planned in Holmfirth where there was a fear that time savings for vehicles were being valued above the pedestrian experience of the town centre.

- B. In policy 9 - second section - clause 1 talking about support for proposals in schools - is the intention in the second part of that section that support would be particularly important if it helped retain small community based schools or is the intention something else?

HVPC Response: Yes, the intention is to help retain small community based schools as there is value in having schools within the local communities over the potential efficiency of combining multiple schools across the valley into a central site.

Questions to Peak District National Park Authority

10. The PDNPA appears to be suggesting in respect of at least Policy 1 (if not 2) that as landscape character flows over the park boundary that the policy should apply to the Park. Please confirm the intention and if it is the authority's view that the policy /policies should cover that section of the plan area in the PDNP it would be helpful for a Planning Officer from the PDNPA to participate in the work required under question 1 above.

PDNPA Response - Policy 1 should not apply to the neighbourhood area that is within the Peak District National Park. This is because aspects of neighbourhood policy 1 are not in general conformity with strategic policy, in particular Core Strategy L1. PDNPA comments regarding the flow of landscape across the park boundary are made in respect of the possible operation of neighbourhood policy 1 *outside but adjacent to* the boundary of the national park.

Policy 2 should not apply to the neighbourhood area that is within the Peak District National Park. This is because neighbourhood policy 'avoid any adverse impacts' is weaker than CS L3 'development will not be permitted where it is likely to cause harm to the significance of any cultural heritage asset.' Neighbourhood policy could undermine strategic policy therefore is not in general conformity.

11. It was not clear from the PDNPA comments what form of words the Authority considers should be used to clarify when a Neighbourhood Plan policy only refers to the Kirklees section of the Plan Area. Please indicate a preferred form of words if there is concern over the current wording in the submitted NDP.

PDNPA Response - It is preferable to refer to the national park itself rather than the planning authority. So for example: 'Policy 1 does not apply to that part of the neighbourhood area that is within the peak district National Park.'

12. Re Policy 7 the PDNPA position is not entirely clear as to whether it is proposing that policy 7 should be applied to the Park. Please clarify.

PDNPA Response - Policy 7 should not apply to the neighbourhood area that is within the Peak District National Park.

Questions to Kirklees Council

13. Are there any Article 4 Directions pertaining to the Holme Valley currently in place / or planned?

KC Response - The council confirms that there are no Article 4 directions relating to the Holme Valley in place or planned.

14. Re Policy 12 – Is Kirklees Council in a position to support a requirement for a formal sustainability assessment for major developments for example by requiring it as part of its local validation checklist or ensuring that DM Officers request such assessments where they are not submitted with the application ?

KC Response - The Council is working towards an updated Validation List that will include a requirement for all minor and major applications to be accompanied by a Climate Change Statement to demonstrate how the development contributes towards the transition to a low carbon economy. However, this will be subject to Kirklees Council Cabinet endorsement and has no weight at this time. In the interim, the council do request that major applications demonstrate how the proposal responds to the Council's Climate Change Emergency. Whilst the Local Plan predates the declaration of a climate emergency and the net zero carbon target, it includes a series of policies which are used to assess the suitability of planning applications in the context of climate change. When determining planning applications, the council use the relevant Local Plan policies and guidance documents to embed the climate change agenda.

Proposed Modification

The Examiner may wish to modify Policy 12 to refer to Climate Change Statement rather than sustainability assessment to ensure consistency with referencing.

15. Please confirm Kirklees position regarding the CIL because as things stand the referencing in section 4.10 of the plan is unclear where there is no CIL or no prospect of a CIL.

KC Response - Kirklees Council at Cabinet 19th January 2021 endorsed a decision "That the council shall not proceed to adopt the Community Infrastructure Levy Charging Schedule at this stage and that the implementation of the CIL be reconsidered at a later stage dependent upon national government policy intentions and economic circumstances".

The council's decision was based on the following:

- The 'Planning for the Future' White Paper – this set out the government's intention to abolish CIL and replace it with a nationally set infrastructure levy;
- Community Infrastructure Levy (Amendment) (England) (No 2) Regulations 2019 removed restrictions allowing contributions from developers to be pooled together and used to help fund infrastructure proposals to reduce the impact of developments.

The council may seek to re-visit CIL in the future, should the government stance change. Were that to be the case, the council would again consult the community and update its evidence to determine the most appropriate approach to support the

economic recovery of the district. There is, therefore, the potential for CIL to be reconsidered in the future.

Proposed Modifications

Opportunities for funding also exist through potential Section 106 or other funding mechanisms and this is already referenced in the Holme Valley Neighbourhood Development Plan Section 4.10 Developer Contributions. To ensure that the Holme Valley Neighbourhood Development Plan includes the opportunity to link to potential funding through the development application process, it is considered that the policy should be retained but with some minor modifications to the policy wording and policy justification.

The Examiner may wish to consider amending Policy 14 Focusing Developer Contributions on Local Priorities (new text in bold and underlined) to read as follows: *The Parish Council will prioritise funds, **where appropriate**, received through the Community Infrastructure Levy, **Section 106 or other funding opportunities** to support and enable projects which seek to address the following aims (not in order of priority):*

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

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

Further Proposed Modifications for consideration by the Examiner to reflect the proposed amended policy wording would be to:

- update the council's position with regard to CIL at paragraph 4.10.1 of the Holme Valley Neighbourhood Plan;
- Delete reference to draft CIL rates outlined at paragraph 4.10.6-4.10.7;
- Amend last sentence of 4.10.8 to read: "Using the feedback received, we have given the following priorities in a policy as outlined below **which where appropriate, can be used to prioritise local infrastructure funding:**
- Insert new paragraph 4.10.4 to refer to the three tests for section 106 and viability. **Planning obligations may only be a reason for granting planning permission if they meet the tests that they are necessary to make the development acceptable in planning terms:**
 - **Necessary to make the development acceptable in planning terms;**
 - **Directly related to the development; and**
 - **Fairly and reasonably relate in scale and kind to the development.**

The impact on the viability of the scheme is also an important consideration.

16. Regulation 16 Representation – 5793223_0_1 appears not to be comments on the NDP but on the Holmfirth Town Access Plan. Please confirm that this should be removed from the list of representations, including on the HVNDP web pages, and referred elsewhere.

KC Response - The council agrees that representation – 5793223_0_1 does not relate to the Neighbourhood Development Plan. The representator has been contacted to confirm that the representation will be removed from the council's on-line portal. 1.13 At the time of receipt of the representation, it was forwarded to the Project Officer dealing with the Holmfirth Town Centre Access Plan (HTCAP). The representation will be retained along with the previous consultation engagement material for the HTCAP scheme.

Supplementary Questions asked subsequently:

- A. What stage is the Housing Mix and Affordable Housing SPD currently at? Would it be at a point where it would be sensible to refer to it in the context of Policy 6?

KC Response - With regard to your questions on the Housing Mix and Affordable Housing SPD, it is anticipated that it will go out for consultation in summer/autumn of this year. We don't think it is necessary for the SPD to be referred to in the neighbourhood plan.

Appendix B – Recommendation 5 - Modified Text for Holme Valley Neighbourhood Development Plan paragraphs 4.1.16 and 4.1.17

4.16 The Holme Valley Heritage and Character Assessment describes the key characteristics and character management principles for the landscape and built character of each of the 8 identified Landscape Character Areas. The key characteristics and character management principles for each of the Landscape Character Areas in respect of landscape and built character are set out below and are the character management principles to be applied in Policies 1 and 2 dealing with protecting and enhancing landscape character and protecting and enhancing built character respectively. The evidence as to why these principles are important to the future of the valley is set out in the HVHCA.

4.17 However it is important to note that many of the landscape characteristics of the Holme Valley have a strong association with the built character. The area's pre-industrial and industrial heritage, with links to textile production and manufacture, mining and quarrying, is woven into the very fabric of the stone walls, farmsteads, hamlets, villages and towns and the transport routes that link them.

The aim is that new development is designed positively to respond to this context, so that change can be successfully integrated into a landscape and townscape which has a very strong and unique sense of place and which is highly valued by residents and visitors.

LCA1: Wessenden Moors

1. Protecting and Enhancing Landscape Character

The whole of LCA1 lies within the Peak District National Park and stretches from Wessenden Head Moor in the north to the fringes of Black Hill in the west and across to Bleakmires Moss in the south. The area forms part of the wider moorland expanses of the Peak District National Park.

1.1 Key Characteristics

- Open moorland and exposed farmland grazed by sheep.
- Views to the west are characterised by long distance open panoramas across the moorland contrasting with views to the east of the densely settled River Holme valley and distant conurbations beyond.
- Field boundaries are generally rare but where these do exist, they include stone walls.
- Except for Holme Moss Transmitting Station the full extent of the LCA is defined as open access land. A section of the Pennine Way long distance footpath crosses the area.

1.2 Character Management Principles

- Maintain open, undeveloped areas of moorland.
- Respect long distance views.
- Retain and restore existing stone field boundaries.
- Preserve the open access land and route of the Pennine Way to maximise recreational opportunities.

2. Protecting and Enhancing Built Character and Promoting High Quality Design

In this remote upland area, built form is limited to that associated with the Holme Moss transmitting station and other structures associated with sheep grazing and moorland management.

2.1 Key Characteristics

- Remote landscape devoid of settlement with built form limited to functional structures.

2.2 Character Management Principles

- Development should maintain the sense of remoteness.

LCA2: Holme Moorland Fringe

1. Protecting and Enhancing Landscape Character

The western and southern parts of the area are located within the Peak District National Park and rough grazing and semi-improved pasture on the steep slopes to the east forms an immediate fringe to the national park. The area includes Bilberry, Digley, Brownhill, Ramsden, Riding Wood and Yateholme reservoirs and watercourses flow from the upland plateaus through steep cloughs with wooded sides. The remains of former quarrying are evident in the landscape.

1.1 Key Characteristics

- There are many elevated vantage points with panoramic and long-distance views across the settled valley floor of the River Holme.
- There are key vistas towards the open moorland and into the Holme Valley from Holme Conservation Area and views into the Conservation Area from Fieldhead Lane and Woodhead Road West (A6024).
- Agricultural fields are enclosed by stone walls and deciduous tree cover.
- Open access land to the south of Holme, upland reservoirs, Kirklees Way long distance walking route and the Holme Valley Circular Walk all provide recreational opportunities.
- Historic cart tracks such as Nether Lane with distinctive grooved pavements.

1.2 Character Management Principles

- Maintain the open, undeveloped areas of moorland.
- Respect long distance views across the Holme Valley and towards the open moorland, including those from and towards Holme Conservation Area.
- Retain and restore existing stone field boundaries and use stone walling in new boundary treatments.
- Maintain and enhance the network of Public Rights of Way to promote access and consider opportunities to create new links to existing routes.
- Conserve the remaining distinctive surfacing of historic cart tracks.
- Provide historical interpretation of disused quarries to reflect industrial heritage.

2. Protecting and Enhancing Built Character and Promoting High Quality Design

The main settlement is the compact hilltop village of Holme historically associated with agriculture and the textile industry. It is also a Conservation Area. Settlement is otherwise limited to the clusters of houses and farmsteads at Lane within the Peak District National Park, at Flush House and Hogley Green and above Holmbridge on the northern valley side and other occasional scattered dwellings and farmsteads.

2.1 Key Characteristics

- A distinctive vernacular architecture formed from former *laithe*¹ and weaver's cottages, along with farmhouses, barns and public buildings.
- Building materials include millstone grit in properties and boundary walls and details often respond to the harsh climatic conditions, with small windows located predominantly on less exposed elevations.

2.2 Character Management Principles

- Reinforce local distinctiveness by ensuring future developments in Holme are sympathetic to the character and setting of Holme Conservation Area.
- Use building materials and design details which refer to the local vernacular and reflect the typically smaller window pattern.
- Consider the use of stone setts and cobbles as a replacement for asphalt and concrete within the public realm.

LCA3: Hade Edge Upland Pastures

1. Protecting and Enhancing Landscape Character

Land use is predominantly marginal upland agriculture merging with moorland on the higher ground to the south and west. Pasture is divided into a regular patchwork of small fields enclosed by millstone grit walling with sparse woodland cover. The rising landform is bisected by tributaries of the River Ribble and Dean Dike above which sit Holme Styes and Boshaw Whams reservoirs.

1.1 Key Characteristics

- The open landscape has long distance views of the settled corridor of the River Holme and Kirklees district beyond as well as local views of open water bodies such as Boshaw Whams and Holme Styes.
- Stone boundary walls are common features creating a strong sense of visual unity.
- A network of Public Rights of Way (PRoW) follows local lanes or field boundaries. Minor roads and PRoW, including sections of the Kirklees Way and the Barnsley Boundary Walk long distance footpaths, connect farmsteads located on the valley sides. National Cycle Route no. 68 also passes through this area.

1.2 Character Management Principles

- Respect long distance and local views.

¹ A dwelling with other farm buildings as a single structure with separate entrances for humans and livestock.

- Retain and restore existing stone field boundaries and use stone walling in new boundary treatments.
- Maintain and enhance the network of PRow to promote access and consider opportunities to create new links to existing routes.

2. Protecting and Enhancing Built Character and Promoting High Quality Design

While the area is essentially rural there are individual farmsteads, former woollen mills and several settlements including Hade Edge, Choppards, Ward Place, Arrunden, Longley, Washpit and Cartworth Fold set within the wider moorland and agricultural landscape.

2.1 Key Characteristics

- Dispersed settlements characterised by their former domestic textile manufacturing, mill buildings and agricultural heritage along with isolated farmsteads set within an upland agricultural landscape.
- Hade Edge is the largest of the settlements containing some services and modern and older development and lies on a plateau at Dunford Road / Penistone Road.
- Former textile/woollen mills set within the valley of the River Ribble.
- Vernacular building materials include millstone grit in properties and boundary walls.

2.2 Character Management Principles

- Built design should respect, retain, and enhance the character of existing settlements.
- Ensure the sensitive conversion of rural buildings which complement the rural, agricultural landscape.

LCA 4: River Holme Settled Valley Floor

1. Protecting and Enhancing Landscape Character

The River Holme flows in its valley from Holmbridge through Hinchliffe Mill and Holmfirth to Thongsbridge. Mixed semi-natural woodlands are found in places along the river with further woodland pockets on the valley sides. Above the settled valley floor, the upper slopes are characterised by pastoral fields divided by stone walling.

1.1 Key Characteristics

- Framed views from the settled valley floor to the upper valley sides and views across to opposing valley slopes and beyond towards the Peak District National Park.
- Boundary treatments comprised largely of millstone grit walling. The stone walling which runs parallel with Upperthong Lane is representative of local vernacular detailing.
- A network of Public Rights of Way (PRoW) including the Holme Valley Riverside Way which follows the River Holme from Holmbridge through Holmfirth and downstream. National Cycle Route no. 68 follows minor roads through Upperthong towards the centre of Holmfirth before climbing the opposing valley slopes.
- Mill ponds reflect industrial heritage and offer recreation facilities.

1.2 Character Management Principles

- Ensure new development respects framed views from the settled floor to the upper valley sides and views across to opposing valley slopes and views towards the Peak District National Park.
- Retain and restore existing stone field boundaries and use stone walling in new boundary treatments.
- Maintain and enhance the network of PRoW to promote access and consider opportunities to create new links to existing routes particularly physical and visual links to the River Holme.
- Consider opportunities through major developments to provide interpretation of the historic industrial role of the river and mill ponds within the local landscape.

2. Protecting and Enhancing Built Character and Promoting High Quality Design

Linear settlement pattern largely follows the river valley with Holmbridge, Hinchliffe Mill, Holmfirth and Thongsbridge along the valley bottom. Development extends up the hillside to the west of Holmfirth to the historic core of Upperthong with Underbank rising above Holmfirth to the south. Where settlement climbs the hillsides, development characteristically follows the gradient of the slope resulting in a distinct building style, with houses built into the slope. Hinchliffe Mill, Upperthong and Underbank are Conservation Areas. Holmfirth is the main town and commercial centre and is a popular focus for tourism. Holmfirth centre is a Conservation Area and there is industry, both old and new, in the valley bottom.

2.1 Key Characteristics

These key characteristics apply throughout the area.

- Mill buildings, chimneys and ponds, including Ribbleden Mill with its chimney, associated mill worker houses and ashlar fronted villas link the area to its industrial and commercial heritage and are a legacy of the area's former textile industry.
- Terraced cottages and distinctive over and under dwellings feature on the steep hillsides with steep ginnels, often with stone setts and narrow roads.
- Narrow winding streets with stepped passageways, stone troughs and setts characterise the sloping hillsides above Holmfirth town centre.
- Small tight knit settlements on the upper slopes are characterised by their former agricultural and domestic textile heritage.
- There are mixed areas of historic and more recent residential and commercial developments.

The following Key Characteristics also apply to Holmfirth

- The town centre is defined by its prominent Georgian church and mid-Victorian buildings.
- The Picturedrome, Civic Hall, Masonic Lodge and the former Holmfirth Technical college reflect local history and provide focal points in the streetscene.
- Mid-19th century terraces constructed largely of millstone grit with slate roofs form the predominant residential building style and often feature ornamental iron railings.
- Built form is generally aligned to the back of the pavement giving a strongly defined building line and distinctive layout.

2.2 Character Management Principles

- Regard should be had to the key characteristics that give these areas their distinctive character and should respect, retain, and enhance the character of existing settlements, including vernacular building styles, settlement patterns, alignment of the building line and the streetscene.
- Strengthen local sense of place through design which reflects connections to past industrial heritage related to each settlement including through retaining or restoring mill buildings and chimneys.
- Consider replacing asphalt and concrete with traditional surfacing such as stone setts and cobbles.

LCA5: Netherthong Rural Fringe

1. Protecting and Enhancing Landscape Character

Netherthong and Oldfield are settlements set within a rural fringe landscape with agricultural land enclosed by high drystone boundary walls. Field sizes largely relate to the historic farming scale as evident by the field patterns to the south of Oldfield Road. The elevated agricultural character of this LCA forms a setting to the settlements of Holmfirth, Thongsbridge and Upperrthong along the valley floor.

1.1 Key Characteristics

- The elevation offers extensive views of the surrounding landscape with long distance views towards Castle Hill and Huddersfield and the valley sides afford framed views towards settlements in the valley below.

- Within Netherthong and Oldfield views of the surrounding landscape are often glimpsed between buildings.
- Distinctive stone wall field boundary treatments divide the agricultural landscape.
- Public Rights of Way (PRoW), including the Holme Valley Circular Walk, cross the landscape providing links between settlements. National Cycle Route no. 68 also crosses the area.

1.2 Character Management Principles

- Respect long distance views towards Castle Hill, Huddersfield and the surrounding landscape, and framed and glimpsed views from the valley sides and within and from Netherthong and Oldfield towards the settlements in the valley below.
- Retain and restore existing stone field boundaries and use stone walling in new boundary treatments.
- Maintain and enhance the network of PRoW to promote access and consider opportunities to create new links to existing routes.

2. Protecting and Enhancing Built Character and Promoting High Quality Design

Netherthong and Oldfield are historic farming and weaving settlements and have been designated as Conservation Areas. Netherthong also has areas of 20th and 21st century residential development. Deanhouse has a predominantly linear pattern along Dean Brook developed from its former textile heritage. There are scattered farmsteads and residential buildings set along the roadsides.

2.1 Key Characteristics

- In Netherthong and Oldfield buildings are grouped around courtyards to provide protection from the elements whilst Deanhouse has a predominantly linear plan.
- Vernacular buildings largely comprise farmhouses, barns and two and three storey weaver's cottages of millstone grit with stone mullioned windows.

2.2 Character Management Principles

- New development should be sympathetic to the character and setting of the Conservation Areas.
- Layouts and designs should respond positively to the historic settlement pattern and respect, retain, and enhance the character of existing settlements.
- Consider the use of traditional materials of millstone grit and slate for repairs and localised alteration with stone mullions retained.
- Consider replacing asphalt and concrete with traditional surfacing such as stone setts and cobbles.

LCA6: Honley Village Centre Including Honley and Honley Wood Bottom/Mag Brook

1. Protecting and Enhancing Landscape Character

The area mainly comprises Honley but also includes the southern wooded slopes of Hall Dike which becomes Mag Brook where it flows through its wooded valley at Magdale. There is valuable open space at Magdale Fields and Magdale Dam.

There is considerable tree and woodland cover including ancient woodland at Honley Wood, Honley Old Wood, Clitheroe Wood and Spring Wood. Honley Wood contains archaeological features, disused stone quarries and coal pits.

1.1 Key Characteristics

- Wooded valleys associated with Mag Brook and Magdale.
- Glimpsed views of a wider rural backdrop are often framed by built form. The sloping topography creates a strong connection between the centre of Honley and the wider agricultural setting with strong visual links up to Oldfield. The area affords long distance views to Castle Hill.
- Stone wall field boundary treatments
- A network of Public Rights of Way (PRoW) follows the routes of local lanes or field boundaries with some giving access to Mag Brook and Honley Wood Bottom.

1.2 Character Management Principles

- Protect and conserve the wildlife corridor of Mag Brook and improve ecological networks of woodlands².
- Respect long distance and framed and glimpsed views.
- Retain and restore existing stone field boundaries and use stone walling in new boundary treatments.
- Maintain and enhance the network of PRoW to promote access and consider opportunities to create new links to existing routes.

2. Protecting and Enhancing Built Character and Promoting High Quality Design

Honley is a large, predominantly residential settlement with a small commercial centre. Its historic core is a designated Conservation Area and is compact and characterised by narrow streets reflecting the steep sided valley topography. There is modern residential development in Honley particularly in the west and south. There is settlement at Magdale mainly on the northern valley side of Mag Brook.

2.1 Key Characteristics

- Honley's historic core is dominated by 18th and 19th century stone dwellings with distinctive yards or folds.
- The south-west of Honley has more eclectic architecture with largely 20th century residential properties in cul-de-sacs. These are generally in-keeping with the historic townscape due to scale and use of traditional materials.
- Weaver's cottages with rows of mullioned windows are found throughout area.
- Former mill buildings associated with Mag Brook have been redeveloped for commercial or residential use and form local heritage features.

² This woodland is believed to constitute the last remaining self-sustaining medieval dwarf oak woodlands in Europe.

2.2 Character Management Principles

- Built design should respect, retain, and enhance the character of existing settlements.
- Ensure the repair, restoration or conversion of traditional buildings is carried out with due regard to the character and local vernacular.

LCA 7: River Holme Wooded Valley

1. Protecting and Enhancing Landscape Character

New Mill Dike flows northward through its steep wooded valley to its confluence with the River Holme at Mytholm Bridge. The River Holme meanders across the wider, flatter valley floor west of Brockholes enclosed by more distant wooded slopes. Agricultural land dominates between areas of woodland and there is evidence in the landscape of past industrial and mining activity.

1.1 Key Characteristics

- Glimpsed views towards the wider landscape through gaps between built form.
- Views across the wooded valley floor from elevated vantage points such as from Christ Church New Mill and Holy Trinity Church Hepworth.
- Stone boundary walls are common features.
- A network of Public Rights of Way (PRoW) crosses the landscape including a section of the Barnsley Boundary Walk, the Kirklees Way and the Holme Valley Circular Walk.

1.2 Character Management Principles

- Ensure new development respects glimpsed views between built form.
- Ensure views are maintained across the wooded valley landscape from elevated vantage points.
- Retain and restore existing stone boundaries and use stone walling in new boundary treatments.
- Maintain and enhance the network of PRoW to promote access and consider opportunities to create new links to existing routes.

2. Protecting and Enhancing Built Character and Promoting High Quality Design

Brockholes, New Mill and Jackson Bridge are located on the valley floors whilst Butterley and Hepworth follow the contours on the valley sides resulting in a close association between built form and landscape. Millstone grit buildings with slate roofs predominate in the older parts of the settlements and examples of historic weaver's cottages and former textile mills can be found across the area. In many cases these sit alongside modern development particularly at Brockholes, New Mill and Hepworth. There is evidence of past textile and mining industry.

2.1 Key Characteristics

- Settlements characterised by a close association between built form and landscape.
- Industrial heritage features such as weirs and mill buildings.
- Mounds and hollows, which are the remains of shallow tunnels created for coal mining, as well as piles of shale material and the remains of plateways (flat stones laid across fields to assist with vehicle movement), are also found across the moorland and fields.

2.2 Character Management Principles

- Ensure that new development respects the distinct character and built form of the LCA such as weaver's cottages and folds and the sensitive conversion of former farm buildings.
- Strengthen local sense of place through improving the connection to past industrial heritage including through retaining or restoring mill buildings.
- Consider the use of traditional materials of millstone grit and slate for repairs and localised alteration with stone mullions retained.

LCA8: Settled Slopes of the Holme Valley Upper slopes of the River Holme and New Mill Dike

1. Protecting and Enhancing Landscape Character

Farmland on the slopes above the valley floor separates the discrete village footprints creating an open character around Totties, Scholes and Fulstone. Vegetation associated with Dean Dike forms a linear belt of tree cover to the south of Scholes. Evidence of former mines and quarries can be found in the form of mounds, hollows and stone plateways.

1.1 Key Characteristics

- Strong rural setting and agricultural character with pastoral farmland on the rising valley slopes.
- There is a strong connection to the surrounding rural landscape from long distance and panoramic views over the wooded valley floor to the opposing valley sides as well as glimpsed views of the rural backdrop through gaps between the built form, especially within Totties and Scholes.
- Stone walls and hedgerows form field boundaries and line single lane roads.
- Short sections of the Kirklees Way, the Barnsley Boundary Walk and the Holme Valley Circular Walk cross the area. A short section of National Cycle Route no. 627 also crosses the north-east of the area.

1.2 Character Management Principles

- Respect long distance and inward and outward views from locally elevated settlements.
- Retain and restore existing stone field boundaries and hedgerows and use stone walling or hedges in new boundary treatments.
- Maintain and enhance the network of Public Rights of Way to promote access and consider opportunities to create new links to existing routes.

2. Protecting and Enhancing Built Character and Promoting High Quality Design

Settlement is generally sparse with four notable settlements at Scholes, Totties, Wooldale and Fulstone. Totties, Wooldale and Fulstone are former agricultural and weaving villages and have Conservation Areas. Isolated dwellings and farm properties are located on the wider valley sides. The hilltop hamlet of Fulstone is also a former coal mining settlement with largely traditional style dwellings in a nucleated layout and most dwellings are constructed of local millstone grit with grey slate roofs. There is modern residential development at Scholes and Wooldale.

2.1 Key Characteristics

- Older settlements are characterised by their agricultural and industrial past and there are isolated farmsteads on the valley slopes.
- Scholes and Wooldale are the largest of the settlements and contain some services and older and more modern development.
- Vernacular building materials include millstone grit walls with grey slate roofs.

2.2 Character Management Principles

- Built design should respect, retain and enhance the character of existing settlements.

Appendix C - Recommendation 8 – Revised Text for Section 4.3 Conserving and Enhancing Heritage Assets

Introduction and Background

- 4.3.1 Heritage asset is a generic term, defined in the NPPF as applying to ‘a building, monument, site, place, or landscape which has been formally identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest’. Heritage assets have varying degrees of significance and therefore value as components of the historic environment. Consequently, heritage assets are defined on a spectrum of significance and are afforded different levels of planning consideration, in legislative and planning policy terms, in proportion to the significance of the heritage asset affected by development.
- 4.3.2 In the Holme Valley the spectrum of *designated* heritage assets includes Scheduled Monuments, Listed Buildings and Conservation Areas designated under the relevant legislation (NPPF 2019 Glossary). The Holme Valley Heritage and Character Assessment Report, which informs the NDP, includes in Appendix A buildings in the NDP area which are included on the list published by Historic England as the ‘National Heritage List for England’ (NHLE). This is the official and up to date record of all nationally protected historic buildings or sites in England. These ‘listed buildings’ have adequate protection with primary legislation (Acts of Parliament), the NPPF and policies within the Kirklees Local Plan.

Positive Contributors to the character of Conservation Areas

- 4.3.3 Conservation Areas are statutorily designated heritage assets of special architectural or historic interest. Their designated status imposes additional planning controls on the buildings, sites or monuments within them. However, as noted in the NPPF (paragraph 201) not all elements of a conservation area will necessarily contribute to its significance and it is therefore necessary to identify the most important components which define their character. Such ‘positive contributors’ benefit from the legislative presumption in favour of preservation afforded by their designated status.

As part of the HVNDP, work has been undertaken to identify those buildings which are considered to make a positive contribution to the character and appearance of conservation areas. This work focuses mainly on Holmfirth Conservation Area but there are other buildings identified in other conservation areas and more will be added when the neighbourhood plan is reviewed. These buildings are listed in Appendix 2A and are referred to as ‘positive contributors’ to the designated conservation area. When considering the potential impact of proposed development, the properties/sites will be subject to relevant consideration under relevant parts of NPPF (Feb 2019) and Kirklees Local Policy LP 35 (1) and (3) Historic Environment.

The positive contributors included in Appendix 2A of the HVNDP have been identified using the criteria listed below. Additional properties may be formally identified in due course using the same selection criteria:

- **Architectural Interest.** The identified positive contributors to the designated conservation areas may include properties/sites considered to

be of local architectural interest in terms of their distinctive vernacular form, design, decoration or craftsmanship. Properties/sites may represent significant examples of building types or techniques relevant to the HVNDP area including buildings which display technological innovation or interest. The list may include locally characteristic engineering and industrial buildings as well as examples of craftsmanship or artistic distinction.

- **Historic Interest.** The identified positive contributors to the designated conservation areas may include properties/sites which are considered to be of local historic interest and illustrate important aspects of the history of the HVNDP area and/or have substantiated close historical associations with locally important individuals, groups or events.
- **Group value.** The identified positive contributors to the designated conservation areas may include properties/sites which are considered to be components of a group with locally significant value, exhibiting examples of architectural or historic unity or an example of planning (e.g. squares, and terraces) or where there is a historical functional relationship between the buildings.

Non-designated heritage assets

4.3.4 Outside of the conservation areas there may be other buildings and sites that contribute to local character and sense of place because of their intrinsic heritage value. Such heritage assets may be offered a proportionate level of consideration by the local planning authority if they have been identified and publicised as being included on a formally adopted 'local heritage list of non-designated assets'³. (NDHAs). To date, Kirklees Council do not have a list of such buildings or adopted selection criteria. However, Kirklees has now (April 2021) commenced work on a year-long West Yorkshire initiative to establish a formal process to identify and evaluate candidate NDHAs against relevant selection criteria. The initiative will enable the development of a Kirklees adopted 'local heritage list of non-designated heritage assets' which will extend proportionate planning control for those buildings included on it. The published local list will be developed over time (as per the National Heritage List) but must be based on sound and consistent selection criteria and recommendations from local people.

4.3.5 The fact that a building or site is identified means that the effect of a proposal on the significance of the asset should be taken into account when determining the application. In weighing applications that affect directly or indirectly non-designated heritage assets, a balanced judgement will be required having regard to the scale of any harm or loss and the significance of the heritage asset. Consequently, appropriately identified NDHAs would then become more defensible material considerations in decision-making, as well as helping to recognise and celebrate protect/preserve local heritage.

4.3.6 Formally identifying NDHAs based on adopted selection criteria will provide a sound, consistent and accountable means of identifying local heritage assets. This will benefit development planning across the neighbourhood area and Kirklees, as well as providing clarity and transparency of decision making to the benefit of owners and developers wishing to fully understand local development opportunities and constraints. Historic England's latest guidance

³ Historic England: 'Historic Environment Advice Note 7' published January 2021 (HEAN 7)

(HEAN 7) will provide the best practice basis for the production of a local heritage list of NDHAs in Holme Valley and across Kirklees. It should be noted that potential NDHAs are not just buildings but could cover locations such as wells or milestone markers. **Appendix 2B** lists 'candidate sites' which are representatives of building types which could be formally identified as NDHAs. Through inclusion in this Appendix, these candidate sites will be reviewed and evaluated by Kirklees (and the PDNPA if relevant) for inclusion on the initial 'local heritage list' as it is developed over the next few years. The local heritage list of NDHAs will be a live document which will be expanded over the plan period as recommendations are brought forward, evaluated and adopted.

4.3.7 Where the particular significance of a site is currently unknown or difficult to define in spatial terms, but may have some archaeological importance, the NPPF provides a safeguard (paragraph 194b note 63). This is intended to ensure that these potential non-designated heritage assets of archaeological interest, which are demonstrably of equivalent significance to scheduled monuments, should be considered subject to the policies for designated heritage assets, in order to reveal and fully understand their significance and sensitivity to development prior to any decision making. Such sites are often below-ground archaeology or locations of ancient activity with only scattered extant remnants.

4.3.8 Policy 3 relates to proposals which impact on non-designated heritage assets in the Holme Valley and the Parish Actions are designed to support the implementation of Policy 3.

Appendix D - Recommendation 21 –Table of Typographical and Formatting Corrections

Page	Location	Correction
16 /19	Subtitle at end of page	Avoid 'orphaned' subtitles in text and policy at the foot of pages – Insert page break. Reason - to ease understanding of the document.
19	Paragraph 2.20 Line 11	Correct Local Plan Policy Ref to read "LP11".
24	Section 4 First paragraph Line 1	Insert at end of line after the word 'policies' the words " <i>which will be</i> ". Reason - To make grammatical sense.
34	Paragraph 4.1.18 Line 4	Delete policy references 3, 4 and 5 Reason - these do not directly refer to LCA Key characteristics.
34	Paragraph 4.1.21 line 4	Delete the word 'and' after the word 'tributaries' Reason - To make grammatical sense.
35	Paragraph 4.1.24 Line 1	Delete the word 'the' after the words 'related to'. Reason - To make grammatical sense
37	Policy 1 Clause 2 Line 2	Correct Local Plan Policy Ref to read "LP54".
37	Policy 1 Clause 5 Line 8	Insert comma after the word 'species'. Reason - To make grammatical sense.
38	Policy reference box	Correct Local Plan Policy Ref to read "LP32."
39	Paragraph 4.2.5 Line 2	Correct para ref to read "4.1.17"

		Reason – Incorrect ref given. Note – the incorrect reference 4.1.15 is used in each of the Conservation Area summaries and needs to be corrected.
40	Paragraph 1 Line 3	Delete the words ‘use of’ after the word ‘following’. Reason –To remove repetition.
50	Paragraph on ‘Boundary Walls’ Line 3	Change the words ‘agricultural field’ to the plural. Reason - To make grammatical sense.
68	Paragraph 4.4.1 Line 1	Insert after the word ‘frontages’ the words ‘ <i>in town and local centres</i> ’ Reason – to make contextual sense.
68	Paragraph 4.4.3 Line 3	Correct section ref to read “4.2”. Reason – Incorrect ref given.
68	Paragraph 4.4.4 Line 4	Delete the word ‘and’ after the word ‘including’. Reason - To make grammatical sense.
69	Paragraph 4.4.7 Line 3	Correct Local Plan Policy Ref to read “LP25”.
71	Paragraph 4.4.14 Lines 1 and 2	In Line 1 delete the words ‘As outlined in section 4.3.8’ In line 2 delete the words ‘its use’ and replace with the words “ <i>such directions</i> ”. Reason – Section 4.3.8 is already recommended for deletion.
74	Policy 4 Line 7 of P74	Delete the word ‘the’ after the word ‘by’. Reason - To make grammatical sense.
75	Policy reference box	Correct Local Plan Policy Ref to read “LP25”.
89	Paragraph 4.5.20 Line 1	Delete the plural ‘s’ on the word

		<p>'appropriates'.</p> <p>Reason - To make grammatical sense.</p>
97	Policy 7 2 nd Paragraph Line 4	Delete the word 'fewer' after the word 'ten'. Reason – To remove repetition.
98	Policy 7 line 4 of that page	Change the word 'are' to the words ' <i>will be</i> '. Reason – to correct the tense for consistency with other policies.
103	Policy 8 Part 3 Line 3	Change the word 'are' to the words ' <i>will be</i> '. Reason – to correct the tense for consistency with other policies.
107	Paragraph 4.7.8 Line 11	<p>Change '17%' to state "<i>just over 20%</i>".</p> <p>Reason - Graph at Figure 27 shows just over 20% of population was 65+ in 2011.</p>
130	Paragraph 4.8.32 Line 3	Change abbreviation from 'NPD' to 'NDP'.
132	Policy 11 Clause 10 line 2	Change the word 'are' to the words ' <i>will be</i> '. Reason – to correct the tense for consistency with other policies.
139	Last sentence of page	<p>Change policy reference to read NDP Policy 12.</p> <p>Reason – Incorrect policy quoted.</p>
140	Policy 12 Clause 2 Line 5	Correct the spelling of the word 'polices' to read 'policies'.
140	Policy 12 Clause 6 Line 1	<p>Change the word 'sustainability' to "<i>sustainable</i>".</p> <p>Reason - To make grammatical sense.</p>

Appendix 3: Kirklees Council Decision statement on the independent Examiner's recommendations on the Holme Valley Neighbourhood Plan June 2021 (including a schedule of the Examiner's modifications and the council's response to the recommendation)

**Kirklees Council
Decision Statement – Holme Valley Neighbourhood Development Plan
Planning and Compulsory Purchase Act 2004 & The Neighbourhood Planning
(General) Regulations 2012 (as amended)
Regulation 18 Decision Statement**

1. Summary

- 1.1. Following an independent examination on the Holme Valley Neighbourhood Development Plan (Submission Plan) which took place during March – June 2021 and receipt of the Examiner's Report June 2021, Kirklees Council accepts the modifications to the Plan as recommended by the Examiner. The modifications are set out in Table 1.
- 1.2. The Plan as modified in accordance with Table 1, will proceed to referendum. The proposed date for the referendum is 4th November 2021.
- 1.3. In accordance with the Independent Examiner's recommendations, the Holme Valley Neighbourhood Plan will proceed to referendum based on the Holme Valley Neighbourhood Area as designated by Kirklees Council on 27th January 2015 and the Peak District National Park Authority on 13th February 2015.
- 1.4. This Decision Statement, the Examiner's report and the Holme Valley Neighbourhood Development Plan (Submission Plan) and the Holme Valley Neighbourhood Development Plan (Referendum Plan) incorporating the recommendations of the Independent Examiner, together with the supporting documentation are available on the council's website at: www.kirklees.gov.uk/beta/planning-policy/neighbourhood-planning.aspx They are also available on the Holme Valley Parish Council Neighbourhood Planning website at: [Neighbourhood Plan - Holme Valley Parish Council](#)
- 1.5. Paper copies of the Decision Statement and the Examiner's report and the submission and Referendum versions of the Holme Valley Neighbourhood Plan will be made available for inspection at: Holmfirth Library 47 Huddersfield Road, Holmfirth HD9 3JH, Honley Library West Avenue, Honley HD9 6HF and Huddersfield Library Princess Alexandra Walk, Huddersfield HD1 2SU and Kirklees Council Civic Centre 1, Huddersfield subject to any council Covid-19 restrictions on the opening of public buildings.
- 1.6. If approved at referendum, the Holme Valley Neighbourhood Development Plan will form part of the statutory development plan and will be used alongside the Kirklees Local Plan and the Peak District National Park Local Development Framework – Core Strategy 2011 and the Development Management Policies – Part 2 of the Local Plan for the Peak District National Park 2019 when determining planning applications within the Holme Valley Neighbourhood Area.

2. Background

- 2.1. The Holme Valley Neighbourhood Development Plan was produced by Holme Valley Parish Council as the qualifying body. All stages of the Plan preparation are outlined

on its website at: [Neighbourhood Plan - Holme Valley Parish Council](#) The Plan area is as designated at 1.3 of this statement.

- 2.2. Early engagement on the Plan commenced in 2016. Followed by:
Issues and options consultation Summer 2017;
First Draft Plan consultation June – July 2018;
Pre-submission consultation (Regulation 14) July – September 2019;
Formal Publicity Stage (Regulation 16) – December 2020 – February 2021.
 - 2.3. In March 2021, Mr Peter Biggers BSc Hons MRTPI was appointed with the consent of the Peak District National Park Authority and Holme Valley Parish Council to undertake the examination of the Plan, and to prepare a report of the independent examination. The examination was conducted through written representations.
 - 2.4. The Examiner's report was received on the 15th June 2021. It concludes that the Holme Valley Neighbourhood Development Plan, subject to recommended modifications meets the basic conditions and other relevant legal requirements set out in the legislation and can proceed to referendum.
- 3. Decisions and Reasons**
- 3.1. The Neighbourhood Planning (General) Regulations 2012 (as amended) Regulation 17A requires that the Local Planning Authority publishes how it intends to respond to the Examiner's recommendations. Having considered each of the recommendations made in the Examiner's Report, and the reasons for them, the council has decided to make the modifications to the draft plan set out in Table 1 of this Decision Statement. These changes are necessary to ensure that the draft plan meets the basic conditions and legal requirements. This decision statement forms the council's formal response and will be publicised in accordance with statutory requirements.
 - 3.2. The council is satisfied that subject to the modifications specified in Table 1, the Holme Valley Neighbourhood Development Plan meets the relevant Basic Conditions as defined in paragraph 8(2) of Schedule 4b of the Town and Country Planning Act 1990, is compatible with the Convention Rights and complies with the provision made by or under S38A and S.38B of the Planning and Compulsory Purchase Act 2004 such that it can proceed to referendum.
 - 3.3. To meet the requirements of the Localism Act 2011, a referendum which poses the question "Do you want Kirklees Council and Peak District National Planning Authority to use the Neighbourhood Development Plan for Holme Valley to help it decide planning applications in the neighbourhood area?" As indicated above, it is anticipated that the referendum will take place on 4th November 2021.
 - 3.4. The council agrees to instruct its Electoral Services Manager to conduct a referendum on the Plan.

This Decision Statement is dated 31st August 2021.

Table 1: Kirklees Council Decision statement on the independent Examiner's recommendations on the Holme Valley Neighbourhood Plan June 2021

Mod No:	Page No: Examiner's Report	Examiner's Modification and Reason (including reference within the Examiner's report)	Council's response
Introduction and Background			
1A	18	<p>In all policies where it is not intended that the policy should apply within the Peak District National Park the following wording should be used in the form of a note immediately below the policy title and before the start of the policy:</p> <p><i>"Policy X does not apply to that part of the neighbourhood area that is within the Peak District National Park."</i></p> <p>In the supporting text preceding the policy where the status of the policy in respect of the National Park is also mentioned the same wording should be used.</p> <p>Where the relevant development plan policies are listed, ensure that where the policy is not to apply in the National Park that no PDNP policies are listed in the relevant policy boxes.</p> <p>Reason: 6.06 To ensure consistent referencing where the policies do not apply to the Peak District National Park Authority.</p>	<p>Agree with modification 1A for the reason set out in the Examiner's report.</p>
1B	18	<p>Relocate all proposals in blue shaded Holme Valley Parish Action boxes to a new Appendix 1 at the end of the plan.</p> <p>In each case simply include a cross reference to the Appendix at the end of the appropriate section to read for example:</p> <p><i>"Holme Valley Parish Actions 1</i></p> <p><i>Parish Actions relating to the built environment and design are set out in Appendix 1 (1)"</i></p> <p>Reason: 6.07 Neighbourhood Plans should relate to the development and use of land. To avoid confusion between policies and actions, Parish Council actions should be identified in an appendix and not in the body of the plan.</p>	<p>Agree with modification 1B for the reason set out in the Examiner's report.</p>

Mod No:	Page No: Examiner's Report	Examiner's Modification and Reason (including reference within the Examiner's report)	Council's response
Executive Summary			
2A	19	<p>Make consequential updates to the Executive Summary (if retained) and to paragraphs 1.1, 1.4 and the Timeline on P 12 of the Introduction as a result of the plan moving forward a stage - post examination.</p> <p>Reason: 6.1.2 An Executive summary is not a normal feature of a NDP. No formal recommendation is made to remove it but if it remains the modification will update the Plan with regard to procedure and the stage reached.</p>	Agree with modification 2A for the reason set out in the Examiner's report.
2B	19	<p>If retaining the Executive Summary - delete the words 'over the 15 years 2016-2031' in the first paragraph.</p> <p>Insert instead "<i>over the next 10 years to 2031</i>".</p> <p>Reason: 6.1.2 to update the Plan time period.</p>	Agree with modification 2B for the reason set out in the Examiner's report.
2C	19	<p>If retaining the Executive Summary - in the 'Benefits of Having a NDP' section - add at the end of the first sentence:</p> <p><i>"...and help shape the nature of future developments."</i></p> <p>Delete the rest of the paragraph.</p> <p>Reason: 6.1.2 (see 2A).</p>	Agree with modification 2C for the reason set out in the Examiner's report.
Planning Context for Holme Valley NDP			
3	20	<p>In paragraph 2.18 Line 11 – Delete the words 'including Community Infrastructure Levy (CIL) funding'.</p> <p>Reason: 6.2.1 The reference to CIL is no longer being progressed by Kirklees Council.</p>	Agree with modification 3 for the reason set out in the Examiner's report.
Holme Valley NDP Vision and Objectives			
4A	21	In paragraph 3.1 Line 4 delete the words 'next 15-20 years 'and replace with the words	Agree with modification 4A

Mod No:	Page No: Examiner's Report	Examiner's Modification and Reason (including reference within the Examiner's report)	Council's response
		<p><i>"neighbourhood plan period"</i>.</p> <p>Reason: 6.3.6 Two minor clarifying corrections to reflect the plan period and recommendation 1B.</p>	for the reason set out in the Examiner's report.
4B	21	<p>Add the words <i>"See Appendix 1"</i> at the end of paragraph 3.4.</p> <p>Reason: 6.3.6 To reflect recommendation 1B.</p>	Agree with modification 4B for the reason set out in the Examiner's report.
Protecting Local Character			
5A	22	<p>Delete paragraphs 4.1.16 and 4.1.17.</p> <p>Incorporate the revised and agreed text at Appendix B below to form a new section 4.1.17 of the neighbourhood plan.</p> <p>Reason: 6.4.1 To improve the operational relationship between policies 1 and 2, make the text clearer, more precise and easier to navigate, to outline key characteristics and character management principles for both landscape character and built character, to ensure the supporting text provides clear and concise evidence to ensure that policies 1 and 2 can operate and meet basic conditions.</p>	Agree with modification 5A for the reasons set out in the Examiner's report.
5B	22	<p>Ensure Map 2 in digital versions of the plan is as clear as possible and in printed copies arrange for the Map to be available at A3 size.</p> <p>Reason: 6.4.1 (vi) To clearly identify the landscape character areas.</p>	Agree with modification 5B for the reason set out in the Examiner's report.
5C	22	<p>Make any consequential adjustments to numbering, referencing and linking text in the supporting text following the revisions at Recommendation 5A.</p> <p>Reason: 6.4.1 To address revised text outlined in recommendation 5A.</p>	Agree with modification 5C for the reason set out in the Examiner's report.
Policy 1 Protecting and Enhancing the Landscape Character of Holme Valley			
6A	23	<p>After the revised note at the start of Policy 1 confirming that the policy does not apply in the</p>	Agree with modification 6A

Mod No:	Page No: Examiner's Report	Examiner's Modification and Reason (including reference within the Examiner's report)	Council's response
		<p>National Park replace the 1st, 2nd and 3rd paragraphs of the policy with the following wording: <i>"All development proposals should demonstrate how they have been informed by the key characteristics of the LCA in which they are located. Proposals should be designed in accordance with the character management principles in respect of landscape set out in paragraph 4.1.17 for each of the LCAs in order to avoid detrimental impact on the LCA".</i></p> <p>Reason: 6.4.1. (xiv) Modifications 6A-6H -With these modifications the Policy will be in accordance with Basic Condition a). Policy LP2 on place shaping and Policy LP32 on landscape in the KLP seek to protect the character, views and vistas of the Kirklees landscape. Policy 1 of the HVNDP as modified would add local detail to the strategic policies and would be in general conformity with them. The Policy, in protecting local landscape character, is likely to have a strongly positive contribution to achieving sustainable development. Accordingly, the Policy also meets Basic Conditions d) & e).</p>	for the reason set out in the Examiner's report.
6B	24	<p>Delete the 4th paragraph of Policy 1 beginning 'Applicants also should have regard' as the parts of these elements relevant to landscape character will be covered in the modified character management principles in paragraph 4.1.17 and therefore covered by the modified first paragraph above.</p> <p>Reason: 6.4.1 see reason for 6A</p>	Agree with modification 6B for the reason set out in the Examiner's report.
6C	24	<p>In the 5th paragraph of Policy 1 beginning 'Overall, proposals ' Line 2 – delete the words 'built and' as the built environment is addressed in Policy 2.</p> <p>In line 3 delete the words after 'unsympathetic' and replace with the following: <i>"...unsympathetic to the landscape character of the relevant LCA".</i></p> <p>In the sentence following amend the start to read:</p>	Agree with modification 6C for the reason set out in the Examiner's report.

Mod No:	Page No: Examiner's Report	Examiner's Modification and Reason (including reference within the Examiner's report)	Council's response
		<p><i>"Throughout the neighbourhood area the design and siting of new development...."</i> Reason: 6.4.1 see reason for 6A</p>	
6D	24	<p>In Policy 1 clause 1 lines 1-3 reword to read: <i>"Development should respect long distance public views of the upland areas (LCA1 Wessenden Moors, LCA2 Holme Moorland Fringe and LCA3 Hade Edge Upland Pastures) and..."</i> In line 4-5 delete the wording: '<i>...and protect public views towards the significant local landmarks as identified in the HCA report</i>'.</p> <p>Reason: 6.4.1 see reason for 6A</p>	Agree with modification 6D for the reason set out in the Examiner's report.
6E	24	<p>Delete clause 4 of Policy 1 in its entirety and renumber clauses accordingly.</p> <p>Reason: 6.4.1 see reason for 6A</p>	Agree with modification 6E for the reason set out in the Examiner's report.
6F	24	<p>In Policy 1 clause 5 - line 2 delete the words 'where appropriate' and replace with the words <i>"for new buildings"</i>.</p> <p>In lines 4-5 delete the words 'or other species where appropriate'.</p> <p>Reason: 6.4.1 see reason for 6A</p>	Agree with modification 6F for the reason set out in the Examiner's report.
6G	24	<p>Cut and paste Policy 1 clause 5 final sentence into Policy 2.</p> <p>Reason: 6.4.1 see reason for 6A</p>	Agree with modification 6G for the reason set out in the Examiner's report.
6H	24	<p>Replace the subheading on Page 35 with the following: <i>"Protecting and Enhancing the Landscape Character of Holme Valley"</i>.</p> <p>Cut and paste paragraphs 4.1.19-22 and their subheading on Page 34 to follow after paragraph 4.1.27. Renumber all paragraphs accordingly.</p>	Agree with modification 6H for the reason set out in the Examiner's report.

Mod No:	Page No: Examiner's Report	Examiner's Modification and Reason (including reference within the Examiner's report)	Council's response
		Reason: 6.4.1 see reason for 6A	
Policy 2 Protecting and Enhancing the Built Character of the Holme Valley and Promoting High Quality Design			
7A	27	<p>Retitle section 4.2 as <i>“Protecting and Enhancing Built Character of the Holme Valley and Promoting High Quality Design”</i> – consistent with the Policy 2 title.</p> <p>Delete the last sentence of paragraph 4.2.3.</p> <p>Delete Paragraph 4.2.4 in its entirety.</p> <p>Reason: 6.4.2. (v) Modifications are made to ensure consistency, and to ensure the policy is clear and unambiguous and provides clear guidance to developers. There are overlaps with Policy 1 which should be removed.</p> <p>Modifications 7A-7J will ensure that the policy will also be in general conformity with KLP Policies LP24, LP35, LP52 and LP63. The Policy, in protecting and enhancing a sense of place and local distinctiveness, is likely to make a strongly positive contribution to achieving sustainable development. Accordingly, the Policy will also meet Basic Conditions d) & e).</p>	Agree with modification 7A for the reasons set out in the Examiner's report.
7B	27	<p>Reword clause 1 of Policy 2 'Local Character' to read:</p> <p><i>“Building designs in proposals for new development and alterations to existing buildings should respect the key characteristics and character management principles, relating to built character, of the Landscape Character Area in which they are located as set out in paragraph 4.1.17. They should protect and enhance local built character and distinctiveness and avoid any harm to heritage assets including conservation areas.”</i></p> <p>Reason: 6.4.2. The modification seeks to ensure the policy is clear and unambiguous and provides clear guidance to developers.</p>	Agree with modification 7B for the reason set out in the Examiner's report.
7C	27	In Policy 2 clause 2 in line 1 after the word 'place' insert the words:	Agree with modification 7C for the reason set out in the

Mod No:	Page No: Examiner's Report	Examiner's Modification and Reason (including reference within the Examiner's report)	Council's response
		<p>“... by designing the site layout to respect the existing grain of development in the surrounding area and through use of local materials and detailing”. (This wording is relocated from clause 4 see recommendation 7E below)</p> <p>Delete the last sentence which overlaps with Policy 5.</p> <p>Reason: 6.4.2. (v) The modification seeks to ensure the policy is clear and unambiguous and provides clear guidance to developers. To remove the overlap with Policy 5.</p>	Examiner's report.
7D	27	<p>Delete the words 'Wherever possible' at the start of Policy 2 clause 3 and replace with the word 'Any'.</p> <p>End the clause at the end of line 4 on the word 'shelter' and delete the rest.</p> <p>Reason: 6.4.2. (v) To remove reference to ambiguous requirements and make the policy more precise.</p>	Agree with modification 7D for the reason set out in the Examiner's report.
7E	27	<p>In Policy 2 clause 4 - lines 3-4 delete the words 'or opportunities are identified for greater energy efficiency'.</p> <p>Relocate the last sentence to clause 2 (See recommendation 7C above).</p> <p>Reason: 6.4.2. (v) Delete as reference to energy efficiency is covered in HVNDP Policy 12.</p>	Agree with modification 7E for the reason set out in the Examiner's report.
7F	27	<p>In Policy 2 clause 7 – 2nd bullet – revise the start to read: <i>“A design of public spaces that connects with...”</i></p> <p>In clause 7 - 3rd Bullet - delete the words 'Where appropriate' at the start of the bullet.</p> <p>Reason: 6.4.2. (v) To remove reference to ambiguous requirements and make the policy more precise.</p>	Agree with modification 7F for the reason set out in the Examiner's report.
8	28	<p>Delete Policy 2 clause 9 and reword clause 8 to read: <i>“Designs should respect the scale, mass, height and form of existing buildings in the locality and</i></p>	Agree with modification 7G for the reason set out in the

Mod No:	Page No: Examiner's Report	Examiner's Modification and Reason (including reference within the Examiner's report)	Council's response
		<p><i>the site setting. Development should fit in with and neither dominate nor have a detrimental impact on its surroundings and neighbouring properties.</i></p> <p>Materials must be chosen to complement... environment. Local millstone grit and stone flags should be used <i>where these are the prevailing material</i>".</p> <p>Reason: 6.4.2. (v) To remove repetition and amalgamate clauses 8 and 9.</p>	Examiner's report.
7H	28	<p>Reword the first sentence of Policy 2 clause 11 to read:</p> <p><i>"Proposals should be designed to minimise harmful impacts on general amenity for present and future occupiers of land and buildings and prevent or reduce pollution as a result of noise, odour, light and other causes".</i></p> <p>Reason: 6.4.2. (vi) To improve the clarity of the Policy and its relationship with Kirklees Local Plan Policy LP52.</p>	Agree with modification 7H for the reason set out in the Examiner's report.
7J	28	<p>Re-number clauses to reflect the modifications.</p> <p>Reason: Reformatting of the document in the light of modifications</p>	Agree with modification 7J for the reason set out in the Examiner's report.
Policy 3 Heritage Assets			
8A	31	<p>Delete Policy 3 and replace with an amended policy to read as follows:</p> <p><i>Policy 3 Conserving and Enhancing Local Heritage Assets</i></p> <p><i>"A list of buildings and structures which are identified as positive contributors to the designated conservation areas in Holme valley is set out at Appendix 2A. All development proposals affecting these character defining components of the designated conservation areas or their settings will be assessed in terms of Kirklees Local Plan Policy LP35 Historic Environment Part 1.</i></p> <p><i>A candidate list of buildings and structures identified as non-designated heritage assets is set out</i></p>	Agree with modification 8A for the reasons set out in the Examiner's report.

Mod No:	Page No: Examiner's Report	Examiner's Modification and Reason (including reference within the Examiner's report)	Council's response
		<p><i>at Appendix 2B. All development proposals affecting these locally important heritage assets, (once formally identified), or their settings, will be assessed in terms of Kirklees Local Plan Policy LP35 Historic Environment Parts 2 and 3a and Policy DMC5 of the Peak District National Park Authority Part 2 Local Plan (Development Management Policies)</i></p> <p><i>When designing development proposals for all local heritage assets (positive contributors and (once formally identified) non-designated heritage assets), owners and developers should have regard to conserving the significance of the asset and the components which positively contribute to its character or appreciation as a heritage asset."</i></p> <p>Reason: 6.4.3. Policy 3 modifications are to simplify policy 3 and to ensure the intent is clear, in respect of both buildings which are positive contributors to the conservation areas and how proposals will be assessed and a candidate list of NDHA and how proposals will be assessed in respect of these. The Policy should direct owners and developers to take account of the significance of the assets identified in designing development proposals affecting the assets. With the modifications 8A-8D in place Policy 3 and Appendix 2 the supporting text would be clear and unambiguous and Basic Condition a) would be met. The Policy and local list when modified and implemented will help protect local heritage assets in the neighbourhood area maintaining a sense of place and contributing to the achievement of sustainability. The Policy, as modified would also be in general conformity with the Kirklees Local Plan. It therefore also meets Basic Conditions d) and e).</p>	
8B	31	<p>Replace Appendix 2 of the HVNDP with the revised Appendices of local heritage assets shown at Appendix E1 and E2 attached as separate documents to this report numbering them Appendix 2A and 2B and incorporating them in the modified HVNDP.</p> <p>Reason: 6.4.3. To ensure that the policy intention between buildings which are positive contributors to the conservation areas and how proposals will be assessed and a candidate list of</p>	Agree with modification 8B for the reason set out in the Examiner's report.

Mod No:	Page No: Examiner's Report	Examiner's Modification and Reason (including reference within the Examiner's report)	Council's response
		NDHA and how proposals will be assessed in respect of these is clear.	
8C	31	<p>Replace the supporting text at paragraphs 4.3.1 to 4.3.7 with the revised text 4.3.1 - 4.3.8 set out in Appendix C to this report.</p> <p>Reason: 6.4.3. To ensure that the policy intention between buildings which are positive contributors to the conservation areas and how proposals will be assessed and a candidate list of NDHA and how proposals will be assessed in respect of these is clear.</p>	Agree with modification 8C for the reason set out in the Examiner's report.
8D	31	<p>Delete the text relating to Article 4 directions in paragraphs 4.3.8 to 10 inclusive.</p> <p>Reason: 6.4.3. xi. The text on Article 4 directions which bears no relation to the content of this section of the plan or Policy 3 and therefore should be deleted to avoid confusion.</p>	Agree with modification 8D for the reason set out in the Examiner's report.
Policy 4 Design Codes for High Quality Shopfronts and Advertisements			
9A	33	<p>Cut and paste the first paragraph of Policy 4 to form design principle a) Delete current principle b) which largely repeats the new a). Renumber current principle a) as new b).</p> <p>Reason: 6.4.4 vi. Modifications 9A-9K will make Policy 4 clearer in its intent, more precise and more concise. The Policy is in general conformity with Kirklees Local Plan Policy 25 on Advertisements and Shopfronts and as it is designed to improve quality of life for local communities and the built environment in town and village centres, it does contribute to achieving sustainable development and Basic Conditions a), d) and e) would therefore be met.</p>	Agree with modification 9A for the reason set out in the Examiner's report.
9B	33	Cut and paste section 4 of the Policy on Fascias (minus the subheading) to follow on from principle c) as new principle d).	Agree with modification 9B for the reason set out in the Examiner's report.

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		Reason: see 9A reasons.	
9C	33	Renumber current principle d) as e). Insert after it as new principle f) section 5 to the Policy (minus the subheading) which deals with stallrisers, doors and windows. Reason: see 9A reasons.	Agree with modification 9C for the reason set out in the Examiner's report.
9D	33	Renumber and reorder the principles as necessary to create a clear and unambiguous section of policy. Reason: see 9A reasons.	Agree with modification 9D for the reason set out in the Examiner's report.
9E	33	Amend the second sentence of section 3 on accessibility to read: <i>"Accessibility should be improved where there is the opportunity to do so provided any special interest of the building is not compromised".</i> Reason: see 9A reasons.	Agree with modification 9E for the reason set out in the Examiner's report.
9F	33	In section 6 of Policy 4 – stop the listing of alternatives at c). Reword the remainder of the section (without reference lettering) as follows: <i>"In that part of the neighbourhood area outside the National Park the following additional alternatives will be acceptable:</i> <ul style="list-style-type: none"> - <i>External shutters that are removed during working hours – decorative options for these themed on the shop's trade may be applicable.</i> <i>Externally mounted open mesh roller shutters provided that the box housing is concealed behind the fascia and the projection from the face of the building does not result in an increase in depth to the detriment of the appearance of the shopfront."</i> Reason: see 9A reasons. Clarity as to where the policy applies in Kirklees and Peak District National Park Authority	Agree with modification 9F for the reason set out in the Examiner's report.

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9G	34	<p>In the section on Advertisements – General Principles paragraph 2 delete the first part of the sentence. Start the sentence at ‘Where planning consent...’</p> <p>Reason: see 9A reasons.</p>	Agree with modification 9G for the reason set out in the Examiner's report.
9H	34	<p>Delete the last paragraph in the general principles dealing with illuminated signage so that the principles can apply to the whole neighbourhood area including the National Park and to avoid repetition with section 2.</p> <p>Reason: see 9A reasons.</p>	Agree with modification 9H for the reason set out in the Examiner's report.
9J	34	<p>In paragraph 1 of section 2 on fascia signs delete the last sentence regarding illumination as the general advice on fascia signs will apply within the National Park. Relocate this sentence at the end of the paragraph following clause f). Renumber clauses accordingly.</p> <p>Reason: see 9A reasons.</p>	Agree with modification 9J for the reason set out in the Examiner's report.
9K	34	<p>In clause e) stop the clause at the word ‘area’ in line 2 and add the words “<i>particularly within conservation areas</i>”. Delete the remainder referring to ‘bold bright colours’.</p> <p>Reason: see 9A reasons.</p>	Agree with modification 9K for the reason set out in the Examiner's report.
9L	34	<p>In the paragraph following clause f) insert in Line 1 after the word ‘proposed’ the words “<i>outside the National Park</i>”.</p> <p>Reason: see 9A reasons.</p>	Agree with modification 9L for the reason set out in the Examiner's report.
9M	34	<p>In the relevant policies box following Policy 4 add “<i>Policy DMS4 Shopfronts</i>” before ‘DMS5 Outdoor advertising’ in the last line.</p> <p>Reason: see 9A reasons.</p>	Agree with modification 9M for the reason set out in the Examiner's report.

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Policy 5 Promoting High Quality Public Realm and Improvements to Gateways and Highways			
10A	36	<p>Amalgamate the second paragraph to Policy 5 with paragraph 1 to read as follows starting in the last line of paragraph 1: <i>"...settlements and villages. Such improvements will be supported where they are consistent with advice in the Kirklees Highways Design Guide SPD and where they:"</i></p> <p>Reason: 6.4.4. (xi). To make the Policy clear, unambiguous and precise including reference to the Kirklees Highways Design Guide which provides significant advice on the matter of design in the public realm and should be referred to as a major contributory source.</p>	Agree with modification 10A for the reason set out in the Examiner's report.
10B	36	<p>In clause b) delete the words 'Where possible' insert in their place the words – <i>"Take opportunities to enhance or...."</i></p> <p>Reason: 6.4.4. (xi). To improve clarity.</p>	Agree with modification 10B for the reason set out in the Examiner's report.
10C	36	<p>Delete the two paragraphs following clause c).</p> <p>Reason: 6.4.4. (xi). To improve clarity.</p>	Agree with modification 10C for the reason set out in the Examiner's report.
10D	36	<p>Delete the paragraph before clause d) and revise to read: <i>"Where works are being carried out in the public realm to improve highway safety and efficiency the character of a place should be maintained and the following principles will be applied:"</i></p> <p>Reason: 6.4.4. (xi). To improve clarity.</p>	Agree with modification 10D for the reason set out in the Examiner's report.
10E	36	<p>In clause f) change the word 'limited' to the word 'avoided'.</p> <p>Reason: 6.4.4. (xi). To improve clarity.</p>	Agree with modification 10E for the reason set out in the Examiner's report.
10F	36	<p>In clause i) delete the words 'where appropriate' and revise wording to read <i>"...should be built into design in the public realm."</i></p>	Agree with modification 10F for the reason set out in the

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		<p>Reason: 6.4.4. (xi). To improve clarity through the removal of ambiguous text.</p>	Examiner's report.
10G		<p>Amend the section on Gateways and Highways as follows:</p> <p><i>"Settlement 'Gateways'</i> <i>Where major new residential or commercial development is close to 'gateways' into Holme Valley settlements, or at route convergence points or rail and bus stations, consideration should be given to public realm improvements around the 'Gateway' including welcome signage and interpretation and landscaping and planting."</i> (Or similar wording).</p> <p>Reason: 6.4.4. (xi). To improve clarity that gateways refer to entrances to settlements.</p>	Agree with modification 10G for the reason set out in the Examiner's report.
Policy 6 Building Homes for the Future			
11A	39	<p>Reword paragraph 2 of Policy 6 to read:</p> <p><i>"In addition to the housing sites allocated in the Kirklees Local Plan new housing development will be supported subject to the following considerations being met:"</i></p> <p>Delete paragraph 3 beginning 'Proposals are required....</p> <p>Reason: 6.4.5 To clarify the relationship with the Kirklees Local Plan.</p>	Agree with modification 11A for the reason set out in the Examiner's report.
11B	39	<p>Delete current clauses 1 and 3 of Policy 6 and include in an unnumbered paragraph following the final clause of the general principles section to read:</p> <p><i>"Proposals for residential development involving the redevelopment of previously developed (brownfield) sites or the conversion of mill buildings and other suitable buildings to create low-cost housing and apartments is particularly encouraged.</i></p> <p><i>Proposals for the conversion of former mill buildings to residential accommodation should take opportunities to include provision for suitable commercial or employment uses as part of mixed-use schemes including live/work type accommodation."</i></p>	Agree with modification 11B for the reason set out in the Examiner's report.

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		Reason: 6.4.5 (iii) Clauses 1 and 3 should be separated out as policy objectives to make the policy clearer.	
11C	39	<p>Insert new clause 1 to read: "The proposed housing is located within existing settlements not overwashed by green belt or is for housing acceptable in terms of national Green Belt policy".</p> <p>Reason: 6.4.5 (iv) The requirement for housing to be in an existing settlement is a principle but is not part of a list, the modification is to add clarity.</p>	Agree with modification 11C for the reason set out in the Examiner's report.
11D	39	<p>Delete clause 2 as it unnecessarily overlaps with Policy 2 and with the second part of Policy 6.</p> <p>Reason: 6.4.5 (iv) Clause 2 merely states that housing should be suitable in terms of design which is covered in Policy 2.</p>	Agree with modification 11D for the reason set out in the Examiner's report.
11E	40	<p>Reword clause 4 line 2 onwards to read: <i>"...accordance with Local Plan Policy LP22 Parking and the Council's most up to date parking guidelines in the Highway Design Guide SPD. Additional parking provision to accommodate delivery vans is encouraged to minimise additional on street parking on nearby roads."</i></p> <p>Delete Appendix 4 or if retaining ensure these are the current standards from the SPD.</p> <p>Reason: 6.4.5 (vi) To make reference to the Kirklees Local Plan and the most up to date guidance.</p>	Agree with modification 11E for the reason set out in the Examiner's report.
11F	40	<p>Renumber clauses in the first part of the policy accordingly.</p> <p>Reason: 6.4.5 To reflect the Modifications for this policy.</p>	Agree with modification 11F for the reason set out in the Examiner's report.
11G	40	<p>In the second section of Policy 6 – House Types and Sizes – Delete the word 'major' in line 1 and the words 'of the Rural West Sub Area' in line 2.</p> <p>Reason: 6.4.5(vi) The inclusion of major undermines Kirklees Local Plan Policy LP11 and should be deleted.</p>	Agree with modification 11G for the reason set out in the Examiner's report.

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11H	40	<p>Amend the start of the paragraph in Policy 6 on page 92 which starts 'In particular...' to read: <i>"New Housing developments of more than 10 houses or on sites of more than 0.4 hectares will be supported"</i>.</p> <p>Reason: 6.4.5 (vi) Policy 6 should not relate solely to major housing developments.</p>	Agree with modification 11H for the reason set out in the Examiner's report.
11J	40	<p>Insert the word "<i>and</i>" after clauses 1) and 2) in the second section of Policy 6 dealing with house types and sizes.</p> <p>Reason: 6.4.5 To link the clauses.</p>	Agree with modification 11J for the reason set out in the Examiner's report.
11K	40	<p>Delete clause 4) in the second part of the Policy and relocate in an unnumbered paragraph following clause 3) reworded to read: <i>"New housing provided through a Community Right to Build Order (following the procedure set out in the Neighbourhood Planning Regulations) or other community led housing project, including self-build schemes, will be particularly encouraged."</i></p> <p>Reason: 6.4.5 As written clause 4 implies that community right to build schemes would be expected as part of all new major developments. This is not how community right to build schemes work.</p>	Agree with modification 11K for the reason set out in the Examiner's report.
11L	40	<p>Reword the last sentence of paragraph 4.5.5 to read: <i>"However, through its policies the NDP can influence how housing sites allocated in the Kirklees Local Plan are developed."</i></p> <p>Reason: 6.4.5. (vii) To correct an inaccuracy in the plan where it states that the HVNDP can influence inclusion or exclusion of allocated sites.</p>	Agree with modification 11L for the reason set out in the Examiner's report.
11M	40	<p>In paragraph 4.5.10 line 4 delete the words 'infill building' replace with the words "<i>building within settlements</i>".</p>	Agree with modification 11M for the reason set out in the

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		Reason: 6.4.5 (vii) Incorrect terminology used. The plan is seeking to refer to small additional sites rather than infill development which has a specific meaning.	Examiner's report.
Policy 7 Supporting Economic Activity			
12A	42	Add to the end of clause 1 in Policy 7 the following: <i>"...or the development is acceptable in terms of national Green Belt policy".</i> Delete the paragraph immediately following clause 7). Reason: 6.4.6 (ii) The policy as written conflicts with national policy on green belt.	Agree with modification 12A for the reason set out in the Examiner's report.
12B	43	In clause 2) line 2 delete the words 'within its existing site'. Reason: 6.4.6 To clarify the intention of the clause.	Agree with modification 12B for the reason set out in the Examiner's report.
12C	43	Delete clause 3). Replace with the following wording instead in a new unnumbered paragraph following clause 7): <i>"Business development which involves the sensitive conversion or redevelopment of existing buildings or makes use of a previously developed site will be particularly encouraged".</i> Reason: 6.4.6 (iv) Modification is required to confirm with national policy and encourage economic development of an appropriate scale in the valley in general conformity with Kirklees Local Plan Policy LP10.	Agree with modification 12C for the reason set out in the Examiner's report.
12D	43	Reword clause 4) to read: <i>"The site can be connected to the existing highway network and will not result in severe adverse traffic impacts on surrounding roads."</i> Reason: 6.4.6 (iii) Although a site may not have existing access to the highway network, the appropriate test is that it can and the clause should be amended.	Agree with modification 12D for the reason set out in the Examiner's report.
12E	43	Reword clause 5) to read:	Agree with modification 12E

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		<p><i>"The site is large enough to accommodate car parking, service areas and landscaped areas appropriate to the scale of the business."</i></p> <p>Reason: 6.4.5 There is currently not a parking standard for commercial use and the clause is therefore unworkable. The clause should be modified to refer to parking provision being appropriate to the scale of the business.</p>	for the reason set out in the Examiner's report.
12F	43	<p>Delete clause 6 as it unnecessarily repeats Policy 1.</p> <p>Reason: 6.4.5 To remove repetition.</p>	Agree with modification 12F for the reason set out in the Examiner's report.
12G	43	<p>In the paragraph entitled 'Supporting Homeworking' of Policy 7 line 4 delete the words 'small-scale'.</p> <p>Reason: 6.4.5 (v) There is no reasons why extensions to accommodate home working should be small scale.</p>	Agree with modification 12G for the reason set out in the Examiner's report.
12H	43	<p>In the section entitled 'Encouraging tourist and visitor facilities' of Policy 7 at clause 1) replace the current wording with the following:</p> <p><i>"The site is located outside the Green Belt or the development is acceptable in terms of national Green Belt policy"</i>.</p> <p>Reason: 6.4.5 To conform with national policy on Green Belt.</p>	Agree with modification 12H for the reason set out in the Examiner's report.
12J	43	<p>Delete clauses 2a) and 2f).</p> <p>Reason: 6.4.5 (iii) To remove repetition.</p>	Agree with modification 12J for the reason set out in the Examiner's report.
12K	43	<p>In clause 2g) delete the word 'additional' in line 1.</p> <p>Delete the word 'material' and replace it with the word 'severe' in line 2.</p> <p>Delete the words 'neighbouring properties and other existing users of the area' in lines 3-4.</p>	Agree with modification 12K for the reason set out in the Examiner's report.

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		Reason: 6.4.5 (iii) At clause 2g) the same criterion as at clause 4) regarding impact on the highway network is repeated and needs to be modified as above. Moreover, clause 2g ends with a requirement that traffic movements do not have an adverse impact on (<i>unspecified</i>) 'other users of the highway network'. This is unclear, unreasonable and unenforceable and needs to be removed.	
12L	43	In clause 2h) delete all the words after the word 'infrastructure' in line 2. Reason: 6.4.5 (iii) It repeats clauses 2d and 2e.	Agree with modification 12L for the reason set out in the Examiner's report.
12M	43	Re-number the clauses to reflect the modifications. Reason: 6.4.5 To reflect the modifications made to this policy.	Agree with modification 12M for the reason set out in the Examiner's report.
12N	43	Add to the end of clause 1 in Policy 7 the following: <i>"...or the development is acceptable in terms of national Green Belt policy"</i> . Delete the paragraph immediately following clause 7). Reason: 6.4.5 To conform with national policy on Green Belt	Agree with modification 12N for the reason set out in the Examiner's report.
Policy 8 Facilitating Development in Holmfirth Town Centre and Honley District Centre and Brockholes and New Mill Local Centres			
13A	45	Delete the last 2 paragraphs of Policy 8 on page 103 beginning 'Within the primary shopping areas...' and 'Proposals which would lead...' which are no longer operable. Delete the related footnote 16. Reason: 6.4.6 (x) The introduce of the new use class E requires changes to the policy.	Agree with modification 13A for the reason set out in the Examiner's report.
13B	45	Reword clause 2 to read: <i>"Proposals should be designed to secure easy pedestrian access and cycle and car parking to standard (including electric vehicle charging points). The development should be within easy walking distance of public transport facilities, use clear signage and provide facilities for the</i>	Agree with modification 13B for the reason set out in the Examiner's report.

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		<p><i>disposal of litter."</i></p> <p>Reason: 6.4.6 (x) To address ambiguous terms such as "sufficient parking", "walking distance" and "useful signage".</p>	
13C	45	<p>Reword clause 3 to read :</p> <p><i>"Retail development should be located in the primary shopping areas of Holmfirth and Honley as defined in map/plan x. If retail development is to take place outside the primary shopping areas proposals will be subject to the sequential test¹⁵".</i></p> <p>Reason: 6.4.6 (x) To clarify the area the policy applies to.</p>	Agree with modification 13C for the reason set out in the Examiner's report.
13D	45	<p>Reword clause 4 to read:</p> <p><i>"The reuse of upper floors for residential use will be supported subject to the use being compatible with ground floor commercial uses".</i></p> <p>Reason: 6.4.6 (x and xii) To make the policy clear and unambiguous and consistent with Kirklees Local Plan policy</p>	Agree with modification 13D for the reason set out in the Examiner's report.
13E	45	<p>In clause 5 change the policy reference in line 2 to read "HVNDP Policies 2 and 4".</p> <p>Reason: 6.4.6 (xii) In the existing clause 5, Policy 4 only relates to architectural features of shop fronts and Policy 2 should also be included.</p>	Agree with modification 13E for the reason set out in the Examiner's report.
13F	45	<p>Delete the third from last paragraph in Policy 8 on page 103 beginning 'Businesses premises should...' and clause 6 on page 104 which are unnecessarily repetitive.</p> <p>Reason: 6.4.6 (x) To remove repetition of subject matter already covered in other HV NDP policies.</p>	Agree with modification 13F for the reason set out in the Examiner's report.
13G	45	<p>In clause 8 after the word 'the' insert the words "<i>other units within the local centre</i>".</p>	Agree with modification 13G for the reason set out in the

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		Reason: 6.4.6 (viii) To reflect the policy area coverage.	Examiner's report.
13H	45	Delete text in clause 7 and add it at the end of clause 9 after a linking word 'or' Reason: 6.4.6 (x) To remove repetition of issues covered in other HVNDP policies.	Agree with modification 13H for the reason set out in the Examiner's report.
13J	45	Re-number clauses in Policy 8 accordingly. Reason: 6.4.9 (xiii) To reflect other modifications made to Policy 8 to remove repetition.	Agree with modification 13J for the reason set out in the Examiner's report.
13K	45	Insert after the section in the supporting text on the night time economy a subsection entitled " <i>Brockholes and New Mill Local Centres</i> " with text which describes these centres and their role and provides justification for how Policy 8 seeks to control development in these centres and what is the objective and intent. The following text has been agreed between the two Councils and is acceptable: <i>"Within Brockholes and New Mill, there are small shops and services concentrated together which perform an important function serving each of the local areas. These have both been defined as Local Centres in the Kirklees Local Plan. They include a convenience store for top-up shopping along with a mix of other services such as health and beauty salons, hot food takeaways and pubs.</i> <i>The role of Local Centres is to provide for top-up shopping and local services particularly food and drink as set out in Kirklees Local Plan Policy LP13. Development within them should be appropriate in scale to complement and support existing businesses in the centre and the visitor experience.</i> <i>Residential areas are immediately adjacent to these local centres and there are some residential</i>	Agree with modification 13K for the reason set out in the Examiner's report.

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		<p><i>properties intermixed with the shops and services. It is therefore important that any development protects or mitigates against any impacts on residential amenity."</i></p> <p>Reason: 6.4.6/ 13K description To provide a description of the centres and their role and provide justification for how Policy 8 seeks to control development in these centres and to ensure consistency with Kirklees local Plan policy</p>	
Policy 9 Protecting and Enhancing Local Community Facilities			
14A	47	<p>Replace the first parts of Policy 9 and clauses 1 and 2 with the following paragraph: <i>"Community facilities of value to the local community as listed in paragraph 4.7.10 will be protected and retained for community use. Development or change of use proposals involving their loss will be managed in accordance with Kirklees Local Plan Policy LP48"</i>.</p> <p>Reason: 6.4.7 (ii) To remove duplication of wording contained in Kirklees Local Plan Policy LP48 and ensure consistency between the aims of the two policies,</p>	Agree with modification 14A for the reason set out in the Examiner's report.
14B	48	<p>Replace Clause 3 of Policy 9 with the following paragraph: <i>"Where the proposal involves a community facility listed as an Asset of Community Value on a Community Assets Register the community must first be given the opportunity to acquire the asset to continue its operation before planning permission for an alternative use or development can be granted."</i></p> <p>Reason: 6.4.7 Modify the policy to refer to Asset of Community Value and Community Assets Register to make the policy clearer and reflect how the policy operates in accordance with legislation.</p>	Agree with modification 14B for the reason set out in the Examiner's report.
14C	48	<p>Second section of Policy 9 clause 1 delete wording after the word 'supported' in line 1 add: <i>"...particularly where the proposal will assist the retention of small community-based schools"</i>.</p>	Agree with modification 14C for the reason set out in the

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		Reason: 6.4.7. (vi) To aid clarity on what the policy is seeking to achieve.	Examiner's report.
14D	48	Second section of Policy 9 clause 3 last line delete the words 'other policies' and replace with " <i>HVNDP Policy 12 and Policies LP31, and LP63 of the Kirklees Local Plan</i> ". Reason: 6.4.7 (vi) To provide clarity on other relevant policies.	Agree with modification 14D for the reason set out in the Examiner's report.
14E	48	Add " <i>Cultural and performance venues</i> " to the list of facilities at paragraph 4.7.10 of the plan. Reason: 6.4.7 (vii) To clarify the policy coverage without listing all the venues in the area.	Agree with modification 14E for the reason set out in the Examiner's report.
Policy 10 Protecting Local Green Spaces			
15	50	Insert after the word 'designated' in line 1 of Policy 10 the words " <i>and protected</i> ". Reason: 6.4.7 xxii. Policy 10 itself, in simply setting out which sites are designated, is however slightly at odds with the supporting text in paragraphs 4.7.29 which implies the purpose of the designation is protection. In order that the policy is clear and unambiguous as required by the NPPF and PPG there is a need for a minor modification so that the purpose of protection is made clear.	Agree with modification 15 for the reason set out in the Examiner's report.
Policy 11 Improving Transport, Accessibility and Local Infrastructure			
16A	52	Insert a footnote reference after the word 'design' in line 3 of clause 1 to Policy 11 and after the word 'design' in line 4 of clause 12. Footnote to read : " <i>Current guidance is in the Kirklees Highways Design Supplementary Planning Document November 2019</i> " Reason: 6.4.8b (ii) To provide information on the current detailed guidance.	Agree with modification 16A for the reason set out in the Examiner's report.
16B	52	Reword Clause 2 to read: "Traffic management interventions should be <i>designed</i> on the basis of two principles:	Agree with modification 16B for the reason set out in the

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		<ul style="list-style-type: none"> <i>The user hierarchy set out in the Kirklees Local Plan Policy LP20 and Interventions that are the minimum necessary to achieve the traffic management objective and which do not adversely impact...."</i> <p>Reason: 6.4.8 6.4.8 (ii) To clarify "minimal interventions".</p>	Examiner's report.
16C	52	<p>Amend the start of clause 3 to read: <i>"Any highway works associated with new development should aim to protect the key characteristics of the Landscape Character Areas of the Holme Valley. These include for example grass verges....."</i></p> <p>Reason: 6.4.8 (ii) To make reference to the Landscape Character Areas rather than introduce new text into the Plan at paragraph 4.1.17.</p>	Agree with modification 16C for the reason set out in the Examiner's report.
16D	52	<p>Amend the start of clause 4 to read; <i>"All development proposals should take opportunities to provide safe access to local streets, footpaths....",</i></p> <p>Reason: 6.4.8 (iii) To address safe access without repeating Kirklees Local Plan policy or other HV NDP policy.</p>	Agree with modification 16D for the reason set out in the Examiner's report.
16E	52	<p>Insert the word "<i>local</i>" after the word 'Existing' in line 1 of clause 5.</p> <p>Reason: 6.4.8 (iii) Insert local to clarify that clause 5 is referring to local green infrastructure</p>	Agree with modification 16E for the reason set out in the Examiner's report.
16F	53	<p>In clause 6 reword the clause to read: <i>"Highway layouts should be imaginative in approach and include traffic calmed streets using a sense of enclosure to reflect....Valley."</i></p> <p>Reason: 6.4.8 (ii) To aid clarity and the intent of the clause.</p>	Agree with modification 16F for the reason set out in the Examiner's report.
16F	53	<p>Reword the start of clause 7 to read:</p>	Agree with modification 16F

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		<p><i>"Designs should take account of and link to public transport, pedestrian and cycle routes especially where these....."</i></p> <p>Reason: 6.4.8 (iii) To reflect that the clause is about linkage to sustainable transport routes.</p>	for the reason set out in the Examiner's report.
16G	53	<p>Delete Clauses 8 and 9 of Policy 11</p> <p>Reason: 6.4.8 (iii) Repeats Kirklees Local Plan Policy LP20 therefore not required.</p>	Agree with modification 16G for the reason set out in the Examiner's report.
16H	53	<p>In clause 11 line 3 after the word 'facilities' insert <i>"where planning permission is required (e.g to access Holmfirth Town Centre)"</i> Delete the words 'or festivals / events in the valley' as these are more likely to be temporary arrangements not requiring planning permission.</p> <p>Delete the words 'comply with other relevant policies and' in Line 4</p> <p>Reason: 6.4.8 (ii) in clause 11 some park and ride schemes if provided on a temporary basis will not require permission. The clause therefore needs to clarify that it will apply where planning permission is required. Also, in that clause, there is no need to state that proposals must comply with other policies of the plan as this is taken as read.</p>	Agree with modification 16H for the reason set out in the Examiner's report.
16J	53	<p>In clause 12 at the end of 1st sentence add sentence to read:</p> <p><i>"In the Peak District National Park parking provision should accord with Peak District Local Plan Part 2 Policies DMT6-8 and associated parking standards."</i></p> <p>After that insertion stop clause 12 and start new clause 13 for the rest of the text but deleting the reference to the HVHCA and deleting the last sentence starting with the words 'Development schemes'.</p> <p>Reason: 6.4.8 To provide a reference point for the consideration of suitable materials.</p>	Agree with modification 16J for the reason set out in the Examiner's report.
16K		<p>Re-number clauses accordingly.</p> <p>Reason: 6.4.8 To reflect the Modifications outlined for this policy.</p>	Agree with modification 16K for the reason set out in the Examiner's report.

