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

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Monday 12 February 2024

Notice of Meeting

Dear Member

Cabinet

The **Cabinet** will meet in the **Council Chamber - Town Hall, Huddersfield** at **2.00 pm** on **Tuesday 20 February 2024**.

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

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

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

Julie Muscroft

Service Director – Legal, Governance and Commissioning

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

Cabinet Members:-

Member	Responsible For:
Councillor Cathy Scott	Leader of the Council
Councillor Moses Crook	Cabinet Member – Housing and Highways
Councillor Paul Davies	Cabinet Member – Corporate (Deputy Leader)
Councillor Aafaq Butt	Cabinet Member – Culture and Greener Kirklees
Councillor Viv Kendrick	Children' Services (Statutory responsibility for Children)
Councillor Mussarat Pervaiz	Cabinet Member - Communities
Councillor Jackie Ramsay	Health & Social Care (Statutory responsibility for Adults)
Councillor Elizabeth Reynolds	Cabinet Member – Learning and Aspiration
Councillor Graham Turner	Cabinet Member – Finance and Regeneration

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: Declaration of Interests

1 - 2

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

3: Admission of the Public

Most agenda items take place in public. This only changes where there is a need to consider exempt information, as contained at Schedule 12A of the Local Government Act 1972. You will be informed at this point which items are to be recommended for exclusion and to be resolved by Cabinet.

4: Deputations/Petitions

The Cabinet will receive any petitions and/or 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 submit a petition at the meeting relating to a matter on which the body has powers and responsibilities.

In accordance with Council Procedure Rule 10, Members of the Public must submit a deputation in writing, at least three clear working days in advance of the meeting and shall subsequently be notified if the deputation shall be heard. A maximum of four deputations shall be heard at any one meeting.

5: Questions by Members of the Public

To receive any public questions.

In accordance with Council Procedure Rule 11, the period for the asking and answering of public questions shall not exceed 15 minutes.

Any questions must be submitted in writing at least three clear working days in advance of the meeting.

6: 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.

7: Corporate Financial Monitoring Report - Quarter 3 for 2023-24

3 - 48

To receive information on financial monitoring for General Fund Revenue, Housing Revenue Account (HRA) and Capital Plan, as at Quarter 3 (month 9), 2023/24.

Wards affected: all

Contact: James Anderson, Head of Accountancy

8: Council Tax provisions within the Levelling Up and Regeneration Act 2013 - empty property and second homes (Reference to Council)

49 - 54

To consider Council Tax provisions regarding empty properties and second homes.

Wards affected: all

Contact: Julian Hobson, Head of Service Welfare & Exchequer

9: Strength Based Integrated Community Library and Customer Service Functions & assets 55 - 70

To consider the overall approach to integrate the customer service and library functions.

Wards affected: all

Contact: Mags Rogerson, Head of Service Local Integrated Partnerships

10: Registration Service 71 - 86

To consider consulting with the General Registrar Office (GRO) in order to redesign the Registration Service.

Wards affected: all

Contact: Dave Thompson, Head of Access Strategy and Delivery

11: New Commissioning approach for Domestic Abuse Support Services 87 - 98

To consider a change in the Councils approach to commissioning Domestic Abuse support services using external grant funding.

Wards affected: all

Contact: Chani Mortimer, Service Manager - Domestic Abuse

12: Local Flood Risk Management Strategy 2023 99 - 360

To consider the Local Flood Risk Management Strategy 2024.

Wards affected: all

Contact: Paul Farndale, Flood Team Leader, Planning and Development

13: Admission arrangements for community and voluntary controlled schools in 2025/26 361 - 436

To consider admission arrangements for community and voluntary controlled schools in 2025/26.

Wards affected: all

Contact: Sharon Oldfield, Pupil Admissions Manager

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.

Corporate Financial Monitoring, Quarter 3 2023/24

Cabinet 20th February 2024



Revenue Headlines

- Quarter 3 Monitoring – Forecast overspend of **£9.9m** (Q2 was **£16.1m**)
- Savings forecast to be delivered at 100% against a target of £19.8m.
- Total Useable Reserves forecast to be **£43m** by 31st March 2024 of which:
 - Unallocated reserves forecast to be **£22m** (Minimum working balance assessed at £15m using risk-based approach)
 - Earmarked Reserves forecast to be **£21m** – *includes £9.4m returned WYCA levy to be used in 2024/25 to mitigate against the use of other reserves to balance the budget*



Quarter 3 Revenue Monitoring

	Revised Budget Q3 £000	Forecast at Q3 £000	Variance Q3 £000	Variance Q2 £000	Change from Q2 £000
Children and Families	85,545	92,679	7,134	5,264	1,870
Adults and Health	136,329	138,568	2,239	2,191	48
Growth and Regeneration	54,933	58,171	3,238	2,702	536
Corp Strategy, Comm and Public Health	62,819	66,265	3,446	4,015	(569)
Central Budgets	42,902	36,745	(6,157)	1,930	(8,087)
General Fund	382,528	392,428	9,900	16,102	(6,202)



Directorate Budget Variances

Children and Families

Children and Families Totals

Agreed 23/24 budget	Forecast at Quarter 3	Total variance at Quarter 3 +/-	Change from Quarter 2 +/-
£85.545m	£92.679m	+£7.134m	+£1.870m

Service area	Variance Quarter 2	Variance Quarter 3	+/- change from Quarter 2	Reason for variance	Mitigating actions
Overspend					
Education Psychology/SENDACT	+£566k	+£616k	+£50k	Increased staffing pressure due to the requirement to adhere to statutory timescales/capacity of these teams, plus increased unit cost of Education Psychology locums.	
Strategic Leadership in Education	+£300k	+£211k	-£89k	Partially caused by the removal of the School Improvement Grant.	An overspend reduction proposal has been put forward as part of the 24/25 budget process to reduce this overspend.
Children's Disability Service Placements	+£1.0m	+£1.3m	+£300k	Demand, complexity and significant cost of living increases have driven costs up and resulted in the projected overspend.	Existing and new support packages are subject to scrutiny and the service is developing a multi-agency review of funding to ensure appropriate contributions are received from partners
Looked After Children and Care Leaver Service	+£1.8m	+£1.8m	No change	A result of increased numbers and complexity of need, plus £300k inflation uplift for contract provision	Review and plans in place for all over 18's to be moved to suitable accommodation – monitored on a weekly basis. For those approaching 18 plans are being made to ensure they transition to accommodation safely and securely
Financial Support for Care Leavers	+£350k	+£389k	+£39k	Demand led pressure	An audit has been scheduled to look at areas of spend to help manage these.



Directorate Budget Variances

Children and Families

Children and Families Totals

Agreed 23/24 budget	Forecast at Quarter 3	Total variance at Quarter 3 +/-	Change from Quarter 2 +/-
£85.545m	£92.679m	+£7.134m	+£1.870m

Service area	Variance Quarter 2	Variance Quarter 3	+/- change from Quarter 2	Reason for variance	Mitigating actions
Overspend					
Special Guardianship Order	+£900k	+£995k	+£95k	Increases in numbers and application of inflationary uplifts.	The cost associated to SGO financial support is a positive outcome for children and means that they do not need to remain in care. It is anticipated that this cost will continue to rise.
External Residential Placements	+£2.3m	+£3.3m	+£1.0m	Due to price and volume (increased need and complexity) increases.	Opening/Re-Opening of Magdale House and Healds Road will provide more local capacity to reduce the number or ERP's. Heald's Rd began phasing children in from 18 th October and Magdale began recruiting staff in December 23 whilst registrations with Ofsted are finalised. Existing placements continue to be reviewed regularly and where possible children are matched to local placements. Updates to Childrens SLT on a weekly basis. There is a plan to purchase an additional "small home" with a property identified Dec 23.
Commissioned Services	+£520k	+£538k	+£18k	Pressure on commissioned contracts.	



Directorate Budget Variances

Children and Families

Children and Families Totals

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£85.545m	£92.679m	+£7.134m	+£1.870m

Service area	Variance Quarter 2	Variance Quarter 3	+/- change from Quarter 2	Reason for variance	Mitigating actions
Underspend					
Service Wide Vacancy Management	-£500k	-£919k	-£419k	Projected over achievement of existing £0.5m savings target	
Internal and External Fostering Placements	-£1.2m	-£1.0m	+£200k	Actual Placements in Internal and External Fostering are lower than budgeted placements but, however an increase in the number of these has resulted in the underspend position reducing between Q2 and Q3.	We are seeing an increase in demand for placements for children. This is a national challenge, and we are facing enormous difficulties to place children in residential or fostering placements. Despite national searches being made we are repeatedly being told children cannot be matched. As a result, we are having to pay for very high-cost unregulated provision



Directorate Budget Variances

Adults and Health

Adults and Health Totals

Agreed 23/24 budget	Forecast at Quarter 3	Total variance at Quarter 3 +/-	Change from Quarter 2 +/-
£136.329m	£138.568m	+£2.239m	+£48k

Service area	Variance Quarter 2	Variance Quarter 3	+/- change from Quarter 2	Reason for variance	Mitigating actions
Overspend					
Independent Sector Home Care	+£1.4m	+£1.8m	+£400k	Increased activity/demand levels on all client cohorts. Also, significantly higher unit costs on Learning Disability and Mental Health.	Ongoing work to manage pathways, working with the market.
Self-Directed Support	+£800k	+£100k	-£700k	OP is underspending (mainly higher than anticipated client income). LD and MH are overspending (the former on Direct Payments and on commissioned services, and the latter mainly on just Direct Payments).	Ongoing work to manage pathways, working with the market.
Increase in bad debt provision	+£400k	+£800k	+£400k	Growing level of potential bad debt coverage required (age and volume).	Work ongoing to review reasons and processes.
Residential and Nursing Placements	+£100k	+£400k	+£300k	OP and LD are up on activity but with lower unit net costs, and PD and MH are both under on activity but up on net unit cost.	Ongoing work to manage pathways, working with the market.



Directorate Budget Variances

Adults and Health

Adults and Health Totals

Agreed 23/24 budget	Forecast at Quarter 3	Total variance at Quarter 3 +/-	Change from Quarter 2 +/-
£136.329m	£138.568m	+£2.239m	+£48k

Service area	Variance Quarter 2	Variance Quarter 3	+/- change from Quarter 2	Reason for variance	Mitigating actions
Income Underachievement					
Catering	+£500k	+£400k	-£100k	Contract loss of 22no. Schools. Pay and food price inflation.	Management of food contracts. Control on all spending. Meal Price increase Sept 23.
Town Halls and Public Halls	+£500k	+£350k	-£150k	<ul style="list-style-type: none"> - Historic Budget Pressures associated with – aspects being resolved in the proposed 24/25 budget - Decision to no longer charge for internal room bookings but retained income target - Cleckheaton Closure, HTH & BTH partial closure for a period of 23/24 - Hudawi – Decision to transition the building to be operated by corporate landlord but Venues retained the income budget - Reduction in internal spend for meeting room refreshments but budget retained 	<ul style="list-style-type: none"> - Spend controls - Underspend salaries and wages - Commercial approach being taken to meeting room hire - Fees and Charges review - Further development of the Town Hall programme - New Website Launch with enhanced sales functionality



Directorate Budget Variances

Adults and Health

Adults and Health Totals

Agreed 23/24 budget	Forecast at Quarter 3	Total variance at Quarter 3 +/-	Change from Quarter 2 +/-
£136.329m	£138.568m	+£2.239m	+£48k

Service area	Variance Quarter 2	Variance Quarter 3	+/- change from Quarter 2	Reason for variance	Mitigating actions
Income Underachievement					
Markets	+£200k	+£140k	-£60k	Historic Budget Pressures Dewsbury and Huddersfield – 40% Rent reductions Closed buildings continue to provide expenditure pressure – Queensgate and Holmfirth	Spend controls – Eg – Salaries and wages £100k underspend New income streams developed – Apna Bazaar / Car Boot Service Charge Increases / Implementation Fees and Charges review Reducing agency staff / contractor costs Rent reviews
Cliffe House	-	+£180k	+£180k	Historic Budget Pressures. Pressure on School Budgets – reduced occupancy	Full Commercial Board Review underway
Underspend					
Employees	-£800k	-£800k	No change	Agency staffing is £+1m but direct staffing is £-1.8m.	Ongoing work around recruitment and retention.
Caretaking & Cleaning	-£350k	-£390k	-£40k	Additional ad-hoc and specialist cleaning and a charging review. Pay above NLW rate.	Price increase 24/25 to contribute to pay gap.



Directorate Budget Variances

Growth and Regeneration

Growth and Regeneration Totals

Agreed 23/24 budget	Forecast at Quarter 3	Total variance at Quarter 3 +/-	Change from Quarter 2 +/-
£54.933m	£58.171m	+£3.238m	+£0.536m

Service area	Variance Quarter 2	Variance Quarter 3	+/- change from Quarter 2	Reason for variance	Mitigating actions
Overspend					
Corporate Landlord	+£209k	+£114k	-£95k	Building running & maintenance costs	Essential spend (health, safety & compliance) only.
Assets and Estates	+£412k	+£495k	+£83k	Overspend staffing and piazza (previously funded by reserve)	The aim is to reduce this overspend on staffing by use of a 4% capital receipts top slice. £2-3m of sales income is expected imminently.
Adverse Weather	-	+£123k	+£123k	The 23/24 winter period has seen 6 named storms so far with a period of snowfall early in November and a current cold spell across the country(snow and temperatures down to -4) Over the festive period our teams were operational throughout reacting tree fall and flooding due to significant rainfall. As of 11.1.24 £573k remained from the original budget.	Teams have implemented the new grit bin operational procedure 'one fill' and progressing snow wardens for self-help. Strict controls are in operation to reduce salt usage. Highway reactive repairs are being reduced to the absolute minimum(at risk) to generate all available revenue to mitigate the adverse weather budget. The service is balancing risk. Work has also been undertaken to capitalise revenue (£10k de minimis) to generate capacity where possible.



Directorate Budget Variances

Growth and Regeneration

Growth and Regeneration Totals

Agreed 23/24 budget	Forecast at Quarter 3	Total variance at Quarter 3 +/-	Change from Quarter 2 +/-
£54.933m	£58.171m	+£3.238m	+£0.536m

Service area	Variance Quarter 2	Variance Quarter 3	+/- change from Quarter 2	Reason for variance	Mitigating actions
Overspend					
Transport (fleet)	+£600k	+£1,203k	+£603k	Limited capital funding exists to deliver a future vehicle replacement programme £1.25m pa. The age of the current fleet is now approaching end of economic life(% of) and repair costs have increased significantly within 23/24(parts £500k above budget) Fuel costs are also above budget due to inflation.	A Vehicle Replacement Capital Report has been to ELT to request permission to spend £2.5m to procure 35 priority replacement vehicles(redraft to be resubmitted) A business case for further capital investment to 2031 has been presented to the Capital Assurance Board and is include in the capital report for cabinet/council.
Waste Services – Hired Fleet/Agency/POPs	+£850k	£1,366k	+£516k	Changes to disposal of Persistent Organic Pollutant(POP's) in 2023. No base budget to offset what is a significant cost to KMC c£850k. Increased landfill tax levy £250k. Inflation realised for the purchase of IPPC which is an essential chemical used to reduce emissions for the EfW Plant. disposal legislation & significant cost increase of chemicals to reduce emissions £200k. * Hired fleet approx. £20k/wk.(reduced to 14K)	The final delivery of the new RCVs now completed(18) and are in service – delayed due to manufacturing (vehicles expected in September delivered in December – in service January 2024. The replacement vehicles will mitigate(part) hire costs in the 4 th quarter. A proposal to mothball the MRF is also being considered as is the options to redirect POP to reuse – minimal mitigation in the final quarter.