Mod No:	Page No: Examiner's Report	Examiner's Modification and Reason (including reference within the Examiner's report)	Council's response
Policy 12 Promoting Sustainability			
17A	55	<p>Reword the introductory paragraph to Policy 12 to read: <i>"All development is expected to be designed to contribute to the following elements of sustainability and all major development (as defined in the NPPF) must prepare a sustainability statement which outlines how the development will contribute."</i></p> <p>Reason: 6.4.9 (iv) To ensure consistency with the supporting text that the policy applies to all development.</p>	Agree with modification 17A for the reason set out in the Examiner's report.
17B	55	<p>Delete clause 1 to Policy 12 relating to Green Belt policy and renumber the following clauses.</p> <p>Reason: 6.4.9 (iv) Reference to the Green Belt is in concise, confusing and repeats NPPF and should be deleted.</p>	Agree with modification 17B for the reason set out in the Examiner's report.
17C	55	<p>Add the word '<i>air</i>' after the word 'digestion' in line 4 of clause 2 to Policy 12.</p> <p>Reason: 6.4.9 (vi) air sources should be added.</p>	Agree with modification 17C for the reason set out in the Examiner's report.
17D	55	<p>Reword the start of clause 3 to read: <i>"New developments should develop opportunities to deliver on site heat networks using renewable energy sources."</i></p> <p>Relocate the rest of the clause dealing with viability to the end of the policy so that it applies to all requirements. (See Recommendation 17K).</p> <p>Reason: 6.4.9. (vii) onsite heat networks can operate at different scales so restriction to major developments should be removed and the text on viability relocated so it is clear that it applies to all developments.</p>	Agree with modification 17D for the reason set out in the Examiner's report.
17E	55	<p>Stop clause 4 after first sentence and delete remainder. Delete also the related footnote 21.</p>	Agree with modification 17E for the reason set out in the Examiner's report.

Mod No:	Page No: Examiner's Report	Examiner's Modification and Reason (including reference within the Examiner's report)	Council's response
		<p>Reason: 6.4.9 (x) The Policy would be clear and unambiguous, would be in general conformity with the strategic policies and would contribute to sustainability. Basic Conditions a), d) and e) would therefore be met.</p>	
17F	55	<p>Reword the start of clause 5 to read: <i>"All new non-residential buildings should be designed to achieve...."</i></p> <p>Reason: 6.4.9. The Policy should not be restricted to major development.</p>	Agree with modification 17F for the reason set out in the Examiner's report.
17G	55	<p>Delete Clause 6d) as it is repeated at clause 7 and revise clause 7 to read: <i>"All new buildings should incorporate technologies which generate or source energy from renewable, low carbon sources."</i></p> <p>Reason: 6.4.9. The Policy should not be restricted to major development.</p>	Agree with modification 17G for the reason set out in the Examiner's report.
17H	55	<p>Add the words <i>"where planning permission is required"</i> after the word 'properties' in line 3 of clause 8 to Policy 12.</p> <p>Reason: 6.4.9 (vi) alterations will frequently be permitted development and therefore the clause can only apply where planning permission is required. For clarity this should be added.</p>	Agree with modification 17H for the reason set out in the Examiner's report.
17J	55	<p>Amend the start of clause 9 to read: <i>"The inclusion in development proposals of community gardens and...."</i></p> <p>Reason: 6.4.9 (iv) It is not clear from the section 'Encouraging Sustainable Living' whether what is expected is that development proposals should be encouraged to incorporate community gardens and allotments. Given the preamble to the Policy it is assumed this is the case. It should be clarified.</p>	Agree with modification 17J for the reason set out in the Examiner's report.
17K	55	Add at the end of the Policy the following new paragraph:	Agree with modification 17K

Mod No:	Page No: Examiner's Report	Examiner's Modification and Reason (including reference within the Examiner's report)	Council's response
		<p><i>"The requirements of this policy will be expected to be met unless it can be demonstrated that this would render the development unviable. In this case, developers must demonstrate that they have worked with 3rd parties, (commercial and community), to assess the viability of opportunities"</i>.</p> <p>Reason: 6.4.9 (x) To provide clarity on implementation.</p>	for the reason set out in the Examiner's report.
Policy 13 Protecting Wildlife and Securing Biodiversity Net Gain			
18A	56	<p>Delete the word 'major' from line 1 in paragraphs 1 and 2 of Policy 13.</p> <p>Reason: 6.4.9 (xiv) The inclusion of major would undermine Kirklees Local Plan Policy LP30 so should be deleted.</p>	Agree with modification 18A for the reason set out in the Examiner's report.
18B	56	<p>Insert the words <i>"in accordance with the latest national and local guidance on Biodiversity Net Gain"</i> at the end of the first sentence in Paragraph 2 of Policy 13.</p> <p>Note - If the Biodiversity Net Gain Technical Advice Note has been finalised and adopted by the time the plan is prepared for referendum it would be appropriate to refer to it in a footnote flagged from the end of this first sentence.</p> <p>Reason: 6.4.9 (xv) To make the policy more flexibility worded to response to changes in national/local guidance.</p>	Agree with modification 18B for the reason set out in the Examiner's report.
18C	57	<p>Cut and paste the last paragraph of the Policy from its current position to form a new paragraph immediately following the first sentence of paragraph 2 and revised to read:</p> <p><i>"A biodiversity net gain will be expected to be achieved through development by:</i></p> <ol style="list-style-type: none"> 3. Managing habitats retained....improve quality <i>and /or</i> 4. Securing local off-site...overall benefit. <p>Direct and indirect impacts upon biodiversity.....should be provided."</p>	Agree with modification 18C for the reason set out in the Examiner's report.

Mod No:	Page No: Examiner's Report	Examiner's Modification and Reason (including reference within the Examiner's report)	Council's response
		Reason: 6.4.9 (xvi) to express the policy intentions in a clearer and less ambiguous way.	
Policy 14 Focusing Developer Contributions on Local Priorities			
19A	58	Delete the whole of Section 4.10 along with Policy 14. Reason: 6.4.10 (ii) Kirklees has decided not to pursue CIL at the current time, therefore the section should be deleted.	Agree with modification 19A for the reason set out in the Examiner's report.
19B	58	Replace with a general section of text under a subheading " <i>Implementing and Monitoring the Neighbourhood Plan</i> " explaining how the HVNDP will be implemented broadly covering the points set out in paragraph iv above. New text agreed between the two Councils has been provided, is acceptable and should be used to replace the existing as follows: <i>Implementation and Monitoring</i> <i>Implementation</i> <i>The policies in this Neighbourhood Development Plan, once made, will become part of the development plan for the area alongside the Kirklees Local Plan and the Peak District National Park Local Development Framework.</i> <i>The policies will be applied by Kirklees Council and the Peak District National Park Authority through the development management process in the determination of planning applications, together with the use of conditions and planning obligations under S106 of the Town and Country Planning Act 1990 where the tests for these are met.</i>	Agree with modification 19B for the reason set out in the Examiner's report.

Mod No:	Page No: Examiner's Report	Examiner's Modification and Reason (including reference within the Examiner's report)	Council's response
		<p><i>The Parish Council, applicants, developers and the community will be able to use the content and policies of the Neighbourhood Development Plan to inform representations to the relevant Local Planning Authority regarding planning applications within the Holme Valley.</i></p> <p><i>The Parish Council actions set out in appendix X to address the non-planning issues will be progressed by the Parish Council to support the achievement of the vision and objectives for the Holme Valley.</i></p> <p><i>Monitoring</i></p> <p><i>The Parish Council will put procedures in place to monitor the effectiveness of the Neighbourhood Development Plan through planning application decisions, the use of conditions and appeals.</i></p> <p><i>The Neighbourhood Development Plan may be reviewed by the Parish Council in line with changes to the Local Plan with this likely to take place at least once every 5 years from the date made and the Plan updated where necessary. The procedure for reviewing neighbourhood plans in place at that time in Neighbourhood Planning Legislation and the National Planning Practice Guidance will be followed.</i></p> <p>Reason: 6.4.10 (iv) The Parish Council wished to have a section in the NDP on Implementation. Text for inclusion was agreed between Holme Valley Parish Council and Kirklees Council and agreed as a modification.</p>	
Appendices			
20A	60	Delete Appendix 6 in its entirety, remove the reference to it in footnote 11 to Policy 6 of the	Agree with modification 20A

Mod No:	Page No: Examiner's Report	Examiner's Modification and Reason (including reference within the Examiner's report)	Council's response
		<p>plan.</p> <p>Reason: 7.4.2 Delete Appendix 6 with the definition of affordable housing as this is already referenced in the Policy 6 footnote.</p>	for the reason set out in the Examiner's report.
20B	60	<p>Renumber the appendices after making all changes and ensure referencing through the plan to them is correct.</p> <p>Reason: 7.4.3 Renumber the appendices in response to modifications which delete appendices and introduce new ones.</p>	Agree with modification 20B for the reason set out in the Examiner's report.
Other Matters			
Typographical/Grammatical Errors			
21	61	<p>Make typographical and grammatical corrections as set out in Appendix D at the end of this report (page 80).</p> <p>Reason: 7.5.1. Typographical/grammatical errors in the plan should be addressed. These are set out in Appendix D to the report.</p>	Agree with modification 21 for the reason set out in the Examiner's report.
Overall Conclusion			
22	61	<p>I recommend to Kirklees Council that the Holme Valley Neighbourhood Development Plan, modified as specified above, should proceed to a referendum based on the Holme Valley Neighbourhood Area as approved by the Kirklees Council on 27 January 2015 and the Peak District National Park Authority on 13 February 2015.</p> <p>Reason: 8.1 Subject to the recommended modifications set out in the report, it is appropriate that the Holme Valley Neighbourhood Development Plan should proceed to a referendum.</p>	Agree with modification 22 for the reason set out in the Examiner's report.

Appendix 4 Holme Valley NDP Referendum Version

Note: underlined text followed by a Recommendation number identifies the text amended in response to the Examiner's Recommendation; underlined text without a Recommendation number identifies typographical errors or updates to the Plan which Examiner Recommendation 21 allows.

Holme Valley Neighbourhood Development Plan (NDP) 2021 – 2031



Referendum Plan

Prepared by the Neighbourhood Plan Steering Group with assistance from



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Foreword

Welcome to the Holme Valley Neighbourhood Development Plan (HVNDP).

This Plan is an important part of giving our community a stronger voice in its future. Its policies will affect future planning decisions across the Holme Valley and structure how local people want to see the Holme Valley develop over the next 10 years (Recommendation 2B).

We are extremely lucky to live in such a beautiful and vibrant part of the country and we have to strike a balance between preserving what we value and embracing the opportunities we could enjoy in the future. Any development needs to be done sensitively recognising our landscape, heritage and local identity and creating a Neighbourhood Development Plan (NDP) is a vital part of enabling this to happen.

This Referendum version of the plan has been created for the community by the community. In 2016, Holme Valley Parish Council set up a Steering Group comprising individuals, representatives of community groups and businesses, and Parish Councillors. Supported by Government funding and specialist technical and planning advice, we have developed our understanding of the process and possibilities provided by a NDP. We have sought to build on our collective knowledge through research and the public consultation we held in summer 2017 to build up a rich picture of how people view the Valley and how they want it to develop. Using this information, we developed a vision and objectives which guided our preparation of planning policies to deliver these. These were then shared with local people for their views through further consultation in summer 2018 and the plan updated accordingly.

The Draft Plan was published for formal public consultation from 15th July to 15th September 2019. Following careful consideration of all the comments and representations submitted, and further discussions with Kirklees Council, the NDP was amended and updated. We also took into account the need to act on the climate emergency and the Plan's contribution to the Parish Council's Climate Emergency Action Plan.

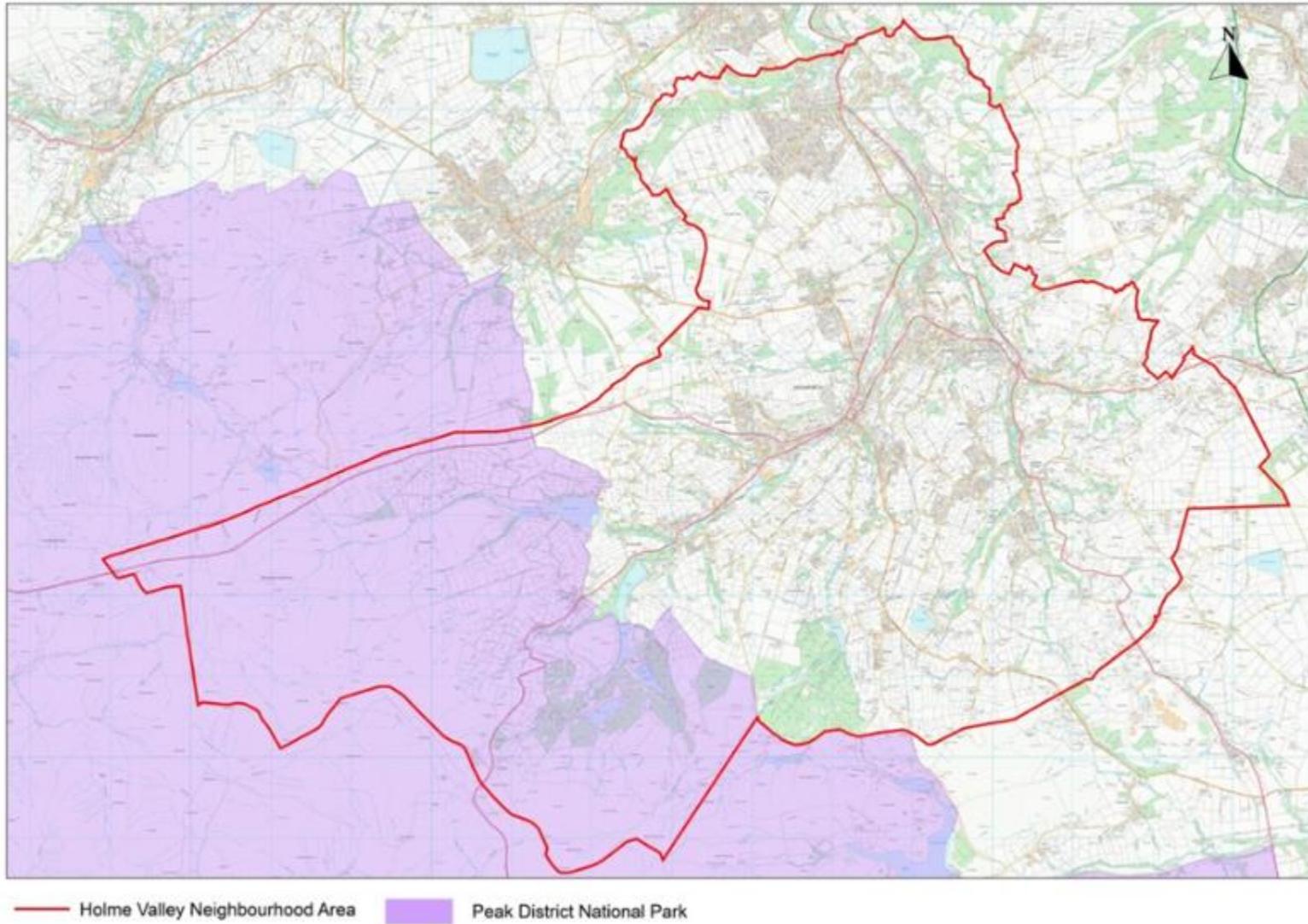
Kirklees Council published the submission version of the HVNDP for formal public consultation from 8th December 2020 to 2nd February 2021. The Plan then was examined by an independent examiner in Spring 2021 and the examiner's report was published in June 2021. The examiner recommended that the NDP should be modified as specified in his report and should proceed to a referendum based on the approved Holme Valley Neighbourhood Area. This, referendum version of the HVNDP, incorporates the examiner's recommended changes. (Recommendation 2A)

We appreciate that this is a long detailed document but our Valley is a large and diverse area with a wide range of issues we wanted to address. I am confident that we have put forward a clear vision and direction for the Valley which celebrates our different interests and identities, whilst creating a positive shared future.

Thank you to the Steering Group members for helping us to prepare a plan which will help deliver the future that we as a community wish to see.

Cllr Rachel Hogley
Chair, Holme Valley Neighbourhood Plan Steering Group

Map 1 Holme Valley Neighbourhood Area



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Executive Summary

This is the Referendum version of the Neighbourhood Development Plan (NDP) for the Holme Valley.

What does a Neighbourhood Development Plan do?

Its aim is to give local people more say in decisions about proposed developments in their area by encouraging their involvement in drafting local planning policies. These will give them a real influence over how, and where, development should happen over the 10 years to 2031 (Recommendation 2B). It provides a vision and objectives and proposes planning policies which will help deliver development which meets local needs and aspirations.

Where do NDPs come from?

NDPs were brought in by the Localism Act 2011 so are a relatively new part of the UK planning system. They allow communities to shape development in their areas and are confirmed by public vote through a referendum. Once made (adopted) it becomes part of the statutory development plan. It is then used to help determine planning applications in the Valley, alongside strategic policies in the Kirklees Local Plan for that part of the Neighbourhood Area where Kirklees Council is the local planning authority, and in that part of the neighbourhood area where the Peak District National Park (PDNP) is the planning authority, HVNDP will be used to help determine planning applications alongside strategic policies in the Peak District National Park Authority's Core Strategy and Development Management Policies (Part 2 Local Plan).

Who has written the NDP?

The Holme Valley NDP has been written by a steering group of local Parish Councillors and community group representatives. The group, formed in April 2016, developed its understanding of 'issues and options' which the NDP wanted to explore, secured the necessary funding and appointed planning consultants. It also sought technical expertise to identify the Valley's unique landscape and heritage and build the evidence base for the plan. Throughout the Plan's development, Government funding and technical advice has been sourced through Locality to support the process.

How have local views been captured?

Local residents were asked for their views on a range of topics, from housing and infrastructure to green spaces and work opportunities, in a public consultation exercise held in summer 2017. They were asked what they valued and what they wished to change in the Valley. Responses were analysed and used to draft the proposed objectives and planning policies which are detailed in this draft Plan. The first informal draft plan was then shared with residents and local businesses during summer 2018 with a summary booklet setting out the policies entitled 'Your Valley, Your Voice' delivered to nearly 13,000 addresses. Views on the proposed policies were collated through a consultation questionnaire and that feedback was analysed to inform the content of the Regulation 14 version. In addition, the NDP was revised following comments submitted by Kirklees Council and the Peak District National Park Authority and other consultation bodies.

What did local people say in informal consultation?

A NDP has to propose policies which are shown to reflect local concerns and priorities and a number of key themes were identified through the consultation.

In summary, the responses to the informal consultation in 2017 highlighted that what people like most about living in the Holme Valley is its rural environment and sense of community.

Looking to the future, respondents wanted to see:

- improvements to traffic
- limited development
- improved shopping
- affordable and small houses
- additional houses spread around Valley with priority to brownfield sites
- more sustainable energy efficient homes
- housing and economic development to be sensitive to the Valley's character enforced through planning permission and law
- more people able to work in the Valley
- better public transport
- protection of the rural nature, green belt and fields.

The detail of the NDP considered the feedback from the informal consultation alongside a range of other sources of local information on demographics, heritage, education and planning guidance. Supported by our professional planning consultants, Kirkwells, we collated the evidence to identify planning policies to help direct development in a positive way for the community.

These policies were then shared in full with local people through the Pre-Regulation 14 'Your Valley Your Voice' consultation in 2018 and following analysis of the responses, the following changes were made:

- All the important themes and key elements of the policies were retained but rationalised from 16 to 13 policies to avoid duplication and ensure that they were all mutually compatible.
- Wording of all policies was clarified to reduce ambiguity.
- Up to date references to the Kirklees Local Plan and its wider policies such as on biodiversity were added.
- A separate public realm policy was provided and brought the economic elements of the night time economy, tourism and businesses under one policy.
- Two policies were combined, recognising the relationships between transport, accessibility and local infrastructure.
- Shopfront and advertisements design guidance, which was previously provided as an appendix, was revised as a specific policy to strengthen its content.
- All the suggestions for local green spaces were reviewed and four sites short-listed which did not already benefit from other forms of protection. (Some of the proposals were already protected as a result of being in the Green Belt, identified by Kirklees as an Urban Green Space or covered by a wider Trees and Woodland Strategy or having some other status like Cliff Recreation Ground which is a 'Field in Trust'.)

What responses were received through the formal Regulation 14 consultation?

The Draft Neighbourhood Development Plan (NDP) for Holme Valley Parish was published for 9 weeks formal public consultation (Regulation 14) from 15th July to 15th September 2019. Responses were received from members of the public, community groups, developers and statutory consultees. Full details of the consultation responses and how the Plan was amended in response to the various representations are set out in the accompanying Consultation Statement and a series of tables available on the website.

How did the Submission NDP reflect stakeholders' views from the Regulation 14 consultation?

Following analysis of the Regulation 14 feedback, all NDP policies were reviewed and refined to make wording clearer and easier to interpret. The sustainability policy was amended to

form two policies with a separate policy focused on protecting wildlife and securing biodiversity net gain. To address Kirklees Council's concerns over the robustness of the evidence to support the policies, references to the technical evidence base and community consultations were revised, to include quotes from the public consultations and further detail about relevant Kirklees Local Plan and PDNPA policies. Some of the detail of the Landscape Character Assessment information in the AECOM report was moved to an Appendix and improved maps and references were provided throughout. Further clarification was provided about the Peak District National Park Authority part of the NDP area. The detailed wording of the plan was revised and explanations clarified, with more graphics or photographic images added to aid understanding. The Climate Change emergency was reflected throughout the document and up to date detail provided on the Holmfirth Town Centre Access plan and current community activities. Biodiversity was given its own policy, separate from sustainability resulting in the NDP having 14 policies. The Local Green Space maps for the Hade Edge Gateway Triangle & Scholes Sandygate Fields sites were amended to cover slightly smaller areas and the justifications for each site were reworded to align more clearly with the National Planning Policy Framework requirements.

The updated draft was shared with Kirklees Council and the Peak District National Park Authority for final comments before submission and some additional changes were made. These focused on re-ordering supporting text, making the justification for Parish Council Actions as opposed to making Policies clearer and making other minor wording alterations.

Regulation 16 formal consultation and Examination

The Submission version of the HVNDP was published by Kirklees Council and PDNPA for formal public consultation from 8th December 2020 to 2nd February 2021.

The Plan was then examined by an independent examiner in Spring 2021. The Parish Council worked closely with Kirklees Council and the examiner over a couple of months during the examination process. Much of the examination focused on Policies 1, 2 and 3 and the relevant supporting text and appendices, but the examiner also recommended changes to wording in most other policies, and the deletion of the section and policy on developer contributions, as Kirklees Council has withdrawn all Community Infrastructure Levy (CIL) proposals. Also, the various Parish Council Actions were all moved to a new Appendix (1).

The examiner's report was published in June 2021 and is available on the NDP pages of the Parish Council website. The examiner recommended that the NDP should be modified as specified in his report and should proceed to a referendum based on the approved Holme Valley Neighbourhood Area. This, referendum version of the HVNDP, incorporates the examiner's recommended changes. (Recommendation 2A)

How is the NDP structured?

The NDP comprises a vision statement, a set of objectives and formal planning policies. These policies are accompanied by detailed commentary explaining the meaning of the policies and what they are seeking to achieve. The document addresses each policy area in turn, covering a range of areas including landscape, heritage, housing, the economy, education, transport and sustainability.

What is the proposed vision and objectives?

The vision is based on the steering group's views, feedback from the groups to which they belong and the many consultation exercises carried out in recent years, and describes what we want to achieve over the next 10 years. (Recommendation 2B)



Figure 1 - Vision & Objectives

What are the proposed policies?

The policies flow from the objectives and will be used to determine planning applications submitted to Kirklees Council in that part of the Neighbourhood Area where Kirklees Council is the local planning authority and submitted to the Peak District National Park Authority for applications inside the PDNP area. The policies will help developers understand local priorities and aspirations. Each policy contains detail to guide planning decisions related to its overall theme. Where a policy does not apply to the PDNPA this is outlined in the policy. (Recommendation 1A/2A).

PLANNING POLICIES

1. Protecting and enhancing the landscape character of the Holme Valley
2. Protecting and enhancing the built character of the Holme Valley and promoting high quality design
3. Conserving and enhancing Local Heritage Assets (Recommendation 8A)
4. Design Codes for high quality shop fronts and advertisements
5. Promoting high quality public realm and improvements to gateways and highways
6. Building homes for the future
7. Supporting economic activity
8. Facilitating development in Holmfirth, Honley and other local centres
9. Protecting and enhancing local community facilities

10. Protecting local green space
11. Improving transport, accessibility and local infrastructure
12. Promoting sustainability
13. Protecting Wildlife and Securing Biodiversity Net Gain

What else is in the NDP?

The NDP also includes 'actions' to be taken forward by the Parish Council alongside the NDP. These non-planning issues cannot be addressed through a NDP but they are still important concerns identified by the community: by capturing them, we can help inform future work by the Parish Council to deliver the overall vision and objectives.

What are the benefits for the Holme Valley in having a NDP?

Creating a NDP in an area increases the understanding of local views and gives people a formal opportunity to influence planning decisions in the Holme Valley and help shape the nature of future developments. (Recommendation 2C).

What is the Strategic Environmental Assessment (SEA)?

Every NDP has to be 'screened' in consultation with Environment Agency, Historic England and Natural England to determine if it requires a full Strategic Environmental Assessment (SEA). Having screened our plan during the public consultation in 2018, Kirklees Council informed us that we required a SEA. Following a successful application for Government 'technical support', a specialist consultant, AECOM, was commissioned to undertake the SEA. A SEA is an assessment tool which considers and communicates the likely effects of the NDP on a number of environmental topics such as biodiversity, the historic environment, and landscape. The aim of the process is to maximise the contribution of the planning policies within the NDP to sustainable development.

The SEA concluded that the draft HVNDP performed well overall against all the SEA themes, and multiple potential benefits to the local community are identified. This report was published for consultation in parallel with the Regulation 14 consultation on the Draft Plan.

What happens next?

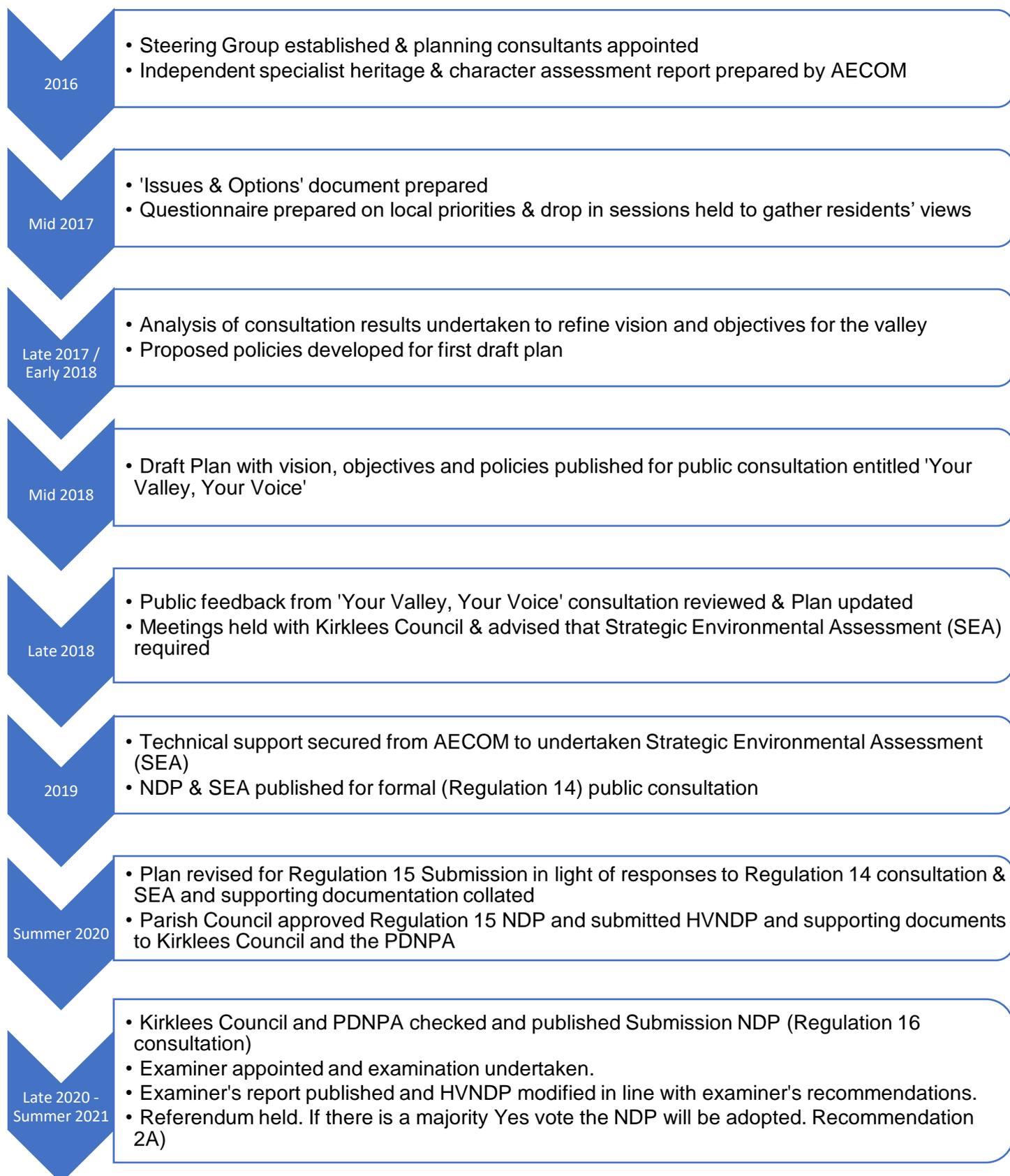
The Plan will proceed to a local referendum. Everyone on the electoral role in the Parish will be asked whether the HVNDP should be used to determine planning applications. If there is a majority 'Yes' vote (that is, 50% of turnout + 1), the HVNDP will be 'made' (adopted) by Kirklees Council and become part of the statutory development plan. (Recommendation 2A).

1.0 Introduction and Background

Referendum Plan

- 1.1 Welcome to the Referendum version of the Holme Valley Neighbourhood Development Plan (NDP). (Recommendation 2A)
- 1.2 The NDP has been prepared on the basis of development work which has been underway since April 2016 when a Steering Group of local councillors and representatives of community groups across the Valley was first formed.
- 1.3 The group first developed an understanding of 'issues and options' which the NDP wanted to address, secured the necessary funding to progress the plan and appointed planning consultants to provide expert advice. It sought technical expertise to objectively identify and describe the valley's unique landscape and heritage and help build the evidence base for the plan. The steering group then sought views from residents across the valley through its public consultation in summer 2017 and again in summer 2018 when draft proposed planning policies had been developed. The responses from this consultation were analysed and used to update the draft planning policies to help guide development in the Holme Valley Parish up to 2031. These updated planning policies were then published for further consultation in summer 2019 as the Draft Regulation 14 NDP. Further technical advice was also sought to support the development of a Strategic Environmental Assessment (SEA) which Kirklees Council advised was required in light of the sensitive environment of the Holme Valley.
- 1.4 The HVNDP was submitted to Kirklees Council and PDNPA in summer 2020 and published for formal consultation from late 2020 to early 2021. The examination took place in Spring 2021. The development process is summarised in the timeline diagram in Figure 2. (Recommendation 2A)
- 1.5 Members of the Steering Group, Michael Forster-Jones and the Holmfirth Conservation Group are thanked for the photographs they have provided.

Figure 2 - Timeline of NDP process



Purpose of the Plan

- 1.6 Neighbourhood Development Plans are a relatively new part of the UK planning system, brought in through the Localism Act 2011. In the UK all planning applications are determined in accordance with the development plan unless material considerations indicate otherwise. Made (adopted) NDPs are part of the local statutory development plan, and therefore are used to help determine planning applications in that area. NDPs are powerful tools and present significant opportunities for local people to have a real say in how, and where, development should happen within their local area. They can provide the local detail to add value to higher level, more strategic policies. Overall, the aim of NDPs is to give local people more say in decisions about development proposals in their local area by encouraging them to get involved in drafting local planning policies.

Work on the NDP

- 1.7 Work began on the Holme Valley NDP when the Parish Council made the decision to prepare a Plan. The Parish Council applied to become a designated neighbourhood planning body in September 2014. Applications were sent to both Kirklees Council and Peak District National Park Authority. The neighbourhood area is the same as the Civil Parish boundary and was approved on 13th February 2015. The designated neighbourhood area is shown on Map 1.
- 1.8 Unlike some neighbouring areas such as Penistone, which have prepared Community Led Plans, the Holme Valley has not previously undertaken a parish wide review of its objectives and vision for the future. Holme Valley Vision network, a body represented on the NDP Steering Group did undertake considerable research in 2013 to understand what mattered most to people in the Holme Valley area. The research undertaken at that time, with involvement from local businesses, young people and residents has been updated and expanded and the data gathered about the interests and make-up of the local population have informed the Neighbourhood Plan. The strap line for the project was “making the Holme Valley a good place to live and work in and to visit”. This has now been developed into a vision for the Holme Valley Parish and underpins its Neighbourhood Plan.
- 1.9 The Holme Valley Parish is a large administrative area covering two key centres of Holmfirth and Honley with more than a dozen other small villages. As a result, the challenge for the Neighbourhood Plan has been to identify the common themes which apply to the whole area whilst recognising the distinct character areas within the Valley. The plan therefore seeks to identify an overarching vision and then a range of geographically specific policies which offer more detail for certain areas where appropriate.

Heritage Appraisal

- 1.10 At an early stage of the Plan's preparation, the steering group identified a need for a detailed study of the built heritage and landscape character of the area. Consultants, AECOM, were commissioned to undertake a Heritage and Landscape Character Assessment of Holme Valley Civil Parish during summer and autumn 2016. This report offers an independent review of the built and natural environment of the valley and provides an important part of the technical evidence base for the NDP. Its key

conclusions are reflected in the NDP. Copies of the full report are available on the parish website or from the Parish Council on request.

Issues and Options Consultation

- 1.11 A public consultation on Issues and Options for the NDP was undertaken in Summer 2017. An Issues and Options document and accompanying questionnaire were prepared by the steering group and published for informal consultation 10th May to 18th July 2017.

Informal Consultation on the First Draft Plan - Your Valley Your Voice Public Questionnaire

- 1.12 The First Draft Plan was published for informal public consultation from 11th June to 27th July 2018. The consultation document consisted of a summary booklet outlining the purpose of a NDP and detailing the vision, objectives and policies of the draft plan. This was entitled 'Your Valley, Your Voice'. It provided website links to the full draft plan and highlighted that this was available for review in Holmfirth library, Honley library and the Parish Council offices.
- 1.13 The Draft Plan was amended following consideration of the responses to the informal consultation.

Strategic Environmental Assessment

- 1.14 Following a review of the Pre-Regulation 14 draft NDP, Kirklees Council undertook a screening review of the Plan to establish if a Strategic Environmental Assessment (SEA) was required. In conjunction with advice from Historic England, the Environment Agency and Natural England, Kirklees formally advised in October 2018 that a SEA was required.
- 1.15 The Steering Group sought technical support from Locality and commissioned AECOM to undertake a scoping report and then a full SEA. The Strategic Environmental Assessment (SEA) Environmental Report and associated Non-Technical Summary were published for consultation alongside the Draft NDP. The NDP was revised in line with the recommended changes in the Environmental Report, March 2020. The SEA was also in turn updated by AECOM to reflect the changes in the Submission Plan and reissued in September 2020.

Regulation 14 Public Consultation

- 1.16 The Draft HVNDP was published for formal consultation for 9 weeks (Regulation 14) from 15th July to 15th September 2019. Copies of the Draft NDP, SEA and associated documents could be downloaded from the Parish Council's website. Hard copies of the Draft NDP, a summary of the policies and the SEA documents could be viewed during normal opening hours at the following locations:
- Holmfirth Library, 47 Huddersfield Road, Holmfirth, HD9 3JH
 - Honley Library, West Avenue, Honley, HD9 6HF

Hard copies were also available on request to borrow from the Parish Council Clerk by calling the office on 01484 687460 or by emailing: clerk@holmevalleyparishcouncil.gov.uk

- 1.17 A link to the online questionnaire was provided on the Parish Council website.
- 1.18 A response form could be downloaded and completed and sent to holmevalleyndp@gmail.com. Hard copies of the response form were also available at Holmfirth and Honley Libraries and completed forms could be returned to both libraries for collection or posted to Holme Valley Parish Council, Holmfirth Civic Hall, Huddersfield Road, Holmfirth, HD9 3AS.
- 1.19 The Steering Group hosted four drop-in sessions to assist residents and stakeholders with the questionnaire and to provide further information. These were:
- 11am - 2pm on Friday 26th & Saturday 27th July at Honley Parish Rooms
 - 11am - 2pm on Friday 6th & Saturday 7th September at Holmfirth Library.
- 1.20 Stakeholders were also invited to get in touch using the dedicated NDP email address: holmevalleyndp@gmail.com.
- 1.21 The consultation bodies and other community groups were contacted by email / letter and invited to respond with any comments to the NDP email address or via the online questionnaire.
- 1.22 Full details of the responses and how these informed the changes to the Submission version of the NDP are set out in a separate document 'Summary of Regulation 14 Consultation' and in the Consultation Statement.

2.0 Planning Context for Holme Valley NDP

2.1 Neighbourhood Plans cannot be prepared in isolation. They are required to have regard to national planning policies (set out in the National Policy Planning Framework (NPPF) as revised in February 2019, Planning Practice Guidance (PPG) and other Government statements and guidance and to be in general conformity with strategic policies in the local development plan. This section outlines the various overarching policies which apply to the Holme Valley.

Planning Policy

2.2 There are two relevant Local Planning Authorities for Holme Valley: Kirklees Council and the Peak District National Park Authority (see Map 1).

2.3 In Kirklees, the Local Plan comprises the Strategy and Policies document, Allocations and Designations document and associated Policies Map showing the allocations and designations. The Kirklees Local Plan Strategy and Policies and Kirklees Local Plan Allocations and Designations documents were adopted on 27th February 2019.

2.4 For that part of the NDP area within the Peak District National Park, the Peak District National Park development plan comprises the Core Strategy (2011) and the Local Plan Part 2: Development Management Policies (May 2019).

Planning Context

2.5 Holme Valley is a large civil parish. The majority of the Parish is located in the Metropolitan Borough of Kirklees in West Yorkshire, but part of the Parish in the southwest lies within the Peak District National Park (PDNP). Whilst Kirklees Local Authority administers council-run services throughout the Parish, the Peak District National Park Authority (PDNPA) is the sole planning authority for land and property within the PDNP. The PDNPA's strategic planning policies must meet the purposes and duty of a national park as set out in the 1995 Environment Act. These are:

- to conserve and enhance the natural beauty, wildlife and cultural heritage of the national park
- to promote opportunities for the understanding and enjoyment of the special qualities (of the parks) by the public
- to seek to foster the economic and social well-being of their local communities.

2.6 The Parish has a population of 27,146 (2011 census) and covers an area of 7,046 Ha. The administrative centre is in Holmfirth. Other villages in the parish include Brockholes, Cinderhills, Hade Edge, Hepworth, Hinchliffe Mill, Holmbridge, Holme, Honley, Jackson Bridge, Netherthong, New Mill, Scholes, Thongsbridge, Upperthong and Wooldale.

2.7 There are areas within the parish that are urban, and others that are very rural; there is a distinctive landscape character, which is significant in terms of wildlife and biodiversity. The built character of the town, the villages and surrounding rural buildings is also noteworthy in terms of the widespread use of traditional local materials, and the scale and form of rural buildings.

Summary of Key Characteristics

Landscape Character

- 2.8 The landscape character of the Holme Valley is described in detail in the Kirklees District Landscape Character Assessment, July 2015. The Landscape Character Assessment gives a summary of the landscape character for each character area and identifies valued landscape features and attributes.
- 2.9 Part of the area to the west lies within the Peak District National Park. The Peak District Landscape Character Assessment (2008) provides information about landscape change and details guidelines for the distinctive landscapes of the Peak District. Holme Valley neighbourhood area includes the following landscape character areas: Dark Peak and Dark Peak Yorkshire Fringe.

Biodiversity

- 2.10 Holme Valley has a number of significant local biodiversity assets. There are Sites of Special Scientific Interest (SSSIs), Special Protection Areas (SPAs), Special Areas of Conservation (SAC's), Local Geological Sites, Local Wildlife Sites and ancient woodlands within the neighbourhood area - see Appendix 3.



Figure 3 - View of the Holme Valley from the South West

Green Infrastructure

- 2.11 Green Infrastructure (GI) is "a network of multi-functional green space, urban and rural, which is capable of delivering a wide range of environmental and quality of life benefits for local communities" (NPPF 2019 Annex 2: Glossary). Multi-functional Green Infrastructure (GI) is important to underpin the overall sustainability of development by performing a range of functions. There are many opportunities in the Holme Valley to enhance and extend existing GI networks by encouraging

developers to design landscaping, open space and buildings to enhance local wildlife, respond to climate change, and provide suitable opportunities for recreation, all at the same time.

Built Heritage

- 2.12 In addition to a distinctive local landscape character and many natural heritage assets, Holme Valley is defined by its very attractive and interesting built heritage. The parish has 13 conservation areas, 451 listed buildings and 3 Scheduled Monuments. There are also buildings and structures within the neighbourhood area which do not benefit from the protection of Statutory Listing but are of local heritage value.
- 2.13 Kirklees Council has only published conservation areas appraisals for Oldfield and Holme conservation areas which is a source of local concern as without any record of the characteristics of each conservation area, it can be difficult to identify how to protect them. The Valley still has a number of mill buildings reflecting its industrial history despite many being demolished over recent years. Only Bridge Mills and Ribbleden Mills now remain in Holmfirth so retaining the built heritage of a traditional mill town is important. The Parish Council commissioned a Heritage and Landscape Assessment in 2016 to provide further background evidence to support the NDP, and to inform policies on protecting local character and encouraging high quality design, including contemporary and sustainable buildings.
- 2.14 Since then, a local group, Holmfirth Conservation Group, stepped into the gap created by Kirklees's lack of appraisal of the Holmfirth Conservation Area, which is deemed to be at risk by Historic England. The appraisal has been completed and contributes to the NDP's evidence base. Its findings have informed and justified the NDP's policies.

Providing Housing

- 2.15 Supporting the provision of new housing is a major issue for the Holme Valley NDP. It should be noted that this only applies in the Kirklees area as the requirement to provide housing does not apply to the part of the neighbourhood area within the Peak District National Park. In the Local Plan Kirklees Council identified an additional 1,087 homes on 27 different sites in the Holme Valley. Based on information taken from the Local Plan concerning the size of the allocated sites and number of proposed houses, it is estimated that the housing density in the Holme Valley will be approximately 30 dwellings per hectare compared with the national average of 35 dwellings per hectare.
- 2.16 NDPs should be in general conformity with the strategic planning policies in the Local Plan and should plan positively to support them. Neighbourhood plans should not promote less development than set out in the Local Plan or undermine its strategic policies.
- 2.17 Local concern focuses on the impacts that such a proportionately large increase in the number of houses will have on quality of life. At the moment, approximately 27,000 people live in the Parish Council area. There are fears that the proposed housing development may lead to a substantial increase in the local population with their associated impact on existing infrastructure. This was illustrated by some of the

feedback from the Pre-Regulation 14 consultation with comments such as ‘the scale of development is far too great, overwhelming villages and causing traffic problems’ and ‘infrastructure can’t cope’. Population growth is not necessarily a consequence of additional houses since household formation rates could change. The Kirklees Local Plan predicts that the average size of households will decline from 2.43 to 2.34 by 2031. Using the 2011 census figures of 27,146 people living in 12,039 households, the average size of households in the Holme Valley is already only 2.25 but with an additional 1,087 homes, a population increase at this lower density could still equate to additional 2,446 people in the valley. With only 14.37% households not having a car or van, compared with 25.44% in Kirklees as a whole, it can be assumed that pressure on road infrastructure will increase as more housing is built. This is considered in more detail in section 4.8.

- 2.18 Most of the land allocated in the Local Plan for employment purposes is to the north of Huddersfield and the type of houses being built in the Holme Valley is likely to attract people who work in the surrounding cities, such as Leeds, Wakefield, Manchester and Sheffield. A large number of people already commute out of the area, mostly by car and there is an opportunity for the NDP to promote and support more locally based employment and alternative modes of transport to reduce reliance on the private car. The population growth will result in an increased demand for local services, particularly schools and healthcare facilities and the increased population will result in a greater loading on the drainage networks as well as the road infrastructure. The impact on infrastructure has been considered in the Local Plan and new developments will provide developer contributions (Recommendation 3) in that part of the Neighbourhood Area where Kirklees Council is the local planning authority to go towards infrastructure.
- 2.19 On average, houses in the Holme Valley are more expensive than anywhere else in Kirklees, according to information obtained from Kirklees Observatory. The 2011 census showed that there is a greater proportion of detached houses and a lower proportion of semi-detached houses and flats or maisonettes. This profile, given the type of property being approved since then, is unlikely to have changed. Indeed, there is growing concern about the number of larger, high cost properties being built in the Valley and the absence of lower cost, smaller dwellings. There is a general consensus amongst local people of the need for more affordable, smaller housing to help young people live independently, to support older people wishing to down-size and to accommodate people whose circumstances change.
- 2.20 During the 2017 public consultation, the overwhelming message was that residents wished to see affordable housing, with over 72% of responses supporting this. Affordable housing has a specific definition of ‘housing for sale or rent, for those whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/or is for essential local workers); and which complies with one or more of the definitions’ set out in the NPPF. However, anecdotally, it has been interpreted in a different way and since it was often mentioned alongside small housing, the importance of more, smaller housing stock to local people is clear. Quotes indicated that residents wanted to see ‘Houses that first-time buyers can afford, and old people are able to remain living in’ and ‘sensibly sized and placed development’ and ‘some small and affordable housing’. Local Plan Policy LP 11

requires a range of housing to meet local needs and states that sites should provide 20% affordable housing. There is no such requirement in the National Park.

Supporting the Local Economy

- 2.21 The future sustainability of the parish is dependent upon maintaining a buoyant local economy and services, or there is a risk that part of Holme Valley Parish could become a group of satellite, commuter settlements serving larger towns such as Huddersfield. The 2011 census data demonstrates that the Valley has a higher than average number of people in higher managerial, administration and professional occupations (15.45% of all ages 16-74 compared to 8.82% those in Kirklees) some of whom will commute to larger towns and cities. However, it also has a range of occupations represented with 11.79% of those aged 16-74 classified as small employers and own account workers. Residents have expressed the desire to retain a mix of employment opportunities particularly in the local area. The Pre-Regulation 14 consultation included comments such as 'I welcome all opportunities to expand local employment as a means of reducing sustainable levels of commuting and as a way to encourage young people to stay in the local area.'
- 2.22 Holmfirth is an internationally known brand, renowned for its beautiful countryside and character as well as being the setting for the longest running sitcom in the world, Last of the Summer Wine. Indeed, the original reason for the series being based here was the visual attractiveness of the area. The duration of the programme and its international popularity still draws visitors. More recently, the area's programme of festivals and other attractions, including the Holmfirth Picturedrome, a popular independent live music venue, have provided more contemporary visitor draws.
- 2.23 There are many other opportunities for developing the local economy which will help to support a vibrant and viable town centre and the local population. There is strength in the services that support the local population, such as building trades, hairdresser and beauty facilities and the motor trades. The number and quality of cafes and restaurants and other night time attractions attract visitors as well as serve local people. Engineering businesses can still be found locally and there are a significant number of professional services and consultancy businesses operating in the Valley suggesting that there is considerable scope for expansion, particularly through greater use of the broadband and other communication channels.
- 2.24 The 2017 consultation identified that over 75% of respondents felt that the neighbourhood plan should enable more people to work in the Holme Valley with opportunities for business hubs, small businesses and commerce, service and creative industries featuring most highly.

Protecting and Improving Local Facilities

- 2.25 The Holme Valley is fortunate to have a good range of local facilities. These include village halls, recreation grounds including sports fields/sport centres/gymnasiums, sailing, tennis and cricket clubs, a swimming pool, children's play areas, places of worship, and primary and secondary schools.
- 2.26 Informal facilities such as the network of walking and cycling routes alongside the range of services within Holmfirth, Honley and the surrounding villages, offer residents opportunities to meet and socialise. The Holme Valley has a large number

of different community groups, organisations and societies which cater for the diverse interests of the local population and having places where they can meet and participate in their various activities is an essential part of the Valley's character.

3.0 Holme Valley NDP Vision and Objectives

- 3.1 The vision has been developed by the Steering Group based on their views, feedback from the groups to which they belong and the many consultation exercises that have been carried out in recent years. The vision describes what we want to achieve over the neighbourhood plan period. (Recommendation 4A)
- 3.2 The objectives break the vision down into sections and helped structure our thinking about how our policies could address the issues facing the Holme Valley. They were informed by the informal and formal consultation with the community in 2018 & 2019.
- 3.3 The primary purpose of a Neighbourhood Development Plan is for a Parish Council to produce a set of policies against which planning applications submitted to Kirklees Council and the PDNPA will be assessed. The Holme Valley NDP includes planning policies which will be used for this purpose.
- 3.4 The Holme Valley NDP also includes ‘actions’ which will be taken forward by the Parish Council in order to address the non-planning issues relevant to the communities living within the parish - see Appendix 1. (Recommendation 4B)

VISION FOR THE VALLEY

The Holme Valley of the future will continue to be a beautiful rural landscape offering safe environments for wildlife and a place where its culture, heritage and splendour are celebrated by local people and visitors. It will be home to a vibrant and welcoming community whose people live and/or work within its thriving settlements. It will offer the services and facilities for modern life, whilst sustaining a strong sense of identity and belonging for everyone.

OBJECTIVES

- | |
|--|
| A. To preserve and promote the distinctive characteristics of the Holme Valley. |
| B. To protect important open spaces, public views and landscape of the Holme Valley. |
| C. To promote the type of housing that meets the needs of the local population and to ensure that all new development meets appropriate design and building standards. |
| D. To promote growth of the economy, employment and tourism in the Holme Valley. |
| E. To promote education and life-long learning for all through investment in improved local community facilities. |
| F. To promote the health and well-being of residents. |
| G. To improve accessibility, infrastructure and movement around the Valley by promoting more sustainable transport choices. |
| H. To promote sustainability, reduce impact on climate change and move towards a zero-carbon local economy. |

3.5 Table 1 shows which policies meet the relevant objectives.

Table 1 NDP Policies and Objectives

NDP Policies		Obj							
		A	B	C	D	E	F	G	H
1	Protecting and enhancing the landscape character of the Holme Valley	✓	✓	✓			✓	✓	✓
2	Protecting and enhancing the built character of the Holme Valley and promoting high quality design	✓	✓	✓	✓		✓	✓	✓
3	Conserving and enhancing local heritage assets (Recommendation 8A)	✓			✓				
4	Design Codes for high quality shop fronts and advertisements	✓			✓				
5	Promoting high quality public realm and improvements to gateways and highways	✓			✓		✓	✓	
6	Building homes for the future	✓		✓			✓	✓	✓
7	Supporting economic activity	✓			✓				✓
8	Facilitating development in Holmfirth, Honley and other local centres	✓		✓	✓		✓	✓	✓
9	Protecting and enhancing local community facilities	✓				✓	✓	✓	✓
10	Protecting Local Green Space	✓	✓				✓		✓
11	Improving transport, accessibility & local Infrastructure	✓	✓		✓	✓	✓	✓	✓
12	Promoting sustainability	✓		✓			✓	✓	✓
13	Protecting Wildlife and Securing Biodiversity Net Gain	✓						✓	

4.0 Holme Valley NDP Planning Policies

The following sections of the Holme Valley Neighbourhood Plan contain the policies which will be applied by Kirklees Council and the Peak District National Park Authority in the consideration of any planning application submitted within that planning authority's part of the Holme Valley Neighbourhood Area.

These policies are necessarily wide ranging in their scope and taken together will help to deliver sustainable development within the Parish.

A NDP has the same legal status as the Local Plan once it has been supported at a referendum and is made (brought into legal force) by the local planning authority.

At this point it becomes part of the statutory development plan and applications for planning permission **must be determined** in accordance with the development plan, unless material considerations indicate otherwise.

4.1 Protecting Local Character

Introduction and Background

- 4.1.1 The local character of the area encompasses both the landscapes of the area and its built environments. The distinctive landscapes and built heritage of the Holme Valley are regarded locally, nationally and internationally as positive assets.
- 4.1.2 The distinctive local landscape character of Holme Valley Parish is highly significant in terms of the area's strong local identity. The public consultation on Issues and Options in summer 2017 reiterated the appreciation of local landscape character by local people. The rural environment was by far the largest single response to Q1 "What do you like most about living in Holme Valley?" with 44% responses mentioning it. Responses included "Beautiful well-kept countryside, great towns and villages. It feels safe and friendly. Lots of well organised fun events" and "I feel that the most important thing that should be protected is the countryside. Without the countryside what is the Holme Valley?".
- 4.1.3 The landscape and particularly its wide-open views are highly valued and examples of these are shown in the photographs below:



Figure 4 - Looking up the Holme Valley towards Holmbridge



Figure 5 - Looking down the Holme Valley across to Cheeseagate Nab



Figure 6 - Looking down the Holme Valley over Holmfirth towards Castle Hill



Figure 7 - View across New Mill from Sude Hill



Figure 8 - View towards Netherthong from Wolfstones



Figure 9 - View towards Honley

- 4.1.4 Natural England has identified and described National Character Areas (NCA)¹ for all areas of England. The eastern portion of the area falls within NCA 37: Yorkshire Southern Pennine Fringe. The close juxtaposition of the predominantly Millstone Grit industrial towns, valley topography and pastoral agriculture of the Pennine foothills forms a distinct feature of the landscape. Although largely a transitional landscape stretching from upland areas to the lower-lying land to the east, the use of millstone grit in buildings and structures provides a sense of visual unity to the landscape.
- 4.1.5 The western extent of the study area is encompassed within NCA 51: Dark Peak, which forms a landscape of wild and remote moorland, contained almost entirely within the Peak District National Park. The plateau topography is divided and drained by a number of small streams which coalesce to form the main rivers within the NCA. Forming part of the southernmost limit of the Pennines, valley reservoirs and uninterrupted views across the elevated landscape are characteristic of the area.
- 4.1.6 The Kirklees District Landscape Character Assessment (2015) identifies a total of eight Landscape Character Types and 19 Landscape Character Areas. There are a number of these that cover the Holme Valley Parish.
- 4.1.7 Part of the area to the west lies within the Peak District National Park. The Peak District Landscape Character Assessment (2008) provides information about landscape change and details guidelines for the distinctive landscapes of the Peak District. The Holme Valley neighbourhood area includes the following landscape character areas:
- **Dark Peak**
Sparsely populated upland plateau with steep gritstone slopes that drop away to wooded cloughs and deep valleys.
 - **Dark Peak Yorkshire Fringe**
Displaying many of the characteristics of the Peak District, the landscape is also influenced by the proximity of urban settlements including the close association with pastoral agriculture and early industrial activity.

¹ <http://publications.naturalengland.org.uk/category/587130>

- 4.1.8 The character of the built heritage of the Holme Valley is also valued locally, nationally and internationally as positive assets. Built heritage assets in the Valley include 13 conservation areas: Butterley, Fulstone, Hepworth, Hinchliffe Mill, Holme, Holmfirth, Honley, Netherthong, Oldfield, Totties, Underbank, Upperthong, and Wooldale. There are also 451 listed buildings and 3 Scheduled Monuments. Much of the rural area is protected by national park status and within that as 'natural zone'. Large parts of the rural area of the Parish within that part of the Neighbourhood Area where Kirklees Council is the local planning authority are protected by Green Belt.
- 4.1.9 Alongside its industrial heritage, the Holme Valley has a strong history of farming and agriculture. This has a significant impact on the appearance of the valley in terms of field boundaries, agricultural buildings and the appearance of the land which is driven by the farming methods and moorland management. Sheep, cattle, pigs, chickens and alpacas are all farmed alongside horse pastures, forestry plantations and the extensive grouse moors. The landscapes created by the livestock can be taken for granted and it is important that the viability of local agriculture is encouraged. Local sourcing of meat and dairy, support for farm diversification and the need for farms to have modern barns and facilities must be recognised. There are already agricultural permitted development rights for functional buildings such as barns, but where planning permission is required, proposals need to be sensitive in terms of the siting, design and external appearance to minimise adverse visual impacts. Suitable screening should be provided by using locally appropriate native species of trees and shrubs in planting. Landscaping schemes and development should make use of local topography to minimise the prominence of large new buildings. Use of natural materials such as wood, and neutral colours such as earth browns and soft greens can reduce visual impacts and are encouraged.



Figure 10 - Bluebells in West Wood, Honley

Holme Valley Heritage and Character Assessment, October 2016²

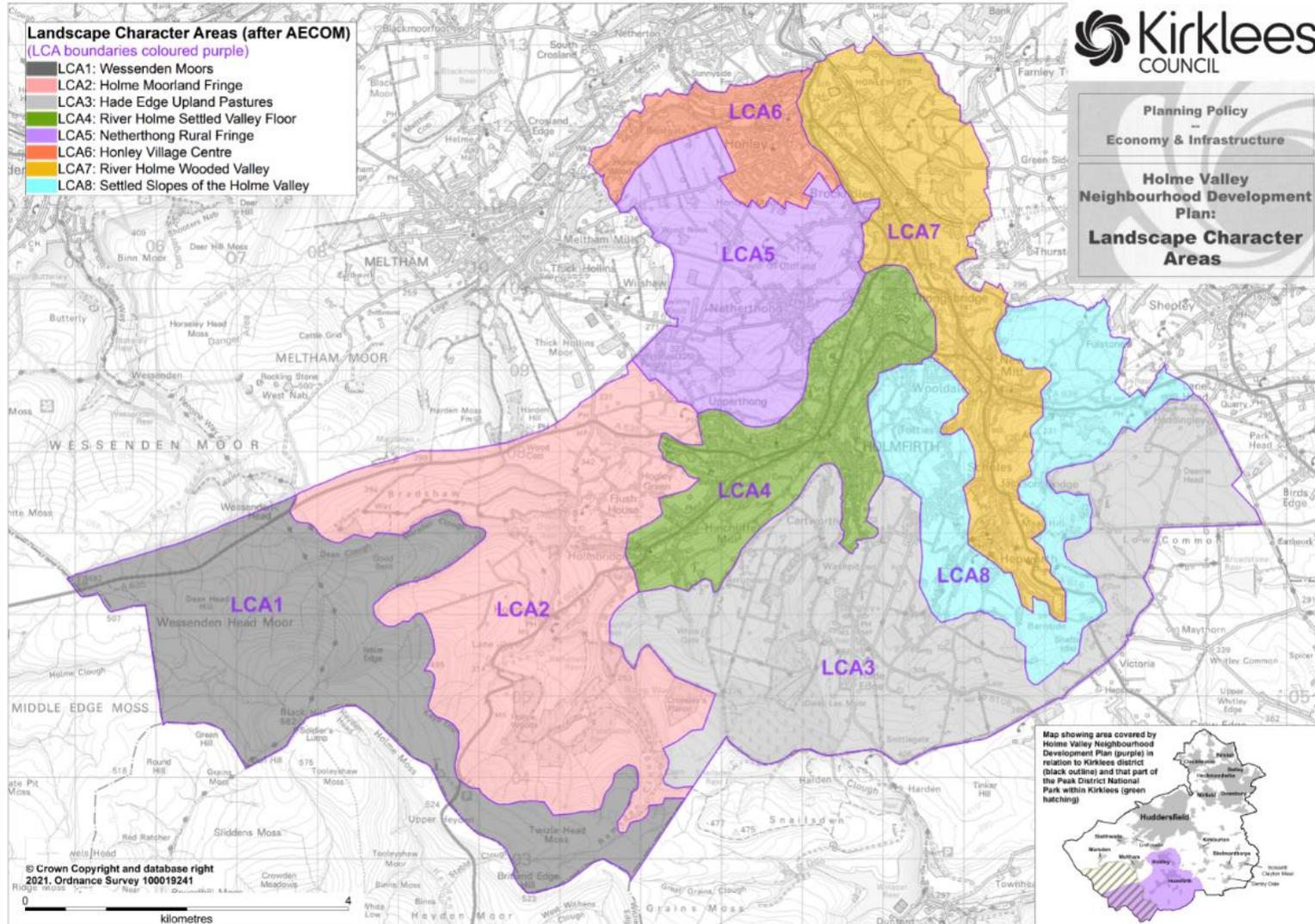
- 4.1.10 In order to provide more detailed information about the built character of the Holme Valley, the Parish Council commissioned AECOM consultants, to undertake a Heritage and Character Assessment (HCA) in 2016 to provide more local detail to the landscape character assessment work undertaken at the Kirklees level. This study included consideration of public consultations and local knowledge. It showed that the following are particularly valued by local residents:
- Existing built development and settlement pattern and how this is integrated within the Valley topography;
 - Industrial and agricultural heritage of the area;
 - Contrast of the industrial heritage features with the wider moors and wooded valleys.
- 4.1.11 Key issues which required resolving were:
- Address the continued loss of mill buildings and demise of local industry;
 - Implement stricter controls in conservation areas, relating specifically to the replacement of doors and windows;
 - Reinstate shop fronts which are sympathetic to the local setting.
- 4.1.12 Aspects of heritage or character which residents felt were particularly sensitive to change included:
- Industrial heritage and existing mill chimneys (such as Bottoms Mill) which are now showing signs of decay and neglect;
 - New development which is not in-keeping with local materials or existing building scale / massing;
 - Introduction of new development within conservation areas.
- 4.1.13 Identified pressures which could threaten the distinctive characteristics of the area included:
- Failure to preserve heritage features in new development resulting in the gradual erosion of local character; and
 - Large scale housing developments which do not reflect the local building vernacular.
- 4.1.14 In general, the Heritage and Character Assessment concluded that the design, form and pattern of new development should respond to the historic local vernacular within the parish, using local materials. Development should also respond appropriately to the immediate context, taking into account layout, scale, density and appearance (including materials) of neighbouring buildings. Specific consideration should be given to the conservation areas within the area to ensure the conservation and protection of key heritage assets. There is also a need to consider how the local topography has influenced form and layout, leading to a strong, linear form of development, with building lines following the contours along steep valley sides and narrow valley bottoms.

² see https://www.holmevalleyparishcouncil.gov.uk/Neighbourhood_Plan_22997.aspx
Technical Report

4.1.15 Utilising these findings, the AECOM Assessment identified eight distinct Landscape Character Areas within the Holme Valley which are listed below and shown on the following Map 2:

- LCA 1: Wessenden Moors
- LCA 2: Holme Moorland Fringe
- LCA 3: Hade Edge Upland Pastures
- LCA 4: River Holme Settled Valley Floor
- LCA 5: Netherthong Rural Fringe
- LCA 6: Honley Village Centre
- LCA 7: River Holme Wooded Valley
- LCA 8: Settled Slopes of the Holme Valley

Map 2 Landscape Character Areas in Holme Valley Parish See Recommendation 5B



- 4.1.16 The Holme Valley Heritage and Character Assessment (HVHCA) describes the key characteristics and character management principles for the landscape and built character of each of the 8 identified Landscape Character Areas. The key characteristics and character management principles for each of the Landscape Character Areas in respect of landscape and built character are set out below and are the character management principles to be applied in Policies 1 and 2 dealing with protecting and enhancing landscape character and protecting and enhancing built character respectively. The evidence as to why these principles are important to the future of the valley is set out in the HVHCA.
- 4.1.17 However it is important to note that many of the landscape characteristics of the Holme Valley have a strong association with the built character. The area's pre-industrial and industrial heritage, with links to textile production and manufacture, mining and quarrying, is woven into the very fabric of the stone walls, farmsteads, hamlets, villages and towns and the transport routes that link them. The aim is that new development is designed positively to respond to this context, so that change can be successfully integrated into a landscape and townscape which has a very strong and unique sense of place and which is highly valued by residents and visitors. (Recommendation 5A)

LCA1: Wessenden Moors (Recommendation 5A)**1. Protecting and Enhancing Landscape Character**

The whole of LCA1 lies within the Peak District National Park and stretches from Wessenden Head Moor in the north to the fringes of Black Hill in the west and across to Bleakmires Moss in the south. The area forms part of the wider moorland expanses of the Peak District National Park.

1.1 Key Characteristics

- Open moorland and exposed farmland grazed by sheep.
- Views to the west are characterised by long distance open panoramas across the moorland contrasting with views to the east of the densely settled River Holme valley and distant conurbations beyond.
- Field boundaries are generally rare but where these do exist, they include stone walls.
- Except for Holme Moss Transmitting Station the full extent of the LCA is defined as open access land. A section of the Pennine Way long distance footpath crosses the area.

1.2 Character Management Principles

- Maintain open, undeveloped areas of moorland.
- Respect long distance views.
- Retain and restore existing stone field boundaries.
- Preserve the open access land and route of the Pennine Way to maximise recreational opportunities.

2. Protecting and Enhancing Built Character and Promoting High Quality Design

In this remote upland area, built form is limited to that associated with the Holme Moss transmitting station and other structures associated with sheep grazing and moorland management.

2.1 Key Characteristics

- Remote landscape devoid of settlement with built form limited to functional structures.

2.2 Character Management Principles

- Development should maintain the sense of remoteness.

LCA2: Holme Moorland Fringe**1. Protecting and Enhancing Landscape Character**

The western and southern parts of the area are located within the Peak District National Park and rough grazing and semi-improved pasture on the steep slopes to the east forms an immediate fringe to the national park. The area includes Bilberry, Digley, Brownhill, Ramsden, Riding Wood and Yateholme reservoirs and watercourses flow from the upland plateaus through steep cloughs with wooded sides. The remains of former quarrying are evident in the landscape.

1.1 Key Characteristics

- There are many elevated vantage points with panoramic and long-distance views across the settled valley floor of the River Holme.
- There are key vistas towards the open moorland and into the Holme Valley from Holme Conservation Area and views into the Conservation Area from Fieldhead Lane and Woodhead Road West (A6024).
- Agricultural fields are enclosed by stone walls and deciduous tree cover.
- Open access land to the south of Holme, upland reservoirs, Kirklees Way long distance walking route and the Holme Valley Circular Walk all provide recreational opportunities.
- Historic cart tracks such as Nether Lane with distinctive grooved pavements.

1.2 Character Management Principles

- Maintain the open, undeveloped areas of moorland.
- Respect long distance views across the Holme Valley and towards the open moorland, including those from and towards Holme Conservation Area.
- Retain and restore existing stone field boundaries and use stone walling in new boundary treatments.
- Maintain and enhance the network of Public Rights of Way to promote access and consider opportunities to create new links to existing routes.
- Conserve the remaining distinctive surfacing of historic cart tracks.
- Provide historical interpretation of disused quarries to reflect industrial heritage.

2. Protecting and Enhancing Built Character and Promoting High Quality Design

The main settlement is the compact hilltop village of Holme historically associated with agriculture and the textile industry. It is also a Conservation Area. Settlement is otherwise limited to the clusters of houses and farmsteads at Lane within the Peak District National Park, at Flush House and Hogley Green and above Holmbridge on the northern valley side and other occasional scattered dwellings and farmsteads.

2.1 Key Characteristics

- A distinctive vernacular architecture formed from former laithe³ and weaver's cottages, along with farmhouses, barns and public buildings.
- Building materials include millstone grit in properties and boundary walls and details often respond to the harsh climatic conditions, with small windows located predominantly on less exposed elevations.

2.2 Character Management Principles

- Reinforce local distinctiveness by ensuring future developments in Holme are sympathetic to the character and setting of Holme Conservation Area.
- Use building materials and design details which refer to the local vernacular and reflect the typically smaller window pattern.
- Consider the use of stone setts and cobbles as a replacement for asphalt and concrete within the public realm.

³ A dwelling with other farm buildings as a single structure with separate entrances for humans and livestock.

LCA3: Hade Edge Upland Pastures

1. Protecting and Enhancing Landscape Character

Land use is predominantly marginal upland agriculture merging with moorland on the higher ground to the south and west. Pasture is divided into a regular patchwork of small fields enclosed by millstone grit walling with sparse woodland cover. The rising landform is bisected by tributaries of the River Ribble and Dean Dike above which sit Holme Styes and Boshaw Whams reservoirs.

1.1 Key Characteristics

- The open landscape has long distance views of the settled corridor of the River Holme and Kirklees district beyond as well as local views of open water bodies such as Boshaw Whams and Holme Styes.
- Stone boundary walls are common features creating a strong sense of visual unity.
- A network of Public Rights of Way (PRoW) follows local lanes or field boundaries. Minor roads and PRoW, including sections of the Kirklees Way and the Barnsley Boundary Walk long distance footpaths, connect farmsteads located on the valley sides. National Cycle Route no. 68 also passes through this area.

1.2 Character Management Principles

- Respect long distance and local views.
- Retain and restore existing stone field boundaries and use stone walling in new boundary treatments.
- Maintain and enhance the network of PRoW to promote access and consider opportunities to create new links to existing routes.

2. Protecting and Enhancing Built Character and Promoting High Quality Design

While the area is essentially rural there are individual farmsteads, former woollen mills and several settlements including Hade Edge, Choppards, Ward Place, Arrunden, Longley, Washpit and Cartworth Fold set within the wider moorland and agricultural landscape.

2.1 Key Characteristics

- Dispersed settlements characterised by their former domestic textile manufacturing, mill buildings and agricultural heritage along with isolated farmsteads set within an upland agricultural landscape.
- Hade Edge is the largest of the settlements containing some services and modern and older development and lies on a plateau at Dunford Road / Penistone Road.
- Former textile/woollen mills set within the valley of the River Ribble.

- Vernacular building materials include millstone grit in properties and boundary walls.

2.2 Character Management Principles

- Built design should respect, retain, and enhance the character of existing settlements.
- Ensure the sensitive conversion of rural buildings which complement the rural, agricultural landscape.

LCA 4: River Holme Settled Valley Floor

1. Protecting and Enhancing Landscape Character

The River Holme flows in its valley from Holmbridge through Hinchliffe Mill and Holmfirth to Thongsbridge. Mixed semi-natural woodlands are found in places along the river with further woodland pockets on the valley sides. Above the settled valley floor, the upper slopes are characterised by pastoral fields divided by stone walling.

1.1 Key Characteristics

- Framed views from the settled valley floor to the upper valley sides and views across to opposing valley slopes and beyond towards the Peak District National Park.
- Boundary treatments comprised largely of millstone grit walling. The stone walling which runs parallel with Upperthong Lane is representative of local vernacular detailing.
- A network of Public Rights of Way (PRoW) including the Holme Valley Riverside Way which follows the River Holme from Holmbridge through Holmfirth and downstream. National Cycle Route no. 68 follows minor roads through Upperthong towards the centre of Holmfirth before climbing the opposing valley slopes.
- Mill ponds reflect industrial heritage and offer recreation facilities.

1.2 Character Management Principles

- Ensure new development respects framed views from the settled floor to the upper valley sides and views across to opposing valley slopes and views towards the Peak District National Park.
- Retain and restore existing stone field boundaries and use stone walling in new boundary treatments.
- Maintain and enhance the network of PRoW to promote access and consider opportunities to create new links to existing routes particularly physical and visual links to the River Holme.
- Consider opportunities through major developments to provide interpretation of the historic industrial role of the river and mill ponds within the local landscape.

2. Protecting and Enhancing Built Character and Promoting High Quality Design

Linear settlement pattern largely follows the river valley with Holmbridge, Hinchliffe Mill, Holmfirth and Thongsbridge along the valley bottom. Development extends up the hillside to the west of Holmfirth to the historic core of Upperthong with Underbank rising above Holmfirth to the south. Where settlement climbs the hillsides, development characteristically follows the gradient of the slope resulting in a distinct building style, with houses built into the slope. Hinchliffe Mill, Upperthong and Underbank are Conservation Areas. Holmfirth is the main town

and commercial centre and is a popular focus for tourism. Holmfirth centre is a Conservation Area and there is industry, both old and new, in the valley bottom.

2.1 Key Characteristics

These key characteristics apply throughout the area.

- Mill buildings, chimneys and ponds, including Ribbleden Mill with its chimney, associated mill worker houses and ashlar fronted villas link the area to its industrial and commercial heritage and are a legacy of the area's former textile industry.
- Terraced cottages and distinctive over and under dwellings feature on the steep hillsides with steep ginnels, often with stone setts and narrow roads.
- Narrow winding streets with stepped passageways, stone troughs and setts characterise the sloping hillsides above Holmfirth town centre.
- Small tight knit settlements on the upper slopes are characterised by their former agricultural and domestic textile heritage.
- There are mixed areas of historic and more recent residential and commercial developments.

The following Key Characteristics also apply to Holmfirth.

- The town centre is defined by its prominent Georgian church and mid-Victorian buildings.
- The Picturedrome, Civic Hall, Masonic Lodge and the former Holmfirth Technical college reflect local history and provide focal points in the streetscene.
- Mid-19th century terraces constructed largely of millstone grit with slate roofs form the predominant residential building style and often feature ornamental iron railings.
- Built form is generally aligned to the back of the pavement giving a strongly defined building line and distinctive layout.

2.2 Character Management Principles

- Regard should be had to the key characteristics that give these areas their distinctive character and should respect, retain, and enhance the character of existing settlements, including vernacular building styles, settlement patterns, alignment of the building line and the streetscene.
- Strengthen local sense of place through design which reflects connections to past industrial heritage related to each settlement including through retaining or restoring mill buildings and chimneys.
- Consider replacing asphalt and concrete with traditional surfacing such as stone setts and cobbles.

LCA5: Netherthong Rural Fringe

1. Protecting and Enhancing Landscape Character

Netherthong and Oldfield are settlements set within a rural fringe landscape with agricultural land enclosed by high drystone boundary walls. Field sizes largely relate to the historic farming scale as evident by the field patterns to the south of Oldfield Road. The elevated agricultural character of this LCA forms a setting to the settlements of Holmfirth, Thongsbridge and Upperthong along the valley floor.

1.1 Key Characteristics

- The elevation offers extensive views of the surrounding landscape with long distance views towards Castle Hill and Huddersfield and the valley sides afford framed views towards settlements in the valley below.
- Within Netherthong and Oldfield views of the surrounding landscape are often glimpsed between buildings.
- Distinctive stone wall field boundary treatments divide the agricultural landscape.
- Public Rights of Way (PRoW), including the Holme Valley Circular Walk, cross the landscape providing links between settlements. National Cycle Route no. 68 also crosses the area.

1.2 Character Management Principles

- Respect long distance views towards Castle Hill, Huddersfield and the surrounding landscape, and framed and glimpsed views from the valley sides and within and from Netherthong and Oldfield towards the settlements in the valley below.
- Retain and restore existing stone field boundaries and use stone walling in new boundary treatments.
- Maintain and enhance the network of PRoW to promote access and consider opportunities to create new links to existing routes.

2. Protecting and Enhancing Built Character and Promoting High Quality Design

Netherthong and Oldfield are historic farming and weaving settlements and have been designated as Conservation Areas. Netherthong also has areas of 20th and 21st century residential development. Deanhouse has a predominantly linear pattern along Dean Brook developed from its former textile heritage. There are scattered farmsteads and residential buildings set along the roadsides.

2.1 Key Characteristics

- In Netherthong and Oldfield buildings are grouped around courtyards to provide protection from the elements whilst Deanhouse has a predominantly linear plan.

- Vernacular buildings largely comprise farmhouses, barns and two and three storey weaver's cottages of millstone grit with stone mullioned windows.

2.2 Character Management Principles

- New development should be sympathetic to the character and setting of the Conservation Areas.
- Layouts and designs should respond positively to the historic settlement pattern and respect, retain, and enhance the character of existing settlements.
- Consider the use of traditional materials of millstone grit and slate for repairs and localised alteration with stone mullions retained.
- Consider replacing asphalt and concrete with traditional surfacing such as stone setts and cobbles.

LCA6: Honley Village Centre **Including Honley and Honley Wood Bottom/Mag Brook**

1. Protecting and Enhancing Landscape Character

The area mainly comprises Honley but also includes the southern wooded slopes of Hall Dike which becomes Mag Brook where it flows through its wooded valley at Magdale. There is valuable open space at Magdale Fields and Magdale Dam. There is considerable tree and woodland cover including ancient woodland at Honley Wood, Honley Old Wood, Clitheroe Wood and Spring Wood. Honley Wood contains archaeological features, disused stone quarries and coal pits.

1.1 Key Characteristics

- Wooded valleys associated with Mag Brook and Magdale.
- Glimpsed views of a wider rural backdrop are often framed by built form. The sloping topography creates a strong connection between the centre of Honley and the wider agricultural setting with strong visual links up to Oldfield. The area affords long distance views to Castle Hill.
- Stone wall field boundary treatments
- A network of Public Rights of Way (PRoW) follows the routes of local lanes or field boundaries with some giving access to Mag Brook and Honley Wood Bottom.

1.2 Character Management Principles

- Protect and conserve the wildlife corridor of Mag Brook and improve ecological networks of woodlands⁴.
- Respect long distance and framed and glimpsed views.
- Retain and restore existing stone field boundaries and use stone walling in new boundary treatments.
- Maintain and enhance the network of PRoW to promote access and consider opportunities to create new links to existing routes.

2. Protecting and Enhancing Built Character and Promoting High Quality Design

Honley is a large, predominantly residential settlement with a small commercial centre. Its historic core is a designated Conservation Area and is compact and characterised by narrow streets reflecting the steep sided valley topography. There is modern residential development in Honley particularly in the west and south. There is settlement at Magdale mainly on the northern valley side of Mag Brook.

⁴ This woodland is believed to constitute the last remaining self-sustaining medieval dwarf oak woodlands in Europe.

2.1 Key Characteristics

- Honley's historic core is dominated by 18th and 19th century stone dwellings with distinctive yards or folds.
- The south-west of Honley has more eclectic architecture with largely 20th century residential properties in cul-de-sacs. These are generally in-keeping with the historic townscape due to scale and use of traditional materials.
- Weaver's cottages with rows of mullioned windows are found throughout area.
- Former mill buildings associated with Mag Brook have been redeveloped for commercial or residential use and form local heritage features.

2.2 Character Management Principles

- Built design should respect, retain, and enhance the character of existing settlements.
- Ensure the repair, restoration or conversion of traditional buildings is carried out with due regard to the character and local vernacular.

LCA 7: River Holme Wooded Valley

1. Protecting and Enhancing Landscape Character

New Mill Dike flows northward through its steep wooded valley to its confluence with the River Holme at Mytholm Bridge. The River Holme meanders across the wider, flatter valley floor west of Brockholes enclosed by more distant wooded slopes. Agricultural land dominates between areas of woodland and there is evidence in the landscape of past industrial and mining activity.

1.1 Key Characteristics

- Glimpsed views towards the wider landscape through gaps between built form.
- Views across the wooded valley floor from elevated vantage points such as from Christ Church New Mill and Holy Trinity Church Hepworth.
- Stone boundary walls are common features.
- A network of Public Rights of Way (PRoW) crosses the landscape including a section of the Barnsley Boundary Walk, the Kirklees Way and the Holme Valley Circular Walk.