Directorate Budget Variances

Growth and Regeneration

Growth and Regeneration Totals

Agreed 23/24 budget	Forecast at Quarter 3	Total variance at Quarter 3 +/-	Change from Quarter 2 +/-
£54.933m	£58.171m	+£3.238m	+£0.536m

Service area	Variance Quarter 2	Variance Quarter 3	+/- change from Quarter 2	Reason for variance	Mitigating actions
Income Underachievement					
Planning and Building Control	+£535k	+£514k	-£21k	Demand suppressed for Planning & Building Control.	
Parking	+£400k	+£703k	+£303k	<ul style="list-style-type: none"> -The condition of the parking machines resulted in downtime and a loss of income. -Delay in the tariff uplift(forecast originally December/January) -Staff sickness levels and resignations – improvements made with the new interim manager. Current 3 vacancies held to mitigate Parks and Open spaces service reductions. 	<ul style="list-style-type: none"> -The uplift of new charges current advertised and implementation from 19th February in Huddersfield, Dewsbury and Holmfirth. -Expired (end of life) parking machines are being replaced in Huddersfield, Dewsbury and Holmfirth 70 no. -New car park TRO consultation to commence before the end of January. -Residents Permits TRO (DDN approval)



Directorate Budget Variances

Growth and Regeneration

Growth and Regeneration Totals

Agreed 23/24 budget	Forecast at Quarter 3	Total variance at Quarter 3 +/-	Change from Quarter 2 +/-
£54.933m	£58.171m	+£3.238m	+£0.536m

Service area	Variance Quarter 2	Variance Quarter 3	+/- change from Quarter 2	Reason for variance	Mitigating actions
Underspend					
Housing GF Services	-£138k	-£233k	-£95k	Delivery of DFG charge to capital early	
Landbank	+£95k	-£88k	-£183k	Waterfront & building running costs	
Business & Enterprise Centres	-	-£31k	-£31k	Staffing & building running costs	
Major Projects	-£457k	-£500k	-£43k	Net Staffing	
Capital Delivery	-£130k	-£317k	-£187k	Net Staffing	
Various	-£192k	-£335k	-£143k	Net staffing	



Directorate Budget Variances

Corporate Strategy, Commissioning and Public Health

Corporate Strategy, Commissioning and Public Health Totals£

Agreed 23/24 budget	Forecast at Quarter 3	Total variance at Quarter 3 +/-	Change from Quarter 2 +/-
£62.819m	£66.265m	+£3,446m	-£0.569m

Service area	Variance Quarter 2	Variance Quarter 3	+/- change from Quarter 2	Reason for variance	Mitigating actions
Overspend					
Strategy & Innovation	+£400k	-	-£400k	Inflationary pressures on IT through increased costs of software and hardware, as well as pressure on volumes of IT kit used across the authority. Early implementation of savings proposals within IT, and vacancies held across the Strategy and Innovation Service have offset the inflationary pressures.	Vacancies continue to be held across most of the Strategy and Innovation service, and cost saving proposals within IT are being implemented early.
Public Health & People	+£200k	+£100k	-£100k	Staffing overspends due to succession planning, and Physio/counselling costs through employee healthcare, offset by holding some vacancies.	OD vacancies being held to help improve the situation, as well as vacancies being held as much as possible throughout the service.
Finance	-	+£300k	+£300k	Staffing overspends and lower than anticipated court cost recovery, offset by grant funding and keeping vacancies where possible. Costs incurred whilst permanent S151 officer is appointed.	Utilisation of grant funding, and vacancies held where possible.
Schools Transport	+£100k	-	-£100k		Transformation projects ongoing to reduce costs. Personal Travel Budgets being rolled out.



Directorate Budget Variances

Corporate Strategy, Commissioning and Public Health

Corporate Strategy, Commissioning and Public Health Totals

Agreed 23/24 budget	Forecast at Quarter 3	Total variance at Quarter 3 +/-	Change from Quarter 2 +/-
£62.819m	£66.265m	+ £3.446m	-£0.569m

Service area	Variance Quarter 2	Variance Quarter 3	+/- change from Quarter 2	Reason for variance	Mitigating actions
Income Underachievement					
Housing Benefit Subsidy loss	+£3.5m	+£4m	+£0.5m	Spend on Homelessness and Supported Accommodation which is not eligible for Housing Subsidy grant.	Additional temporary accommodation is being sourced including using Berry Brow and Ashenhurst (previously student accommodation)
Licensing Income shortfall	+£200k	+£250k	+£50k	Historic Budget saving target not achievable. Slow income recovery post Covid in some areas.	Base Budget 24/25 to sort historic issue. Spend controls and process reviews.
Underspend					
Governance & Commissioning	-£400k	-£1.2m	-£800k	Legal Services increased income through charges against capital works/HRA, offset by external costs. Vacancies in Risk and Governance. Insurance claims history reduced overall cost.	Further options being investigated to charge to capital.



Directorate Budget Variances

Central Budgets

Central Budgets Totals

Agreed 23/24 budget	Forecast at Quarter 3	Total variance at Quarter 3 +/-	Change from Quarter 2
£42.902m	£36.745m	-£6.157m	-£8.087m

Service area	Variance Quarter 2	Variance Quarter 3	+/- change from last quarter 2	Reason for variance	Mitigating actions
Overspend					
Treasury Management	+£2.3m	-£5.3m	-£7.6m	Improved capital funding position and reduction in liability on interest and Minimum Revenue Provision (MRP) costs.	
Underspend					
Energy Inflation	-£0.3m	-£1.4m	-£1.1m	£1.1m release of energy contingency no longer required, plus £0.3m re-payment from Gas supplier after reconciliation of 2022/23 fluctuating prices.	



Analysis of Council Reserves (excl Statutory Reserves)

	Unallocated *1 £000	Earmarked £000	Total £000
At 1st April 2023	(47,108)	(36,942)	(84,050)
<i>Planned Use</i>			
Earmarked Reserves		3,268	3,268
Unallocated Reserves	24,648		24,648
Budgeted Contribution to Reserves for Collection Fund Deficit	-	(2,500)	(2,500)
	(22,460)	(36,174)	(58,634)
<i>In Year Adjustments – Quarter 3</i>			
- Forecast Drawdown of Unallocated Reserves	13,297	-	13,297
- Forecast Use of Earmarked Reserves		10,987	10,987
- Reallocation of Demand Reserve	(10,750)	10,750	-
- Reallocation of Collection Fund Deficit Reserve	(2,500)	2,500	-
- WYCA returned levy		(9,400)	(9,400)
	(22,460)	(21,337)	(43,750)

*1 – includes Minimum Working Balance of £15m



HRA Quarter 3

	Revised Budget Quarter 3 £000	Forecast Quarter 3 £000	Variance Quarter 3 £000	Variance Q2 £000	Change from Q2 £000
Repairs & Maintenance	30,325	30,856	531	448	83
Housing Management	45,374	44,429	(945)	(559)	(386)
Property Services	0	0	0	(0)	0
Other Expenditure	29,058	30,202	1,144	(11)	1,155
Total Expenditure	104,757	105,487	730	(122)	852
Rent & Other Income	(99,206)	(100,536)	(1,330)	88	(1,418)
Revenue Contribution to Capital Funding	0	0	0	0	0
Planned transfer from HRA Reserves	(5,551)	(5,551)	0	0	0
Total	0	(600)	(600)	(34)	(566)



HRA Reserves

	Balance at 31 March 2023 £000	Approved Movement in reserves £000	Balance at 31 March 2024 £000
Set aside for business risks	(4,000)	(9,500)	(13,500)
Set aside to meet investment needs (as per HRA business plan)	(38,916)	28,242	(10,674)
Working Balance	(1,500)	-	(1,500)
Total	(44,416)	18,742	(25,674)



HRA Budget Variances

Growth and Regeneration Totals

Agreed 23/24 budget	Forecast at Quarter 3	Total variance at Quarter 3 +/-	Change from Quarter 2 +/-
-	-£0.6m	-£0.6m	-£0.6m

Service area	Variance Quarter 2	Variance Quarter 3	+/- change from Quarter 2	Reason for variance	Mitigating actions
Overspend					
Repairs and Maintenance	+£448k	+£531k	+£83	Additional cost of repairs agreed increased price per property of £528k. Forecast for damp and mould has increased by £1m.	Focus on damp and mould backlog as a priority, whilst still addressing current cases, savings to be achieved from other areas including cyclical and empty homes.
Policy and Management	+£702k	+455k	-£247k	Forecast overspend for PFI extra care scheme unitary charge £314k (net £256k), Abortive costs for GF schemes £650 now included as accrued income to match recovery through sales.	Policy and Management review of continuation of catering service and abortive costs payments to be agreed when sites are sold
Council services bought in	+£336k	+715k	+£379k	Increased legal costs mainly due to disrepair claims/compensation now variance of £955k	Council services bought in Review of process and controls for disrepair claims and compensation payments need to be budgeted for
Community facilities	+£596k	+747k	+£151k	Increased cost of communal lighting £235k and sheltered heating £400k	Review of costs and recovery through service charges for Community facilities



HRA Budget Variances

Growth and Regeneration Totals			
Agreed 23/24 budget	Forecast at Quarter 3	Total variance at Quarter 3 +/-	Change from Quarter 2 +/-
-	-£0.6m	-£0.6m	-£0.6m

Service area	Variance Quarter 2	Variance Quarter 3	+/- change from Quarter 2	Reason for variance	Mitigating actions
Overspend					
Other Expenditure	-£11k	+£1,144k	+£1,155k	Additional amount included for depreciation due to revised asset strategy, increased component costs and changes in life cycles	
Underspend					
H&N Management costs	-£2,194k	-£2,862k	-£668k	Vacancies remained vacant for longer	Additional resources allocated for staffing for Assets and Building Safety. Planned approach to recruiting to the team.
Income					
Rental Income	+£207k	+264k	+£57k	Void rent loss through time taken to turnaround empty properties	Updated process in place to better manage turnaround times
Other Income	-£118k	-£1,593k	-£1,475k	Investment income received of £1.6m	Additional income through balances held



Capital Headlines

- Quarter 3 Capital Monitoring – Forecast underspend **£2.7m**
- Capital budget **£181m**
- Reduction since Council Budget Report -£27.8m:
 - +£1.24m grants (Housing DFG/Climate Emergency/Active Travel Fund)
 - -£29.1m re-profile (£13.8m borrowing/self-financed, £11.5m grants/S106, £0.7m receipts, HRA RCCO/Reserves £3.1m)
- Last Years Outturn spend £146.2m. Year-end predicted spend based on trends £156m

Q3 Capital Monitoring (mapped to Council Outcomes)

	Budget Strategy Update	Budget Adjustment incl. Re- profiling	Qtr. 3 Revised Budget	Actuals to Date	Forecast	Variance	Variance
	£'000	£'000	£'000	£'000	£'000	£'000	%
General Fund							
Aspire & Achieve	13,795	0	13,795	7,901	13,795	0	0%
Best Start	1,013	50	1,063	553	1,063	0	0%
Independent	7,807	0	7,807	3,482	7,807	0	0%
Sustainable Economy	117,072	(17,543)	99,529	65,197	98,822	(707)	(1%)
Well	3,060	(965)	2,095	1,619	2,595	500	24%
Safe & Cohesive	49	0	49	0	49	0	0%
Clean and Green	21,155	(4,973)	16,182	4,924	16,182	0	0%
Efficient & Effective	5,476	0	5,476	445	4,976	(500)	(9%)
GENERAL FUND TOTAL	169,427	(23,431)	145,996	84,121	145,289	(707)	0%
Housing Revenue Account							
Strategic Priorities	18,269	(1,773)	16,496	10,529	16,496	0	0%
Baseline	21,099	(2,627)	18,472	10,798	16,440	(2,032)	(11%)
HOUSING REVENUE TOTAL	39,368	(4,400)	34,968	21,327	32,936	(2,032)	(6%)
CAPITAL PLAN TOTAL	208,795	(27,831)	180,964	105,448	178,225	(2,739)	(2%)



Q3 Capital Monitoring (Directorate)

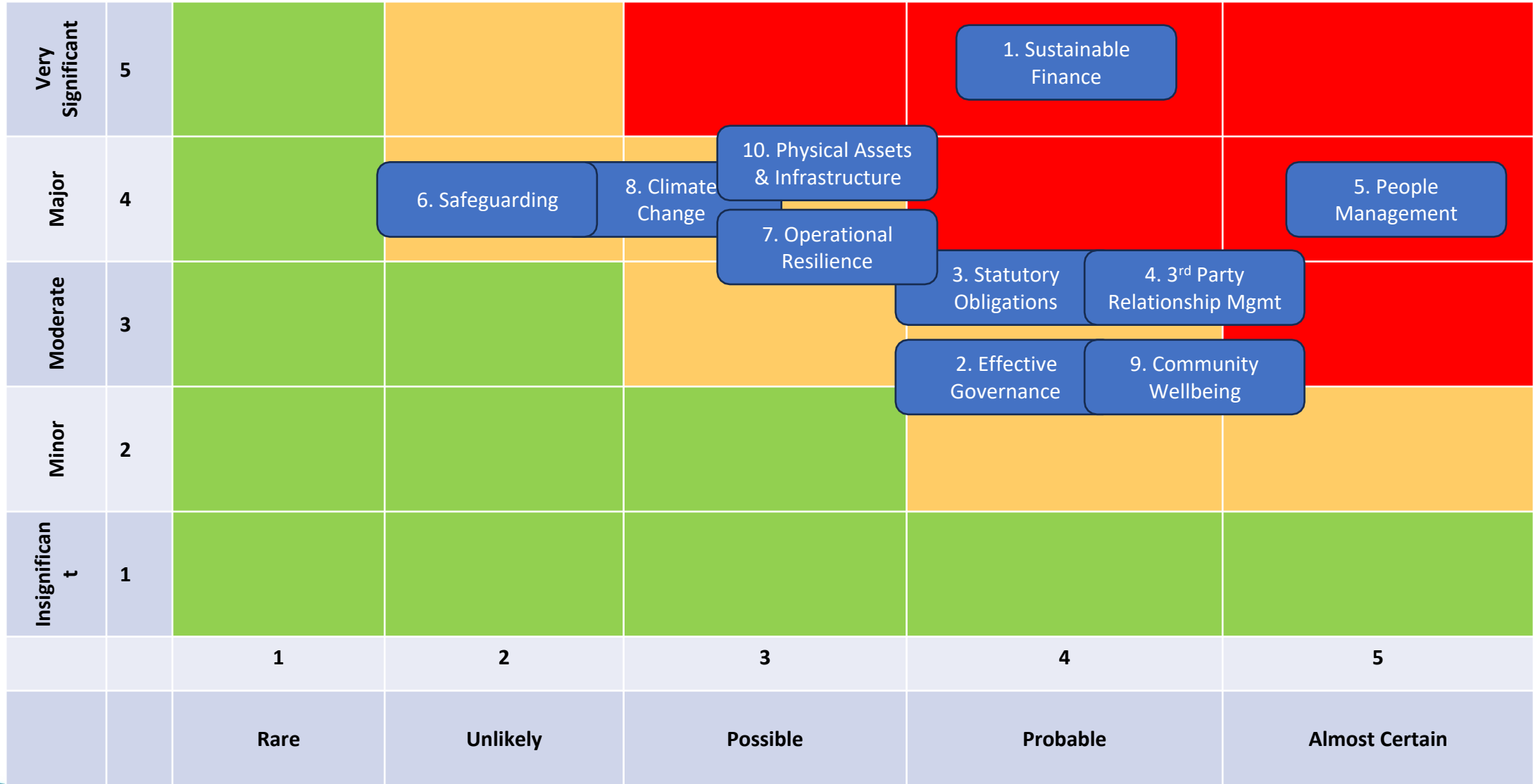
	Revised Budget Q3 £'000	Actual Costs £'000	Forecast at Q3 £'000	Variance Q3 £'000	Budget Report £'000	Budget Change £'000
Children and Families	14,772	8,422	14,772	0	14,722	50
Adults, Housing & Health	7,941	3,514	7,941	0	7,942	(1)
Regeneration & Growth	117,583	71,497	116,880	(703)	141,063	(23,480)
Corp Strat, Commiss & Public Health	5,700	688	5,696	(4)	5,700	0
General Fund	145,996	84,121	145,289	(707)	169,427	(23,431)
HRA	34,968	21,327	32,936	(2,032)	39,368	(4,400)
TOTAL	180,964	105,448	178,225	(2,739)	208,795	(27,831)



Risk Register Quarter 3 2023/24



Risk Heat Map & Summary Q3 2023/24



Risk Heat Map & Summary Q3 2023/24

		Previous quarter	Current quarter	Drivers of change
KCR 1	Sustainable Finance	20 (4x5)	20 (4x5)	The risk of not achieving the 2023-24 budget outturn position is being closely managed, with a number of positive mitigations in place. Savings have been identified to achieve the shortfall of £47m to balance the 2024-25 budget, but the focus is now on the achievement of savings to give greater assurance as the risk of non-delivery remains.
KCR 2	Governance Frameworks	9 (3x3)	12 (4x3)	The external audit report for the 2022/23 financial year has been received and reported through required governance routes. Additionally, review of the Annual Governance Statement for the same reporting period is underway, with progress updates against identified actions.
KCR 3	Statutory Obligations	16 (4x4)	16 (4x4)	Whilst the council's statutory obligations are ringfenced and prioritised in the current review of corporate budgets and objectives, there is a requirement to think differently about how these services are delivered. Progress is being made in relation to care related service changes, although progress re EHCP is proving slow to enact as demand continues to be high and addressing new requests alongside activity to reduce the backlog is challenging.
KCR 4	Third Party Management & Oversight	12 (3x4)	12 (4x3)	The external assessment and benchmarking of procurement activity has now been received, with an overall a good performance, but identified areas for improvement particularly in relation to contract management.
KCR 5	People Management	20 (5x4)	20 (5x4)	Continued support to service redesign activity, ensuring a reduction in required headcount is managed through redeployment and natural turnover where possible. Where the council chooses to recruit externally, the labour market pressure has eased however key specialised roles remain in high demand.
KCR 6	Safeguarding	8 (2x4)	8 (2x4)	Safeguarding risks continue to be well controlled, with embedded processes and procedures in place to ensure vulnerable adults and young people are safe from harm, although this can never negate wholly the risk that persons under care suffer negative events.
KCR 7	Operational Resilience	12 (3x4)	12 (3x4)	Management of Health & Safety continues to be well controlled with a focus on maximising the benefits of the new council wide online reporting system. Work continues on an ongoing basis to ensure the Council's defences are operating effectively to identify, prevent and recover from any hostile cyber activity.
KCR 8	Climate Change	12 (3x4)	12 (3x4)	The need to deliver against reduced operating budgets is expected to have an impact on the extent to which climate adaptations and mitigations can be prioritised in the short term and there is recognition that the organisations financial and environmental priorities may be in conflict in the short term.
KCR 9	Community Wellbeing	12 (4x3)	12 (4x3)	Extensive multi agency planning is underway to manage potential risks associated with any large scale site used to home asylum seekers. Cost of Living has been removed as a Corporate Risk however the risk continues to be monitored at service level, where relevant, and also through the Cost of Living Board.
KCR 10	Physical Assets & Infrastructure	16 (4x4)	12 (3x4)	H&N asset review work is now substantially complete and asset performance has been graded to inform discussions and decisions about the long-term plans for different types of investment. Ongoing regulatory engagement with the Regulator of Social Housing in relation to our fire safety compliance obligations.