1.2 Character Management Principles

- Ensure new development respects glimpsed views between built form.
- Ensure views are maintained across the wooded valley landscape from elevated vantage points.
- Retain and restore existing stone boundaries and use stone walling in new boundary treatments.
- Maintain and enhance the network of PRoW to promote access and consider opportunities to create new links to existing routes.

2. Protecting and Enhancing Built Character and Promoting High Quality Design

Brockholes, New Mill and Jackson Bridge are located on the valley floors whilst Butterley and Hepworth follow the contours on the valley sides resulting in a close association between built form and landscape. Millstone grit buildings with slate roofs predominate in the older parts of the settlements and examples of historic weaver's cottages and former textile mills can be found across the area. In many cases these sit alongside modern development particularly at Brockholes, New Mill and Hepworth. There is evidence of past textile and mining industry.

2.1 Key Characteristics

- Settlements characterised by a close association between built form and landscape.
- Industrial heritage features such as weirs and mill buildings.
- Mounds and hollows, which are the remains of shallow tunnels created for coal mining, as well as piles of shale material and the remains of plateways

(flat stones laid across fields to assist with vehicle movement), are also found across the moorland and fields.

2.2 Character Management Principles

- Ensure that new development respects the distinct character and built form of the LCA such as weaver's cottages and folds and the sensitive conversion of former farm buildings.
- Strengthen local sense of place through improving the connection to past industrial heritage including through retaining or restoring mill buildings.
- Consider the use of traditional materials of millstone grit and slate for repairs and localised alteration with stone mullions retained.

LCA8: Settled Slopes of the Holme Valley **Upper slopes of the River Holme and New Mill Dike**

1. Protecting and Enhancing Landscape Character

Farmland on the slopes above the valley floor separates the discrete village footprints creating an open character around Totties, Scholes and Fulstone. Vegetation associated with Dean Dike forms a linear belt of tree cover to the south of Scholes. Evidence of former mines and quarries can be found in the form of mounds, hollows and stone plateways.

1.1 Key Characteristics

- Strong rural setting and agricultural character with pastoral farmland on the rising valley slopes.
- There is a strong connection to the surrounding rural landscape from long distance and panoramic views over the wooded valley floor to the opposing valley sides as well as glimpsed views of the rural backdrop through gaps between the built form, especially within Totties and Scholes.
- Stone walls and hedgerows form field boundaries and line single lane roads.
- Short sections of the Kirklees Way, the Barnsley Boundary Walk and the Holme Valley Circular Walk cross the area. A short section of National Cycle Route no. 627 also crosses the north-east of the area.

1.2 Character Management Principles

- Respect long distance and inward and outward views from locally elevated settlements.
- Retain and restore existing stone field boundaries and hedgerows and use stone walling or hedges in new boundary treatments.
- Maintain and enhance the network of Public Rights of Way to promote access and consider opportunities to create new links to existing routes.

2. Protecting and Enhancing Built Character and Promoting High Quality Design

Settlement is generally sparse with four notable settlements at Scholes, Totties, Wooldale and Fulstone. Totties, Wooldale and Fulstone are former agricultural and weaving villages and have Conservation Areas. Isolated dwellings and farm properties are located on the wider valley sides. The hilltop hamlet of Fulstone is also a former coal mining settlement with largely traditional style dwellings in a nucleated layout and most dwellings are constructed of local millstone grit with grey slate roofs. There is modern residential development at Scholes and Wooldale.

2.1 Key Characteristics

- Older settlements are characterised by their agricultural and industrial past and there are isolated farmsteads on the valley slopes.
- Scholes and Wooldale are the largest of the settlements and contain some services and older and more modern development.
- Vernacular building materials include millstone grit walls with grey slate roofs.

2.2 Character Management Principles

- Built design should respect, retain and enhance the character of existing settlements. (Recommendation 5A)

- 4.1.18 Some of these Character Principles go beyond planning policies and refer to landscape management or possible future actions. However, where relevant, the key planning principles have been used to inform design policies in the HVNDP, in particular Policies 1 and 2 (Recommendation 5C), and should be used to inform detailed designs and decisions about planning applications.

Protecting and Enhancing the Landscape Character of the Holme Valley (Recommendation 6H)

- 4.1.19 This NDP aims to preserve and enhance the special nature of Holme Valley's landscape character as described above by setting out a neighbourhood level policy to complement those of the Kirklees Local Plan and the PDNPA Local Plan. Most of the neighbourhood area that lies within the PDNP is designated 'natural zone' where development is not permitted other than in exceptional circumstances. Kirklees Local Plan policies and the NPPF provide protection for large areas of countryside in the Parish as much of the rural area in that part of the Neighbourhood Area where Kirklees Council is the local planning authority is Green Belt. New development is therefore steered towards existing settlements.
- 4.1.20 In addition, the Kirklees Local Plan policies related to protecting the natural environment and landscape character include Policy LP30 Biodiversity & Geodiversity and Policy LP 32 Landscape. These policies capture the protection of wildlife habitats and areas of particular ecological significance such as Sites of Special Scientific Interest. PDNPA natural environment policies CS L1 and L2 are also relevant.
- 4.1.21 To avoid duplication, Kirklees Local Plan policies are not repeated. However, as these policies can be too generalised in some areas to adequately protect the special nature of the Holme Valley landscape, further detail is set out in Policy 1. This policy applies only to that part of the Neighbourhood Area where Kirklees Council is the local planning authority.
- 4.1.22 Policy 1 does not apply to that part of the neighbourhood area that is within the Peak District National Park. (Recommendation 6A) Wessenden Moors (CA 1) and Holme Moorland Fringe (CA 2) are in the Natural Zone of the Peak District National Park where Peak District National Park Authority Policies apply. Peak District National

Park LDF Core Strategy DPD Policy L1: Landscape character and valued characteristics sets out in Part B, that 'other than in exceptional circumstances, proposals for development in the Natural Zone will not be permitted.' The Peak District National Park Development Management Policies: Part 2 of the Local Plan for the Peak District National Park Policy DCM2 'Protecting and managing the Natural Zone' explains where exceptional circumstances would apply.

- 4.1.23 The HVNDP Environmental Report, 2020 advised that specific types of green infrastructure not evident in the Kirklees Local Plan could result in minor positive effects for the Holme Valley area and suggested that the Policy should encourage "living" and "blue" roofs⁵ where adverse impacts on local character and distinctiveness are minimised.

Community Consultation and Engagement

- 4.1.24 Residents gave a clear message that to support the preservation of the landscape, brownfield sites should be developed rather than greenfield. The 2017 consultation identified that 89% residents thought that 'new building on brownfield sites should take priority over greenfield sites' with comments including "Of course brownfield sites should be used. Once the green areas are gone, they are gone forever".
- 4.1.25 The landscape is very important to residents of the Holme Valley as shown by the 2017 consultation which identified the rural environment as what people liked most about living in the area. The AECOM assessment also highlights views as a key characteristic of the area. Given the topography, there are beautiful views everywhere and local residents often share their favourites with photographs on community Facebook sites. Unlike some NDP areas which can define several key views, the Holme Valley has many wide-ranging and local views from hill-tops and valley floors, rivers and villages. A large proportion of the Valley can be seen from multiple locations so the principle of considering the impact of any development on the views both from and of the location is seen as extremely important. Therefore, we have not sought to identify specific views for protection.
- 4.1.26 The importance of the environment is clear as there are active local groups working hard to enhance rivers, woodlands and parks. For example, River Holme Connections formed to improve the condition and visibility of and access to the River Holme and its tributaries clocked 5,417 volunteer hours during 2019. As their Annual Report 2017 stated, 'our local river is a tremendous asset which for years has been ignored and unloved. Our charity, working with partners, businesses and volunteers aims to throw the covers back and shine a light on the tremendous value and benefits of our river.' Other initiatives organised by Honley Village Trust and Holmepride have specifically sought to improve the environment through rubbish clearance and tidying up rural footpaths. The area is criss-crossed with footpaths, bridleways and other tracks and maintaining effective access to these is important for practical and social reasons. As one resident in the Pre-Regulation 14 consultation put it, 'health and

⁵ A blue roof is a sustainable drainage method designed to provide initial temporary water storage and then gradual release of stored water. A living roof or green roof is partially or completely covered with vegetation and a growing medium, planted over a waterproofing membrane.

wellbeing needs to be holistically linked to other policies such as green space and footpath maintenance’.

- 4.1.27 Local schools recognise the value of outdoor activities and engagement with nature through formal Forest School initiatives and supporting other opportunities for people to explore the local environment. Kirklees Council recognises the role access to the outdoors has in benefitting physical and mental health and developing strong communities as shown in its Local Plan Policy LP47 Healthy, active and safe lifestyles. The NDP covers this in more detail through Policy 9 which considers the importance of community facilities and their impact on education and well-being.

Policy 1: Protecting and Enhancing the Landscape Character of Holme Valley

Policy 1 does not apply to that part of the neighbourhood area that is within the Peak District National Park. (Recommendation 1A)

All development proposals should demonstrate how they have been informed by the key characteristics of the LCA in which they are located. Proposals should be designed in accordance with the character management principles in respect of landscape set out in paragraph 4.1.17 for each of the LCAs in order to avoid detrimental impact on the LCA. (Recommendation 6A)

Overall, proposals should aim to make a positive contribution to the quality of the natural environment and should not introduce or replicate changes which are unsympathetic to the landscape character of the relevant LCA.

Throughout the neighbourhood area the design and siting of new development and associated landscaping schemes should address the following: (Recommendations 6B and 6C)

1. Development should respect long distance public views of the upland areas (LCA1 Wessenden Moors, LCA2 Holme Moorland Fringe and LCA3 Hade Edge Upland Pastures). (Recommendation 6D) In addition, views across the Valley must be considered, including from other areas looking towards the development scheme and proposals should pay particular regard to any long-distance visual impacts on approaches to settlements, and along through routes. Overall development proposals should minimise any adverse visual impacts on the wider landscape setting of the development.
2. All agricultural buildings in the Green Belt should comply with Kirklees Local Plan Policy LP54 and should have appropriate screening and landscaping. Buildings should use neutral colours and tones to reduce visual impact.
3. Boundary treatments should be sensitive to the relevant Landscape Character Area. Schemes should protect existing dry-stone walls wherever practicable and incorporate new dry-stone walls using natural stone in areas where these are a characteristic feature of the Landscape Character Area. Cast iron railings should be used in areas where these are a characteristic feature. Hedges should be retained and repaired.
4. A full hard and soft landscaping scheme is to be submitted with all planning applications for new buildings. (Recommendation 6F)

Landscaping schemes and planted boundary treatments should enhance Green Infrastructure. They should also use a suitable mix of native plant species in tree (Recommendation 6F) planting and hedgerows to support and enhance biodiversity in line with the Council's Biodiversity Action Plan and the relevant Biodiversity Opportunity Zones. Regard should be had to the location, setting, species, (Recommendation 6F) height, planting density and need for on-going maintenance and management, particularly in relation to future resilience linked to climate change. Careful consideration also should be given to the creation of a strong landscape structure throughout the site, appropriate to the setting. Planting of trees on hillsides and street planting will be encouraged to reduce flash flooding risks and increase health. Any large extensive planting schemes which are likely to impact on public views must include public consultation with the local community.

Policy 1 is in general conformity with:

Kirklees Local Plan - Strategies and Policies 2013 – 2031

Policy LP2 Place shaping
Policy LP30 Biodiversity & Geodiversity
Policy LP31 Strategic Green Infrastructure Network
Policy LP32 Landscape
Policy LP33 Trees

4.2 Protecting and Enhancing the Built Character of the Holme Valley and Promoting Quality Design (Recommendation 7A)

Introduction and Background

- 4.2.1 The built character of the Holme Valley is described for each of the Landscape Character Areas (LCAs) in the Holme Valley Heritage and Character Assessment. The built character and form varies within and across each of the LCAs. The section on Character Management Principles sets out that *'In general, the design, form and pattern of new development should respond to the historic local vernacular within the parish, using local materials. Development should also respond appropriately to the immediate context, taking into account layout, scale, density and appearance (including materials) of neighbouring buildings. Specific consideration should be given to the conservation areas within the study area to ensure the conservation and protection of key heritage assets.'*
- 4.2.2 Conservation areas are designated under the Planning (Listed Buildings and Conservation Areas Act) 1990 by the local planning authority. Conservation Areas are areas which have a special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance. As described in section 4.1, there are 13 conservation areas in the Holme Valley: Holme, Hinchliffe Mill, Holmfirth, Upperthong, Underbank, Netherthong, Oldfield, Honley, Butterley, Hepworth, Fulstone, Totties, and Wooldale. Each conservation area has its own distinct character and this section presents a description and map of each individual conservation area.
- 4.2.3 Presently only two of the Conservation Areas have a Conservation Area Appraisal: Oldfield and Holme. Holmfirth's Conservation Area has been appraised by the Holmfirth Conservation Group. (Recommendation 7A)

Submission Plan paragraph 4.2.4 deleted (Recommendation 7A).

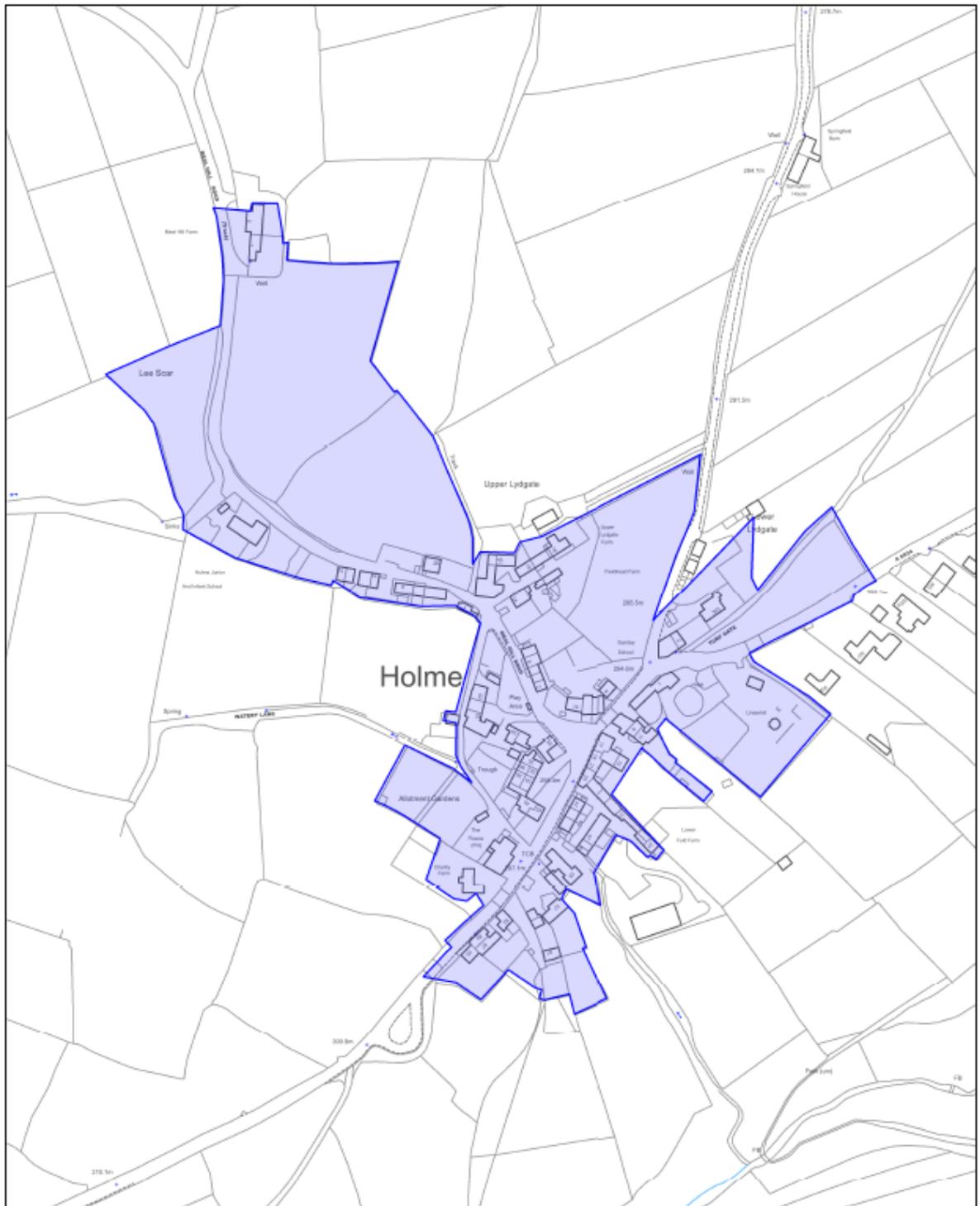
Conservation Areas in the Holme Valley

Holme Conservation Area

- 4.2.4 Holme Conservation Area is situated in LCA 2 *Holme Moorland Fringe* as identified in section 4.1.17.
- 4.2.5 Holme Conservation Area was designated in 1982 and was extended in 2007 following the preparation of a Conservation Area Appraisal. Holme is a small clustered settlement located on a hilltop close to Holme Moss. The village has a compact layout with a central nucleus, it contains weavers' cottages (developed for wool manufacturing), farmhouses, barns, a school, a church and a Sunday School.
- 4.2.6 Due to the location of Holme, there are significant views of the conservation area when approaching, and views of the surrounding moorland from the conservation area. These should be preserved to maintain the setting and special character and appearance of this historic settlement. The conservation area appraisal notes the following use of materials in buildings and structures:

- **Building materials:** *Apart from Under Hill, all the buildings in Holme have been constructed using the local gritstone. The visual uniformity achieved by the use of this building material throughout the village has created a harmonious feel throughout the village and is complementary to the surrounding environment.*
- **Roof Material:** *Stone flags is the dominant roof covering material that is used in Holme. There are a few examples of properties which have used blue slate and in the case of Underhill the materials used for covering are ecologically considerate.*
- **Windows and Doors:** *The majority of windows found in the conservation area are simple timber casements between stone mullions. In some of the later houses and farmhouses sashes still remain but many have been replaced by modern alternatives.*
- **Boundary Walls:** *The vernacular boundary walls are a very important aspect in the definition of the Holme conservation area and should be preserved or enhanced wherever and whenever possible.*
- **Floorscape:** *The main carriageways within the conservation area, i.e. Woodhead Road, Field Head Lane and Meal Hill Road are all surfaced with tarmac, with the main exception being the stone setts situated at the bottom of Meal Hill Road, which helps to distinguish the village core. There are very few areas of pedestrianised walkways within the village.*
- **Street Furniture:** *The street lighting and signage that can be observed in Holme is not sympathetic to the character of the village as they are mainly free standing as opposed to wall mounted and are of poor design. The local village well is situated within a high stone wall along the northern side of the Woodhead Road, and a stone trough can also be found within the confines of the conservation area.*

Map 3 Holme Conservation Area

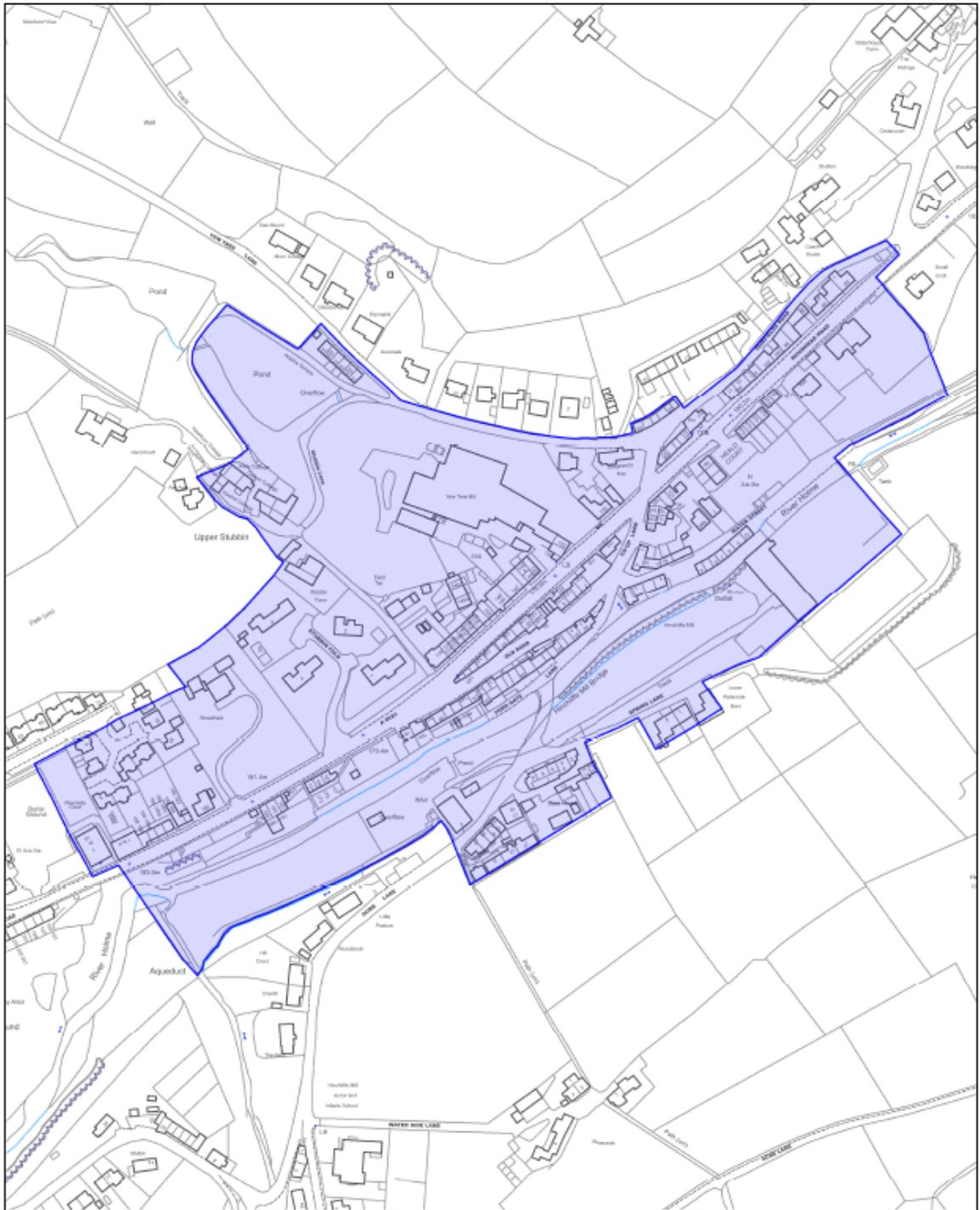


	Kirklees Council Planning	Holme Conservation Area	
		Date: 18/02/2020 Scale: 1:2000 @ A3	
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Hinchliffe Mill Conservation Area

- 4.2.7 Hinchliffe Mill Conservation Area is situated in LCA 4 *River Holme Settled Valley Floor* as identified in section 4.1.17.
- 4.2.8 Hinchliffe Mill conservation area was designated in 1980. It is a medium sized settlement between Holmfirth and Holmbridge.
- 4.2.9 Hinchliffe Mill originated as a farming community in the early 18th Century and grew when scribbling and fulling mills were built along the River Holme in the late 18th Century. Growth continued with the development of steam power and the increased use of the A6024 Woodhead Road as a trade route towards Huddersfield and Holmfirth. There is still a significant mill, Roberts Mill, in the village.
- 4.2.10 There is no conservation area appraisal at the current time.

Map 4 Hinchliffe Mill Conservation Area



	Kirklees Council Planning	Hinchliffe Mill Conservation Area	
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Holmfirth Conservation Area

- 4.2.11 Holmfirth Conservation Area is situated in LCA 4 *River Holme Settled Valley Floor* as identified in section 4.1.17.
- 4.2.12 Holmfirth conservation area was designated in 1972 by the former West Riding County Council. It is the largest settlement within the Holme Valley and is located in the valley bottom along the banks of the River Holme. Historic England has placed this conservation area on its 'at risk' register.
- 4.2.13 A Conservation Area Appraisal has been prepared by a local voluntary group, Holmfirth Conservation Group. Endorsed by Historic England and shared with Kirklees, its key conclusions are outlined below.

It identified six character areas within its boundary. New Town, Old Town, Hightown, St. John's, Riverside and Cliff.

Special characteristics were identified in each area:

- *New Town: the riverside walk with bird-life and Holmside gardens*
- *Old Town: historic core, oldest buildings, weavers windows and stone-setted tracks*
- *Hightown: terraced houses with stone-arched ginnels and some of the best views of Holmfirth*
- *St John's: imposing houses, views to the moors*
- *Riverside: last remaining mill pond, historic Upperbridge, tall 4 storey under and over houses*
- *Cliff: significant buildings e.g. Druids Hall, Bamforth's, railway station*

Holmfirth has been a Conservation Area since 1972 and is described by Historic England as being 'at risk'. A Management Plan is needed to address the issues in the Conservation Area, and to create an environment which will attract new businesses, residents, shoppers and tourists.

The main issues in Holmfirth, derived from the analysis of this Appraisal, lie in the following areas:

Open Spaces, Natural Environment and Views:

- *Maintaining the walls and paths*
- *Improve access to the parks, graveyards and river*
- *Improve provision of amenities*
- *Maintenance of trees and increase variety of species*
- *Consideration of succession tree planting*

Existing Buildings:

- *Maintaining the historic features of heritage assets, Listed Buildings, Key Buildings (referred to as non-designated assets in this document) and other positive buildings*
- *Resisting the erosion of character through the cumulative effect of small-scale change*
- *Kirklees to use existing legislation more often, and more rigorously, to protect Listed Buildings and the fabric of the Conservation Area*

- *Maintaining and enhancing traditional shopfronts*
- *Strengthening controls over advertising in shop windows, fascia boards, shop lighting, security shutters and 'A'-boards*
- *Encouraging reinstatement of original architectural design features*

New Development:

- *Taking consideration of the duty to preserve and enhance character of the Conservation Area*
- *Complement the scale and form of neighbouring buildings*
- *Making use of locally sourced natural sandstone*

The Riverside:

- *Maintain the views*
- *Enhance and improve access to the river*
- *Removal or control of invasive species in the river, along its banks and adjoining structures*
- *Improving the style, materials and painting of the footbridges*

Public Realm:

- *Maintain the stone steps, setts and flags*
- *Maintenance of pavements and kerbs, to use stone and setts as appropriate*
- *Reduce and standardise street signage*
- *Coordinate street furniture, including streetlights, seating, railings and litter bins*
- *Develop streetscape manual*
- *Maintain stone retaining walls and boundary walls*
- *Minimise parking in the main streets and particularly in narrow streets*
- *Reduce impact of traffic on buildings and environment in the Holmfirth Conservation Area*
- *Find suitable locations for commercial bins*
- *Remove overhead wires*
- *Improve provision for community noticeboards*
- *Preserve the spectacular views and vistas of Holmfirth*

It is important that these issues are taken forward into a Conservation Area Management Plan for Holmfirth.

However, it should be noted that the Conservation Area Appraisal and proposed Management Plan are not, yet, adopted by Kirklees Council, and proposed actions and other content may be subject to change.

Map 5 Holmfirth Conservation Area

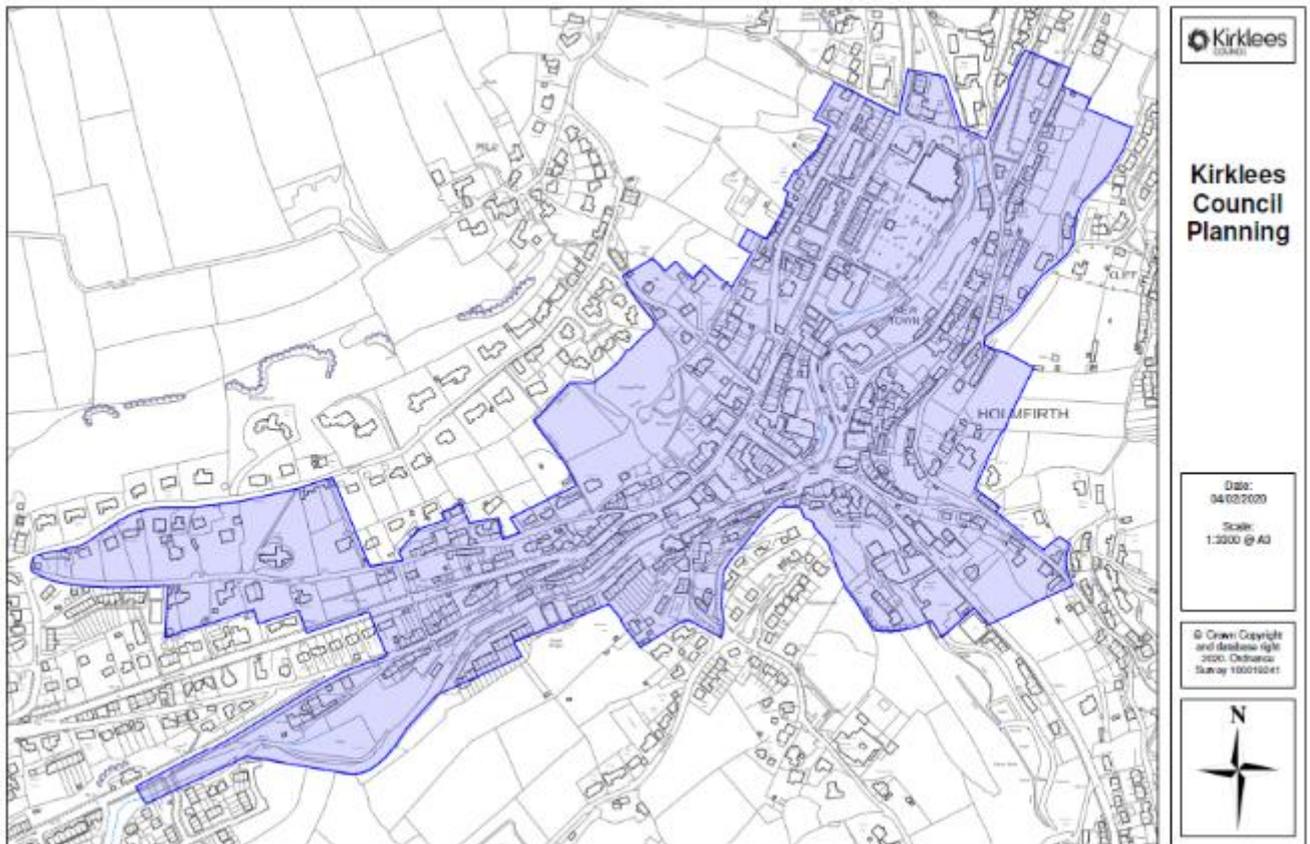
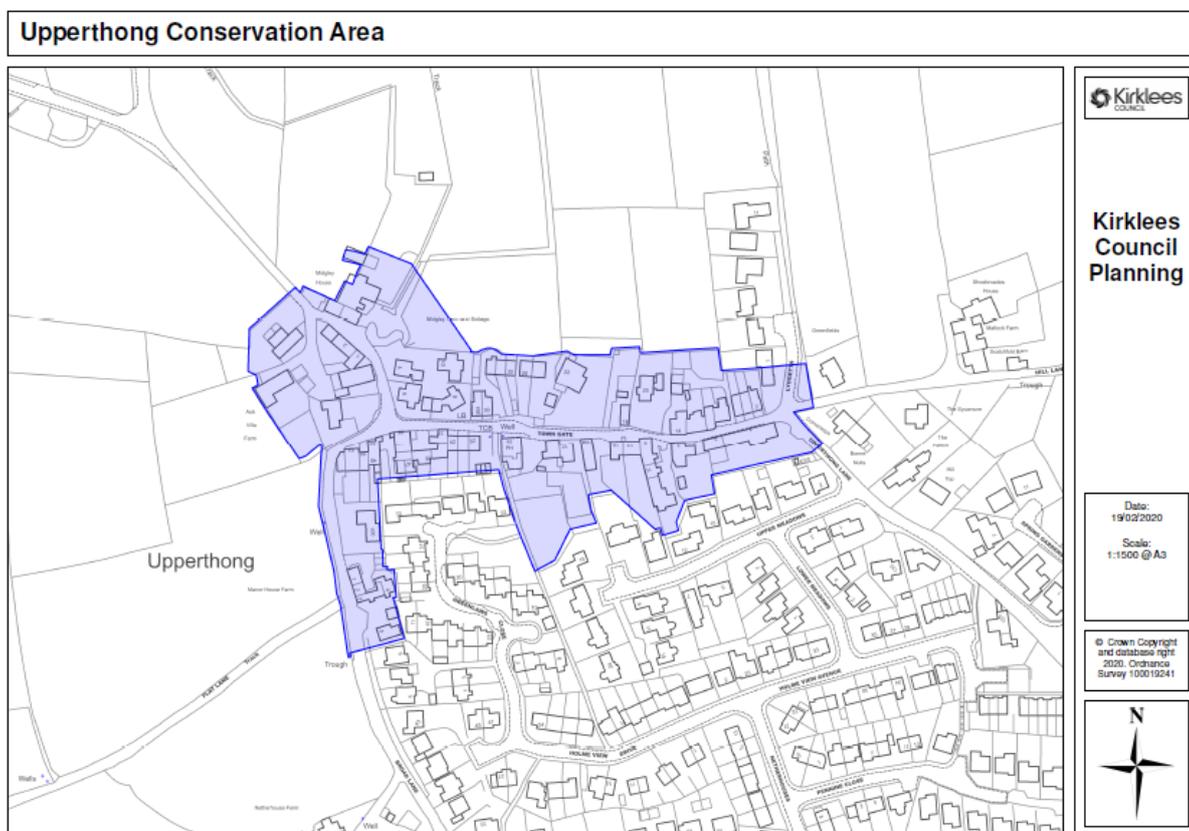


Figure 11 – Centre of Holmfirth Conservation Area

Upperthong Conservation Area

- 4.2.14 Upperthong Conservation Area is situated in LCA 4 *River Holme Settled Valley Floor* and very small parts in LCA5 *Netherthong Rural Fringe* and LCA2 *Holme Moorland Fringe* as identified in section 4.1.17.
- 4.2.15 Upperthong conservation area was designated in 1975. Upperthong is a small tight-knit settlement located on a hilltop and developed in the 18th Century as a weaving and agricultural village.
- 4.2.16 There is no Conservation Area Appraisal at the current time.

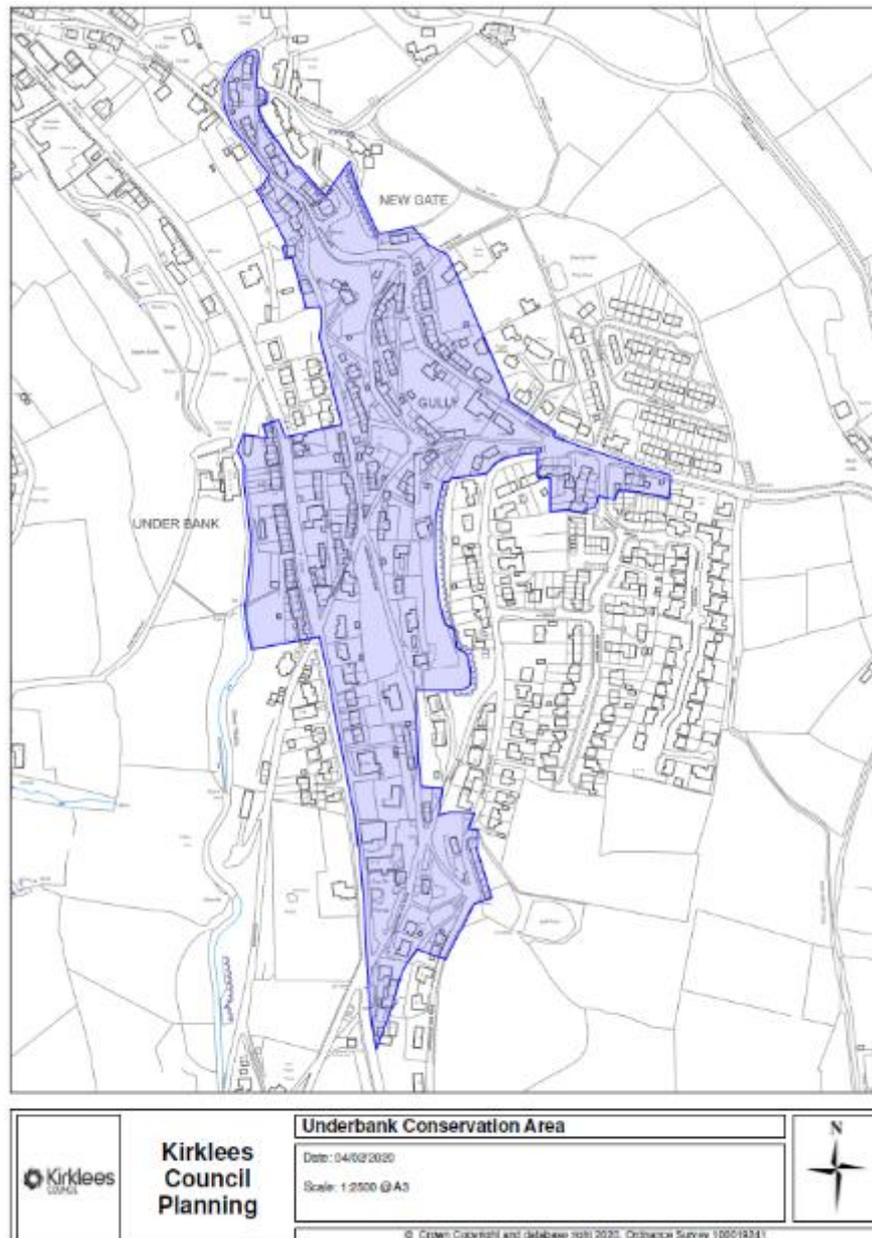
Map 6 Upperthong Conservation Area



Underbank Conservation Area

- 4.2.17 Underbank Conservation Area is situated in LCA 4 *River Holme Settled Valley Floor* as identified in section 4.1.17.
- 4.2.18 Underbank conservation area was designated in 1981. It is a small settlement located on the hillside to the south-east of Holmfirth and comprises of rows of houses which line the steep valley sides. This area is predominantly residential and developed following the construction of large mills in the valley bottom to house the mill workers in Holmfirth.
- 4.2.19 There is no conservation area appraisal at the current time.

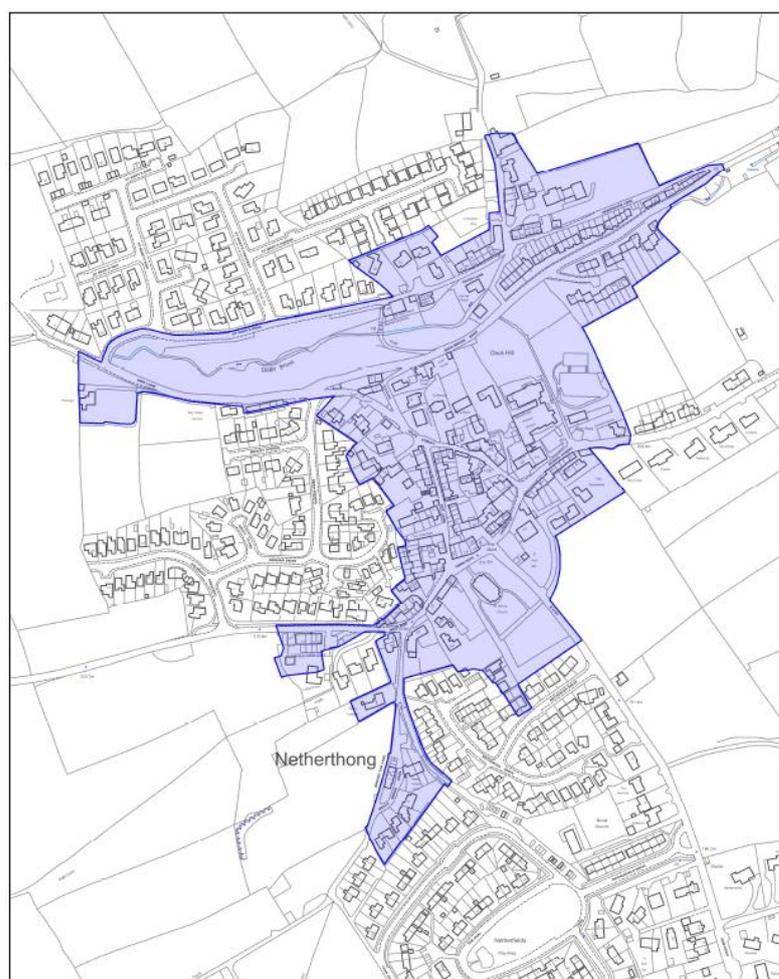
Map 7 Underbank Conservation Area



Netherthong Conservation Area

- 4.2.20 Netherthong Conservation Area is situated in LCA 5 *Netherthong Rural Fringe* as identified in section 4.1.17.
- 4.2.21 Netherthong conservation area was designated in 1976 and comprises of the village of Netherthong and the hamlet of Deanhouse to the north. The area is historically known for weaving and farming and the majority of the buildings are two and three storey weavers’ cottages with stone mullioned windows which reflect the 18th Century development of the domestic wool textile industry.
- 4.2.22 The settlement of Netherthong has a nucleated form with small groupings of dwellings surrounding courtyards. Deanhouse has a predominantly linear plan form developed along the Dean Brook with the construction of a woollen mill and mill worker houses in the 19th Century.
- 4.2.23 There is no conservation area appraisal at the current time.

Map 8 Netherthong conservation area

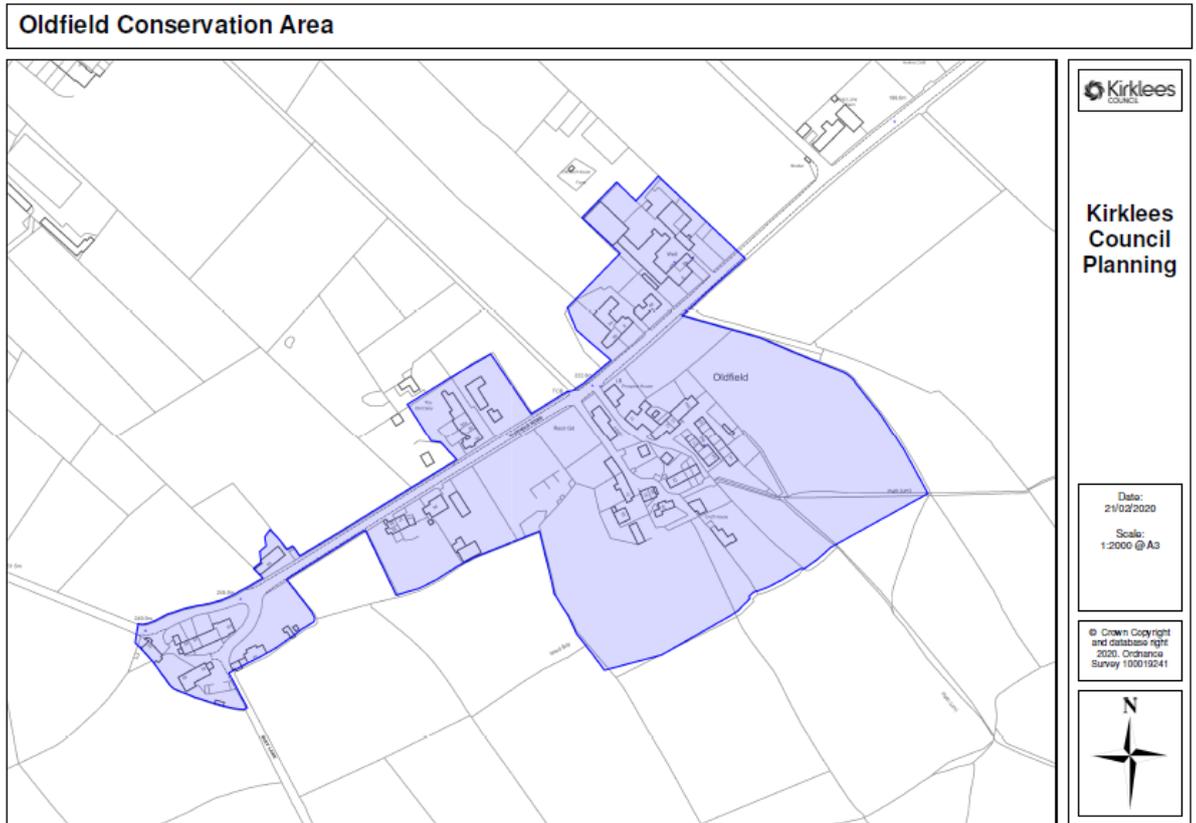


 Kirklees Council Planning	Netherthong Conservation Area	
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Oldfield Conservation Area

- 4.2.24 Oldfield Conservation Area is situated in LCA 5 *Netherthong Rural Fringe* as identified in section 4.1.17.
- 4.2.25 Oldfield was designated in 1976 and extended in 2007. It consists of two nucleated settlements, the main village of Oldfield and another village, Upper Oldfield, to the north. Oldfield developed initially as an agricultural hamlet and grew in the 18th Century with the expansion of the weaving industry. The buildings within Oldfield are grouped together around courtyards: this layout provides protection from the elements due to the elevated siting of the village.
- 4.2.26 The Oldfield Conservation Area Appraisal notes the use of the following materials in buildings and structures:
- **Building Materials:** *The use of course local natural stone is almost exclusive within this area and is purely functional for such an exposed location, where protection from the elements would have been of great necessity at the time of construction.*
 - **Roof Material:** *Stone slate was used for earlier roofing and can still be found in the conservation area.*
 - **Windows:** *Within the Oldfield conservation area are a variety of different styles of windows with examples of stone mullion casements, surrounded by stone jambs, cills and lintels within certain properties and a number of properties that display wooden sashes.*
 - **Boundary Walls:** *The vernacular boundary walls are a very important aspect in the definition of the Oldfield conservation area and are a very prominent feature of the surrounding agricultural fields, with the historic field patterns remaining, and therefore should be preserved or enhanced wherever possible.*
 - **Floorscape:** *Within the conservation area both the main carriageway of Oldfield Road and the small amount of pavement seen within the settlement have been surfaced with tarmac and in the case of the pavements, have been edged with concrete curbing. The tracks which lead down to the cluster of dwellings of Oldfield, are mostly unmade in nature.*

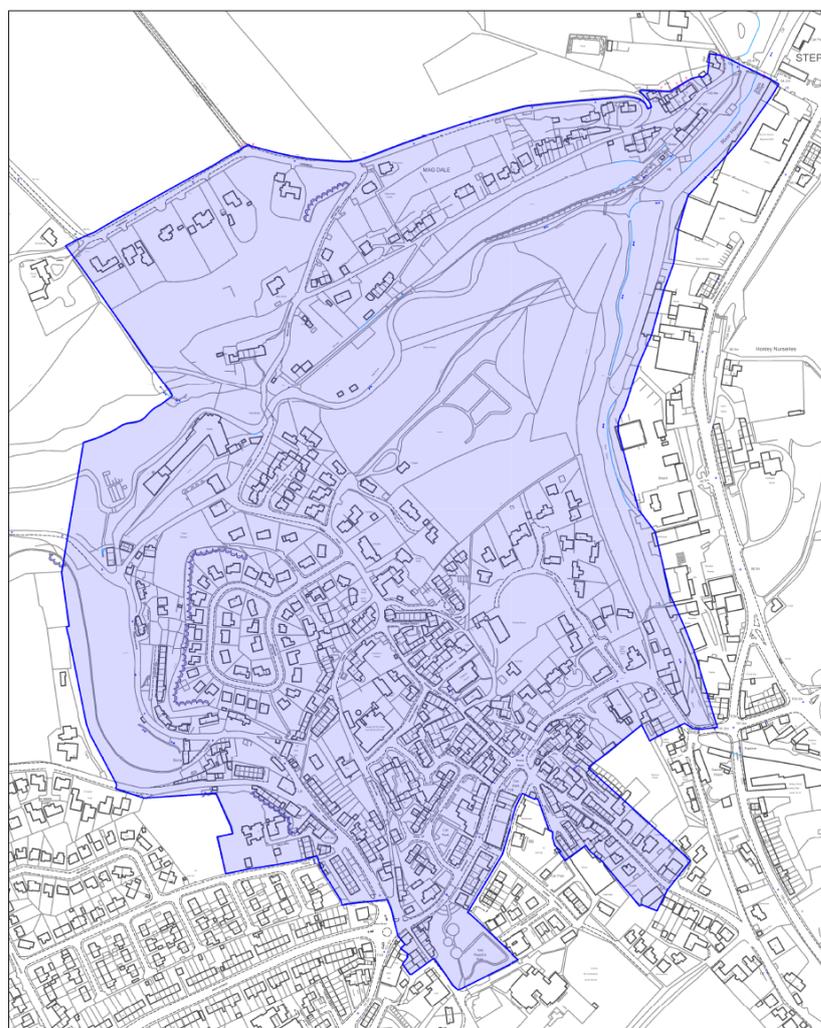
Map 9 Oldfield Conservation Area



Honley Conservation Area

- 4.2.27 Honley Conservation Area is situated in LCA 6 *Honley Village Centre* with a very small part in LCA 7 *River Holme Wooded Valley* as identified in section 4.1.17.
- 4.2.28 Honley Conservation Area was designated in 1973 and contains numerous buildings dating from the 18th and 19th centuries. The historic core is compact with narrow streets which lead up through the village. The oldest buildings are found in the historic core surrounding St. Mary's Parish Church which was constructed in 1843 to replace an earlier church building. Weavers' cottages with rows of mullioned windows are also found throughout the village.
- 4.2.29 There is no conservation area appraisal at the current time.

Map 10 Honley Conservation Area

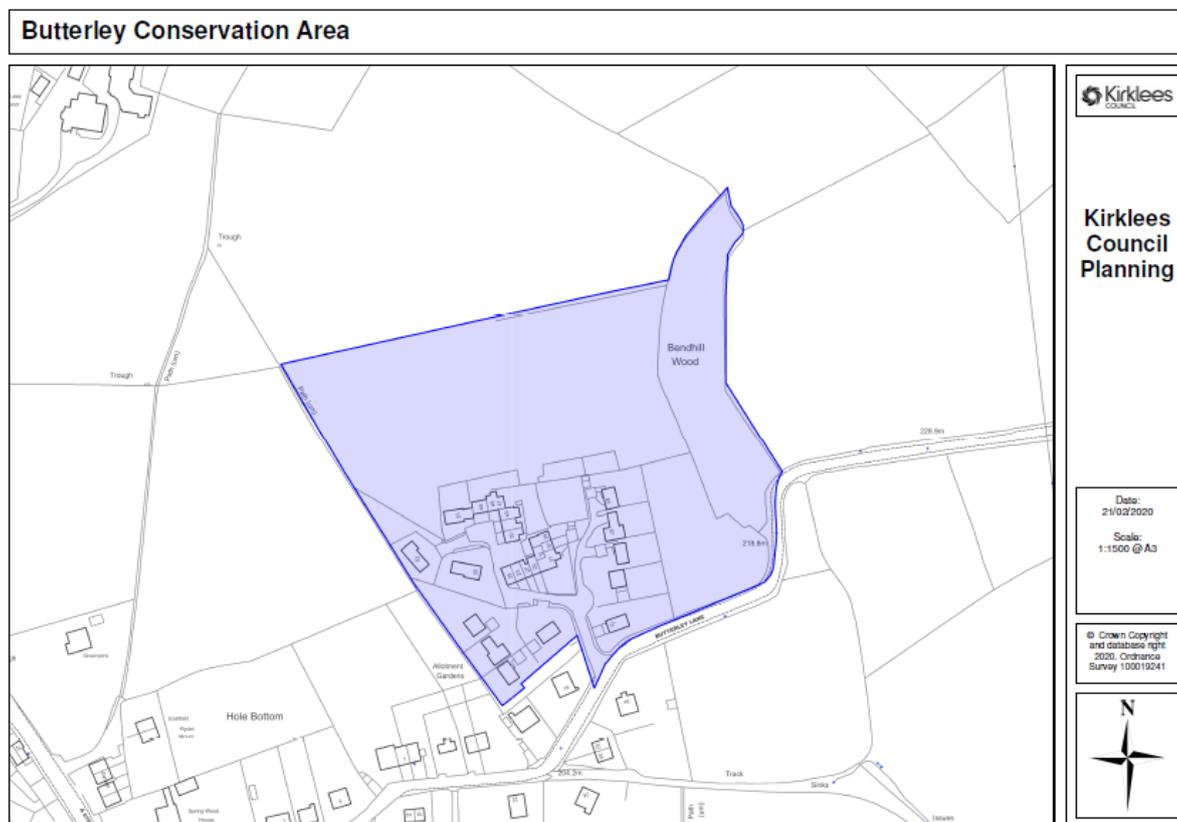


 <p>Kirklees Council Planning</p>	<p>Honley Conservation Area</p> <p>Date: 21/02/2020</p> <p>Scale: 1:3000 @ A3</p>	
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Butterley Conservation Area

- 4.2.30 Butterley Conservation Area is situated in LCA 7 *River Holme Wooded Valley* as identified in section 4.1.17.
- 4.2.31 Butterley conservation area was designated in 1981. It is a small rural hamlet located on the hillside above New Mill. The hamlet comprises two L-shaped blocks of houses dating from the 18th Century with modern late 20th Century housing surrounding the historic core. The small hamlet has historical links to agriculture, coal mining and cottage industry. In the 1700s Butterley was being farmed as well as mined for coal from a shaft on Butterley Lane.
- 4.2.32 There is no conservation area appraisal at the current time.

Map 11 Butterley Conservation Area



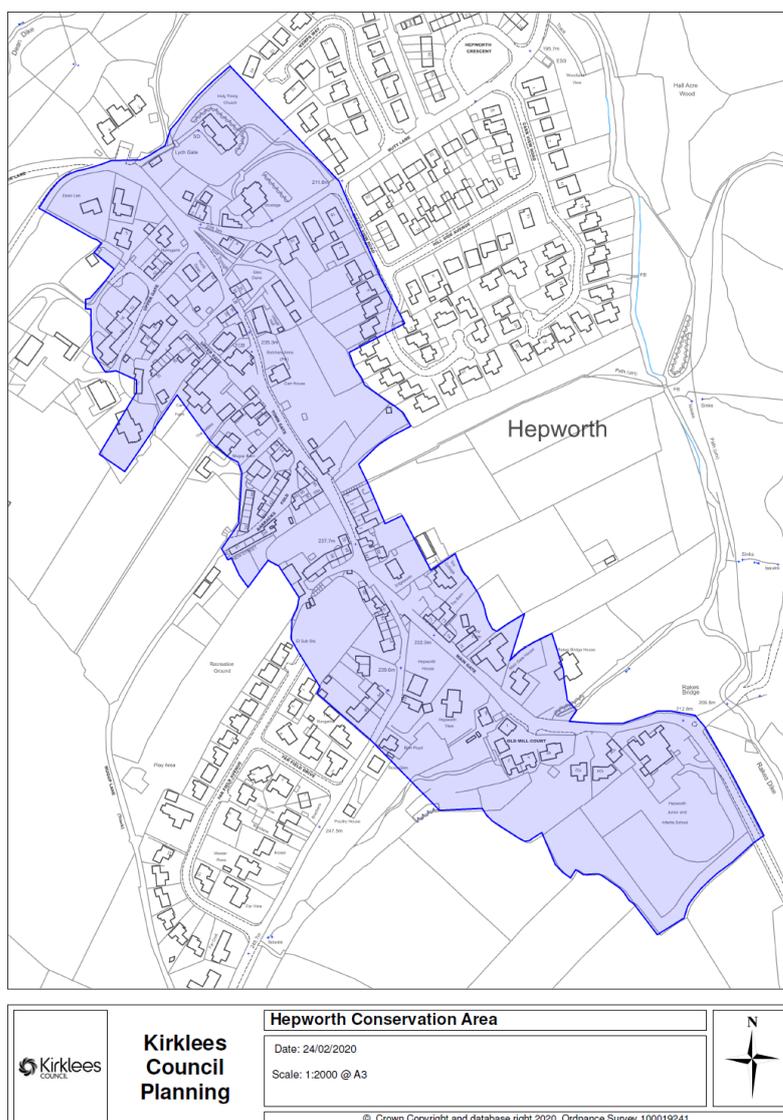
Hepworth Conservation Area

4.2.33 Hepworth Conservation Area is situated in LCA 7 *River Holme Wooded Valley and LCA8 Settled Slopes of the Holme Valley* as identified in section 4.1.17.

4.2.34 Hepworth Conservation Area was designated in 1976. Hepworth village developed as a settlement which depended on agriculture, coal mining and domestic textile production. The village maintains its pattern of folds leading off the main spinal route of Towngate and Main Gate with farm complexes located off Upper Gate. The majority of buildings in the village are dwellings, former weavers’ cottages and converted farm buildings. There has been a large amount of late 20th Century development within the conservation area, some of which does not reflect the local vernacular or local building style.

4.2.35 There is no conservation area appraisal at the current time.

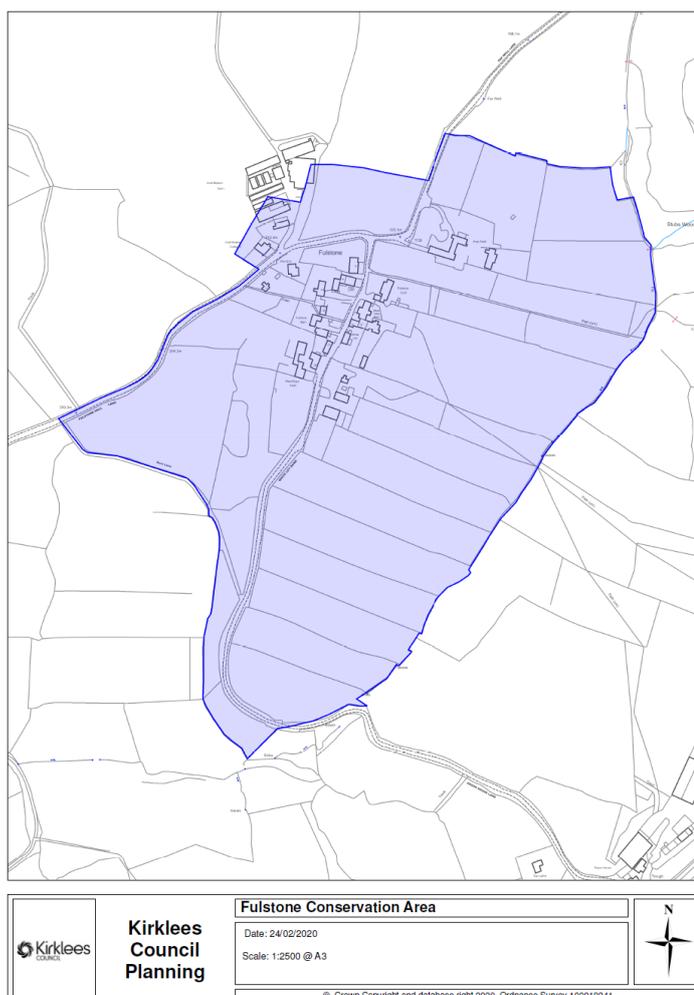
Map 12 Hepworth Conservation Area



Fulstone Conservation Area

- 4.2.36 Fulstone Conservation Area is situated in LCA 8 *Settled Slopes of the Holme Valley* as identified in section 4.1.17.
- 4.2.37 Fulstone Conservation Area was designated in 1981. It forms a small hamlet which has developed from its agricultural and coal mining origins. Coal mining was common in the Fulstone area and evidence of former mines can still be found in the surrounding moorland and fields in the form of mounds, hollows and stone plateways. In addition, the long narrow fields in the South-East of the area are excellent examples of the medieval field systems which occur all over the Holme Valley. These are a valuable landscape asset and reflect that local townships in ancient times all comprised the settlement, their associated township fields and a related area of moorland for common pasture and peat-cutting⁶.
- 4.2.38 There is no conservation area appraisal at the current time.

Map 13 Fulstone Conservation Area

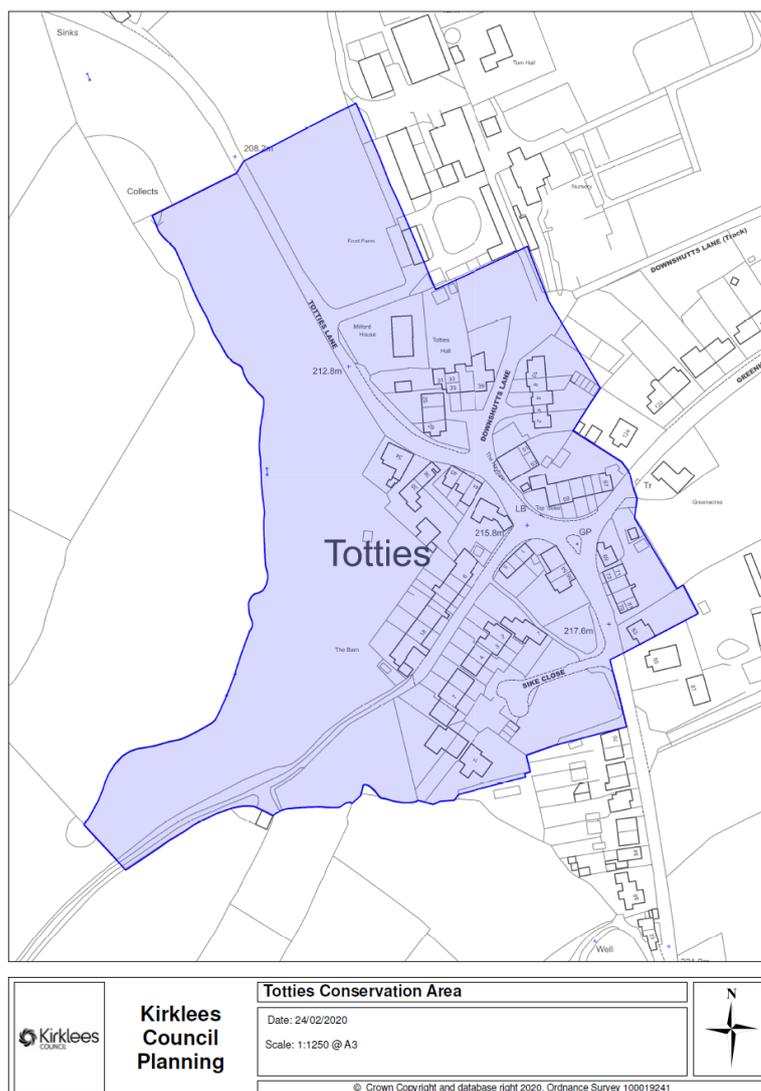


⁶ Faull and Moorhouse, *West Yorkshire: an Archaeological Survey to A.D. 1500*, West Yorkshire Metropolitan County Council, 1981.

Totties Conservation Area

- 4.2.39 Totties Conservation Area is situated in LCA 8 *Settled Slopes of the Holme Valley* and partly in LCA7 *River Holme Wooded Valley* as identified in section 4.1.17.
- 4.2.40 Totties conservation area was designated in 1981. It is a small farming and textile manufacturing hamlet which was established in the 17th Century. The hamlet is located within a hilltop area. The conservation area contains a number of two and three storey weavers’ cottages, farms and agricultural buildings which centre on Totties Hall. In addition, there are a number of modern properties which have been constructed in the late 20th Century. The majority of these dwellings have attempted to reflect the local vernacular, using elements from weavers’ cottages and barns, though several have used other elements and appear incongruous.
- 4.2.41 There is no conservation area appraisal at the current time.

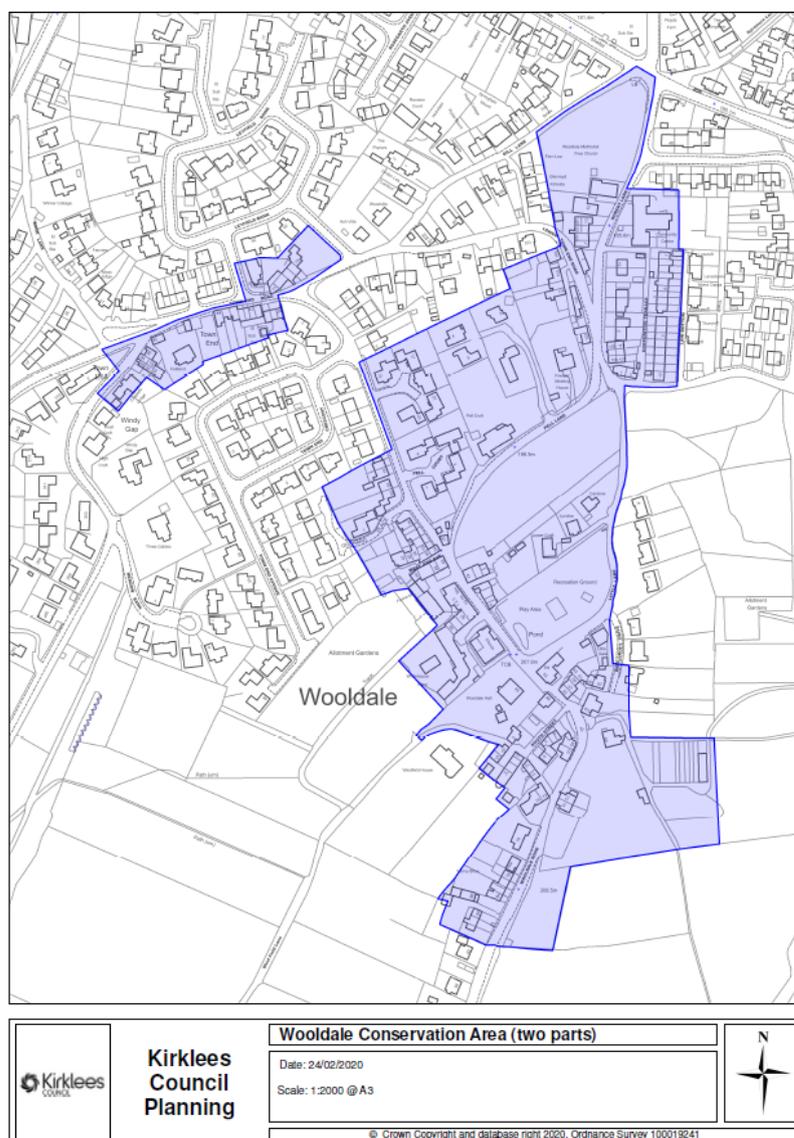
Map 14 Totties Conservation Area



Wooldale Conservation Area

- 4.2.42 Wooldale Conservation Area is situated in LCA 8 *Settled Slopes of the Holme Valley* and LCA4 *River Holme Settled Valley Floor* as identified in section 4.1.17.
- 4.2.43 Wooldale Conservation Area was designated in 1981. It is a medium sized village located on the hillside above Holmfirth. Wooldale conservation area is split into two sections, the first part of the north-west contains 18th Century weavers' cottages and the second part contains the historic core of the village comprised of 17th Century farmhouses and barns. The land tax returns between 1781-1832 shows that the Wooldale area was still mining coal.
- 4.2.44 There is no conservation area appraisal at the current time.

Map 15 Wooldale Conservation Area



- 4.2.45 The information in the Oldfield and Holme Conservation Area Appraisals and the Holmfirth Area Conservation Appraisal (compiled by the volunteer group in 2018), together with the Holme Valley Heritage and Character Assessment have been used to inform Policy 2 which aims to protect the special and distinctive built character and heritage assets of the Holme Valley.

Kirklees Planning Policies

- 4.2.46 Kirklees Local Plan Policy LP35 Historic Environment sets out (among other criteria) that consideration should be given to the need to: '*a. ensure that proposals maintain and reinforce local distinctiveness and conserve the significance of designated and non-designated heritage assets; and b. ensure that proposals within Conservation Areas conserve those elements which contribute to their significance.*'
- 4.2.47 Local Plan Policy LP24 Design sets out that proposals should promote good design by ensuring: a. the form, scale, layout and details of all development respects and enhances the character of the townscape, heritage assets and landscape. The Neighbourhood Plan endorses the design approach given by the Kirklees LP24 as it considers good design as a vital part of sustainable development. Policy LP52 Protection and Improvement of Environmental Quality provides protection from pollution and promotes wellbeing and improvements to the environment.

Community Consultation and Engagement

- 4.2.48 A key issue identified in the Issues and Options 2017 consultation was the design of future development and ensuring all new development was in keeping with the surrounding area and would meet the needs of the local population. This is both in terms of its existing demographic and future demographic needs.
- 4.2.49 Our 2017 public consultation identified that residents expected to see planning rules being adhered to with use of traditional styles or local stone building materials mentioned by over half the respondents. Effective utilisation of existing planning controls was cited as very important along with the desire to include modern and sustainable design.
- 4.2.50 As one respondent put it, "build homes out of local stone but enable all the modern features to be installed (e.g. solar panels)". Another said, "Have a set of guidelines which all developers are required to follow in order to have a more energy efficient and sustainable home" whilst the view of many was summarised by "Don't grant planning permission for anything that doesn't meet high standards". Guided by these views, the following policy has been proposed to cover all new developments in the valley. Actions for the Parish Council identified to support the NDP Planning Policy include to provide more detailed design guidance in the future, to encourage Kirklees MBC to undertake conservation area appraisals for conservation areas which currently do not have them and to promote enforcement action where development has taken place which is contrary to policy.

A Built Heritage Policy for the Holme Valley

- 4.2.51 Building new homes in a design which is 'in keeping' with the local style is an important part of balancing the need for new homes with preserving the character of the valley. Small scale developments can be done sympathetically and blend in effectively when appropriate styles and materials are used as shown by the photograph below of a development of seven new houses in Upperthong (see Figure 12).



Figure 12 - New build homes being constructed to fit in with the local style, Upperthong

- 4.2.52 The HVNDP Environmental Report, 2020 advised that '*the sheer volume of identified assets within the Plan area depicts the strong historical values associated with the settlement areas and beyond.*' There is a need for the NDP to recognise the value of heritage to a sense of identity, place and wellbeing for both residents and visitors. The unique sense of place associated with the strongly defined local character and built heritage has significant economic and retail advantages but also has implications for local authorities, public utilities, and private owners.
- 4.2.53 Development should respect existing urban grain of the area - the pattern of the arrangement and size of buildings and their plots in a settlement, and the degree to which an area's pattern of street-blocks and street junctions is respectively small and frequent, or large and infrequent (see *By Design, Urban design in the planning system: towards better practice*, CABE for DETR, 2000). The urban grain in the Holme Valley area varies greatly: in 16th to 17th Century hilltop and farming settlements there is a more informal arrangement of buildings and plots reflecting the agricultural heritage of the area; plot layouts are denser and more formal in the linear terraced forms, squares and courtyards of weaver's cottages, mill buildings and terraced housing from the 18th to 19th Centuries. In more modern, estate type development from the 20th to 21st centuries, urban grain is often informed by the need to accommodate road layouts and parking provision, and residential buildings are often provided in cul-de-sacs with garden plots with driveways. Further detail about the Key Characteristics of and Character Management Principles for each of the LCAs is provided in 4.1.17.

- 4.2.54 High quality design should not only be visually attractive but should incorporate flexibility to allow future adaptation to meet the changing needs of occupiers over time, including meeting the needs of older residents and / or those with changing care needs. Commercial, industrial, community, sports and leisure proposals as well as residential development present an opportunity for innovative design, using modern materials and building techniques that will achieve flexibly planned, sustainable and energy efficient buildings.
- 4.2.55 Development should also maximise accessibility and encourage walking and cycling by maximising permeability and provision of through routes to local facilities, services, employment opportunities and other residential areas. Gated communities which are closed off to public access reduce opportunities for movement through a built-up area. They are not characteristic of the Holme Valley and should be avoided wherever possible.
- 4.2.56 Proposals should also protect residential amenity and avoid environmental pollution wherever possible to protect existing residential communities.
- 4.2.57 Policy 2 aims to protect the special and distinctive built character and heritage assets of the Holme Valley, whilst promoting high quality design in new development. Policy 2 has been prepared to complement Kirklees Local Plan Policy LP24 Design and Policy LP35 Historic environment.
- 4.2.58 Policy 2 does not apply to that part of the neighbourhood area that is within the Peak District National Park. (Recommendation 1A) The part of the NDP area which lies within the Peak District National Park area is in the Natural Zone and PDNP LDF Core Strategy Policy L1: Landscape character and valued characteristics B sets out that 'other than in exceptional circumstances, proposals for development in the Natural Zone will not be permitted.'

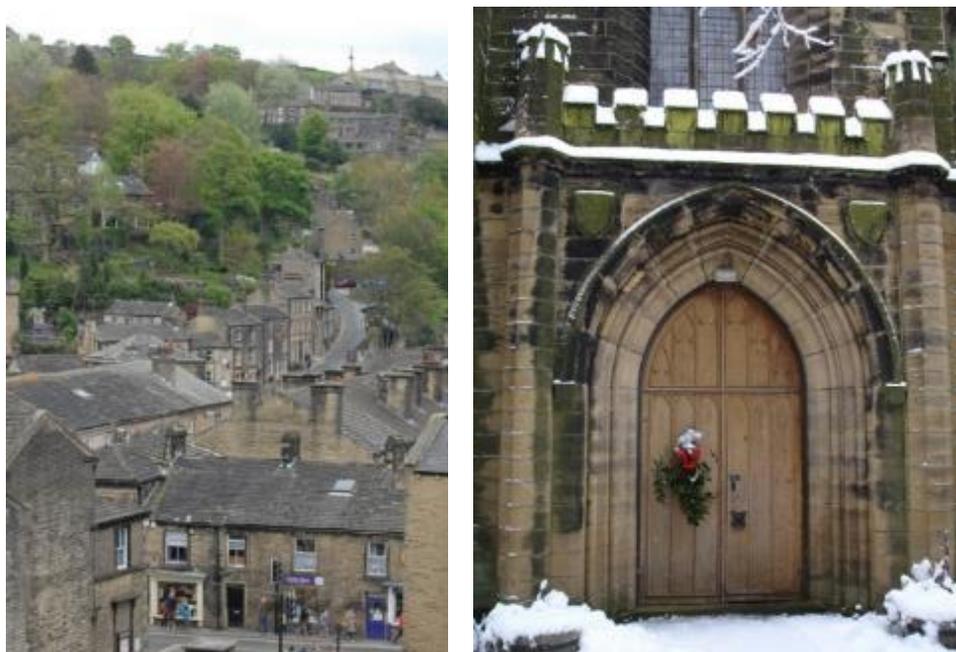


Figure 13 - Holmfirth Conservation Area & All Saints Church, Netherthong Conservation Area

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

Policy 2 does not apply to that part of the neighbourhood area that is within the Peak District National Park. (Recommendation 1A).

1. Local Character

Building designs in proposals for new development and alterations to existing buildings should respect the key characteristics and character management principles relating to built character, of the Landscape Character Area in which they are located as set out in paragraph 4.1.17. (Recommendation 7B)

They should protect and enhance local built character and distinctiveness and avoid any harm to heritage assets including conservation areas. (Recommendation 7B)

2. Sense of Place

New developments should strengthen the local sense of place by designing the site layout to respect the existing grain of development in the surrounding area and (Recommendation 7C and 7E) through use of local materials and detailing. Where historic features such as mill chimneys function as key focal points, they should be retained and restored as an integral part of new development schemes. (Recommendation 7C)

3. Utilising Existing Assets

Any (Recommendation 7D) significant trees, internal boundaries and water courses on the site should be retained and incorporated in the new design. Proposals should consider the aspect of the site and the ways in which the site contours and vegetation can be used to provide areas of extensive shade or shelter. (Recommendation 7D)

4. Innovation and Responding to Local Context

The use of traditional materials and design will be supported. However, contemporary design and materials will be supported where the distinctive character of the area is enhanced. (Recommendation 7E)

Use of "green" or "living" and "blue" roofs is encouraged where adverse impacts on local character and distinctiveness are minimised. (Recommendation 6G)

5. Gated Communities

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

6. Inclusivity and Accessibility

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

7. Public Spaces

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

- A clear distinction between streets and other publicly accessible spaces and areas that are intended for private use;
- A design of public spaces (Recommendation 7F) that connects with and relates to the pattern of spaces already present in the area;
- The (Recommendation 7F) “greening” of public spaces by using trees and other suitable planting.
- Open spaces should be designed to meet the needs of the development and located to satisfy their intended, specific function, such as toddler’s play, older children’s activities, sitting out, or visual amenity.

8. Built Form and Materials

Designs should respect the scale, mass, height and form of existing buildings in the locality and the site setting. Development should fit in with and neither dominate nor have a detrimental impact on its surroundings and neighbouring properties. (Recommendation 7G)

Materials must be chosen to complement the design of the development and add to the quality or character of the surrounding environment. Local millstone grit and stone flags should be used where these are the prevailing material. (Recommendation 7G)

9. Mixed Uses

If a shop or service is proposed as a part of a development scheme applicants will be encouraged to locate the facility where it is accessible to the wider community.

10. Protecting Amenity (Recommendation 7J)

Proposals should be designed to minimise harmful impacts on general amenity for present and future occupiers of land and buildings and prevent or reduce pollution as a result of noise, odour, light and other causes. (Recommendation 7H) Light pollution should be minimised, and security lighting must be appropriate, unobtrusive and energy efficient.

Policy 2 is in general conformity with:**Kirklees Local Plan - Strategies and Policies 2013 – 2031**

Policy LP24 Design

Policy LP35 Historic environment

Policy LP52 Protection and improvement of environmental quality.

Holme Valley Parish Council Actions 1 -3

Parish Actions relating to the built environment and design are set out in Appendix 1. (Recommendation 1B)

4.3 Conserving and Enhancing Heritage Assets

Introduction and Background

- 4.3.1 Heritage asset is a generic term, defined in the NPPF as applying to ‘a building, monument, site, place, or landscape which has been formally identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest’. Heritage assets have varying degrees of significance and therefore value as components of the historic environment. Consequently, heritage assets are defined on a spectrum of significance and are afforded different levels of planning consideration, in legislative and planning policy terms, in proportion to the significance of the heritage asset affected by development.
- 4.3.2 In the Holme Valley the spectrum of designated heritage assets includes Scheduled Monuments, Listed Buildings and Conservation Areas designated under the relevant legislation (NPPF 2019 Glossary). The Holme Valley Heritage and Character Assessment Report, which informs the NDP, includes in Appendix A buildings in the NDP area which are included on the list published by Historic England as the ‘National Heritage List for England’ (NHLE). This is the official and up to date record of all nationally protected historic buildings or sites in England. These ‘listed buildings’ have adequate protection with primary legislation (Acts of Parliament), the NPPF and policies within the Kirklees Local Plan.

Positive Contributors to the character of Conservation Areas

- 4.3.3 Conservation Areas are statutorily designated heritage assets of special architectural or historic interest. Their designated status imposes additional planning controls on the buildings, sites or monuments within them. However, as noted in the NPPF (paragraph 201) not all elements of a conservation area will necessarily contribute to its significance and it is therefore necessary to identify the most important components which define their character. Such ‘positive contributors’ benefit from the legislative presumption in favour of preservation afforded by their designated status.
- 4.3.4 As part of the HVNDP, work has been undertaken to identify those buildings which are considered to make a positive contribution to the character and appearance of conservation areas. This work focuses mainly on Holmfirth Conservation Area but there are other buildings identified in other conservation areas and more will be added when the neighbourhood plan is reviewed. These buildings are listed in Appendix 2A and are referred to as ‘positive contributors’ to the designated conservation area. When considering the potential impact of proposed development, the properties/sites will be subject to relevant consideration under relevant parts of NPPF (Feb 2019) and Kirklees Local Policy LP 35 (1) and (3) Historic Environment.
- 4.3.5 The positive contributors included in Appendix 2A of the HVNDP have been identified using the criteria listed below. Additional properties may be formally identified in due course using the same selection criteria:

- **Architectural Interest.** The identified positive contributors to the designated conservation areas may include properties/sites considered to be of local architectural interest in terms of their distinctive vernacular form, design, decoration or craftsmanship. Properties/sites may represent significant examples of building types or techniques relevant to the HVNDP area including buildings which display technological innovation or interest. The list may include locally characteristic engineering and industrial buildings as well as examples of craftsmanship or artistic distinction.

- **Historic Interest.** The identified positive contributors to the designated conservation areas may include properties/sites which are considered to be of local historic interest and illustrate important aspects of the history of the HVNDP area and/or have substantiated close historical associations with locally important individuals, groups or events.

- **Group value.** The identified positive contributors to the designated conservation areas may include properties/sites which are considered to be components of a group with locally significant value, exhibiting examples of architectural or historic unity or an example of planning (e.g. squares and terraces) or where there is a historical functional relationship between the buildings.

Non-designated heritage assets

4.3.6 Outside of the conservation areas there may be other buildings and sites that contribute to local character and sense of place because of their intrinsic heritage value. Such heritage assets may be offered a proportionate level of consideration by the local planning authority if they have been identified and publicised as being included on a formally adopted 'local heritage list of non-designated assets'⁷. (NDHAs). To date, Kirklees Council do not have a list of such buildings or adopted selection criteria. However, Kirklees has now (April 2021) commenced work on a year-long West Yorkshire initiative to establish a formal process to identify and evaluate candidate NDHAs against relevant selection criteria. The initiative will enable the development of a Kirklees adopted 'local heritage list of non-designated heritage assets' which will extend proportionate planning control for those buildings included on it. The published local list will be developed over time (as per the National Heritage List) but must be based on sound and consistent selection criteria and recommendations from local people.

4.3.7 The fact that a building or site is identified means that the effect of a proposal on the significance of the asset should be taken into account when determining the application. In weighing applications that affect directly or indirectly non-designated heritage assets, a balanced judgement will be required having regard to the scale of any harm or loss and the significance of the heritage asset. Consequently, appropriately identified NDHAs would then become more defensible material

⁷ Historic England: 'Historic Environment Advice Note 7' published January 2021 (HEAN 7)

considerations in decision-making, as well as helping to recognise and celebrate protect/preserve local heritage.