Prudential & Treasury Management Indicators Quarter 3 2023-24



Prudential Indicators

- The Council measures and manages its **capital expenditure, borrowing and commercial and service investments** with reference to the following indicators.
- It is now a requirement of the **CIPFA Prudential Code** that these are reported on a quarterly basis.
- **Information contained includes:**
 - Capital Expenditure
 - Capital Financing Requirement
 - Gross Debt and the Capital Financing Requirement
 - Debt and the Authorised Limiting and Operational Boundary
 - Net Income from Commercial and Service Investments to Net Revenue Stream
 - Proportion of Financing Costs to Net Revenue Stream



Prudential Indicators

Capital Expenditure

- The Council has undertaken and is planning capital expenditure as summarised in the table below.
- The main General Fund capital projects to date have included spend on Highways baseline schemes, West Yorkshire plus Transport Schemes and Huddersfield Town Centre Action Plans. HRA capital expenditure is recorded separately and to date includes supporting a Council House Building programme and Housing Growth. The Council also incurred £2 million of capital expenditure on investment relating to service loans relating to town centre regeneration.

	2022/23 £m actual	2023/24 £m forecast	2024/25 £m budget	2025/26 £m budget
General Fund	116.9	163.6	176.3	151.5
Housing Revenue Account	27.1	39.4	56.5	54.1
Capital investments	2.2	5.8	1.8	0.0
Total Capital expenditure	146.2	208.8	234.6	205.6



Prudential Indicators

Capital Financing Requirement

- The Council's cumulative outstanding amount of debt finance is measured by the Capital Financing Requirement (CFR). This increases with new debt-financed capital expenditure and reduces with MRP, loan repayments and capital receipts used to replace debt. The actual CFR is calculated on an annual basis.
- The effect from the change in the accounting for leases has not yet been reflected in the CFR.

	2022/23 £m actual	2023/24 £m forecast	2024/25 £m budget	2025/26 £m budget
General Fund	650.3	693.8	756.5	791.1
Housing Revenue Account	210.7	205.9	209.1	213.1
Capital investments	2.2	5.8	0.0	0.0
Total Capital Financing Requirement	863.2	905.5	965.6	1,004.2



Prudential Indicators

Gross Debt and the Capital Financing Requirement

- Statutory guidance is that debt should remain below the capital financing requirement, except in the short term. The Council has complied and expects to continue to comply with this requirement in the medium term as is shown below.

	2022/23 Actual £m	2023/24 forecast £m	2024/25 Budget £m	2025/26 Budget £m	Debt at 31.12.2023 £m
Debt (incl. PFI & leases)	695.5	791.5	851.5	890.2	803.1
Capital Financing Requirement	863.2	905.5	965.6	1,004.2	



Prudential Indicators

Debt and the Authorised Limit and Operational Boundary

- The Council is legally obliged to set an affordable borrowing limit (also termed the Authorised Limit for external debt) each year. In line with statutory guidance, a lower Operational Boundary is also set as a warning level should debt approach the limit.
- Since the operational boundary is a management tool for in-year monitoring it is not significant if the boundary is breached on occasions due to variations in cash flow, and this is not counted as a compliance failure. Total debt did not go above the operational boundary.

	Maximum debt Q3 2023/24	Debt at 31.12.23	2023/24 Authorised Limit	2023/24 Operational Boundary	Complied
Borrowing	721.4	721.4	865.5	845.5	Yes
PFI and Finance Leases	81.7	81.7	82.8	77.8	Yes
Total debt	803.1	803.1	948.3	923.3	



Prudential Indicators

Net Income from Commercial and Service Investments to Net Revenue Stream

- The Council's income from commercial and service investments as a proportion of its net revenue stream has been and is expected to be as indicated below.

	2022/23 actual £m	2023/24 forecast £m	2024/25 budget £m	2025/26 budget £m
Total net income from service and commercial investments	-1.3	-1.6	-1.8	-1.8
Proportion of net revenue stream	-0.4%	-0.5%	-0.5%	-0.5%



Prudential Indicators

Proportion of Financing Costs to Net Revenue Stream

- Although capital expenditure is not charged directly to the revenue budget, interest payable on loans and MRP are charged to revenue.
- The net annual charge is known as financing costs; this is compared to the net revenue stream, ie the amount funded from Council tax, Business rates and general government grants.

	2022/23 actual	2023/24 forecast	2024/25 budget	2025/26 budget
General Fund - Financing costs (£m)	21.4	28.8	44.9	49.3
General Fund – Proportion of net revenue stream (with reduced MRP)	6.6%	8.0%	13.1%	13.6%
General Fund – Proportion of net revenue stream	10.8%	11.8%	13.1%	13.6%
HRA – Financing costs (£m)	29.6	30.5	29.6	29.6
HRA - Proportion of net revenue stream	31.7%	30.8%	28.6%	28.5%



Treasury Management Indicators

- **Indicators include:**
 - Liability Benchmark
 - Maturity Structure of Borrowing
 - Long Term Treasury Management Investment
 - Interest Rate Exposures



Treasury Management Indicators

Liability Benchmark

- This new indicator compares the Council's actual existing borrowing against a liability benchmark that has been calculated to show the lowest risk level of borrowing. The liability benchmark is an important tool to help establish whether the Council is likely to be a long-term borrower or long-term investor in the future, and so shape its strategic focus and decision making. It represents an estimate of the cumulative amount of external borrowing the Council must hold to fund its current capital and revenue plans while keeping treasury investments at the minimum level of £30.0m required to manage day-to-day cash flow.
- Following on from the medium term forecast below, the long the long-term liability benchmark assumes capital expenditure funded by borrowing of £57 million in 2023-24, minimum revenue provision on new building capital expenditure based on a 50-year asset life and reduction in balance sheet resources of £67 million.

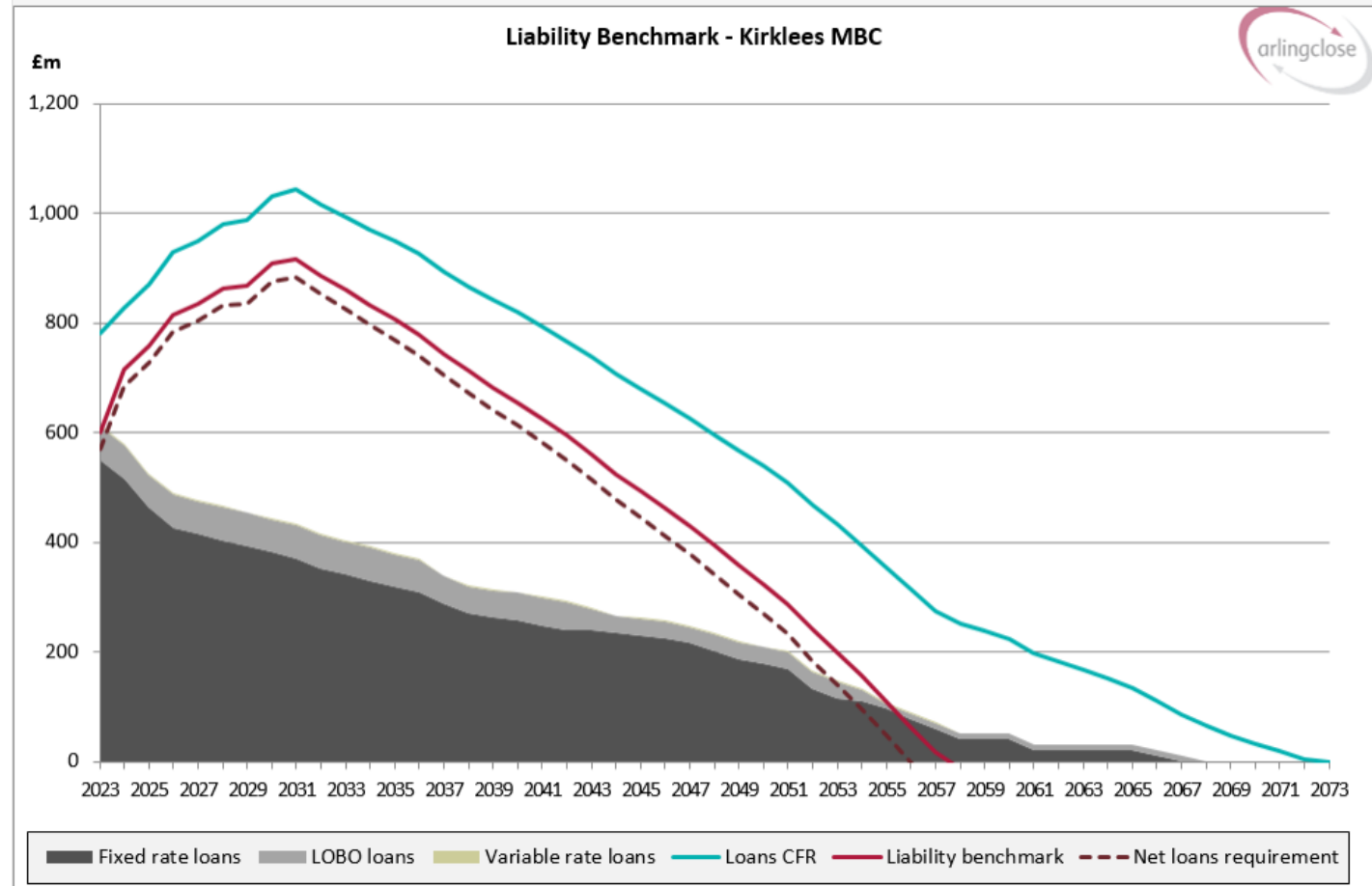
	31.03.23 actual £m	31.03.24 forecast £m	31.03.25 forecast £m	31.03.26 forecast £m
Loans CFR	781.5	827.8	872.6	942.9
Less: Balance sheet resources	210.6	144.0	144.0	144.0
Net loans requirement	570.9	683.8	728.6	798.9
Plus: Liquidity allowance	30.0	30.0	30.0	30.0
Liability benchmark	600.9	713.8	758.6	828.9
Existing borrowing - committed	613.8	673.1	567.0	549.4



Treasury Management Indicators

Liability Benchmark

The total liability benchmark is shown in the chart, together with the maturity profile of the Council's existing borrowing. The red line is the liability benchmark reaching a peak in 2032 highlighting the gap between current borrowing identified in grey, which is reducing over time with repayments, and the additional borrowing required to fund the capital plan.



Treasury Management Indicators

Maturity Structure of Borrowing

- This indicator is set to control the Authority's exposure to refinancing risk. The upper and lower limits on the maturity structure of all borrowing were:

	Upper limit	Lower limit	31.12.23 actual	Complied
Under 12 months	20%	0%	15%	Yes
12 months and within 24 months	20%	0%	5%	Yes
24 months and within 5 years	60%	0%	10%	Yes
5 years and within 10 years	80%	0%	10%	Yes
10 years and above	100%	20%	61%	Yes

- Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment. LOBO options of £40 million have a potential repayment date during 2023-24 and have been included in the under 12 months line.



Treasury Management Indicators

Long term Treasury Management Investments

- The purpose of this indicator is to control the Council's exposure to the risk of incurring losses by seeking early repayment of its investments. The prudential limits on the long-term treasury management limits are:

	2023/24	2024/25	2025/26	No fixed date
Limit on principal invested beyond year end	n/a	n/a	n/a	n/a
Actual principal invested beyond year end	£10.0m	£10.0m	£10.0m	£10.0m
Complied	Yes	Yes	Yes	Yes

- Long-term investments with no fixed maturity date include strategic pooled funds, real estate investment trusts and directly held equity but exclude money market funds and bank accounts with no fixed maturity date as these are considered short-term.



Treasury Management Indicators

Interest Rate Exposures

Bank Rate rose by 1.00% from 4.25% on 1st April to 5.25 by 31st December.

For context, the changes in interest rates during the quarter were:

	31/3/23	31/12/23
Bank Rate	4.25%	5.25%
1-year PWLB certainty rate, maturity loans	4.78%	5.13%
5-year PWLB certainty rate, maturity loans	4.31%	4.19%
10-year PWLB certainty rate, maturity loans	4.33%	4.37%
20-year PWLB certainty rate, maturity loans	4.70%	4.90%
50-year PWLB certainty rate, maturity loans	4.41%	4.68%



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REPORT TITLE: Corporate Financial Monitoring Report, Quarter 3, 2023/24

Meeting:	Cabinet
Date:	20 February 2024
Cabinet Member (if applicable)	Councillor Graham Turner
Key Decision Eligible for Call In	Yes Yes
Purpose of Report : To receive information on financial monitoring for General Fund Revenue, Housing Revenue Account (HRA) and Capital Plan, as at Quarter 3 (month 9), 2023/24.	
Recommendations <ol style="list-style-type: none"> 1) note the forecast revenue outturn position at Quarter 3 for 2023/24 (£9.9m overspend), and the forecast year end position on the Council's reserves and balances: £55.8m Reserves, of which £43.8m are Usable Reserves (£47.4m Reserves, of which £35.4m are Usable at Q2); 2) note the Quarter 3 forecast HRA position (£600k surplus) and forecast year-end reserves position; 3) note the Quarter 3 forecast capital monitoring position for 2023/24 with regards to Capital (£2.7m underspend); 4) approve the re-profiling of the 2023/24 capital plan as set out in the accompanying slides (slide 22); 5) note the Quarter 3 treasury management prudential indicators. 	
Reasons for Recommendations This Quarter 3 report updates the Cabinet on the current financial position as of Month 9 (31 December), together with key risks.	
Resource Implications: To note information on financial monitoring for General Fund Revenue, Housing Revenue Account (HRA) and Capital Plan, as at Quarter 3 (month 9), 2023/24.	
Date signed off by <u>Strategic Director</u> & name	Rachel Spencer Henshall - 12 February 2024
Is it also signed off by the Service Director for Finance?	Isabel Brittain - 12 February 2024
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Julie Muscroft - 12 February 2024

Electoral wards affected: All

Ward councillors consulted: None

Public or private: Public

Has GDPR been considered? Yes. This report contains no information that falls within the scope of General Data Protection Regulations.

1. Executive Summary

The attached slides provide information on financial monitoring for General Fund Revenue, Housing Revenue Account (HRA) and Capital Plan, as at Quarter 3 (month 9), 2023/24.

2. Information required to take a decision

2.1 The slides accompanying this report provide a more detailed breakdown of the outturn financial monitoring position, as follows:

Forecast General Fund revenue outturn position in 2023/24 by service area;

General Fund reserves and balances movements in-year;

Forecast HRA revenue outturn position including movements in HRA reserves in-year;

Forecast capital outturn position in 2023/24;

The Council's Corporate Risk 'Heat Map' and summary;

Treasury management prudential indicators.

3. Implications for the Council

3.1 **Working with People**

3.2 **Working with Partners**

3.3 **Place Based Working**

3.4 **Climate Change and Air Quality**

3.5 **Improving outcomes for children**

3.6 **Financial Implications**

3.6.1 The financial implications are as noted in this report and the accompanying slides.

- 3.6.2 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 and shall require that one of its Officers has responsibility for the administration of those affairs. That Officer at this Council is the Service Director - Finance.
- 3.6.3 Section 114 of the Local Government Finance Act 1988 requires the Service Director - Finance, as the Officer of the Council appointed under s151 of the Local Government Act 1972, to make a report (often referred to as a 's114 report') if it appears that the expenditure of the Council incurred, or likely to incur, in a financial year is likely to exceed the resources (including sums borrowed) available to meet that expenditure. As outlined in this report, whilst a s114 report is not considered necessary at this point, the issue of such a report remains a possibility.
- 3.6.4 Regulation 3 of the Accounts and Audit Regulations 2015 requires the Council to ensure it has a sound system of internal controls facilitating the effective exercise of functions and achievement of aims and objectives, ensuring effective financial and operational management including effective risk management. The Council must determine whether its capital plan is affordable in line with the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 having regard to the Prudential Code for Capital Finance for Local Authorities. DLUHC have the power to make statutory directions under section 15(5) and (6) of the Local Government Act 1999 where it considers there has been a failure to comply with the duty of Best Value.
- 3.6.5 As outlined in this report, there are significant reserves drawdowns in-year, resulting in an estimated year end useable reserves balance of £43.8m (£35.4m at Q2).
- 3.6.6 The Council's Executive Leadership Team must ensure that actions are taken to deliver services in line with agreed budgets and that savings targets are delivered as planned.