- 4.3.8 Formally identifying NDHAs based on adopted selection criteria will provide a sound, consistent and accountable means of identifying local heritage assets. This will benefit development planning across the neighbourhood area and Kirklees, as well as providing clarity and transparency of decision making to the benefit of owners and developers wishing to fully understand local development opportunities and constraints. Historic England's latest guidance (HEAN 7) will provide the best practice basis for the production of a local heritage list of NDHAs in Holme Valley and across Kirklees. It should be noted that potential NDHAs are not just buildings but could cover locations such as wells or milestone markers. Appendix 2B lists 'candidate sites' which are representatives of building types which could be formally identified as NDHAs. Through inclusion in this Appendix, these candidate sites will be reviewed and evaluated by Kirklees (and the PDNPA if relevant) for inclusion on the initial 'local heritage list' as it is developed over the next few years. The local heritage list of NDHAs will be a live document which will be expanded over the plan period as recommendations are brought forward, evaluated and adopted.
- 4.3.9 Where the particular significance of a site is currently unknown or difficult to define in spatial terms, but may have some archaeological importance, the NPPF provides a safeguard (paragraph 194b note 63). This is intended to ensure that these potential non-designated heritage assets of archaeological interest, which are demonstrably of equivalent significance to scheduled monuments, should be considered subject to the policies for designated heritage assets, in order to reveal and fully understand their significance and sensitivity to development prior to any decision making. Such sites are often below-ground archaeology or locations of ancient activity with only scattered extant remnants.
- 4.3.10 Policy 3 relates to proposals which impact on non-designated heritage assets in the Holme Valley and the Parish Actions (Appendix 1) are designed to support the implementation of Policy 3. (Recommendation 8C)

Submission Plan paragraphs 4.3.8 to 4.3.10 deleted (Recommendation 8D)

Policy 3: Conserving and Enhancing Local Heritage Assets

A list of buildings and structures which are identified as positive contributors to the designated conservation areas in Holme valley is set out at Appendix 2A. All development proposals affecting these character defining components of the designated conservation areas or their settings will be assessed in terms of Kirklees Local Plan Policy LP35 Historic Environment Part 1.

A candidate list of buildings and structures identified as non-designated heritage assets is set out at Appendix 2B. All development proposals

affecting these locally important heritage assets, (once formally identified), or their settings, will be assessed in terms of Kirklees Local Plan Policy LP35 Historic Environment Parts 2 and 3a and Policy DMC5 of the Peak District National Park Authority Part 2 Local Plan (Development Management Policies).

When designing development proposals for all local heritage assets (positive contributors and (once formally identified) non-designated heritage assets), owners and developers should have regard to conserving the significance of the asset and the components which positively contribute to its character or appreciation as a heritage asset. (Recommendation 8A)

Policy 3 is in general conformity with:

Kirklees Local Plan - Strategies and Policies 2013 – 2031

Local Plan Policy LP35 Historic Environment

Peak District National Park Development Management Policies Part 2 of the Local Plan for the Peak District National Park, up to 2026

Policy DMC5 Assessing the impact of development on designated and non-designated heritage assets and their settings.



Figure 14 - Holmfirth Masonic Lodge & Choppards Mission

Holme Valley Parish Actions 4 -10

Parish Actions relating to built heritage are set out in Appendix 1. (Recommendation 1B)

4.4 Design in Town and Local Centres and Public Realm



Figure 15 - Examples of shopfronts & signage in Holmfirth which are in keeping with the character of the town © Holmfirth Conservation Group 2018

Shopfronts and Advertisements

Introduction and Background

- 4.4.1 Most public ground floor frontages in town, district and local centres are occupied by shops and other commercial property and shopfronts are the most prominent element of many buildings. The appearance of shopfronts and advertisements can have a major impact on the character of conservation areas and other areas. Whether this impact is beneficial or harmful is dependent on the quality and sensitivity of the designs used.
- 4.4.2 The character of the built environment in the commercial centres and retail cores of the towns and villages of Holme Valley is extremely important as these areas provide a focal point for the style and vernacular architecture of non-residential buildings in each area. The design of shops fronts and ground floors of properties affect both the character and economic vitality of a town or local centre by contributing to the attractiveness of an area and its sense of place. As one retailer commented in the Regulation 14 consultation, ‘window displays and signage make an enormous difference to the look and feel of the high street...it’s very important to keep visitor numbers up which in return boosts economy in the area. If the shops don’t look appealing, numbers will start dropping’.
- 4.4.3 The Holme Valley has two key shopping areas: Holmfirth and Honley along with many other shops and businesses throughout the villages. Both Holmfirth and Honley are conservation areas as are many of the villages as outlined in section 4.2. It is therefore important that traditional shopfronts, particularly in the larger settlements of Holmfirth and Honley are protected and enhanced to help preserve the sense of each place’s identity. Each centre has a unique character and ensuring that changes are sensitive to this local character is essential.

Community Consultation and Engagement

- 4.4.4 Retailers and businesses have a strong preference for standard ‘house’ styles and colours. These interests must be balanced with the need to protect and enhance the unique qualities of the Holme Valley. Experience has shown that with a flexible approach, together with an emphasis on good design and quality, including the use of traditional detailing in conservation areas, corporate image can be adapted.

- 4.4.5 Our consultation highlighted the importance of both built heritage and local shops in its top ten 'specific features of the Holme Valley which are important'. Retaining the style of shopfronts is an important element of ensuring that shopfronts are designed in keeping with the character of the building and the area they sit within.



Figure 16 - Honley Westgate & Coordinated signage in Holmfirth

- 4.4.6 Developers are advised to discuss proposals for new shopfronts and advertisements in conservation areas or where proposals impact on listed buildings or other heritage assets with the Kirklees Council's Conservation Team at an early stage.

A Shopfronts and Advertisements Policy for Holme Valley

- 4.4.7 Primary and secondary shopping areas in the valley are identified in Kirklees Local Plan Policy LP13 Town centre uses and Policy LP14 Shopping frontages identifies shopping frontages. Local Plan Policy LP25 Advertisements and shop fronts provides general guidance for advertisements and shop fronts. Shopfronts within the Peak District National Park Authority part of Neighbourhood Area will not be permitted illuminated signs except in accordance with DMP DMS 5.
- 4.4.8 Many of the Holme Valley's buildings date from the 18th and 19th centuries. During this period, shopfront design sought to achieve a successful relationship between the shopfront itself and the building as a whole. Some adaption may be necessary to take account of technological change, but such original features should be retained where possible.



Figure 17 - Recent change of Holmfirth shopfront from traditional to modern design

- 4.4.9 Very few early shopfronts survive. Special care is needed to ensure that these are preserved and restored in a sensitive manner and Figure 17 shows how shopfronts can unfortunately erode local character by adopting distinctive modern signage. Sometimes original features such as pilasters and fascias have been hidden by later work and where this is the case such features should be revealed and restored. Consideration should also be given to future maintenance and weather proofing. Shopfronts should be designed to throw water clear of the shopfront to help prevent rot and avoid long-term maintenance issues. Concerns about poor maintenance of shopfronts were raised by residents in the Regulation 14 consultation and whilst this is not a planning matter, the NDP encourages high quality, long-lasting designs in the future.
- 4.4.10 The replacement of modern shopfronts with traditional designs can have positive benefits. Traditional style shop fronts can enhance the street scene and add to the visual interest of the local shopping area, helping to make it more attractive to shoppers and visitors. Large plate glass windows, excessively deep fascias and unsuitable materials such as unpainted tropical hardwood or aluminium should be replaced with more appropriate and sensitive design and materials wherever possible.
- 4.4.11 Whilst protecting the historic and distinctive character of town and village centres in Holme Valley is a priority for the NDP, there is also a need to ensure shops and services are as accessible as possible for all groups. The NDP aims to take a balanced approach by promoting sensitive alterations which support improved accessibility for all groups whilst protecting the historic character. Historic England's document "Easy Access to Historic Buildings, 2004" and the Department for Communities and Local Government's "Planning and access for disabled people: a good practice guide, 2003" provide more detailed information. Barriers to access include:
- external physical elements of the building and its setting, including landscape features, kerbs, exterior surfaces, paving, parking areas, building entrances and exits as well as emergency escape routes
 - any feature arising from the design or construction of a building itself, including architectural details (such as plinths, column bases, staircases, ironwork and door openings), fixtures, fittings, furnishings, furniture, equipment and other materials.
- 4.4.12 The Historic England document notes that easy physical access involves people being able to circulate freely and cope with changes in level. Horizontal movement is most likely to be constrained by floor surfaces, corridors, doorways, thresholds and small changes in level. Improvements to vertical circulation may require alterations to steps, stairs and handrails or involve the introduction of ramps or lifts. All of these can affect the appearance and significance of the building and the advice of conservation officers should be sought at the earliest opportunity.
- 4.4.13 Given the distinctive character of each of the local and town centres, we have created a specific policy (Policy 4) to guide shopfronts and advertisements. Many proposals for shopfronts will be for premises which are located within a conservation area. Whilst these design principles are key to proposals located within these areas, the advice should equally be applied to shopfront proposals across the Holme Valley designated area. The Heritage and Character Assessment report describes local character in more detail in each of the identified Landscape Character Areas.

- 4.4.14 The use of Article 4 directions is a means of controlling works which could threaten the character of an area. We would support such directions where appropriate to allow Kirklees to preserve our built heritage within town and village centres. The proliferation of bold, dominant or illuminated advertising material can have a significant detrimental effect on the visual character of a locality, particularly in sensitive places such as conservation areas and in sensitive rural locations. It is therefore important that advertisements are sensitively designed and this is also addressed in Policy 4. Consideration should therefore be given to withdrawing deemed consent through use of suitable Article 4 Directions and 'special areas of advertisement control' particularly in Conservation Areas).⁸ (Recommendation 8D)

⁸Many fascias and projecting signs do not require consent if they are below first floor level and are not illuminated. Illuminated signs within conservation areas are likely to require a formal application (express consent). The main categories of signage that can be displayed using deemed consent (basically permitted development rights for signage) are set out in Class 3 and 5 as set out in Outdoor advertisements and signs: a guide for advertisers, June 2007 Department for Communities and Local Government There is no 'special area of advertisement control' in the Holme Valley (or Kirklees).

Policy 4: Design Codes for High Quality Shopfronts and Advertisements

Design Principles for Shopfronts

1. General Principles

Proposals for new shopfronts, or alterations to existing shopfronts should consider the following design concepts to ensure that the proposal is sympathetic to the character and amenity of the locality.

Designs should:

- a) Be designed to integrate into the existing building by respecting the period, scale and architectural style of the building and reflect the characteristics of the wider street scene; (Recommendation 9A)

Submission plan principle b) deleted (Recommendation 9A)

- b) Enclose and frame shop windows and entrances with essential visual and functional elements such as pilasters, fascias and stallrisers. Accurate and authentic detailing is essential;
- c) Avoid linking two or more buildings with one fascia unless historically already established by continuous architectural pattern or shop use;
- d) Seek to incorporate moulded cornices weathered with a properly detailed lead flashing above the fascia; (Recommendation 9B)
- e) Make sure that shopfronts have individual distinctive identities with different stallriser heights, window designs and fascias that positively contribute to the character and integrity of the building and the complexity and diversity of the street scene; (Recommendation 9C)
- f) Encourage the use of stallrisers to protect shop windows and provide a visual break between the window and the street surface. Designs for shopfronts should include part-glazed door panels that reflect the height of the stallriser and the sub-division of large areas of glass wherever possible; (Recommendation 9C)
- g) Make use of energy-efficient measures with regard to any illumination arising from the shopfront, particularly through the use of LED lighting where appropriate;
- h) Make use of recessed doorways, single and double to give more three-dimensional quality; and
- i) Avoid use of uPVC windows in historic areas.

2. Retention of Existing Shopfronts

The retention of existing shopfronts, which contribute to the character of the building or area, will be encouraged and special care should be given to the preservation and sensitive restoration of original features where possible.

3. Accessibility

The sensitive alteration of existing traditional shops and town centre buildings to improve accessibility for all is supported. Accessibility should be improved where there is the opportunity to do so provided any special interest of the building is not compromised. (Recommendation 9E) Overall proposals should not prejudice the character of the building or buildings and should have due regard for any features which make a particular building or buildings special or significant.

4. Shutters and Grilles

Solid roller shutters and the introduction of shutter boxes to the exterior of buildings have an adverse visual impact and will be resisted in that part of the neighbourhood area where Kirklees Council is the local planning authority. Any shopfronts in the Peak District National Park Authority part of Neighbourhood Area will not be permitted to have external security roller shutters.

The following suitable alternatives will be supported:

- a) Security glass with alarm or internal cameras;
- b) A reduction in the size of window glass;
- c) Internal see-through shutters. (Recommendation 9F)

In that part of the neighbourhood area outside the National Park the following additional alternatives will be acceptable:

- External shutters that are removed during working hours – decorative options for these themed on the shop's trade may be applicable.
- Externally mounted open mesh roller shutters provided that the box housing is concealed behind the fascia and the projection from the face of the building does not result in an increase in depth to the detriment of the appearance of the shopfront. (Recommendation 9F)

Design Principles for Advertisements

1. General Principles

Any shopfronts within the Peak District National Park Authority part of Neighbourhood Area will not be permitted illuminated signs except in accordance with DMP DMS 5.

Where (Recommendation 9G) planning consent is required, proposals for fascia, hanging and projecting advertisement signs should complement the design of the building and shopfront.

Cumulative impacts of advertisements should be considered in relation to street scene and visual clutter. Advertisements should not overly dominate the public realm or have an adverse impact on local character.

Consideration should be given to an advertisement's impact on highway safety. Advertisements which are distracting to road users, by virtue of their scale, design or positioning should be avoided.

Submission plan last paragraph in the general principles deleted (Recommendation 9H)

2. Fascia Signs

Proposals for fascia signs should seek to sympathetically integrate the design of the fascia with the shopfront, making use of traditional design fascias.

Lettering should:

- a) Convey the essential message of the retailer
- b) Either be a sign written onto the fascia or applied as individual lettering in a traditional manner directly to the structure of the building;
- c) Reflect the use and character of the shop and the building;
- d) Be of a style and size that relates to the area of the fascia or sign and building on which it is used;
- e) Use sensitive colours and appropriate shading and blocking of letters which reflect the local character and appearance of the area particularly within conservation areas; (Recommendation 9K) and
- f) Minimise impacts on the historic fabric of the building.
- g) New illuminated boxed fascias that project from the face of the building and the addition of new fascias on top of existing ones should be avoided. (recommendation 9J)

In instances where illuminated fascia signs are proposed outside the National Park (Recommendation 9L), they should be sensitively designed in order to be sympathetic to both the building they are attached to and the surrounding area, particularly if

situated in a historic area. Illumination of fascias should not be excessive or intrusive and should make use of energy efficient methods of lighting such as via LED. Schemes should avoid light pollution into adjoining residential properties and not unnecessarily cause poorly directed light pollution elsewhere.

3. Projecting Signs

Projecting signs will be supported where they are sensitive to the design of the existing building and are a characteristic feature of the surrounding area.

The use of internally illuminated projecting box signs that form a projecting part of a fascia should be avoided.

Where a projecting sign is appropriate, proposals should make use of a traditional hanging sign, which is hung from a metal bracket that can add interest to the street without unobtrusive external illumination. Consideration should be given to the use of hanging symbols denoting the trade being carried on in the premises as an interesting and eye-catching alternative to a hanging board.

Projecting signs should be of a high quality and relate to the size and scale of the existing building façade and do not appear either overly intrusive or inappropriately small. Projecting signs should be carefully positioned to take into account the design and architectural detailing of the existing building – normally below the first-floor windows.

Projecting signs will be restricted to one sign per building and should relate only to the business which occupies the premises.

Policy 4 is in general conformity with:

Kirklees Local Plan - Strategies and Policies 2013 – 2031

Policy LP13 Town centre uses

Policy LP14 Shopping frontages

Policy LP25 Advertisements and shop fronts

Peak District National Park Development Management Policies Part 2 of the Local Plan for the Peak District National Park, up to 2026

DMS4 Shopfronts (Recommendation 9M)

DMS 5 Outdoor advertising.

Public Realm

Introduction and Background

- 4.4.15 Local and town centres include areas of public realm which can be formal, such as seating areas and parks, or informal, where pavements and street corners naturally offer public spaces. It is important that the character of the local centres is reflected in public realm enhancements, for instance through the style of seating, lighting columns or signage, siting and design of refuse bins and the layout of the highway. More detail is given on highway infrastructure planning in section 4.8.
- 4.4.16 The presence of the river in the centre of Holmfirth is an example of a public asset which is being enhanced by a locally based charity, River Holme Connections. Their investment in the 'duck feeding area' has sought to provide a more attractive public space for residents and visitors to enjoy.
- 4.4.17 Private investment in new railings opposite the Picturedrome now allows people to look down onto the river whilst bespoke art pieces have been prepared by The Children's Art School to liven up the concrete walls along the river. These organisations all recognise the opportunity to create new public spaces even when some of those are new views or vistas rather than new physical places.
- 4.4.18 The Holme Valley has many opportunities to increase visibility of existing locations and enhance those spaces. The Holmepride movement has worked on a number of projects over the last year to clear litter and overgrown vegetation on footpaths and small public spaces. Meanwhile Holmfirth Conservation Group's 'Windows on the Past' trail and existing riverside walks create a sense of shared public space through better understanding of what is already in the area. This Neighbourhood Plan aims to encourage this approach by promoting high quality design in spaces in between buildings, the views from and of them and the wider environment, as well as in buildings themselves.



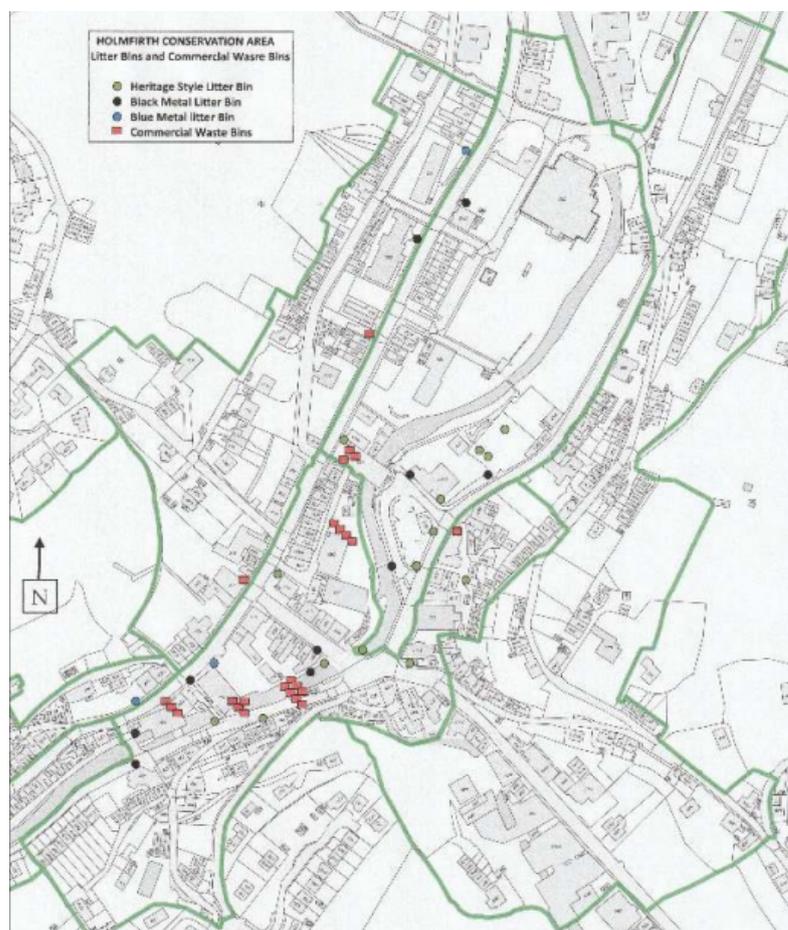
Figure 18 – 'Windows on the Past' Heritage Trail © Holmfirth Conservation Group 2018

- 4.4.19 Holmfirth Conservation Group highlighted in their appraisal the proliferation of different litter bins and the un-coordinated planters and street furniture, as shown in Map 16 below. This is something which Holmepride has helped address in terms of repainting existing litter bins and railings to improve their appearance, but the different

designs remain. The presence of large commercial waste bins on Hollowgate in Holmfirth for example is not only unsightly but also fills a parking space in the centre of the town. Whilst planters, signage and litter bins and lighting columns are all essential parts of any functioning town centre, consideration of their impact on the overall appearance of an area is an important element of building a sense of place and high quality public realm.

Map 16 HCG Map of litter bin styles in Holmfirth Conservation Area

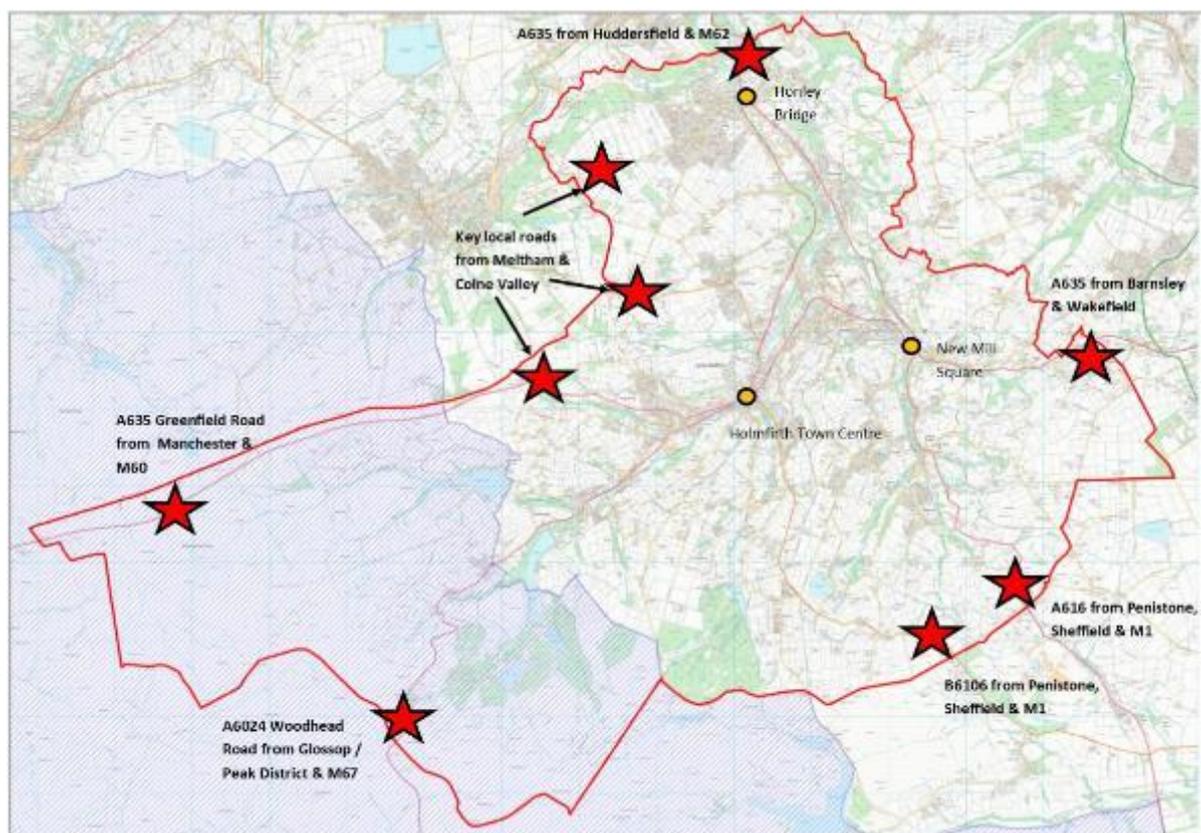
© Holmfirth Conservation Group 2018



- 4.4.20 Similar principles apply across the valley where coherence of design within each village can help promote a sense of shared identity and this has led to the creation of a policy on public realm.
- 4.4.21 The public realm is not limited to highways, but road networks in the valley form a significant part of the public realm of settlements, particularly along the valley floors. There are several specific gateways to the valley as four key roads enter the Holme Valley from different directions: A635 Greenfield Road and A6024 Woodhead Road from the West; B6106 Dunford Road and A616 Sheffield Road from the South; A635 Holmfirth Road from the East and A616 Huddersfield Road from the North. These

routes converge in specific centres: Holmfirth town centre, New Mill square and Honley bridge - see Map 17 Key Gateways.

Map 17 – Overview of key gateways to the valley and convergence points



- 4.4.22 Without careful management, these locations can become dominated by highways and as a respondent to Pre-Regulation 14 consultation commented 'traffic and infrastructure will always be problematic around Holmfirth due to the geography'. However, we believe that applying the principles outlined in the policy below will help ensure that the importance of public realm is recognised not only in these specific 'hotspots' but also in the smaller village centres which have more localised highways challenges."

Public Consultation and Engagement

- 4.4.23 The public realm policy also highlights the importance of highways in contributing to a positive environment within a village or town centre. As one resident in the Pre-Regulation 14 consultation said, 'A dream would be to take all vehicles out of Holmfirth town centre and make it pedestrian friendly' whilst another commented that 'Tackling this very important [traffic] problem will have a huge impact on the quality of life in the valley. The needs of pedestrians must have priority'. Specific concerns regarding traffic and transport are detailed in section 4.8 but recognising the role of highways in the public realm is important.

A Public Realm, Gateways and Highways Policy for Holme Valley

- 4.4.24 Improvements to the public realm offer opportunities to provide physical measures to protect all road users, such as tree and shrub planting as physical landscape barriers. Street furniture such as interpretation panels, bollards, cycle racks, free-standing signs, lamp posts and waste bins can all have a significant impact on the public realm. Careful consideration is needed to ensure designs are sensitive and locations are suitable and support improved accessibility for all. Benches and internal seating should offer a range of heights and a choice between those with and without backs and armrests. There should also be space for a wheelchair user to pull up next to a seated companion. Tables, where they are provided, should be wheelchair accessible. In addition to planning and design policies, the HVNDP includes various actions for the Parish Council, working with other bodies to help ensure the management of the public realm provides a safer and more attractive environment. Street furniture should not form obstacles when set on pedestrian routes and grouping items together can make them more easily visible and thus less of a hazard. Improved management of waste and recycling should help to reduce adverse visual impacts of large commercial bin store areas.
- 4.4.25 Proposals also should contribute towards enhancing Green Infrastructure (GI). Green infrastructure is defined in the National Planning Policy Guidance and can embrace a range of spaces and assets that provide environmental and wider benefits. It can, for example, include parks, playing fields, other areas of open space, woodland, allotments, private gardens, sustainable drainage features, green roofs and walls, street trees and 'blue infrastructure' such as streams, ponds, canals and other water bodies. References to green infrastructure in this guidance also apply to different types of blue infrastructure where appropriate.
- 4.4.26 Policy 5 provides local detail to Kirklees Local Plan Policy LP13 Town Centre Uses which requires proposals to be inclusive for all users, and be attractive to pedestrians, cyclists, and public transport users and to conserve and enhance the local character, heritage, green spaces and the public realm where appropriate. Policy LP24 Design advises that places should be adaptable and able to respond to change, with consideration given to accommodating services and infrastructure, access to high quality public transport facilities and offering flexibility to meet changing requirements of the resident / user. The Policy also requires proposals to incorporate adequate facilities to allow occupiers to separate and store waste for recycling and recovery that are well designed and visually unobtrusive and allows for the convenient collection of waste. It also supports accessible and inclusive places, development which contributes towards enhancement of the natural environment and retention of trees. Policy 5 does not apply to that part of the neighbourhood area that is within the Peak District National Park. (Recommendation 1A)

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

Policy 5 does not apply to that part of the neighbourhood area that is within the Peak District National Park. (Recommendation 1A).

Public Realm

Proposals for public realm improvements should enhance the quality of life for residents and visitors alike and should be an integral part of transport links through towns, settlements and villages. Such improvements will be supported where they are consistent with advice in the Kirklees Highways Design Guide SPD and where they (Recommendation 10A)

- a) Are of a high-quality design and sensitive to the visual appearance of surrounding buildings and street scene, especially in the case of a Heritage Asset or within a Conservation Area;
- b) Take opportunities to enhance or (Recommendation 10B) open up views towards existing locations of interest, such as the river or public spaces within the town and local centres, so that new developments improve rather than hide existing points of interest.
- c) Prioritise pedestrians and then cyclists, providing seating and safe, accessible routes for all.

Submission plan two paragraphs following clause c) deleted (Recommendation 10C)

Where works are being carried out in the public realm to improve highway safety and efficiency the character of a place should be maintained and the following principles will be applied: (Recommendation 10D)

- d) Design and materials in public realm improvements and highways schemes should be sensitive to local character.
- e) Traffic dominance should be minimised through surface treatment and layout;
- f) Visual clutter should be avoided; (Recommendation 10E)
- g) Provision of shared public space should be maximised whilst accommodating vehicular movement where necessary;
- h) Consideration should be given to accessibility for everyone;
- i) Consideration of Green Infrastructure⁹ should be built into design in the public realm; (Recommendation 10F)
- j) Street furniture should not act as a hazard to pedestrians or distract motorists unnecessarily.
- k) Signage and interpretation should be clear and visually unobtrusive;
- l) Lighting should limit light pollution and the use of columns.

Settlement 'Gateways'

Where major new residential or commercial development is close to 'gateways' into Holme Valley settlements, or at route convergence points or rail and bus stations, consideration should be given to public realm improvements around the 'Gateway' including welcome signage and interpretation and landscaping and planting. (Recommendation 10G)

Policy 5 is in general conformity with:**Kirklees Local Plan - Strategies and Policies 2013 – 2031**

Policy LP13 Town centre uses

Policy LP24 Design

Holme Valley Parish Actions 11 -15

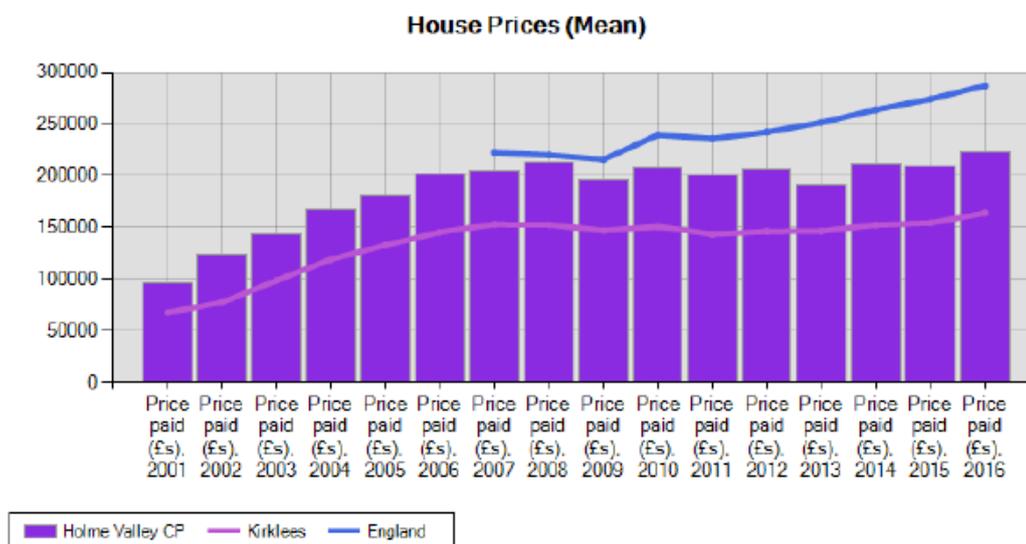
Parish Actions relating to the public realm are set out in Appendix 1. (Recommendation 1B)

9 **Green infrastructure:** A network of multi-functional green space, urban and rural, which is capable of delivering a wide range of environmental and quality of life benefits for local communities (NPPF Glossary).

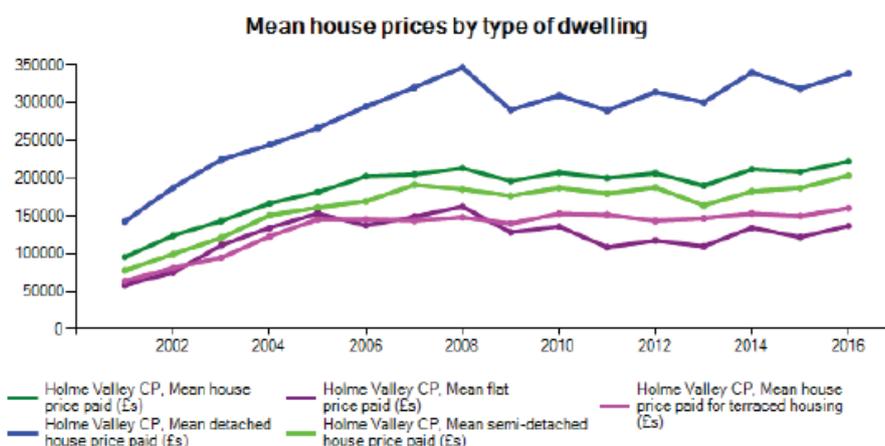
4.5 Building Housing for the Future

Introduction and Background

- 4.5.1 Public consultations for the NDP (see the Consultation Statement, consultation on Issues and Options and emerging First Draft Plan) have shown that housing is a contentious topic in the Holme Valley. The Regulation 14 consultation received the highest number of public comments on this particular issue. Many people accept that more housing is needed, particularly smaller properties to allow people to purchase their first home or to down-size, but the nature of new developments and their location can be at odds with other things people think are important, such as views, and the impact on small communities and traffic. There is growing concern about the impact building on the hill tops and hill sides will have on sewer capacity and road run off as climate changes increase rainfall levels.
- 4.5.2 The 2011 census shows that there were 12,039 properties in the Holme Valley Parish Council area at that time. Of these 33% were whole houses or bungalows compared to 20% in the rest of Kirklees. 26% were semi-detached (33% in Kirklees) and 34% were terraced houses (the same for Kirklees). Only 7% were flats, maisonettes or apartments compared with 13% in Kirklees.
- 4.5.3 The following information is taken from the Kirklees Housing Profile for the Holme Valley and shows that property prices in the Valley are higher than Kirklees' averages but lower than national averages:



4.5.4 The type of property has a considerable impact on price:



4.5.5 Paragraph 8.6 in the Local Plan sets out that 'the Local Plan housing requirement has used the most up to date national household projections (2014-based) as a starting point. Following analysis of this information and consideration of economic assumptions, the Local Plan housing requirement is a minimum of 31,140 homes across Kirklees over the plan period from 2013-31 which will meet identified needs. This equates to an annual housing requirement of 1,730 new homes. As this is based on up-to-date demographic evidence, it takes account of any need arising from shortfalls in delivery against previous targets. The NDP cannot reduce the amount of development from that contained in Kirklees' Local Plan or try to undermine its strategic policies. However, through its policies the NDP can influence how housing sites allocated in the Kirklees Local Plan are developed. (Recommendation 11L)

4.5.6 Kirklees Council has identified an additional 1,087 homes to be located on 27 different sites in the Holme Valley. These are set out in Table 2 below:

Table 2 Local Plan Housing and Mixed Use Site Allocations

Location	Site Number	Number of Houses Proposed	Housing or Mixed Development
Travel Station Yard, Station Road, Honley	HS159	14	Housing
East of Woodhouse Rd, Brockholes	HS161	124	Housing
South of Southwood Avenue, Honley	HS162	17	Housing
Former Thirstin Mill, Thirstin Road, Honley	HS164	24	Housing
South of Gynn Lane, Honley	HS167	50	Housing
North of Scotgate Road, Honley	HS168	93	Housing
North east of Westcroft, Honley	HS171	15	Housing
South of Vicarage Meadows, Cinderhills, Holmfirth	HS174	14	Housing
Bridge Mills, New Road, Holmfirth	HS175	45	Housing
West of St Mary's Rise & St Mary's Way, Netherthong	HS176	21	Housing
North west of New Mill Road, Thongsbridge	HS177	15	Housing
East of Holme View Avenue & Pennine Close, Upperthong	HS178	27	Housing

Location	Site Number	Number of Houses Proposed	Housing or Mixed Development
Dunford Road, Hade Edge	HS179	66	Housing
East of St Mary's Avenue, Netherthong	HS180	32	Housing
East of Ryecroft Lane, Scholes	HS181	39	Housing
South of Sandy Gate, Scholes	HS182	28	Housing
West of Bankfield Drive, Holmbridge	HS183	23	Housing
West of Wesley Avenue, Netherthong	HS184	38	Housing
West of Miry Lane, Thongsbridge	HS185	39	Housing
West of Stoney Bank Lane, Thongsbridge	HS186	53	Housing
Tenter Hill Road, New Mill	HS187	81	Housing
West of Royds Avenue, New Mill	HS188	53	Housing
South of Former Midlothian Garage, New Mill Road, Holmfirth	HS189	12	Housing
South of Water Street, Holmbridge	HS190	19	Housing
Former Midlothian Garage, New Mill Road, Holmfirth	HS191	56	Housing
Dobroyd Mills, Hepworth Road, Hepworth	MXS12	75	Mixed
Lancaster Lane, Brockholes	HS173	14*	Housing
TOTAL		1087	

*The capacity is not included in the phasing, as it is already counted as a commitment as planning permission (application 2016/90146) was given on the site.

4.5.7 There are also areas of 'safeguarded land' which is identified for future development, most likely housing, if required after the current plan period. There are some significant plots of land in the Holme Valley with this designation such as 6.26 ha on the Cliff, 4.29 ha next to the Memorial Hospital and more at Hade Edge. The allocation of sites was fixed when the Local Plan was approved by the Planning Inspector in 2019.

Public Consultation and Engagement

4.5.8 There is considerable concern locally about the number of new dwellings and the impact of the potential associated increase in population on the nature of life in the Valley. One Regulation 14 respondent said 'Before any new housing is permitted there needs to be proper consideration to the infrastructure, not just lip service! Roads, drains, sewerage, schools, shops...' whilst another commented that 'Upperthong area is now at saturation point... Poor sight lines, narrow roadways and limited pavement provision must be obvious problems'. Specific areas are often cited such as 'Scholes, Hepworth, Wooldale: no more housing in these areas, the roads, services, schools etc, can't handle an influx of new residents. New homes should be built on brown fields only. Green belt to be preserved.' It is noteworthy that both Hade Edge and Scholes communities strongly resisted the new housing developments in the Local Plan during its Examination, setting up 'Hade Edge Fight for the Fields Group' and 'Scholes Future Group' to provide coordinated responses to the consultation. The latter contributed nearly 600 objections to the proposed housing site in Scholes and indeed, its size was duly reduced by the Planning Inspector.

Representations were also made on behalf of other local groups and people by the Holme Valley Vision network.

- 4.5.9 Local recognition of the need for smaller and affordable homes which has been expressed repeatedly in local surveys. Holme Valley Vision's Young People's Survey of 1,027 young people in 2012 identified that 'affordable, suitable homes to encourage people to stay in the valley was important for nearly three quarters of the sample' while their wider Residents Survey of 2,640 people identified that over 55% thought it 'important to have more affordable as well as more starter homes in the Holme Valley area. As one respondent to the Regulation 14 consultation stated, '[we need] to address the evident undersupply of homes that are suitable for: (a) younger people, many of whom wish to live and work in the area, but are unable due to unaffordable rents and house prices; (b) older people, many of whom have particular social and health care requirements'. Another commented that 'we need to break the cycle of developers building 4+bed detached houses which suit commuters rather than providing smaller houses for young and old and those needing to downsize. 70% local people said they want more affordable and smaller houses but all the new ones being built are large so are out of kilter with public demand.'
- 4.5.10 The 2017 consultation identified a strong preference for spreading development across the valley with over 300 residents preferring that to concentrating it in large sites which was selected by only 77 respondents. The NDP needs to balance these different interests. For example, the plan needs to ensure that by encouraging building within settlements (Recommendation 11M) it does not contradict the desire to protect the distinct character and sense of place of existing individual settlements. One of the five purposes of Green Belt (see NPPF paragraph 134), is "*b) to prevent neighbouring towns merging into one another*" and therefore in areas protected by Green Belt, towns should be protected from merging by national and Kirklees level planning policies. Policy 6 therefore addresses development in areas not protected by Green Belt.
- 4.5.11 There is also support for the brownfield first policy with 89% consultees in 2017 supporting the use of brownfield sites over greenfield ones and as mentioned in 4.5.9, there was considerable local resistance to housing development on green fields in Scholes and Hade Edge. The lack of activity in developing locations such as up New Mill Road where sites HS177 and HS191 have sat redundant, overgrown and fenced off for years has given the local impression that developers prefer taking on greenfield sites instead. This causes local frustration which has been reiterated through later consultation with Regulation 14 comments including 'Be the first authority to insist on re-use of brown field sites' and 'the NDP should allow for a phased release of sites, preferencing brownfield sites over greenfield sites, small and medium sites over large sites; extant permitted sites over unpermitted sites, to ensure land is released in an orderly and appropriate manner, reflecting community needs, and minimising the potential for land banking of sites by developers and speculators'.



Figure 19 - New developments in Netherthong & Honley

A Housing Policy for Holme Valley

- 4.5.12 The NDP does not allocate sites; this is a function of the Local Plan. Under the new revised NPPF, paragraph 136, "*where a need for changes to Green Belt boundaries has been established through strategic policies, detailed amendments to those boundaries may be made through non-strategic policies, including neighbourhood plans.*" However, the Kirklees Local Plan has been prepared under the previous NPPF so this opportunity is not available. As and when the Local Plan is reviewed in the future, there may be an opportunity to identify amendments to Green Belt boundaries, provided this is supported by strategic planning policies.

Brownfield Sites

- 4.5.13 The Parish Council's Climate Emergency Action Plan as provided in [Appendix 7](#) highlights the role of housing and infrastructure in reducing carbon emissions and the need to 'support development of appropriate housing to suit our community needs'. Sustainable infrastructure and a reduction in the reliance on cars whilst meeting these needs has to be balanced with the importance of protecting the environmental characteristics and heritage of the Valley. Building on previously developed sites and reusing existing buildings should help to support more sustainable, resource efficient patterns of land use and support development in locations close to services and employment opportunities.
- 4.5.14 The NDP can also encourage certain types of development, such as the conversion of former mill buildings for residential use or building multi-storey houses, to reflect the traditional weaver's cottage design. It can also set standards regarding the amount of parking, encourage building close to existing settlements and public transport routes and aim to increase walking and cycling. Consideration of these matters is included in the policies on transport later in the NDP.

Parking

- 4.5.15 Parking guidelines are provided in Kirklees Council's Highways Development Delivery Planning Pre-application and Application Advice Note. This document sets

out general principles which need to be satisfied in relation to site accessibility, forecast car ownership, highway layout and the availability of existing on street parking.

Density

4.5.16 Density of housing is a crucial consideration for the valley as this affects the number of dwellings on a site and the amount of land needed. The capacity of sites in the Local Plan was calculated at a standard density of 35 dwellings per hectare throughout the district, unless a scheme for a different density had already received planning permission or has site promoter evidence justifying a different capacity. However, based on the Local Plan’s identified size of the allocated sites and number of proposed houses, it is estimated that the housing density in the Holme Valley will be approximately 30 dwellings per hectare. Lower density housing suggests larger, more expensive houses and it is generally recognised that these generate more profit for builders and higher council taxes for the Council.

House Types

4.5.17 As shown in Figure 20, the 2017 consultation identified that affordable and specifically small houses were seen as the priority required for residents. Whilst the Holme Valley has a mixed housing stock, it has a larger number of owner occupied houses than Kirklees and a lower proportion of rented accommodation. Local concerns relate to the new developments being too focused on larger houses thereby proportionally reducing the smaller units available to residents seeking to buy in the valley.

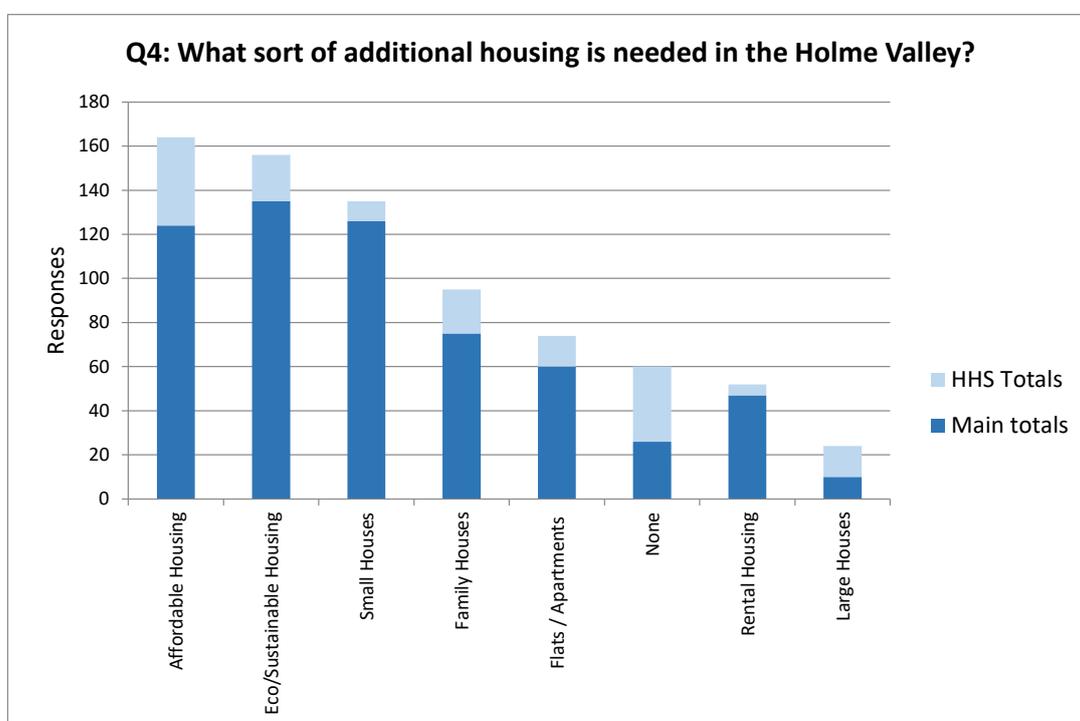


Figure 20 - Results from community consultation 2017 (HHS is Holmfirth High School students; Main is general public respondents)

4.5.18 The Kirklees Strategic Housing Market Assessment, 2016 provides the latest available evidence to help to shape the future planning and housing policies of the area¹⁰. The Holme Valley NDP area falls within the Rural West sub area. Section 7 of the report sets out the Need for All Types of Housing across Kirklees. Paragraph 7.6 advises that *'the analysis indicates that there are three key dwelling types particularly required across Kirklees: 3 bedroom houses, 4+ bedroom houses and 1-2 bedroom houses in addition to ongoing development of other property types and sizes'*. In terms of older people, paragraph 7.57 sets out that *"a major strategic challenge for the Council is to ensure a range of appropriate housing provision, adaptation and support for the area's older population. The number of people across Kirklees area aged 65 or over is projected to increase by 28,600 from 71,700 in 2014 to 100,300 by 2031 (39.9% increase).'* Paragraph 7.62 goes on to say that *'by 2030, there is a need for an:*

- *additional 388 units of housing with care for rent*
- *additional 628 units for sale or shared ownership*
- *additional 291 units of provision for older people with dementia.'*

Community Right to Build

4.5.19 Neighbourhood Development Orders (NDOs) were introduced through the Localism Act 2011 and grant planning permission for specific development in a particular area. Community organisations can bring forward a 'Community Right to Build Order' which is a type of NDO. This allows certain community organisations to bring forward smaller-scale development on a specific site, without the need for planning permission. Communities have the freedom to develop, for instance, small-scale housing and other facilities that they want. Any benefit from this development stays within the community to be used for the community's benefit, for example, to maintain affordable housing stock. Through the Regulation 14 consultation, local community group, Holmfirth Transition Town (HoTT) highlighted that they are currently setting up a Community Land Trust to build affordable low-energy homes in the Holme Valley. This approach is supported by the Parish Council and aligns with Kirklees' Local Plan Policy 11 which says that 'The Council will encourage proposals for custom/ self-build homes where consistent with other policies in the Local Plan'. Kirklees has a self-build and custom housebuilding register to support those individuals and associations who are seeking to acquire serviced plots of land in their area in order to build homes for those individuals to occupy.¹¹

4.5.20 Policy 6 aims to help ensure appropriate types of property are developed in Holme Valley. The Policy has been prepared to provide local detail to Kirklees Local Plan Policy LP3 Location of New Development and Policy LP11 Housing Mix and Affordable Housing. Policy 6 does not apply to that part of the neighbourhood area that is within the Peak District National Park. (Recommendation 1A)

¹⁰ A Supplementary Planning Document on Housing Mix and Affordable Housing is currently in production.

¹¹ <https://www.kirklees.gov.uk/beta/planning-policy/selfbuild-custom-housebuilding-register.aspx>

Local Consultation

- 4.5.21 Engaging with local people before undertaking significant developments is important to ensure that any new housing fits appropriately with the established community. The Parish Council therefore encourages developers of all housing schemes of 5 or more properties to undertake public consultation with local residents and stakeholders.

Policy 6: Building Homes for the Future

General Principles

Policy 6 does not apply to that part of the neighbourhood area that is within the Peak District National Park. (Recommendation 1A).

In addition to the housing sites allocated in the Kirklees Local Plan new housing development will be supported subject to the following considerations being met. (Recommendation 11A)

Submission Plan third paragraph deleted (Recommendation 11A)

Submission Plan clauses 1, 2 and 3 deleted (Recommendations 11B and 11D)

1. The proposed housing is located within existing settlements not overwashed by Green Belt or is for housing acceptable in terms of national Green Belt policy. (Recommendation 11C)
2. Adequate parking for residents and visitors should be provided in accordance with Local Plan Policy LP22 Parking and the Council's most up to date parking guidelines in the Highway Design Guide SPD. Additional parking provision to accommodate delivery vans is encouraged to minimise additional on street parking on nearby roads. (Recommendation 11E – see Appendix 5)
3. Developments should have good access to public transport routes and encourage walking and cycling by enhancing, expanding and linking to existing routes.
4. Proposals will be expected to demonstrate that densities make best and efficient use of land and reflect local settlement character.

Proposals for residential development involving the redevelopment of previously developed (brownfield) sites or the conversion of mill buildings and other suitable buildings to create low-cost housing and apartments is particularly encouraged. (Recommendation 11B)

Proposals for the conversion of former mill buildings to residential accommodation should take opportunities to include provision for suitable commercial or employment uses as part of mixed-use schemes including live/work type accommodation. (Recommendation 11B)

House types and sizes

All housing (Recommendation 11G) development schemes should demonstrate how they address the identified local housing need

(Recommendation 11G) in terms of density, size, tenure and type of development. Schemes should provide suitable housing in response to the most up to date Strategic Housing Market Assessment.

New housing developments of more than 10 houses or on sites of 0.4 hectares or greater will be supported, (Recommendation 11H) subject to aligning with other policies within the HVNDP and Kirklees Local Plan and national planning policies, where they:

1. Include a mixture of one, two and three-bedroom properties for sale and rent and (Recommendation 11J)
2. Include housing designed to meet the needs of older people and properties for first time buyers and (Recommendation 11J)
3. Provide a suitable proportion of affordable housing in line with the recommendations in the Kirklees Local Plan and the NPPF. Priority will be given to the delivery of affordable housing and maximising the potential for meeting identified local needs and local affordable needs from appropriate individual development opportunities.

New housing provided through a Community Right to Build Order (following the procedure set out in the Neighbourhood Planning Regulations) or other community led housing project, including self-build schemes, will be particularly encouraged. (Recommendation 11K)

Policy 6 is in general conformity with:

Kirklees Local Plan - Strategies and Policies 2013 – 2031

Policy LP3 Location of new development

Policy LP11 Housing Mix and Affordable Housing.

4.6 Helping the Economy Prosper

Introduction and Background

- 4.6.1 Without economic activity, the Holme Valley is in danger of becoming a dormitory belt, with very little local employment. This could have an effect on the viability of local shops and services with fewer economically active residents staying in the valley during the day. This could also impact on traffic levels by increasing peak flows in the morning and evening rush hours.
- 4.6.2 An analysis by Holme Valley Vision in 2016 of Companies House records given in the Fame database of UK companies showed that there are currently over 1,000 registered companies operating from addresses in the Holme Valley. Of these, the majority were sole traders, self-employed or working from home. Businesses ranged from construction, motor repair, services such as hairdressing and care, catering and professional and consultancy services and some engineering. There are also shopping centres, in Holmfirth, Honley, New Mill and corner shops scattered around the Valley.
- 4.6.3 Kirklees Council, through the Local Plan have allocated employment sites, and designated priority employment areas, which are safeguarded for employment uses. However, there are very few such sites in the Valley as the concentration of employment land locally is in Honley and along the Woodhead and Huddersfield Roads in Holmfirth.
- 4.6.4 The NDP seeks to encourage the use of brownfield sites and the Valley bottom for mixed use. As well as providing employment opportunities near to the town centre (vital for its continued viability and vitality), such developments are close to people's homes and will encourage more walking, cycling and use of public transport, thus reduce reliance on the private car. Increasing opportunities for homeworking should also help to reduce the need to travel and where communication technologies support working from home, this can be an attractive option for many residents.
- 4.6.5 Kirklees Local Plan Policy LP10 Supporting the Rural Economy sets out various measures which aim to improve economic performance in the rural economy, including the digital economy, small and medium sized enterprises, tourism related development and farm diversification schemes. Policy LP54 Buildings for agriculture and forestry addresses how the economy can be supported in keeping with Green Belt policy. The Peak District National Park Core Strategy Policy L1: Landscape character and valued characteristics, sets out in part B that other than in exceptional circumstances, proposals for development in the Natural Zone will not be permitted. Policies guiding tourism related development include RT1: Recreation, environmental education and interpretation, RT2: Hotels, bed and breakfast and self-catering accommodation and RT3: Caravans and camping and economic development include E1: Business development in towns and villages and E2: Businesses in the countryside.
- 4.6.6 Small businesses are drivers of local employment and economic growth and have been described by a Government Minister as 'the engine of our economy, fuelling growth and employing 16 million people'. Initiatives such as 'Totally Locally' are

based on the premise that local shops and services create 'strong, vibrant towns and sustainable local economies'. Businesses across the Holme Valley support initiatives which celebrate and promote local spending such as the Holmfirth 'Flip N Save Booklet' and Christmas Elf Trails.

- 4.6.7 The rapid growth in the digital economy presents considerable opportunities for areas such as the Holme Valley. Greater and faster improvements in broadband and mobile connections are essential for local businesses to realise their potential for growth and the creation of more job opportunities. This is being suggested by the newly formed Pennine Cloud company, Pennine Pound initiatives and local representation on the Leeds City Region Local Enterprise Partnership (LEP).

Public Consultation and Engagement

- 4.6.8 The 2017 consultation responses indicated that small business enterprises were well represented with manufacturing/skilled work and service creative industries also being favoured. Residents expressed the desire to improve the local economy by 'encouraging local makers and business people', 'digital economy jobs' and 'traditional jobs that link to our roots and high-tech jobs that protect future employment'. This confirmed the results of earlier surveys undertaken amongst residents, young people and local businesses by the Holme Valley Vision network over recent years. Retaining this mix of local opportunities for local people is important whilst recognising that the valley's location in the centre of a triangle of the key Northern cities of Leeds, Manchester and Sheffield makes it attractive to those working in those conurbations. The challenge is to have a local economy which offers choice of employment at the same time as encouraging those who earn out of the Valley to spend in the Valley. Loyalty schemes for some local shops and services and strong local business initiatives such as the Honley Business Association help sustain the networks and promote awareness of what is available in the Valley to local residents.

A Policy for Tourism and the Visitor Economy

- 4.6.9 As a visitor destination, Holmfirth is an internationally known brand, and the Valley is renowned for its stunning countryside and character as well as being the setting for the long running television series, Last of the Summer Wine. The duration of the programme and its international popularity still draws visitors from the UK and abroad. The Holme Valley is the key tourist draw in the Kirklees area and whilst historically this was tourist tours for TV shows, it now attracts a much wider range of visitors. Formal attractions such as the Picturedrome, Holmfirth Vineyard, cafes, restaurants and art courses are balanced by informal attractions such as the beautiful countryside, sports opportunities and attractive built heritage.
- 4.6.10 Alongside occasional events such as the Tour de Yorkshire cycle race which will pass through the valley for the third time since its inception in 2015, the area's programme of regular festivals and events such as the Holmfirth Festival of Folk, Honley Show, Holmfirth Art Week, Holmfirth Arts Festival and Holmfirth Food & Drink Festival draw large numbers of visitors. People also come simply for a day out and to make use of the many high-quality cafes and restaurants as well as the high number of independent retailers. The area clearly has an appeal to a range of visitors with the

latest festival addition being the Yorkshire Motorsport Festival which is being organised in the valley in June 2020.



Figure 21 - Tour de Yorkshire 2017 & The Picturedrome

- 4.6.11 Developing Holmfirth's visitor appeal will create more local jobs, provide facilities for local people and contribute to Kirklees' overall economy. In 2015 it was estimated that there were 9.78 million day and overnight visits to the district with an estimated value of £258.18 million. It is not known how much the Holme Valley contributes to the Kirklees total, but the area has the assets and potential to grow the visitor economy. The Neighbourhood Plan aims to support the ongoing development of suitable tourist and visitor facilities within the valley whilst not compromising on the quality of the offer. It therefore includes a range of policies which protect the unique character of the area and sense of place and a more sustainable future for local residents, groups and businesses.
- 4.6.12 One element of encouraging tourism is supporting a distinctive identity for the area either led by the internationally known Holmfirth or the wider Holme Valley. As outlined by Historic England in their Heritage Counts 2016 paper, "Creating places where people want to live, work and visit is a challenge and one that place-making aims to address. Place-making includes regeneration, development, design and community building. While the concept is one that is well used, often overlooked in place-making is the importance of managing the identity of a place and the value of communicating the strengths of a place."
- 4.6.13 This research explains that "Place branding focuses on developing, communicating and managing the perception of a place and is often used interchangeably with the term 'place marketing'. Place brands build on the distinctiveness, character and unique identity of a place." Heritage is an important part of this as "Heritage highlights the unique character of a place and plays an important part in shaping peoples' perceptions and authentic experiences of a place. It has the potential to form a key element of place brands by providing authenticity, distinctiveness and credibility to place brands." This shows that building on the Holme Valley's existing character and celebrating and promoting it is an essential part of helping not only build a stronger local community but also a more vibrant and successful economy. Encouraging the continued range of independent shops rather than national 'chain stores' also helps support the unique character of the Valley and through 'buying local' keeps a higher proportion of the economic benefit within the Valley. Several actions have been

identified for the Parish Council, working with other bodies, to progress ideas for 'place making' and to improve the visitor experience by addressing opening hours and problems with litter.

- 4.6.14 We have therefore developed Policy 7 to support business generation in the valley. This includes recognising the different elements associated with providing desirable tourist and visitor attractions to boost the local economy. Policy 7 does not apply to that part of the neighbourhood area that is within the Peak District National Park. (Recommendation 1A).

Policy 7: Supporting Economic Activity

Policy 7 does not apply to that part of the neighbourhood area that is within the Peak District National Park. (Recommendation 1A).

Supporting Businesses in the Holme Valley

In addition to site allocations in the Kirklees Local Plan, proposals will be supported which result in the creation or sustainable expansion of existing and new businesses¹² (other than retail businesses covered in NDP Policy 8), (Recommendation 12A) particularly those defined¹³ as micro (sole traders or those with fewer than ten employees) or small (ten to fifty employees). (Recommendation 12A)

Such proposals will be supported where the following all apply:

1. The site is located outside the Green Belt or the development is acceptable in terms of national Green Belt policy; (Recommendation 12B)
2. The proposal supports new business investment or the expansion of an existing business; (Recommendation 12C)
Submission Plan clause 3 deleted (Recommendation 12D)
3. The site can be connected to the existing highway network and will not result in severe adverse traffic impacts on surrounding roads; (Recommendation 12E)
4. The site is large enough to accommodate car parking, service areas and landscaped areas appropriate to the scale of the business; (Recommendation 12F)
5. The proposals recognise the overall aim to reduce carbon emissions through sustainable design and promoting access by walking, cycling and public transport.
Submission Plan clause 6 deleted (Recommendation 12G)

Business development which involves the sensitive conversion or redevelopment of existing buildings or makes use of a previously developed site will be particularly encouraged. (Recommendation 12D)

Supporting Homeworking

Proposals which promote the role of home-working within the economy will be supported. These include, where planning permission is required, improvements to broadband and telecommunications infrastructure and extensions (Recommendation 12H) to existing residential dwellings which are subsidiary to the main dwelling, subject to other policies in the NDP, Kirklees adopted Local Plan Policies LP10 and LP20 and national planning policies.

Development proposals should incorporate suitable infrastructure to support integrated communication technologies as part of the initial design process.

Encouraging Tourist and Visitor Facilities

Proposals that contribute to and strengthen the visitor and tourist economy of Holme Valley will be supported. These include the creation of new accommodation and tourism facilities through the conversion of existing buildings or associated with existing attractions and new development, where proposals are acceptable having regard to other local and national policies.

All proposals must demonstrate how they meet the following specific criteria:

1. The site is located outside the Green Belt or the development is acceptable in terms of national Green Belt policy. (Recommendation 12J).
2. Development for new and of existing caravan, chalet, camping, cabin or lodge style developments, or other visitor accommodation, may be supported where they:

Submission Plan Clause a) and f) deleted (Recommendation 12K)

 - a) Contribute to improving the offer to tourists;
 - b) Are appropriately screened;
 - c) Provide adequate car parking spaces;
 - d) Are accessible to people with disabilities;
 - e) Do not generate traffic movements of a scale and type likely to have severe adverse impact on highway safety and efficiency; and (Recommendation 12L)
 - f) Mitigate any adverse impact on the capacity of road, sewerage or other infrastructure (Recommendation 12M)

Policy 7 is in general conformity with:

Kirklees Local Plan - Strategies and Policies 2013 – 2031

Policy LP10 Supporting the rural economy

Policy LP54 Buildings for agriculture and forestry

¹² The definition of a business is an organisation which produces and sells goods or which provides a service (Collins Dictionary 2020)

¹³ Taken from the EU's definitions of small or medium-sized enterprises in EU Recommendation 2003/361



Figure 22 - Honley centre & Holmfirth Food & Drink Festival

Holme Valley Parish Actions 16 -17

Parish Actions relating to the local economy are set out in Appendix 1. (Recommendation 1B)



Figure 23 - Board on the Holme Valley Riverside Way & Dancers in Victoria Park at Holmfirth Festival of Folk



Figure 24 - Holmfirth Arts Festival Parade & the Honley Show

Town Centres

- 4.6.15 Kirklees Local Plan Strategy Policy LP13 Town Centre Uses identifies the hierarchy of town centres. Holmfirth is defined as a Town Centre, with a town centre boundary, with primary and secondary shopping frontages. Honley is identified as a district centre also with a defined boundary. Brockholes and New Mill are defined as local centres. Other Local Plan policies which apply include Policy LP14 Shopping Frontages, Policy LP15 Residential Use in Town Centres, and Policy LP16 Food and Drink Uses and the Evening Economy. Permitted Development Rights mean that some changes of use, such as for the change of use from retail to residential do not require planning permission.
- 4.6.16 Holmfirth has had a privileged insight into trends and patterns of town centre change through its involvement in the Government funded “Big Data for Small Users” project run by Manchester Metropolitan University and the Institute of Place Management. Footfall, sales and vacancy rates in Holmfirth have been recorded throughout the year, highlighting patterns for comparison with other towns across the UK. Overall, the research has revealed that many towns are failing to adapt to the new expectations of residents and visitors and the future of retail and the High Street will be fundamentally different. This will lead to a re-thinking of the purpose of town centres as they transition from being a place where people go to acquire goods to being a place where they go to meet others, access shops, facilities and services, work, have a leisure experience and live. As town centres give an area identity and a focal point, it is essential that they adapt in line with changing demands and expectations of the people who live in and around them.
- 4.6.17 Holmfirth has monitored footfall and vacancy rates since 2017 through the Big Data Springboard project and whilst its vacancy rate has remained very low at a level of only 2.8% in October 2019 comparing favourably to 10% national average, its footfall has been in steady decline. The town has a very high level of independent retailers standing at 85.7% compared to a UK average of 37.5% and its identity comes from its mix of independent shops, cafes and services and the many events that take place during the year, as well as its historic character. It is worth noting that between 2009 and 2012, there was fierce opposition led by lobby group ‘Keep Holmfirth Special’ to the proposed building of an out-of-town supermarket in Holmfirth due to concerns about its impact on the viability of the shops within the town. It was a divisive issue with the balance between convenience and the impact on the community debated at length. The application was finally refused on highways grounds but slightly smaller supermarkets along the Woodhead Road have subsequently been constructed. Local people do value the independent retailers with the 2017 informal consultation including comments about the specific features which should be protected including ‘small town independent shops and pubs, not obviously big corporate chains’ and ‘[we need] affordable units appropriate and convenient for local specialities: leather work, forges, jewellers as well as baker, butcher and grocery stores’. Whilst others in the Regulation 14 consultation stated that ‘Holmfirth needs more ‘proper’ shops – not charity shops and cafes’, sustaining a mix of town centre uses is challenging for any town and economic viability is dependent on having a mix of retail, residential and commercial activities which draw people in.

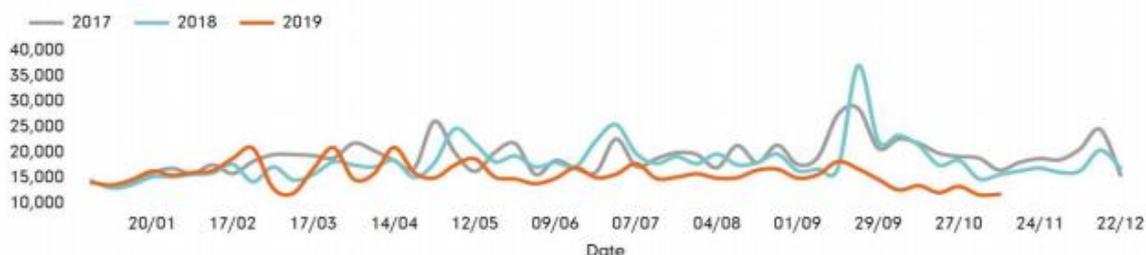


Figure 25 - Footfall trends in Holmfirth Town Centre (Springboard Research for Big Data Project, 2019)

4.6.18 Holmfirth’s successful image should be protected and promoted. More needs to be done to encourage new businesses that will contribute to both the day and evening economy as well as enabling the town centre to diversify and adapt. This imperative applies equally to Honley and may mean, in future, that the balance between retail, commercial and residential will have to shift from the 70% traditional town centre uses in primary shopping areas. The role of community facilities such as libraries, education facilities and large buildings such as the Holmfirth Civic Hall and former Adult Education Institute, now called the Tech, in offering places for people to meet, learn and socialise complements economic functions within the town centres. More detail is given about these and other facilities in section 4.7.



Figure 26 - Local businesses in Holmfirth & Honley

The Night Time Economy

4.6.19 The retail and business mix in the town and local centres has changed over time as the economy has shifted away from manufacturing towards knowledge industries and the service sector. This has resulted in a growing night-time economy in Holmfirth and Honley comprising a range of restaurants and bars. Holme Valley Vision’s Residents Survey of 2,640 people in 2012 identified that two-thirds of people felt that the town centres were ‘good places to visit for nightlife / evening entertainment’. Since 2012, the number of bars and restaurants has increased with an old bank and derelict building being converted into eateries.

4.6.20 In Holmfirth, the Picturedrome draws in hundreds of visitors from across the region to music events. This has shifted footfall patterns with shops bringing in visitors in the daytime and the range of eateries attracting a different clientele in the evening.

In practice, this has an impact on the nature of both Holmfirth and Honley in the evening with later opening hours and a greater vibrancy through the weekend with quieter periods in the week.

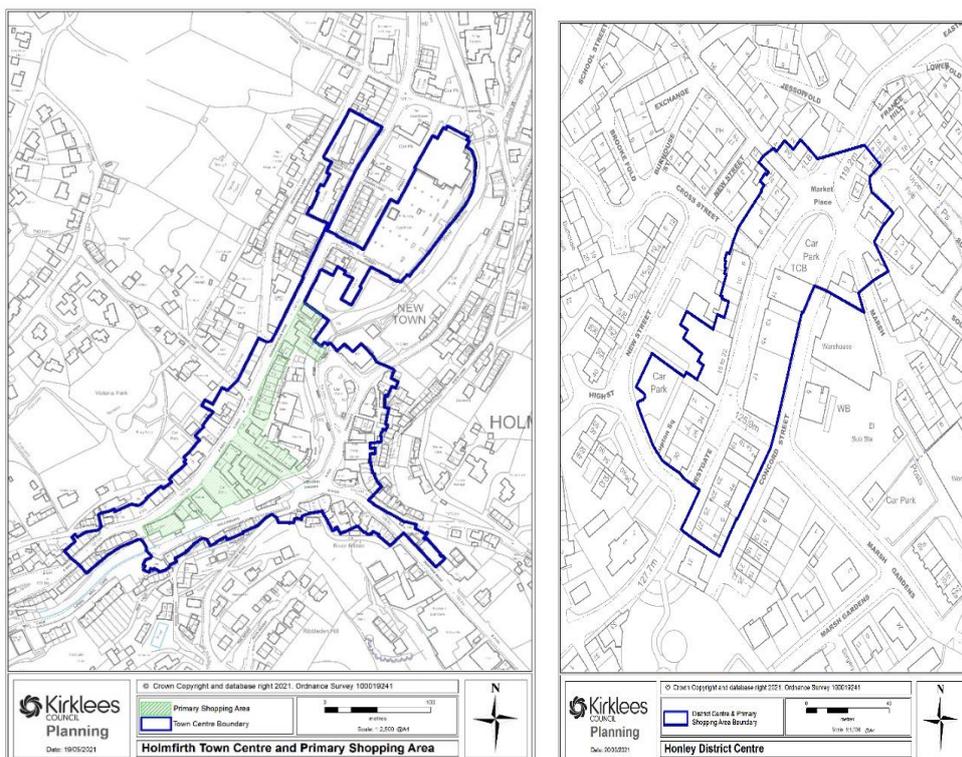
- 4.6.21 Whilst the NDP welcomes the diversity of the night-time economy and the growth of high quality evening destinations for visitors and residents, we need to be mindful of the negative consequences that this can bring. This is particularly important for residents who live within the town centres and the potential increase in littering and anti-social behaviour. We therefore encourage control over opening hours and expect new developments to manage litter reduction.
- 4.6.22 The Night Time economy is considered in the Kirklees Local Plan Policy LP16 Food and Drink Uses and the Evening Economy. Paragraph 9.32 sets out the *'The growth in food and drink premises has also led to an increase in outdoor areas for eating, drinking and socialising. Whilst adding vibrancy to a centre, this can lead to detrimental impacts for local amenity depending on their use and hours of operation. Such developments therefore require careful consideration, and the policy seeks to ensure that such uses are appropriate for their location. Mitigation measures that could be used to make development acceptable through applying the appropriate conditions dependent on circumstances of the particular scheme include the following:*
- *Changes to the design/layout to remove 'pinch points' e.g. narrow passageways and stairwells and ensuring no hiding places are created or are available*
 - *Changes to external layout such as gating off alleyways to prevent loitering and inappropriate behaviour*
 - *Security standards of doors and windows*
 - *Improvement or introduction of exterior lighting*
 - *CCTV coverage for inside and to the immediate exterior of the premises*
 - *Management of the premises such as opening hours and/or having supervisory staff.'*
- 4.6.23 The following policy, Policy 8 relates to development within the hierarchy of centres and should be read in conjunction with the NDP Policy 4 relating to shop fronts, advertisements and Policy 5 which addresses the public realm. The provision of NDP policy 2 should also be considered as both Holmfirth and Honley centres are within conservation areas.

Brockholes and New Mill Local Centres

- 4.6.24 Within Brockholes and New Mill, there are small shops and services concentrated together which perform an important function serving each of the local areas. These have both been defined as Local Centres in the Kirklees Local Plan. They include a convenience store for top-up shopping along with a mix of other services such as health and beauty salons, hot food takeaways and pubs.
- 4.6.25 The role of Local Centres is to provide for top-up shopping and local services particularly food and drink as set out in Kirklees Local Plan Policy LP13. Development within them should be appropriate in scale to complement and support existing businesses in the centre and the visitor experience.

4.6.26 Residential areas are immediately adjacent to these local centres and there are some residential properties intermixed with the shops and services. It is therefore important that any development protects or mitigates against any impacts on residential amenity. (Recommendation 13K)

Primary shopping areas of Holmfirth and Honley Map 18



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

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

Development proposals in town, district and local centres will be assessed against the following criteria:

1. New developments and changes of use should complement existing provision and ensure that the town, district or local centre offer provides a range of uses appropriate for the relevant type of centre. Care should also be taken to ensure that development does not adversely affect other amenities and facilities, such as open and green space.
2. Proposals should be designed to secure easy pedestrian access and cycle and car parking to standard (including electric vehicle charging points). The development should be within easy walking distance of public transport facilities, use clear signage and provide facilities for the disposal of litter. (Recommendation 13B)
3. Retail development should be located in the primary shopping areas of Holmfirth and Honley as defined in Map 18. If retail development is to take place outside the primary shopping areas proposals will be subject to the sequential test¹⁵. (Recommendation 13C)
4. The reuse of upper floors for residential use will be supported subject to the use being compatible with ground floor commercial uses. (Recommendation 13D)
5. Distinctive and detailed historic architectural features of buildings should be retained and enhanced in accordance with HVNDP Policies 2 and 4. (Recommendation 13E)

Submission Plan paragraphs beginning 'Within the primary shopping areas...' and 'Proposals which would lead.' deleted. (Recommendation 13A)

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

6. They are of an appropriate scale in relation to the other units within the local centre (Recommendation 13G); and
7. The amenities of local or adjoining residents or users are protected or suitable mitigation measures are provided to address any adverse

impacts on residential amenity resulting from additional noise, smell and visual intrusion. (Recommendation 13H)

Policy 8 is in general conformity with:

Kirklees Local Plan - Strategies and Policies 2013 – 2031

Policy LP13 Town Centre Uses

Policy LP14 Shopping frontages

Policy LP15 Residential use in town centres

Policy LP16 Food and drink uses and the evening economy

¹⁴ NPPF Glossary: Main town centre uses: Retail development (including warehouse clubs and factory outlet centres); leisure, entertainment and more intensive sport and recreation uses (including cinemas, restaurants, drive-through restaurants, bars and pubs, nightclubs, casinos, health and fitness centres, indoor bowling centres and bingo halls); offices; and arts, culture and tourism development (including theatres, museums, galleries and concert halls, hotels and conference facilities).

¹⁵ The 'sequential test' is a "planning principle that seeks to identify, allocate or develop certain types or locations of land before others. For example, brownfield housing sites before greenfield sites, or town centre retail sites before out-of-centre sites.

4.7 Community, Education, Health and Well-being

- 4.7.1 The Neighbourhood Plan supports the provision of services that affect the well-being of local residents and the quality of their lives. These are referred to in Kirklees Local Plan Policy LP47 Healthy, Active and Safe Lifestyles, Policy LP48 Community Facilities and Services, Policy LP49 Educational and Health Care Needs and Policy LP50 Sport and Physical Activity.

Community Facilities

- 4.7.2 Community facilities are defined as facilities which are of value to the local community and they will be protected, developed and enhanced wherever possible. This could be shops, meeting places, cultural buildings, public houses and places of worship but could also include emergency services and statutory services. It is therefore not defined by ownership with both privately and publicly run provision included. This Neighbourhood Plan has therefore regarded community facilities as a broad category which can include any facility actively used by a number of people living in the Holme Valley.



Figure 27 - Honley Feast & Sands Recreation Ground

- 4.7.3 At the moment, the Holme Valley is fortunate to have a good range of local community facilities. These include village halls, a swimming pool and sports facilities (both public and privately provided), recreation grounds and sports fields, tennis and cricket clubs, children's play areas, churches, village pubs and good schools. Young people have identified, however, that there is a need for better provision for teenagers and young adults. The 2017 consultation responses from the Holmfirth High School students were particularly clear that they viewed facilities for young people as limited. Comments about what additional services were needed included 'A trampoline park and more things for teenagers to do' and 'more youth clubs'.
- 4.7.4 It is clear that community facilities are important to residents of the Holme Valley given the recent asset transfers of the Holmfirth Civic Hall and Wooldale Community Centre and the imminent transfer of Honley library. It is interesting to note that in the 2017 consultation, 55 responses said that no facilities were missing in the Valley with one respondent saying, 'The Valley meets all my needs' and another saying 'Nothing [is missing] that cannot be found within half an hour's drive'. The Holme Valley has a larger number of local facilities and it must be recognised that whilst having larger

facilities available nearby can be desirable, in practice, the viability of large sports venues, conference centres, specialist healthcare etc. depend on the larger population of the urban conurbations of the cities. It is therefore important that a balance is struck between what can and should be provided locally and how access can be improved to allow residents of the valley to readily travel to larger provision wider afield.

- 4.7.5 There is a growing need for facilities to meet the needs of the elderly population who may be less mobile and have greater needs for locally based services and facilities. The Holme Valley has an ageing demographic as shown in the census figures from 2011 and local access particularly to healthcare and leisure opportunities to maintain social networks is important.

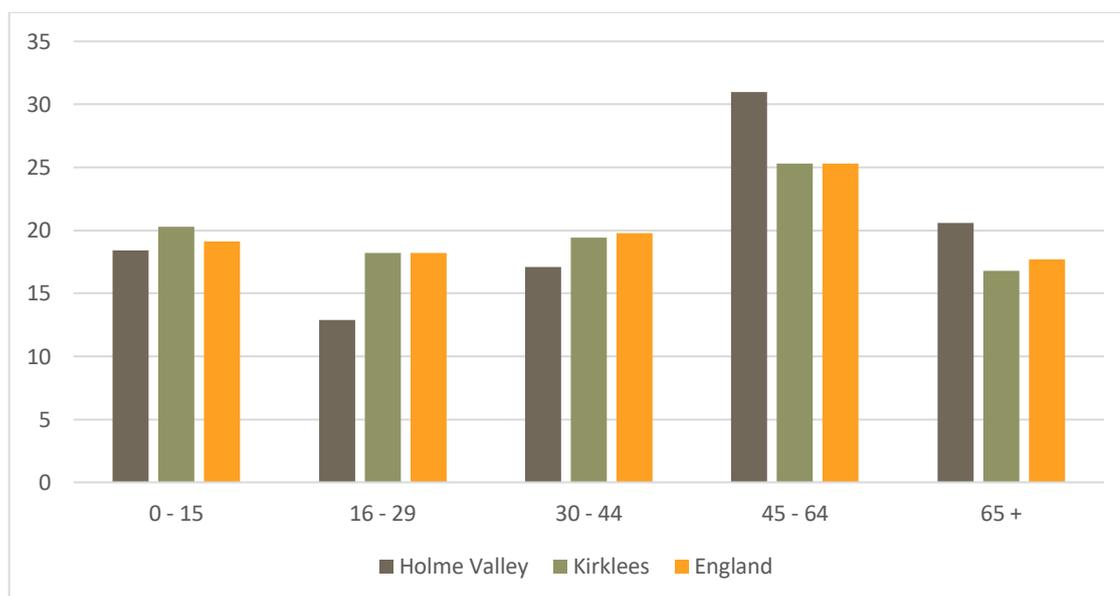


Figure 28 - 2011 Census data showing the percentage of each age group in the Holme Valley

- 4.7.6 As well as protecting existing facilities, the Plan could support investment and development of new facilities in areas of housing growth.
- 4.7.7 There are also a number of disused or underused buildings in the Holme Valley which have the potential for their re-use for purposes that would have benefits for local people. In 2019, the former Adult Education Institute in Holmfirth was reopened by a newly established Community Benefit Society as ‘Holmfirth Tech’ and this successfully secured the mothballed building from Kirklees College in May 2020. This positive step to utilise the building has clearly fulfilled a local demand as it is already in daily use for regular music, art and social groups alongside providing desk space for local businesses.

Public Consultation and Engagement

- 4.7.8 As recognised in Pre-Regulation 14 consultation, the area has a wealth of local community facilities and these are regarded as extremely valuable to the area. One community group, for example, outlined that ‘protecting community facilities which

are a focal point in each village should be more than an ambition... it should be an uncompromising and determined commitment'. It also recognised the need to 'develop close working relationships with community groups as... it is impossible to separate community facilities from those groups and volunteers which run them'. Recognition of the role of both physical resources in terms of buildings and locations alongside the human resources of volunteers and expertise to utilise facilities is a key part of sustaining community assets. In fact, the larger percentage of retired people in the Holme Valley (just over 20% (Recommendation 21) all residents were aged 65 or over in 2011 as opposed to 15.2% in Kirklees as a whole)¹⁶ potentially creates a wider pool of volunteers who may be able to offer their time and expertise to support the ongoing development of these facilities.

- 4.7.9 Resident feedback from the pre Regulation 14 consultation identified the importance of making effective use of community facilities: one respondent observed that 'we cannot ossify the past: market halls, village halls, schools, churches not required should be closed'. The Holme Valley has such a range of facilities both old and new and the challenge is identifying the best way to sustain them in a way that cherishes the past whilst recognising and embracing the potentially different uses of the future. Another respondent commented that 'local community facilities should not only be protected but also be enhanced and further developed to meet the needs of all residents and visitors'. The Neighbourhood Plan has therefore not sought to identify a comprehensive list of locations but instead provides examples of what we regard as community facilities.
- 4.7.10 Community facilities are defined as facilities which are of value to the local community and they will be protected and enhanced where possible. They are recognised as an essential part of providing accessible and varied services for the area. For the purposes of the Holme Valley Neighbourhood Plan this includes buildings and open spaces. Examples of the types of building and facility that fall under this category include but are not limited to:
- Village Halls
 - Civic Halls
 - Community Centres
 - Churches
 - Libraries
 - Parks and Gardens
 - Recreation grounds and facilities
 - Leisure facilities
 - Village Greens
 - Schools, colleges and adult education facilities
 - Market Halls
 - Doctors Surgeries
 - Medical services
 - Cultural and performance venues. (Recommendation 14E)
- 4.7.11 Community facilities ultimately provide a venue to offer a service and we have therefore sought to create a policy (Policy 9) which highlights their importance in

¹⁶ 2011 Census

facilitating groups and services to run. These are essential parts of building a community and are particularly evident in supporting high quality education, health and wellbeing in the valley.



Figure 29 - Holmfirth Civic Hall & Upperthong Cricket Club

Education, Health and Wellbeing

- 4.7.12 The Holme Valley has 13 Primary Schools: Holmfirth J&I, Upperthong J&I, Hinchliffe Mill J&I, Netherthong Primary, Kirkroyds Infants, Wooldale Juniors, Holme J&I, Scholes J&I, Hade Edge J&I, Brockholes J&I, Hepworth J&I, Honley Infants, Honley Juniors. It also has two Secondary Schools: Holmfirth High School and Honley High School.
- 4.7.13 The Primary school provision generally consists of small community-based schools of either half, one or two forms per year and the retention of schools within the existing villages is strongly supported. Whilst there has been recent pressure on school places, the advice from Kirklees through their 'Securing Sufficient High-Quality Learning and Childcare Places' 2015-2018 has been that there is forecast to be a decline in school age population across the Valley in the future. The future trend for local schools is therefore a declining number of pupils, not a shortage of school places. For the reception in-take of 2017, only two schools within the Holme Valley area were over-subscribed with all pupils living within their catchment accommodated. This downward trend in child population is expected to continue and with the current approach to funding schools per pupil, this will put pressure on school budgets.
- 4.7.14 This is a challenge for the Local Education Authority, but it should be noted that it runs counter to the local perception that schools are 'already full' since the classes for older pupils reflect the population bulge of the past. The proposed level of housing development in the Valley may fill some of the places and cause small areas of pressure on the education system but overall, the valley's schools should be able to accommodate the predicted population growth. This is particularly as the growth in population within Kirklees is expected proportionately to change more at the older end of the demographic. This is visible on Kirklees 'Factsheet 2016 on Population and Households' as shown below.

Kirklees projected population 2015 - 2025

	2015 No	%	2020 No	%	2025 No	%	Change from 2014 %
0 - 4	28,600	7	28,400	6	28,900	6	1
5 - 15	59,400	14	62,800	14	63,600	14	7
16 - 24	51,000	12	50,200	11	51,300	11	1
25 - 44	112,500	26	113,200	25	115,800	25	3
45 - 64	109,700	25	113,600	25	113,400	25	3
65 - 84	64,400	15	70,400	16	76,400	17	19
85+	8,800	2	9,800	2	12,300	3	37
All Ages	434,300	100	448,500	100	461,500	100	6

Source: ONS revised 2014 - based Subnational population projections, ONS Mid Year Estimate 2015 Columns may not sum due to rounding.

Figure 30 - Predicted percentage growth in each age group

- 4.7.15 Policy LP49 of the Kirklees Local Plan reflects the need for development to support suitable school places and appropriate healthcare provision. The Parish Council recognises that the existing provision of small primary schools serving local areas both reduces the need to travel and are an important part of the social sustainability of communities.
- 4.7.16 The Neighbourhood Plan supports this policy but also recognises that education is not just for children and providing learning opportunities for all is a vital part of supporting a vibrant community. A number of Parish Council Actions are identified in the HVNDP to support projects which promote lifelong learning and improvements to health and community facilities provision. Local groups such as the Women's Institute, University of the Third Age (U3A), Sports Clubs, and groups such as the Phoenix Owls or Civic Society all offer opportunities to meet, socialise and learn new skills. As already outlined, having a range of community facilities is important to support the provision of these activities and the NDP will support the principle of life-long learning.
- 4.7.17 Learning opportunities can be accessed within the valley through a physical or virtual space and the provision of residential high-speed broadband is an important means of supporting this. In addition, it is important to retain facilities for internet facilities for young and old alike through continuing computer provision in public libraries and youth clubs alongside the encouragement of wi-fi in local cafes. Kirklees Council announced in 2019 that they were working to extend its full fibre network to offer high speed broadband through Cityfibre within Huddersfield. The NDP is keen to support its further delivery into the Holme Valley in the future.
- 4.7.18 In addition, learning opportunities may be further afield and retaining access to provision of both over 16 education and adult education through effective transport infrastructure and specifically public transport is essential. This is covered in more detail in the transport section of the NDP.

- 4.7.19 In light of the Holme Valley's ageing population, it is particularly important that action is taken to retain suitable healthcare provision in the Valley and measures are taken to avoid social isolation. The Valley has three GP surgeries and the Holme Valley Memorial Hospital which offers services such as day surgery and school health. The NDP supports the continuing provision of these services and in light of concern over the proposed changes to the healthcare provision of Huddersfield Royal Infirmary, any opportunities to provide minor surgery clinics or similar within the valley would be welcomed.
- 4.7.20 There are a large number of community and voluntary groups based within the Holme Valley undertaking a huge range of different activities such as environmental projects (Earthworks – New Mill Community Garden), music groups (brass bands, ukulele groups), sports teams (football, rugby, tennis) and art projects to counter social isolation (Friend to Friend). In addition, the array of events and festivals in the Valley are predominantly organised by volunteers. Residents responding to the pre Regulation 14 consultation commented that 'Holmfirth Arts Festival, Folk Festival etc. should be encouraged and supported. They make a significant contribution to the wellbeing of local residents as well as contributing to the local economy' and 'I'd like to see buildings other than schools (such as pubs, warehouses, restaurants etc.) being used to support and promote health and wellbeing out of normal trading hours'.
- 4.7.21 As now recognised, improving connectivity with the natural world can also help reduce mental health problems and this is linked with our policy on building a sustainable future for the valley. The NDP therefore supports proposals to increase opportunities for all ages to access both the built and natural environment. This includes encouraging access to local green spaces to enable 'Forest School' learning in the valley. 'Forest School' is child-centred learning that takes place in a woodland or natural environment to support the development of a relationship between the learner and the natural world and is already offered by qualified practitioners in local schools such as Upperthong Junior & Infant School.
- 4.7.22 Kirklees Council's Living Play 2020 Draft Playable Spaces Strategy sets out in section 3.1 Increasing diversity of play, that *'Forest Schools are becoming increasingly popular in Kirklees as the importance of wild play and a child's connections with nature are appreciated. By providing more natural environments for play, not only are potential platforms for Forest Schools increased so too are the opportunities for children to re-enact and further explore wild play as well as allowing them the opportunity to share their experiences with others.'*
- 4.7.23 The Strategy also sets out in paragraph 4.1.1.2 Across Kirklees, that *'while a reviewed approach to play may see a reduction in manufactured play equipment across the district and less 'designated' play areas, there will be an increase in natural play provisions and this will result in more natural looking landscapes. Implementation of the strategy will result in an increase in play quality and more play opportunities which will provide more learning opportunities throughout Kirklees. Encouraging 'wild' play and providing more natural playable spaces will not only make nature more accessible, it will increase the biodiversity and the ecological base of Kirklees. Increasing areas of natural play areas will increase the level of through-age play provisions within Kirklees, providing more play opportunities for older generations and more multi-generational opportunities.'*

- 4.7.24 Kirklees Local Plan Open Space Study 2015 (Revised 2016) Open Space Assessment Report notes that there are deficiencies in several types of open space provision in the two wards of Holme Valley North and Holme Valley South. Paragraph 7.10 notes that *'The most notable deficiencies in the provision of amenity greenspace are in the Huddersfield and Kirklees Rural areas. The greatest deficiencies are in the Holme Valley North and Holme Valley South wards with only 0.01 and 0.05 hectares of amenity greenspace per 1,000 population. However, other types of open space, such playing fields, parks, recreation grounds also play an important role both in terms of their physical and aesthetic value and thereby providing important amenity benefits.'* Paragraph 8.12 goes on to advise that *'The Open Space Demand Assessment (2015) suggests there is a high demand for allotment provision in the Lindley and Greenhead areas of Huddersfield, and in the Colne Valley and Holme Valley in the Kirklees Rural area.* Table 8.2: Provision of allotments compared to the district wide quantity standard (0.5 ha per 1,000 households) identifies deficiencies in Holme Valley North and Holme Valley South Wards. Table 11.4: Summary of Open Space Deficiencies in the Kirklees Rural area identifies deficiencies for Holme Valley North and South Wards in natural and semi-natural greenspace, amenity greenspace and allotments.
- 4.7.25 Kirklees Local Plan Policy LP61 Urban Green Space seeks to protect urban green spaces as identified on the Policies Map from development. The designated Urban Green Space in the Holme Valley Parish is included in Section 14 of the Kirklees Local Plan Allocations and Designations. This list is reproduced in Appendix 6.
- 4.7.26 In addition to the identified Urban Green Spaces, there are other means of protection for existing spaces such as Cliff Recreation Ground which is a 'Field in Trust'. This offers it legal protection in perpetuity through a Deed of Dedication and an active group of volunteers, Friends of Cliff Rec, organise local events and activities to make use of this open and scenic heathland above Holmfirth.
- 4.7.27 Participation in the community and access to open space helps support both physical and emotional well-being and the NDP supports the continuing provision of these usually locally driven activities and projects and providing suitable facilities to accommodate them. Our local community facilities policy reflects their importance.

Policy 9: Protecting and Enhancing Local Community Facilities

Community facilities of value to the local community as listed in paragraph 4.7.10 will be protected and retained for community use. Development or change of use proposals involving their loss will be managed in accordance with Kirklees Local Plan Policy LP48. (Recommendation 14A)

Where the proposal involves a community facility listed as an Asset of Community Value on a Community Assets Register the community must first be given the opportunity to acquire the asset to continue its operation before planning permission for an alternative use or development can be granted. (Recommendation 14B)

Education, Health and Community Learning

1. Proposals to create, expand or alter schools will be supported, particularly where the proposal will assist the retention of small community-based schools. (Recommendation 14C)
2. The expansion of health provision in the Valley will be supported.
3. Proposals to expand the provision of Forest Schools and natural play environments, and to improve provision of accessible natural and semi natural greenspace, amenity greenspace and allotments, will be supported subject to being in accordance with HVNDP Policy 12 and Policies LP31, and LP63 of the Kirklees Local Plan. (Recommendation 14D)

Policy 9 is in general conformity with:

Kirklees Local Plan - Strategies and Policies 2013 – 2031

Policy LP47 Healthy, active and safe lifestyles,
 Policy LP48 Community facilities and services,
 Policy LP49 Educational and health care needs
 Policy LP50 Sport and physical activity

Holme Valley Parish Actions 18 -21

Parish Actions relating to community facilities are set out in Appendix 1. (Recommendation 1B)



Figure 31 - View of and from Cliff Rec

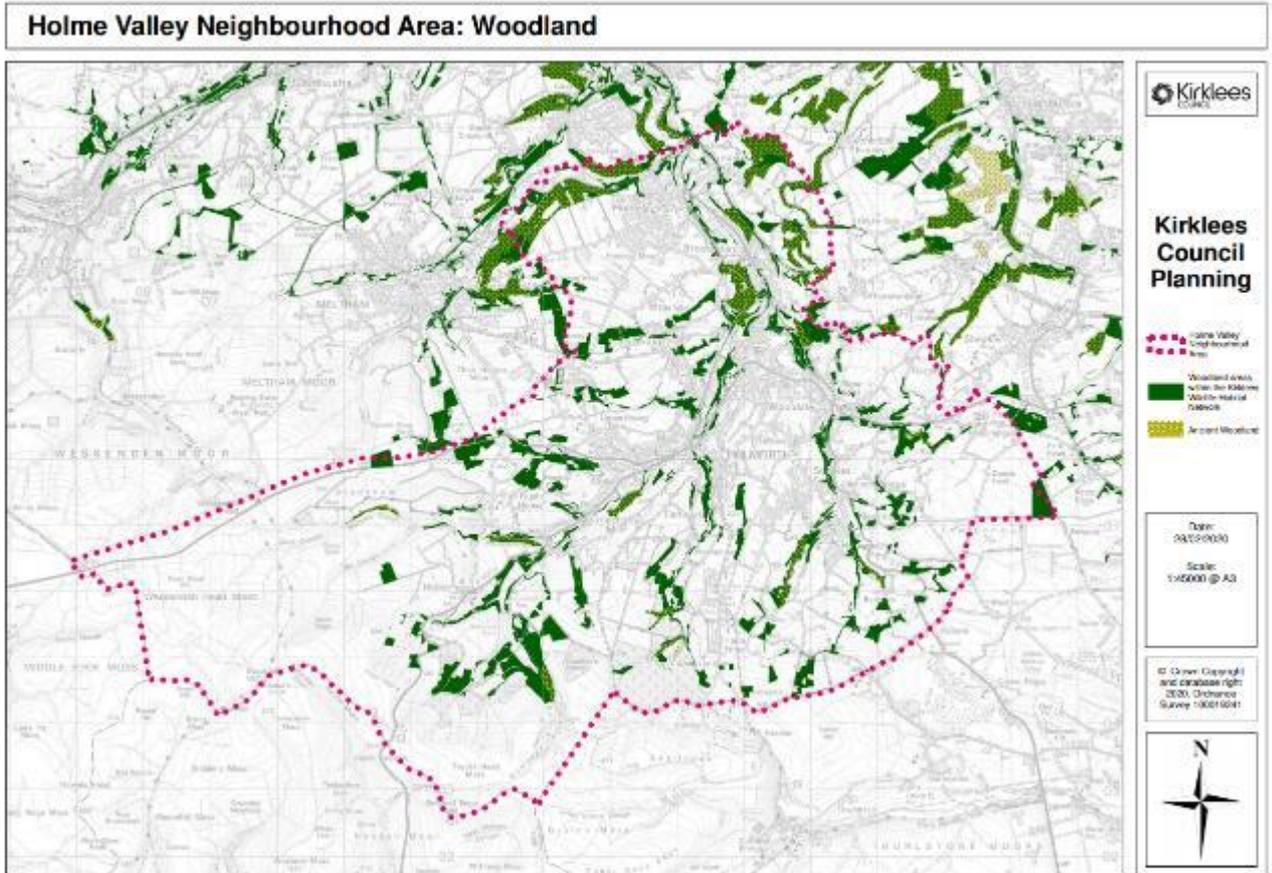
Areas of Woodland

- 4.7.28 Ancient woodland is also given particular protection with the 2018 National Planning Policy Framework stating that “development resulting in the loss or deterioration of irreplaceable habitats (such as ancient woodland and ancient or veteran trees) should be refused, unless there are wholly exceptional reasons”. Kirklees already expressed its commitment to the value of woodlands through its Trees and Woodland Strategy and the principles of protecting existing trees and extending tree cover are supported by this NDP. Map 19 below identifies that the NDP area is dotted with areas of valuable deciduous and ancient woodland. They often coincide with the river corridors which local charity River Holme Connections is striving hard to enhance and protect. It also illustrates areas in the valley where grants have been awarded over recent years through the Government’s Woodland Grant Scheme. These include small and large areas across the valley but most notably in the southern areas, where tree planting is underway. A local community group, Holmfirth Transition Town (HoTT), is currently working with local landowners and school groups to plant native trees supplied both by the Woodland Trust and by local people growing them from seed. The Parish Council Climate Emergency Action Plan also states that it will ‘encourage the planning and management of more trees and woodlands in our Valley for carbon sequestration’ and River Holme Connections has already planted 4,773 native trees and hedges across the area in the winter of 2019/2020. This demonstrates local commitment to the woodlands which are valued as a ‘green’ resource in the valley.



Figure 32 - Local tree planting

Map 19 Key Woodland Areas in the Holme Valley



Local Green Space

- 4.7.29 A NDP can identify areas of land known as Local Green Space. This is space which is of particular local significance and should be protected from new development in a similar way to Green Belt protection. The plan has to set out clearly the justification for such areas if they are to be protected. The NPPF paragraph 100 sets out that:
- 'The Local Green Space designation should only be used where the green space is:
- a) in reasonably close proximity to the community it serves;
 - b) demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife; and
 - c) local in character and is not an extensive tract of land.'
- 4.7.30 Kirklees Local Plan Policy LP62 Local green space seeks to protect identified areas of Local Green Space from development, giving them the same level of protection as Green Belt. There are no Local Green Space designations within the Holme Valley so local people were asked to identify sites that should be afforded protection so that the NDP could identify any appropriate sites.
- 4.7.31 The 2017 consultation identified a large number of different parks and green spaces which were important to residents. These included formal parks such as Sands Recreation Ground with its skate park, football pitches and swimming pool and various playgrounds and other green spaces. However, many residents said that formal facilities were not the only green spaces they valued with one respondent saying, 'even the daffodils on the verges are important' and another saying they wanted a 'place where you can bike ride, horse ride and do things like that'. 'Green fields, woodlands and fields near my house' were cited by respondents so the overall message was that green space either in an informal or formal setting is valued by local people and should not be developed without sufficient engagement with the local community.
- 4.7.32 The Pre-Regulation 14 consultation question about Local Green Space produced many replies advocating the protection of woodland with identified locations such as Hagg Wood and Honley Wood. However these are already protected through separate designation as Local Wildlife Sites and afforded protection under Local Plan policy LP30 so do not need to be given protection as designated areas of Local Green Space. In the same consultation, respondents were asked to identify potential Local Green Spaces and 155 different responses were given with a variety of specific spaces proposed and others seeking to protect all green spaces: 'There is so little left, all is of enormous importance'. The Steering Group considered all the locations and identified 12 for discussion and review against the NPPF criteria given above.
- 4.7.33 Four specific sites have been identified for formal designation as Local Green Space. The justification for each Local Green Space is provided in [Appendix 4](#).
- 4.7.34 The four Local Green Spaces are identified on Maps 20, 21, 22 and 23 and are:
1. Scholes Marsh Road Well Garden
 2. Scholes Sandygate Fields
 3. Wooldale 'Chapel Field'

4. Hade Edge 'Gateway Triangle'

Policy 10: Protecting Local Green Space

The following sites are designated and protected (Recommendation 15) as Local Green Space in the Holme Valley Neighbourhood Plan. Development affecting Local Green Spaces should be considered against Local Plan Policy LP62:

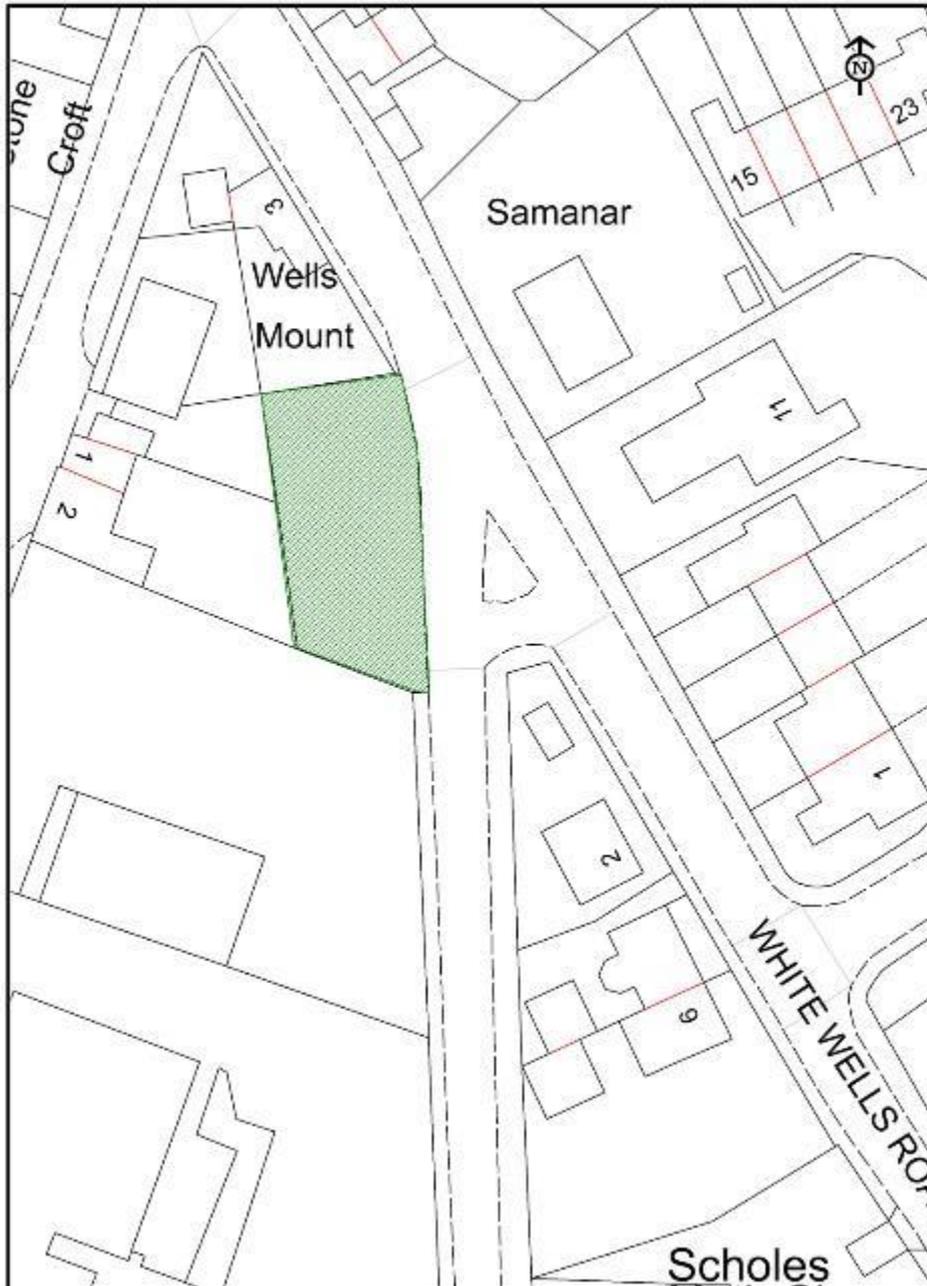
1. Scholes Marsh Road Well Garden (Map 20)
2. Scholes Sandygate Fields (Map 21)
3. Wooldale 'Chapel Field' (Map 22).
4. Hade Edge Gateway Triangle (Map 23)

Policy 10 is in general conformity with:

Kirklees Local Plan - Strategies and Policies 2013 – 2031
Policy LP62 Local Green Space.

Map 20 Scholes Marsh Road Well Garden

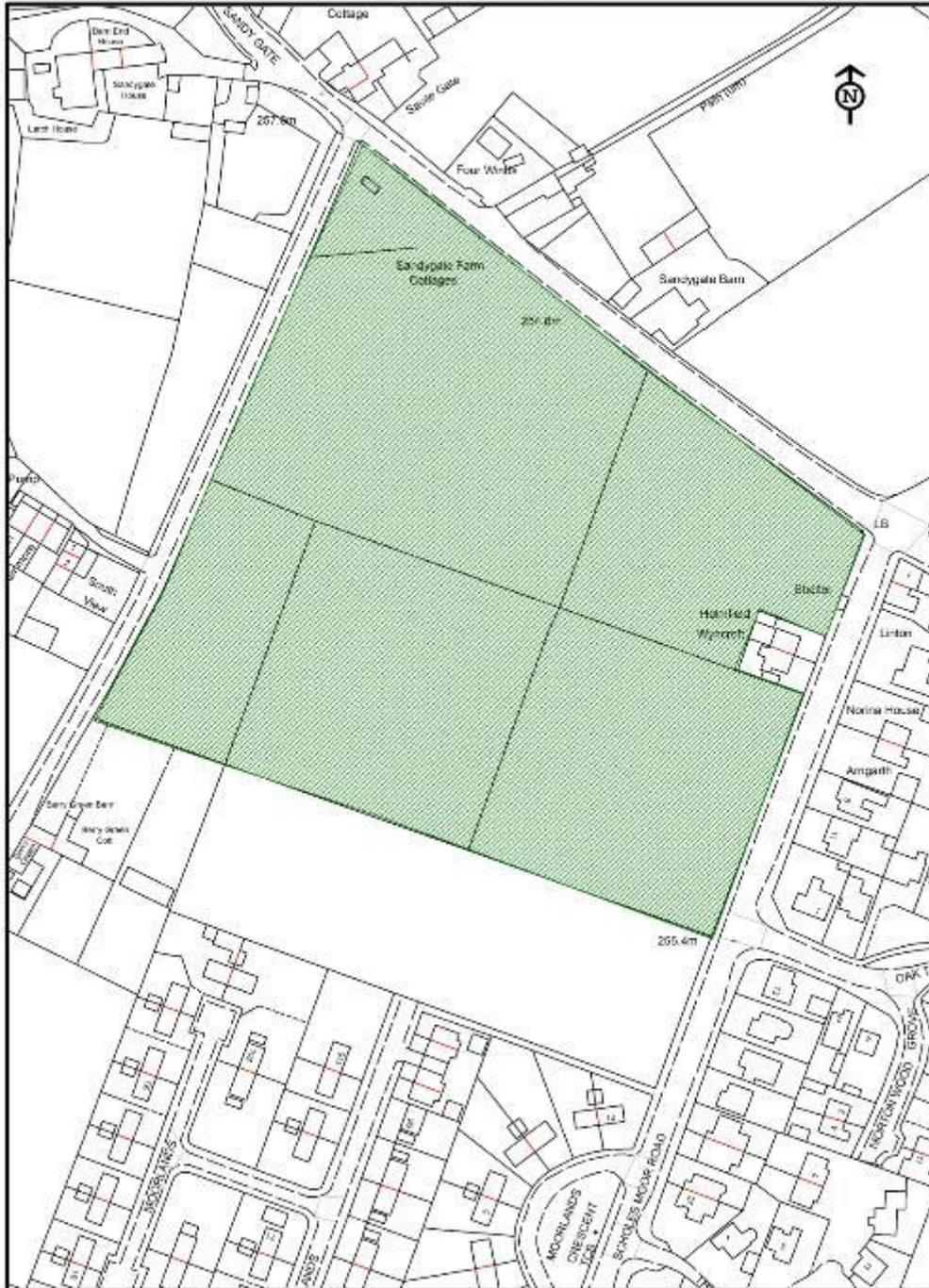
Local Green Space - Well Garden, Marsh Road, Scholes



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Map 21 Scholes Sandygate Fields

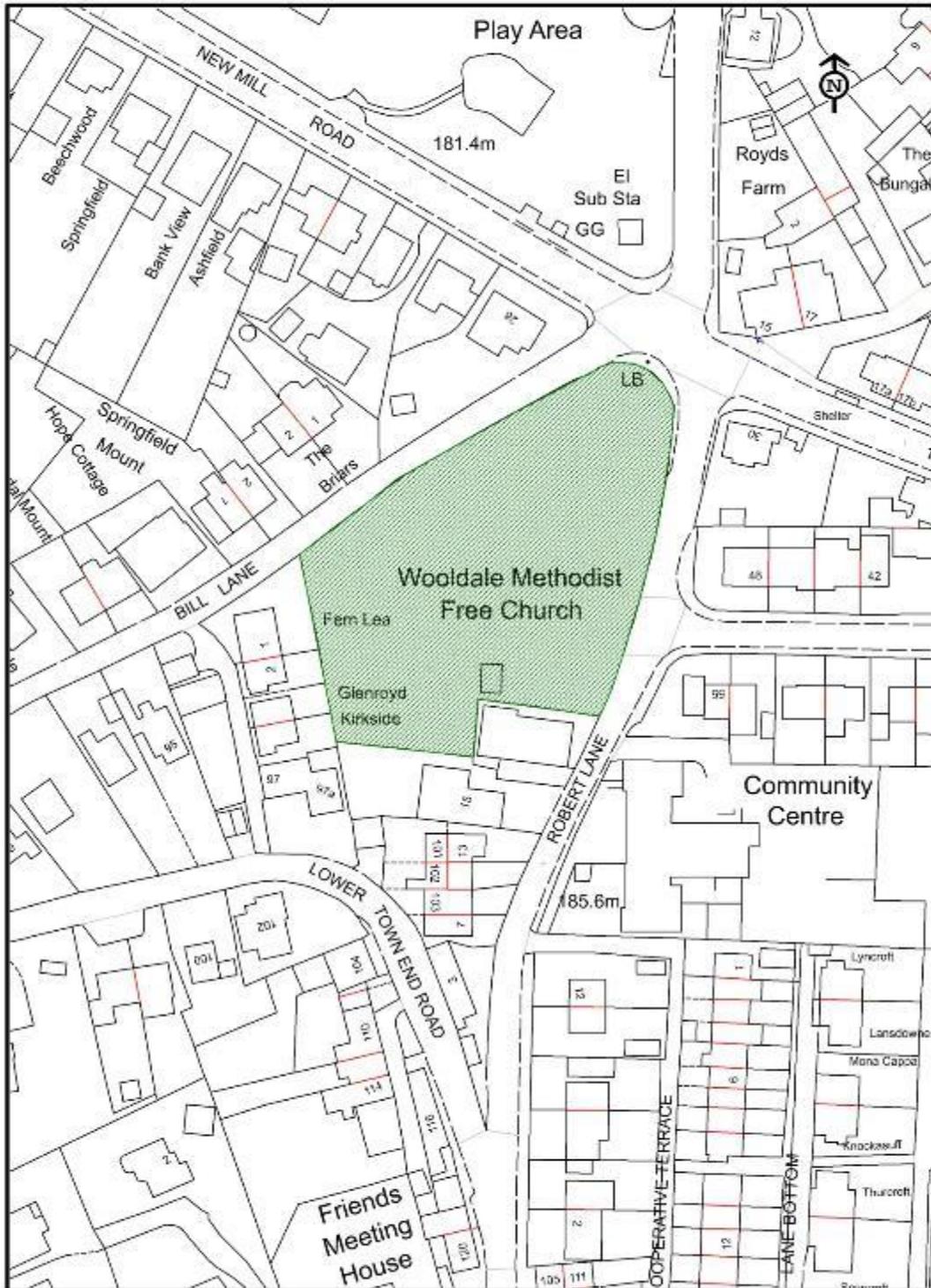
Local Green Space - Sandygate, Scholes



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Map 22 Wooldale Chapel Field

Local Green Space - Wooldale Chapel Field



Copyright Ordnance Survey - PSMA Number: 0100053855

Map 23 Hade Edge Gateway Triangle

Local Green Space - Hade Edge ground opposite Bay Horse



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4.8 Improving Transport, Accessibility and Local Infrastructure

Traffic and Transport Infrastructure

- 4.8.1 Traffic is seen as a problem and in the 2017 consultation, improving traffic featured as the number one thing people would like to see addressed in the valley. Alongside this, the 9th highest concern was the need to slow down traffic with limiting HGVs also in the top 15 responses. Residents had suggestions which broadly tackled three issues:
- **Road safety and speed** e.g. 'Make all village centres 20mph zones, to ensure drivers are respectful of people's places where they live and feel they can walk safely'
 - **Road usage and HGV traffic** e.g. and road networks; more 'unsuitable for heavy traffic' signs; one-way systems around villages; timeslots for unloading goods lorries.'
 - **Road congestion** e.g. 'Solve all the traffic congestion problems, especially Holmfirth centre'.
- 4.8.2 Holme Valley Parish Council is not the local planning authority and does not have the powers to control, enforce or implement highway infrastructure or other infrastructure projects. The Highways planning authority within the Holme Valley is Kirklees Local Authority as there are no trunk roads through the valley. The nearest is the A628 'Woodhead Pass' which is the key route between Manchester and Sheffield. When it is closed by high winds or snowy weather, traffic is diverted through Holmfirth (via the A635) creating significant tail-backs and congestion throughout the valley. These diversions include HGVs which cause particular irritation with feedback in the Pre-Regulation 14 consultation including 'do whatever we can to discourage HGVs, not make it easier for them to drive through Holmfirth' and 'prohibit HGVs from passing through Holmfirth except for access'. The key trans-Pennine routes are the A628, A62 and M62 and the increasing use of the A635 through Holmfirth as an alternative by HGVs is a source of local concern. Recent incidents with large HGVs ignoring weight limit signs and getting stuck on Hollowgate in the centre of Holmfirth have damaged infrastructure, caused significant delays and added to local frustration. Whilst the Neighbourhood Plan cannot direct transport infrastructure, it can offer guidance on what the local community expects to see in terms of considerations in any transport design and improvements.



Figure 33 - Truck stuck on Hollowgate, Holmfirth & HGV damage to 'bell' protecting bridge on Hollowgate

4.8.3 To some extent traffic is always viewed negatively as it delays journeys and causes air pollution but it is an inevitable result of dependence on private cars. According to the 2011 Census data on travel to work over 50% people in the Holme Valley travel to work by car or van (either as the driver or a passenger) and this inevitably has consequences for congestion particularly at peak times. As the Valley is a large semi-rural area, it is not surprising that according to the 2011 Census, over 85% households have a car or van with over 44% having two or more.

4.8.4 Travel to work data provided by Kirklees from the 2011 Census is given in Table 3 below and shows that 18.8% people travel to work within the Holme Valley whilst 35% travel elsewhere in Kirklees. Given that the Holme Valley is near the border of Derbyshire, South Yorkshire and Greater Manchester, it is not surprising that commuting outside of Kirklees or West Yorkshire is relatively high. The very limited public transport connectivity to these other locations contributes to a high level of commuting outside of Kirklees by car.

Table 3 Travel to Work

Work Location	People	Percentage
Greater Manchester	425	3.1%
Within Holme Valley	2619	18.8%
Elsewhere in Kirklees	4876	35.0%
Barnsley	314	2.3%
Bradford	287	2.1%
Calderdale	535	3.8%
Leeds	707	5.1%
Wakefield	395	2.8%
Sheffield	191	1.4%

Elsewhere in UK	627	4.5%
At home / not fixed	2940	21.1%
Total	13916	100.0%

Figure 34 - 2011 Travel to work data using the 3 MSOAs covering the Holme Valley area

4.8.5 Whilst the Neighbourhood Plan seeks to encourage a shift towards more sustainable use of public transport, in reality, seeking to reduce the negative impact of traffic and car use is a more realistic aim. Providing better infrastructure to accommodate electric cars through the provision of a network of charging points through the valley could encourage drivers to consider utilising a more sustainable type of car. In addition, promoting safer walking and cycle routes could help people to consider avoiding car use for short journeys. As one respondent commented in the Pre-Regulation 14 consultation, 'promote walking to and from school... ban parking on narrow roads, bends and village centres'. Creating a pleasant environment for walking or cycling is not a purely a result of preventing vehicular access but rather changing the emphasis so cars are not seen as the priority in particular locations such as village centres or around schools. Sustainable transport reduces reliance on imported oil, reduces carbon emissions, increases travel options, improves air quality and reduces congestion and traffic noise. It improves access to services and employment and supports community cohesion and health and quality of life. In addition to planning policies, the HVNDP also sets out a number of Actions for the Parish Council, working with other partners to address issues of accessibility and movement across the NDP area.

Infrastructure Design

- 4.8.6 The Heritage and Character Assessment report by AECOM provides more detail about the distinctive local characteristics of routes and networks in the Holme Valley. Narrow winding streets and use of stone setts in road surfaces are prevalent in built up areas, and more rural roads are often edged with grass verges and dry stone walls. The characteristics of each defined Landscape Character Area are defined in the report and summarised in paragraph 4.1.17 of the HVNDP. (Recommendation 5C)
- 4.8.7 In settlements it is particularly easy for the public realm to be dominated by traffic and the 2019 Holmfirth Town Centre Action Plan undertaken by Kirklees was strongly opposed by local residents when it was viewed as prioritising traffic flow over the town's heritage. The creation of a one-way system in the centre to speed up travel through the town was viewed by 80% of 2,500 consultation respondents as damaging the very character of the town causing safety concerns. Kirklees Council had never received such a high level of feedback on a scheme and are currently working on an alternative to balance

highways improvements with the public realm. Kirklees Council also recognised the high level of frustration with HGVs travelling through the centre and have reported that they are considering how to take action to reduce the use of routes through the town centre by lorries seeking diversionary routes across the Pennines. The Parish Council is supportive of any initiatives that reduce the congestion and pollution associated with large lorries based outside of the local area unnecessarily passing through our towns and villages.

- 4.8.8 Allowing the public realm to become dominated by traffic can sever connectivity for pedestrians and non-car users, reduce the quality of the environment and undermine the sense of place in a location. Honley for example has speed humps and a 20mph limit through its centre and as a result, the speed of traffic and potential conflict with other road users is reduced. Its form like many other villages includes narrow, cobbled streets and these inherent parts of the village's character limit traffic flow and speed, thereby avoiding cars dominating the centre. Many villages do not have pavements making traffic calming to create the environment safer for pedestrians particularly important. Exploring opportunities to create 20mph speed limits through the centres of towns and villages across the Holme Valley is an aspiration of this Neighbourhood Plan.



Figure 35 - Magdale Quiet Lane & 20mph speed restriction in Honley

- 4.8.9 Opportunities for pedestrianisation should be assessed; and amendments to the road layout to facilitate vehicular movement should be a consideration, whilst creating more public space and opportunities for shared surfaces, where safe and practical to do so. Holmfirth in particular attracts a large number of visitors for its festivals and its long history as a tourist location and the ease of access along streets, footpaths for all users including those using wheelchairs, pushchairs and partially sighted users' needs to be considered. As a resident commented in the Pre-Regulation 14 consultation, 'Holmfirth is dreadful for wheelchair users...no use getting into town in the car and then

getting stuck on the pavement'. Creating shared spaces or surfaces, rather than segregating traffic from pedestrians can potentially both enhance the public realm and improve safety.

- 4.8.10 There is one road in the Valley, Magdale, which is a 'Quiet Lane' which is a shared space for pedestrians, horse riders, cyclists and cars and encourages careful driving by highlighting its mixed use. Whilst the principle of slow considerate driving along the many narrow rural roads in the Valley, where people may wish to walk, cycle or ride, is welcomed, the Neighbourhood Plan does not wish to identify a list of other locations which could become official 'Quiet Lanes'. Where specific locations are identified by the local community, this should be considered but a balance must be struck between providing signage and potentially undermining the appearance of the rural landscape. In addition, by identifying specific routes, this could by default lead to the assumption that all other unmarked roads should be dominated by motorised traffic. However, a number of opportunities are available in terms of encouraging more considerate driving such as the use of mirrors round corners, verges being cut back less frequently to give the appearance of a narrower road and public awareness about popular walking routes.
- 4.8.11 The Peak District has recently published a Supplementary Planning Document (SPD) on transport design policy within the Peak District and this is open to consultation. As part of the Holme Valley (Holme village) sits within the Peak District, it would apply in that area and it offers many useful principles which could equally apply to the wider Holme Valley. According to the document, "the SPD will be used to ensure that the purposes and special qualities of the National Park are reflected in the planning, designing and installing of transport infrastructure. For this to be achieved there is a need for a consensual approach with stakeholders, in particular with transport infrastructure providers."
- 4.8.12 The Holme Valley Neighbourhood Plan would like to capture some of these Peak District principles regarding transport infrastructure planning and these are reflected in Policy 11. Fundamentally, street layout will vary from village to village, so it is important to reflect specific local character in a particular settlement. An element of road infrastructure, such as a junction on a rural road, may be considered relatively low in impact when viewed only as the metalled road surface itself. However, once the need for road widening, signage, visibility splays, verges, drainage, fencing, and changes to boundary walls or hedges is considered, the overall result can be a significant change in the character of the place. Any design process for highways should therefore be holistic and consider both the safety of road users and its specific location and sense of place.

4.8.13 The key principle which the Neighbourhood Plan wishes to highlight is that traffic flow is clearly important as it is a vital part of residents and businesses transporting themselves and their goods around the Valley. However, it must not dominate the environment and conflict with the character of the area which is so important to the community. Road widening to accommodate new vehicle movements should consider the aesthetic and traffic flow effect of the removal of verges and dry-stone walls and changes to the local character should be limited.

Parking

4.8.14 Parking is a source of local frustration with regular complaints about car parking provision in the settlements but also the proliferation of on-street parking which in turn narrows local roads. Respondents to the 2017 consultation cited 'better roads' and 'more parking' in their top five infrastructure changes with one person saying 'The road system and network needs addressing. The valley is already choked by cars and the level of roadside parking is ridiculous'.

4.8.15 The topography of the valley is a constraint on road design and traffic is concentrated on the main roads which creates congestion particularly in Holmfirth, New Mill and Honley Bridge. As the number of households rises, there is concern that the roads will become more congested and alongside traffic flow, the number of cars parked on the highway will increase. There is a balance to be struck with encouraging private parking off the highway and recognising that parked cars along the side of roads such as the Woodhead Road and Huddersfield Road act as informal traffic calming measures by slowing vehicles down. Judicious use of passing places with appropriate 'white lining' may help enable traffic flow and reduce the risk of gridlock whilst not unreasonably limiting the parking required for houses built before the advent of the car. The excessive use of white lines and road markings should be avoided within conservation areas to reduce the dominance of highways over the local character.

4.8.16 In many villages, houses pre-date the car so parking is in the front gardens or converted outbuildings. This approach can work as the car is often screened behind boundary walls or vegetation and its presence is intermittent and not permanent, thereby limiting its visual impact. However, within Conservation Areas in particular, the loss of front gardens to parking may create a negative impact on setting as well as having sustainability implications in terms of water run-off. In some areas such as the historic centres of Uppertong, Hepworth, Netherthong, where the houses do not have gardens, the result has been increased pressures from high levels of on-street parking. The narrow lanes are often constrained and create pinch-points for traffic to the frustration of local residents.



Figure 36 - Narrow streets in Netherthong & Upperthong

- 4.8.17 Parking provision is a challenge in the valley as workers and residents wish to have long-term parking whilst shoppers and visitors often only need short-stay provision. People want to park close to the facilities they wish to access. In Holmfirth for example, the lack of long-stay parking for workers and the opportunity to park at no cost on residential streets has led to all day parking along the key routes into the town such as the Greenfield, Huddersfield, Dunford, Station and Woodhead Roads. This causes frustration for residents who cannot park outside their properties and in specific places on the Dunford and Station Road, bays have been marked out for permit parking. This may provide localised relief for residents but does little to improve the situation for workers within the town, which as considered in the economy section of this plan, are a key part of retaining a sustainable town centre. Encouraging new ways of maximising existing parking provision and helping facilitate temporary solutions is the short-term aim but in the long run, improving access to non-vehicular or public transport is essential.
- 4.8.18 The Parish Council would like to see more imaginative solutions for effective parking provision such as the use of underground designs, screened communal parking and temporary parking provision for large events. This can be seen when the Holmfirth Food and Drink Festival uses part of Sands Recreation Ground as a 'park and walk' facility to accommodate the visitors in addition to the normal parking provision in the town centre. This approach is encouraged and the work by River Holme Connections to enhance riverside walkways into Holmfirth from both the Sands and Holmbridge may improve the viability of promoting the use of 'park and walk' and cycling access for visitors all year round.

Accessibility and Public Transport

- 4.8.19 Enabling residents and visitors to access services and facilities within the Valley is a crucial part of maintaining a thriving community. The built heritage often has steep steps and narrow lanes to fit within the varied topography which can pose challenges for maintaining accessibility for all. The traditional setts, snickets and steps to enter shops can make access difficult particularly in the towns and villages for those with limited mobility or encumbered by

pushchairs. It is important that consideration is given to improving access wherever possible for example through the inclusion of lifts in public buildings, disabled parking bays and handrails on steep ramps or steps. In addition, opportunities to explore more shared space rather than seeking to segregate pedestrians from cars would be welcomed.

- 4.8.20 Accessibility is important in terms of encouraging more sustainable means of travel either through private or public transport and LP20 of the Kirklees Local Plan relates to sustainable travel.
- 4.8.21 The Holme Valley has two train stations at Honley and Brockholes and these currently offer an hourly service towards Huddersfield or Sheffield. These stations are part of the Penistone Line Partnership which is a voluntary organisation which supports and promotes community involvement along the Huddersfield to Sheffield railway line. It draws together train operator Northern, Network Rail, local authorities and users to raise awareness of the railway in the local community, promote and market it more effectively, develop ideas and arrange funding for local improvements. Any move to increase services on these routes would be supported by this Neighbourhood Plan as would any opportunities to improve awareness of the journeys available particularly for bringing in visitors to events.



Figure 37 - Honley Train Station & Local Minibus Service in Holmfirth Bus Station

- 4.8.22 Historically, there was a train line into Holmfirth but this was closed in 1965 and whilst some residents called for its reopening in the Pre-Regulation consultation, in reality much of the line has been sold off for development so this is not a realistic prospect. Similarly, opportunities to create a 'parkway' facility in terms of large parking areas at Honley and Brockholes stations to allow people to drive to the station and then travel by train to further destinations are thwarted by the recent development of land near these stations. This is regrettable but there are still ways to support improved services for those able to readily access train services in that part of the Valley whilst encouraging connectivity between other transport and the stations.

- 4.8.23 Whilst not strictly public transport, taxis are often a lifeline for those unable to drive as well as those wishing to use them for an evening out. They can offer a convenient and affordable means of travelling, particularly if shared. Provision of appropriate taxi ranks in Holmfirth and Honley is therefore supported.

Public Consultation and Engagement

- 4.8.24 Views on the current provision of public transport were mixed in the 2017 consultation with some commenting that the 'public transport network is good' but others saying, 'I would like to be able to use more public transport, but it is just not practical'. Overall the highest response about how easy people found it to move around the Valley and further afield was 'good by car or using my own transport' with 'poor or impractical public transport' in second place. However nearly 75% respondents indicated that it was very easy or easy to move around the Holme Valley and further afield with only 4% saying it was very difficult. Anecdotally, those who are frequent users of the bus services think they offer good connectivity towards Huddersfield in particular and the network of mini-buses currently subsidised by the Parish Council help maintain connectivity between the villages. Providing a range of bus services which support both weekday journeys to school, work and college, also needs to be supported by effective journey opportunities for leisure including Sunday services and evening opportunities.

Cycling and pedestrian access

- 4.8.25 Cycling in the valley can be challenging given the steep hills but roads in the valley bottom such as the Woodhead / Huddersfield Road provide relatively level routes into Huddersfield. Opportunities to improve routes for cycling are encouraged at a Kirklees level. Parts of the Huddersfield Road from Thongsbridge already have marked cycle lanes and cycling has a strong presence in the valley as a leisure pursuit with Holmfirth Cycling Club having over 400 members after its creation in 2013.
- 4.8.26 As well as cycling purely for pleasure, there is considerable potential to grow the number of people who may choose to cycle for regular short journeys within the valley as electric bikes become more affordable and they provide access for more people on the challenging topography. To encourage this, provision of racks for bicycles in central locations and near community facilities within Holmfirth and Honley are required so users have the confidence that secure locations are available to park their bicycles. The Parish Council's recent Climate Emergency Action Plan includes the aim to 'promote a walking and cycling culture, reducing the need for vehicle transport whilst also improving our health and well-being etc, providing pathways, cycle routes and safe parking facilities for bikes, trikes, cargo-bikes and e-bikes'.

- 4.8.27 Cycling and walking need to be safe, desirable alternatives to private car use and effective planning can help facilitate this. For example, in highways planning, opportunities to improve access for bicycles should be considered with cyclists allowed to use lanes in both directions on one-way streets and the use of advanced waiting areas at key traffic lights. This should be considered on a location by location basis but when consideration for cycling is included from the outset, all road users can benefit. Similarly offering well-maintained, direct and appropriately lit walkways to schools and local facilities will make walking a more attractive option for all ages. For example, joining up key sections of route such as linking the riverside walking route from Holmbridge into Holmfirth in the Prickleden Mills area and connecting off-road paths from Sands Recreation Ground to Thongsbridge would create attractive alternatives for those reluctant to walk along the busy A6024 or A635.
- 4.8.28 The Travel to Work data identified that nearly 5% people walk to work which is slightly higher than other Kirklees Rural locations such as Kirkburton but is still lower than the more urban parts of Kirklees. This is not surprising given the dispersed nature of settlements across the valley. Means of travel to work are related to distance but there is an opportunity to combine both easy access with economic growth in the local area. If people are able to enjoy the natural environment, access good quality local facilities and feel safe walking along routes into village and town centres, they are more likely to choose to walk. Improving pedestrian access can be as simple as maintaining the existing network of footpaths and bridleways across the valley. Holmepride for example has worked hard to clear overgrown paths around Holmfirth, whilst Friends of Holmfirth Library and Tourist Information Centre organised a 'Walking Festival' in September 2018 to celebrate the opportunities for walking in the area. A Holmfirth Walkers are Welcome group has also now developed in the valley with walking clearly a popular pastime for locals and visitors alike.
- 4.8.29 Improving pedestrian access has many benefits in terms of access for residents, making the area more desirable as a visitor destination and improving health alongside potentially reducing congestion through fewer car journeys. The Neighbourhood Plan supports traffic calming measures on key walking routes to schools for example to be considered so those who wish to walk to school can actively choose to do so rather than regard it as a last resort. As already outlined in Policy 6, new developments should encourage opportunities to both walk and cycle in their designs.
- 4.8.30 Kirklees Walking and Cycling Strategic Framework 2018 - 2030 sets out that the Strategic Framework will:
- Help make walking and cycling of all types more attractive and available for the benefit of all sectors of the Kirklees community.
 - Help raise awareness and understanding of the many benefits of being more active and travelling in a more sustainable way.

- Influence other people's agendas and decision makers in the allocation of resources.
- Enable co-operation with other agencies at district, sub-regional and regional levels on a co-ordinated basis.
- Ensure that new infrastructure is appropriate.
- Encourage us to question how we travel.
- Use local and national evidence to support planning and interventions.

4.8.31 In the NDP area, Holmfirth Transition Town (HoTT) have been working to identify how a cycle way could be created to link the Holme Valley to Huddersfield. *'The proposal seeks to create, as far as possible, an off road cycle path between the town centres of Huddersfield and Holmfirth, together with link paths from other significant Holme Valley settlements, notably Honley, Brockholes, Netherthong, New Mill and Wooldale. In addition to these settlements there are a number of other significant workplace and school destinations linked to or on the proposed route, notably Thongsbridge, Armitage Bridge, Lockwood, Folly Hall, Kirklees College, and Honley and Holmfirth High Schools. Where an off road path is not considered to be achievable, the proposed route utilises the road network, with appropriate amendments and improvements to create a safe cycling environment. Existing routes include some off road paths which are usable and used currently for cycling, and which will become part of the complete route, subject to any necessary improvements. Where off road paths connect to the road network, and for on road elements of the route, improvements to create a safe cycling environment are proposed.'* A map of the proposed route can be found on the HoTT website at:

<https://hott.org.uk/wp-content/uploads/2020/02/cycle-2015.pdf> .

4.8.32 We have sought to bring together all the themes around transport and accessibility in the following policy, whilst recognising that elements of them are contained in other NDP policies (Recommendation 21) around design and public realm. Whilst some elements are not within the remit of the NDP, there are positive ways that the Parish Council can work with other bodies to improve transport across the valley and these have been captured as actions.



Figure 38 - Leisure on footpaths, bridleways and quiet rural roads in the valley

Policy 11: Improving Transport, Accessibility and Local Infrastructure

Traffic Management and Design

1. In that part of the neighbourhood area where Kirklees Council is the local planning authority, proposals should follow the principles set out in Kirklees Council's latest guidance on highway design¹⁷. In the part of the Neighbourhood Area which is in the Peak District National Park Authority Area proposals should follow the principles set out in the Peak District National Park Authority Transport Design Guide.
2. Traffic management interventions should be designed on the basis of two principles:
 - The user hierarchy set out in the Kirklees Local Plan Policy LP20 and
 - Interventions that are the minimum necessary to achieve the traffic management objective and which do not adversely impact on the historic environment and public realm. (Recommendation 16B)
3. Any highway works associated with new development should aim to protect the key characteristics of the Landscape Character Areas of the Holme Valley. These include for example grass verges, (Recommendation 16 C) traditional road surfaces such as stone setts, and dry stone walls as reflected in other policies. Road widening schemes to improve traffic flow should also consider potential impacts on non-car users (pedestrians, cyclists, horse riders and wheelchair users).

Accessibility and Infrastructure

4. All development proposals should take opportunities to provide safe access to local streets, footpaths (Recommendation 16D), and publicly accessible spaces for all users to help support healthier lifestyles and active travel. Developments adjacent to the River Holme should consider access improvements to the River Holme footpath network.
5. Existing local (Recommendation 16E) green infrastructure should not be compromised by new development, and proposals to enhance access, particularly to the River Holme for leisure activities, will be supported.
6. Highway layouts should be imaginative in approach and include traffic calmed streets using a sense of enclosure to reflect the

traditional design and layout found in the Valley (Recommendation 16F).

7. Designs should take account of and link to public transport, pedestrian and cycle routes especially where these (Recommendation 16F) can provide safe and convenient routes to schools, local shops and other facilities. The potential to connect the new development to the existing settlement by providing pedestrian and other non-vehicular routes through the site should be fully explored.

Submission Plan clause 8 and 9 deleted. (Recommendation 16G)

Parking Provision and Standards

8. Where planning permission is required proposals to convert existing garaging into non-parking provision will be discouraged unless suitable alternative off-road parking is available.
9. In that part of the neighbourhood area where Kirklees Council is the local planning authority, proposals to develop 'park and walk' or 'park and ride' facilities where planning permission is required (e.g to access Holmfirth Town Centre) (Recommendation 16H) will be supported provided they mitigate (Recommendation 16H) any detrimental impact on the landscape through appropriate surfacing and screening as necessary. Park and ride would not be appropriate in the Peak District National Park part of the Neighbourhood Area as it would harm the valued characteristics of the area.
10. New developments in that part of the neighbourhood area where Kirklees Council is the local planning authority, should provide off-road parking provision in line with Kirklees Local Plan policy LP22 (Parking) and the Council's latest guidance on highway design¹⁸. In

¹⁷ Current guidance is in the Kirklees Highways Design Supplementary Planning Document November 2019 (Recommendation 16A)

¹⁸ As above in footnote 18.

the Peak District National Park parking provision should accord with Peak District Local Plan Part 2 Policies DMT6-8 and associated parking standards. (Recommendation 16J)

11. Parking areas should be designed sensitively and use suitable materials which are sympathetic to the character of the local area. Proposals should also aim to maximise accessibility for all groups through careful and considerate design. (Recommendation 16J)
12. Where communal parking is required for apartment development, it should be conveniently located close to the dwellings it is intended to serve.

Policy 11 is in general conformity with:

Kirklees Local Plan - Strategies and Policies 2013 – 2031

Policy LP20 Sustainable travel
Policy LP21 Highways and access
Policy LP22 Parking
Policy LP23 Core walking and cycling network.

Holme Valley Parish Actions 22 - 47

Parish Actions relating to traffic, transport and parking are set out in Appendix 1. (Recommendation 1B)

4.9 Sustainability and Biodiversity

Introduction and Background

4.9.1 The Neighbourhood Plan is keen to support the development of the Holme Valley as a low carbon neighbourhood in order to:

- Improve health
- Empower the community
- Improve quality of life
- Benefit the local economy
- Improve resilience
- Address climate change
- Reduce energy bills

Public Consultation and Engagement

4.9.2 In our 2017 consultation, eco / sustainable housing was cited by over 150 consultees as a consideration for any additional housing built in the Valley. Comments included 'All new housing should be eco or sustainable as an investment for the future' with another stating that they 'would love to see modern eco houses added to the stock to accentuate the higgledypigledyness of the Holmfirth area'. The importance of the local landscape and environment has already been highlighted with wildlife and biodiversity featuring highly as features of the Valley needing protection.

Actions to tackle the Climate Emergency

4.9.3 The Parish Council declared a Climate Emergency in March 2019, pledging that the Parish would become carbon neutral by 2030, in order to 'help in making our planet safe for ourselves, our children and future generations'. A formal Action Plan was developed and adopted in October 2019 and the Parish Council established a Climate Change Committee with dedicated budget to drive forward a number of projects through 2020 and beyond. The summary leaflet detailing the Action Plan is available at [Appendix 7](#). This demonstrates the high level of community interest and engagement in sustainability and how it has emerged as a clear local priority. This Action Plan has calculated the carbon emissions of the Holme Valley as about 180,000 tonnes per year and sought to identify the relative contribution of eight different elements, all of which have local actions associated with them.

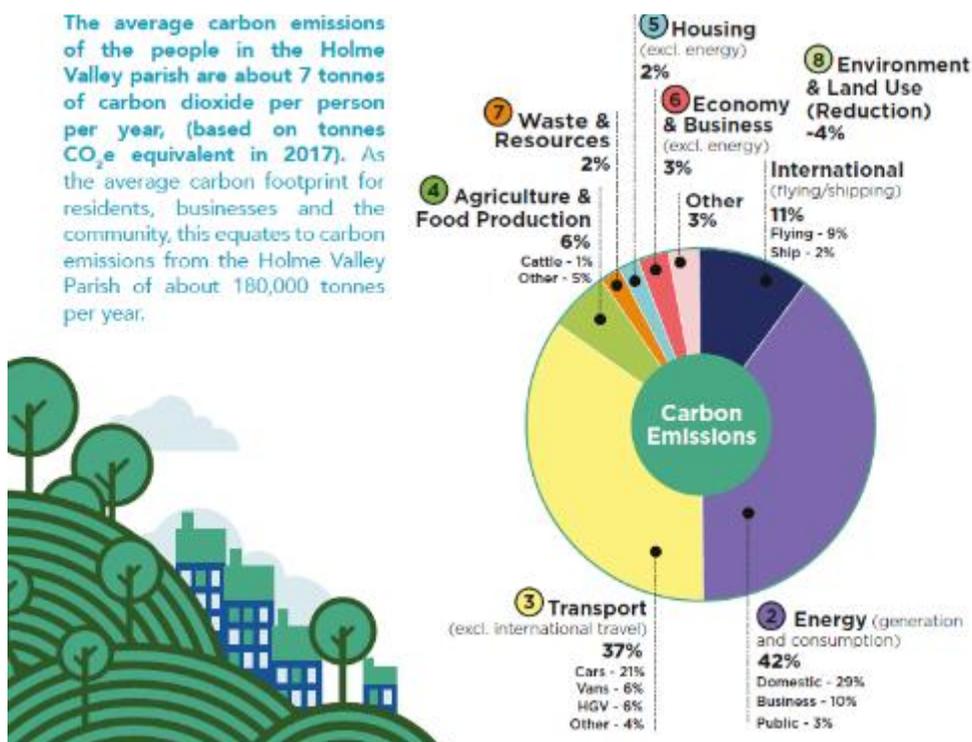


Figure 39 - Carbon Emissions in the Holme Valley (Climate Emergency Action Plan)

- 4.9.4 A local community group, Holmfirth Transition Town (HoTT) started in the valley in 2010 and has been involved in a number of initiatives with the aim of encouraging sustainable low-carbon living in the Holme Valley. It has been instrumental in the local Affordable Warmth Initiative, preparing Feasibility Studies for Energy Projects and raising awareness of the implications of climate change.
- 4.9.5 The dairy, Longley Farm, is a long-standing and important employer in the valley based in Hade Edge and it installed the first commercial wind turbine in the UK, in November 1986. Its aim was to provide a degree of energy security for the Longley Farm Dairy at a time of great uncertainty in the energy market, but with sensitivity to the landscape and local people.



Figure 40 - Community Wind Turbine 'HoTTWind@Longley' & HoTT Edible 'community garden'

- 4.9.6 When the turbine reached the end of its operational life, HoTT worked with Longley Farm to launch its first community energy project for a 225-kW wind turbine near Holmfirth. This renewable energy scheme, known as HoTTWind@Longley near Hade Edge, is in its third year of operation with some 180 investor members, 80% from the Holme Valley. This project generates enough green energy to supply 188 homes saving about 287 tonnes of CO₂ emissions per year and is also generating funds for more low-carbon projects in the Holme Valley through the Bright Green Community Trust. Over its 20-year lifetime, the turbine is expected to provide local organisations in excess of £500,000 of funding to help deliver a greener cleaner valley and encourage more sustainable living.
- 4.9.7 In May 2019, the Committee on Climate Change (CCC) published Net Zero – The UK's contribution to stopping global warming. The report responded to a request from the Governments of the UK, Wales and Scotland, asking the Committee to reassess the UK's long-term emissions targets. The CCC recommended a new emissions target for the UK:
- A net-zero GHG target for 2050 will deliver on the commitment that the UK made by signing the Paris Agreement. It is achievable with known technologies, alongside improvements in people's lives, and within the expected economic cost that Parliament accepted when it legislated the existing 2050 target for an 80% reduction from 1990.
 - However, this is only possible if clear, stable and well-designed policies to reduce emissions further are introduced across the economy without delay.
 - In June 2019, the updated target was legislated by the UK Government.¹⁹
- 4.9.8 Reaching net-zero emissions requires an annual rate of emissions reduction (15 MtCO₂e per year, 3% of 2018 emissions); that is 50% higher than under the UK's previous 2050 target and 30% higher than achieved on average since 1990. This is an indication of how substantial the step up in action must be to cut emissions in every sector.
- 4.9.9 The NDP has an objective to promote sustainability, reduce impact on climate change and move towards a zero-carbon local economy by 2030, which is the driver behind our policy on sustainability. Whilst sustainability is a principle which applies to all elements of life, we have separated it into two elements: one which is focused on human activity (Policy 12) and the other which focuses on wildlife and biodiversity (Policy 13). They should both be read in conjunction with all other policies as they indicate the aspirations of the community to ensure that the Holme Valley makes a contribution towards climate change mitigation and adaptation. In the Pre-Regulation 14 consultation, 97% respondents supported the proposed sustainability policy with comments such as 'I would like this policy to be more prominent in the plan' and 'I would like to see it further integrated into all other policies in the plan'. Whilst we have sought to reflect sustainability principles in the other policies, we still felt it was important that there was also a stand-alone policy which captured the overall aims of sustainability as well as a specific policy highlighting biodiversity. The Valley has an important role in biodiversity in Kirklees in terms of its sites of environmental significance as listed in Appendix 3 and the breeding sites it has for lapwings and

¹⁹ <https://www.gov.uk/government/news/uk-becomes-first-major-economy-to-pass-net-zero-emissions-law>

curlews. The policies have been informed by the guidance document produced by the Centre for Sustainable Energy on 'Low-carbon Neighbourhood Planning'.



Figure 41 - Protected birds: Lapwing & Curlew

4.9.10 The three different elements of the policy are:

a) Renewable energy

Building renewable energy sources reduces reliance on fossil fuels, decarbonises energy supply and balances local supply with demand to increase local resilience. Community energy projects create revenues that can be reinvested in the community and have the potential to reduce energy bills and fuel poverty. Holmfirth lies at a high elevation ideal for efficient wind turbine production of energy and its south facing hillsides offer opportunities to consider small scale solar arrays where they can be achieved in a manner sympathetic to the aesthetics of the landscape. District heating from renewable resources can reduce local reliance on fossil fuels, reduce carbon emissions and reduce heating costs. The Holme Valley is underlain by Millstone Grit Sandstone which is suitable for the production of open loop ground source heating. The cost and efficiency of renewable energy is improving as technology evolves and this NDP wants to encourage the adoption of renewable energy sources in all new build wherever possible.

b) Energy Efficiency

Energy efficiency such as updated boilers, double / triple glazing and insulation reduces reliance on finite sources of fossil fuels, improves comfort and health in warmer homes, reduces energy bills and fuel poverty. It also decarbonises energy supply and reduces reliance on imported oil and gas. Developers are encouraged to carry out a BREEAM (Building Research Establishment Environmental Assessment Method) sustainability assessment method if a proposal falls within its remit. BREEAM provides third party certification of the assessment of an asset's environmental, social and economic sustainability performance allowing it to be compared to other developments. It works to raise awareness amongst owners, occupiers and designers of the benefits of taking a sustainability approach. It helps them to successfully adopt sustainable solutions in a cost effective manner, and provides market recognition of their achievements thereby seeking to reduce the negative effects of construction and development on the environment.

In the Peak District National Park Authority part of the Neighbourhood Area, renewable energy generation will be permitted only where valued character is not compromised and proposals for anaerobic digestion must be related to individual farms or those in close proximity. 'Moorland areas' within the NDP are in the natural zone where development is not permitted.

c) Sustainable living

In addition to planning policies, the NDP includes various Actions for the Parish Council, working with other bodies, to promote more sustainable lifestyle choices for everyone. Encouraging effective recycling and reducing plastic usage is an important way to reduce expensive landfill and protect the local environment by limiting the amount of litter which is visible on verges and in the river. This is important both from an environmental point of view in terms of harm caused to wildlife but also undermines the Valley's desire to offer an attractive landscape which will bring visitors and tourists to the area. Living sustainably also involves using local shops and services thereby reducing food miles and supporting the development of community gardens and allotments. Kirklees Council's Open Space Assessment Report 2015 (Revised 2016) set out that *'17% of respondents from the Kirklees Rural area and 12.4% of respondents from the Batley and Spennings Dale area are very or quite dissatisfied with the availability of allotments. This may reflect the lower number of allotment sites available within these areas and the high number of people identified on allotment waiting lists in these areas.'* Sustainable living decreases reliance on imported food and goods, reduces waste and increases health and well-being. HoTT established a HoTT Edible group in 2017 which following the lead of local towns such as Todmorden 'Incredible Edible' initiative has established new community food growing areas such as by Holmfirth Library and Longley's Café in Holmfirth. Supporting the use of local shops and services and maintaining their viability helps reduce food miles and initiatives to 'buy local' should be encouraged as they not only reduce the impact on the environment but also support the local economy. Kirklees Local Plan Policy LP43 Waste management hierarchy sets out that the council will encourage and support the minimisation of waste production, and support the re-use and recovery of waste materials including, for example, recycling, composting and Energy from Waste recovery.

A range of Parish Council Actions are set out to complement NDP Policy 12 (Recommendation 21) and to promote more sustainable lifestyles locally.

Policy 12: Promoting Sustainability

All development is expected to be designed to contribute to the following elements of sustainability and all major development (as defined in the NPPF) must prepare a sustainability statement which outlines how the development will contribute. (Recommendation 17A)

Promoting Renewable Energy

Submission Plan clause 1 deleted (Recommendation 17B)

1. In that part of the neighbourhood area where Kirklees Council is the local planning authority, proposals for individual and community scale energy from hydro-electric, solar photovoltaic panels, biomass, anaerobic air (Recommendation 17C) digestion and ground source heating will be supported where they can be achieved without conflicting with the NDP policies (Recommendation 21) to protect and enhance the landscape and built character of the Valley.
2. New developments should develop opportunities to deliver on site heat networks using renewable energy sources. (Recommendation 17D)

Energy Efficiency

3. Sustainable, energy efficient designs should be used in all new buildings. (Recommendation 17E)
4. All new non-residential buildings should be designed to achieve (Recommendation 17F) a BREEAM rating of excellent or outstanding.
5. All new buildings should aim to meet a high level of sustainable (Recommendation 21), design and construction and be optimised for energy efficiency, targeting zero carbon emissions. This might include:
 - a. Orientation to optimise passive solar gain.
 - b. Use of high quality, thermally efficient building materials, subject to consideration of local character and context - see Policies 1 and 2.
 - c. Installation of loft and wall insulation and double/triple glazing.Submission Plan clause 6d deleted. (Recommendation 17G)
6. All new buildings should incorporate technologies which generate or source energy from renewable, low carbon sources. (Recommendation 17G)

7. Retrofitting of older properties to reduce energy demand and to generate renewable energy is encouraged where proposals are sensitive to local character. Alterations to existing properties where planning permission is required (Recommendation 17H) should be designed to reduce energy demand and comply with sustainable design and construction.

Encouraging Sustainable Living

8. The inclusion in development proposals of community gardens and (Recommendation 17J) further allotment space in the valley for local food growing will be supported.

The requirements of this policy will be expected to be met unless it can be demonstrated that this would render the development unviable. In this case, developers must demonstrate that they have worked with third parties, (commercial and community), to assess the viability of opportunities.(Recommendation 17K)

Policy 12 is in general conformity with:

Kirklees Local Plan - Strategies and Policies 2013 – 2031

Policy LP1 Presumption in favour of sustainable development

Policy LP24 Design.

Policy LP26 Renewable and low carbon energy

Peak District National Park Local Development Framework Core Strategy DPD 2011 - 2026

L1: Landscape character and valued characteristics

CC1: Climate change mitigation and adaptation

CC2: Low carbon and renewable energy development

Peak District National Park Development Management Policies Part 2 of the Local Plan for the Peak District National Park, up to 2026

DMC2 Protecting and managing the Natural Zone

Green Infrastructure and Biodiversity

- 4.9.11 Green infrastructure is essential to health and well-being and is a crucial element in adapting to climate change and protecting biodiversity. Green spaces should provide a habitat for wildlife, routes for walking and cycling, space for food growing, regulation of micro climates and increased flood retention and reduced surface water run-off. The Holme Valley has a key role to play in supporting biodiversity as outlined in the Kirklees Biodiversity Strategy which highlights the economic and social importance of managing land for biodiversity. The NDP area is in the south west of Kirklees and

as can be seen from Figure 43, it features several of the key Biodiversity Opportunity Zones.



Figure 42 - Local wildlife: Heron & Brown Hare

- 4.9.12 Local organisations such as River Holme Connections are working hard to tackle invasive species such as Japanese knotweed and Himalayan Balsam along the riverbank and have raised awareness of the issue amongst 1,600 school children in 2017. Educating young people about valuing their environment is also a key element of the Forest Schools initiative which as mentioned earlier in the plan, we are keen to support. Encouraging awareness of how we can actively improve biodiversity, not just halt its decline is essential if the Holme Valley is to demonstrate its commitment to sustainability.
- 4.9.13 We support the positive action being led by Kirklees to improve biodiversity and local group, River Holme Connections is working with a number of different organisations including Yorkshire Water, Aire & Calder Catchment Partnership (ACCP), Peak Park and the Environment Agency on partnerships to improve the river catchment in the Holme Valley. This includes supporting better ecological quality and River Holme Connections commissioned a report through the Wild Trout Trust to identify ways of raising the quality from moderate to good over forthcoming years. This partnership working and engagement between experts and local people is encouraged.

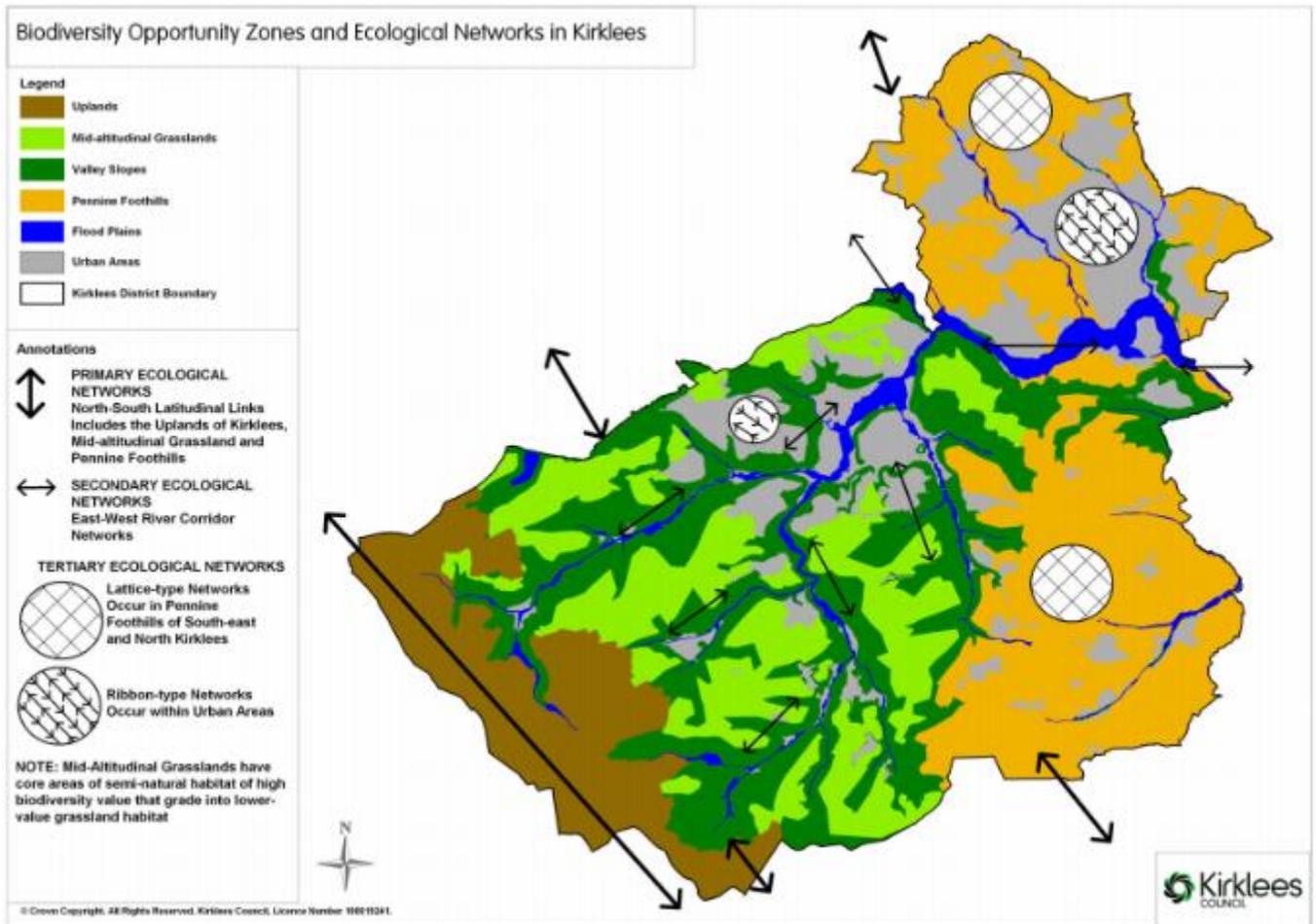


Figure 43 - Map of the Biodiversity Opportunity Zones & Ecological Networks in Kirklees

- 4.9.14 In their response to the Regulation 14 public consultation (and other informal public consultations) and following the SEA process, Kirklees Council recommended the addition of a further Policy in the NDP to protect and enhance local biodiversity. Policy 13 Biodiversity has been prepared to add additional detail to Local Plan Policy LP30 Biodiversity and Geodiversity.
- 4.9.15 Paragraph 170 of the NPPF advises that '*Planning policies and decisions should contribute to and enhance the natural and local environment by: ... d) minimising impacts on and providing net gains for biodiversity.*' Where appropriate, biodiversity offsetting is an option available to developers to fulfil their obligations under the planning system's mitigation hierarchy (avoidance, mitigation, compensation, net gain).
- 4.9.16 Biodiversity net gain delivers measurable improvements for biodiversity by creating or enhancing habitats in association with development. Biodiversity net gain can be achieved on-site, off-site or through a combination of on-site and off-site measures. The biodiversity net gain approach involves the use of a metric to calculate the difference in a score, expressed in 'biodiversity units', for a site prior to development and post development. This score is based on the extent, type, quality, connectivity and strategic location of the habitats present, and development proposals are required to demonstrate a proportional increase in biodiversity units.
- 4.9.17 A biodiversity net gain can be achieved through a variety of measures, including retaining and improving existing biodiversity features on-site but also through the creation of new biodiversity opportunities, such as creating green corridors, planting trees or forming natural spaces, either within the development site or off-site elsewhere. In circumstances where mitigation is not possible developers may be required to pay a levy for habitat creation or improvement elsewhere.
- 4.9.18 Such biodiversity net gain can be achieved through development by:
1. managing habitats retained within the development site to improve quality;
 2. securing local off-site habitat management to provide an overall benefit;
 3. a combination of the above.

Policy 13: Protecting Wildlife and Securing Biodiversity Net Gain

All development (Recommendation 18A) proposals should demonstrate how biodiversity will be protected and enhanced including the local wildlife, ecological networks, designated Local Wildlife Sites and habitats.

New development (Recommendation 18A) should create a measurable net gain in natural capital and biodiversity in accordance with the latest national and local guidance on Biodiversity Net Gain²⁰. (Recommendation 18B)

A biodiversity net gain will be expected to be achieved (Recommendation 18C) through development by:

1. managing habitats retained within the development site to improve quality and / or; (Recommendation 18C)
2. securing local off-site habitat management to provide an overall benefit.

Direct and indirect impacts upon biodiversity and/or geodiversity should be avoided. Where impacts cannot be avoided, mitigation and then as a last resort compensatory measures (for example biodiversity offsetting) should be provided.

Policy 13 is in general conformity with:

Kirklees Local Plan - Strategies and Policies 2013 – 2031

Policy LP30 Biodiversity & Geodiversity

Peak District National Park Local Development Framework Core Strategy DPD 2011 - 2026

L2: Sites of biodiversity or geodiversity importance

Peak District National Park Development Management Policies Part 2 of the Local Plan for the Peak District National Park, up to 2026

DMC2 Protecting and managing the Natural Zone

DMC11 Safeguarding, recording and enhancing nature conservation interests

Holme Valley Parish Actions 48 - 51

Parish Actions relating to sustainability are set out in Appendix 1. (Recommendation 1B)

²⁰ Kirklees Council Biodiversity Net Gain Technical Advice Note approved 29/6/2021 (Recommendation 18B)

Submission Plan section 4.10 and policy 14 deleted. (Recommendation 19A)

4.10 Implementing and Monitoring the Neighbourhood Plan

Implementation

- 4.10.1 The policies in this Neighbourhood Development Plan, once made, will become part of the development plan for the area alongside the Kirklees Local Plan and the Peak District National Park Local Development Framework.
- 4.10.2 The policies will be applied by Kirklees Council and the Peak District National Park Authority through the development management process in the determination of planning applications, together with the use of conditions and planning obligations under S106 of the Town and Country Planning Act 1990 where the tests for these are met.
- 4.10.3 The Parish Council, applicants, developers and the community will be able to use the content and policies of the Neighbourhood Development Plan to inform representations to the relevant Local Planning Authority regarding planning applications within the Holme Valley.
- 4.10.4 The Parish Council actions set out in Appendix 1 to address the non-planning issues will be progressed by the Parish Council to support the achievement of the vision and objectives for the Holme Valley.

Monitoring

- 4.10.5 The Parish Council will put procedures in place to monitor the effectiveness of the Neighbourhood Development Plan through planning application decisions, the use of conditions and appeals.
- 4.10.6 The Neighbourhood Development Plan may be reviewed by the Parish Council in line with changes to the Local Plan with this likely to take place at least once every 5 years from the date made and the Plan updated where necessary. The procedure for reviewing neighbourhood plans in place at that time in Neighbourhood Planning Legislation and the National Planning Practice Guidance will be followed.

(Recommendation 19B)

Appendices

Appendix 1: Holme Valley Parish Actions

Holme Valley Parish Actions - Built environment and design

The Parish Council will work with the relevant bodies to:

1. Prepare a design handbook with specification of acceptable styles which merge with the local style. This may include examples of what is not acceptable such as out of proportion, window layout etc. This applies to both new build and renovation projects.
2. Encourage Kirklees to produce and implement Conservation Area Appraisals and Conservation Area Management Plans which illustrate the vernacular design for specific areas that should be reflected in new development.
3. Encourage enforcement where appropriate within the Conservation Areas.

Holme Valley Parish Actions - Built heritage

The Parish Council will work with the relevant bodies to:

4. Develop a list of non-designated heritage assets building on the suggested sites in Honley from the Honley Civic Society and initial list of key buildings identified in Holmfirth by the Holmfirth Conservation Group in accordance with Historic England's advice note to put forward to Kirklees Council as part of a Local List of Key buildings. Both lists are provided in Appendix 2.
5. Recommend that any changes to reservoir designs (walls, spillways etc.) be done in a sympathetic way to the local environment, using local materials.
6. Support community purchases and development where a heritage asset becomes structurally unsafe for use and encourage community ownership of locally important buildings.
7. Support the provision of workshops and or advice to owners of heritage assets possibly through community groups.
8. Promote and support the adoption of community assets and any redevelopment in sympathetic and financially viable ways.
9. Where an Article 4 Direction is in place, work with Kirklees Council and local stakeholders to protect designated and non-designated heritage assets from harmful change.
10. Work with Kirklees Council to identify potential Heritage Action Zones in the Neighbourhood Area such as Holmfirth Town Centre.

Holme Valley Parish Actions - Public realm

The Parish Council will work with the relevant bodies to:

11. Ensure that any new or replaced street furniture such as lighting columns, street-signs, benches and litter bins are designed in a coordinated style which enhances their appearance. This does not preclude allowing bespoke designs to be considered to reflect the character of specific location. This will create a more consistent appearance to street furniture suited to the area concerned.
12. Ensure that overhead wiring and road signage within the public realm are installed in a manner with reflects the town or village's character. Redundant electrical infrastructure or signage should be removed to reduce visual pollution associated with new installations.
13. Ensure that opportunities to develop out-of-sight storage for trade waste bins for existing premises are pursued to reduce unsightly clutter on the public highway.
14. Work with traders and shop keepers to discourage the use of A-boards and clutter to keep routes clear for people who may have mobility or visual issues, or for parents with children in buggies.
15. Work with Kirklees Council to identify and promote more sustainable approaches to waste management in the Holme Valley which support a hierarchy of reduction, re-use and re-cycling. The provision of more effective recycling and waste facilities will be supported.

Holme Valley Parish Actions - Local economy

The Parish Council will:

16. Support place-making initiatives seeking to build both community and economic value from our unique heritage and environment.
17. Work with local businesses and Kirklees Council to manage opening hours and control litter.

Holme Valley Parish Actions - Community facilities

Holme Valley Parish Council will work with the relevant bodies to:

18. Ensure easy access to good quality education for children and adults.
19. Encourage life-long learning by encouraging opportunities for active citizenship, volunteering and participation in the community.
20. Increase the appreciation and understanding of the environment, the arts and the Valley's cultural and industrial heritage.

21. Ensure sufficient health and care facilities are provided to cope with demand and the infrastructure is in place to support the delivery of modern health and social care services, for example improving telecommunication systems to support tele-medicine.

Holme Valley Parish Actions - Traffic, transport and parking

Traffic Management

Holme Valley Parish Council will work with the relevant bodies to:

22. Implement speed limits and traffic calming measures in town and village centres and around schools and homes of vulnerable people.
23. Implement management of traffic at peak times, particularly around schools and places of employment with one-way systems or drop-off zones considered.
24. Work with Kirklees on any future road improvement schemes in Holmfirth to ensure proposals enhance place-making alongside traffic flow.
25. Share local proposals concerning traffic management on Victoria Street/ Dunford Road / Station Road/ Hollowgate with Kirklees.
26. Work with local residents in villages such as Hade Edge where revised layouts of the road network may improve highways safety.
27. Introduce restrictions to HGV access on particular routes and discourage the use of Holmfirth as a diversion for HGVs off trunk roads.
28. Support proposals to create 20mph speed limits in residential areas.
29. Ensure limited use of warning signs such as dangerous junctions, roads impassable to heavy vehicles or appropriate weight limits with designs being appropriate to the location.
30. Introduce and enforce time zones for deliveries in Holmfirth and Honley.
31. Liaise with other bodies in addition to Kirklees Council regarding the impact improvement works to the Woodhead Pass and the proposed Trans-Pennine motorway will have on the Valley.
32. Consider the introduction of "priority passing/give way" calming measures on narrow rural roads.
33. Ensure that new housing and industrial developments do not exacerbate existing congestion areas, including the centres of New Mill and Holmfirth, and at Honley Bridge.
34. Consider local identification and designation of "Green Lanes" as shared spaces on popular horse riding, walking and cycling routes.