3.6.7 Legal Implications

3.8 Other (eg Risk, Integrated Impact Assessment or Human Resources)

3.7 Consultation

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

4 Engagement

5 Options

5.1 Options considered

5.2 Reasons for recommended option

6 Next steps and timelines

That Cabinet endorse the recommendations set out in this report.

7 Contact officer

James Anderson, Head of Accountancy
james.anderson@kirklees.gov.uk

Sarah Hill, Finance Manager
sarahm.hill@kirklees.gov.uk

8 Background Papers and History of Decisions

Annual budget report 2022-27 to Budget Council, March 2023
Budget Update Report to Council, September 2023

9 Appendices

Appendix 1: Financial Monitoring slides

10 Service Director responsible

Isabel Brittain, Service Director – Finance.



REPORT TITLE: Council Tax provisions within the Levelling Up and Regeneration Act 2023 in relation to long term empty property and second homes.

Cabinet date	20th February 2024
Cabinet Member	Cllr Graham Turner
Key Decision Eligible for Call In	No No
Purpose of Report	
To take a recommendation for decision by Council on 6th March 2024	
Recommendations	
<ul style="list-style-type: none"> • To recommend to Council that it determine that the qualifying period for the long-term empty property premium in Council Tax be reduced to one year effective from 1st April 2024; and • To Recommend to Council that it determine a 100% Council Tax premium for second homes (dwellings which are furnished, but unoccupied) effective from 1st April 2025. • It is also recommended to delegate powers to the Council’s Section 151 Officer In conjunction with the portfolio holder to enable them to amend the policy and / or any associated procedures to ensure alignment with the regulations or statutory guidance relating to the exemptions from the premiums, when these are issued or subsequently amended by Government 	
Reasons for Recommendations	
<ul style="list-style-type: none"> • These are new powers available to local authorities as legislated for in the Levelling Up and Regeneration Act 2023 • The long-term empty measure will potentially increase the numbers of properties that are brought back into use more quickly, or increase the revenue collectable in relation to empty property if that is not the case. • The Second home measure will increase the revenue from those properties. 	
Resource Implications: The measures are not anticipated to have any particular resource implications.	
Date signed off by <u>Strategic Director</u> & name	09/02/2024 Rachel Spencer Henshall
Is it also signed off by the Service Director for Finance?	09/02/2024 Isabel Brittain
Is it also signed off by the Service Director for Legal Governance and Commissioning?	09/02/2024 Julie Muscroft

Electoral wards affected: All

Ward councillors consulted: none

Public or private: Public

Has GDPR been considered? Yes

1. Executive Summary

The Levelling Up and Regeneration Act 2023 amends the Local Government Finance Act 1992 in order that a Billing Authority can determine that it will:

- Reduce the qualifying period for the long-term empty property premium in Council Tax to one year to be effective from 1st April 2024; and
- charge a 100% Council Tax premium for second homes (dwellings which are furnished, but unoccupied) to be effective from 1st April 2025.

The decision to make such a determination can only be made by council in accordance with s67 Local Government Finance Act 1992. And it must be made before 31st March 2024 in order to have effect from the years set out above, any determination after that date would delay implementation by a further year for both provisions.

2. Information required to take a decision

2.1 s11A, 11B and 11C of the Local Government Finance Act are amended to introduce the provisions set out in the Levelling Up and Regeneration Act 2023.

2.2 Those provisions were last determined by Council on 16th January 2019 where council determined to charge the 100% premium after the two years permitted at the time. The second home premium was not then in scope.

2.3 At that time the Government stated that it was considering legislating to limit the extent to which authorities could charge in certain circumstances. That did not happen, however this time the government has consulted on exceptions but is yet to provide any direction as to how that regulation, should it happen, will be applied. Appendix 1 sets out what we know at this stage.

2.4 The exemptions will apply to properties in specific circumstances and prevent us from charging the levy for a specified period of time. The effect of this is to reduce rather than extend the scope of the premiums and it will obviously also reduce the amount of income that can be generated as a result. This report recommends in addition to the determination proposed in this report that the Council's Section 151 Officer is granted delegated powers to amend the Council's policy relating to premiums in line with legislative or government requirements and changes, once they are made, those changes so far as are known are those set out in Appendix 1

2.5 The data we currently hold suggests that there are 587 properties in the borough that will be empty for one year but less than two years at 1st April 2024. All of the properties would immediately attract a 100% premium as it stands however it is impossible at this stage to know what the impact will be of the exceptions referred to above and in Appendix 1.

2.6 We do know however that if all of those properties become chargeable with a 100% premium that it would equate to £953k additional revenue – the behavioural effect is however very important as we also expect that many properties will be brought back into use and that the premium will cease to apply. This and the prospect of the exceptions mean that it is impossible to accurately predict what any additional revenue might look like.

3. Implications for the Council

3.1 Working with People

The empty property premium is about bringing properties into use so increasing housing supply. Increased Housing Supply reduces pressure on people seeking accommodation meaning that more people have a place that they can call home.

3.2 Working with Partners

There will be no impact

3.3 Place Based Working

There will be no impact

3.4 Climate Change and Air Quality

There will be no impact

3.5 Improving outcomes for children

Children in households positively affected by increased housing supply will have better outcomes.

3.6 Financial Implications

It is impossible to establish the financial implications at this stage without also knowing the impact of the potential legislative changes yet to be made by government though we know that they will impact upon all empty property including those to which a premium already applies.

3.7 Legal Implications

No additional impact other than what is set out in this report. It is worth noting here however that a determination is required by council before 31st March 2024 in order to give effect to a determination as set out in the recommendation. Any determination after that date would introduce an additional delay of a year in respect of both provisions.

3.8 Other (eg Risk, Integrated Impact Assessment or Human Resources)

There are no particular risks other than potential non payment of additional council tax payable. Ordinary recovery processes will apply as with any other outstanding debt.

An Integrated Impact Assessment has been undertaken.

[Integrated Impact Assessments - IntegratedImpactAssessment \(kirklees.gov.uk\)](https://www.kirklees.gov.uk/IntegratedImpactAssessment)

4. Consultation

No Consultation required, this is though a decision for Council by way of a determination

5. Engagement

There has been no engagement, other than with the portfolio holder, this is though a decision for Council by way of a determination. Cllr Turner as portfolio holder wishes to make the following statement.

I welcome the changes in legislation that now allow us to charge 100% council tax to non-exempt homes after a year of been left empty.

With a national shortage of homes, it seems only right that we try to encourage these empty properties to be brought back into the housing market.

Since we introduced the scheme for extra council tax for homes that had been empty for two years or more, we have seen a significant reduction in empty homes.

I hope that these proposals will have a similar impact and significantly reduce the number of empty homes, and provide much needed housing

6. Options

6.1 Options considered

The change in the legislation creates an opportunity to both raise revenue and incentivise through an additional council tax premium the bringing of property back into use earlier than might have been the case. Council has the the option not to use the new power. The recommendation here is to seek such a determination from council as the only sensible option.

It is therefore recommended that Cabinet:

- Recommend to Council that it determine that the qualifying period for the long-term empty property premium in Council Tax be reduced to one year effective from 1st April 2024; and
- Recommend to Council that it determine a 100% Council Tax premium for second homes (dwellings which are furnished, but unoccupied) effective from 1st April 2025.

- Recommended to delegate powers to the Council's Section 151 Officer in conjunction with the portfolio holder to enable them to amend the policy and / or any associated procedures to ensure alignment with the regulations or statutory guidance relating to the exemptions from the premiums, when these are issued or subsequently amended by Government

6.2 Reasons for recommended Option

- These are new powers available to local authorities as legislated for in the Levelling Up and Regeneration Act 2023
- The long-term empty measure will potentially increase the numbers of properties that are brought back into use more quickly, or increase the revenue collectable in relation to empty property if that is not the case.
- The Second home measure will increase the revenue from those properties.

7. Next steps and timelines

To take a report to Council on the 6th March that includes the recommendation to make such a determination.

8. Contact officer

Julian Hobson – Head of Service Welfare & Exchequer.

9. Background Papers and History of Decisions

<https://www.legislation.gov.uk/ukpga/2023/55/enacted> Levelling Up and Regeneration Act 2023

<https://www.legislation.gov.uk/ukpga/1992/14/contents> Local Government Finance Act 1992

<https://democracy.kirklees.gov.uk/ieDecisionDetails.aspx?ID=6966> previous decision of Council

10. Appendices

Appendix 1 – Potential Exceptions

Government have also now made provision within the Act to enable them to create specific exemptions from the additional premiums. We have not been formally notified yet of the exemptions, but Government did undertake consultation over the summer. From this consultation we understand that they are likely to include the following types of situations:

- Properties undergoing probate - the Government proposes that these properties should be exceptions to both the second homes and empty homes premiums for 12 months. The exception would start once probate or letters of administration are granted. This does not affect the existing Class F exemption or the ability for billing authorities to charge the normal rate of council tax following the expiry of a Class F exemption

- Properties that are being actively marketed for sale or rent - the Government proposes that this exception would apply for up to a maximum of 6 months from the date that active marketing commenced, or until the property has been sold or rented, whichever is the sooner. It will be essential that the Council will need to determine in its policy, what evidence will be required to support any exception
- Empty properties undergoing major repairs - time limited to 6 months - the Government proposes that empty properties undergoing major repair works or structural alterations should be an exception to the premium for up to 6 months once the exception has been applied or when the work has been completed, whichever is the sooner. The exception could be applied at any time after the property has been empty for at least 12 months, so long as the Council is satisfied that the necessary repair work is being undertaken.
- Annexes forming part of, or being treated as, part of the main dwelling - the Government proposes that such annexes should be an exception to the council tax premium on second homes.
- Job related dwellings - currently, there is a council tax discount of up to 50% for properties which are unoccupied because the owner is required to live elsewhere for employment purposes. The discount applies where the dwelling is provided for the better performance of the duties of the employment, and it is one of the kinds of employment in the case of which it is customary for employers to provide dwellings for employees. The Government proposes that the job related dwellings provision should also be an exception to the second homes premium. The exception will not apply to cases where someone chooses to have an additional property to be closer to work while having a family home elsewhere or where an individual is posted to a new location but maintains their previous address.
- Occupied caravan pitches and houseboat moorings - the Government proposes that these caravans and boats should be an exception to the council tax premium on second homes.
- Seasonal homes where year-round or permanent occupation is prohibited or has been specified for use as holiday accommodation or prevents occupancy as a person's sole or main residence - the Government proposes that properties that have restrictions or conditions preventing occupancy for a continuous period of at least 28 days in any 12-month period, or specifies its use as a holiday let, or prevents occupancy as a person's sole or main residence, should be an exception to the second homes premium.

11. Service Director responsible

Isobel Brittain



REPORT TITLE: Strength Based Integrated Community Library and customer service functions & assets.

Cabinet date	20th February 2024
Cabinet Member	Cllr Paul Davies – Deputy Leader and Cabinet Member Corporate
Key Decision Eligible for Call In	Yes Yes
<p>Purpose of Report</p> <p>The purpose of this report is to propose the development of a strength based integrated community library model. The proposal includes the following key changes.</p> <ul style="list-style-type: none"> • Integration of the customer service function into the library estate. This will result in the reshaping of the existing 2 main customer service centre sites in Huddersfield and Dewsbury into an integrated offer in those respective libraries, alongside access to digital and telephony support across the library network. • Establish the feasibility of developing a community managed library model with targeted community-based libraries. The initial focus for the feasibility would be on identified libraries (see section 3.3) with the foundational characteristics to deliver successful transition (community strengths, community demographics, capacity, and resources). The council package of support will be key to enable transition, and this would be considered within the feasibility work. 	
<p>Recommendations</p> <p>Cabinet is asked to agree:</p> <ul style="list-style-type: none"> • The overall approach to integrate the customer service and library functions. This is already a successful temporary arrangement in Huddersfield and Dewsbury. • To commence a service change process to reduce both management and frontline staffing by the required amounts to achieve integration and savings. • To commence engagement with community partners around the proposed community managed libraries model. • Note the contents of the initial Integrated Impact Assessment at Integrated Impact Assessments - IntegratedImpactAssessment (kirklees.gov.uk) <p>Reasons for Recommendations</p> <ul style="list-style-type: none"> • An integrated service delivery approach allows increased access to support from more locations rather than the public always having to travel into Huddersfield and Dewsbury. • Implementation through a detailed service change process supports fair and considered changes to be implemented. • Engagement with communities ahead of any formal consultation process is key to establish the potential feasibility to deliver on the community managed library model. <p>Resource Implications:</p>	

Library service and project staffing resource will be required to facilitate conversations and engagement within communities around the proposed changes. This will involve project support to coordinate effective communications and access to timely information.

Support will also be required from other corporate services such as:

- I.T – support to communities around Library and public access IT systems
- Assets and corporate facility management will need to be involved in early conversations in relation to viability of asset transfers and any linked arrangements.
- Legal support in creating potential Service Level Agreements with communities and advising on any policy implications.
- Communications – support with delivery of key messages to all stakeholders throughout the service change process.
- Data & Insight – support with a formal consultation process.

<p>Date signed off by <u>Strategic Director</u> & name.</p> <p>Is it also signed off by the Service Director for Finance?</p> <p>Is it also signed off by the Service Director for Legal Governance and Commissioning?</p>	<p>Give name and date for Cabinet / Scrutiny reports.</p> <p>Richard Parry – Strategic Director Adults and Health – 05/02/2024</p> <p>Isabel Brittain – Service Director Finance (S151 Officer) - 06/02/2024</p> <p>Julie Muscroft – Service Director – Legal, Governance, Commissioning and Monitoring – 07/02/2024</p>
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Electoral wards affected: All wards.

Ward councillors consulted: No

Public or private: Public

Has GDPR been considered? Yes, no personal data has been included in the report.

1. Executive Summary

Across the Kirklees footprint we currently have 2 main public facing customer service centres and a footprint of 24 libraries providing a range of services including

- Face to face, digital and telephony support for citizens' enquiries.
- Literary, audio digital and accessible (large print & Braille) access to books and other resources.
- Access to free PC usage, Wi-Fi and a broad range of community provision.

There are also a range of other community facing services delivered from these locations by the Council (e.g. community hubs in children's social care, children's centres etc).

Learning from the pandemic and place-based approaches have supported this proposal for an integrated and community managed library model. A customer service function within a new library services model will build on existing strengths across communities. Alongside community engagement this will enable communities to actively shape service delivery at place and create efficiencies. This will be achieved through both transitioning to a community managed library model in identified communities and via the transfer of the customer service centre functions into the library estate.

The planned outcome of this proposal is to maintain extended library presence within the reduced resources available. This model will continue to support the council's priority to deliver place-based services, supporting communities to access support at a time and location to best support their needs whilst maintaining a comprehensive statutory service delivery model.

It will support community led service delivery, utilising local insight to shape service developments not just across the library service but throughout all early intervention and prevention services. Key to this will be the local resources to draw on technology to support increased digital inclusion. It will support Kirklees in maintaining a whole family approach and increased partner utilisation of our library footprint, ensuring more support is available at a local level across a person's whole life course i.e. the use of libraries by health to support the delivery of maternity services or community led provisions supporting physical activities and social connections.

This model would still enable the development and delivery of a library in the centre of Huddersfield as part of the Our Cultural Heart offer.

2. Information required to take a decision

2.1. Background: Kirklees Library Service

Kirklees has a statutory duty to deliver a 'comprehensive and efficient' library service. Over the past decade the service has continued to evolve to meet the changing needs of communities and to further develop its ambitions to increase the direct involvement of communities in delivering and shaping services. This has been seen through the continued investment in the library estate with the addition of new sites, such as Birkby and Fartown Library, with its dementia friendly design.

Kirklees library service has continually developed and already has a delivery model that doesn't rely solely on paid council staff. The current model has 8 key locality libraries and 16 community

supported libraries supported by over 400 volunteers. This model is supported by both council and community resources, including:

- Substantial volunteer recruitment and support programme
- Friends of groups - who are critical to the wider delivery of the service.
- Promotion and development of a digital offer
- Expansion of the Home Library Service offer
- The asset transfer of several council assets to community and charity organisations

Currently half the libraries are in stand-alone council buildings and the remainder are in buildings where they are co-located with other services including Children's Centres, a Post Office and other community services or in buildings that are owned by other organisations, often as a result of a community asset transfer.

2.2 Kirklees Customer Service Centres

The Customer Service Centres are currently located in Civic Centre 3, Huddersfield and in the Walsh Building, Town Hall Way, Dewsbury (temporarily moved to Dewsbury Library, Dewsbury Retail Park whilst the Walsh building undergoes essential repairs).

The facilities were created during May 2012 – June 2013 bringing together services for Council Tax, disabled travel and Housing Benefits and support for those presenting with other housing enquiries, for example homelessness and housing rental. Ongoing service developments, in response to emerging needs and advancement in technology, have resulted in the Customer Service Centres expanding their offer to citizens to include:

- Citizen access to public access computers
- Phones with direct access to the council's telephone contact centres
- Scanning equipment to securely upload documents for applications for Housing, Housing Benefits and Council Tax.

There has been a significant reduction (up to 60%) in face-to-face support requirements since the centres were formed. Following the learning from covid, people have transitioned to utilising digital and telephony support both within and outside of the centres themselves.

2.3 Place based and co-location of services

Council services have had a long-term ambition to build on place-based and integrated delivery options of support and information for citizens. Since the pandemic, where all services provided were online or via telephone, both the Library Service and Customer Service Centres have continued to explore options to develop more effective and efficient delivery models that are based on citizen need and not service led. In January 2023, the Central Huddersfield Library moved to co-locate with the Huddersfield Customer Service Centre in Civic Centre 3. This has given the opportunity to further test and develop the integration opportunities where users now get support for all aspects of service delivery within this approach.

This learning combined with the ongoing learning from the libraries (that are already successfully delivered from previously asset transferred and community owned buildings), has clearly demonstrated the outcomes that can be achieved from integrated, and community led approaches. These include;

- Improved access to support and information at the time and place people need it.

- Supported community resilience and leadership.
- Enabled partnership and community collaboration through a combination of paid staff, volunteers, and Friends Groups.
- Reduced duplication for people and services
- Enable the integration of services at a local level in libraries.
- Build early intervention and prevention approaches across formal services in communities.
- Created efficiencies of resources for both council and communities

An integrated libraries and customer service approach as part of an integrated communities model is key to further building on these outcomes. It will provide the underpinning physical and staffing infrastructure required to:

- Further develop place-based working,
- Increase the focus on early intervention and prevention,
- Support the redefining of the council relationship with communities to one of enabling rather than delivery.

The focus is now on how we can enhance the existing offer and support those with considerable existing strengths to move further along this spectrum.

3. Proposal: Integrated Libraries and Customer Service Centres

There are two key elements to the proposal.

- Integration of the customer service function into the library estate.
- Development of a community managed library model with targeted community-based libraries

3.1 Integration of the customer service function into the library estate

To implement the proposed customer service function into the libraries, model a two-stage service change process will be required. Phase 1 will be to integrate the customer Service Centre functions within the existing library estate starting in Huddersfield and Dewsbury. Learning from co-location in Huddersfield has already identified the resources and support required to do this successfully.

Phase 2 will be to implement this across the remainder of the integrated library hubs. Public access facilities including computers, telephones and scanners will be installed at those locations.

A robust communications plan to both services and residents would be in place to mitigate any issues arising from the transition from main locations to integrated functions.

The diagram below sets out the anticipated goals and benefits of the integration activity.



Goals

- To help customers become more resilient with the ability to self-serve, enabling them to access council online services 24/7.
- Upskill colleagues within the community at Libraries and Community Anchors to help customers access online services.
- Reduce duplication and address failure demand
- Provide face-to-face appointment-based onsite support for customers with complex needs, from an appropriate council officer with specialist knowledge.
- Maximise the ability, according to assessment of need to specialist advice and support ie CAB, Housing advice, Housing, Adult Social Care and Children Social Care



Target Audience

- Elderly Residents (predominantly 65+).
- Disabled residents in need of 'reasonable adjustments' to help them to access statutory services.
- Residents at high risk of digital exclusion e.g., residents in significant poverty, residents lacking digital skills.
- Those impacted by / living with post pandemic inequalities



Benefits

- Easier access to day-to-day services and requests of Kirklees Council.
- Increase in community resilience and supports our channel shift ambitions of increasing online self-service interactions.
- Faster service requests for residents using MyAccount.
- Transferable digital skills to everyday activities e.g., increased employability, or ability to use other online services such as online banking.
- Encourages use of general KMC website, promoting other services or news that wouldn't normally reach the target audiences.
- Encourages use of Community Anchors and Libraries, creating a learning environment.

There is a potential role reduction across management and frontline employees. All roles are currently funded through base budgets.

To help address the impact of the proposed integration services have been managing vacancies. Whilst a service change will be required the impact of managing vacancies may reduce the impact on staff.

The service will also seek to maximise external income opportunities to try to reduce impact on staff.

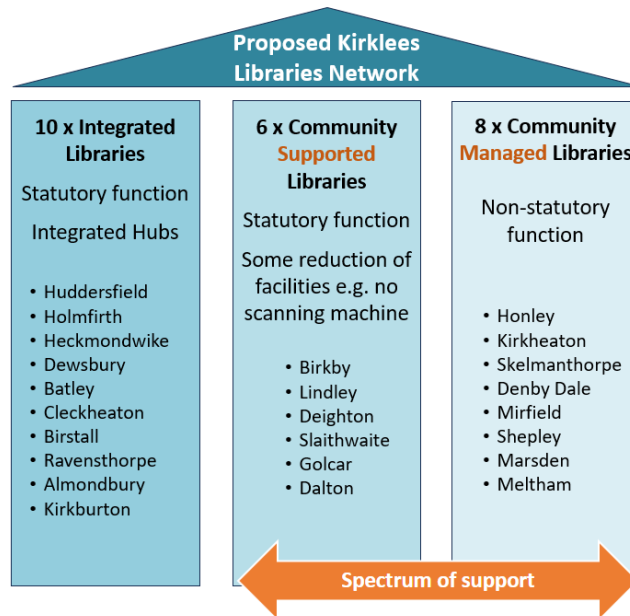
3.2 Development of a community managed library model with targeted community-based libraries

Below is an outline of the proposed approach to developing a community managed library. This high-level information is to enable cabinet to make an informed decision as to whether to approve the recommendation to commence engagement to establish the feasibility of the delivery of community managed libraries within Kirklees.

3.3 Proposed Community Managed Library model

We have identified 8 libraries that are considered to broadly meet the foundational characteristics for a successful transition to a community managed library. The proposed new model in Kirklees is set out below:

Proposed Kirklees Libraries model



The 8-community managed libraries will sit outside our statutory provision of 16 libraries but will still have access to resources, including book stock, from the statutory network. This model will support us to move to a more strengths-based approach drawing on the knowledge, skills and resources which already exist within our communities. This will provide the community the freedom to shape their own offer of support, expand on existing provision and respond to community needs.

The evidence is clear that a successful transition to a community managed library requires enabling support. Offering a spectrum of support allows us to support individual library provision according to needs and existing strengths, whilst ensuring we can maximise resources available.

The table below indicates the likely arrangements but is subject to the needs of each location.

Spectrum of Support		10 x Integrated Library Hubs	6 x Community Supported Libraries	8 x Community Managed Libraries
Council staffing		✓	✓	✗
Book fund?		✓	✓	✓
Building contribution?		✓*	✓*	✗
IT Network/infrastructure?		✓	✓	✓
IT equipment?		✓	✓	✓
Access to library network? i.e. book reservations		✓	✓	✓
Management support?		✓	✓	✓ Min. level of management support

✓* unless already community asset transferred or owned

This model will also look to maintain the integrated library estate in its current form. Services will be enhanced throughout the library service ensuring we increase digital inclusion and maintain the range of community activities delivered.

We will continue our commitment to such things as being Libraries of Sanctuary, Warm Spaces, and the ongoing investment in libraries through town centre regeneration activity.

Benefits of Community Managed Libraries

There are examples of other local authorities where they have implemented community managed libraries as part of either their statutory service or as an additional non-statutory offer. Locally this has been implemented across Bradford City Council where they have used the community managed libraries as part of their non-statutory offer. Learning from their [initial review](#) and [subsequent](#) service review plus other good practice can be found [here](#).

Research and experience have identified the following foundational characteristics that are considered necessary for a successful community managed library. They include:

- Existing strong community capacity – resources and assets including active volunteers and citizens.
- Existing strong library friends of groups and other volunteers
- Existing strong community infrastructure – i.e. town / parish councils
- Smaller community-based library provision
- Underpinned by enabling support from council / other services.

We will continue to refine our understanding of foundational characteristics through the feasibility work if approved.

Engagement and Feasibility approach

Permission is sought to commence engagement with the eight identified libraries to explore the feasibility of transition into community managed libraries. Once feasibility has been established, subsequent proposals would be put to Cabinet to enable further decision making. If any of the communities that have a Community Supported Library would like the opportunity to take a greater role in the running of their local library, we would welcome the opportunity to discuss this with them and explore how we could support this.

The feasibility work would be underpinned by a set of initial principles derived from Kirklees wide partnership strategies ([Policies and strategies | Kirklees Council](#)) and [Kirklees Council Access Strategy 2021-26 \(kirklees.gov.uk\)](#)

- The belief that communities are best placed to lead, shape, and deliver support in communities.
- The council role is more effective as an enabler than as a sole delivery function.
- That communities can find their own solutions with increased access to support and information at local level.

Through the feasibility work we would further refine the principle led approach.

A dedicated team made up of library professionals and other council enablers would be mobilised to:

- Hold early conversations with key stakeholders associated with the 8 proposed Community Managed Libraries (and any other communities that would like to take on a greater role in the running of their local library).
- Establish and confirm feasibility of the approach.

- Clarification of support required and indicative timelines to enable the community to take on the greater role in the running of their local library

The offer will go out to all 8 communities simultaneously, whilst acknowledging the critical role Friends of Groups have in delivering library services. We will also communicate with other Kirklees Community Supported Libraries to understand if any of them would also like to be involved.

Locations which have strong existing community involvement and infrastructure may be able to consider the offer more quickly than others. Timelines would also need to consider the context of reduced resources available to the council to support library services.

Once the feasibility review has been completed, recommendations will be put to cabinet to progress to a full consultation process based on the outcome of the feasibility work.

3.4 Proposed savings and staffing reduction

This provides cumulative savings of £1,862K (£950K 24/25 and £912K 25/26) and a reduction of 47.2 FTE in respect of this proposal.

Indicative savings attributed to Community Managed Libraries approach of £912K with £950K being achieved through integrating customer service functions in library integrated hubs.

3. Implications for the Council

3.1 Working with People

The planned approach will require consultation with staff as part of an agreed change process. It will also require clear communication with key stakeholders such as our VCS (Voluntary and Community Sector) partners.

Engagement with key stakeholders on the viability of the agreed approach will be critical.

3.2 Working with Partners

We will collaborate with all relevant partners to identify any collaborative opportunities to ensure the best outcomes possible for all concerned.

3.3 Place Based Working

Changes to service structures will not impact on the ability to deliver placed based working. These services support residents across Kirklees.

3.4 Climate Change and Air Quality

This change will not impact on the council's carbon footprint. The service will continue to work in a placed based way, reducing travel and contributing to our commitment towards net zero.

3.5 Improving outcomes for children

Integrating functions across community and access services will overall support the improvement of outcomes.

3.6 Financial Implications

These changes will not impact on people's equality of access for support around cost-of-living support.

These savings are subject to approval and a service change process. The agreed service change process will determine the timescales for realisation with the expectation that savings are delivered across 2024/25 and 2025/26 however some savings maybe realised earlier.

3.7 Legal Implications

Section 7 of the Public Libraries and Museums Act 1964 imposes a statutory duty on library authorities to "provide a comprehensive and efficient library service" to everyone who lives, works, or attends full time education in the library area. The duty is contained in Section 7(1) which provides as follows: -

"(1) It shall be the duty of every library authority to provide a comprehensive and efficient library service for all persons desiring to make use thereof ...

Provided that although a library authority shall have power to make facilities for the borrowing of books and other materials available to any person it shall not by virtue of this subsection be under a duty to make such facilities available to persons other than those whose residence or place of work is within the library area of the authority or who are undergoing full time education within that area".

Section 7(2) provides further statutory instruction as to the factors which a library authority must take into account in order to fulfil its duty under Section 7(1):

"(2) In fulfilling its duty under the preceding subsection, a library authority shall in particular have regard to the desirability:

(a) of securing, by the keeping of adequate stocks, by arrangements with other library authorities, and by any other appropriate means, that facilities are available for the borrowing of, or reference to, books and other printed matter, and pictures, gramophone records, films and other materials, sufficient in number, range and quality to meet the general requirements and any special requirements both of adults and children; and

(b) of encouraging both adults and children to make full use of the library service, and of providing advice as to its use and of making available such bibliographical and other information as may be required by persons using it; and

(c) of securing, in relation to any matter concerning the functions both of the library authority as such and any other authority whose functions are exercisable within the library area, that there is full co-operation between the persons engaged in carrying out those functions".

The expression "library service" is not defined nor are the concepts "comprehensive" and "efficient". Library facilities are referred to but not defined but they are clearly not the same as library premises which are defined (in Section 8(7)).

Section 9(1) confers a power on a library authority to contribute towards the expenses of "any other person" providing "library facilities for the public" and Section 20 empowers local authorities to generate revenue by allowing library premises to be used for holding meetings, performances, and the like in return for payment.

The DCMS is the regulator of the statutory public library service charged with superintending and promoting the improvement of the service and to secure the proper discharge by local authorities of their library functions.

The Council has a Best Value duty under section 3 of the Local Government Act 1999 to secure continuous improvement in the way functions are carried out having regard to a combination of economy, efficiency and effectiveness supported by the DLUCH Revised Best Value Statutory Guidance (March 2015). On 1 July 2023 the Government began consulting on draft revised supplementary guidance which closed on 15 August 2023.

3.8 Other (e.g. Risk, Integrated Impact Assessment or Human Resources)

Before deciding, Members must have regard to the Integrated Impact assessment in relation to the proposals. Section 149 of the Equality Act 2010 places a duty on the council in carrying out its functions to have due regard to the need; (a) eliminate discrimination; harassment; victimisation, and any other conduct that is prohibited by or under the Act; and (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; (c) foster good relations between persons who share a protected characteristic and persons who do not share it. Section 149(7) of the 2010 Act set out the protected characteristics which are age, disability, gender reassignment: pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

An initial Integrated Impact Assessment has been carried out for the two separate elements of this proposal. These will continue to develop through implementation. One for impacts associated with the customer service centre changes and another for the proposed engagement around community managed libraries. These are both published on the Council's website. The assessments are contained at this link: <https://www.kirklees.gov.uk/beta/delivering-services/integrated-impact-assessments>

The assessments highlight some positive and negative impacts of the proposed changes, however overall, the impacts remain neutral.

There will be HR (Human Resources) implications from these changes and staff and trade unions will be consulted in accordance with the usual procedures.

4. Consultation

Formal consultation is not required for this element. The request is to engage with communities on the proposals at this early stage. If further proposals based on this feasibility work indicates change results in change to service delivery there will be a formal consultation.

5. Engagement

This report has been subject to consultation with the Council’s Executive Leadership Team (ELT), Executive Board, and the Portfolio Holders for Communities, Corporate Services, and Health and Social Care, and their comments have informed the contents of this report.

Early discussions are being held with the chair of Overview and Scrutiny Management Committee to agree a forward plan for scrutiny.

Early conversations about proposed changes are also being held with the library lead within Department for Culture, Media, and Sport.

There will be HR implications from these changes and staff and trade unions will be engaged in accordance with the usual procedures.

Partners impacted by these changes will be engaged with following a cabinet decision.

6. Options

6.1 Options considered.

A number of options were considered when developing the presented model for both the Integrated Libraries and the Community Managed Library models.








For the Integrated Libraries these include:

- Reducing the customer service functions to 1 single location.
- Customer Service centre functions operating from ‘pop up’ locations.
- Shift of all functions to online/ telephony support
- Integrating the functions within the libraries operating model

For the Community Managed Libraries, the below models were considered:

Spectrum of Support

8 x Community Managed Libraries – Package A, B or C

	Package A	Package B	Package C
Council staffing 	✗	✗	✗
Book fund? 	✗	✗	✓
Building contribution? 	✗	✗	✗
IT Network/infrastructure? 	✗	✓	✓
IT equipment? 	✗	✓	✓
Access to library network? i.e. book reservations 	✗	✓	✓
Management support? 	✗	✓ Min. level of management support	✓ Min. level of management support

Alongside the above options, closure of the library locations was also considered. This would provided the council with a budgetary saving however this option was not progressed at this stage due to the below considerations:

Closing a community library can have wide-ranging and significant negative impacts. Some of the key impacts are:

- Reduced access to knowledge and information: Libraries provide essential resources for education, research, and personal development. Closure can create barriers for individuals, especially those without internet access or reliable transportation.
- Weakened community cohesion: Libraries serve as community hubs, fostering social interaction, connection, and belonging. Closure can isolate residents, particularly vulnerable populations like seniors or low-income families.
- Increased burden on other services: Closure can shift demand to other institutions like schools or community centres, straining limited resources and increasing stress on these systems.
- Reduction in volunteer opportunities

6.2 Reasons for recommended option

The option of integrating the libraries and customer services functions has been recommended as this allows:

- Functions to be distributed across our existing place based Libraries footprint.
- Increases the reach of available support.
- Maximises digital and telephony support services already in place.
- Delivers a corporate asset and a service level saving.