Public Transport

Holme Valley Parish Council will work with the relevant bodies to:

35. Ensure that access means accessible to all regardless of age, ability and cultural background, and eliminating unnecessary barriers.
36. Explore opportunities to reduce traffic in town and village centres to improve air quality and health.
37. Support proposals to increase the use of shared cars, buses, trains and cycling.
38. Ensure good quality public transport is maintained, with subsidies considered where appropriate to support local connectivity with smaller rural villages across the Valley.
39. Support initiatives by the Penistone Line Partnership and others to encourage and enable the greater use of rail travel, to improve the route between Huddersfield, Sheffield and further afield.
40. Investigate the feasibility of renaming Brockholes railway station “Brockholes and Holmfirth” and providing a linked shuttle bus service to Holmfirth town centre.
41. Encourage better bus/train connectivity to link villages across the valley with train services and support strategic actions to improve parking and facilities at Honley and Brockholes stations.
42. The provision of taxi-ranks to support the use of taxis as an alternative means of transport will be supported as long as they align with the other policies in the NDP regarding fitting with the local character and avoiding any noise pollution from idling engines.

Sustainable Transport

Holme Valley Parish Council will work with the relevant bodies to:

43. Promote infrastructure such as charging points to increase the use of electric vehicles.
44. Encourage the introduction of electric buses and taxis in the area to improve air quality.
45. Develop pathways for safer cycling and walking, subject to landowner permissions for access using natural conduits such as the River Holme and maintain existing pedestrian, bridleway and cycle routes.

Parking Provision

Holme Valley Parish Council will work with the relevant bodies to:

46. Investigate the feasibility of providing suitable parking on the edge of Holmfirth to accommodate a “Park and Ride” service.

47. Explore innovative ways of creating additional parking in specific areas lacking sufficient provision such as the de-consecration of part of a churchyard, rental of drives in the daytime or use of private land for specific events.

Parish Council Actions - Sustainability

The Parish Council will:

48. Encourage awareness of a sustainable way of life and the purchase of goods which will last for life, and discourage a throwaway society through effective design, appropriate waste management facilities and education initiatives.
49. Consider the provision of a free water fountain in Holmfirth to encourage the re-use of drinking bottles.
50. Seek to engage with local environmental groups to explore how they can best support their initiatives to increase biodiversity and increase local understanding and appreciation of the natural environment.
51. Encourage proposals to increase the level of recycling of waste. Retail developments must demonstrate how they will manage and reduce their waste in planning statements or other supporting documents. These should include proposals to support the principle of plastic free living.

**Appendix 2A: Positive Contributors to Conservation Areas within the Holme Valley
(Recommendation 8B)**

The following table includes sites, buildings or other structures deemed to make a positive contribution to the character and appearance of a conservation area within the Holme Valley. They have been identified using the selection criteria set out in paragraph 4.3.4 of the HVNDP. Further positive contributors may be included over the life of the plan.

Photograph of Positive Contributor to Conservation Area	Conservation Area	Identifier	Name	Location	Description	Significance
	Honley CA	Honley - PC1	Southgate Theatre	Southgate, Honley, Holmfirth, HD9 6NT	Stone built two storey with double-height upper floor. Slate roof, ashlar entrance with stone steps.	Site of the first Primitive Methodist chapel in Honley (built in 1842), redeveloped in 1899 with a new Sunday School erected in 1914. In 1972, following the demolition of the chapel, the Sunday School was bought by three local men and became the home of "Southgate Players". The building, believed to be the only theatre in Yorkshire owned by its amateur dramatic group, continues to play a significant part in the cultural life of the village.

	<p>Honley CA</p>	<p>Honley - PC2</p>	<p>Old People's Park</p>	<p>Westgate, Honley, Holmfirth Hd9 6AA</p>	<p>Treed open space with lawns and flowerbeds</p>	<p>Contains a small children's play space as well as seats and attractive flower beds, lawns and trees. Land given to the people of Honley by a private donor in 1899. The "green lung" of Honley, providing residents with space to sit and socialise. Also used for community activities such as commemorative events.</p>
	<p>Honley CA</p>	<p>Honley - PC3</p>	<p>Nos. 1 and 5 Southgate</p>	<p>Honley, Holmfirth HD9 6NT</p>	<p>Ashlar stone, 2 storey, central cart arch leading to internal courtyard</p>	<p>Good examples of the local vernacular, these superior quality houses were probably built for supervisory staff.</p>
	<p>Honley CA</p>	<p>Honley - PC4</p>	<p>Nos. 6, 8 and 10 Southgate</p>	<p>Honley, Holmfirth HD9 6NT</p>	<p>Ashlar stone, 2 storey, arched pediment above door</p>	<p>Good examples of the local vernacular, these superior quality houses were probably built for supervisory staff.</p>

	<p>Honley CA</p>	<p>Honley - PC5</p>	<p>Holmeleigh</p>	<p>Southgate, Honley, Holmfirth, HD9 6NT</p>	<p>3 storey substantial stone house, hipped roof, margin light windows, sash, chimneys and set back from road. Built in 1908 in the "Gothic" style.</p>	<p>This is of historical significance as Mrs. Winder, daughter of Mr. Josiah France, purchased the ground, built and furnished the house as a nurses home. She also endowed a sum of money to provide a trained nurse for the sick and poor of Honley.</p>
	<p>Honley CA</p>	<p>Honley - PC6</p>	<p>Honley Silver Band Room</p>	<p>22 Berry Croft, Honley, Holmfirth HD9 6BP</p>	<p>Single storey building with multi paned windows, stone.</p>	<p>This is the home of the present Honley band which has a proud history going back to 1865. The Band took First Prize on September 1st 1884 at Belle Vue, Manchester, beating such famous bands as Black Dyke Mills</p>
	<p>Holme CA</p>	<p>Holme Village - PC1</p>	<p>Underhill</p>	<p>Underhill, Woodhead Road, Holme, HD9 2QE</p>	<p>Earth sheltered house.</p>	<p>This is a 1970s property which was designed by Dr Arthur Quarmby. It is the first modern earth shelter to be built in Britain and as such is an innovative design of local and national interest.</p>

	Holmfirth CA	Holmfirth - PC1	Ribbledden Mill & Chimney	Dunford Road, Holmfirth, HD9 2DP	A striking building on a main road into Holmfirth with its traditional frontage. It still operates as a dyer and finisher, supporting the textile business, which was so dominant in the local area.	The date of this mill is circa 1865 and should be preserved as the last mill existing in the Holmfirth Conservation Area (HCA). It has retained its Georgian venetian windows and multi panelled glass, string course and shallow pitched roof. It also has the last mill chimney in the HCA making it a reminder of the industrial heritage of the area.
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	Holmfirth CA	Holmfirth - PC2	Bamforths	Station Road, Holmfirth	Five storey warehouse with distinctive long window on the upper floor.	<p>Bamforth's was established in 1870, and by the end of that century James Bamforth was well-known in Holmfirth as a photographer and artist. In the 1890s the magic lantern was a popular form of entertainment and Bamforth produced slides of these lantern shows. Bamforth was also a producer of postcards and was in at the very beginning of the silent movie era, creating short comic films in the Hollywood style comic but using Holmfirth as the background and local people as the stars and actors in his films. At the outbreak of the First World War film making came to an end. However the production of picture postcards continued and was a lucrative market opened up by Bamforth particularly of the saucy seaside postcards with their "near the knuckle" double entendres. The building has a very long window on the upper floor to provide extra studio light. The</p>
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						<p>Bamforth business closed in 1980s and the building was subsequently neglected. In 2016 renovation work was started on the building. It has a blue plaque.</p>
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	<p>Holmfirth CA</p>	<p>Holmfirth - PC3</p>	<p>Holmfirth Technical College</p>	<p>140 Huddersfield Road, Holmfirth, HD9 3AR</p>	<p>The Technical Institute, a Victorian building, exhibits elaborate tall gables, steep roof with lanterns, tall elaborate windows letting in lots of light and fanlights over the doors.</p>	<p>A design by Joseph Smith of Sheffield and Holmfirth was selected and the foundation stone was laid on 16 July 1892. This building housed evening classes for apprentices, after completing their days work in the mills, from 1894. First known as the technical Institute, it was built by public subscription and opened in 1894 providing technical and manual education outside the then existing elementary school system. Plans for the Institute date back to 1891 and the fundraising was initiated by James Marsden JP of Wigan and a native of Holmfirth. The college had rooms specifically for weaving, dyeing and clay modeling, science lectures, designing, art, reading, conservation, a secretary, chemistry laboratory, an examination and lecture hall and the ladies room (on the upper floor). Following the education act of 1902, the newly established West Riding County Council assumed responsibility for</p>
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						<p>the Institute which, until then, had been managed by volunteers and local businessman. From 1907 until 1932 the building provided accommodation for Holmfirth's first secondary school with 48 pupils, although the technical classes still continued in the evenings. Pupils had to achieve a certain level of education and pay for the privilege of attending. Initially fees were 6 pounds per year, although some scholarships were awarded. In 1959 it became a further education centre on technical courses. After a recent period of the building being mothballed, it has reopened as Holmfirth Tech, run by a charitable Community Benefit Society. It has a blue plaque.</p>
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	Holmfirth CA	Holmfirth - PC4	8 - 10 Towngate	Holmfirth	Well-proportioned building with retail on the ground floor (currently Age UK)	Built in early 19th century, adjacent to the Parish Church, this is a handsome building with traditional shopfront reflecting the residential and commercial style of the town and conservation area.
	Holmfirth CA	Holmfirth - PC5	15 Daisy Lane	Daisy Lane, Holmfirth	Attractive tall building with original features now with ground floor housing Daisy Lane Bookshop	Known to exist before 1793 and then a dwellinghouse and cow house. Occupant was a blacksmith and a smithy was next door (now demolished, but evidence on outer wall)
	Holmfirth CA	Holmfirth - PC6	Towngate	Harvey's Bar & Kitchen, Holmfirth	Harvey's Bar & Kitchen. Situated on the ancient approach into Holmfirth from the north, this is one of three hostelries that were important "fuelling stations for travellers. They still remain as pubs to this day.	1800 - 1850 Previously the White Hart, Harvey's is one of the many Holmfirth pubs which would have been used not just by drinkers in its time but also for coroners inquests, property auctions, manorial court leets, and the inevitable location of annual

						dinners for local associations. The White Hart was established around 1795 and the landlord at the time was John Boothroyd who moved to the Nook in 1826. In 1830 record show that there was a brew house on site. Later records mentioned a slaughterhouse and stable.
	Holmfirth CA	Holmfirth - PC7	54-56 Huddersfield Road (& Norridge Bottom)	En Route Café, Holmfirth	Chapel style building with entrances on two levels currently housing En Route Café upstairs and Bar downstairs.	1800 - 1850 This building, resembling a small church, has seen many different guises. The date 1879 can be seen at the apex of the building and it is said that it was built for the local temperance society. In The building was also owned for a period by Eli Collins, a printer who started the Holmfirth Express in 1886. The Express closed in early 2000s and is currently a cafe

						upstairs & bar downstairs.
	Holmfirth CA	Holmfirth - PC8	23 Victoria Street	Holmfirth	Town centre shops on Victoria Street numbered 13 - 27 inclusive are to be considered important as a continuous terrace (with a break near the top). No. 23 (now RSPCA charity shop) is of particular significance architecturally because of the curved glass frontage. It has a resemblance to the shop across the road which today is Multicraft cabin.	The terrace shops were built by November 1852 following the Bilberry dam flood in February 1852 and were built using the stone salvaged from the flood damaged houses and mills which had been swept down the river following the dam burst. In the first instance was probably trading as James Haigh, outfitters. This firm traded from 1834 (they claim) until around 2000. Very traditional interior with curving glass windows. Currently a charity shop.

	<p>Holmfirth CA</p>	<p>Holmfirth - PC9</p>	<p>15 Victoria Street</p>	<p>Holmfirth</p>	<p>Town centre shops on Victoria Street numbered 13 - 27 inclusive are to be considered important as a continuous terrace (with a break near the top).</p>	<p>The terrace shops were built by November 1852 following the Bilberry dam flood in February 1852 and were built using the stone salvaged from the flood damaged houses and mills which had been swept down the river following the dam burst. The shop has been a bakery ever since it was built.</p>
	<p>Holmfirth CA</p>	<p>Holmfirth - PC10</p>	<p>13 Victoria Street</p>	<p>Holmfirth</p>	<p>Town centre shops on Victoria Street numbered 13 - 27 inclusive are to be considered important as a continuous terrace (with a break near the top).</p>	<p>The terrace shops were built by November 1852 following the Bilberry dam flood in February 1852 and were built using the stone salvaged from the flood damaged houses and mills which had been swept down the river following the dam burst. In 1909 was James Brooke, toys and ornaments. 1927 William Simmonds,</p>

						glass and china, 1980 G B Hirst travel agent. Currently a travel agent.
	Holmfirth CA	Holmfirth - PC11	11 Victoria Street	Holmfirth	Town centre shops on Victoria Street numbered 13 - 27 inclusive are to be considered important as a continuous terrace (with a break near the top).	The terrace shops were built by November 1852 following the Bilberry dam flood in February 1852 and were built using the stone salvaged from the flood damaged houses and mills which had been swept down the river following the dam burst. First time this is recorded in Trade directories or newspapers by name and number is 1980. Gledhill and Brook have been here since at least 1901.

						<p>Originally (early 20th century) they were water and steam millers. It was attached to buildings destroyed in 1944 flood. It was prone to lorry crashes (from Dunford Road direction). Currently Forget-me-not Charity Shop.</p>
	<p>Holmfirth CA</p>	<p>Holmfirth - PC12</p>	<p>17 Victoria Street</p>	<p>Holmfirth</p>	<p>Town centre shops on Victoria Street numbered 13 - 27 inclusive are to be considered important as a continuous terrace (with a break near the top).</p>	<p>The terrace shops were built by November 1852 following the Bilberry dam flood in February 1852 and were built using the stone salvaged from the flood damaged houses and mills which had been swept down the river following the dam burst. In 1930 was a joint shop with no 19. Coldwell and Battye, outfitters. In 1980 was linked with no. 19 as Hobson choice, grocer In 1990/2000</p>

						<p>no. 17 only was Otters Pet and Grooming Centre In 2000 -2016. Now Holmfirth Food & Wine shop.</p>
	<p>Holmfirth CA</p>	<p>Holmfirth - PC13</p>	<p>19-21 Victoria Street</p>	<p>Holmfirth</p>	<p>Town centre shops on Victoria Street numbered 13 - 27 inclusive are to be considered important as a continuous terrace (with a break near the top).</p>	<p>The terrace shops were built by November 1852 following the Bilberry dam flood in February 1852 and were built using the stone salvaged from the flood damaged houses and mills which had been swept down the river following the dam burst. In 1913 no. 21 was the Labour Exchange In 1930 nos. 17 -19 were joined and trading as Coldwell and Battye In 1980 nos. 17- 19 were</p>

						joined and trading as Hobson choice and now Occasions card shop.
	Holmfirth CA	Holmfirth - PC14	27 Victoria Street	Holmfirth	Town centre shops on Victoria Street numbered 13 - 27 inclusive are to be considered important as a continuous terrace (with a break near the top). No.27 is on the right hand side of the top section in the photograph.	The terrace shops were built by November 1852 following the Bilberry dam flood in February 1852 and were built using the stone salvaged from the flood damaged houses and mills which had been swept down the river following the dam burst. Arthur Charlesworth been there since 1880 something. Never traded anywhere else and still operates as newsagents.

	<p>Holmfirth CA</p>	<p>Holmfirth - PC15</p>	<p>27a Victoria Street</p>	<p>Holmfirth</p>	<p>Town centre shops on Victoria Street, this property is off the main street but retains its traditional window openings and commercial use.</p>	<p>The terrace shops were built by November 1852 following the Bilberry dam flood in February 1852 and were built using the stone salvaged from the flood damaged houses and mills which had been swept down the river following the dam burst.</p>
	<p>Holmfirth CA</p>	<p>Holmfirth - PC16</p>	<p>25 Victoria Street</p>	<p>Holmfirth</p>	<p>Town centre shops on Victoria Street numbered 13 - 27 inclusive are to be considered important as a continuous terrace (with a break near the top). No.25 is on the left hand side of the top section in the photograph.</p>	<p>The terrace shops were built by November 1852 following the Bilberry dam flood in February 1852 and were built using the stone salvaged from the flood damaged houses and mills which had been swept down the river following the dam burst. Currently a home furnishings shop (Pattern Principle).</p>

	<p>Holmfirth CA</p>	<p>Holmfirth - PC17</p>	<p>2 Dunford Road</p>	<p>Holmfirth</p>	<p>Shoulder of Mutton pub. Situated on the ancient approach into Holmfirth from the north, this is one of the 3 hostelries that were important "fuelling stations" for travellers. They still remain as pubs to this day.</p>	<p>This pub was established in 1788 and had stabling. It retains its original name to the present day (Shoulder of Mutton). In the 19th century there was a butchers and slaughterhouse here. Has a blue plaque.</p>
	<p>Holmfirth CA</p>	<p>Holmfirth - PC18</p>	<p>3a Victoria Square</p>	<p>The Nook, Holmfirth</p>	<p>The Nook pub. Situated on the ancient approach into Holmfirth from the north, this is one of the 3 hostelries that were important "fuelling stations" for travellers. They still remain as pubs to this day.</p>	<p>The Nook is one of Holmfirth's oldest pubs, dating from 1754 and rebuilt in 1819. Previously the Rose and Crown, it was recently renamed the Nook to reflect the name used by local people for the many decades past. It takes its name from the site, and is on one of the Holmfirth's ancient routes. Has a blue plaque.</p>

	<p>Holmfirth CA</p>	<p>Holmfirth - PC19</p>	<p>Modd Laithe Farm, New Fold</p>	<p>Holmfirth</p>	<p>2 storeys, coursed stone, farmhouse with added laithe barn to northwest, stone slate roof, 1800-1850. House with central doorway to northeast, window on either side with window over each on first floor. Quoins to ground floor (perhaps suggesting that the first floor was added to an older building). Southwest elevation two windows each floor, plus southeast first floor window. Laithe barn with quoins, domestic door adjacent to house on northeast side, another door beyond a projecting single storey extension, and window overlooking extension roof. Large barn door next to house and high-level loading door beyond in southwest elevation, window in northwest wall.</p>	<p>Modd Laithe Farm is right at the top of Goose Green, near the old swimming pool (a lido of great popularity in the 1930s & 40s, which still remains albeit derelict). The farmhouse lies within the boundary and is the only working farm in the conservation area (although its 10 acres of land lie outside the boundary) and as such reflected the agricultural heritage of the area. Historic England commented in the Holmfirth Conservation Group's appraisal that the description suggests the farm may be substantially intact and unaltered making it a potentially good candidate for a listing application.</p>
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	Holmfirth CA	Holmfirth - PC20	4/5 Bridge Lane	Holmfirth	<p>Building appears on 1854 OS Map. 3-storey plus basement, ashlar stone, moulded cornice, stone slate roof. North side rendered with possible second basement.</p> <p>Ground floor: No. 5 to left, central door with fanlight and shop widow either side, No. 4 to right door with fanlight on left and shop window on right.</p> <p>First floor: No. 5 two windows, No. 4 one window, 6 over 6 sashes, projecting sills form string course. Second floor: No. 5 two windows, No. 4 one window, 8 over 8 small ashes, projecting sills form string course.</p> <p>Ornamental cast iron railings on street frontage.</p>	<p>Attractive pair of houses which are Georgian Ashlar stone in style and retain their original features. Very tall structures especially when viewed from the river bank below.</p>
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	Holmfirth CA	Holmfirth - PC21	39 & 39a Station Road	Holmfirth	<p>Currently retail premises (Red Hairdressers & Cocoon) with history of commercial and residential purpose. Two storeys plus basement. Ashlar stone, stone slate roof with stone tabling, cornice, central ashlar stack. Each half: shop front (apparently original) with central doorway and shop window on either side, windows with aprons, lintels supported on pilasters either side of doorways, at ends and in centre, moulded string course above. At each end door to rear with fanlight. First floor: each half 2 windows with fluted stone jambs and lintels, and projecting sills. Ornamental railings to street frontage.</p>	<p>Building appears on 1854 OS map. Prominent pair of properties which have both commercial and residential function. Matching style and appearance with good proportions. In the late nineteenth century these were an antiques and furniture shop and they retain their original shopfronts.</p>
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	<p>Holmfirth CA</p>	<p>Holmfirth - PC22</p>	<p>Fire Station, Huddersfield Road</p>	<p>Holmfirth</p>	<p>Single storey, coursed stone with quoins. Gable to road with elaborate tabling and kneelers. Large window set in moulded architrave, with replacement lintel. Carved label mould over with finials and text 'FIRE STATION'. Blue slate roof. Rear part altered.</p>	<p>Holmfirth fire station was built in the late 1800s. Initially it was the single story building which housed one appliance (Fire engine) whose gable end is adjacent to Huddersfield road. An additional two large wooden sheds attached to the main building housed the second appliance and an ambulance. The Holmfirth urban district Council ran the station until 1939, when the National Fire service was formed and around all the county and district fire services. In 1954 the two detached wooden sheds which housed the second pump and appliance were demolished and replaced with the three bays adjoining the original station building. The ambulance was withdrawn but the two appliances remained.</p>
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						<p>Both full-time and part-time personnel manned station. The watch room was manned 24 hours a day with a duty fireman. At the present time there are 13 retained firefighters.</p>
	<p>Holmfirth CA</p>	<p>Holmfirth - PC23</p>	<p>Old Police Station, 16 Bridge Lane</p>	<p>Holmfirth</p>	<p>Coursed stone with raised ashlar quoins. Office to right single-storey front, two storeys to rear, with 5-light canted bay, moulded string course and parapet, door to right, small window in right gable wall. Inspector's house to left two stories with door to right, projecting gabled front having window on each floor with moulded architrave. Roof blue slate with stone tabling to all</p>	<p>This building which is an annex attached to the rear of the Technical College was originally Holmfirth police station. Built in 1857 at a cost of £1000, it had three cells and the house for the inspector. The force consisted of one inspector and eight constables. The building is now an architect's office.</p>

					<p>gables, prominent ashlar chimney stack to office, small ashlar chimney on house ridge.</p>	
	<p>Holmfirth CA</p>	<p>Holmfirth - PC24</p>	<p>Wagstaffe's, 29 Station Road</p>	<p>Holmfirth</p>	<p>Symmetrical, detached building housing a shoe shop.</p>	<p>Wagstaff's is one of the select few businesses in Holmfirth to survive for well over a century. This boot and shoe business was situated at No.1 Towngate from late Victorian times. They transferred to their present shop at No. 29 Station Road in May 1921 as a result of the demolition of the Riverside buildings to widen Towngate.</p>

	Holmfirth CA	Holmfirth - PC25	Civic Hall, Huddersfield Road	Holmfirth	Dominant civic building now part of the Holmfirth Civic Hall.	<p>The building of the Drill Hall, opened in 1892, was the result of the decision taken in May 1884 that there was a priority requirement for a new purpose-built drill hall in the town. Prior to this the National school and then the Druids Hall had been used for drill exercises. The E company 2nd Volunteer Battalion West Riding Regiment, established in 1860 was growing in size and needed larger premises. The site acquired for this Tudoresque-style building was land adjacent to the town hall (Opened in 1842). The premises including a spacious hall, two large ante-rooms, armoury, band room, orderly room and sergeants mess. It was financed by public subscription</p>
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	<p>Holmfirth CA</p>	<p>Holmfirth - PC26</p>	<p>25 High Town Lane</p>	<p>Holmfirth</p>	<p>2-storey, coursed ashlar, moulded cornice and parapet with dormer over, mid-19th century. Door to right with pilasters and heavy drip moulding, passage door to left with moulded lintel, wide central window with moulded architrave, moulded sill and apron and triangular head. Upper floor 3 windows with moulded architraves and moulded sills on brackets.</p>	<p>Mid 19th century property which is a good example of a town villa and indicating the increasing affluence of Holmfirth residents. Part of a pleasing row of terrace houses with individual architectural styles.</p>
	<p>Holmfirth CA</p>	<p>Holmfirth - PC27</p>	<p>31 High Town Lane</p>	<p>Holmfirth</p>	<p>Ginnel to High Town Lane. Drip course over doors, with aediculated opening to ginnel in centre.</p>	<p>This ginnel is a discreet means of accessing the rear of terrace properties and forms a neat transition between 2 front doors. Has arch pediment above. It is in the mid section of a row of terrace houses and was in place before 1888.</p>

	<p>Holmfirth CA</p>	<p>Holmfirth - PC28</p>	<p>57 Huddersfield Road</p>	<p>Holmfirth</p>	<p>Important building at top of Victoria Street.</p>	<p>1800 - 1850 period. Now two shops (footwear & kitchens) but originally one shop. Grocer's Wallace's and then (from 1920s) Hinchliffe Mill Industrial Co-operative Society. Upper floor was a community space used for dancing, meetings. Important architecturally as it is an important vista when viewed up Victoria Street from Victoria Square direction.</p>
	<p>Holmfirth CA</p>	<p>Holmfirth - PC29</p>	<p>Toll House, 32 - 34 Huddersfield Road</p>	<p>Holmfirth</p>	<p>Attractive corner position by historic bridge, this is a multi-level building with attractive frontages used for retail.</p>	<p>The present building dates from around 1870, replacing a previous toll house on or near the same site. The Tollhouse lay on the Shepley Lane Head to Greenfield Turnpike, evidence of it still existing in the form of the mileage plate on the parapet of the nearby bridge. In 1875 the trustees discontinued the</p>

						<p>Turnpike and in 1876 sold the building. The building has been a wine and spirits outlet, butchers shop, off-licence, café, bookshop and, currently a fair trade shop. Has a blue plaque.</p>
	<p>Holmfirth CA</p>	<p>Holmfirth - PC30</p>	<p>Druid's Hall, Station Road</p>	<p>Holmfirth</p>	<p>Large handsome symmetrical building with imposing frontage and original features.</p>	<p>The Druids Hall dates back to 1846. It cost over £2000 to build. It was the premises of the Holmfirth Branch of the Ancient Order of Druids Friendly Society, an organization offering financial help and security to the poor. They paid funeral expenses for example. The Druids was one of a number of friendly societies that were quite common in the 19th century. In 1851 590 Druids were recorded in the Holmfirth/Wooldale area. Apart from the Druids the hall was</p>

						<p>used for other functions including a staff dinner of the workers at Albert Mills in 1884. By the beginning of the 20th century the Friendly Society movement was in decline and membership had fallen drastically. In 1906 the remaining membership decided to offer the building for sale at public auction and it took on a new existence as a hotel and a fully licensed public house with brew house attached. It continued in this form until 1917 when the local Masonic Lodge, in need of larger premises, purchased the Druids Hall for some £700. The Druids Hall, now known as the Masonic Hall, has been home of the Holme Valley branch (number 652) since</p>
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						<p>1921. It has a blue plaque.</p>
	<p>Holmfirth CA</p>	<p>Holmfirth - PC31</p>	<p>50 - 54 Back Lane</p>	<p>Holmfirth</p>	<p>3 identical houses in terrace, 2 storeys, 1800-1850. Principal elevation to west, coursed stone, each house with Gothic door on left and a 2-light Gothic window on each floor on right. Remaining elevations rendered with small windows on east and modern windows in</p>	<p>Built in the early 19th century, these building's architectural significance is that they contribute to the sweeping vista that contributes to the oldest part of Holmfirth and that</p>

					<p>north gable. Stone slate roof, with stone tabling to gables and ashlar chimney for each house.</p>	<p>leads the eye up to the hillside above.</p>
	<p>Holmfirth CA</p>	<p>Holmfirth - PC32</p>	<p>Henry Mitchell, 1 South Lane</p>	<p>Holmfirth</p>	<p>Adjoining buildings with private residence on left and business premises on right including warehouse with taking-in doors. Deep set central doorway with moulded semi-circular arch and fanlight on left hand side and plain shop window and door to right.</p>	<p>Pre 1800 period. Grand and imposing frontage on left hand side which is known as Grove House, named after the residence in Honley which Henry Mitchell rented. Half of the house is a warehouse for the Mitchell business and it is noteworthy that it has remained the same business since mid nineteenth century and has 'taking in' doors on first and second floors.</p>

	<p>Holmfirth CA</p>	<p>Holmfirth - PC33</p>	<p>54 -58 Upperthong Lane</p>	<p>Holmfirth</p>	<p>Weavers cottages</p>	<p>Mid 19th century weavers cottages. Noticed the "taking in door", with its exterior stair in the end wall of the terrace. This is where the raw materials were brought in and the finished cloth taken out of what would have been a communal weaving space across the whole top floor. Excellent example of upper i.e. third floor weavers windows which remain intact in all three dwellings. They appear as an almost continuous run.</p>
	<p>Holmfirth CA</p>	<p>Holmfirth - PC34</p>	<p>The Old Sunday School, 52 Upperthong Lane</p>	<p>Holmfirth</p>	<p>It is a traditional building with a large door opening with pilasters and extremely elaborate head adjacent to the Chapel, and three windows beyond, the nearest two in a slight projection. These windows have segmental arched heads. On the first floor there are five very plain windows,</p>	<p>Adjoining the Lane Congregational Chapel, the late Sunday School, possibly built in 1847 with frontage rebuilt in 1912.</p>

					<p>two over the door and one over each ground floor window. Early 20th century extension to rear now demolished.</p>	
	<p>Holmfirth CA</p>	<p>Holmfirth - PC35</p>	<p>Lane Congregational Chapel</p>	<p>Holmfirth</p>	<p>Former chapel converted into residential flats in early 2000s. The Chapel has 4 bays of windows on each of its two floors, the central two being in a slight forward projection. It stands on a raised platform with ornamental cast iron railings. The frontage is very elaborate, rebuilt in 1889, with aprons below the windows, three moulded string courses, pilasters to the two central windows, segmental lintels to the ground floor and arched lintels to the first floor. Similar windows in return of northeast wall. Some plain windows to rear. The roof is a slated hipped roof.</p>	<p>One of several nonconformist groups in the Holmfirth area, the Independents shared a church with the Methodists before building their own small place of worship, described as a 'place of worship for Protestant dissenters', in 1777, further down Upperthong Lane from the present site. The Chapel moved to its present site in 1829, with the rear showing a dated inscription. The early burial ground was across the road from the chapel, but is now a private garden. It</p>

						<p>was later joined by a much larger burial ground further up Upperthong Lane.</p>
	<p>Holmfirth CA</p>	<p>Holmfirth - PC36</p>	<p>The Old Manse, 46 Upperthong Lane</p>	<p>Holmfirth</p>	<p>Coursed stone, door to right with stone jambs and fanlight. Canted bay window to left, probably later alteration. First and second floors each two windows with stone jambs and raised sills. Stone slate roof, with tabling and kneelers to gable.</p>	<p>Formerly the Manse for the adjoining chapel, this was built during the ministry of the Rev John Cockin (1806-1849). He was the son of the Rev Joseph Cockin of Honley, sometime pastor of the Square Chapel in Halifax. He took up his post (at the then Binsfield Chapel) on 8 Mar 1806, and served until 1849. Newspaper reports have him born on 26 Feb 1883 at Kipping, Halifax, although the</p>

						<p>Censuses of 1851 and 1861 refer to Thornton, Bradford. He died on 17 Oct 1861 at New Bond Street, Halifax, and was buried at the Lane Chapel on 23 Oct 1861.</p>
	Holmfirth CA	Holmfirth - PC37	39 - 40 Huddersfield Rd	Holmfirth	<p>Ashlar stone frontage & recently refurbished from residential use to commercial. Attractive properties set back from the road and now housing a bookshop and tattoo parlour downstairs with more commercial at the back.</p>	<p>Burtens Academy (after John Burton) is next door to the present Holmfirth Library and until recently has been a B&B establishment but has recently been sold. The first mention of a school being here is in Pigot's 1834 Directory where it is described as a boarding and day school.</p>

	<p>Holmfirth CA</p>	<p>Holmfirth - PC38</p>	<p>Former Council Offices, 49 - 51 Huddersfield Rd</p>	<p>Holmfirth</p>	<p>L-shaped building, 3 storeys, coursed stone, ashlar stone plinth. Porch in re-entrant angle with window, 3-light canted bay window to right, 3-light window with wide central opening to left. Upper floors 2-light windows over ground floor windows, single windows over porch. Windows also in first floor left gable and second floor right gable. Dentilled eaves cornice. Pitched roofs. Gables with stone tabling and plain kneelers. Windows mainly traditional sashes, except some on second floor.</p>	<p>1851 - 1900 period. Originally Shaley cottages this building was purchased and adapted by Holmfirth Distirict Council by 1903 and was used by the Holme Valley Parish Council as its office and council chamber until 2017 when it was asked to vacate the building by Kirklees Council.</p>
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	<p>Holmfirth CA</p>	<p>Holmfirth - PC39</p>	<p>Pump 'ole, under South Lane</p>	<p>Holmfirth</p>	<p>Water pump and trough.</p>	<p>This is a water pump and trough, in a recess under the steep incline of South Lane. It was erected by public subscription in 1850 and was in use until late 1920s. People would meet here the local lads' rugby team took their name the pump. One of the Pump Hole Rangers, Harold Wagstaff, began his career with them in 1905 at the age of 14 and went on to become one of the greatest players of all time. He captained England in 1914 and in 1920 on tours to Australia and New Zealand. In 1995 at the centenary of the rugby league, Harold Wagstaff was chosen for one of the five commemorative postage stamps. It is an example of how water was accessed before modern day piped water was</p>
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						introduced. It probably connected to a series of wells which started further up the hillside and which can be seen as troughs by the roadside today. The pump ole today is dry but is featured in an arch-shaped recessed gap underneath the road above. A rudimentary hand pump and trough remain.
	Oldfield CA	Oldfield - PC1	National School, Oldfield	Oldfield	Former school building.	Built in 1838 as a day and Sunday school. restored in 1874 and renamed the Mission room and where Sunday services were held. In 1908 it returned in use as a school until the 1970s. It is now a private dwelling.

	<p>Netherthong CA</p>	<p>Netherthong - PC1</p>	<p>Zion Methodist Church</p>	<p>Giles Street, Netherthong</p>	<p>Former methodist church, now a private dwelling.</p>	<p>Opened in 1872 and closed in 1980s. This church was a breakaway from a nearby Methodist church and they were also called Zion methodists.</p>
	<p>Netherthong CA</p>	<p>Netherthong - PC2</p>	<p>15-21 Moor Lane</p>	<p>Netherthong</p>	<p>Striking symmetrical building restored 20 years ago.</p>	<p>This was Netherthong's first Workhouse and was known locally as the Bastille. Inmates were then transferred to the workhouse in Deanhouse in 1862. This Bastille building was marked on the Ordinance Survey Maps of 1854, 1888 and 1918 but by 1922 it was referred to as Lydgett farm. The building, pre 1950, was then used as part of a farm. There were three floors with corn on the top floors and cows on the ground floor. It was converted into terraced housing in 1990s.</p>

	<p>Upperthong CA</p>	<p>Upperthong - PC1</p>	<p>Ash Villa Farm</p>	<p>Towngate, Upperthong, Holmfirth, HD9 3UX</p>	<p>Handsome well-proportioned house at the top of Upperthong village. It is 2-storey stone with raised ashlar quoins and hipped stone slate roof. Central doorway with pilasters, segmental arch lintel and fanlight. Sash windows with projecting sills on brackets and projecting jambs. 3-light window with wide central opening to right. Single window to left with segmental arch lintel and 3 similar windows to first floor. Ornamental garden wall with cast iron railings and gate.</p>	<p>The Farm originally consisted of an original tithe barn dating back to 1600-1755 with part of the barn originally being the dwelling house which was the site of the Toll Gate at the end of Towngate, Upperthong. This attractive house was then built between 1854 and 1906 complete with outdoor privies dated from 1898, two wells and a cellar. In 1810, open cast coal was dug at the rear of the property and it is thought that the original dwelling was demolished during the Luddite riots of 1812. Its prominent position in the village makes it a key focal point for the conservation area and it is noteworthy that it was the first house in Upperthong to have a telephone.</p>
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	<p>Hinchliffe Mill CA</p>	<p>Hinchliffe Mill - PC1</p>	<p>Hinchliffe Mill Methodist Chapel & Sunday School</p>	<p>Woodhead Road, Hinchliffe Mill</p>	<p>These are two large buildings adjacent to each other (shown together in upper photograph). The Chapel (on the left & in left lower photograph) is a 3-storey ashlar-fronted building with central door having pilasters and a heavy architrave. It has an ornamental front wall with cast iron railings. The first floor has 3 windows with arched voussoirs, and the second floor 3 plain windows. Windows on the south west elevation are in similar styles. The Sunday School (on the right & in right lower photograph) is inscribed 'Wesleyan - 1877'. Set on an ashlar plinth, it has a central doorway with pilasters, heavy architrave, and door within inner arch. On either side are windows with segmental arch lintels. Above the door is a 3-light window with arch tops and projecting sill on brackets. On either side</p>	<p>The chapel was built in 1839, with an adjoining Sunday School built in 1878. It had seating for 650 people. By 1971, the chapel had closed and the buildings sold. It was converted into flats. These are historic buildings used for communal purposes but now converted to residential. They reflect the heritage of the area.</p>
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					<p>are two windows with arched tops.</p>	
	<p>Hinchliffe Mill CA</p>	<p>Hinchliffe Mill - PC2</p>	<p>No.180 Woodhead Road</p>	<p>Hinchliffe Mill</p>	<p>Well proportioned town house: 2-storey, stone, ashlar front, stone slate roof, sash windows. Central door with stone jambs and fanlight. 1 window either side with stone jambs and projecting sills. 3 similar windows to first floor with sill forming string course. Cornice above. Ornamental front wall with</p>	<p>This house was built in 1840 and is a typical design for a foremans' house. It was the house of the foreman for the mill in the bottom of the valley (Cross Mill) and the house next door (Broadfield) was the mill owner's house. It is an attractive</p>

					<p>cast iron railings and gate.</p>	<p>property maintaining its key features.</p>
	<p>Hinchliffe Mill CA</p>	<p>Hinchliffe Mill - PC3</p>	<p>No.130 Woodhead Road</p>	<p>Hinchliffe Mill</p>	<p>Elegant 2-storey stone house with ashlar front, quins, stone slate roof, 6 over 6 sash windows. Central door with pillars, moulded architrave and fanlight. 1 window either side with apron below, fluted stone jambs and lintels. 3 windows to first floor with fluted stone jambs and lintels, and projecting sills on brackets. Cornice with blocking course above. Ornamental front wall with cast iron railings and gate.</p>	<p>Built in the 1840s, this was the house for the foreman of Yew Tree Mill and is a typical design reflecting the heritage of the area. It is also thought to have been the home of Samuel Roebuck who was a wealthy butcher in Hinchliffe Mill and is buried in Holmbridge churchyard. The slaughterhouse was next door to this building.</p>

	<p>Hinchliffe Mill CA</p>	<p>Hinchliffe Mill - PC4</p>	<p>Nos.90-92 Woodhead Road</p>	<p>Hinchliffe Mill</p>	<p>2-storey, stone, ashlar front, cornice above, stone slate roof, now with uPVC windows. No. 92 earlier, central door with stone jambs and fanlight. 1 window either side with stone jambs and projecting sills. 3 similar windows to first floor. No. 90 a little later, door to left with arched lintel and fanlight. 2-light window in rustic Italian form with arch lintels and keystones on each floor.</p>	<p>Appear on map of 1854 and a good example of housing of the time. The two houses were each part of a building then called Carr House and they were owned by William Henry Barber, who was the owner of Clarence Mill in Holmbridge.</p>
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	<p>Hinchliffe Mill CA</p>	<p>Hinchliffe Mill - PC5</p>	<p>Nos.84-88 Woodhead Road</p>	<p>Hinchliffe Mill</p>	<p>Good example of style of houses in terrace: all 3-storey, coursed stone, cornice above, stone slate roof. Each house has central doorway with stone jambs and fanlight. On either side window with stone jambs and raised sill. 3 similar windows on each floor above (central ones narrower).</p>	<p>Building appears on map of 1854 and is a well-proportioned terrace of houses adding to the character of the conservation area. This row of three houses was originally called Carr Terrace (84 = 1 Carr Terrace 86 = 2 Carr Terrace, 88 = 3 Carr Terrace). No.86 and 88 are underwellings with overwellings accessible from Fairfield Road at the back. In 1910 the overwellings were described as a garret and a kitchen. No. 84 originally had a carriage house and stables and was owned by Jonathan Roberts, son of Jonathan Roberts, the owner of Yew Tree Mill. The Roberts family had owned Yew Tree Mill from its origin around the 1780s right through to</p>
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						<p>it becoming modern times when two wool manufacturing families Butterworth and Roberts went into partnership. No. 86 was lived in by members of the Butterworth family and No. 88 was lived in by Henry Whiteley, woollen manufacturer. The Whiteleys were owners of Whiteley and Greens Ltd which ran their business from a part of Butterworth's mill at Hinchliffe Mill.</p>
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Appendix 2B: Candidate Non-Designated Heritage Assets (Recommendation 8B)

The following table includes those candidate sites, buildings or other structures deemed significantly important to warrant consideration for inclusion in the 'local list of non-designated heritage assets'. The candidate assets will be assessed as part of the combined West Yorkshire initiative (outlined in paragraph 4.3.8 of the HVNDP) and based on an agreed set of selection criteria. Further NDHAs may be included over the life of the plan.

Photograph of Candidate Non-Designated Heritage Asset	Identifier	Name	Location	Description	Significance
	Honley - Candidate NDHA 1	Honley library	West Avenue, Honley, Holmfirth, HD9 6HF	Stone and part-rendered building with cross-hipped roof of stone tiles. Ashlar entrance, windows set high (wall dormer style)	A distinctive building, built in 1936, partly funded by the Carnegie Trust. One of the “Carnegie” libraries, Honley library was built with funds donated by the Scottish-American philanthropist, Andrew Carnegie, and first opened its doors in 1936. Over the years the library has been a focal point for the village and remains a hive of activity today.
	Hade Edge - Candidate NDHA 1	Hade Edge School	Greave Road, Hade Edge, Holmfirth, HD9 2DF	Dating from 1899, a traditional school building built of stone with large vertical windows.	The main school building which is still used today is a traditional building which contributes positively to the historic character of the area. It is one of the few historic buildings in Hade Edge and has a prominent position on the edge of the village.

	<p>Hade Edge - Candidate NDHA 2</p>	<p>J Brindon Addy</p>	<p>Penistone Road, Holmfirth, HD9 2JG</p>	<p>Former weavers cottages and attached barn dating from the 18th century currently operating as a butcher's shop.</p>	<p>This property has 8 mullioned windows in a row and outline of cart doors and is one of the few historic buildings within Hade Edge which reflects the original character of the area.</p>
	<p>Holmfirth - Candidate NDHA 1</p>	<p>Bridge Mills</p>	<p>Bridge Mill, Huddersfield Road, Holmfirth, HD9 3TW</p>	<p>Large, imposing mill building occupied by a range of local businesses</p>	<p>Built in 1865 and occupied by many different companies over the years until its closure in the 1980s. These companies carried out many of the processes in producing wool cloth under the same roof. One company invented a shuttle- less loom which resulted in machinery capable of weaving many designs with many colours. The remaining building is now a business park within the original building with a range of companies operating within it. Other parts of the original mill were on the opposite side of the Huddersfield Road but were replaced by a supermarket in 2014. Bridge Mills is a striking building reflecting Holmfirth's industrial</p>

					heritage and visible on a key gateway to the town.
	Holmfirth - Candidate NDHA 2	Bottoms Mill	Hinchliffe Mill, HD9 2PU	Mill buildings, chimney and mill dam	Originally built in the 1820s, Bottoms Mill is one of Holme Valley's oldest mills. The iconic, 150ft red chimney was added in 1911 and acts as a landmark to this day. The mill relied on water from the River Holme, which was channelled via a narrow watercourse, known as a goit, into the Bottoms Mill pond.

	<p>Holmfirth - Candidate NDHA 3</p>	<p>Former St. John's School</p>	<p>1 - 6 St John's Court, Greenfield Road, Holmfirth</p>	<p>Former school building now residential as St Johns Court. It is an attractive building with ashlar dressings including carved heads and bosses above the principal doors and windows and has an inscription above the door.</p>	<p>Built in 1871, this former school house has an inscribed date above the door 'St Johns Church School' and is a noteworthy building up this busy road out of Holmfirth centre. It was built in an L shape by architect Mr J. C Teale at a cost of £1150 with the mixed school in one part and the infant school in another. It accommodated 300 children between 1871 and 1971 before closing with the opening of the new 'Parkhead' school further up the road (now Upperthong J&I School).</p>
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Appendix 3: Biodiversity Assets

International and National Designated Sites

Peak District Moors (South Pennine Moors Phase 1) Special Protection Area (SPA)
South Pennine Moors Special Area of Conservation (SAC)
Honley Station Site of Special Scientific Interest (SSSI)

Local Geological Sites

Brockholes and Round Wood, Brockholes
Digley Quarries, Holmbridge
Scar Hole Quarry, Jackson Bridge

Local Wildlife Sites

Cliff Wood
Hagg Wood, Honley
Hey Wood/West Wood
Honley Wood
Round Wood, Brockholes
Spring Wood, Honley
Carr Green Meadows, Holmbridge
Digley Reservoir/ Marsden Cough
Holme House Grasslands, New Mill
Holme House Wood, New Mill
Holmroyd Wood, Netherthong
Malkin House Wood, Holmfirth
Morton Wood
New Laith Fields, Holmbridge
Rakes Wood
Wild Boar Clough
Yateholme Reservoirs & Plantation

Appendix 4: Summary of Local Green Spaces

The following four locations have been identified for Local Green Space designation in the NDP:

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

NPPF Paragraph 100 sets out that the Local Green Space designation should only be used where the green space is:

- a) in reasonably close proximity to the community it serves;
- b) demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife; and
- c) local in character and is not an extensive tract of land.

The following justification sets out how each of the Local Green Spaces meets the criteria in the NPPF:

1) Scholes Marsh Road Well Garden



Situated just below the School, Scholes Methodist church and on the road to Hepworth, this small location is closely located to the communities it serves and has long-standing local significance.

a) **Close proximity**

Situated just below Scholes School and Scholes Methodist Church, this site contains the original wells for the locality, the adjacent stonework including the base structure for what was the community hand pump.

b) Demonstrably special

The site is currently laid out as an attractive park area with shrubs surrounding a grassed area with two benches, litter bin and the wells themselves. The house across the road, previously named 'Denhirst', is Grade II listed. It is the only place in this part of the village with recreational value and has long served as a meeting place for local community activity.

The Annual Hepworth Feast procession stops at the well for singing on its circular route, a tradition dating back to 1884. The location was also used for open-air services connected with Scholes Sunday School, the Holmfirth Express reporting one such event in July 1918. The church and school still use it for displays and events and the School for example, used it for a well-dressing project in 2012. The location has been used in filming for the Last of the Summer Wine. Local wildlife is visible here with the well hosting frogspawn in the spring.

c) Local, not extensive

The site occupies the corner at the junction of White Wells Road and Marsh Road, comprising approximately 0.04 Ha. It is thus local and certainly not extensive.

2) Scholes Sandygate Fields

View from Scholes Moor Road looking towards Sandygate Farmhouse

This location comprises the historic setting of two Grade II listed farmhouses, those of Sandygate Farm and the Old House, Ryecroft; their ancient relationship with each other and the land of Scholes Moor as part of the medieval township of Scholes; and the connection with the Sandygate road, part of the historic Maythorne Way which connected Marsden, Holmfirth and Penistone.

a) Close Proximity

For this historic site, the concept of close proximity should be understood within the concept of the medieval township of Scholes, particularly because it is the heritage aspect of the area

which local residents wish to preserve. Faull and Moorhouse [1] state “Scholes was a hamlet lying in the townships of Wooldale, Fulstone, Cartworth and Hepworth. It was described as a township in 1285 and 1286 and its bounds were referred to in 1315.”

Further, they state “each township has a share of high moorland, freely draining brown soils and wetter gley soils, ie land suitable for both plough and pasture”. Within this context, Sandygate fields represent the heart of the totality of the medieval township considered in relation to its high moorland and ‘land suitable for plough and pasture’, and retains this proximity with respect to the modern settlement, the built element of which now extends from St George’s Road to Cross Lane.

[1] Faull and Moorhouse “West Yorkshire: An Archaeological Survey to 1500. Volume 3 - The Rural Medieval Landscape” pub West Yorkshire Metropolitan County Council 1981

b) Demonstrably special

The special nature of the site derives from its historic origins and village heritage as described above, and its importance to local residents may be gauged by their continuing efforts over years to protect the site from development.

The demonstrably special nature of the site has been recognised in the final reports of two different Planning Inspectors who have both refused previous planning applications for the site.

In June 1996, the decision of the first Planning Inspector focussed on the character and setting of the location, being one of openness at the edge of the village allowing views out to the countryside beyond.

More recently, during the development of the Kirklees Local Plan, several hundred objections to the allocation of the site for housing were made, together with representations made by the Residents’ association (Scholes Future Group) who also gathered expert opinion from Historic England to support the case that the site should not be allocated for housing development.

In January 2019, the report of the Inspector of the Kirklees Local Plan supported this position by stating “The site consists of a series of open sloping fields on the edge of the village, divided by traditional stone walling. There are views across the site towards the nearby listed building of Sandy Gate Farmhouse and to the wider countryside, and the site provides an attractive setting to the village. The Council’s HIA identifies areas of moderate significance within the site which form part of the agricultural setting of Sandy Gate Farmhouse and another nearby listed building (The Olde House, Ryecroft). I concur with Historic England that the HIA underplays the significance of other parts of the site, as these form part of the historic field system, and there are clear views towards Sandy Gate Farmhouse from along much of Scholes Moor Road. The HIA indicates that views towards the asset are of ‘high significance’. I therefore conclude that development across much of the site would cause considerable, albeit less than substantial, harm to the listed farm, and detract from the character and setting of this part of the village.”

It is this special, recognised character and setting which Local Green Space designation would defend and preserve.

c) Local, not extensive

From the above, the site is clearly local and is self-contained within clearly defined boundaries. However, the word 'extensive' warrants further consideration. The extent of the site put forward is approximately 3.25 hectares which may seem excessive in respect of typical LGS areas. However, the special nature of the site within the historic bounds of the hamlet and associated moor within which it has been so closely related for so many centuries supports the case that not only is the area not too extensive, but indeed is as small as is necessary, to preserve the historic relationships within the locale with the associated landscape views and vistas.

3) Wooldale 'Chapel Field'**a) Close Proximity**

The field sits within the village of Wooldale, adjacent to Wooldale Free Methodist Church and close to the Wooldale Community Centre, and thus close to the community it serves.

b) Demonstrably special

The field fulfils an important function as a tranquil oasis of agricultural grazing space within Wooldale Conservation area. Wooldale Free Methodist Chapel was built in 1868 and in its early days, services were held on this field in the open air. In 1923, the chapel trustees bought the field for gatherings and the annual Wooldale Sing was held here for a number of years as well as annual bonfires, parades and other community events. The present trustees took over ownership of the field in 1997.

c) Local, not extensive

The field is contained within a boundary wall and has an area of approximately 0.4 Ha.

4) Hade Edge 'Triangle'



a) **Close Proximity**

The Hade Edge triangle sits on the northern edge of the village of Hade Edge, acting as a 'Gateway' to the village from the north. As the 'gateway' to the village, it is clearly close to the community it serves.

b) **Demonstrably special**

The area is maintained by the local residents' group, being used as a village green with benches and planters. It is furnished with a carved stone place name monument and is used locally as a meeting place and location for the display of local notices.

c) **Local, not extensive**

The site is not an extensive tract of land with an area of approximately 0.17 Ha.

Appendix 5: Kirklees Highway Design Guide November 2019

The Kirklees Local Plan states that car parking provision in new developments will be determined by the above criteria (Policy LP22). LP22 also states that new developments will incorporate (in their curtilage) flexibly designed and sufficient parking provision for private cars, considering a range of solutions. This is to provide the most efficient arrangement of safe, secure, convenient and visually unobtrusive car parking within a site, including a mix of on-street and off-street parking in accordance with current guidance. Policy LP22 also states that provision will be made to meet the needs of cyclists for cycling parking in new developments and that provision will be made to accommodate the needs of people with disabilities

The government abolished national maximum parking standards in 2011 as maximum parking standards can lead to poor quality development and congested streets. Local planning authorities must now seek to ensure parking provision is appropriate to the needs of a development and not reduced below a reasonable level.

20

KEY DESIGN DRIVER

Kirklees Council has not set local parking standards for residential and non-residential development. However, as an initial point of reference for residential developments (unless otherwise evidenced using the criteria in Para. 5.1), it is considered that new:

- **2 to 3 bedroom dwellings provide a minimum of two off-street car parking spaces**
- **4+ bedroom dwellings provide three off-street spaces.**
- **1-2 bedroom apartments provide one space (3+ bed two spaces)**

In most circumstances, one visitor space per 4 dwellings is considered appropriate. One cycle space per unit is recommended. The council can advise on provision for other uses. Further guidance can be found [here](#):

Further guidance on parking design is outlined in the Kirklees Highway Design Guide November 2019 which can be viewed at: [Highway Design Guide Supplementary Planning Document \(SPD\) \(kirklees.gov.uk\)](#)

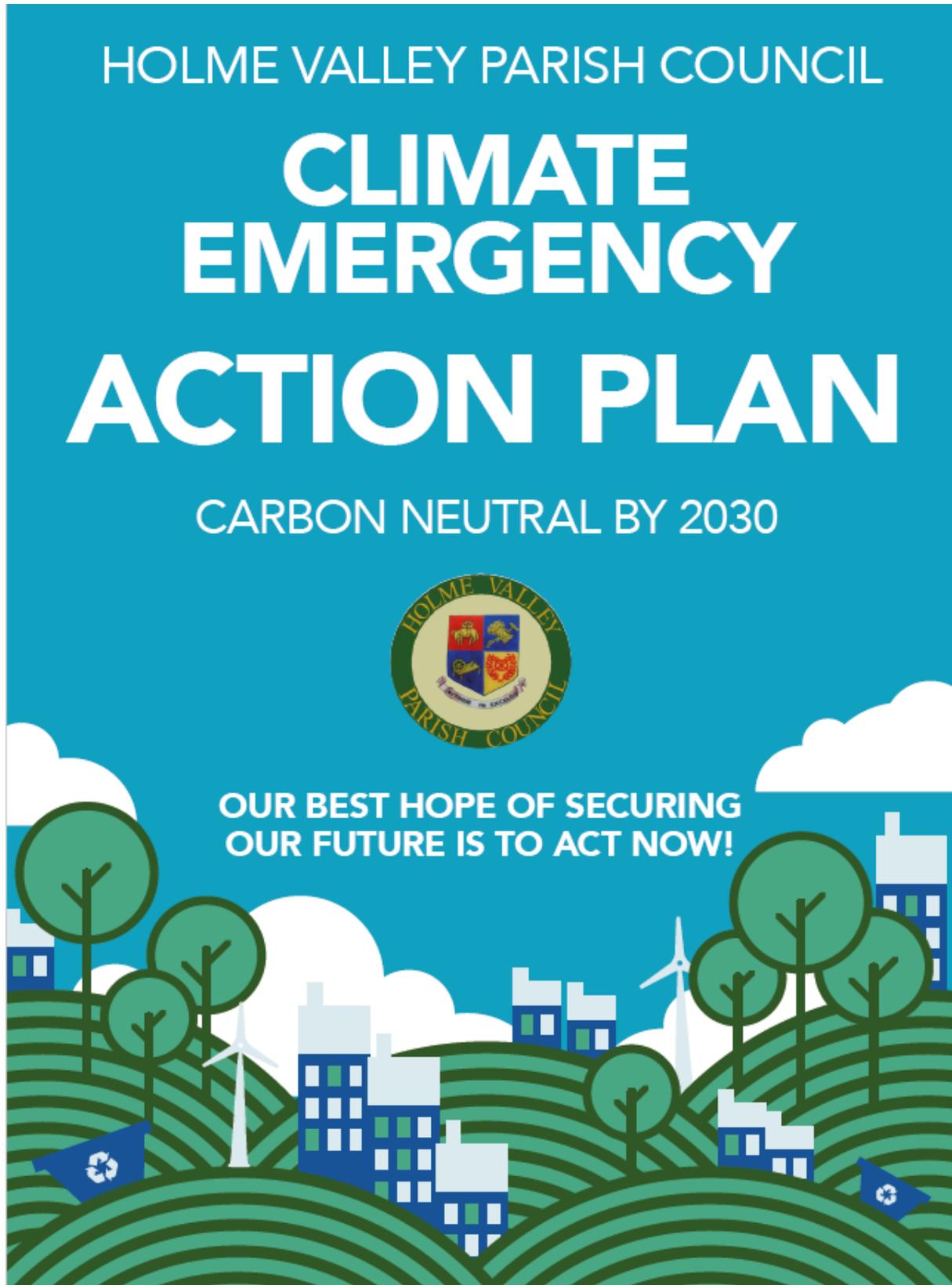
Submission Plan Appendix 6 deleted (Recommendation 20A)**Appendix 6: Kirklees Local Plan Designated Urban Green Space**

Ref No	Ward	Address	Street	Locality	Size
UGS903	Holme Valley North	Honley Park, Jagger Lane Recreation Ground & Honley Junior School	Jagger Lane	Honley	6.73
UGS904	Holme Valley North	Honley High School Playing Fields	New Mill Road	Honley	4.26
UGS906	Holme Valley North	Brockholes Junior & Infant School	Brockholes Lane	Brockholes	1.15
UGS907	Holme Valley North	Brockholes Recreation Ground	Brockholes Lane	Brockholes	0.56
UGS908	Holme Valley North	Scar Wood, Oakes Avenue Recreation Ground & Oakes Avenue Allotments	New Mill Road	Brockholes	1.51
UGS1242	Holme Valley South	All Saints Church	Town Gate	Netherthong	0.61
UGS1243	Holme Valley South	Christ Church	Sude Hill	New Mill	0.42
UGS1245	Holme Valley South	St John's Church	Upperthong Lane	Holmfirth	0.62
UGS1246	Holme Valley South	Land rear of Shawfield Avenue	Shawfield Avenue	Holmfirth	0.89
UGS1247	Holme Valley South	Land rear of Paris Road	Paris Road	Scholes	1.34
UGS1278	Holme Valley South	Dean Brook Woodland	St Marys Road	Netherthong	1.27
UGS1307	Holme Valley South	Holy Trinity Church	Butt Lane	Hepworth	0.44
UGS2150	Holme Valley South	Mill Pond	Wickleden Gate	Scholes	0.58
UGS1279	Holme Valley South	Land east of Springwood Road	Springwood Road	Thongsbridge	3.82

Ref No	Ward	Address	Street	Locality	Size
UGS861	Holme Valley South	Holmfirth Parish Church Tennis Club	New Mill Road	Wooldale	0.96
UGS884	Holme Valley South	Netherthong Primary School	School Street	Netherthong	1.13
UGS885	Holme Valley South	The Oval Playing Field	New Road	Netherthong	0.48
UGS886	Holme Valley South	Sands Recreation Ground	Huddersfield Road	Holmfirth	11.11
UGS887	Holme Valley South	Sycamore Recreation Ground & Holmfirth High School	New Mill Road	Thongsbridge	8.28
UGS888	Holme Valley South	Land between	Stoney Bank Lane & Holmfirth High School Playing Fields	Thongsbridge	3.43
UGS889	Holme Valley South	Land between	Stoney Bank Lane & Holmfirth Road	Thongsbridge	3.52
UGS890	Holme Valley South	Kirkroyds Infants & Lydgate Schools	Kirkroyds Lane	New Mill	2.34
UGS891	Holme Valley South	Land at junction of	Pell Lane and Little Lane	Wooldale	0.67
UGS892	Holme Valley South	Wooldale Recreation Ground	Little Lane	Wooldale	0.4
UGS893	Holme Valley South	Wooldale Junior School	Royds Avenue	New Mill	1.97
UGS894	Holme Valley South	New Mill Recreation Ground	Holmfirth Road	New Mill	1.03
UGS895	Holme Valley South	Victoria Park	Cooper Lane	Holmfirth	1.93
UGS896	Holme Valley South	Upperthong Junior & Infant School	Burnlee Road	Upperthong	1.19
UGS897	Holme Valley South	Cinderhills Recreation Ground	Field Road	Holmfirth	0.41
UGS898	Holme Valley South	Scholes Junior & Infant School	Wadman Road	Scholes	0.87

Ref No	Ward	Address	Street	Locality	Size
UGS899	Holme Valley South	Holmbridge Cricket Club Ground	Woodhead Road	Holmbridge	0.68
UGS900	Holme Valley South	Holmbridge Recreation Ground & St Davids Church	Woodhead Road	Holmbridge	4.53
UGS902	Holme Valley South	Hade Edge Junior & Infant School & Hade Edge Recreation Ground	Greave Road	Hade Edge	1.72

Appendix 7: Holme Valley Parish Council Climate Emergency Action Plan



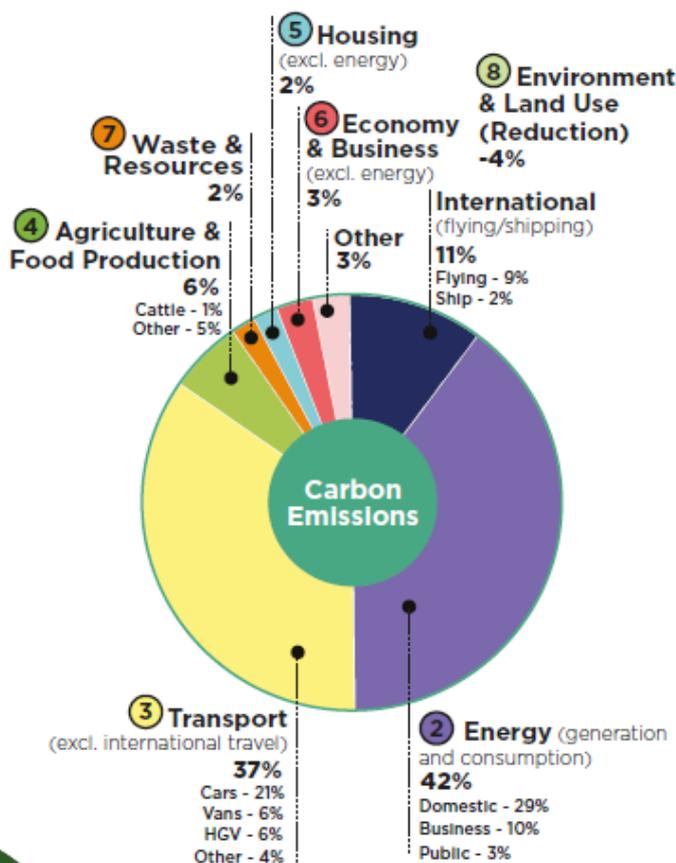
Holme Valley Parish Council recognises that we are in a state of climate emergency. Action is required by all of us to mitigate the impact of climate change on our community, our country and our planet.

Whilst we may like to think the worst impacts are far away, we are already seeing some effects close to home, with intense heat waves, heavy rainfall and flooding and more frequent moorland fires. Globally, these extremes are causing large scale flooding, crop failures and droughts, increasingly leading to massive people migrations, collapse of societies, mass starvations and millions of species threatened with extinction. These conditions are only predicted to get worse, threatening the futures of our children and grandchildren.

OUR BEST HOPE OF SECURING OUR FUTURE IS TO ACT NOW!

On 25th March 2019, the Holme Valley Parish Council pledged the Parish to becoming Carbon Neutral by 2030, in order to help in making our planet safer for ourselves, our children and future generations. The Parish Council has developed this Climate Emergency Action Plan to work together with our community and other levels of government to achieve this aim.

The average carbon emissions of the people in the Holme Valley parish are about 7 tonnes of carbon dioxide per person per year, (based on tonnes CO₂e equivalent in 2017). As the average carbon footprint for residents, businesses and the community, this equates to carbon emissions from the Holme Valley Parish of about 180,000 tonnes per year.



REDUCING OUR CARBON EMISSIONS

To avert or reduce the effects of climate change, we need to limit the emission of greenhouse gases (GHG) and remove the excess emissions already in the atmosphere. Greenhouse gases are mainly produced when fossil fuels (e.g. oil, gas and coal) are burned to create energy to power our homes and businesses, and to run our vehicles and machinery.

Reducing these emissions and becoming carbon neutral will require all of us to change to a more sustainable lifestyle, involving ambitious energy efficiency measures (decreasing the energy we use in the first place); getting our electricity from renewable sources (such as wind and solar); moving away from natural gas for heating and electricity generation from fossil fuels; moving to transport powered by renewable energy, eliminating waste and reusing resources, travelling less and promoting sustainable cycling, walking and the use of public transport.

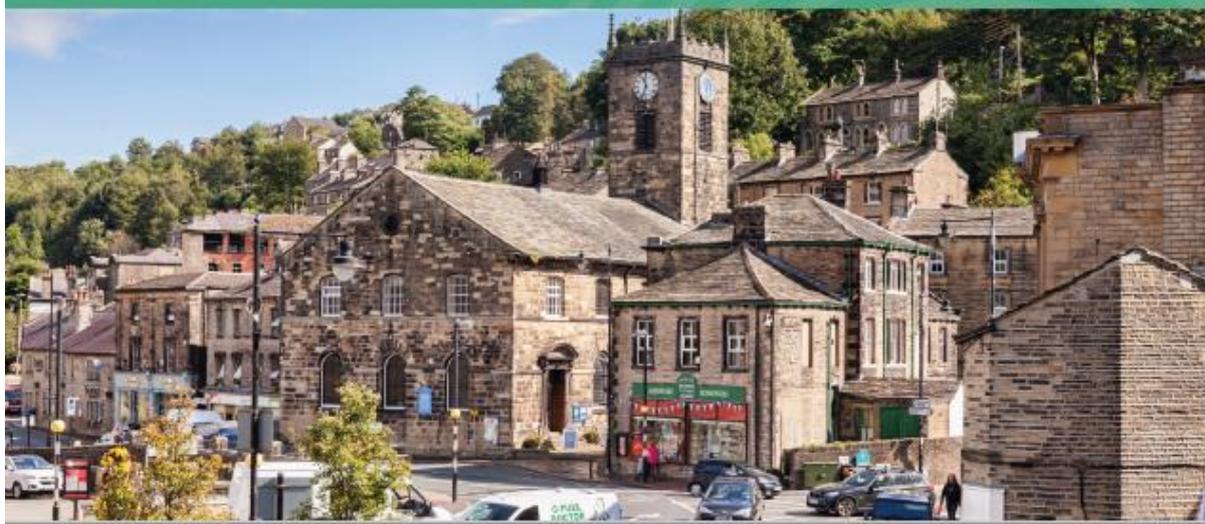
ACTION TAKEN SO FAR

The Holme Valley Parish Council with the local community and Kirklees Council, have already taken some local actions which will have reduced our carbon emissions, such as:

- Installed significant renewable energy generation capacity, particularly solar PV and wind turbines, including a community wind turbine 225kW which saves some 210 tonnes of carbon CO₂e each year.
- Insulated for free over one third of the homes in the Valley under the Kirklees Warm Zone Programme, reducing our domestic energy requirements
- Planted a number of young trees and new woodland in the Valley since 2000.
- Started upgrading Holme Valley street lighting to energy-efficient LED lights, saving electrical energy and carbon emissions
- Developed a Neighbourhood Plan with ambitions for energy-efficient homes fit for the future.

OUR GOALS:

- Inform, educate and change behaviours of residents, businesses and the wider community, in order to take the actions needed.
- Build resilience within our community to counter the adverse impact of climate change.
- Work towards a safe climate by radically reducing greenhouse gas emissions and becoming Carbon Neutral by 2030.

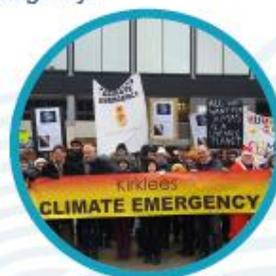


With a commitment to be carbon neutral by 2030, actions will need to be progressive; building up from *short term actions* raising awareness and showing what can be done, to *medium term actions* setting up pilot or transitional changes delivering some carbon reduction and then the *longer term actions* bringing in major change and the carbon reductions needed to get down to carbon neutral.

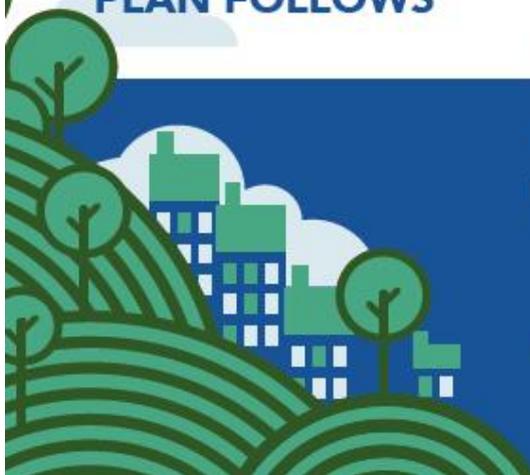


CLIMATE EMERGENCY ACTION WILL REQUIRE:

- Our homes and businesses to be dramatically more energy-efficient, with carbon-free heating sources.
- 100% clean electricity grid energy and more renewable energy generation within the Holme Valley.
- Ending our reliance on fossil-fuelled personal cars, vans and goods vehicles, with more shared transport and fewer journeys.
- Healthier lifestyles based on locally grown food, less red meat, more walking & cycling and a sustainable local farming economy
- Significant planting of woodland, restoration of our peatlands, preservation of green spaces and the maintenance of biodiversity in our flora and fauna.
- Working together as community residents, businesses, community organisations and all levels of government to respond to the Climate Emergency.



OUR 8 POINT ACTION PLAN FOLLOWS



Holme Valley Parish Council will work with other councils and organisations to show what is possible at the local level. Some of the largest changes, such as decarbonising our domestic energy and transport sectors by moving to 100% clean energy generation and leaving fossil fuels in the ground, will require concerted action at all levels of government, both local and national.

We will build support for this action in our local area and work with community groups and Kirklees Council to advocate for change at higher levels of government.

1 CLIMATE EMERGENCY MOBILISATION

Action is needed to avert the impact of climate change, and its impact on the lives of our community, as well as other parts of the UK and the world. The Holme Valley community needs to mobilise in response to the Climate Emergency. As the Parish Council we will facilitate this process of change within our community, and will:

SHOW LEADERSHIP

The scale and speed of transformation needed to change our energy markets, our economy, our legislation, and our behaviour in order to reduce carbon emissions, requires leadership at local, national and global levels. For our part, the Holme Valley Parish Council will:

- Engage and partner with other organisations to urge local and central government to declare and act on the Climate Emergency to meet the goals of this Climate Emergency Action plan
- Support our local community organisations to engage and take action on the Climate Emergency
- Report back on our actions and key achievements.

BUILD ENGAGEMENT

Build engagement and communications between the key stakeholders in our community, e.g. residents, community organisations, businesses, Kirklees Council, and central government. The Holme Valley Parish Council will:

- Provide information and advocacy through public meetings, events, newsletters, social media and Council website.
- Build relationships and partner with local community organisations, businesses and Kirklees Council to further our Action Plan.

STRENGTHEN RESILIENCE

Strengthen resilience of our community for dealing with economic, social and extreme environmental change. The Parish Council will:

- Seek a shared community vision of the challenges facing us with the Climate Emergency and the actions proposed, through meetings, events, website, social media etc.
- Strengthen our community identity and social cohesion, by building our Holme Valley brand, promoting our strengths and values etc.
- Build community capacity (knowledge-sharing, skills and networks) to carry out the actions proposed.



2 ENERGY ACTIONS

42% of Holme Valley Parish carbon emissions

Our major challenge is to reduce and decarbonise our domestic energy consumption, by switching to clean fuels for heating and lighting, and by transforming our local buildings and infrastructure to be more energy efficient and fit for the future. The Parish Council will:

- Encourage residents and business to **change behaviours and use less energy**
- Promote the **retrofitting of existing housing stock** (80% of 2050 homes) **to make homes more energy-efficient**, including insulation, draught-proofing, efficient heating/cooling systems and 'smart' controls.
- Ensure **new buildings** (20% of 2050 homes) **are built to high environmental and energy-efficiency standards**, through the planning process and the Local and Neighbourhood Plans.
- Support **local businesses and industry to be more energy-efficient and sustainable**.
- Support the **changeover of our street lighting and other public facilities to energy efficient LED lighting**.



- Explore how residents can **purchase renewable electricity on a communal basis** and can access communal district heating networks.
- Urge the government to **power up renewables** so that 100% of grid electricity is clean energy as soon as possible.
- Urge the government to **phase out natural gas use** for all domestic heating boilers and plan for switching to clean fuel sources for heating our buildings, such as renewable electricity, hydrogen, biofuels or heat pumps.
- Support more **renewable energy generation** in the Valley, particularly wind energy, solar and ground/air source heating, and encourage community-led schemes.

3 TRANSPORT ACTIONS

37% of Holme Valley Parish carbon emissions

The second major challenge is to make the switch to non-fossil fuelled vehicles, such as electric vehicles (EV), to reduce car dependency through better alternative transport services and infrastructure and to reduce our travel journeys. The Parish Council will:

- Promote a **walking and cycling culture**, reducing the need for vehicle transport whilst also improving our health and well-being etc, providing pathways, cycle routes and safe parking facilities for bikes, trikes, cargo-bikes and e-bikes.
- Support and facilitate **the switch to electric (EV) and other clean energy vehicles**, with dedicated parking and charging point facilities.
- Promote **clean energy public transport**, providing local, flexible and public transport services interconnecting our rural areas with transport hubs, using community buses, electric 'uber' style taxis, rickshaw e-bikes etc.



- Encourage more **car-sharing and vehicle-free environments**, reclaiming our road space, limiting personal car access, giving **preference to walkers, cyclists** and providing **better access to public shared transport**.
- Encourage residents to **reduce air travel**, pending clean-energy fuelled aeroplanes coming into service.



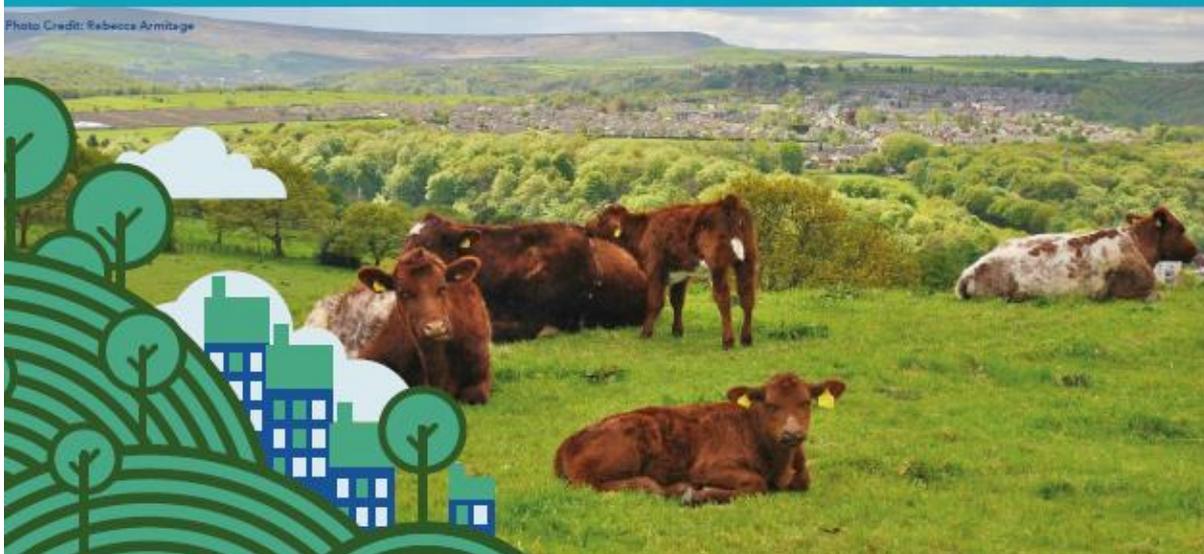
4 AGRICULTURE & FOOD PRODUCTION

Current agriculture and food production practices in the modern world have degraded the land, increasing carbon emissions and reduced the land's capacity to store carbon. A transformation in the way the world produces food and manages the land is required if we are to reduce the sector's carbon emissions. The Parish Council will:



- Promote **local food growing, local producers, farmers markets and local restaurants**, for our local producers to have outlets for their produce, restaurants to use local foods and to encourage residents to 'eat local', whether at home or dining out.
- Seeks **sites for more community allotments and community greenhouses** to promote all year round growing of local foods, to meet local demand.
- Encourage **healthy personal lifestyles** based on maximising use of local produce, with lower red meat and dairy consumption, more fruit and vegetables, to reduce imports of food and to support our local farming economy.
- Promote **sustainable farming practices** in the Valley that maximise local food production and restore the carbon storage capacity of our land, such as natural animal raising, natural pest control, permaculture, polyculture and pasture management.

Photo Credit: Rebecca Armitage



5 HOUSING & INFRASTRUCTURE

Despite our ageing housing stock and rural setting, housing demand in the Valley has risen significantly whilst house building has not kept up. A 'perfect storm' is coming, with shortages of both affordable housing for young people and compact quality housing for older people, coinciding with our existing housing stock needing to be retrofitted with energy-efficiency measures to be fit for the future. These challenging issues will have to be addressed so that the Valley community gets the housing it needs for a sustainable low carbon future. The Parish Council will:

- Support the supply of **affordable housing** in the Valley, including starter homes for the next generation of Valley residents.
- Support the supply of **compact quality housing for older residents** which meets their access and mobility needs, thereby releasing larger family homes onto the market.
- Use its **powers under Local and Neighbourhood Development Plans in the planning process**, to support development of appropriate housing to suit our community needs.
- Facilitate access to land and property for **community-led housing projects**
- Promote the development of **sustainable infrastructure** including green space landscaping, sustainable drainage (SUDS), water conservation measures, permeable surfaces and flood protection measures associated with housing and other building developments.

6 ECONOMY & BUSINESS

As a rural community within commuting distance of the large conurbations of Leeds, Sheffield and Manchester, the Holme Valley has to work hard to keep its own town centre shops and businesses going – in many similar rural areas around the country their town centres are failing. For a sustainable local economy, the challenge is to ensure sufficient local jobs and businesses to give the opportunity for residents to work locally in the Valley, instead of commuting for work within West Yorkshire and elsewhere, with all the carbon implications this brings. We will:

- Support **local small business opportunities in the growing green business sector**
- Seek to expand **local employment and training opportunities** as a means of reducing levels of commuting and to encourage young people to stay in the local area.
- Support **local service businesses in the vibrant tourism/entertainment/dining sector**
- Promote better **IT and Broadband services** in the Valley for home workers
- Encourage setting up **business hubs for local working**, with start-up offices, workshops and studios with hot-desking and commercial services facilities
- Support the establishment of **community-led businesses, such as co-operatives**, community benefit societies etc, which are supported by their local community and providing local services.
- Support **local festivals and other lifestyle events** which stimulate tourism and the local economy, as well as contributing to the character and well-being of the Valley.



7 WASTE & RESOURCES

With a natural limit to global resources, our community has to consume less products, produce less waste and recycle more of these waste resources for re-use. As we move to a 'circular economy' where waste become resources, as a community we need to change our 'throwaway' behaviours in order to reduce our carbon footprint. The Parish Council will:

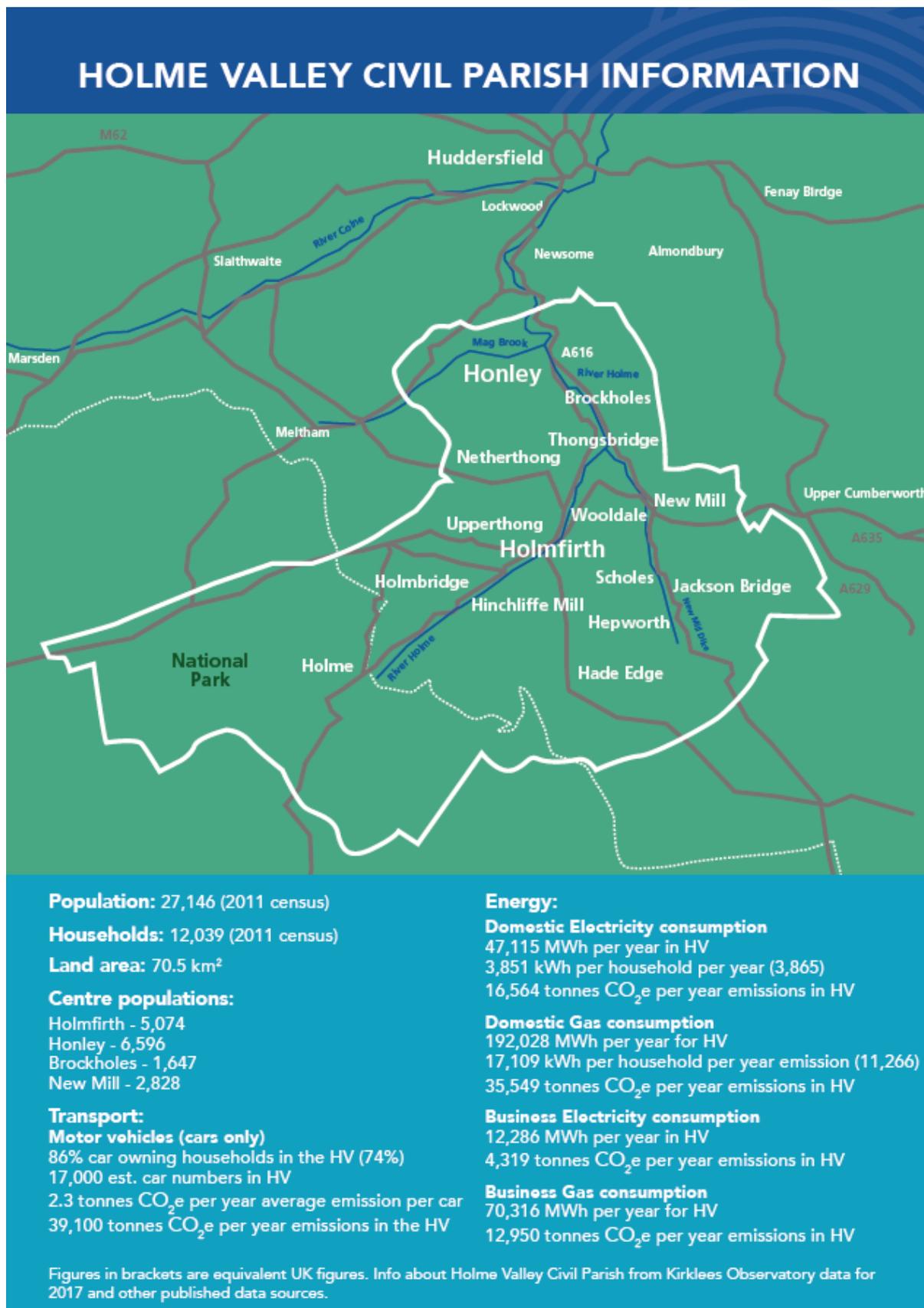
- Support resource initiatives involving **public awareness campaigns**, educational action etc. which reduce consumption and wastage and increase recycling and recovery rates,
- Encourage local businesses to **minimise their trade wastes** and maximise their resource recycling and recovery rates.
- Facilitate the **reduction in single-use packaging** and containers e.g. by providing drinking water fountains in public spaces to reduce the need for single-use plastic water bottles.
- Encourage local businesses to **make recycled end-market products from local wastes**, and sell these locally, though initiatives to drive forward a local circular economy within the Valley.
- Support community re-use and recycling e.g. recycling hubs, repair cafés, cooperative businesses etc.
- Urge government to **enforce the highest levels of resource recovery** and to implement their new UK Waste and Resource strategy in the move towards a circular economy for the UK.