The option of package C support to the community managed libraries model has been recommended as this:

- Supports to maintain a place-based footprint.
- Facilitates a community led approach.
- Maintains a connected library service despite sitting outside our statutory service.
- Maintains access and support to IT infrastructure and equipment.
- Maintains access to new books via the book fund and to the book stock across the entire network.
- Maintains some management support.
- Provides an asset and service level saving.
- Supports community managed libraries not to become exclusive to the communities in which they are based.

7. Next steps and timelines

These savings are subject to approval and a service change process. The agreed service change process will determine the timescales for realisation with the expectation that savings are delivered across 2024/25 and 2025/26 however some savings could be potentially realised earlier.

The first stage of engagement around the feasibility of community managed library model is anticipated to be completed by summer 2024. The second phase would commence following a subsequent cabinet decision.

8. Contact officer

Mags Rogerson, Head of Service Local Integrated Partnerships, 01484 221000
Mags.rogerson@kirklees.gov.uk

9. Background Papers and History of Decisions

None

10. Appendices

Appendix one: links to learning from other areas.

Appendix two: Community managed libraries and considerations

11. Service Director responsible

Jill Greenfield – Service Director – Communities and Access Services – 01484 221000 –
Jill.greenfield@kirklees.gov.uk

Appendix One: learning from other areas

[Bradford City Council – planning public library services to meet local needs | Local Government Association](#)

[Drop-in session to discuss future of Newport's library once town council takes over | Shropshire Star](#)

[Exec24MarDocBLApp1.pdf \(moderngov.co.uk\)](#)

[Library case studies: different delivery models | Local Government Association](#)

Appendix Two: Benefits of Community Managed Libraries

- Communities can shape the service to meet local needs.
- A locally run and resourced library, with access to funding through community grants which would not be available to the local authority and with professional support from the council, may be better resourced and therefore have more flexibility to be able to support the development of an expanded offer than by a more financially constrained council.
- Community managed libraries reduce council operating costs and enable smaller communities to retain and own a library that might otherwise have to close.
- Many community managed libraries at least retain the previous opening hours or may even find ways to increase them.
- Council support will generally include core book stock, funding for new stock and potential access to circulating stock.
- Depending on the formal agreement decided upon between council and the interested community partner, the council may also provide professional library support and training, public computers, Wi-Fi and be responsible for IT maintenance and upgrades.
- Allowing a community library access to the LMS (Libraries Management System) gives the local community access to the council's full library catalogue. Having one membership card across the network will enable users to borrow and return books across the network. People can join the library locally, make and collect reservations

locally and access the council's online library resources including e-books and e-magazines.

- Volunteering in a community library can provide people with a wide range of experience in roles that can help them enter paid employment. Additionally, it can provide people with an opportunity to give something back to their community and meet new people through volunteering at the library.

Considerations:

- The community organisation responsible for managing the library needs to have the capacity and the skills to make this model work.
- Long term financial sustainability will be dependent upon the community's effectiveness in fundraising and access funding and grants. These will be required to support such things as running cost and building maintenance.
- There should be a formal agreement with the council on what support the library will receive. This sets out the basis of the partnership and helps manage both community and council expectations, roles, and responsibilities.
- Council support will often include a provision of core book stock and new stock, library training and professional support. Depending on the formal agreement, the council may also provide the library's IT for example public computers, broadband and Wi-Fi, IT maintenance and equipment replacement.
- Continual refreshment of the book stock and access to IT and LMS upgrades is crucial in ensuring this model continues to play a part in the council network of libraries. Advice from experienced library staff, and ongoing access to training in service developments, is important for service sustainability.
- A library dependent on volunteers is at risk if volunteer support reduces. There may be competing community demands for their time and talents. Similarly ensuring that opening hours are always staffed requires active management of the volunteer rota. Relying solely on volunteers could therefore affect the availability and quality of the service.
- Continuation of access to new book stock and a networked IT and LMS infrastructure with upgrades are crucial in ensuring this model continues to play a part in the council network of libraries. Advice from experienced library staff, and ongoing access to training in service developments, is also important for service sustainability.
- Over time building maintenance, repairs and refurbishment will be necessary and funding it may be challenging for the community organisation.
- The council needs to consider equality factors such as the potential of attracting community organisations across all economic sectors, and trade unions' perspective on the role of volunteers in public libraries.

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REPORT TITLE: Registration Service Cabinet date	20 th February 2024
Cabinet Member	Cllr Paul Davies
Key Decision Eligible for Call In	Yes Yes

Purpose of Report; To seek cabinet approval to consult with the General Registrar office (GRO) to redesign the Registration Service. The proposed redesign, based on assessed needs, includes a proposed consolidation of activity into a single central site.

Recommendations

- That the Registration service be approved to consult with and obtain the required approval from the General Registration Office (GRO) on the proposed new local scheme. Any consolidation to one central site will only be agreed following due process with the GRO.
- Re-design the Registration Service including options to;

A: consolidate into a central main site in Huddersfield for delivering all Registration services although wedding ceremonies would still take place at Dewsbury Town Hall and at wedding venues across North Kirklees.

B: Needs led support – ensuring that the impact of consolidation are reviewed and adjustments are considered in light of the experience, including holistic support to individuals and the feasibility of offering place-based service delivery where the need is identified.

- That a full review of the Registration Service fees and charges set by the council is made annually based on benchmarking with other local Registration districts and implemented in year from 2025/26, reviewed annually thereafter.
- The final decision will only be made after the consultation with and approval from the GRO and delegate the decision on site arrangements to the Strategic Director for Adults and Health in consultation with the cabinet portfolio holder.

Reasons for Recommendations

- The move to one central site for service delivery improves efficiencies by reducing duplication of infrastructure and support required to deliver across two sites.
- A one site model supports the council to meet the financial challenges it faces.
- The analysis of service delivery at the current split sites shows that Huddersfield has a higher proportion of service delivery supported than Dewsbury across all functions.
- Understanding the impacts of consolidating to one central delivery site is key to both understanding the need for feasibility of adjusted registration services as well as the holistic needs of individuals i.e. those who are isolated or lonely.
- Fees and charges are a key part of the service delivery in a Registration Service. Some of these are set nationally by the GRO. The council can set its own fees and charges for some functions and are already set for 2024/25. Any changes will therefore take effect from 2025/26 and reviewed annually for future years.
- The fees and charges review will take into account the following factors: full cost recovery, inflation, and market competition through benchmarking with other local Registration districts.

- There is a statutory requirement to consult with and receive approval from the GRO for any changes to the Registration Scheme. If the recommendations in this report are approved, we will need to commence that consultation process with the GRO.

Resource Implications:

Costs – The 2023/24 budget for the Registration Service is Gross £1,131k Income (£768k) Net cost to the Council of £361k.

Communications – to support delivery of key messages to target audiences and help promotion of the service from a single site.

Registration and other council staff to engage with key stakeholders such as health services and bereavement forums to develop mitigations and targeted support options.

Support will also be required from other corporate services such as:

- I.T – support to community’s access revised registration service
- Assets and corporate facility management will need to be involved in early conversations in relation to proposed central site registration service.
- Legal support in revision of local scheme and advising on any policy implications.
- Data & Insight – support with monitoring service impacts and delivery.

Corporate Landlord will make use of space vacated by Registration Services as part of plans to make greater use of Dewsbury Town Hall by other council staff.

Date signed off by Strategic Director & name.

Richard Parry Strategic Director for Adults and Health 05/02/2024

Is it also signed off by the Service Director for Finance?

Isabel Brittain Service Director Finance 07/02/2024

Is it also signed off by the Service Director for Legal Governance and Commissioning?

Julie Muscroft Service Director Legal Governance and commissioning 07/02/2024

Electoral wards affected: Dewsbury East, Dewsbury South and Dewsbury West

Ward councillors consulted: None

Public or private: Public report

Has GDPR been considered? Yes - There is no personal data within this report.

1. Executive Summary

The Council is under a statutory duty to provide registration services under the Registration Services Act 1953. Registration services have to be provided in compliance with the Act and in compliance with a “local scheme” approved from time to time under the Act. At a national level

Registration Services are overseen by the Registrar General (the office of the Registrar General is often referred to as the GRO).

Since 2012 the council has delivered registration services in both Huddersfield and Dewsbury providing services across the full functionality of a Registration Service, supported by council management resources. Fees and charges are reviewed on an annual basis in the registration service. The financial challenges of the council require a review of the service delivery model as providing full-service delivery at both sites is no longer sustainable or fully efficient.

The proposal seeks approval to redesign the Registration Service through the following:

- That the Registration service be approved to consult with and obtain required approval from the General Registration Office (GRO) on the proposed new local scheme
- Re-design the Registration Service including options to;

A: consolidate into a central main site for delivering all Registration services although wedding ceremonies would still take place at Dewsbury Town Hall and at wedding venues across North Kirklees.

B: Needs led support - That the impact of this is reviewed and adjustments are considered in light of the experience, including holistic support to individuals and the feasibility of offering place-based service delivery where need is identified

2. Information required to take a decision.

2.1 Background

Overall responsibility for civil registration in England and Wales rests with the Home Secretary. The administration of the service is shared between the Registrar General (RG) and local government. The General Register Office (GRO) oversees the quality of registration information and monitors the technical delivery of the service. Local Authorities have responsibility for the operational delivery of the local service. Registration services play a vital role in securing and recording high quality information and provide individuals access to essential information. Kirklees Council recognises it has a diverse geography and communities and strives to deliver a registration service which meets both local needs and national standards.

Although used infrequently by individuals across their life course, registration services are used at the most important life events for people, and this is reflected by the council's service standards as well as the environment provided to citizens within which to make these important registrations.

Up until 10 October 2012 there were two individual Registration Districts in Kirklees (Huddersfield District and Dewsbury District). On 11 October 2012 the Kirklees Registration District was formed, with the one unified Registration District being co-terminus with the Kirklees boundaries forming the existing local scheme. There is no requirement for a Registration District to have more than one Register Office within its boundaries.

The service functions provided by the Registration Service include the following: Births, Deaths, marriages, civil partnerships, citizenship ceremonies, memorials and baby naming ceremonies (a full list is at Appendix 1). All the service functions are currently provided from both the Huddersfield and Dewsbury sites.

Each site has their own management structure, stores, stock systems, secure storage systems and ceremony rooms.

During the COVID pandemic the GRO changed some registration requirements so that face to face appointments were minimised and online and phone options approved. These are subject of potential future changes to the national scheme which the council will look to apply.

Whilst the GRO has the responsibility for setting some fees and charges the council has responsibility for fees and charges not set by the GRO. A full list of services provided, and their current fees and charges is at Appendix 1 – those with an Asterix on them are the statutory fees set by the GRO.

The Registration Service is statutorily required to consult with the GRO on proposals for any changes to its current scheme for official approval.

2.2 Supporting information and Data.

To help support decision making this report details existing arrangements and timescales for registration services. Also provided are service usage on the highest volume functions at each site. This has supported the identification of which site would minimise the impact for residents of moving to full-service delivery at one site only.

Registration Services and timescales

What Service do you require	Timescales for completing registration	What you should do	Method of Registration
To Register a Birth	Within 42 days of the child being born.	You should do this at the local register office for the area where the baby was born or at the hospital before the mother leaves. The hospital will tell you if you can register the birth there. If you cannot register the birth in the area where the baby was born, you can go to another register office, and they will send your details to the correct office.	Online or on the phone to book an appointment. Appointment will be in person at the registration office An appointment is normally available within 5 days of the request
Marriage/Civil Partnership	Give notice within 29 days before the ceremony	You need to make an appointment to give notice at your local register office . You must have lived in that registration district for the past 7 days.	Online or on the phone to book an appointment. Appointment will be in person at the registration office

		You and your partner will need to give notice separately if you live in different registration districts. You do not have to do this on the same day.	An appointment is normally available within 10 days of the request
To Register a death	<p>Within 5 days of the death unless a coroner is involved.</p> <p>If the death has been reported to a coroner, they will inform when you are able to make an appointment to register the death.</p>	The registration should be made in the district in which the death occurred in England	<p>Online or on the phone to book an appointment.</p> <p>The appointment will be in person at the registration office.</p> <p>An appointment is normally available within 2 days of the request.</p>

Death registration is the area where timescales pose the most significant challenge to moving to one site for residents. Although births and marriages and civil partnerships do have timescale standards, by their nature, they allow for forward planning in a way that death registration does not.

Currently in person appointments are booked online or over the phone, and service standards currently indicate Kirklees registrar services support the 73% of death registration within 5 days, which is in line with other Registration Districts. We will continue to prioritise death registration appointments.

Those having to register deaths are often supported by families, friends, and religious communities to do so, however there are exceptions where some people are without this support. Further work to understand who these people are would be a priority for the service not only to support effective registration but also as they are most likely to need further support from council and community services, whether that be access to information and support or social care and wellbeing.

The timescales are also impacted by faith related burials, and this will need to be considered fully in any mitigations.

Births & Deaths Registrations

The following tables detail Births & Deaths Registrations undertaken at each site in 2022/23 and up to 30th September 2023 for year 2023/24.

Data on Births

Table 1

Births	22/23 (year)	23/24 (up to 30/9/2023)
Huddersfield	1,119 (57%)	530 (57%)
Dewsbury	839 (43%)	406 (43%)
Totals	1,958 – 100%	936 – 100%

Data on Deaths

Table 2

Deaths	22/23 (year)	23/24 (up to 30/9/2023)
Huddersfield	2,482 (64%)	1,124 (64%)
Dewsbury	1,406 (36%)	632 (36%)
Totals	3,888 – 100%	1,756 (100%)

As can be seen in the data there is consistency on both births and deaths registered at each site in 22/23 and for the first 6 months of 23/24. Huddersfield office registering 57% and Dewsbury 43% of births and Huddersfield registering 64% and Dewsbury 36% of all deaths in the district. When comparing the details in tables 1 and 2 it shows that similar volumes of births and death registrations are forecast for year 2023/24 as were made in 2022/23.

Whilst not all data is shown for every function provided by the registration service as identified in Appendix 1, those detailed are for the highest volume services provided.

In total 2,245 people who used the Dewsbury office out of a total North Kirklees population of circa 190,000 would need to travel to Huddersfield meaning that 1.2% of the population of North Kirklees would potentially have been affected in 22/23 had the change already taken place.

It is clear from this data that the Huddersfield site sees the highest usage. In July 2023 the service moved from its base in Huddersfield Town Hall into the purpose-built facilities for birth and death registrations in Civic Centre One. This move was made with minimal disruption to residents. It is proposed therefore that Huddersfield is the site chosen to be the main site offering all functions of the Registration Service. Ceremonies will continue to take place in the Huddersfield Town Hall ceremony room and at Dewsbury Town Hall ceremony room.

Choosing the Huddersfield site as the central site will minimise the impact for some residents. The Huddersfield site is very close to Huddersfield Bus Station which has regular services to a number of towns in North Kirklees. The train station is less than a 10-minute walk from the Huddersfield site and again there is a regular train service to a number of North Kirklees towns.

Car parking is readily available close to the Huddersfield site.

78% of the Kirklees population have access to a car or other motor vehicle. (Census data 2021).

Careful consideration is required before consolidating to one central site, with approval from the GRO required before this decision can be made.

Should this receive the relevant approval it will free up space in Dewsbury Town Hall to support centralise more services and activity in Dewsbury, helping it become a more lively and vibrant venue and bringing opportunity for additional footfall into Dewsbury.

3. Fees & charges

Most of the Registration Service fees and charges are set by the GRO as can be seen in appendix 1.

Those that can be set by the service are reviewed annually. The reviews have always included benchmarking with other local Registration districts to mitigate impacts on Kirklees residents. The fees and charges are already set for year 2024/25. A review is required to set charges for 2025/26 onwards. Charges will be set considering inflation rates as well as an understanding through the benchmarking of the proposed charges for future years by other local Registration districts. Benchmarking with other Registration districts will ensure we consider what the charges are for these other districts so we can be consistent with charges where appropriate.

4. Targeted Support and mitigations

If consolidation is approved, to help mitigate the impact of the consolidation to one central site in Huddersfield, for those needing to register births and deaths, service delivery for these functions would be fully appraised and identified mitigations put in place where feasible.

- Utilise the learning from the transition to one site to fully explore if there is identified need and feasibility of additional part time sites for birth and death registration utilising existing council facilities to provide those services.
- Targeted and universal communication approach to provide key messages relating to the change and where to get support.
- Travel routes and distances - we have already begun to explore this, and we would need to ensure public transport route information to the Huddersfield site was made readily available. Contingency travel provision in exceptional circumstances is also being explored with community teams and partners.
- Further work to understand who the cohorts of people are who need assistance with travel and other support to register deaths. These people would be a priority for the service not only to support effective registration but also as they are most likely to need further support from council and community services. This could be access to information and support or social care and wellbeing and this would be an opportunity to connect them to early intervention and preventative community support and services.
- Faith based burials - early engagement with key stakeholders. Additional information shared on council, community businesses and partners channels.
- Priority being given to those registrations that require urgent support. For example, those needing death registrations to meet faith burial requirements.
- There will be engagement with service users, staff, and partners to identify opening hours and accessibility at these sites to provide these services.

5. Proposed savings and staffing reduction

This provides cumulative savings of £335K (£40K 2024/25 and £295K 2025/26) and a reduction of 9.2fte in respect of this proposal.

6. Services and agencies involved

There is a requirement for the council to consult with the GRO on the proposals to ensure that statutory requirements on stock control and security are not compromised and that the proposed service delivery model meets with GRO approval. Whilst initial discussions have taken place, formal consultation with the GRO will take place should the proposals in this report be approved.

7. Implications for the Council

7.1 Working with People

The planned approach will require consultation with staff as part of the agreed change process.

Delivery of the proposed changes will require clear communications with key stakeholders in the births, deaths and ceremonies sectors so that they and residents are supported and advised appropriately.

7.2 Working with Partners

We will collaborate on access and opening hours with relevant partners (for example funeral services, bereavement forums and approved venues for ceremonies) to identify any opportunities to ensure the best outcomes possible for all concerned. A robust communications plan will be in place to ensure all partners are aware of and understand the changes.

7.3 Place Based Working

The Registration Service supports residents from the whole of the Kirklees community and will continue to do so. The current service delivery model is facilitated over two main sites, the proposal to integrate those sites in one location will mean we will learn from experience what the need is for targeted support for specific birth and death registrations that would improve our place-based service delivery for those functions.

7.4 Climate Change and Air Quality

The proposal to have one main location in Huddersfield from the current two in Huddersfield and Dewsbury will impact on increased travel for some citizens who do not use public transport.

7.5 Improving outcomes for children.

There will be no direct impact on improving outcomes for children. Improved communications about support services available to new parents will be an indirect outcome.

7.6 Financial Implications

Depending on services required and where residents live some may see an increase in travel costs.

The annual budget for the Registration Service for 2023/24 is Gross Budget £1,131k Income (£770k) Net Budget £361k. All the income received (£770k) is generated through set registration fees and charges.

The GRO sets specific fees and charges for certificates nationally and the council has no control over these. For the other fees and charges that the council sets in relation to services provided a full review will be undertaken. This review is likely to see fees and charges increase from 2025/26. Benchmarking will be undertaken with other Registration Services to ensure that any increase is in line with full cost recovery and is consistent with the fees and charges in neighbouring authorities.

The financial challenges the council faces mean we cannot sustain the current service delivery model. The proposal takes into consideration the ability to meet those challenges and maintain a service to meet the needs of citizens.

The proposed savings are subject to approval and a service change process. The agreed service change process will determine the timescales for realisation of the proposed savings with the expectation that they are delivered across 2024/25 and 2025/26 however some savings may be realised earlier.

7.7 Legal Implications

Provision of Registration Services by the Council is a statutory duty under the Registration Service Act 1953 and services must be provided in compliance with the requirements of the Act and organised in accordance with an approved local scheme.

7.8 Other (e.g. Risk, Integrated Impact Assessment or Human Resources)

Before making a decision, Members must have regard to the Integrated Impact assessment in relation to the proposals. Section 149 of the Equality Act 2010 places a duty on the council in carrying out its functions to have due regard to the need; (a) eliminate discrimination; harassment; victimisation, and any other conduct that is prohibited by or under the Act; and (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; (c) foster good relations between persons who share a protected characteristic and persons who do not share it. Section 149(7) of the 2010 Act set out the protected characteristics which are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

An Integrated Impact Assessment has been carried out for this proposal and is published on the Council's website. The assessment is contained in this link: [Integrated Impact Assessments - IntegratedImpactAssessment \(kirklees.gov.uk\)](https://www.kirklees.gov.uk/integrated-impact-assessments)

The assessments highlight some neutral and negative impacts of the proposed changes, however overall, the impacts remain neutral

There will be HR implications from these changes and staff and trade unions will be consulted in accordance with the usual procedures.

8.Consultation

This report has been subject to consultation with the Council's Executive Leadership Team (ELT), Executive Board, and the Portfolio Holder for Corporate Services, and their comments have informed the contents of this report.

Whilst initial discussions have been had with the GRO and an indicative willingness in principle to work with us on the proposal if approved, there is a requirement for the council to consult with the GRO on changes to the Registration Scheme.

9. Engagement

Engagement with Partners, Service Users and Staff impacted by these changes will take place following a cabinet decision.

There will be HR implications from these changes and staff and trade unions will be engaged with in accordance with the councils HR service change procedures.

10. Options

10.1 Options considered and reasons for recommendations.

When identifying which site should be allocated as the Register Office in the proposed new scheme both our current sites were considered. It was important to consider the usage data, security of documents and the ability to reuse current accommodation when identifying which site to choose to minimise impacts. The details are included in section 2 of the report.

Targeted support (detailed in section 4.) to mitigate the consolidation of registration services into one site will continue to be considered, developed and implemented where feasible.

11. Next steps and timelines

These savings are subject to cabinet approval and a service change process. The proposed service delivery model will then be subject to GRO approval.

The agreed service change process will determine the timescales for realisation with the expectation that savings are delivered across 2024/25 and 25/26 however some savings maybe realised earlier.

12. Contact officer

Dave Thompson Head of Access Strategy and Delivery
dave.thompson@kirklees.gov.uk

13. Background Papers and History of Decisions

None

14. Appendices

Appendix 1 – list of current Registration and their current charges.

15. Service Director responsible

Jill Greenfield Service Director Communities and Access Services
jill.greenfield@kirklees.gov.uk

Appendix One – Summary of Fees: Kirklees Registration Service

Selling prices as of 01 April 2023. * Indicates statutory fees

Certificates	Registrar	All copies at time of registration*		£ 11.00
		All copies after registration*		£ 11.00
	Superintendent Registrar	Full copy*		£ 11.00
		Short copy*		£ 11.00
		Priority Service*	Certificate cost:	£ 35.00
			Priority service cost:	
		Express Service	Certificate cost:	N/A
			Priority service cost:	
	Certificate Errors	Space 17 - To change or add a forename to a birth registration within 12 months*		£ 40.00
		Application to consider correction of a birth, death, marriage or civil partnership certificate -Kirklees*		£ 75.00
		Application to consider correction of a birth, death, marriage or civil partnership certificate -GRO*		£ 90.00
	Admin fee	All Certificates		N/A
	Marriage certificate following conversion*			£ 11.00

	General Search in Indexes*	Not exceeding 6 successive hours	£ 18.00	
Registrations of new place of worship*			£ 29.00	
Registration of places of worship to conduct marriage*			£ 123.00	
Registration of a building for the solemnization of marriages: same sex couples*		Building previously registered for the solemnisation of marriage between a man and a woman	£ 64.00	
Approved Premises license	1 Year License		£ 650.00	
	3 Year License		£ 1,600.00	
Citizenship ceremonies	Private	Register Office	Mon - Fri	£ 140.00
			Saturday	£ 165.00
		Approved Premises	Mon-Fri	£ 250.00
			Sat & Sun & BH	£ 325.00
		Additional Child		£ 5.00
Baby Naming/Re-affirmation of vows	Register Office	Mon - Thurs	£ 150.00	
		Per extra child	£ 5.00	
		Fri & Saturday	£ 250.00	
	Naming/Renewal of Vows - Reg Office 25% Discount		-	
	Approved Premises	Mon-Fri	£ 475.00	
		Saturday & Sunday & BH	£ 500.00	
	Bespoke Baby naming/renewal		£ 650.00	
Wedding rehearsal			£ 40.00	
Booking Fee/Admin Fee			£ 50.00	
	Giving Notice*		£ 35.00	

Marriage & Civil Partnerships	Saturday Notice*		£ 35.00	
	Saturday Notice Additional Fee		£ 10.00	
	Home Office Referral Fee*		£ 12.00	
	Reduction to 28-day notice period*		£ 60.00	
	Foreign Divorce - Local*		£ 50.00	
	Foreign Divorce - GRO*		£ 75.00	
	Signing of PD2 form		£ 10.00	
	Church ceremony*		£ 86.00	
	Civil partnership/wedding conversion*		£ 45.00	
	Admin fee if ceremony required with conversion*		£ 27.00	
	RG License*		£ 15.00	
	Housebound Notice of Marriage*		£ 47.00	
	SR attendance at Housebound Marriage Ceremony*		£ 84.00	
	Registrar attendance at Housebound Marriage Ceremony*		£ 81.00	
	Detained Notice of Marriage*		£ 68.00	
	SR attendance at Detained Marriage Ceremony*		£ 94.00	
	Registrar attendance at Detained Marriage Ceremony*		£ 88.00	
	Additional Fee - Ceremony Date Change		Varying	
	Register office wedding	Mon 10/11am*		£ 46.00
		Mon-Thurs		£ 150.00
Fri/Sat			£ 250.00	
RO with bespoke			£ 700.00	
Approved Premises wedding		Mon-Fri anytime		£ 475.00
		Mon - Sat Evening - 2023 no longer charged separately - made inactive on Income Management		-
		Saturday & Sunday & BH		£ 500.00
		Legal with bespoke		N//A
Citizenship commemorative certificates			£ 5.00	

Framed Citz commemorativ e certs.		£ 15.00
Birth commemorativ e cert.		£ 5.00
Framed Birth commemorativ e cert.		£ 15.00

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REPORT TITLE: New Commissioning approach for Domestic Abuse Support Services

Meeting:	Cabinet
Date:	20 February 2024
Cabinet Member (if applicable)	Cllr Pervaiz - Cabinet lead Portfolio holder Cllr Reynolds Cllr Kendrick Cllr Ramsay
Key Decision Eligible for Call In	Yes Yes
<p>Purpose of Report To seek Cabinet approval to change the Councils approach to commissioning Domestic Abuse support services using external grant funding. The report outlines a proposal to commission an outcomes-based contract with Kirklees Better Outcomes Partnership (KBOP) to deliver Domestic Abuse support services.</p>	
<p>Recommendations It is recommended that Cabinet approve:</p> <ul style="list-style-type: none"> • To change the Councils approach to commissioning domestic abuse support services enabling 60-month outcomes-based contract to be entered into with Kirklees Better Outcomes Partnership (KBOP) part of Bridge Outcome Partnership (BOP), to commence on the 1st April 2024; • To authorise legal officers (following their delegated authority) to execute the agreed contract between Kirklees Council and KBOP, part of Bridges Outcomes Partnerships (BOP) <p>Reasons for Recommendations If approved, this should lead to better outcomes for Domestic Abuse service users, as delivery organisations are provided with the strongest possible incentives to deliver needs met services which will aim to:</p> <ul style="list-style-type: none"> • Reduce the risk of harm • Reduce symptoms of trauma • Improve independence and wellbeing. • Improve multiagency co-ordination. • Improve access to service <p>These arrangements have been developed in collaboration with the sector and statutory partners, and the approach facilitates coproduction and codesign of service models. Furthermore, these arrangements allow flexibility in delivery arrangements and to allow providers to test different approaches and adapt in response to evidence of effectiveness and/or emerging best practice.</p>	
<p>Resource Implications: This approach is funded by external grants, there are no implications for Council budgets. The costs would be £900,000 per year for 5 years. The funding for this is annual grant from the Department of Levelling Up Communities and Housing (DLUCH) and Public Health grant</p>	

and this is in place for 2024/5. If the DLUCH grant was not available post 2025, service delivery would need to be reduced and this will be built into procurement and contracting arrangements.

<p>Date signed off by <u>Strategic Director</u> & name</p>	<p>Tom Brailsford - Director of Childrens Services 09.2.2024</p>
<p>Is it also signed off by the Service Director for Finance?</p>	<p>Isabel Brittain - Service Director for Finance 09.2.2024</p>
<p>Is it also signed off by the Service Director for Legal Governance and Commissioning?</p>	<p>Julie Muscroft - Service Director for Legal Governance and Commissioning 06.02.24</p>

Electoral wards affected:

Ward councillors consulted:

As part of initial engagement and consultation in 2022 ward councillors were offered the opportunity to inform the change in service model to outcomes-based commissioning.

Public or private: Public

Has GDPR been considered?

Yes. A Data Protection Impact Assessment (DPIA) will be completed in advance of any newly commissioned services commencing delivery. Providers are also required to sign information sharing and data sharing agreements with the partnership. DPIA, data flow mapping and privacy notices have been prepared in advance of work commencing.

1. Executive Summary

We are proposing to commission an outcomes-based contract (duration 60 months commencing on April 1st, 2024) with Kirklees Better Outcomes Partnership (KBOP) to deliver domestic abuse support services. KBOP will subcontract the frontline delivery on a fee recovery basis to the best placed local providers.

Outcomes-based contracts support more collaborative partnerships between commissioners and delivery organisations. They also allow specialist delivery organisations, community groups and service users to participate in the design process – their front-line expertise helps to ensure the service is fit for purpose and works with other local services in a more joined-up way. The approach being proposed enhances collaboration with the Voluntary and Community Sector (VCS) in ways that other commissioning doesn't.

This contract differs from traditional procurement approaches that pay providers to deliver a specific service. Instead, Kirklees Council (pending Cabinet decision) would be committing to paying KBOP for the achievement of delivery milestones that measure improvements in people's lives.

KBOP provide services at risk (they have social investors), which means they will not receive payment from the Council unless they can evidence that outcomes have been achieved. This should lead to better outcomes for service users, as delivery organisations are provided with the strongest possible incentives to deliver needs met services which will aim to:

- Reduce the risk of harm.
- Reduce symptoms of trauma
- improve independence and wellbeing.
- Improve multiagency co-ordination.
- Improve access to services

2. Information required to take a decision

a. Background

In 2016 Kirklees Council commissioned, through Public Health grant funding arrangements, an Independent Domestic Abuse Advisor service to coordinate support for high-risk victims of domestic abuse. This contract was re-tendered in 2020 for a further three-year contract. On both occasions, Pennine Domestic Abuse Partnership was the successful provider.

In 2020-21, Kirklees Council was allocated £918,922 from the Department of Levelling Up, Housing and Communities (DLUHC) to support victims of domestic abuse, and their children, in safe accommodation. There was significant uncertainty around future years' funding, so the Domestic Abuse Strategic Partnership (DASP) recommended using the first year's funding as an opportunity to gather evidence that could inform a broader commissioning exercise when we had more certainty around future years' funding.

The Councils Executive Leadership Team at the time approved this approach and Kirklees allocated this funding to provide additional support to victims in refuge and commissioned:

- Therapeutic support for children affected by domestic abuse, currently provided by Pennine Domestic Abuse Partnership in partnership with WomenCentre and Northorpe Hall
- Support for victims with complex needs, provided by WomenCentre
- Counselling for victims of domestic abuse, provided by Kirklees, Calderdale and Wakefield Rape and Sexual Abuse Centre

The existing arrangements have provided several challenges for local providers in terms of delivery. For example, services have at times overlapped, one service may refer to another service for therapeutic support when the referring service could have provided that within their own organisation and also the duplication of administration and IT systems. Similarly, duplication arose for the local authority in managing the various contracts. The move to outcome-based commissioning would ensure more effective working and improved support for victims of domestic abuse.

b. Cost breakdown

DLUHC has now confirmed the grant allocation up to 2024-25, with the history to date of grant received as follows:

2021/22	£918,922
2022/23	£921,466
2023/24	£939,899
2024/25	£957,632

This approach is funded by external grants to the Council, there are no implications for Council budgets. The costs would be £900,000 per year for the overall outcomes-based contract with KBOP for 5 years. This would be in part funded by DLUCH and part Public Health grant. This would support a range of services from specialist providers to support high risk victims of Domestic Abuse.

c. Timescale

We are proposing to commission an outcomes-based contract (duration 60 months) commencing on April 1st, 2024, or as soon as possible after that date pending a Cabinet decision.

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

Developing an outcomes-based commissioning approach

With support from Procurement, the Domestic Abuse Team, within Communities and Access Services, facilitated workshops for existing local providers of domestic abuse support services (for victims, children and perpetrators). These sessions facilitated reflection on existing commissioning arrangements and explored how we could enable local services to work together even better to support victims and children, and encourage behaviour change in those who cause harm. This also focussed on how we evidence the outcomes and impact of those in receipt of the support.