8 ENVIRONMENT & LAND USE

With the realisation of the role that sustainable land use and afforestation plays in reducing carbon, the Valley can offset its carbon emissions by planting more woodland, conserving peatlands and wetlands, restoring grasslands and other changes to farmland and moorland, in order to retain them as carbon sinks and promote biodiversity. The Parish Council will:



- Encourage the **planting and management of more trees and woodlands** in our Valley for carbon sequestration (as carbon sinks)
- Support the **restoration and conservation of peatlands and wetlands (bogs)** on our moors
- Support the **restoration of agricultural pastures and grasslands** in the Valley
- Promote **community gardens, permaculture, wildlife gardens and green spaces**
- Encourage **biodiversity of our flora and fauna** to protect our pollinators and sustain a natural environment for crop production.
- Support **sustainable land use measures** in the Valley that can ensure water conservation, flood protection, and soil erosion protection.



CLIMATE EMERGENCY ACTION PLAN



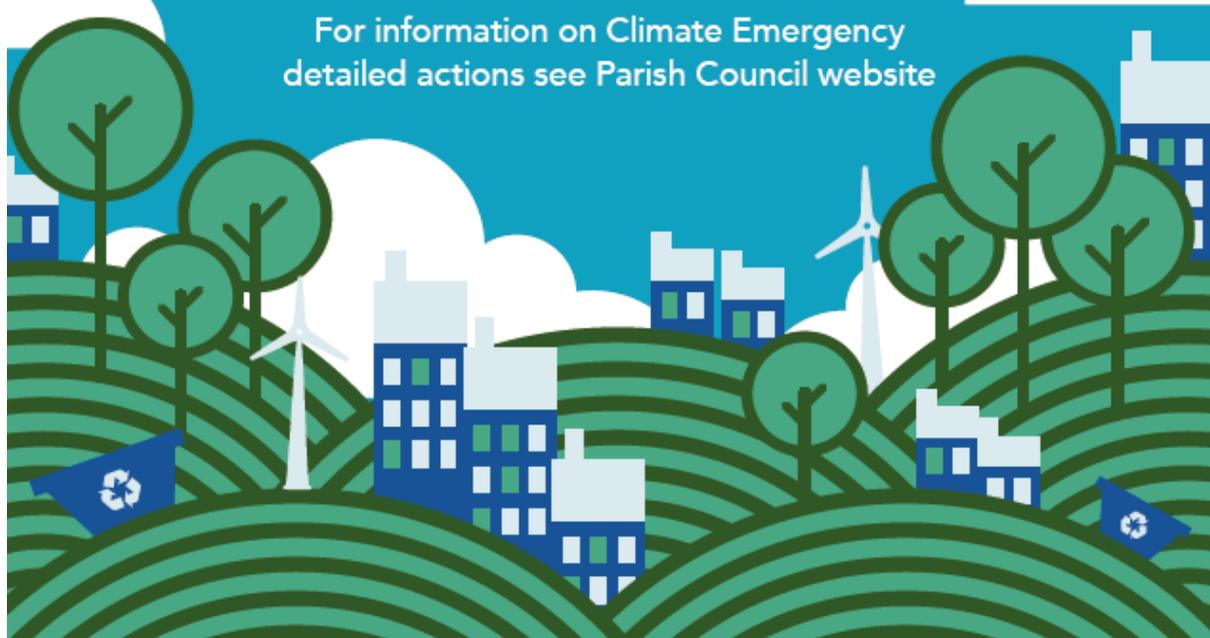
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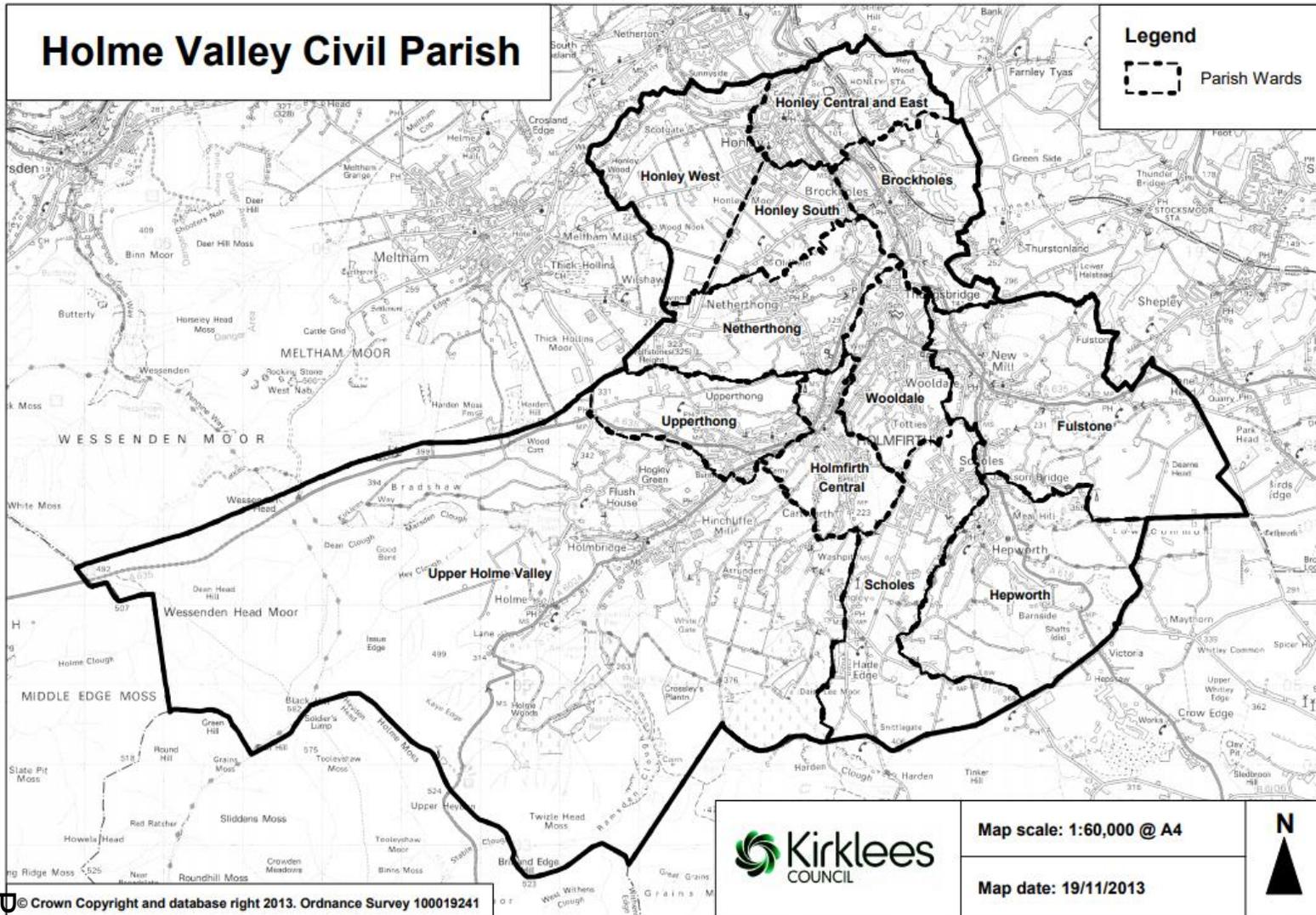
For information on Climate Emergency
detailed actions see Parish Council website



Holme Valley Parish Council

July 2021

Appendix 5: Holme Valley NDP Neighbourhood Area



Name of meeting: Cabinet Meeting

Date: 27th July 2021

Title of report: Food Safety Service Plan 2021

Purpose of report

For Members to approve the Food Safety Service Plan produced in accordance with the expectations of the Food Standards Agency and as contained in the Food Law Code of Practice

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Key Decision - Is it in the <u>Council's Forward Plan (key decisions and private reports)?</u>	Key Decision – No 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	Colin Parr Date: 25.06.21
Is it also signed off by the Service Director for Finance?	Eamonn Croston Date: 07.07.21
Is it also signed off by the Service Director for Legal Governance and Commissioning?	John Chapman Date: 05.07.21
Cabinet member portfolio	Cllr. Simpson

Electoral wards affected: All wards

Ward councillors consulted: N/A

Public or private: Public

Has GDPR been considered? Yes no personal data included and any sensitive data anonymised.

1. **Summary**

The Food Standards Agency (FSA) has a key role overseeing local authority activities concerning food safety enforcement. As a result, the FSA is proactive in setting and monitoring standards and auditing local authorities' enforcement activities in order to ensure enforcement is effective and undertaken on a more consistent basis nationwide. Powers to enable the FSA to monitor and audit local authorities are contained in the Food Standards Act 1999.

Food Safety Service Plans are seen by the Agency as an important part of the process to ensure that national priorities and standards are addressed and delivered locally. Development plans will also:

- focus debate on key service delivery issues;
- provide an essential link with financial planning;
- set objectives for the future, and identify major issues that cross service boundaries; and
- provide a means of managing performance and making performance comparisons.

Guidance issued by the Food Standards Agency provides local authorities with a service plan template which is designed to ensure that local authorities include in their service plans:

- information about the services they provide
- the means by which they will provide those services
- the means by which they will meet any relevant performance targets or performance standards set out under, for example, National Indicators (NI)

2. **Information required to take a decision**

In developing the plan, consideration has been given to a balance of enforcement measures depending on prevailing circumstances, level of risk, stakeholder engagement, and other external influences.

The Food Safety Service Plan for 2021 is attached.

The 2021 plan will summarise main actions/issues/outcomes to date (using the 2019/20 and 2020/21 Local Authority Returns Data) as well as providing an outline of future work priorities and direction.

Since the last development plan was completed (2017-19), the Food Safety team has undergone a number of personnel changes – the team has had one new Senior EHO and a new Team Manager who was appointed in August 2018. Staffing levels have stabilised but remain under pressure relative to the work given wider Council financial stresses.

Due to the uncertainties of the UK withdrawal from the EU (and impacts upon imported food requirements etc.) the 2017-19 Food Safety Development Plan was extended until March 2020. Since that time, due to COVID-19 there has also been significant impacts on the delivery of food official controls, due to the key role Food Safety Officers have played in the enforcement of Coronavirus Regulations.

The previous Food Safety Service plan was extended onto a third year as this allowed for a period of stability and consolidation given the structural and managerial changes that have taken place within the food team as well as the Service and wider Council. This was also appropriate given the uncertainties around time scales for the UK's exit from the EU and what the impacts in relation to food imports/exports to and from the EU might be. The plan was kept under review to ensure it remained relevant to the circumstances.

The Food Safety Team continue to follow the advice issued by the Food Standards Agency to ensure that the team is correctly applying guidance and regulatory requirements in a consistent manner.

3. Implications for the Council

3.1 Our Vision and Shared Outcomes

The Food Safety function directly links to the Council Vision for a strong, sustainable economy and great quality of life. The vision is underpinned by the Council's strategic priorities and shared outcomes, which again, the food safety function links strongly to, due to it being focused on public health, regulatory compliance and supporting businesses. The Council's strategic priorities are:

- Working with People
- Working with Partners
- Place Based Working
- Climate Change and Air Quality
- Improving Outcomes for Children

The Council's shared outcomes are:

- Best Start
- Sustainable Economy
- Well
- Safe and Cohesive
- Independent
- Clean and Green
- Aspire and Achieve
- Efficient and Effective

In addition, the Joint Strategic Needs Assessment identifies Food and Nutrition as one of its priorities. Furthermore, the link between unsafe food and public health is clear, and therefore, it is important to ensure that food processed, produced, sold and distributed in Kirklees is safe and fit for human consumption.

Timely, programmed and risk-based interventions will ensure that food businesses are inspected, and where necessary, proportionate enforcement action is taken. This approach will aim to ensure that problem premises are dealt with before their practices and procedures can have a detrimental impact on public health.

3.2 Working with People

The food safety team recognises the importance of engaging with business and how successful business can impact and increase local and council wide economic development. A consistent approach to food safety ensures a level playing field, with compliant businesses receiving recognition (through higher Food Hygiene Rating Scores) and failing businesses requiring proportionate enforcement action to secure compliance. The Public Protection Enforcement Policy outlines the graduated approach to enforcement, which starts at education and can ultimately lead to enforcement action where there is repeated failure to comply with legal requirements and/or the seriousness of the risk associated with non-compliance requires formal, enforcement action. This Enforcement Policy has been prepared in-line with the Regulators' Code.

Given the increase in awareness of food safety, and food hygiene rating scores, it is anticipated that customers to compliant businesses will increase and make the businesses more resilient. Having a satisfactory food hygiene rating is also a requirement for businesses to trade on online food ordering platforms (e.g. Just Eat) therefore it is in a business' economic interests to comply with food hygiene requirements. Similarly, it is anticipated that a consistent approach to enforcement will, in the longer term, ensure greater compliance and reduce the need for enforcement action.

Greater compliance should result in safer food and therefore the protection of public health of the residents of Kirklees.

3.3 Working with Partners

The food safety team works collaboratively with other areas of the Council, where appropriate. For example, there are strong links with School Catering to provide advice and guidance on legislative requirements; and with the Council's Pest Control Service etc. There is also strong collaboration with our neighbouring food safety teams in West Yorkshire to ensure that we are applying the law consistently. This is particularly relevant for businesses that have other outlets in other areas of West Yorkshire.

3.4 Place Based Working

The food safety function is required to follow the Food Law Code of Practice, which requires that all businesses be risk rated according to a national scoring system. This risk-based approach means that the businesses that pose the highest risk (whether that's because of undertaking high risk activities or due to poor levels of compliance) are inspected the most frequently. This targets resources to those areas which pose the greatest risk, based on intelligence and information.

3.5 Climate Change and Air Quality

The food safety team as part of Public Protection follows the Council's Travel Hierarchy for business travel. As part of this, officers have access to a fleet of fully electric vehicles. Officers are encouraged to do multiple visits in a locality to maximise productivity as well as resources and to minimise emissions. The new fleet of electric vehicles is likely to have resulted in a reduction in air emissions, resulting from the food safety function.

3.6 Improving Outcomes for Children

The FINE Project aims to positively impact the lives of children through the Ravensthorpe Pilot – Increasing nutrition literacy and through the ‘Healthy Holidays’ programme. They have also undertaken work to improve nutrition literacy in the under 5 setting.

3.7 Legal/Financial or Human Resources

Section 2 of the Food Law Code of Practice, 2021, (with reference to the Framework Agreement on Official Fee and Food Controls by Local Authorities) expects food safety service plans to be submitted to the relevant member forum for approval to ensure local transparency and accountability. Cabinet has previously considered the Food Safety Service Plan on an annual basis.

Kirklees, along with all Local Authorities signed up to a framework agreement with the Food Standards Agency for the regulation of food premises. In accordance with this agreement, the Local Authority has a duty to appoint a sufficient number of authorised officers to carry out the functions required by the Food Law Code of Practice (England).

In cases where local authority failure is identified (i.e. failure either to discharge functions adequately or failure to meet statutory obligations to apply the law), the agency has legal powers of intervention of direction and default.

Despite the low resources, the team continued to perform well. In 2017/18 the food safety team achieved 77.49% of the intervention programme.

As a result of us failing to meet the FSA imposed target of 100% of interventions due, the Food Standards Agency required a report to identify how this target would be achieved. Significant work was undertaken to review the reasons for failing to meet the target. This included: a review of the data base, which identified a number of anomalies that were showing as inspections not completed; reducing some of the advisory work that was undertaken; performance management of officers; and review of work procedures to ensure that productivity was maximised. A consultant was also engaged to conduct some inspections to compensate for some staff absence.

This approach and the hard work of food safety officers resulted in a significant improvement in the completion of the interventions. In the reporting period 2018/19 93.4% of interventions were achieved, with 94.86% of businesses being ‘broadly compliant’. This was with 9.76 FTE in post.

Building on the improvements of the 2018/19 period with 9.4 FTE (the establishment is 10) in place (due to staff turnover), we continued with the same approach. Due to the emergence of the COVID-19 pandemic, the Food Standards Agency instructed that routine food hygiene inspections should not continue in mid-March 2020. This resulted in two weeks’ worth of inspections not being completed during the reporting period 2019/20 (this would normally equate to approximately 80-100 inspections). Despite this, 95.11% of interventions due were completed for the reporting period.

Due to the COVID-19 pandemic, a significant amount of food safety officers’ time was diverted to Coronavirus enforcement duties, with food safety work being undertaken in accordance with the Food Standards Agency’s direction on high, medium and low priorities. The impacts of the pandemic, resulted in only 9.93% of the food inspection programme being completed during the 2020/21. However, the Food Safety Team complied with the FSA’s requirement to undertake all high priority work.

Using national data from The National Audit Office: Food Standards Agency Ensuring food safety and standards 2019 this identifies the officer and food business ratios:-

- Average number of food premises to Full Time Equivalent officers (FTEs):
Nationally: 416:1 Kirklees: 560:1
- If we were to operate at the national average we would require 12.7 FTEs. The 2021/22 budget has been reprofiled to provide extra resources for this important area of work and will look to finalise recruitment within the next financial year. It should be noted that due to the qualification and Competency Framework requirements for food safety inspectors, it is very difficult to recruit suitably qualified and experienced staff; therefore there may need to be some reliance on external contractors. We will continue to train and develop in-house members of staff to meet these recruitment needs.
- Prior to the COVID-19 pandemic, our officers continued to operate well above the national average of inspections per officer as can be seen by the ratio of food officers to premises. During 2019/20 the vast majority of inspections were undertaken by Environmental Health staff (rather than contractors). This is because we work to very tight targets compared to most local authorities and as a result, we are able to achieve an excellent output given the resources available. We also place high value in the importance of consistency in our approach and amongst officers, which is better supported using in-house staff. Our enforcement actions taken also place us within the top 10-15 local authorities in England (for both the 2018/19 and 2019/20 reporting periods).

Considerations are being made to increase the establishment of the food team to bring them in line with the national average, however, this will have budgetary implications. Also consideration is being made to the use of alternative resources such as the covid community support officers to undertake low level supportive, proactive, and surveillance work – however – the long term nature of the access to this resource is not yet agreed.

4. **Consultees and their opinions**

None

5. **Next steps**

The Food Safety Service Plan will need official sign off at Cabinet in line with the food law code of practice. The Portfolio Holder will be briefed prior to cabinet.

This Food Safety Service Plan will be reviewed in summer 2021, to further assess the impacts of COVID-19, once the Food Standards Agency has published the recovery programme for food safety departments.

6. **Officer recommendations and reasons**

Cabinet are asked to approve and adopt the Food Safety Service Plan 2021.

7. **Cabinet portfolio holder's recommendations**

That the Officer Recommendation be approved.

8. **Contact officer**

Judith Stones, Environmental Health Group Leader, Food Safety & Infectious Diseases
Environmental Health, Flint Street, Fartown, Huddersfield, HD16LG.

01484 221000.

judith.stones@kirklees.gov.uk

9. **Background Papers and History of Decisions**

Food Standards Agency Service Plan Template
Food Law Code of Practice 2021

10. **Director responsible**

Wendy Blakeley – Service Director Climate Change and Environmental Strategy
(interim)

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FOOD SAFETY SERVICE PLAN 2021

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1. SERVICE AIMS AND OBJECTIVES

1.1 COVID-19 Pandemic Impact Statement

The Food Safety Service Plan for 2021 has been significantly impacted by the COVID-19 Pandemic. The Food Standards Agency (FSA) has issued guidance to local authorities on the expectations relating to the implementation of food safety official controls. From 20th March 2020, LAs were advised that all planned food hygiene interventions should be deferred to ensure that the foot fall in such businesses is kept to a minimum. As the situation developed, the FSA issued guidance that a risk-based approach to delivery of official controls should be taken. This resulted in different categories of priority work: high, medium and low priority. The requirement is that irrespective of resource implications to councils in relation to COVID-19 enforcement, food safety departments must undertake all high priority official controls: inspection of unrated (newly registered premises); assess risks associated with changes to operation of food businesses as a result of the pandemic (e.g. pubs forced to close changing their operation to do takeaway food etc.); inspection and assessment of approved premises; responding to any significant risks to public health. Where LAs are not able to meet the high priority actions, they are required to notify the FSA immediately.

1.2 Aims and objectives

- To seek to ensure that all food prepared, offered or exposed for sale is what it says it is and that it is safe and will not cause ill health
- To undertake 100% of the programmed inspection plan.
- To inspect all unrated premises (new registrations).

1.3 Links to corporate objectives and plans

The Council's vision is for Kirklees to be a district that combines a strong, sustainable economy with a great quality of life – leading to thriving communities, growing businesses, high prosperity and low inequality where people enjoy better health throughout their lives. This vision is underpinned by the Council's shared outcomes which are:

- Best Start
- Sustainable Economy
- Well
- Safe and Cohesive
- Independent
- Clean and Green
- Aspire and Achieve
- Efficient and Effective

In addition, the Joint Strategic Needs Assessment identifies Food and Nutrition as one of its priorities. Furthermore, the link between unsafe food and public health is clear, and therefore, it is important to ensure that food processed, produced and sold in Kirklees is safe and fit for human consumption.

Timely, programmed and risk-based interventions will ensure that food businesses are inspected, and where necessary, proportionate enforcement action is taken. This approach will aim ensure that problem premises are dealt with before their practices and procedures can have a detrimental impact on public health.

Climate Emergency is a key strategic priority for the Council. Climate change has the potential to significantly impact on food security due to negative impacts on food production (both crops and livestock). It may also have a detrimental impact on food safety through the increased growth and proliferation of pathogenic foodborne micro-organisms both in the UK but also in developing countries where foods may be imported from. It will be necessary for the Food Safety Team to remain vigilant and aware of any new evidence, which indicates food safety issues because of climate change. This should also incorporate increased sampling of imported foods on a more regular and programmed way.

Another significant impact on food supply and the delivery of official controls in relation to food safety is the UK's exit from the EU. From 31st December 2020, the UK has been a 'third country' and some food exports are required to meet EU imported food entry checks.

It also means that some foods coming from the EU now need to meet third country import checks in the UK (though the full requirements will not be implemented until July 2021). The other impact from a UK perspective is that foods from outside the EU (third countries) that are destined for the UK, will no longer be checked at the first point of entry into the EU, this will lead to increased import checks at UK Border Control Points.

The additional controls on imports and exports of certain foods, may also impact on businesses within Kirklees and their ability to operate. Significant work was undertaken in 2019 to contact all food manufacturers within Kirklees to signpost them to the relevant places for information on import/exports to and from the EU in preparation for UK's withdrawal from the EU. We are not currently aware of any businesses in Kirklees who export food subject to third country import controls and therefore do not believe that this is a significant risk.

The possible impacts from the EU exit upon Kirklees Food Safety Department are:

- There may be an increase in the requests to Food Safety for export certificates from manufacturers located in Kirklees.
- There will be an increase in the quantities of third country imported foods in circulation (as EU foods will now be third country imports) that may lead to an increased need to inspect/sample/seize/detain etc. imported foods, more than we previously experienced as EU members.
- Where third country imported foods are allowed to leave port (pending results of analysis) to be stored at an External Temporary Storage Facility (ETSF), if results are unsatisfactory, Kirklees food safety officers may be required to take appropriate action to deal with those foods. (Currently there are 2 ETSF facilities located within Kirklees, however neither are currently registered for food storage).

1.4 Sustainable economy

The Food Safety Team recognises the importance of engaging with business and how successful business can impact and increase local and council wide economic development. A consistent approach to food safety ensures a level playing field, with compliant businesses receiving recognition (through higher food hygiene rating scores) and failing businesses requiring proportionate enforcement action to secure compliance. The Public Protection Enforcement Policy outlines this graduated approach. This has been prepared in-line with the Regulators' Code.

Given the increase in awareness of food safety, and food hygiene rating scores, it is anticipated that customers to compliant businesses will increase and make the businesses more resilient. Similarly, it is anticipated that a consistent approach to enforcement will, in the longer term, ensure greater compliance and reduce the need for enforcement action.

The Service works closely with Public Health England and undertakes a food sampling programme that focuses on national/international food safety concerns and trends. We continue to work with colleagues from the Public Health Team (formerly NHS Kirklees) as partners in delivering the FINE Project.

The key aims of the FINE project are to develop a healthy eating culture by training, sign posting and supporting key professionals and key volunteer coordinators who work with community groups in targeted localities. Due to the COVID-19 pandemic, this work has been postponed and new projects developed to deal with the crisis, e.g. the Healthy Holiday Scheme whereby food parcels and online cooking skills were delivered to school children across Kirklees.

The Healthy Choice Award was introduced to encourage food business to provide healthy alternatives and this was recognised/demonstrated through receipt of Gold, Silver or Bronze Awards. As of April 2017, the Healthy Choice Award was placed on hold for 12 months with a view to re-brand and re-launch a new healthy eating accreditation scheme in April 2018. However, due to developments in other areas of work and priorities and a perceived poor outcome from the Healthy Choice Award, this project is still on hold.

In addition, the FINE project also had the following priorities, which continue:

- Ravensthorpe Pilot – Increasing nutrition literacy**
- Nutrition literacy in the under 5 setting
- Nutrition literacy in older people

**The Ravensthorpe Pilot Project aims to concentrate resources in a deprived area where there are a large number of fast-food outlets. The rationale is that focusing resources, working with local community groups/schools and Kirklees Public Health will result in making a more meaningful impact on the health and wellbeing of residents.

Healthy Holidays was brought to the forefront from children not being at school and therefore not being able to access a nutritionally balanced lunch due to school closures and poverty. This created the emphasis for additional work to address this issue. Therefore, the FINE team undertook a comprehensive, 'Healthy Holidays Project' in the summer holidays of 2020. This incorporated a programme whereby children and families could access healthy menus by being provided with a recipe to follow and the ingredients to make the recipe.

Due to the COVID-19 pandemic the service level agreement for the FINE team has been put on hold until 2021. The officers have been redeployed.

The priorities for the FINE team from April 2021 to March 2022 are:

- Under 11s and pre-conception nutrition literacy
- Over 65s nutrition literacy
- Healthy Holiday nutrition literacy
- Place Based Working – focusing projects in areas of greatest need. This has built on the evaluation of the learning from the Ravensthorpe Project



The Food Safety Team maintains its links with the Consultant in Public Health Medicine in infectious disease control, particularly in connection with food poisoning. Links have also been maintained with the Consultant in Public Health Medicine in infectious disease control, particularly in connection with food poisoning outbreaks and surveillance, including quarterly operational and strategic meetings, which aim to identify and adopt solutions to larger, more regional issues. Officers from Kirklees Infection Prevention and Control Team also sit on these meetings. During the COVID-19 pandemic these meetings have been suspended, however PHE officers are consulted in relation to individual infectious disease notifications/investigations and suspected outbreaks of food poisoning.

As part of the COVID-19 response, Public Protection has been collaborating with PHE (and Kirklees Public Health) in relation to COVID-19 outbreaks and attending at least weekly Incident Management Team meetings. Food Safety (and other Public Protection) officers have worked closely with Kirklees Infection Prevention Control officers to investigate outbreaks of COVID-19 in workplaces, particularly those associated with food businesses.

2. BACKGROUND

2.1 Profile of the local authority

Kirklees is the third largest Metropolitan District with an area of 157 square miles (40,860 Hectares) and measured in population terms is the eleventh largest local authority with a population currently estimated to be 439,800.

Kirklees is an area of diverse communities, topography, settlement and industrial development. Current ONS figures suggest that 23.3% of the total population are from minority ethnic groups (compared to 19.5% nationally), the largest group being Asian or British Asian (16% of total population).

Under the political structures, the principal executive decision-making body of the Council is a cabinet of councillors, which includes the Leader, and the Lead Members for the Service groupings.

The council employs approximately 6,816 Full-time Equivalent (FTE) staff (as of 2020).

Kirklees is a very large food authority and currently supports over 4,100 food premises.

2.2 Organisational structure

The Food Safety and Infectious Diseases team sits within Public Protection.

In accordance with the Food Law Code of Practice (England) we have appointed the Public Health England Laboratory in York as our food examiner and through West Yorkshire Joint Services, Lancashire Analytical Services as our food analyst, both of whom are suitably qualified.

2.3 Scope of the food service

The food safety and infectious diseases function is dedicated wholly to food related activities and sits alongside the other core environmental health functions of pollution and noise control and health and safety.

The food safety and infectious diseases team is responsible for undertaking the following work activities:

- programmed food hygiene interventions
- provision of advice to food businesses
- food sampling (including milk and dairy products)
- investigation of food complaints
- investigation of food poisoning and outbreak control
- responding to Food Standards Agency food alerts
- inspection of food
- monitoring licensed/approved premises
- imported food control
- FINE (Food Initiatives & Nutrition Education) project
- providing food and wellbeing advice to target groups
- undertaking projects linked to corporate priorities.

West Yorkshire Joint Services are responsible for food standards, feed hygiene and inspection of primary production premises in the Kirklees area. Kirklees Council's Animal Health Team support the Food Safety Team through the inspection of farms and small holdings; the investigation of animal welfare complaints; and attendance at livestock markets etc.

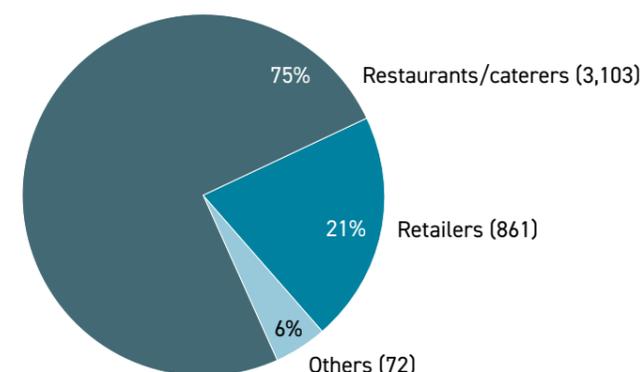
2.4 Demands on the food service

As of 1st April 2021, there were 4,151 food businesses registered with the Food Safety Team.

The table below shows the number of food businesses registered with Kirklees Food Safety Department at the 1st April 2021. The pie chart below also represents this information.

Food businesses registered with the Food Safety Team at 1st April 2021

Business type	Number
Producers and farmers	13
Manufacturers and packers	115
Importers and exporters	6
Distributors and transporters	53
Retailers	861
Restaurants/caterers	3,103
Total	4,151



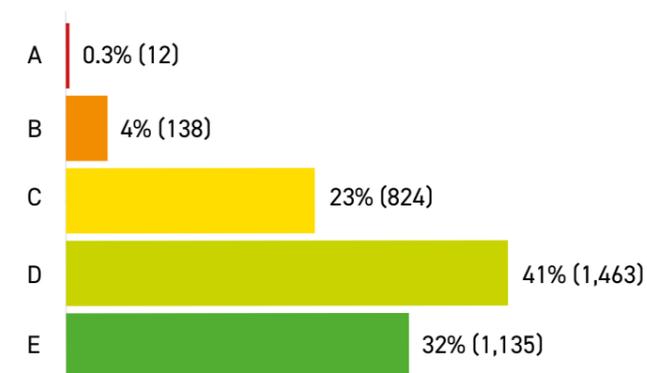
Summary

As at 1st April 2021 three-quarters (75 per cent) of food businesses registered with the Kirklees Food Safety Team were restaurants or caterers, whilst 21 per cent were retailers. The next largest group are manufacturers and packers who represent three per cent.

The risk rating relative to the number of food business is provided. The table below shows a breakdown of the number of food businesses that fall into the different risk categories A to E as detailed within the Food Law Code of Practice. Businesses in risk category A are deemed the highest risk and therefore get inspected the most often through to category E premises that are deemed the lowest risk and therefore get inspected the most infrequently.

Rated premises profile at 1st April 2020

Risk category	Type of premises	Number
A		12
B		138
C		824
D		1,463
E		1,135
Outside programme		13
Unrated premises		579
Approved premises	Meat/minced meat or meat preparations products	16
	Meat and fish products	1
	Cold stores	7
	Egg packing	4
	Dairy products	4
Specialist processes	On-farm pasteurisers and dairy products	7
	Bottled water producers	4



Summary

Of 3,572 businesses in the A-E category, 0.3 per cent were rated at the highest level A, four per cent at level B, 32 per cent at level C, 41 per cent at level D, and 32 per cent at level E.

Compared to many authorities, we have a large number of on-farm pasteurising dairies within the district and consequently we have two officers specifically trained for this area of work.

The budget allocated to delivering the Food Safety and Advice function is shown in [Appendix 1](#) as part of the Environmental Health Budget.

Service delivery points

Environmental Health operates from Flint Street, Fartown, Huddersfield, HD1 6LG.

Opening hours are Monday to Thursday from 8.45am to 5.15pm, Fridays from 8.45am to 4.45pm.

The public may also access the service from Information Centres located in Huddersfield and Dewsbury.

2.5 Enforcement Policy

The Enforcement Policy was reviewed and updated in 2019 and incorporates the Enforcement Concordat.

The Policy may be viewed on the Council's website at: <https://www.kirklees.gov.uk/beta/planning-enforcement/pdf/enforcement-policy.pdf>

3. SERVICE DELIVERY

The Foods Standards Agency issued a revised Code of Practice in 2021. The code of practice continues to support local authorities in using a range of interventions that allow local authorities to target resources more effectively on those premises that pose the highest risk.

In 2010 a series of alternative interventions was introduced and we continue to follow the same approach. The following table shows the number of interventions undertaken during the 2019-2020 financial year and these are listed according to the type of intervention.

Interventions undertaken 2019/20

Intervention type	Number
Inspection or audit	1,467
Verification or surveillance	284
Sampling*	51
Advice or education	8
Information/intelligence gathering	236
Food Hygiene Rating re-assessments	50

*Excluding routine dairy sampling

The following table shows the number of interventions undertaken during the 2020-2021 financial year and these are listed according to the type of intervention.

Interventions undertaken 2020/21

Intervention type	Number
Inspection or audit	210
Verification or surveillance (including onsite visits and some remote assessment)	147
Sampling*	11
Advice or education (remote only)	409
Information/intelligence gathering	1
Food Hygiene Rating re-assessments	10
COVID-19 remote assessments**	629

*Excluding routine dairy sampling

** Remote assessments were brought in by the Food Standards Agency to identify food safety risks that would give rise for the need for an on-site visit during the COVID-19 pandemic:

- Monitor compliance at businesses which had a food hygiene rating of 0, 1 or 2 to ensure that food hygiene problems had

been satisfactorily addressed (note - an on-site visit would be undertaken if concerns remained).

- Assess any risks posed by newly registered businesses.
- Contact businesses to identify any changes in how they would normally operate during COVID-19 pandemic.

3.1 Food premises inspections

During 2019/20 the vast majority of inspections were undertaken by Environmental Health staff (rather than contractors). In 2019/20 only 89 inspections were undertaken by a contractor. This is because we work to very tight targets compared to most local authorities and as a result, we can achieve an excellent output given the resources available. We also place high value in the importance of consistency in our approach and amongst officers, which is better supported using in-house staff.

Staff resources are organised on a north/south district basis. In addition, some staff have responsibility for specialist areas of work including infectious diseases, meat and dairy products premises etc.

We continue to operate the national 'Food Hygiene Rating Scheme' (FHRS). The scheme is supported and promoted nationally by the Food Standards Agency - it helps consumers choose where to eat out or shop for food by giving them information about the hygiene standards in food premises at the time they were inspected to check compliance with legal requirements, and through this, it encourages businesses to improve their standards.

The map "Food Hygiene Rating Scheme, Number of Compliant or Failed Premises" in [Appendix 3](#) shows that there appears to be a correlation between areas of worst deprivation and low food hygiene ratings. This is an area of work we plan to look at more closely, to try and identify some of the reasons for this and to focus resources to attempt to work with businesses/communities to improve food hygiene ratings in these most deprived areas and also to raise awareness of the food hygiene rating scheme amongst consumers so that they can make informed choices about the businesses they buy food from.

Since the introduction of smoke-free legislation in 2007 premises and vehicles are also assessed for compliance at each inspection.

Food team Environmental Health Officers have been specifically authorised to enforce legislation relating to Imported Food. There are no ports of entry within Kirklees. There are two External Temporary Storage Facilities (ETSF) in Kirklees (ETSFs are HMRC controlled warehouses where foods may be stored until import clearance is given), but neither of these currently receive food goods; therefore there is only a low level of work involved.

Officers look for imported food on inspections and take appropriate action if required. In 2019/20 officers undertook an imported food sampling exercise (funded by the Food Standards Agency) to check the safety of imported foods being sold in Kirklees. All samples were satisfactory. There is also a requirement for Food Safety Departments to undertake the sampling of imported foods as part of their sampling programme.

Primary producers (food growers) are inspected in West Yorkshire by West Yorkshire Joint Services Food Feed and Standards officers. Additional support for this is undertaken by animal health officers in conjunction with their farm inspections.

The following image shows a chef cooking Chinese cuisine. Kirklees Food Safety Team inspect all types of food business and catering businesses make up the majority of food businesses inspected.



3.2 Food and food premises complaints

It is the policy of the food team that complaints received by the Service in relation to food and food premises are investigated in accordance with the relevant guidelines and Public Protection Enforcement Policy.

Complaints which are of a minor nature, and therefore, unlikely to result in formal action receive a limited response.

When a complaint is, or may be, associated with the business' central policies or procedures, where appropriate, the primary, home and/or originating authority are contacted for advice if it is outside Kirklees.

Any complaints received relating to food standards issues are referred to West Yorkshire Joint Services.

In 2019/20 the Food Team received 443 complaints relating to the condition of either food or food premises. In 2020/21, 633 complaints relating to the condition of food or food premises were received (this is consistent with previous years). The type of complaints varied, ranging from bits of plastic in food to complaints of rats in premises. All complaints require a degree of investigation. However, those considered to pose the greatest risk to public health are afforded more time and resources.

3.3 Compliance and enforcement action

The tables below detail the enforcement action undertaken during 2019/20 and 2020/21.

The enforcement option used depends very much on the risk present at the time of the inspection and varies from a simple report, outlining corrective actions needed to the service of a hygiene emergency prohibition notice, which requires the business to close immediately. Enforcement, in accordance with the Food Law Code of Practice and Public Protection Enforcement Policy, follows a graduated approach. Our enforcement actions are consistently within the top 15 local authority food safety departments nationally.

The enforcement actions during the 2020/21 period reflect the impacts of the COVID-19 pandemic upon the work of the Food Safety Team, who undertook far fewer interventions, due to those officers playing a crucial role in the Council's Coronavirus response.

Enforcement actions 2019/20

Enforcement action type	Number
Voluntary closure	1
Seizure of food	0
Suspension/revocation of approval/ license	0
Emergency prohibition	4
Simple Caution	7
Improvement Notices	54
Remedial Action and detention Notices	2
Written Warnings	1,157
Prosecutions	7

Enforcement actions 2020/21

Enforcement action type	Number
Voluntary closure	3
Seizure of food	1
Suspension/revocation of approval/ license	0
Emergency prohibition	0
Simple Caution	3
Improvement Notices	5
Remedial Action and detention Notices	2
Written Warnings	TBC
Prosecutions	1

3.4 Advice to business

The Food Safety and Infectious Diseases Team is committed to providing advice to food businesses; this often involves carrying out a visit to assist food businesses to comply with food hygiene legislation. During 2019/20, 198 requests for advice were received. During the 2020/21 period, 409 requests for advice were received. These were dealt with remotely due to the COVID-19 pandemic. Given the limited resources, and following Council priorities, we've placed greater information and detail on the Kirklees website, which, coupled with information available on the FSA website, gives prospective businesses all the information they require. For unique/high risk businesses, officers still visit and provide the advice needed. Ultimately, however, the responsibility to operate and produce food safely remains with the business.

We have also begun to provide advice to food businesses when they register a new business with us. This is done by sending the food business operator an email with advice on how to comply with the legal requirements, with links to further sources of information. The intention is to provide them with the information they need to make sure they are complying with the main elements of food safety law, including the need for documented food safety management procedures. The aim is that this will enable them to get things in place before the inspection so that they can achieve the highest food hygiene rating possible and, of course, to produce safe food.

As part of our commitment to support new food businesses, the Food Safety Team also operates a 'Getting It Right First Time' course. This is currently on-hold due to the COVID-19 pandemic. However, the principal is that we encourage newly registered businesses to attend this course. The aim of the workshop is to inform new businesses of the most important information they need to consider in operating a compliant food business. It covers topics such as written food safety management systems, Food Hygiene Rating Scheme, health & safety, fire safety, waste, business support and licensing. We worked with the other regulators in putting the course and the delegate pack together. Each business that attends receives a free printed copy of Safer Food, Better Business.

If businesses attend the course, they are allowed up to 6 months before their first inspection to allow them time to put into practice what they have learned. No courses were run during the 2019/20 and 2020/21 periods, but we hope to get this up and running again in the future.

3.5 Food sampling

It is the policy of the food team to carry out routine sampling and to take samples where problems with food production have been identified.

Other sampling is linked to our food premises interventions programme and where problems associated with high-risk foods are anticipated or are revealed during routine inspections.

Because of the farm dairies in Kirklees, we offer an economical chargeable service for the collection and analysis of dairy products on their behalf. This is considered to be an important area of work given past experience of infections in milk and the high-risk nature of the product. This work has continued during the COVID-19 pandemic.

The Food team also participates in cross regional and national surveys organised through Public Health England.

In addition, samples are taken following referrals of sample failures from other local authorities and by officers following routine inspections or complaints. All sampling is undertaken by officers in accordance with quality procedures and relevant sampling protocols. Formal samples are taken in accordance with the Food Law Code of Practice. Samples are submitted to either the Public Health England Laboratory or Lancashire Analytical Services Laboratories.

In 2019/20, 1106 samples were taken which includes those taken for sample studies as well as those taken to verify process/environmental hygiene within businesses. In 2020/21 213 samples were taken.

3.6 Control and investigation of food related infectious disease and outbreaks

The Food Safety Team's policy concerning investigation of food poisoning notifications and outbreak control is contained in a joint procedure manual, produced in conjunction with Public Health England and other West Yorkshire Authorities. The document is known as the "Protocol for investigation and management of sporadic cases and outbreaks" and "Kirklees Infectious Disease Outbreak Protocol".

Communicable diseases investigated up to the years 2018/19, 2019/20 and 2020/21 can be found in [Appendix 2](#).

In the event of a serious outbreak, staff resources are utilised from the food team and across the whole Service if necessary. In 2019/20 we dealt with three significant infectious disease/food poisoning related events which required significant investigation and resource allocation. In 2020/21 we investigated one suspected outbreak of food poisoning. During these instances, we worked closely with Public Health England and Kirklees Public Health colleagues.

There is also a Memorandum of Understanding between the West Yorkshire authorities that would permit colleagues from neighbouring authorities to assist us, should there be the need.

3.7 Food safety incidents

Procedures for dealing with Food Alerts are clearly documented in a specific quality guideline in order to comply with the Food Law Code of Practice (England). All food officers are required to be signed up to the FSA Smarter Comms system, whereby officers will receive food alerts directly. The Food Lead Officer also requests officers to take appropriate action should a food alert be received that relates to food or premises located within Kirklees.

3.8 Liaison with other organisations

This authority has liaison arrangements with other West Yorkshire authorities through the West Yorkshire Food Lead Officers Group (WYFLOG) and also at Chief Officer level with West Yorkshire Authorities.

The Environmental Health Group Leader attends the WYFLOG meetings on a six-weekly basis. Other agencies also attend these meetings, namely: Public Health England Food, Water & Environmental Microbiological Laboratory; Food Standards Agency (FSA) Imported Food; and FSA Relationship Manager and West Yorkshire Trading Standards.

This enables consistency between the five West Yorkshire authorities, which is particularly important for businesses who may have outlets in more than one of the West Yorkshire authority areas to ensure that there is consistency in enforcement. To this end, all five authorities use the same aide memoire and other documentation for inspections, including approved premises to ensure consistency.

Regular liaison takes place with the Council's Licensing department in response to proposals for new food premises, whereby licensing officers notify us of any changes to licensees at food businesses.

Regular liaison takes place with colleagues in Public Health in co-ordinating the FINE project.

4. RESOURCES

4.1 Financial allocation

The Service has, as have all local authorities continued to face financial constraints. The team continue to focus limited resources in a proportional risk-based approach.

The budget allocated to delivering the Food Safety and Advice function for 2019/20 and 2020/21 is shown as part of Environmental Health Revenue Budget in Appendix 1.

The 2021/22 budget has been reprofiled to provide extra resources for this important area of work and will look to finalise recruitment within the next financial year. It is hoped that this will bring the FTE more in-line with the national average (average number of food premises to Full Time Equivalent officers (FTEs): Nationally: 416:1, in Kirklees, this ratio has previously been 560:1). It should be noted that due to Food Law Code of Practice qualification and Competency Framework requirements for food safety inspectors, it is very difficult to recruit suitably qualified and experienced staff; therefore there may need to be some reliance on external contractors. We will continue to train and develop in-house members of staff to meet these recruitment needs.

4.2 Staffing allocation

The current staff resources covering Food Safety work:

- 1 Environmental Health Group Leader (Food Lead Officer)
- 2.0 FTE Senior Environmental Health Officers
- 5.6 FTE Environmental Health Officers
- 2.0 FTE Senior Technical Officer
- 1 Business Support Officer

FINE (project):

- 1 Food and Wellbeing coordinator
- 2 Food and Wellbeing advisors
- 0.5 Business support officer

Due to COVID-19, currently 1 FTE Senior Environmental Health Officer and 1 FTE Environmental Health Officer are working full time on COVID-19 work. Other food officers are providing significant support in this critical public health work.

4.3 Staff development plan

Each individual staff member has an annual appraisal meeting with their line manager (plus a six monthly review) to evidence individual contributions in achieving our stated goals and identifying any development needs. This is in addition to regular, ongoing 1-2-1s. Nationally, the FSA has introduced a competency framework which lists the main sections in which an EHO must be competent, covering a range of food safety disciplines, with officers now requiring authorisation for each specific section.

The new competency framework is a fluid document, requiring regular updates but also acting as a guide as it identifies development and training needs to ensure officers remain competent in relevant areas. Officers are required to review this document at least annually, usually prior to their annual appraisal. The new Competency Framework and new Food Law Code of Practice and associated Practice Guidance have recently been published in March 2021.

All officers are required to maintain at least 20 hours Continuing Professional Development programme as required by the Food Law Code of Practice. This is also reviewed at the annual appraisal.

Importance is given to the need to ensure continuing professional competence in technical areas of work. Training/development of staff remains challenging due to the current economic climate. Efforts are being made to carry out more in-house training which is taking the form of regular consistency meetings as well as undertaking training identified as part of the competency framework (e.g. imported foods).

Regionally, organised training is also taking place, twice a year, focusing on national drivers as well as regional training needs and requirements. E.g. PHE undertake microbiology training for the five West Yorkshire authorities.

Due to COVID-19 most planned training had been postponed, but this is now being undertaken e.g. FSA Imported Food training etc.

5. QUALITY ASSESSMENT

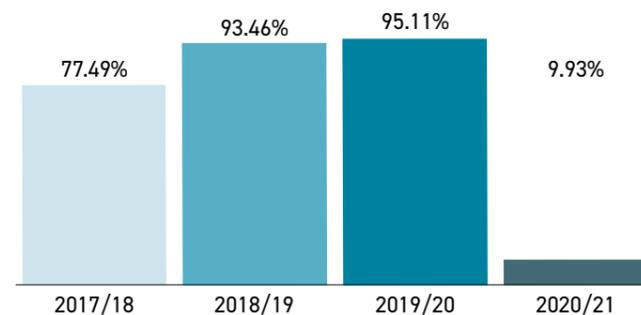
Officers' work is subjected to monthly quality checks which results in 10% of completed worksheets assessed for a number of parameters, focusing on consistency in application of legal requirements, updating of information and consistency in Food Hygiene Rating Score application and risk ratings. In addition, 'accompanied visits' are also undertaken to ensure officers are undertaking the role in accordance with the Code of Practice.

As most 'food work' has not taken place due to the COVID-19, these checks have not been undertaken.

The percentage of the inspection programme achieved for the periods 2017/18, 2018/19, 2019/20 and 2020/21 are listed below. The impact of COVID-19 on the 2020/21 inspection programme can clearly be seen from these figures.

Percentage of the Food Safety Inspection Programme Achieved

2017/18 = 77.49%
2018/19 = 93.46%
2019/20 = 95.11%
2020/21 = 9.93%



Summary

The ratio of planned inspections undertaken increased by 17.62 per cent between 2017 and 2020, from 77.49% in 2017/18 to 95.11% in 2019/20. The impact of COVID-19 on the 2020/21 inspection programme has been significant with the figure dropping down to 9.93%

6. REVIEW

6.1 Review against the Food Safety Service Plan

This Service Plan will be reviewed in summer 2021, once the FSA publishes its local authority recovery plan. The review will include information on the previous two years' performance against the Service Plan and will specify performance targets, performance standards and targeted outcomes. It will also have to review the impacts of COVID-19 on the Food Safety function.

6.2 Identification of any variation from the Service Plan

Any variation from the Service Plan will be reported to Senior Management with a view to corrective action being taken.

6.3 Team priorities

The following priorities have been identified for the Food Safety & Infectious Disease Team. They have been modified to incorporate the instructions from the FSA relating to the undertaking of food safety official controls during the COVID-19 pandemic:

1. Continue to undertake food hygiene duties according to the FSA requirements during the COVID-19 pandemic. In particular, to ensure that all high priority work is undertaken and try to extend that to the medium priority work.
2. Identify the impacts of COVID-19 on the inspection programme and identify the shortfall in inspections completed.
3. Implement a recovery plan to address the inspections backlog resulting from the COVID-19 pandemic.
4. Review the alternative intervention approach to ensure food official controls are being delivered in line with the Food Law Code of Practice.
5. Maintain staffing levels as per the budget and consider additional resources (e.g. use of external consultants; offering additional hours to existing staff etc.).

6. Ensure officer development continues as required in the FSA competency framework and officer authorisations reflect the individual competency matrix.
7. Continue to work toward implementation of the risk-based inspection programme, making use of the range of enforcement options available.
8. Ensuring interventions are risk based and in accordance with the agreed protocols.
9. Increase business resilience by improving the information that we have available for businesses on the website.
10. Continue to develop/sharing expertise across WYFLOG.
11. Ensure annual returns (LAEMS) to the Food Standards Agency are completed accurately and to agreed timescales.
12. Continue to respond to, and where necessary, lead on FSA issued alerts and requests for action.
13. Exploration of potential commercial opportunities in relation to the skills and expertise within the Food Safety Team. E.g. consultancy service work; primary authority agreements etc. This will look to enhance the support to businesses both within and outside of Kirklees.

The COVID-19 pandemic will influence the way that we focus our efforts for the forthcoming year. In summer 2021, it is hoped that the longer-term impacts of the COVID-19 pandemic will be known and the food safety service plan can be designed to address the impacts the pandemic has had on food safety service delivery and implement a plan to address the resulting backlog.

APPENDIX 1

The following table shows the budget for Environmental Health for the periods 2019/20 and 2020/21. Food Safety and Infectious Diseases are part of Environmental Health and the wider Public Protection Service.

Environmental Health Budget

Department	2019/20 £	2020/21 £
Food safety	682,265	698,135
FINE	65,760	67,200
Management and support	45,890	66,021
Animal licensing	116,466	118,615
PNC	985,722	996,328
Water safety	67,842	79,171
Infection control	32,938	32,678
Night time noise	112,379	116,234
Health and safety	98,920	100,691
Total	£2,208,182	£2,275,073

APPENDIX 2

This table shows the number of communicable diseases reported to the Food Safety and Infectious Diseases Team for the periods, 2018/19; 2019/20 and 2020/21.

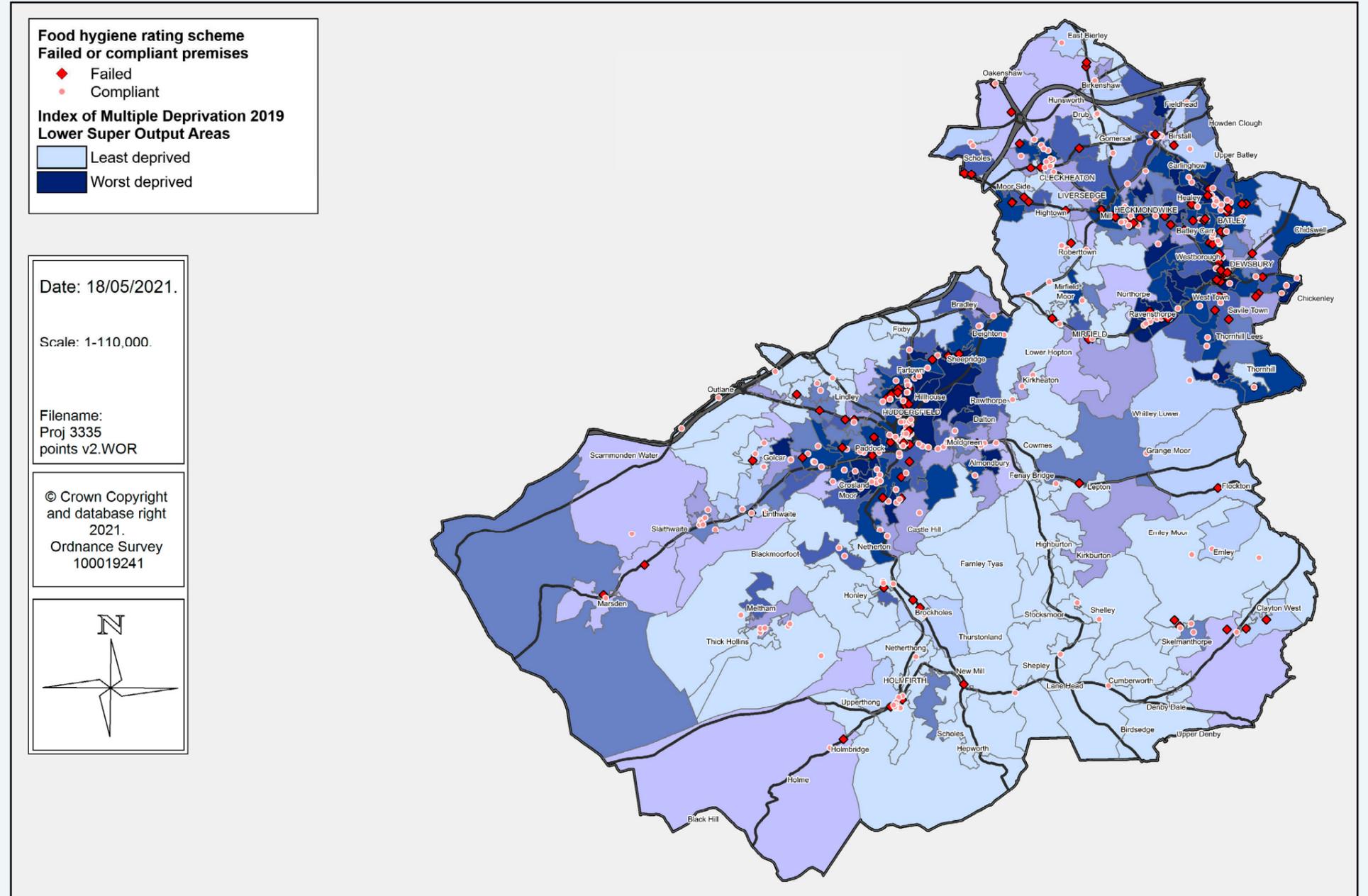
Kirklees Environmental Health Communicable Diseases Review

Disease	Disease sub-type	2018/19	2019/20	2020/21
Viral Hepatitis A		1	4	2
Cholera		1	0	0
Dysentery	Entamoeba histolytica	1	0	0
	Shigella Boydii	1	1	0
	Shigella Dysenteriae	1	0	0
	Shigella flexneri	2	1	0
	Shigella sonnei	9	6	2
	Not typed	0	0	0
Food poisoning	Bloody diarrhoea	0	0	0
	B.cereus	0	0	0
	C.botulinum	0	0	0
	C.perfringens	0	0	4
	Campylobacter	374	273	184
	E.coli 0157	3	4	8
	Listeria	0	1	0
	Salmonella	70	48	19
	Suspected food poisoning	5	0	1
	Yersinia	0	0	0
	Not typed	0	0	0
Gastro Enteritis	Cryptosporidium	53	29	7
	Giardia	9	12	5
Respiratory Disease	Legionella	10	7	1
Paratyphoid Fever	Salmonella	3	5	0
Typhoid Fever	Salmonella	0	0	0
Total		543	391	233

APPENDIX 3

Food Hygiene Rating Scheme, Number of Compliant or Failed Premises

This map shows the locations of food businesses which are compliant – this means those businesses with a 3, 4 or 5 food hygiene rating and those that are failed – those with a food hygiene rating of 0, 1 or 2. The map also identifies the areas in Kirklees that are the least deprived and the areas that are the most deprived.





Name of meeting: Cabinet

Date: 31 August 2021

Determination of a mandatory revision to The Kirklees Admission Arrangements for community and controlled schools for 2021/22 and 2022/2023.

Purpose of report: Kirklees Council is the admission authority for Kirklees community and voluntary controlled schools and has a statutory responsibility to determine admission arrangements annually. This report will detail the statutory revisions that are required to the previously determined and published admission arrangements for Kirklees community and voluntary controlled schools for 2021/22 and 2022/23.

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 – affects more than one ward
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, Strategic Director Children & Families 05 August 2021
Is it also signed off by the Service Director for Finance?	Eamonn Croston 12 August 2021
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Julie Muscroft 12 August 2021
Cabinet member portfolio	Cllr Carole Pattison – Learning, Aspiration & Communities Cllr Viv Kendrick - Children

Electoral wards affected: All

Ward councillors consulted: NO

Public or private: PUBLIC

Has GDPR been considered? YES

1. Summary

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

A new draft School Admissions Code and associated regulations were laid before Parliament on 13 May 2021. The Government Minister signed an Appointed Day Order, which will bring the New School Admissions Code 2021 and all its provisions into effect from 1 September 2021.

The purpose of the Code is to ensure that all school places are allocated and offered in an open and fair way.

This report will detail the statutory revisions that are required to the previously determined published admission arrangements for Kirklees community and voluntary controlled schools for 2021/22 and 2022/23.

2. Information required to take a decision

2.1 Background information

The new School Admissions Code 2021 and all its provisions will come into effect from 1 September 2021.

The Department for Education (DfE) expect admission authorities to hold a meeting by 31 August 2021 to determine the necessary revisions to admission arrangements for 2021/2022 and 2022/2023.

It is the responsibility of admission authorities to ensure that admission arrangements are compliant with the new Code

The new provision necessitates variations to determined admission arrangements to take effect from 1 September 2021 and admission authorities need to vary their admission arrangements for 2021/22 (which were previously determined in Kirklees on 25 February 2020) and their admission arrangements for 2022/23 (which were previously determined in Kirklees on 16 February 2021). Without these variations, admission arrangements that have already been determined will not comply with the new 2021 Admissions Code.

Some schools including academies, trusts and voluntary aided schools are their own admissions authority. They will have their own admissions policies they will need to amend.

2.2 The new Admission Code 2021

The main purpose of the changes to the Code 2021 is to improve the in-year admission process, in particular for vulnerable children. The changes include introducing more detail on the process for managing in-year admissions; changes to improve the effectiveness of

Fair Access Protocols; giving children adopted from state care outside of England equal admissions priority as children who were previously looked after in England; and clarification of which address to use for the admission of service or crown servant children. There are also further minor clarification changes.

Admissions priority for children adopted from state care outside of England

The 2021 Admissions Code requires children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted to be given equal first priority in admission arrangements, alongside looked after children (LAC) and children who were previously looked after by English local authorities (PLAC). These children are referred to as internationally adopted previously looked after children (IAPLAC)

The 2021 Code requires that highest priority is given to “looked after children and all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted”.

In-year admissions

The 2021 Code requires local authorities, admission authorities and governing bodies to publish information about how in-year applications for their school(s) will be dealt with.

For this year only, how in-year applications will be dealt between 1 November 2021 until 31 August 2022 must be published by 31 October. In all subsequent years, information must be published by 31 August each year, to explain how in-year applications can be made and how they will be dealt with from 1 September until the following 31 August.

The 2021 code includes new statutory time scales for dealing with in-year applications and these are included in the revised admission arrangements. This is expected to have a positive impact for families who can now expect the outcome of their in-year admission application in writing within 15 school days, regardless of the admission authority.

Children of Service Personnel and Crown Servants

The 2021 Code requires that children of service personnel and crown servants returning from overseas to live within Kirklees, will be allocated a school place (as long as one is available) in advance of their arrival and that the allocation will be based on the address at which the child will live, as long as parents provide some evidence of their intended address.

2.3 The revised admission arrangements

The revised admission arrangements are shown as Appendix 1 for 2021/2022 and Appendix 2 for 2022/2023 and reflect the mandatory changes to the School Admissions Code 2021.

3. Implications for the Council

3.1 Working with People

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

3.2 Working with Partners

The Council continues to work closely with all schools in the local area including own admissions authority schools.

3.3 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.

3.4 Climate Change and Air Quality

Whilst parental preference allows applications to be made for any school, Kirklees Council continues to give 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 key focus of the key long-term priorities for the Council in tackling climate change and improving air quality.

On balance there is no evidence to suggest the proposals contained in this report will have anything other than a neutral impact.

3.5 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. The changes in the Admission Code 2021 are expected to have a positive impact for families.

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

Legal

There are no legal matters arising from this proposal outside the required changes to admission arrangements.

Financial

There are no new financial implications, although additional resources were diverted earlier in 2021 to the pupil admissions team to help ensure they can provide the best possible service for families and work collaboratively with the local school system.

Human Resources

There are no direct HR implications.

Do you need an Integrated Impact Assessment (IAA)? No

4. Consultees and their opinions

Whilst these are mandatory revisions with limited flexibility, conversations have taken place with school representatives at Places, Access and Inclusion Committee (PAIC) and Education Learning Partnership Board (ELPB).

5. Next steps and timelines

Subject to approval the revised admission arrangements will be published on the Kirklees website and communicated with all schools along with a request to place the revised arrangements on their websites.

The next admission consultation for 2023/24 will commence as usual in November or December 2021 with the outcome reported to cabinet in February 2022.

6. Officer recommendations and reasons

It is recommended that to comply with the Admission Code 2021 the proposed revised Kirklees Admissions Arrangements for 2021/2022 and 2022/2023 are accepted and approved by Kirklees Cabinet.

Officers work with the ELPB to develop protocols to help ensure families receive a service which at the very least complies with the Admission Code 2021 regardless of the admissions authority.

7. Cabinet Portfolio Holder's recommendations

We, the Cabinet Members for Children and Learning, Aspiration and Communities recommend, to ensure Kirklees Council and Kirklees schools remain fully compliant with the new School Admission Code 2021 that cabinet approve;

- The revised Kirklees Admission Arrangements for community and controlled schools for 2021/2022 as set out in Appendix 1.
- The revised Kirklees Admission Arrangements for community and voluntary controlled schools for 2022/23 as set out in Appendix 2.

We also recommend Officers are directed to work with the ELPB to develop protocols to help ensure families receive a service which at the very least complies with the Admission Code 2021 regardless of the admissions authority.

8. Contact officers

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Juliet Stott, Strategic Lead Pupil Admissions Manager
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9. Background Papers and History of Decisions

[Decision - Determination of school admission arrangements for 2021/22 | Kirklees Council](#)

[Decision - Determination of School Admission Arrangements for 2022/23 | Kirklees Council](#)

[School admissions code - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

10. Service Director responsible

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11. Index of Appendices

Appendix 1 – Revised Kirklees Admission Arrangements 2021/2022

Appendix 2 – Revised Kirklees Admission Arrangements 2022/2023

The Kirklees admission policy for community and controlled schools for 2021/22 (Revised 01.09.21 to comply with the new Statutory School Admissions Code 2021).

Determined by Kirklees Council Cabinet on 31 August 2021

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1. Kirklees admission arrangements for community and voluntary controlled schools

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 2021. 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. The PAN relates to the normal year of entry, this is the age group at which pupils are or will normally be admitted to the school. 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 2021 must have been consulted on for six weeks by 31 January 2020.

The table on pages 9 to 17 indicates the PAN for the entry 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.

Changes have been made to the priority admission areas of community and voluntary controlled schools in Kirklees affected by the change in age range at Almondbury Community School from 3 – 16 years to 3 to 11 years. These changes were made to ensure that every child has a priority admission area when making an application for a secondary school place. Full details of priority areas are available on the Kirklees Council website.

C Admission arrangements for Kirklees community and voluntary controlled schools for 2021/22

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) and all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be as a result of being adopted;
2. 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);
3. children who live in the school's PAA;
4. 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);
5. 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 Wooldale Junior School
- Lindley Church of England Infant School and Lindley Junior School
- Manorfield I & N School and Staincliffe CE (VC) 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
- Rawthorpe St James CE(VC) I & N School and Rawthorpe 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) and all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be as a result of being adopted;
2. 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);
3. children who attend a listed infant school (with priority for the linked junior school)
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 either school 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.

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 Childrens 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.

- A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society. Evidence must be provided by parents of the child's adoption from public care outside England.
- 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.
- 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 6).
- 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 2020. The closing date for applications will be 31 October 2020.**

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 2020. The closing date for applications will be 15 January 2021.**

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 2020. The closing date for applications will be 15 January 2021.**

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 15 January 2021. The latest reasonable date for evidence of a significant house move will therefore be 31 December 2020.
- For Reception, year 3 and year 6 - It is expected that the allocation process will take place on 15 March 2021. The latest reasonable date for evidence of a significant house move will therefore be 15 February 2021.

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 2021.
- 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 2021, 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 and Crown Servants

- 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.
- Children of service personnel and crown servants returning from overseas to live within Kirklees, will be allocated a school place (as long as one is available) 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 address at which the child will live when applying oversubscription criteria, as long as parents provide some evidence of their intended 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 defer their entry to school until the September following their fifth birthday.
- In many of these cases where a request is made for a deferred 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, July 2013)

Parents should still apply online in the normal admission round for 2021, 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.

** 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 2021, and also write to or email Pupil Admissions to make their request. The application 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.

D Published admission numbers (PAN's) 2021/22

SECONDARY AND MIDDLE SCHOOL PROVISION

Secondary School	Category	PUBLISHED ADMISSION NUMBER 2020-2021	PUBLISHED ADMISSION NUMBER 2021-2022	Notes	Year 8 (20/21)	Year 9 (19/20)	Year 10 (18/19)	Year 11 (17/18)	Net cap range
All Saints Catholic College	VA	180	180	Own AA school.	180	180	180	180	814-905
Batley Girls High School	Academy	211	233 Yr 7 -9 211 Yr 10-11	Information only. Academy are proposing an increase in PAN for year 7 – 9 from 211 to 233 *Academy admitted over PAN	211	211 *(233)	211	211	-
Batley Grammar School	Free School (Academy)	130	130	Information only. Own AA school. *Have admitted over-PAN	130	130	130	112 *(160)	-
BBG Academy	Academy	200	200	Information only. Own AA school. *Have admitted over PAN	200	200	200	150 (200)*	-
Castle Hall Academy	Academy	180	180	Information only. Own AA school.	180	180	180	174	-
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.	186	186	180	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.	180	180	180	180	-
Moor End Academy	Academy	200	200	Information only. Own AA school.	200	200	200	200	-
Netherhall Learning Campus High School	Community	131	131		131	131	131	131	626-709

Secondary School	Category	PUBLISHED ADMISSION NUMBER 2020-2021	PUBLISHED ADMISSION NUMBER 2021-2022	Notes	Year 8 (20/21)	Year 9 (19/20)	Year 10 (18/19)	Year 11 (17/18)	Net cap range
Newsome High School	Community	183	183		183	183	183	183	915-1017
North Huddersfield Trust School	Trust	180	180	Information only. Own AA school.	180	180	180	180	839-933
Royds Hall Community School	Academy	172	172	Information only. Own AA school.	172	172	172	172	938-1043
Salendine Nook High School Academy	Academy	275	275	Information only. Own AA school.	275	275	275	275	-
Shelley College	Academy	360	360	Information only. Own AA school.			360	360	-
Spen Valley High School	Trust	190	180	Information only. Own AA school. Proposed reduction in PAN from 190 to 180.	190	190	190	180 *(190)	966-1074
St John Fisher Catholic Voluntary Academy	Academy	198	198	Information only. Own AA school.	198	198	198	198	-
Thornhill Community Academy	Academy	180	180	Information only. Own AA school.	180	180	180	180	-
The Mirfield Free Grammar	Academy	221	221	Information only. Own AA school.	221	221	221	221	-
Upper Batley High School	Academy	150	160 for yr 7-8 150 for yr 9-11	Information only. Own AA school. Proposed change to the PAN for year 7 and 8 from 150 to 160.	150	150	150	150	-
Westborough High School	Trust	180	180	Information only. Own AA school.	180	180	180	180	907-1008
Whitcliffe Mount School	VC	250	250		250	250	250	250	1250
Middle School	Category	PUBLISHED ADMISSION NUMBER 2020/2021	PROPOSED ADMISSION NUMBER 2021/2022	Notes	Year 7 (20/21)	Year 8 (19/20)			
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 2020-2021	PUBLISHED ADMISSION NUMBER 2021-2022	Notes	Year 1 (20/21)	Year 2 (19/20)	Year 3 (18/19)	Year 4 (17/18)	Year 5 (16/17)	Year 6 (15/16)	Net cap range	PAN range
All Hallows' Primary CE (VA) Primary School	VA	30	30	Information only. Own AA school.	30	30	30	30	30	30		
Almondbury Community School	Community	30	30		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	26	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		-	-
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	120	150	Proposal to normalise existing arrangements now that the permanent building solution is in place				120 *(150)	120 *(150)	120 *(150)	453-504	113- 126
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				-	-
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 Princess Royal JI&N School	Community	50	50		50	50	50	50	50	50	351-390	50-55
Carlton J & I School	Community	KS1 30 KS2 33	KS1 30 KS2 33		30	30	33	33	33	33	214-238	30-34

Primary School	Category	PUBLISHED ADMISSION NUMBER 2020-2021	PUBLISHED ADMISSION NUMBER 2021-2022	Notes	Year 1 (20/21)	Year 2 (19/20)	Year 3 (18/19)	Year 4 (17/18)	Year 5 (16/17)	Year 6 (15/16)	Net cap range	PAN range
Christ Church CE Academy	Academy	30	30	Information only. Own AA school.	30	30	30	30	30	30	-	-
Clough Head J & I School	Community	12	12		12	12	12	12	12	12	52-90	7-12
Co-op Academy Smithies Moor	Academy	60	60	Information only. Own AA school.	60	60	60	60	60	60	-	-
Cowlersley Primary School	Academy	50	50	Information only. Own AA school.	50	50	50	50	50	50	-	-
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					-	-
Earlsheaton 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
Homersal Primary School	Community	60	60		60	60	60	60	60	60	378-420	54-60

Primary School	Category	PUBLISHED ADMISSION NUMBER 2020-2021	PUBLISHED ADMISSION NUMBER 2021-2022	Notes	Year 1 (20/21)	Year 2 (19/20)	Year 3 (18/19)	Year 4 (17/18)	Year 5 (16/17)	Year 6 (15/16)	Net cap range	PAN range
Gomersal St Mary's CE (VC) Primary School	VC	30	30		30	30	30	30	30	30	157-206	22-29
Grange Moor Primary School	Community	15	15		15	15	15	15	15	15	105-120	15-17
Hade Edge J & I School	Community	12	14	Increase in PAN	12	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 (C) 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 Primary	Academy	60	60	Information only. Own AA school	60	60	60	60	60 *(75)	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	Community	45	45		45	45	45	45	45	45	295-328	42-46
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
Hyestmount Junior School	Community	90	90					90	90	90	329-366	82-91

Primary School	Category	PUBLISHED ADMISSION NUMBER 2020-2021	PUBLISHED ADMISSION NUMBER 2021-2022	Notes	Year 1 (20/21)	Year 2 (19/20)	Year 3 (18/19)	Year 4 (17/18)	Year 5 (16/17)	Year 6 (15/16)	Net cap range	PAN range
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 CE (VC) J I & N School	VC	KS1 30 KS2 33	KS1 30 KS2 33		30	30	33	33	33	33	166-210	23-30
Lindley Church of England Infant School	Academy	120	120	Information only. Own AA school.	120	120					-	-
Lindley Junior School	Academy	120	120	Information only. Own AA school. *Admission over PAN				120 *(124)	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	29	30	Increase in PAN	29	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					154-172	51-57
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 J I & N School	Academy	47	47	Information only. Own AA school.	47	47	47	47	47	47	-	-
Moldgreen Community Primary School	Community	50	50		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 - Rawthorpe Junior School	Community	90	90					90	90	90	315-350	78-87
Netherhall Learning Campus Rawthorpe St James CE(VC) I&N School	VC	90	90		90	90					221-246	73-82

Primary School	Category	PUBLISHED ADMISSION NUMBER 2020-2021	PUBLISHED ADMISSION NUMBER 2021-2022	Notes	Year 1 (20/21)	Year 2 (19/20)	Year 3 (18/19)	Year 4 (17/18)	Year 5 (16/17)	Year 6 (15/16)	Net cap range	PAN range
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					-	-
New Mill Infant School	Academy	60	60	Information only. Own AA school.	60	60					-	-
Newsome Junior School	Community	60	60					60	60	60	216-240	54-60
Nields J I & N School	Community	30	30		30	30	30	30	30	30	157-194	22-27
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	140		
Old Bank J I & N School	Community	25	25		25	25	25	25	25	25	157-178	22-25
Orchard Primary Academy School	Academy	52	60	Information only. Own AA school Academy are proposing an increase in PAN	52	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	120	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
Royds Hall – Beech Avenue Campus primary provision	Academy	30	30	Information only. Own AA school	30	30	30	30	30	30	-	-
Royds Hall – Luck Lane Campus primary provision	Academy	60	60	Information only. Own AA school	60	60	60	60	60	30 *(60)	-	-
Savile Town CE (C) I & N School	VC	60	60		60	60					169-188	56-63
Seapegoat Hill J & I School	Community	12	12		12	12	12	12	12	12	52-90	7-12

Primary School	Category	PUBLISHED ADMISSION NUMBER 2020-2021	PUBLISHED ADMISSION NUMBER 2021-2022	Notes	Year 1 (20/21)	Year 2 (19/20)	Year 3 (18/19)	Year 4 (17/18)	Year 5 (16/17)	Year 6 (15/16)	Net cap range	PAN range
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		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	45	Information only. Own AA school.	45	45	45	50	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
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

Primary School	Category	PUBLISHED ADMISSION NUMBER 2020-2021	PUBLISHED ADMISSION NUMBER 2021-2022	Notes	Year 1 (20/21)	Year 2 (19/20)	Year 3 (18/19)	Year 4 (17/18)	Year 5 (16/17)	Year 6 (15/16)	Net cap range	PAN range
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
Uppershong 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	45	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	431-479	
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	11	11	52-84	7-12
Windmill CE (VC) Primary school	VC	60	60		60	60	60	60	60	60	378-420	54-60
Wooldale Junior School	Community	60	60					60	60	60	210-236	53-59

2. Kirklees schemes for school admissions in 2021/22

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 2021.
- 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 2021/22 for rising 5 year olds, junior schools, middle schools and secondary schools: sections 5-20
- B. Kirklees scheme for in-year admissions 2021/22 sections 21-29

Page 30 shows the timetables for implementing these schemes.

Page 31 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 2021 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.

Kirklees Admission Authorities

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

(b) The academy trusts are the admission authorities for the academy schools

Primary

- Batley Grammar School (Free school)
- Beaumont Primary Academy
- Birdsedge First School
- Birstall Primary Academy
- Boothroyd Primary Academy
- Brambles Primary Academy
- Christ Church CE Academy
- Co-op Academy Smithies Moor
- Cowlersley Primary School
- Diamond Wood Community Academy
- Field Lane Junior, Infant and Nursery School
- Fieldhead Primary Academy
- Healey J I & N School
- Heaton Avenue Primary Academy
- Helme Church of England Academy
- Lindley Church of England Infant School
- Lindley Junior School
- Marsden Junior School
- Meltham Moor Primary School
- Millbridge J I & N School
- Netherton I & N School
- New Mill Infant School
- Orchard Primary Academy
- Overthorpe C of E Academy
- Royds Hall Community School (Luck Lane and Beech Primary sites)
- St Aidan's CE Academy
- Scissett CE Academy
- Shelley First School
- Skelmanthorpe Academy
- Thornhill J & I School

Middle

- Kirkburton Middle School
- Scissett Middle School

Secondary

- Batley Girls' High School
- Batley Grammar School (Free 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 Community School
- Shelley College
- Salendine Nook High School Academy

(c) The governing bodies are the admission authorities for the Church of England voluntary aided (VA) schools

Primary

- All Hallows' CE (VA) Primary School
- Batley Parish CE (VA) Junior, Infant & Nursery School
- Cumberworth CE(VA) First School
- Denby CE(VA) First School
- Kirkburton CE(VA) First School
- Linthwaite Ardron CE(VA) Junior & Infant School
- St John's CE(VA) Junior & Infant School
- St Peter's CE(VA) Junior, Infant & Early Years School
- South Crosland CE (VA) Junior School

<ul style="list-style-type: none"> • St John Fisher Catholic Voluntary Academy • The Mirfield Free Grammar • Thornhill Community Academy • Upper Batley High School 	
<p>(d) The governing bodies are the admission authorities for the foundation (F) and trust (T) schools</p> <p><u>Primary</u></p> <ul style="list-style-type: none"> • Golcar J I & N School (T) • Heckmondwike Primary School (T) • Littletown Junior Infant and Nursery School (T) • Crow Lane Primary and Foundation Stage School (T) • Paddock J I & N School (T) <p><u>Secondary</u></p> <ul style="list-style-type: none"> • North Huddersfield Trust School (T) • Spen Valley High School (T) • Westborough High School (T) 	<p>(e) The governing bodies are the admission authorities for the Roman Catholic voluntary aided (VA) schools</p> <p><u>Primary</u></p> <ul style="list-style-type: none"> • 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 <p><u>Secondary</u></p> <ul style="list-style-type: none"> • All Saints Catholic College, Specialist in Humanities

Terms marked * are explained on page 31

A. Kirklees co-ordinated schemes for relevant year of entry admissions for 2021/22 for rising fives, junior schools, middle schools and secondary schools

<p>5. The relevant year is the normal year of admission</p>	<p><u>Rising five year old admissions</u> Children should normally enter full-time education in the school year in which their fifth birthday occurs.</p> <ul style="list-style-type: none"> • Reception class is the relevant year 	<p><u>Junior and middle school admissions</u></p> <ul style="list-style-type: none"> • 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 the Shelley area 	<p><u>Secondary school admissions</u></p> <ul style="list-style-type: none"> • 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
<p>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:</p> <p style="text-align: center;">Date of birth between 1.9.16 and 31.12.16 - may defer entry until start of Spring term i.e. January 2022</p> <p style="text-align: center;">Date of birth between 1.1.17 and 31.8.17 - may defer entry until start of Summer term i.e. April 2022</p> <p>If a child has a date of birth between 1.4.17 and 31.8.17 and the parent does not wish them to begin school until September 2022 (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 under page 7)</p>			
<p>6. The application</p>	<ul style="list-style-type: none"> • 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 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. 		
<p>7. Supplementary Information Form</p> <p>SIF*</p>	<ul style="list-style-type: none"> • Own admission authority schools (see sections 4b-4e) 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 		

<p>8. The application process</p>	<p><u>Rising five year old admissions</u></p> <ul style="list-style-type: none"> • 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. <p>Schools are asked to:-</p> <ul style="list-style-type: none"> • 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. 	<p><u>Junior and middle school admissions</u></p> <ul style="list-style-type: none"> • 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. <p>To support on time applications, the child's present school is asked to :-</p> <ul style="list-style-type: none"> • 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. 	<p><u>Secondary school admissions</u></p> <ul style="list-style-type: none"> • 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. <p>To support on time applications, the child's present school is asked to:-</p> <ul style="list-style-type: none"> • 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.
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<p>9. Procedure for preferences expressed for Kirklees schools</p>	<ul style="list-style-type: none"> • 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 sections 4b-4e) 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.
<p>10. Provision of information to other local authorities</p>	<ul style="list-style-type: none"> • 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.
<p>11. Procedures for a Kirklees academy, foundation, trust or VA school</p>	<p>This scheme requires the governing body/academy trust of a school in Kirklees which is an admissions authority to:</p> <ul style="list-style-type: none"> • 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 30. • 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.
<p>12. Procedure for offers of places to parents / carers</p>	<ul style="list-style-type: none"> • 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 in sections 4b-4e (or other LA) of a Kirklees decision to offer or refuse a place at such a school.

<p>13. Offers of places to Kirklees parents / carers and appeals</p>	<p>National offer day for rising five year old admissions is <u>16 April 2021</u></p>	<p>National offer day for junior and middle school admissions is <u>16 April 2021</u></p>	<p>National offer day for secondary school admissions is <u>1 March 2021</u></p>
<ul style="list-style-type: none"> • 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 a 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, how to accept or refuse an offer. 			
<p>14. Processing online applications for the normal entry admissions round</p>	<ul style="list-style-type: none"> • 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 section13). • The processing of online applications for the normal entry admissions round will be as follows:- <ul style="list-style-type: none"> ○ 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 in section 4. Preferences which cannot be satisfied which are received after the offer day are similarly placed on a school's waiting list. 		
<p>15. Late and revised applications</p>	<p><u>Rising five year old admissions</u></p> <ul style="list-style-type: none"> • Closing date for applications 15 January 2021 • Planned allocation date 15 March 2021 	<p><u>Junior / middle admissions</u></p> <ul style="list-style-type: none"> • Closing date for applications 15 January 2021 • Planned allocation date 15 March 2021 	<p><u>Secondary school admissions</u></p> <ul style="list-style-type: none"> • Closing date for applications 31 October 2020 • Planned allocation date 15 January 2021
<ul style="list-style-type: none"> • 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 			

	<p>Authority 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 6 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.</p> <ul style="list-style-type: none"> • 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.
<p>16. Waiting lists</p>	<ul style="list-style-type: none"> • 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 sections 4b-4e) 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: <ul style="list-style-type: none"> (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.
<p>17. Admissions outside normal admissions round</p>	<ul style="list-style-type: none"> • 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 in sections 21-29
<p>18. Appeals</p>	<p>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).</p> <ul style="list-style-type: none"> • 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.

<p>19. Changes to PAN by admission authorities</p>	<p>Governing bodies / academy trusts of Kirklees own admission authority schools must</p> <ul style="list-style-type: none"> • Notify the LA in writing of any intention to increase the school's PAN and publish the change on the school's website. <p>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 30.</p>
<p>20. Schools with assessment *or testing as part of the admissions process</p>	<p>(a) Batley Grammar School - fair banding assessment for entry into Year 7</p> <ul style="list-style-type: none"> • 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 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 30 October 2020 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.

	<p>b) Heckmondwike Grammar School - ability testing</p> <ul style="list-style-type: none"> • 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 2021 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 noon on 22 June 2020.
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B. Kirklees scheme for in-year admissions 2021/22 : sections 21-29	
<p>This scheme is written to reflect that Kirklees 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.</p>	
<p>21. In-year applications</p>	<p>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.</p>
<p>22. The Kirklees In-year Common Application Form (ICAF)</p>	<p>All applications for an in-year admission to a Kirklees school can be made on the Kirklees In-year Common Application Form (ICAF). This includes applications from parents/carers resident outside Kirklees.</p>
<p>23. Supplementary Information Form SIF</p>	<ul style="list-style-type: none"> • Own admission authority schools (see sections 4b-4e) 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

<p>24. Assessment of a parent/carer's preference for Kirklees community and voluntary controlled schools</p>	<p>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:</p> <ul style="list-style-type: none"> • Contact Kirklees admissions regularly to confirm the availability of places at the school. • Kirklees admissions will <ul style="list-style-type: none"> ○ confirm whether the school has vacancies in the year group required ○ confirm by reference to the Kirklees admission 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.
<p>25. Kirklees schools where the governing body / academy trust is the admission authority</p>	<p>This scheme requires the LA to make available the details of the application received on the ICAF within 2 school days of the parent submitting the application.</p> <p>This scheme requires the governing body/academy trust to:</p> <ul style="list-style-type: none"> • Check the School Admissions 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 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 admissions team within 2 school days 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. • Inform the Local Authority by 1 October 2021 whether they intend to be part of the local authority's in-year co-ordination scheme (where this is offered) • To set out on the school's website by 31 October 2021 how in-year applications will be dealt with • Communicate the offer or refusal of a place to the parent/carer (or the parent/carer's home LA) and notify the Kirklees admissions team of the application and its outcome as soon as reasonably practicable but should aim to do so within 2 school days.
<p>26. Offers of places to Kirklees parents / carers and appeals</p>	<p>The relevant admissions authority (as noted in section 4) will send out to a parent/carer in writing a decision to offer or refuse a place at the school. They should aim to do this within 10 school days but they must do this within 15 school days of the application being received at a school. A copy of the decision should be sent to the Kirklees admissions team.</p> <p>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 as soon as possible.</p>

	<p>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 :-</p> <ul style="list-style-type: none"> • the statutory right of appeal, • how to accept or refuse an offer • the availability of assistance with school transport.
<p>27. Waiting lists at academy, foundation, trust and voluntary aided schools</p>	<p>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.</p>
<p>28. Waiting lists for Kirklees community and voluntary controlled schools</p>	<p>Kirklees LA will keep a waiting list for each Kirklees community and voluntary controlled school as follows:</p> <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> ○ 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. <p>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).</p> <p>The offer of places from the waiting lists will only be made by the Kirklees LA and will be for an immediate start.</p>
<p>29. Availability of places</p>	<p>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 30).</p> <p>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.</p>

3. Timetable for Kirklees coordinated normal round admissions

Process	Rising 5 year old admissions	Junior and Middle school admissions	Secondary school admissions
The online application process opens via the Kirklees Parent Portal	Week starting Sunday 1 September 2020	week starting Sunday 1 September 2020	week starting Sunday 1 September 2020
	↓	↓	↓
	Batley Grammar School • SIF deadline 4pm 15 January 2021		Heckmondwike Grammar School Register for entrance test by noon on 22 June 2020 Batley Grammar School • SIF deadline 4pm 30 October 2020
	↓	↓	↓
Closing date for online applications and SIFs	Friday 15 January 2021	Friday 15 January 2021	Saturday 31 October 2020
	↓	↓	↓
Kirklees LA sends information about applications for schools in other LAs to those LAs	Friday 5 February 2021	Friday 5 February 2021	Monday 16 November 2020
	↓	↓	↓
Kirklees LA sends information about applications to Kirklees academy, foundation, trust and VA schools	Friday 19 February 2021	Friday 19 February 2021	Friday 4 December 2020
	↓	↓	↓
Kirklees academy, foundation, trust and VA schools • 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 26 February 2021	Friday 26 February 2021	Friday 18 December 2020
	↓	↓	↓
Kirklees decides provisional offers including extra-district children applying for Kirklees schools and notifies other LAs	Monday 15 March 2021	Monday 15 March 2021	Friday 15 January 2021
	↓	↓	↓
Provisional offers reviewed to take account of information from other LAs, results sent to other LAs/admission authorities	Friday 19 March 2021	Friday 19 March 2021	Monday 25 January 2021
	↓	↓	↓
Kirklees and other LAs exchange information on confirmation of offers to be made	Wednesday 24 March 2021	Wednesday 24 March 2021	Friday 5 February 2021
	↓	↓	
Statutory National Offer Day	Friday 16 April 2021	Friday 16 April 2021	Monday 1 March 2021
	↓	↓	↓
	Appeals	Appeals	Appeals

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

Term	Definition
Admissions authority	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 30 October 2020. The deadline for the Registration/Supplementary Information Form for primary places is 4.00pm on 15th January 2021. Parents are required to register their child for the entrance test to Heckmondwike Grammar School by noon on 22 June 2020. The entrance test will then be held in early Autumn 2020.
SIF	Supplementary Information form
Trust school	A trust school is a foundation school with a charitable foundation

Pupil Admissions	Second Floor, Kirkgate Buildings, Byram Street, Huddersfield, HD1 1BY Tel 01484 225007 E-mail: pupiladmissions@kirklees.gov.uk
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Disclaimer

- The information in this document is believed to be correct at the time of publication.
- Please contact Kirklees Admissions or consult the Kirklees Council website for the most up to date information.
- Please consult the websites of other Admission Authorities to obtain the most up to date information.

The Kirklees admission policy for community and voluntary controlled schools for 2022/23 (Revised 01.09.21 to comply with the Statutory School Admissions Code 2021).

Determined by Kirklees Council Cabinet on 31 August 2021

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1A. 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 2021. 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 9 to 17 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) and all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be as a result of being adopted;
2. 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);
3. children who live in the school's PAA;
4. 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);
5. 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) and all previously looked after children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be as a result of being adopted;
2. 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);
3. children who attend a listed infant school (with priority for the linked junior school)
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 either school 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.

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 Childrens 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.

- A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society. Evidence must be provided by parents of the child's adoption from public care outside England.
- 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 6).
- 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 and Crown Servants

- 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.
- Children of service personnel and crown servants returning from overseas to live within Kirklees, will be allocated a school place (as long as one is available) 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 address at which the child will live when applying oversubscription criteria, as long as parents provide some evidence of their intended 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.

**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 school.

D. Table of Proposed published admission numbers (PANs)

Secondary and middle provision

Secondary School	Category	PUBLISHED ADMISSION NUMBER 2021-2022	PUBLISHED ADMISSION NUMBER 2022-2023	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	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 *(210)	180	Information only. Own AA school. No proposed change to PAN *Admission over PAN	180 *(210)	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 *(210)	186	Information only. Own AA school. *Admitted over PAN.	186 *(210)	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 *(210)	180	Information only. Own AA school. *Admitted over PAN	180 *(210)	180 *(210)	180 *(210)	180	-
Moor End Academy	Academy	210	200	Information only. Own AA school.	210	200	200	200	-
Netherhall Learning Campus - High School	Community	131 *(145)	145	*Admitted over-PAN. Determined increase in PAN from 131 to 145	131 *(145)	131 *(155)	131	131	626-709

Secondary School	Category	PUBLISHED ADMISSION NUMBER 2021-2022	PUBLISHED ADMISSION NUMBER 2022-2023	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
Newsome Academy	Academy	183 *(203)	183		183 *(203)	183	183	183	828-920
North Huddersfield Trust School	Trust	180 *(210)	180	Information only. Own AA school. * Admitted over-PAN	180 *(210)	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)	-
Spenn Valley High School	Trust	190	190	Information only. Own AA school.	190	190	190	190	966-1074
St John Fisher Catholic Voluntary Academy	Academy	198	198	Information only. Own AA school.	198	198	198	198	-
Thornhill Community Academy, A SHARE Academy	Academy	180 *(200)	180	Information only. Own AA school. *Admitted over PAN	180 *(200)	180 *(200)	180 *(200)	180	-
The Mirfield Free Grammar	Academy	221 *(250)	221	Information only. Own AA school. *Admitted over PAN	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	PUBLISHED ADMISSION NUMBER 2022-2023	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
Battleyford 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	PUBLISHED ADMISSION NUMBER 2022-2023	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 (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					-	-
Earlsheaton 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	PUBLISHED ADMISSION NUMBER 2022-2023	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
Lyrlstmount Junior School	Community	90	90					90	90	90	329-366	82-91

Primary School	Category	PUBLISHED ADMISSION NUMBER 2021-2022	PUBLISHED ADMISSION NUMBER 2022-2023	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
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	Academy	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 *(124)	120	Information only. Own AA school.				120 *(124)	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	**Determined 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

Primary School	Category	PUBLISHED ADMISSION NUMBER 2021-2022	PUBLISHED ADMISSION NUMBER 2022-2023	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
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 Academy	Academy	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 –	Academy	30	30	Information only. Own AA school.	30	30	30	30	30	30	-	-

Primary School	Category	PUBLISHED ADMISSION NUMBER 2021-2022	PUBLISHED ADMISSION NUMBER 2022-2023	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
Lily Park, A SHARE Primary Academy												
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		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
Mary's Catholic Primary School	VA	45	45	Information only. Own AA school.	45	45	45	45	45	45	297-330	42-47

Primary School	Category	PUBLISHED ADMISSION NUMBER 2021-2022	PUBLISHED ADMISSION NUMBER 2022-2023	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
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
St Patrick's Catholic Primary Academy (Huddersfield)	Academy	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
Upperthong 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.

2. 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 2021.
- 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 23 – 28.
- B. Kirklees scheme for in-year admissions 2022/23 page 29 – 31.

Page 32 and 33 show the timetables for implementing these schemes.

Page 34 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
- 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
- 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)
- Kirkheaton Primary 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
- Our Lady of Lourdes Catholic Primary Academy
- Overthorpe CofE Academy
- Scissett CE Academy
- Shelley First School
- Skelmanthorpe Academy
- St Aidan's CE Academy
- St Patrick's Catholic Primary Academy, Huddersfield
- Thornhill J & I School
- Woodside Green, A SHARE Primary Academy

Middle

- Kirkburton Middle School
- Scissett Middle School

Secondary

- Batley Girls' High School
- 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

- Newsome 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
- Littletown 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
- 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 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 7).

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 20 - 22) 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 20 - 22) 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 32 and 33.
- 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 20 – 22 (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 20 – 22. 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 6 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 20 - 22) 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 29 – 31.

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 32 and 33.

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 test is communicated to parents by 18 October 2021, 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 online for their child's entrance test by 28 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 **can** 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 20 - 22) 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 within 2 school days 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.
- Inform the Local Authority by 1 August whether they intend to be part of the local authority's in-year co-ordination scheme (where this is offered)
- To set out on the school's website by 31 August 2022 how in-year applications will be dealt with
- 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 application and its outcome as soon as reasonably practicable but should aim to do so within 2 school days.

Offers of places to Kirklees parents/carers and appeals

The relevant admissions authority (as noted on pages 20 - 22) will send out to a parent/carer in writing a decision to offer or refuse a place at the school. They should aim to do this within 10 school days but they must do this within **15 school days** of the application being received 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 as soon as possible.

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 5).

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.

3. 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 online by for entrance exam	28 June 2021 (midday)
The online application process opens via the Kirklees Parent Portal	Wednesday 1 September 2021
Batley Grammar School SIF deadline	3pm 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

4. 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 3.00pm 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 28 June 2021 (midday).. The entrance exam is provisionally set for 13 September 2021 but is to be confirmed. Please see the school's website for more information. Parents will receive entrance exam result by 18 October 2021 – this does not constitute the offer of a place.
SIF	Supplementary Information form
Trust school	A trust school is a foundation school with a charitable foundation
Pupil	Tel 01484 225007 E-mail: pupiladmissions@kirklees.gov.uk



Name of meeting: Cabinet

Date: 31 August 2021

Title of report: Corporate Financial Monitoring Report, Quarter 1, 2021/22

Purpose of the Report

To receive information on financial monitoring for General Fund Revenue, Housing Revenue Account (HRA) and Capital Plan, as at Quarter 1 (month 3), 2021/22.

Key decision – is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes
Key decision - is it in the <u>Council's Forward Plan (key decisions and private reports)</u>?	Key decision – Yes
The Decision - Is it eligible for “call in” by Scrutiny?	Yes
Date signed off by Strategic Director & name	Rachel Spencer Henshall – 19/08/21
Is it also signed off by the Service Director for Finance?	Eamonn Croston – 19/08/21
Is it also signed off by the Service Director – Legal, Governance & Commissioning?	Julie Muscroft – 19/08/21
Cabinet member portfolio - Corporate	Give name of Portfolio Holders Cllr Paul Davies

Electoral wards affected: All
Councillors Consulted: None

Public or private: Public

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

1. Summary

1.1 General Fund

- 1.1.1 The Council's revised General Fund controllable (net) revenue budget for 2021/22 is £321.0m. The budget includes planned (net) revenue savings in-year of £1.8m.
- 1.1.2 The revised budget is net of a number of planned transfers from reserves during the year, with the most significant being £1.7m from the Revenue Grants reserve, £0.7m from the Strategic Investment reserve and £0.4m from the Rollover reserve.
- 1.1.3 There is a forecast overspend of £1.6m against the £321.0m revised budget at Quarter 1; equivalent to 0.5%.
- 1.1.4 The forecast revenue outturn as at Quarter 1 is summarised at Appendix 1 and in Table 1 below. Headline variances, including COVID impacts, are described in more detail in sections 1.3 to 1.8 of this report.

Table 1 - Overview of 2021/22 forecast revenue outturn position at Quarter 1

	Revised Budget	Outturn	Variance
	£000	£000	£000
Children & Families	76,858	80,128	3,270
Adults & Health	114,473	115,485	1,012
Environment & Climate Change	35,499	41,526	6,027
Growth & Regeneration	14,342	14,776	434
Corporate Services	36,150	38,817	2,667
Central Budgets	43,655	39,346	(4,309)
General Fund Sub Total	320,977	330,078	9,101
COVID Funding Offset	-	(7,465)	(7,465)
Revised General Fund Total	320,977	322,613	1,636

1.2 COVID

- 1.2.1 Full year forecasts as at Quarter 1 include £21.4m additional COVID related spend and £5.6m COVID impacted service income loss, as shown in Appendix 2a and summarised in Table 2 below.

Table 2 - Overview of 2021/22 Forecast COVID Pressures at Quarter 1

	COVID spend	COVID Income Loss	Total COVID Pressures
	£000	£000	£000
Children & Families	2,097	315	2,412
Adults & Health	5,370	386	5,756
Environment & Climate Change	1,010	3,893	4,903
Growth & Regeneration	1,281	913	2,194
Corporate Services	11,636	140	11,776
Central Budgets	53	0	53
General Fund Total	21,447	5,647	27,094

- 1.2.2 Of the forecast £21.4m COVID related additional spend at Quarter 1, £15.2m will be funded through a combination of specific COVID grant funding from Government in 2021/22, allocated to councils to cover particular aspects of the response to the pandemic, and COVID related funding streams received in 2020/21, rolled forward into 2021/22 through reserves. As such, this spend is projected to be completely offset by income and does not affect the Directorate variances. The balance of £6.2m spend is offset corporately by the drawdown of the COVID Response reserve. This is illustrated at Appendix 2b.
- 1.2.3 As confirmed in the Financial Settlement in February 2021, the Sales, Fees and Charges (SFC) income compensation scheme will continue to apply for the first 3 months of 2021/22; April to June. The principles remain the same as in 2020/21, whereby Councils absorb losses up to 5% of planned sales, fees and charges against baseline, with Government providing compensation of 75p in every pound thereafter. Based on the outlined criteria, it is estimated that Kirklees will receive in the region of £1.3m compensation in 2021/22. This is factored into the overall Quarter 1 position.
- 1.2.4 An additional base budget provision of £5m was included in the approved 2021/22 budget to reflect the likelihood of continued income loss from sales, fees and charges and commercial rents as a result of COVID, over the medium term. This budget reduces by £1m per annum over the duration of the MTFP, in anticipation of the medium-term recovery of the local economy. The £5m base budget adjustment reflects the estimated net position for 2021/22 after the application of any SFC income compensation due to the Council for the first three months of the new financial year.
- 1.2.5 At Quarter 1, it is assumed that £4.3m of the base budget provision will be released to offset the balance of projected income losses unfunded by the income compensation scheme. This is illustrated as an underspend within Central Budgets at Appendix 1 and also at Table 1 above.
- 1.2.6 As also approved in the 2021-26 Annual Budget Report, £2.2m has been transferred from the 2021/22 Government local council tax support grant to reserves, earmarked to support a potential increase in demand on existing Local Welfare Provision measures to support some of the borough's families and individuals in extreme financial hardship.
- 1.2.7 Various other funding announcements have been made by Government for 2021/22, covering specific aspects of the continued national response to the pandemic.

includes funding for Adult Social Care through an extension of both the Infection Control Fund and the Rapid Testing Fund; Kirklees' total allocation £4.2m, and further funding through the Contain Outbreak Management Fund (COMF); Kirklees' allocation £3.2m. In addition, at Quarter 1, a further £1.6m income is estimated to be received through Clinical Commissioning Group funding, targeted to cover COVID associated costs related to aspects such as hospital discharge and follow-on care.

- 1.2.8 The ongoing financial impact of the pandemic continue to be monitored monthly to MHCLG sector wide through 2021/22 as it was through 2020/21 and this Council, working with the Local Government Association (LGA), Special Interest Group of Metropolitan Authorities (SIGOMA) and other sectoral and stakeholder lobbying, will continue to work with Government to ensure Kirklees is appropriately compensated for COVID related impacts not just through in 2021/22, but also over the medium term.

1.3 Children & Families

Learning – High Needs

- 1.3.1 At Quarter 1, the forecast in-year spend on High Needs spend in excess of the DSG funding allocation is £9.8m (equivalent in-year deficit in 2020/21 was £10.7m). This will be transferred to Kirklees' balance sheet at year end, and the overall DSG Deficit is forecast to be £34.9m by 31 March 2022.
- 1.3.2 High Needs is an area of significant and growing pressure on Council budgets nationally and locally. It is anticipated that medium term, growth pressures will be mitigated at least in part through other measures, with the Council currently working on the implementation of a ten point action plan with key educational partners across the district. Officers are in current dialogue with the Education, Skills & Funding Agency (ESFA) regarding a medium-term management plan to reduce the in-year structural deficit over time, alongside potential for additional funding support from ESFA. The approved budget plans included in the Annual Budget Report to Council on 10 February 2021, affirm the Council's commitment to SEND investment (both revenue and capital) over the medium term.
- 1.3.3 The Council will continue to engage with Department for Education, Schools Forum and other key stakeholders, using the framework of the updated operational guidance on schools funding 2021/22, to consider options to manage down the accumulated DSG deficit over time.

Learning and Early Support

- 1.3.4 Currently there are 206 children with Education Health and Care Plans (EHCP's) using Post-16 Home to School Transport. The additional complexity of need and the increase in placements outside of Kirklees is reflected in a projected overspend of £0.6m on Post-16 Home to School Transport at Quarter 1. This is despite the additional £0.3m base budget uplift as part of approved 2021/22 budget plans as noted below.
- 1.3.5 The Council is currently exploring a range of alternate approaches, working with pupils, parents, schools sector and providers, to deliver more innovative and tailored transport options while reducing overall cost pressures. An additional £1.5m was built into base budgets going forwards as part of the 2021/22 Annual Budget Report to address the estimated residual ongoing pressure in this area, with £0.3m allocated to Post-16 budgets and £1.2m allocated to Schools Transport budgets within Environment.

- 1.3.6 The increased number of approved applications for funding support from Special Educational Needs and Disability Inclusion Fund (SENDIF) has resulted in the requirement for additional investment. The fund primarily supports 2-4 year olds with special educational needs who attend a Private Voluntary and Independent (PVI) or mainstream school nursery setting. Numbers of children accessing the fund increased from 406 to 486 during 2020/21 and estimates are that this growth will continue in 2021/22 alongside a growth in complexity of need.
- 1.3.7 The service has strengthened the resources in the Early Years SEN Inclusion Team and are providing training to nursery settings to upskill their workforce so that they can meet the needs of the children rather than having to access SENDIF. This is intended to help mitigate pressures on this budget going forward. The 2021/22 annual budget report factored this ongoing investment need into approved budget plans, however forecasts at Quarter 1 indicate a further pressure in the region of £300k in-year.

COVID Impacts – Children and Families

- 1.3.8 Within Children and Families there is projected additional spend of £2.1m; £1.9m of which relates to Child Protection and Family Support. This is primarily due to a £1.5m pressure within External Residential Placements and Independent Fostering Placement budgets related to the deferred placement target for Looked After Children (LAC) resulting from a number of COVID impacted issues affecting the timing of targeted savings. At 31 March 2021, LAC numbers were 650; an increase of 24, or 4%, since July 2019. Work is ongoing within the service to address these pressures by looking to safely move children to less costly placements and also to increase local fostering capacity and reduce the reliance of more expensive external provision whilst continuing to maintain successful outcomes.
- 1.3.9 There are also estimated additional staffing costs of £0.3m arising as a direct result of COVID related absences within Children's residential homes and also £100k of placement accommodation costs associated with young people aged 18 remaining in care due to delayed transfers.
- 1.3.10 At Quarter 1, income losses within Learning and Early Support are projected to be £0.3m; reflecting the continued impact of school closures on budgeted Attendance Penalty Notice income and reduced income from the Duke of Edinburgh scheme.

1.4 Adults and Health

- 1.4.1 The overall projected position for Adults is an overspend of £1.0m. Within this, there are some variances across key demand-led headings, with some elements offsetting others. Within Independent Sector Home Care there is £0.9m additional spend; due primarily to continuing increased delivery of home care to the public, a pre-pandemic trend that has accelerated because of a shift in market patterns as a result of COVID. The level of weekly hours provision of home care (and therefore cost) has risen significantly since October 2019 (when the measures were put in place), and also since March 2020 as the pandemic took hold. Last year providers experienced additional pressures, and there was a need to secure additional capacity to support hospital pressures. This continues in this new financial year.
- 1.4.2 There is a projected underspend on Independent Sector Residential & Nursing placements of £0.8m. This is due to shifting patterns in the market, and the impact of the pandemic. Note that this underspend is offset by the homecare overspend outlined above, along with a £0.6m overspend on Self Directed Support. Both of which include the funding of individuals who would otherwise have moved into residential care.

COVID Impacts – Adults and Health

- 1.4.3 The pandemic has had a significant impact on the Social Care market. Adult social care providers have seen significant operational and financial pressures, including additional vacancies arising in care homes, additional costs of providing services in the context of COVID impacts on cash flow, and uncertainty within the market. Such challenges have been well documented locally, regionally and nationally.
- 1.4.4 Officers have been working closely with partners to ensure there is stability and consistency of approach in the market. Work is also ongoing as to the consideration of key pressures being seen by providers and where support may be required (targeted if necessary). A programme has also been undertaken with the Clinical Commissioning Group (CCG) to support hospital avoidance and early hospital discharge.
- 1.4.5 The Council also continues to utilise nationally announced Government grants allocated for Social Care. This includes continuing phases of the Infection Control Funding and Rapid Testing Funding, with funding announced up to the end of September.
- 1.4.6 Work is also being undertaken with providers in the Care home market to review recent falls in demand, how much of this has been caused by the pandemic, and how much is due to changes in longer term shifts. There is the question of what the new 'normal' will be both in the short and long term, and in terms of type of support required (with the possibility of it being driven more by people with complex needs). Continued working with partners is key, as is the utilisation of market research.
- 1.4.7 A recent analysis by Age UK has found that the pandemic has “sharply accelerated the care needs of significant numbers of older people.” Recent figures from them show that 1.2 million older people aged 60+ in the UK who had difficulty walking up and down the stairs before the first lockdown report this activity has become even more difficult for them since then, while 1.45 million now have difficulty walking short distances when previously this did not pose problems for them at all.
- 1.4.8 The challenge continues for Social Care in managing the approach and matching resource to demand, all within the national funding envelope. Work is ongoing, alongside partners, to plan and work towards stability in the market, both in the short and long term.

1.5 Growth and Regeneration

COVID Impacts – Growth and Regeneration

- 1.5.1 Across Growth and Regeneration there are estimated spend pressures totalling £1.3m with respect to COVID; £1.0m of which sit within Development and largely represent costs related to re-opening high streets and town centres safely. £1.0m of the estimated spend pressures across the directorate are assumed to be offset by specific COVID funding streams, including £0.6m from the Welcome Back Fund (formerly the Re-opening High Streets Safely Fund).
- 1.5.2 There are also estimated income losses of £0.9m within Growth and Housing in relation to COVID. These include £0.8m on Commercial Properties and £0.1m on Building Control fees.
- 1.5.3 The Council has continued to administer funding on the Government's behalf to support eligible businesses impacted by COVID with their costs. To date, in the region

of 7,300 payments have been processed in 2021/22; totalling approximately £30.0m.

1.6 Environment and Climate Change

Culture and Visitor Economy

- 1.6.1 There is an estimated temporary income shortfall of £0.3m in Bereavement Services linked to the Cremator Replacement project and resultant short-term capacity reduction.

Highways and Streetscene

- 1.6.2 At Quarter 1 there is a projected overspend of £0.7m within Waste Services as a result of higher landfill tonnage between April and June 2021. This is due to a combination of an annual maintenance shutdown period of the Council's Waste Disposal Facility, increased overall tonnages and severe levels of contamination in green bins, displacing material from the facility into landfill.

COVID Impacts – Environment and Climate Change

- 1.6.3 At Quarter 1 there is an estimated full year pressure of £4.9m across both spend and income budgets within Environment and Climate Change in relation to COVID.
- 1.6.4 Estimated spend pressures equate to £1.0m across the directorate, with the majority assumed to be offset in full by a range of specific COVID funding sources. The pressures include £0.5m additional spend on Waste Services, largely associated with vehicles and hired staff required for additional duties related to COVID and also projected costs of £0.3m for COVID Community Support Officers. Costs of £0.1m within Museums and Galleries are also included at Quarter 1; to be offset in full by Cultural Recovery Fund income.
- 1.6.5 There are projected income losses of £3.9m across the directorate; the most significant being £2.2m on Catering due to under recovery of income from school meals as a result of reduced pupil numbers. Other forecast losses include £0.6m on Markets and £0.3m on Parking Fees and Fines; the latter due to increased home working and local measures to encourage high street footfall through free parking for key workers in the borough's major towns.

1.7 Corporate Strategy, Commissioning and Public Health

- 1.7.1 Within Legal Services there is an estimated pressure of £0.5m. The service is currently reviewing all aspects of service delivery taking into account pre-existing savings targets and the increased demands on Legal Services as the requirement for legal intervention rises; in particular relating to childcare.

COVID Impacts – Corporate Strategy, Commissioning & Public Health

- 1.7.2 At Quarter 1 there are projected additional spend pressures of £11.6m within Corporate Strategy, Commissioning and Public Health relating to COVID; £8.1m of which will be funded directly by specific COVID grant streams. This includes £4.6m within Public Health, largely comprised of £2.0m of test and trace programme costs; offset by the Test and Trace Service Support Grant, £1.3m of spend to support clinically vulnerable residents; offset by the Clinically Extremely Vulnerable (CEV) Fund and £1.1m of testing mobilisation costs; offset by Community Testing Funding

- 1.7.3 Within Finance, there is projected spend of £1.7m on welfare provision costs to support for our most vulnerable residents with the cost of food, energy, water bills and other essentials; offset by the Local Support Grant and £0.4m costs for administering support payments to those on low incomes who had to self-isolate; offset by Self Isolation Grant funding. COMF is also assumed to be applied across the directorate at £0.6m; largely to fund estimated costs of £0.3m for additional Ward Activity spend and £0.2m IT and remote working costs.
- 1.7.4 The balance of additional COVID spend is £4.1m. This mostly reflects continued Council 'underwrite' to Kirklees Active Leisure (KAL) of £3.5m in 2021/22 to address forecast net revenue losses as a result of enforced closure of leisure centres during the pandemic, and gradual recovery of the leisure industry both nationally and locally. This underwrite was part of the Council and KAL Partnership Framework report approved by Cabinet on 27 July 2021. The payments to KAL will be funded through drawdown of the COVID Response reserve. See also paragraph 1.9.3.
- 1.7.5 The income compensation scheme outlined in paragraph 1.2.3 compensates for COVID related losses from Council owned leisure services, or through a planned management fee, where there is an arms-length relationship. However, the income compensation scheme does not cover other 3rd party provider arrangements such as Kirklees Active Leisure (KAL) Trust.

1.8 Central Budgets

- 1.8.1 The 2021/22 Annual Budget Report included provision within central budgets to reflect the likelihood of continued income loss from sales, fees and charges and commercial rents as a result of COVID, over the medium term. There is a £5.0m service income loss provision in 2021/22, reducing by £1.0m per annum, through to 2025/26, in anticipation of the recovery of the local economy. At Quarter 1, £4.3m of the 2021/22 contingency has been released to offset the balance of projected income losses unfunded by the Sales Fees and Charges compensation scheme.

1.9 General Fund Reserves

- 1.9.1 The reserves position at Appendix 3 reflects the Council's reserves strategy and approach reported and approved at Budget Council on 10 February 2021 and subsequent re-refresh in the Financial Outturn report to Cabinet on 27 July 2021.
- 1.9.2 At Quarter 1, General Fund reserves and balances are estimated to decrease through 2021/22 by £32.1m; from £197.3m at the start of the year to £165.2m as at 31 March 2022. Of this, £21.3m relates to transfers approved in the 2021-26 Annual Budget report; largely the drawdown of £23.5m from the Expanded Business Rates Relief reserve to offset the carried forward Collection Fund deficit, as outlined in the 2020/21 Financial Outturn Report to Cabinet in July 2021.
- 1.9.3 The remaining £10.8m balance of movement on reserves is broken down as follows:
- i) Forecast £3.0m net planned drawdowns from reserves during the year, with the most significant being £1.7m from Revenue Grants reserve, £0.7m from Strategic Investment reserve and £0.4m from the Rollover reserve.
 - ii) Estimated drawdown of £6.2m COVID Response reserve to offset projected COVID related costs unfunded by specific funding streams. As noted

paragraph 1.7.4, £3.5m of this drawdown relates to estimated payments to Kirklees Active Leisure (KAL) to address the net revenue losses incurred as a result of enforced closure of leisure centres during the pandemic and ensure KAL's financial sustainability and future recovery post-COVID.

- iii) Transfer of the Quarter 1 projected overspend of £1.6m against earmarked financial resilience reserves at year-end.

1.9.4 The Financial Resilience reserve is informed by the Council's corporate risk register; current version attached at Appendix 7 for information.

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

1.10 Collection Fund

1.10.1 The Collection Fund accounts separately for council tax and business rates income and payments. Table 3 below summarises the projected financial performance of the Collection Fund at Quarter 1.

Table 3 – Collection Fund Summary

Collection Fund forecast (Council Share)	Council Tax	Business Rates	Total
	£000	£000	£000
(Surplus)/Deficit at 1 April 2021	4,554	30,933	35,487
Re-payments to/(from) General Fund 21/22	(2,117)	(24,613)	(26,730)
In year Financial Position	-	15,000	15,000
(Surplus)/Deficit at 31 March 2022	2,437	21,320	23,757
Offset of Expanded Reliefs by s31 Grant		(15,000)	(15,000)
Re-payments to/from General Fund 22-24	(1,756)	(3,304)	(5,060)
Residual Collection Fund Deficit	681	3,016	3,697

1.10.2 The 2021/22 Council Tax Base (CTB), approved as part of the 2021-26 Annual Budget Report, incorporated a series of negative adjustments reflecting the forecast wider economic impact of COVID on Council Tax income, as described further in paragraphs 1.10.3 to 1.10.5 below. In total, the adjustments amounted to a £4.4m reduction in budgeted Council Tax income compared to previous forecasts included in the 2020-23 MTFP. As at Quarter 1, the in-year performance for Council Tax is projected at this early stage to be in line with the approved 2021/22 budgeted position.

1.10.3 The £4.4m adjustment noted above included an increase in the number of working age Council Tax Reduction claimants in 2021/22; reflecting a rise to approximately 27,000 claimants, from a pre-COVID level of 23,000. This amounted to a £2.0m reduction in budgeted Council Tax income.

1.10.4 The local Council Tax Reduction (CTR) scheme supports some of the borough's households on low incomes, is means tested and eligible claimants receive up to 80% discount from their full council tax liability. The local scheme only applies to those of working age. The national pension age scheme means there is no such minimum payment and eligible pensioners can receive up to 100% discount. At 30 June 2021 the working age CTR claimant numbers were 26,666, and this figure is anticipated to rise further over time as Government support for businesses tapers. With prevailing economic conditions, at least over the short to medium term, it is likely to mean

increased unemployment rates and further growth in households eligible for CTR.

- 1.10.5 A further £0.9m adjustment was made to reflect the scaling back of housing growth projections from previous assumptions which had largely mirrored the Local Plan over recent years. In addition, the collection rate was projected to decrease, resulting in a £1.4m uplift in the bad debt provision requirement.
- 1.10.6 As at Quarter 1, there is an estimated £15.0m deficit within Business Rates. This is 'technical' in nature as it relates to a downward income adjustment as a result of the continuation of the expanded retail discount scheme, announced by Government after the 2021/22 budgets had already been set. The additional reliefs awarded to businesses are funded in full by Central Government through section 31 grant payments. The payments will be transferred into earmarked reserves at year-end and will be drawn down in 2022/23 against the carried forward Collection Fund deficit.
- 1.10.7 The approved 2021/22 budget for Business Rates income included an estimated reduction in local share of 5%, equating to a £3m loss in income. There was also a further assumed impact of £1.5m due to a projected reduction in the Business Rates collection rate. As at Quarter 1, the in-year Business Rates performance at this early stage is also projected to be in line with the approved budget for 2021/22.
- 1.10.8 Charges to the General Fund each year from the Council (the billing authority) for Council Tax and Business Rates, and to the major precepting authorities (Fire & Rescue Authority, Office of Police & Crime Commissioner) are based on estimates. Actual income collected year on year will vary. These timing differences result in actual surpluses or deficits which are rolled forward year on year through the Collection Fund, and 'settled' over following years, through relevant payment adjustments to the General Fund/major precepting authorities.
- 1.10.9 Taking into account the opening balance and repayments to the General Fund in year, the above in-year projections result in an overall forecast deficit at 31 March 2022 of £23.7m for Kirklees' share of the Collection Fund. As noted above, £15.0m of the year-end projected deficit on Business Rates will be funded through additional s31 grant payments to the General Fund; and, in addition, a further £5.1m repayment is built into the approved MTFP figures across 2022/23 and 2023/24. This leaves an estimated deficit balance of £3.7m.
- 1.10.10 The 2020/21 Financial outturn report included approval for up to £6.4m of the COVID Response reserve to be earmarked to offset the balance of mainly COVID impacted Collection fund deficit rolled forward from 2020/21. This will be addressed in the upcoming Budget Strategy Update report.

1.11 Housing Revenue Account

- 1.11.1 The Council's Housing Revenue Account (HRA) accounts for all Council housing related revenue expenditure and income in a separate statutory (ring-fenced) account. The forecast revenue outturn at Quarter 1 is a £0.3m deficit against an annual turnover budget of £92.1m in 2021/22.
- 1.11.2 The projected deficit largely relates to a £0.2m pressure on investment income linked to reduced interest on balances due to the current 0.1% Bank of England base rate.
- 1.11.3 Forecast HRA reserves at 31 March 2022, including set asides for business risks and investment needs is £46.3m. A summary of the HRA outturn and reserves position can be found at Appendix 4.

1.12 Capital

- 1.12.1 The budget for the 2021/22 Capital Plan is based on the updated capital plan within the Financial Outturn & Rollover Report 2020/21, updated since for a further £3.6m re-profiled into subsequent financial years (see also Appendix 6). A further net £22k grant has been removed from the plan. It is also acknowledged that the budget and forecasts included at this stage are however conditional on Council approval of the financial outturn report 2020/21, on 8 September 2021.
- 1.12.2 The Council's revised capital budget for 2021/22 is £226.6m. The forecast capital outturn at Quarter 1 is £223.4m; forecast £3.2m variance.
- 1.12.3 The Quarter 1 position is summarised in Table 3 below, categorised by Council primary outcomes as set out in the Corporate Plan, which illustrates how the Council's investment proposals align with the Council's ambitions for its residents. Each primary outcome is further structured between strategic priorities, baseline work programmes and one-off projects.

Table 3 – Forecast Capital Outturn 2021/22 at Quarter 1

By Category	Revised Budget £000	Actuals to Date £000	Annual Forecast £000	Variance £000
Achieve & Aspire	24,567	2,834	24,539	(28)
Best Start	3,369	65	3,369	0
Independent	6,133	613	6,120	(13)
Sustainable Economy	124,216	9,211	123,265	(951)
Well	13,547	3,317	13,179	(368)
Safe & Cohesive	172	0	172	0
Clean & Green	11,353	2,255	11,353	0
Efficient & Effective	4,519	34	4,519	0
General Fund	187,876	18,329	186,516	(1,360)
Independent –Strategic Priorities	12,700	902	12,701	1
Independent - Baseline	26,087	4,010	24,216	(1,871)
Housing Revenue Account	38,787	4,912	36,617	(1,870)
Total Capital Plan	226,663	23,241	223,433	(3,230)

- 1.12.4 A more detailed breakdown of the capital outturn position is provided at Appendix 5, along with key variances highlighted.
- 1.12.5 Noting that Quarter 1 is an early capital forecast, officers will continue to review capital budget profiles in year, including any more detailed recommendations for potential re-profiling of scheme budgets between years (allowable under Financial Procedure Rules 3.10-3.15), as part of future financial monitoring. Any such recommendations would reflect the growing complexities and challenges over the next 5 years in delivering to this scale of ambition.
- 1.12.6 Future capital plan updates will continue to be presented to Council via the annual budget strategy update and annual budget approval reports to Cabinet and Council as a matter of course, as part of the annual planning cycle.

1.12.7 This report also includes a number of specific capital scheme proposals for Cabinet approval in line with Council Financial Procedure Rules:

Invest to Save, Street Lighting (Highways)

1.12.8 The current LED street lighting replacement programme is supported by an interest free loan from SALIX Finance Ltd and council match funding is financed through spend to save arrangements paid back from savings made in the Highways street lighting budget. At the time the original bid was submitted to SALIX Finance Ltd in 2018, a number of assumptions had to be made as to the number of units requiring updating and an undertaking submitted in the bid that the inventory quality would be improved. In order to fully complete the programme, a shortfall of £2.4m has been identified and the current financial year 2021/22 is the final year supported by SALIX funding.

1.12.9 Cabinet are requested to endorse the extension of the current street lighting LED replacement programme and approve an additional £2.4m towards funding the completion of the scheme in this financial year, funded from borrowing. The estimated annual revenue debt costs of £151k will be met, as with the existing scheme, through a spend to save arrangement, paid back from energy savings identified from the Highways revenue budget. Delegations to extend the scheme are requested under FPR 3.23 where the Chief Finance Officer is permitted to make variations to capital funding as necessary in order to ensure that the Council funding is optimised, subject to reporting such actions to Cabinet and Council.

Day Service Support for Vulnerable Adults

1.12.10 The Adults Day Care Support for Vulnerable Adults programme line (£21.8m) includes budget for Knowl Park House (including a centre of excellence facility) and Homestead. Outline estimates were £8m for both schemes at the time the outline bids were added into the programme. Detailed feasibilities have identified costs will now exceed their nominal original allocations. This is mainly due to significant rises in construction materials associated with current global supply chain shortages, and increased transport costs, an increase in the building footprints, the absorption of demolition costs, increases in Architecture fees due to the increased size of the buildings, and the cost of enabling works to premises required for temporary decant.

1.12.11 Although the contracts for new builds have yet to be tendered, detailed feasibility has anticipated costs will increase by approximately £1.3m for Knowl Park House and potentially £1.2m for the Homestead. This will give a total increase of £2.5m including enablement costs relating to the temporary decant of services from both existing buildings, resulting in a total revised budget for both schemes of £10.5m. Detailed proposals for both schemes are due to be reported to Cabinet on 17 September 2021.

1.12.12 It is proposed to also re-profile budgets and manage £600k of the increase from within the Adults Day Care Support for Vulnerable Adults programme line. The Service has identified a sum of £629k from One Off Projects budget to support the Knowl Park scheme in relation to new technology required as part of the Centre of Excellence. It is proposed that this also be re-profiled to support the scheme and Cabinet are requested to approve the transfer of resources from One Off Projects to Knowl Park House.

Batley Town Hall

1.12.13 As part of the building illuminations policy it is proposed that a new LED centrally controlled external lighting system is installed at Batley Town Hall. The new system will incorporate multi-coloured option display functionality to illuminate and light up buildings to support various national initiatives/events/charities. The Council has

received an increased number of requests to light up Town Halls at night to signal our support for these various events. This not only raises public awareness, supporting community cohesion and increasing faith literacy but is regarded as a significant benefit from a tourism or promotional perspective. As part of the building illuminations policy, a new lighting system has already been installed at Huddersfield Town Hall, a commission is in place to install a similar system at Cleckheaton Town Hall and funding for a lighting system at Dewsbury Town Hall has been identified within the Dewsbury Town Centre Action Plan. Cabinet are therefore requested to approve £65k for an external lighting system at Batley Town Hall, from the Regeneration and Greening of Smaller Towns and Villages capital programme line to fund this project.

Oakwell Hall

- 1.12.14 It is proposed to invest in the existing Oakwell Hall countryside centre located in the lower car park by creating a takeaway eatery that is appealing to all clientele that currently use Oakwell Hall and to attract new business. Due to the high annual footfall throughout the year there is a substantial opportunity here to generate a surplus for the commercial catering service after the initial investment. The investment would revamp facilities to create an ice-cream parlour operational throughout the summer months, an all-year round tea/coffee shop as well as having public toilets open throughout opening hours. Not only will the proposal attract new customers and users to the park but will also support mental and physical health of residents in the local area. Cabinet are therefore requested to approve £40k from the One Venue Development Programme towards the Oakwell Hall countryside centre proposal.

2 Information required to take a decision

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

Appendix 1 summarises, by service area, the forecast General Fund revenue outturn position in 2021/22;

Appendix 2a summarises, by service area, the forecast COVID additional spend and income losses in 2021/22;

Appendix 2b categorises the forecast 2021/22 COVID additional spend by funding source;

Appendix 3a summarises the forecast General Fund reserves and balances movements in-year;

Appendix 4 summarises the forecast HRA revenue outturn position including movements in HRA reserves in-year;

Appendix 5 sets out by Outcome area the forecast capital outturn position in 2021/22 and the reasons for the more significant forecast capital variances across strategic priority and baseline capital schemes.

Appendix 6 shows capital budget re-profiled into future years of the capital plan.

Appendix 7 is the Corporate Risk Register, updated as at July 2021;

- 2.2 The corporate risk register at Appendix 7 summarises the key strategic risks or barriers to achieving the corporate objectives. It also provides visibility about the management

actions which are either in place or brought into action to mitigate the impact of these risks. Many of these are of a financial nature and provide contextual information when setting the council's budget. There isn't a direct link but they do help to inform the level of reserve held by the council.

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

3 Implications for the Council

3.1 Working with People

3.2 Working with Partners

3.3 Place Based working

3.4 Climate Change & Air Quality

3.5 Improving Outcomes for Children

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

3.6.1 The Council has a statutory duty to balance its budget under section 31A of the Local Government and Finance Act 1992 and to take any necessary steps in-year to ensure this. Section 151 of the Local Government Act 1972 requires the Council to make proper arrangements for the administration of its financial affairs including budgetary control.

3.6.2 The Council's 2021-26 budget plans, approved at Budget Council on 10 February 2021, set out proposals for the delivery of an overall Council balanced budget for 2021/22, and indicative budget spending plans and funding forecasts over the following 4 years. This was against a backdrop of COVID which brought an unprecedented level of challenge and uncertainty to the budget round.

3.6.3 The financial planning framework underpinning the budget proposals was pragmatic in nature, enabled by the relatively strong financial resilience of the Council which existed pre-COVID; in particular by earmarking some of the pre-COVID financial resilience (MRP flexibility) to underwrite the Council's financial stability in 2021/22 as far as possible given the extent of global, national and local volatility.

3.6.4 The 2021-26 Annual Budget Report also made extensive reference to the continuing impact of COVID over the course of the medium-term financial plan, with impacts forecasted on a range of funding assumptions going forward, including service income and local tax income and business rates losses. As at Quarter 1, income forecasts appear to be largely in line with these assumptions.

3.6.5 The COVID response is ongoing, with impacts of the pandemic continuing to be a draw on existing Council, Partner and community capacity.

3.6.6 The Council's refreshed reserves strategy approved in the 2021-26 budget plans acknowledges the heightened volatility and unpredictability in the COVID impacted budget risk environment within which the Council is operating both currently and over the medium term.

3.6.7 It is intended that the forthcoming annual budget strategy report to Cabinet and Council in October 2021 will incorporate a more detailed review, quantification and sensitivity analysis on a range of emerging budget and other risks to help inform the Council's financial planning framework and overall reserves requirement as part of the refreshed Medium Term financial Plan (MTFP). This will include a further review of any COVID financial impacts anticipated to affect the Council's budget beyond 2021/22.

4 Consultees and their opinions

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

5 Next Steps

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

6 Cabinet portfolio holders recommendations

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

7 Officer recommendations and reasons

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

General Fund

7.1 note the forecast revenue outturn position at Quarter 1;

7.2 note the forecast year end position on corporate reserves and balances at Quarter 1;

7.3 note the regular monitoring and review of corporate reserves in 2021/22 reported to Cabinet as part of the Quarterly financial monitoring cycle;

Collection Fund

7.4 note the forecast position on the Collection Fund as at Quarter 1;

HRA

7.5 note the Quarter 1 forecast HRA position and forecast year-end reserves position;

Capital

7.6 note the Quarter 1 forecast capital monitoring position for 2021/22;

7.7 approve the re-profiling across years of the capital plan as set out in this report and at Appendix 6, and for Cabinet to recommend Council approves at its meeting on 8 September 2021;

7.8 approve £2.4m additional self-funding for 2021/22 within the Highways Capital Plan towards the extension of the existing Invest to Save Street Lighting scheme;

7.9 approve the re-profile of budgets within the Adults Day Care Support for Vulnerable

Adults programme line to manage the £600k increase required for Knowl Park House and Homestead and approve the reallocation of £629k from Adults Social Care One Off Projects line towards supporting the Knowl Park scheme within Day Services Support for Vulnerable Adults;

- 7.10 approve the release of £65k funding from Regeneration and Greening of Smaller Towns and Villages capital programme for Batley Town Hall illuminations as set out in this report; and
- 7.11 approve the release of £40k funding from One Venue Development Programme to fund expenditure on the existing Oakwell Hall cafe, as set out in this report;

8 Contact Officer

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Safaira Majid, Senior Finance Officer
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9 Background papers and History of Decisions

Financial Outturn and Rollover Report to Cabinet, July 2021
Annual budget report 2021-26 to Budget Council, February 2021
Budget Update Report to Council, October 2020

10 Service Director responsible

Eamonn Croston, Service Director Finance.
eamonn.croston@kirklees.gov.uk

Corporate Revenue Budget Monitoring 2021/22 – Month 3

Strategic Director portfolio responsibilities	Annual				
	Controllable Budget (Net)	Planned use of reserves	Revised Budget	Forecast	Variance
	£'000	£'000	£'000	£'000	£'000
Child Protection & Family Support	46,038	-	46,038	47,995	1,957
Resources, Improvements & Partnership	11,989	-	11,989	11,852	(137)
Learning & Early Support & Schools	18,831	-	18,831	20,281	1,450
Sub Total (Children & Families)	76,858	-	76,858	80,128	3,270
Customers and Communities	11,813	-	11,813	12,011	198
ASC - Older People and Physical Disabilities	21,030	-	21,030	20,943	(87)
ASC - Learning Disabilities and Mental Health	68,030	-	68,030	68,921	891
Adults Sufficiency	13,600	-	13,600	13,610	10
Sub Total (Adults & Health)	114,473	-	114,473	115,485	1,012
Environmental Strategy & Climate Change	10,011	203	10,214	10,802	588
Highways & Streetscene	26,194	-	26,194	28,191	1,997
Culture & Visitor Economy	(1,029)	120	(909)	2,533	3,442
Sub Total (Environment & Climate Change)	35,176	323	35,499	41,526	6,027
Skills & Regeneration	3,381	1,049	4,430	4,352	(78)
Homes & Neighbourhoods	-	-	-	(553)	(553)
Development	8,942	970	9,912	10,977	1,065
Sub Total (Regeneration & Growth)	12,323	2,019	14,342	14,776	434
Strategy & Innovation	14,784	6	14,790	14,816	26
Public Health & People	118	-	118	2,482	2,364
Governance & Commissioning	12,151	430	12,581	12,982	401
Finance	8,391	270	8,661	8,706	45
Former KNH Resources	-	-	-	(169)	(169)
Sub Total (Corporate Strategy, Commissioning & Public Health)	35,444	706	36,150	38,817	2,667
Central	43,655	-	43,655	39,346	(4,309)
General Fund Total	317,929	3,048	320,977	330,078	9,101
COVID Support Grant Offset (from reserves)				(6,180)	(6,180)
Estimated COVID Income Loss Compensation				(1,285)	(1,285)
Revised General Fund Total	317,929	3,048	320,977	322,613	Page 523

COVID Spend and Income Losses Summary

Strategic Director portfolio responsibilities	COVID spend	COVID Income Losses	Total COVID Pressures
	£k	£k	£k
Child Protection and Family Support	1853	0	1853
Resources, Improvements & Partnership	0	0	0
Learning, Early Support and Schools	244	315	559
Sub Total (Children & Families)	2097	315	2412
Customers and Communities	430	265	695
ASC - Older People & Physical Disabilities	4940	0	4940
ASC - Learning Disabilities and Mental Health	0	121	121
Adults Sufficiency	0	0	0
Sub Total (Adults & Health)	5370	386	5756
Environmental Strategy & Climate Change	344	288	632
Highways & Streetscene	589	457	1046
Culture & Visitor Economy	77	3148	3225
Sub Total (Environment & Climate Change)	1010	3893	4903
Skills & Regeneration	132	163	295
Homes & Neighbourhoods	198	0	198
Development	951	750	1701
Sub Total (Regeneration & Growth)	1281	913	2194
Strategy Innovation and Planning	281	3	284
Public Health and People	8110	18	8128
Governance and Commissioning	346	0	346
Finance	2899	119	3018
Former KNH Resources	0	0	0
Sub Total (Corporate Strategy, Commissioning & Public Health)	11636	140	11776
Central	53	0	53
General Fund Total	21447	5647	27094

COVID Spend and Funding Sources

Appendix 2b

		COVID Spend Funded By:	
Strategic Director portfolio responsibilities	COVID spend	COVID Specific Grant Funding	COVID -19 Response Reserve
	£k	£k	£k
Child Protection and Family Support	1853	0	1853
Resources, Improvements & Partnership	0	0	0
Learning, Early Support and Schools	244	0	244
Sub Total (Children & Families)	2097	0	2097
Customers and Communities	430	320	110
ASC - Older People & Physical Disabilities	4940	4915	25
ASC - Learning Disabilities and Mental Health	0	0	0
Adults Sufficiency	0	0	0
Sub Total (Adults & Health)	5370	5235	135
Environmental Strategy & Climate Change	344	344	0
Highways & Streetscene	589	509	80
Culture & Visitor Economy	77	124	-47
Sub Total (Environment & Climate Change)	1010	977	33
Skills & Regeneration	132	114	18
Homes & Neighbourhoods	198	198	0
Development	951	648	303
Sub Total (Regeneration & Growth)	1281	960	321
Strategy Innovation and Planning	281	281	0
Public Health and People	8110	4570	3540
Governance and Commissioning	346	345	1
Finance	2899	2899	0
Former KNH Resources	0	0	0
Sub Total (Corporate Strategy, Commissioning & Public Health)	11636	8095	3541
Central	53	0	53
General Fund Total	21447	15267	6180

Appendix 3a

General Fund Earmarked Reserves

	Reserves position 1 April 2021	2021-26 Budget report Approved Transfers	Revised reserves position 1 April 2021	Planned Net Drawdown in-year – COVID Response Reserve	Planned Net Drawdown in-year - other	Unplanned use of Reserves (<i>Forecast Variance</i>)	Forecasted Reserves position 31 March 2022
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Statutory (School Reserves)							
Schools Balances	(13,562)	-	(13,562)				(13,562)
Total Statutory (School Reserves)	(13,562)	-	(13,562)	-	-	-	(13,562)
Earmarked							-
Financial Resilience Reserves	(37,146)	-	(37,146)				(35,510)
Rollover	(604)	-	(604)		348		(256)
Revenue Grants (various)	(18,923)	-	(18,923)		1,681		(17,242)
Public Health	(1,539)	-	(1,539)				(1,539)
Stronger Families Grant	(1,531)	-	(1,531)				(1,531)
Insurance	(1,900)	-	(1,900)				(1,900)
Ward Based Activity	(1,400)	-	(1,400)		160		(1,240)
Social Care Reserve	(2,099)	-	(2,099)				(2,099)
Property and Other Loans	(3,000)	-	(3,000)				(3,000)
Strategic Investment support	(4,954)	-	(4,954)		697		(4,257)
Waste Management	(5,684)	2,000	(3,684)		-		(3,684)
Mental Health	(1,202)	-	(1,202)		62		(1,140)
Inclusive Investment	(3,000)	-	(3,000)				(3,000)
School PFI	(1,282)	-	(1,282)				(1,282)
Demand Reserve	(19,306)	-	(19,306)				(19,306)
Place Partnership Theme	(2,000)	-	(2,000)				(2,000)
Treasury Smoothing	(960)	-	(960)				(960)
Transformation	(2,348)	(2,000)	(4,348)				(4,348)
Place Standard	(500)	-	(500)				(500)
Local Welfare Provision initiatives	-	(2,237)	(2,237)				(2,237)
Other	(7,506)	-	(7,506)		100		(7,406)

General Fund Earmarked Reserves

	Reserves position 1 April 2021	2021-26 Budget report Approved Transfers	Revised reserves position 1 April 2021	Planned Net Drawdown in-year – COVID Response Reserve	Planned Net Drawdown in-year - other	Unplanned use of Reserves (<i>Forecast Variance</i>)	Forecasted Reserves position 31 March 2022
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
COVID Response	(19,994)	-	(19,994)	6,180			(13,814)
COVID Business Grants Reserve	(7,953)	-	(7,953)				(7,953)
<i>Sub Total Earmarked Reserves</i>	<i>(144,831)</i>	<i>(2,237)</i>	<i>(147,068)</i>	<i>6,180</i>	<i>3,048</i>	<i>1,636</i>	<i>(136,204)</i>
Earmarked (Collection Fund Technical Reserves)							
Extended Business Rate Relief Compensation	(23,955)	23,520	(435)				(435)
Tax Income Loss Compensation	(5,002)	-	(5,002)				(5,002)
<i>Sub Total Earmarked (Collection Fund)</i>	<i>(28,957)</i>	<i>23,520</i>	<i>(5,437)</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>(5,437)</i>
<i>Total Earmarked</i>	<i>(173,788)</i>	<i>21,283</i>	<i>(152,505)</i>	<i>6,180</i>	<i>3,048</i>	<i>1,636</i>	<i>(141,641)</i>
GENERAL BALANCES	(10,003)	-	(10,003)			-	(10,003)
<i>Grand Total</i>	<i>(197,353)</i>	<i>21,283</i>	<i>(176,070)</i>	<i>6,180</i>	<i>3,048</i>	<i>1,636</i>	<i>(165,206)</i>
<i>Total usable reserves (excluding Schools, Public Health and Collection Fund)</i>	<i>(153,295)</i>	<i>(2,237)</i>	<i>(155,532)</i>	<i>6,180</i>	<i>3,048</i>	<i>1,636</i>	<i>(144,668)</i>

Glossary of Reserves

RESERVE	DESCRIPTION
School Reserves	Statutory reserves relating to individual school balances/deficits carried forwards.
Financial Resilience	Covers a range of potential costs highlighted in the Council's corporate risk register, including budget risks as set out in the sensitivity analysis within the 2021-26 Annual Budget report.
Rollover	To fund deferred spend commitments against approved rollover
Revenue Grants	Represents grants and contributions recognised in the Comprehensive Income and Expenditure Statement before expenditure has been occurred. Includes £5.6m of COVID specific grants as at 31 March 2021.
Public Health	Timing issues on Public Health grant spend commitments (Public health grant is statutorily ring-fenced)
Stronger Families	Set aside reflecting timing issues on expenditure commitments supporting a range of Stronger Families activity, funded from external grant.
Insurance	Mitigates against risk from increased liabilities and insurance claims.
Ward Based Activity	Set aside reflecting timing issues on ward based activity spend commitments
Social Care	Set aside to cover phased rollout of a range of social care expenditure commitments as agreed at Cabinet, August 2018.
Property and Other Loans	Set aside in part against the potential risk of future loan defaults; in part to offset potential unfunded technical accounting entries on General Fund revenue arising purely arising from the introduction of a new local government accounting code intended to strengthen balance sheet transparency.
Strategic Investment & Support	To address the scale of development costs required to support the upscaling of capital investment activity and major project activity over the MTFP.
Waste Management	To support the implementation of the Council's waste management strategy, including phased release over the MTFP to manage current PFI contract transition in light of the current Council PFI Waste Contract ending in 2022/23.
Mental Health (including Domestic abuse)	To support a number of local area based mental health initiatives.
Inclusive Investment Reserve	Set aside for a range of targeted development activity that supports the Council's inclusive investment ambition.
Schools PFI Reserve	Will be utilised to cover reduced DSG budget contributions to council services in 2020/21 and 2021/22
Demand Reserve	Set aside to mitigate the impact/volatility of a range of potential demand risks on statutorily provided service activity
Place Partnership Theme	To encourage Place specific local initiatives
Treasury Smoothing Reserve	This reserve has been set aside to manage the volatility surrounding treasury management budgets with respect to both potential changes in interest rates and the level of delivery of the capital plan.
Transformation Reserve	Set aside for strategic transformation developments over the next 12 to 24 months.
Place Standard Reserve	Set aside to support the resourcing of emerging Place Standard action plans.
Local Welfare Provision Initiatives	Set aside to fund a range of existing Local Welfare Provision measures to support some of the borough's families and individuals in extreme financial hardship.
Other Earmarked	A range of smaller reserves earmarked for specific purposes.
COVID Response Reserve	Specific reserve set aside to cover the costs of the Council's COVID response.
COVID Business Grants reserve	Reflects the balance of COVID Business Grants received and recognised in 2020/21 before expenditure was incurred.

RESERVE	DESCRIPTION
Extended Business Rate Relief Compensation	During 2020/21, local authorities received approximately £10bn in S31 grants to offset the reliefs given to businesses during lockdown. Under current Collection Fund accounting rules, the S31 grants received this year will not be discharged against the Collection Fund deficit until 2021/22. The full amount of additional s31 grants received was therefore transferred into the extended business rates relief reserve, to be drawn down in 2021/22 against the rolled forwards Collection Fund deficit.
Local Tax Income Loss Compensation	Local authorities were compensated for the loss of local tax income in 2020/21 as a result of COVID. The compensation amount was transferred into the Tax Income Loss Compensation Reserve to be drawn down against the rolled forwards Collection Fund deficit.
General Fund Balances	General reserve set at £10m to support general working capital and cashflow requirements.

Appendix 4

HOUSING REVENUE ACCOUNT 2021/22 - MONTH 3						
	Year to Date			Annual		
	Controllable Budget (Net)	Actuals	Variance	Revised Budget	Forecast	Variance
	£'000	£'000	£'000	£'000	£'000	£'000
Repairs & Maintenance	6,984	6,832	(151)	27,016	27,016	(0)
Housing Management	6,022	5,911	(111)	38,611	38,678	67
Other Expenditure	133	68	(64)	25,602	25,602	(0)
Total Expenditure	13,138	12,812	(326)	91,229	91,296	67
Rent & Other Income	(21,099)	(21,102)	(3)	(92,147)	(91,924)	223
Revenue Contribution to Capital Funding	0	0	0	1,168	1,168	0
Planned transfer to HRA Reserves	0	0	0	(250)	(250)	0
Total	(7,961)	(8,290)	(329)	0	290	290

HRA RESERVES			
	Balance at 31 March 2020	Approved Movement in Reserves	Balance at 31 March 2021
	£'000	£'000	£'000
Set aside for business risks	(4,000)	-	(4,000)
Forecast in Year Surplus/Deficit	-	290	290
Set aside to meet investment needs (as per HRA Business Plan)	(52,918)	11,785	(41,133)
Working balance	(1,500)	-	(1,500)
Total	(58,418)	12,075	(46,343)

Corporate Capital Budget Monitoring 2021/22 – Month 3

Appendix 5

	Financial Outturn & Rollover Report Plan £'000	Budget Adjustment incl Re- profiling £'000	Qtr 1 Revised Budget £'000	Actuals to Date £'000	Forecast £'000	Variance £'000	Variance %
General Fund							
Aspire & Achieve	24,567	0	24,567	2,834	24,539	(28)	0%
Best Start	3,369	0	3,369	65	3,369	0	0%
Independent	6,133	0	6,133	613	6,120	(13)	0%
Sustainable Economy	125,238	(1,022)	124,216	9,211	123,265	(951)	(1%)
Well	13,544	3	13,547	3,317	13,179	(368)	(3%)
Safe & Cohesive	172	0	172	0	172	0	0%
Clean and Green	11,353	0	11,353	2,255	11,353	0	0%
Efficient & Effective	4,518	1	4,519	34	4,519	0	0%
GENERAL FUND TOTAL	188,894	(1,018)	187,876	18,329	186,516	(1,360)	(1%)
Housing Revenue Account							
Strategic Priorities	15,295	(2,595)	12,700	902	12,701	1	0%
Baseline	26,086	1	26,087	4,010	24,216	(1,871)	(7%)
HOUSING REVENUE TOTAL	41,381	(2,594)	38,787	4,912	36,917	(1,870)	(5%)
CAPITAL PLAN TOTAL	230,275	(3,612)	226,663	23,241	223,433	(3,230)	(1%)

Activity Level	Annual Budget £'000	Variance for the year £'000	Comments
GENERAL FUND			
Sustainable Economy			
Town Centre Action Plans	26,875	(823)	£556k relates to re-profiled costs of the Huddersfield New Market scheme; £267k underspend on Dewsbury Town Centre Action Plan is for the Dewsbury Revival Grant Scheme to reflect revised timescales in the application process.
Play Strategy	2,424	(368)	First phase schemes due to be completed during 2021/22. Slippage on current year expenditure on second phase schemes to be confirmed. Budget may be re-profiled to next year, as part of next monitoring.
HOUSING REVENUE ACCOUNT			
Fuel Poverty	3,155	(1,870)	Revised spend profile

	2021/22	2022/23
	£'000	£'000
General Fund		
Sustainable Economy		
<i>Baseline:</i>		
Vehicle Replacement	(1,000)	1,000
General Fund Total	(1,000)	1,000
Housing Revenue Account		
Independent		
<i>Strategic Priorities:</i>		
Council House Building	(2,594)	2,594
Housing Revenue Account Total	(2,594)	2,594
TOTAL CAPITAL PLAN RE-PROFILED	(3,594)	3,594
Funding:		
Borrowing (GF/HRA)	(2,582)	2,582
Earmarked Capital Receipts (HRA)	(778)	778
Reserves (HRA)	(234)	234
TOTAL FUNDING RE-PROFILED	(3,594)	3,594

Risk No	Risk – Description of the risk	Management actions already in place to mitigate the risk	Control Opptnty	Trend	Risk Matrix Symbol
	Community Impacts & Risks	Delivering service that customers and citizens need			
A1	Covid 19 coronavirus has continuing implications on the Kirklees community, and the Council. There are additional risks and impacts on the council (and community) in the short and medium term, which relate to community, operational and financial matters	<p>This position requires regular reconsideration as the position can change quickly, and there remains a substantial number of areas of uncertainty.</p> <p>Mitigations need to relate to</p> <ul style="list-style-type: none"> • Infection control and management- as a council activity (see also risk 6) • Management of financial consequences including seeking to spend national grants effectively, and mitigation against the risk of fraud • Social and economic consequences (including appropriate council interventions therein) • Recognition of long covid and other consequent diseases <p><i>Responsible for this risk –R. Spencer-Henshall and all strategic directors</i></p>	M	 5X4=20	
A2	The council does not adequately safeguard children and vulnerable adults, and those subject to elder abuse, because of increased complexity, referral volumes and a lack of service capacity to respond to the assessed need.	<ul style="list-style-type: none"> • Disclosure & Barring Service (DBS) checking, staff training, supervision, protection policies kept up to date and communicated. • Effective management of social work (and related services); rapid response to any issues identified and from any Safeguarding Practice Reviews (Children), Safeguarding adults reviews and Domestic Homicide Reviews • Active management of cases with media interest • Review of current practices following the child sexual exploitation in other authorities and the emerging requirements. • Ensure that workloads are balanced to resources. • Staff and skill development to minimise dependence on key individuals. • Use of agency staff and or contractors when necessary • Ideal manager training • Development of market sufficiency strategy; consider approaches to support the development of the available service offer both locally and regionally. 	H		

		<ul style="list-style-type: none"> • Ensure competence of the Safeguarding Boards and that they are adequately resourced to challenge and improve outcomes • Adults Safeguarding Board has own specific risk register • Effective listening to messages about threats from other parts of the council and partner agencies • Proactive recognition of Members role as “corporate parent” • Childrens Improvement Board to assist governance and quality improvement • Additional work to ensure that corporate safeguarding activities include appropriate control arrangements. • Ensure effective record keeping • Ensure routine internal quality assessment • Training to ensure that there is a proportionate reaction, • Recognise that referrals may have been suppressed as a result of lockdown and other coronavirus related concerns <p><i>Responsible for this risk – R Parry and M Meggs</i></p>		4x5=20	
A3	Legacy issues of historical childcare management practices, and particularly, the heightened national attention to Child Sexual Exploitation and historical abuse cases leads to reputational issues, and resource demands to address consequential matters.	<ul style="list-style-type: none"> • Additional resources and expertise allocated to new and historical Child Sex Exploitation (CSE) and other legacy work, as required. • Risk matrix and risk management approach implemented with the police and partners. • Understand relationship with the Prevent strategy, and issues linked to counter terrorism • Take steps per risk 7 to seek to avoid ongoing issues • Ensure effective record keeping <p><i>Responsible for this risk –M Meggs</i></p>	LM	 4x4=16	
A4	Failure to address matters of violent extremism and related safer stronger community factors, including criminal exploitation, create significant community tension, (and with the potential of safeguarding consequences for vulnerable individuals).	<ul style="list-style-type: none"> • Prevent Partnership Action Plan. • Community cohesion work programme • Local intelligence sharing and networks. • Status as a Prevent Priority Area provides funding for a Prevent Coordinator Post and enables the development of bids for additional funding. • Counter terrorism local profile. • Awareness that campaigns such as black lives matter may give cause to action and reaction. 	M	 4x5=20	

		<ul style="list-style-type: none"> Global events can create ongoing potential issues and tensions, (national risk status raised recently) which the council needs awareness and mitigations strategies West Yorkshire Violence Reduction Unit will assist <p><i>Responsible for this risk – R Parry and M Meggs (& J Greenfield)</i></p>			
A5	Significant environmental events such as severe weather impact on the Council’s ability to continue to deliver services.	<ul style="list-style-type: none"> Effective business continuity and emergency planning (including mutual aid) investment in flood management, gritting deployment plans. Winter maintenance budgets are supported by a bad weather contingency. Operational plans and response plans designed to minimise impacts (e.g. gully cleansing for those areas which are prone to flooding.) Emergency Planning risks for current year reflect risks of (e.g.) staff sickness for both services such as gritting and meeting home care commitments- <p><i>Responsible for this risk – C Parr</i></p>	M	As a long-term environmental trend ↑ 4x5=20	
A6	Reconsidered individual and community priorities Understanding the financial and other on-going impact on partner agencies, including the voluntary sectors – such as by funding shortfall, or a redirection of their own resources- in way that reduces their ability to support communities, with an impact on the council.	<ul style="list-style-type: none"> Understand the impacts Consider what types of support the council might provide Engagement in resilience discussions with NHS partners Secure funding as appropriate (e.g consider extension of pooled funds Understanding potential impacts on demand for council services Strengthen partnership arrangements to ascertain whether other funding or cost reduction solutions can be introduced. Assess dependency on voluntary organising, and impacts that coronavirus has on their sustainability, and consider actions. Determine which of these are really adverse <p><i>Responsible for this risk – R Parry and M Meggs * all strategic directors</i></p>	H	↑ 4x4=16	
	The finances of the Council	Keeping the Council solvent			
A7	A failure to achieve the Councils savings plan impacts more generally on the councils finances with the necessity for unintended savings (from elsewhere) to ensure financial stability	<ul style="list-style-type: none"> Significant impacts on incomes and cost pressures on certain service areas Established governance arrangements are in place to achieve planned outcomes at Cabinet and officer level Escalation processes are in place and working effectively. Alignment of service, transformation and financial monitoring. 	MH	↔	

		<ul style="list-style-type: none"> Tracker developed which allows all change plans to be in view and monitored on a monthly basis Monthly (and quarterly) financial reporting <p><i>Responsible for this risk - E Croston & ET</i></p>		4x5=20	
A8	<p>The council has significant financial risks related to</p> <p># Volumes (in excess of budget) of;</p> <ul style="list-style-type: none"> Complex Adult Care services Childrens Care Services Educational high needs <p># Coronavirus additional costs</p> <p># Coronavirus income impacts on commercial rents and other fees and charges.</p> <p># HRA Rent collection. (UC roll-out)</p> <p># Waste disposal and waste strategy</p>	<ul style="list-style-type: none"> Monitor short term loss of income Monitor additional costs (& be sure they are all captured) Recognise in budget plans Scenario plan for reduced level of demand, post current crisis (e.g. changed customer tastes and priorities) Scenario plan for recurrences of coronavirus or similar Scenario plan for default by debtors- council tax and rents (individual citizens), business rates and commercial rents (businesses), sundry debtors (both) Consider impacts from rent deferrals Seek to recover additional costs where budgets held by other parties or partners Significant service pressures recognised as part of resource allocation Responsibility for budgetary control aligned to Strategic and Service Directors. Examine alternative strategies or amend policies where possible to mitigate growth in demand or reduce costs Utilise supplementary resources to cushion impact of cuts and invest to save. Continue to lobby, through appropriate mechanisms, for additional resources Proactive monitoring as Universal Credit is introduced <p><i>Responsible for this risk - E Croston & ET</i></p>	M		
A9	<p>Above inflation cost increases, impact on the ability of providers to deliver activities of the specified quality, and or impacting on the prices charged and impacting on the budgets of the Council.</p>	<ul style="list-style-type: none"> Monitor quality and performance of contracts. Be aware of underlying issues through effective communication with service providers and suppliers about likely impact on prices Renegotiate or retender contracts as appropriate. Ensure that budgets anticipate likely cost impacts Seek additional funding as a consequence of government-imposed costs <p><i>Responsible for this risk - E Croston & all strategic directors</i></p>	LM		

A10	Making inappropriate choices in relation to lending or and borrowing decisions, leads to financial losses.	<ul style="list-style-type: none"> • Effective due diligence prior to granting loans and careful monitoring of investment decisions. • Effective challenge to treasury management proposals by both officers and members (Corporate Governance & Audit Committee) taking account of external advice <p style="text-align: center;"><i>Responsible for this risk - E Croston</i></p>	MH	 2x5=10	
A11	Exposure to uninsured losses or significant unforeseen costs, leads to the necessity for unintended savings to balance the councils finances. Insurance market unwilling to cover certain risks.-such a clad buildings.	<ul style="list-style-type: none"> • Ensure adequacy of financial revenue reserves to protect the council financial exposure and managed effectively not to impact on the council essential services. • Consider risks and most cost-effective appropriate approach to responding to these (internal or external insurance provision). • Awareness of risk activity that is not insured or uninsurable. <p style="text-align: center;"><i>Responsible for this risk - E Croston & J Muscroft</i></p>	H	 4x4=16	
A12	The future national budget position and allocation of funding to local authorities causes a loss of resources or increased and under-funded obligations (e.g. in relation to social care), with impact on the strategic plans, Although the government has provided resource to meet coronavirus consequence, but it is unclear the extent to which this will continue- and for how long. In the longer- term risks remain (and may be higher as the need to address recent high level of national debt, and inflation/ interest, and other spending areas deemed of greater priority).	<ul style="list-style-type: none"> • Monitor government proposals and legislation, and their impact on council and partner services. • Continue to lobby, through appropriate mechanisms, for additional resources e.g. Local Government Association (LGA) • Be aware of underlying issues through effective communication with citizens, partners, service providers and suppliers about likely impact on resources • Ensure that budgets anticipate likely impacts • Ensure adequacy of financial revenue reserves to protect the council financial exposure and managed effectively not to impact on the council essential services. <p style="text-align: center;"><i>Responsible for this risk - E Croston & all strategic directors</i></p>	L	 5x5=25	
	Governance	Operating legally and ethically			

A13	The councils arrangements to effectively determine and implement policies, and operational practices, are inadequate, leading to the potential for failure	<ul style="list-style-type: none"> • Open policy development • Open decision making, including full consultation • Effective challenge (between officers, officers and members, and between member) • Proper recording of all decisions • Carefully following all rules and requirements, particularly those related to Financial Procedures Rules and Contract Procedure Rules • Doing basis well- strong training and effective assurance • Clarity of management responsibility and understanding <p><i>Responsible for this risk – chief executive and all strategic directors</i></p>	H		
	Resource Utilisation	Operating successfully and effectively			
A14	Council supplier and market relationships, including contractor failure leads to; <ul style="list-style-type: none"> • loss of service, • poor quality service • an inability to attract new suppliers (affecting competition, and to replace any incumbent contractors who have failed) • complexities and difficulties in making arrangements in respect of significant and long running major outsource contracts, and their extension and renewal. 	<ul style="list-style-type: none"> • Avoid, where possible, over dependence on single suppliers • More thorough financial assessment when a potential supplier failure could have a wide impact on the council's operations but take a more open approach where risks are few or have only limited impact. • Recognise that supplier failure is always a potential risk; those firms that derive large proportions of their business from the public sector are a particular risk. • Need to balance between only using suppliers who are financially sound but may be expensive and enabling lower cost or new entrants to the supplier market. • Consideration of social value, local markets and funds recirculating within the borough • Understanding supply chains and how this might impact on the availability of goods and services • Be realistic about expectation about what the market can deliver, taking into account matter such as national living wage, recruitment and retention issues etc. • Develop and publish in place market position statement and undertake regular dialogue with market. • Effective consultation with suppliers about proposals to deal with significant major external changes 	MH		

		<ul style="list-style-type: none"> • Early consultation with existing suppliers about arrangements to be followed at the end of existing contractual arrangements • Realign budgets to reflect real costs • Commission effectively • Ensuring adequate cash flow for smaller contractors <p><i>Responsible for this risk – J Muscroft</i></p>			
A15	Management of information from loss or inappropriate destruction or retention and the risk of failure to comply with the Council’s obligations in relation to Data Protection, Freedom of Information legislation and the General Data Protection Regulations (GDPR) leading to reputational damage, rectification costs and fines.	<ul style="list-style-type: none"> • Thorough, understandable information security policies and practices that are clearly communicated to workforce and councillors • Effective management of data, retention and recording. • Raised awareness and staff and councillor training • Compliance with IT security policy. • Compliance with retention schedules. • Compliance with information governance policy. • Business continuity procedures. • Recognition of increased risk from homeworking may increase risks or change their perspective (e.g. destruction of paper records), and whether there is a need for additional security, training or other matters. 	H (INFO)	 4x5=20	
	Cyber related threats affecting data integrity and system functionality.	<ul style="list-style-type: none"> • Comply with new legislation around staff access to sensitive data. • Council has a Senior Information Risk Owner (“SIRO”) officer and a Data Protection Officer (DPO) who are supported by an Information Governance Board • Development of action plan to respond to GDPR requirements and resourcing requirements as appropriate • Increased awareness of officers and members as to their obligations • Proactive management of cyber issues, including additional web controls <p>Responsible for this risk – J Muscroft</p>	M (CYBER)		
A16	Health and safety measures are inadequate leading to harm to employees or customers and possible litigious action from them personally and/or the Health and Safety Executive.(and the potential of prosecution and corporate	<ul style="list-style-type: none"> • Ensuring appropriate H&S responses re Coronavirus (appropriately balancing statutory obligations, desirable positions and commerciality/business risk) • New Fire Safety Policy approved and being implemented with improved monitoring of fire risk • Prioritised programme of remedial works to buildings to tackle fire safety and other issues • Review work practices to address H&S risks 	H		

	/personal liability)(and in particular issues of fire safety,)	<ul style="list-style-type: none"> • Monitor safety equipment • Improved employee training as to their responsibilities, as employees and (where appropriate) as supervisors. Improved employee work practices • Approval of additional resources to improve corporate monitoring regime. <p style="text-align: center;"><i>Responsible for this risk – R Spencer Henshall</i></p>		3x5=15	
A17	Exposure to increased liabilities arising from property ownership and management, including dangerous structures and asbestos, cladding and fire controls with reputational and financial implications.	<ul style="list-style-type: none"> • Active site management • Routine servicing and cleansing regimes (including coronavirus compliance in both operational and managed tenanted commercial property) • Work practices to address risks from noxious substances • Property disposal strategy linked to service and budget strategy • Review of fire risks • Establishment of Housing Building Safety Assurance Board • Develop management actions, categorised over the short to medium term and resource accordingly. • Prioritisation of funding to support reduction of backlog maintenance • Clarity on roles and responsibilities particularly where property management is outsourced <p style="text-align: center;"><i>Responsible for this risk – C Parr/ D Shepherd</i></p>	H	4x4=16	 
A18	The risk of retaining a sustainable, diverse, workforce, including <ul style="list-style-type: none"> • aging and age profile • encouraging people to enter hard to recruit roles (which often have low pay, or challenging hours or tasks) • encouraging entrants to professional roles where pay is often below market levels. • and ensuring that the workforce is broadly content, without whom the council is 	<ul style="list-style-type: none"> • Effective Workforce Planning (including recruitment and retention issues) • Modernise Human Resources policies and processes • Increased accessibility to online training managers/ employees. • Selective use of interim managers and others to ensure continuity of progress regarding complex issues • Ensure robust change processes including Equality Impact Assessments (EIA's) and consultation. • Understanding difficult to recruit areas • Understand market pay challenges • Promote the advantages of LG employment • Emphasise the satisfaction factors from service employment • Engage and encourage younger people through targeted apprenticeships, training, and career development (and recognising that young peoples skills, knowledge, and expectations may be impacted by coronavirus) • Ensuring awareness to ensure employees safety and health (including stress) 	H	4x4=16	 

	unable to deliver its service obligations.	<ul style="list-style-type: none"> Consider issues about a workforce reflective of the community, inclusion, diversity and coronavirus issues <p style="text-align: center;"><i>Responsible for this risk – R Spencer Henshall</i></p>			
E18	Compliance with the councils own climate change commitments, and or statutory climate change obligations fails to achieve objectives and ambitions, and or causes unanticipated costs or operational consequences	<ul style="list-style-type: none"> Reconsideration of priorities and potential achievability within timescales Monitoring of achievements/effective project planning and costing Awareness of local consequences such as ensuring appropriate levels of energy efficiency in residential and commercial property, and the financial consequences Being climate aware in design- such as ensuring temperature appropriate road surfacing products, heating and ventilation in new and refurbished property Lobbying for financial and other government support in relation to the costs of meeting obligations WYCA related projects will require assessment of carbon impacts <p style="text-align: center;"><i>Responsible for this risk – C Parr</i></p>	M	 4x4=16	

All risks shown on this corporate matrix are considered to have a potentially high probability, or impact, which may be in the short or medium horizon

TREND ARROWS

Worsening	
Broadly unchanged	
Improving	

CONTROL OPPORTUNITIES

H	This risk is substantially in the control of the council
M	This risk has features that are controllable, although there are external influences
L	This risk is largely uncontrollable by the council