Overwhelmingly, the sector has advised we should:

- **Review our commissioning arrangements to foster a culture of collaboration** rather than competition, resulting in a seamless offer for people affected by domestic abuse;
- **Build in the time to develop strong partnership arrangements and support the development of consortium bids** that consider how specialist organisations can concentrate and focus on their specific expertise rather than trying to cover everything in the contract;
- **Enable the opportunity to coproduce commissioning arrangements** and develop service delivery models with commissioners sat around the table; and
- **Allow flexibility in the delivery arrangements** to allow sufficient lead-in time, opportunities for workforce development and to test different approaches.

Traditional procurement approaches, that outline a set service specification to be delivered, do not facilitate opportunities for coproduction and codesign of service models in the same way. Furthermore, it can be difficult for traditional procurement arrangements to allow flexibility in delivery arrangements that allow providers to test different approaches and adapt in response to evidence of effectiveness and/or emerging best practice.

Local providers, when asked to identify good models of partnership working and collaboration identified the Kirklees Better Outcomes Partnership (KBOP) as a good working model. KBOP already have established outcomes-based arrangements that address these challenges for Kirklees Housing Related Support providers. Feedback from a presentation of their approach to the 19 July 2023 DASP was overwhelmingly positive

and providers strongly endorsed the principles and learning from this model or similar as their preferred option.

Providers particularly welcomed the opportunity for an independent organisation to lead in developing the partnership arrangements and establishing contractual and monitoring arrangements with commissioners. Specialist organisations suggested that this approach reduced the risk to them as organisations and would free them up to concentrate on the delivery of services rather than the administration of commissioning arrangements.

Given this feedback, Communities and Access Services worked closely with Procurement and Housing Related Support to identify options for procuring a design and delivery partner to co-develop a contract and then co-ordinate the eventual delivery partnership.

Research indicated that the range of providers was very limited. During this research Bridges, the social investment partner for KBOP, indicated that they would be interested in developing an outcomes-based contract for a domestic abuse support service. Therefore, we used the 'negotiated procedure without prior publication' procedure (Reg 32), which allows a commissioner to select a provider directly on the basis that no other requests to participate were received and only one organisation can deliver the contract. The procedure was followed, and Bridges were the only organisation to submit an expression of interest to coordinate the delivery partnership. As a result, we confirmed our intent to award an outcomes-based contract and have been working with Bridges and local partners to codesign the commissioning arrangements.

Kirklees Council would be committing to paying KBOP for the achievement of delivery milestones that measure improvements in people's lives. This will lead to better outcomes for service users, as delivery organisations are provided with the strongest possible incentives to deliver the best possible results for service users.

We are still codesigning the outcomes to be achieved, but early feedback from service users, delivery organisations and statutory partners indicates that we will be working with people affected by domestic abuse to reduce the risk of harm, trauma and improve multi agency coordination and improve independence and well-being of victims.

KBOP will be required to collate evidence of the impact of services on the people who use them, and the Council will then pay via the DHLUC grant and Public Health grant for the successful achievement of positive outcomes. This approach requires the Council to have the flexibility to draw down funding across the life of the contract, rather than committing to allocated spend within financial years.

The groups who will be involved in the service delivery will not be at risk financially. The contract will include a 12-month initial period of fee for service payments (services remain the same) during the initial design, development and mobilisation phase as KBOP supports delivery partners in the transition to an outcomes-based contract. This protects delivery to individuals, children and families during this transition. This initial phase will allow for more detailed modelling to ensure confidence of outcomes and working within the budget envelope.

Also, local service providers will be paid by KBOP, and it will be the Council then monitoring the contract that will inform the decision as to whether the outcomes have been achieved and therefore whether KBOP would or wouldn't be paid.

e. Monitoring and Evaluation (incl Governance and accountability of the outcomes-based commissioning contract

A quality assurance and monitoring outcomes-based contract approach will collect feedback throughout the delivery phase so that the model can be adjusted to achieve greater impact. The contract will include robust quality assurance arrangements to evidence that outcomes are being achieved, and to create the data driven insight that leads to continuous improvement. Delivery organisations are provided with the strongest possible incentives to deliver the best possible results for service users. Robust governance arrangements, that will include partnership oversight of outcomes being achieved, will be built into contractual arrangements.

The contract will work towards supporting people to achieve their goals, whatever they may look like for them, at a pace that is appropriate to the individual.

KBOP will clearly set out their performance management arrangements and share these with the Council. The Council may request amendments to these arrangements as part of contract monitoring and performance review arrangements.

Performance management processes will include arrangements to listen and respond to feedback provided by service users, referring agencies and other stakeholders to drive continuous improvement.

KBOP will establish a programme board, which will include key partners of the DASP, to monitor performance against identified outcomes and the commitments outlined above. It is anticipated that the Programme Board shall meet every three months initially. This may need to be more frequent in the first 18 months as the approach develops. KBOP will establish clear terms of reference for the Programme Board, which will be agreed with the Council and the DASP. The terms of reference may be subject to change with the agreement of both parties. The council will have a key role on the Programme Board.

The Programme Board will be overseen by the Kirklees DASP who will report into the Communities Board and will also provide updates to the Safeguarding Adults Board and Safeguarding Children Partnership.

KBOP will introduce a clear and detailed performance management process with specific Key Performance Indicators (KPIs) and deliverables across each provider. This framework will introduce consistency in delivery of outcomes but will also include flexibility to respond to the individual specialisms of each delivery organisation.

There will also be monthly contract meetings between Customer and Access Services (Communities Service) and KBOP to ensure progress is closely monitored and any challenges are identified and resolved at the earliest opportunity.

The Council and KBOP will work together to collect and analyse partnership data to evidence the broader systemic impact of the service and to drive improvements in our collective response.

f. Sustainability

This approach will only be sustainable if external grants remain available. As referred to earlier in the report this risk is in view and reduced grant will mean reduced service delivery and this will be built into contract arrangements working alongside the Councils Procurement Team.

g. Services & agencies involved.

There are a wide range of services and partners involved in the development of this proposal: Council Services, Police, Health partners, Criminal Justice, Housing providers alongside specialist providers in the voluntary and community sector. All have been involved in the engagement, consultation phases and will continue to be involved in its development.

3. Implications for the Council

This proposal and anticipated outcomes will support the delivery of the Councils strategic outcomes by supporting Children to have the Best Start, keeping individuals and families safe from harm (Safe and Cohesive) and support individuals and families to feel confident, Independent and stay Well.

3.1 Working with People

Communities and Access Service have offered a range of opportunities for our communities to contribute to new commissioning arrangements, including through an online survey and in regular consultation with users of specialist services.

The new arrangements aspire to improve outcomes for people affected by domestic abuse, and to support the vision of the 2022-27 Kirklees Domestic Abuse Strategy, which was endorsed by Cabinet on 17 January 2022):

Our vision for Kirklees is to work together around individuals, families and communities to prevent, respond to and repair the damage caused by domestic abuse, with a range of services that are accessible and available to anyone who may need them.

3.2 Working with Partners

Existing delivery organisations have been instrumental (partners of the DASP and wider) in shaping this approach to commissioning. The Communities and Access Service has received overwhelmingly positive feedback for taking this approach to designing our commissioning arrangements, reporting that they feel listened to and that their expertise is valued. Delivery partners have shared this both with the Communities and Access Service and in various partnership forums across the region.

Statutory partners have also been consulted and regularly updated in the development of new commissioning arrangements.

3.3 Place Based Working

Commissioned services will be required to demonstrate the impact of their services at Place. Robust governance arrangements will be overseen by a partnership board and data broken down by Place and will enable partners to scrutinise and challenge the achievement of outcomes by Place. This will also be reported in to the DASP on a quarterly basis.

3.4 Climate Change and Air Quality

No anticipated implications.

3.5 Improving outcomes for children

Domestic abuse is the primary reason that people contact Children's Social Care to report child protection concerns in Kirklees and nationally domestic abuse has also been identified by the NPSCC, Ofsted and the Department for Education as the most common characteristic of situations where children are at risk of serious harm, and the most common reason for children to be assessed by children's social care services. Improving our response to people affected by domestic abuse will lead to better outcomes for children.

Our commissioning arrangements are informed by the Safe and Together About the Safe & Together™ Model | Safe & Together Institute (safeandtogetherinstitute.com) which provides skills-based training and tools for professionals that increase accountability for perpetrators as parents, reduce victim-blaming and improve outcomes for children and families.

The model is based on the following principles:

- keeping a child safe and together with their non-abusing parent is usually the best way to promote their safety and stability.
- professionals should aim to develop a “strengths-based partnership” with non-abusing parents; and
- professionals should aim to engage perpetrators and hold them accountable for their behaviour and its impact on their child.

There is evidence from the UK, US and Australia about the positive impact of the model, including a reduction in the need for statutory intervention; a reduction in the number of cases that are subject to legal proceedings; a reduction in repeat referrals; improvements in assessments and information gathering; and improvements in staff confidence and wellbeing.

3.6 Financial Implications

There are no financial implications for the people living or working in Kirklees.

The commissioning arrangements are funded through existing grant arrangements so there are no additional resource implications for the Council, but the DLUCH grant funding is only in place until the end of March 2025 currently. Monthly formal contract meetings will be in place with KBOP and risks will be logged and mitigated at the earliest stage and escalated as necessary to the governance structures in place to oversee the contract and its performance.

The Finance Manager for Adults & Health has been consulted to provide confidence that there will be no additional requirement for budget and that the scheme would work within existing envelope. Work will be undertaken with Finance through the initial phase to build more detailed modelling of the potential costs over subsequent years.

It is noted that based on previous schemes of a similar nature, the timing of the outcomes-based model (and the way it might build up over time) may mean that earlier years may be below the budget level, with later years being over, the expectation being that the totality of the 5-year spread will be within budget.

The ability to hold a rolling balance in a reserve would allow for the rightsizing in any year, and over the course of the programme. This is reliant on the totality of the programme not exceeding the planned 5 x £900k total. It is also reliant on the ability to roll forward unused

grant where applicable. Officers will ensure that use of the grant (and the timing of such) is compliant with relevant criteria.

3.7 Legal Implications

Kirklees Council has followed a lawful procurement process under the Public Contracts Regulations (PCRs). Having regard to the PCRs, Kirklees Council published a Prior Information Notice (PIN) on the 14th December 2022 setting out what Kirklees Council required for Domestic Abuse Support Services and stated “The level of interest in this PIN notice will determine the procurement process and timeline”. Only one request to participate was received and that was received from KBOP being part of Bridges Outcome Partnerships (BOP).

Kirklees Council decided to use the Negotiated Procedure Without Prior Publication (Regulation 32 of the Public Contracts Regulations 2015) which allows a commissioner to select a provider directly on the basis that no other requests to participate were received and only one organisation can deliver the contract. As KBOP part of Bridges Outcomes Partnership (BOP) was the only organisation to submit an expression of interest to coordinate the delivery partnership Kirklees Council confirmed its intent to award an outcomes-based contract and has been working with Bridges Outcomes Partnership (BOP) to negotiate a contract for the delivery of the Domestic Abuse Support Services.

Legal Officers are involved in the drafting of the contract documentation.

3.8 Other (eg Risk, Integrated Impact Assessment or Human Resources)

Risk

There is a risk register in place for managing the implementation of the outcomes-based commission. The main risk is financial, the DLUCH grant is not guaranteed in future years. To mitigate this, this will be in the contract arrangements will KBOP and the service delivery would need to be scaled back to the Public Health grant funding only.

Lack of partnership buy in, and support could be highlighted as a risk. The partnership approach to developing this innovative response to supporting high risk victims of Domestic Abuse means that working together and buy in to a new way of working to achieve better outcomes for victims and families has been built in from the outset.

Any new risks would be logged, mitigated and where mitigation isn't possible this would be escalated within Communities and Access Service and escalated on to the Corporate Risk register as required.

Integrated Impact Assessment (IIA)

An integrated impact assessment has been completed and has informed the development of governance and monitoring arrangements.

4. Consultation

Representatives of the DASP, which include criminal justice, health, social care, education and housing colleagues, were engaged, consulted and then collaborated to develop these

arrangements. Workshops with these statutory partners continue to shape the service design. Statutory partners will also participate in monitoring the outcomes of this contract.

The KBOP Management Team also worked closely with their Kirklees Coproduction Forum hosting a number of consultation and then design workshops exploring their experiences with existing services, stakeholders and ambitions for a new approach. This evidence was used to shape the service design and conversations with current Specialist Services and Stakeholders, as part of numerous workshops to explore the mode, partnership, outcomes, reporting matrix's and governance structures.

All proposals have been continuously reviewed and adapted as developed. The Kirklees Coproduction Panel, entirely populated by individuals with lived experience will continue to hold service development and implementation to account and support with ongoing recruitment, mobilisation and accountability.

Cllr Consultation

Communities Portfolio Holder briefing date January 22nd 2024

Adults Portfolio Holder briefing January 22nd, 2024

Childrens Portfolio Holder briefing 10th January 2024

As part of initial engagement and consultation in 2022, both the public, place partnership leads and ward councillors were offered the opportunity to inform the change in service model. 3 Councillor Consultation sessions held in North and South Kirklees and virtually in October 2022.

Ward Cllrs will continue to be updated on the developments of the approach via Communities Service Councillor Please Based and Ward Cllr briefings.

5. Engagement

Domestic Abuse Commissioned Services Provider first engagement workshop took place on 9th August 2022 around opportunities for commissioning approach. A subsequent two workshops also took place alongside KBOP and providers.

Public engagement and consultation questionnaire administered in October 2022. Some views were the need for an improved referral system and reduce time from referral to support, improving relationships with different services, unaware of services available / specific interventions.

Engagement with representatives of the DASP started in 2022 and they have continued to collaborate to develop these arrangements.

Multiple co-design and engagement workshops have occurred with Kirklees Council Domestic Abuse Specialist and Statutory Services & KBOP from September 2023 – December 2023 to explore the mode, partnership, outcomes, reporting matrix's and governance structures. Including ongoing shadowing work between services and KBOP.

KBOP have hosted a number of design workshops with their Coproduction Forum exploring experiences with services, lived experience will support service development.

6. Options

6.1 Options considered

The alternative option is not to move forward with a new outcomes-based commissioning way of working that has been co designed with a range of partners and those who have accessed Domestic Abuse Service and therefore retain the existing arrangements.

6.2 Reasons for recommended option

The existing arrangements have provided a number of challenges for local providers in terms of delivery. For example, services have at times overlapped, duplicated etc as outlined earlier in the report. By progressing this option which has the full support of those working to support victims of Domestic Abuse, the anticipated outcome is providers working more effectively together and ultimately through this achieving improved outcomes for high-risk victims of domestic abuse.

7. Next steps and timelines

Below is a timeline of next steps.

Immediately following Cabinet	Contract with KBOP signed Governance and monitoring arrangements implemented by Domestic Abuse Strategic Partnership
1 April 2024	Delivery commences on a fee for service basis to allow sufficient mobilisation period to support delivery organisations in the transition to outcomes-based arrangements.
2024-25	Robust monitoring of contractual arrangements to ensure delivery milestones are met
2024-25	The outcomes will be signed off by the Domestic Abuse Strategic Partnership, Childrens and Adults Safeguarding partnerships and the Communities Board and reporting arrangements with the boards agreed
1 April 2025	Outcomes based contract commences (requires flexibility to draw down funding across the life of the contract, rather than committing to allocated spend within financial years)
2025-2029	Robust monitoring of contractual arrangements to cover the costs of outcomes being met
1 April 2028	Commence review of existing arrangements to consider extension of contract for a further 5 years.

As outlined within the report the approach will aim to improve the outcomes of victims of Domestic Abuse and the outcomes will be developed and co designed with the services providers and those who have accessed services.

8. Contact officer

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9. Background Papers and History of Decisions

N/A

10. Appendices

N/A

11. Service Director responsible

Jill Greenfield Service Director – Customer and Access Services



Report title: Flood Risk Management Strategy 2024

Cabinet date	20th February 2024
Cabinet Member	Cllr Graham Turner
Key Decision Eligible for Call In	Yes
Purpose of Report To present the new Local Flood Risk Management Strategy 2024	
Recommendations <ul style="list-style-type: none"> The Cabinet adopt the new Local Flood Risk Management Strategy 2024 Reasons for Recommendations <ul style="list-style-type: none"> This will ensure Council's has a Local Flood Risk Management Strategy that meets the legal requirements of the Flood and Water Management Act 2010. The new local strategy will be consistent with the national strategy which will increase our opportunities to secure funding into the district. The new strategy would better align with the nature of the flood risk and support needed by our communities. 	
Resource Implication: No implications.	
Date signed off by <u>Strategic Director</u> & name	David Shepherd 10.02.24
Is it also signed off by the Service Director for Finance?	Isabel Brittain 07/02/2024
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Julie Muscroft 11.01.24

Electoral wards affected: All

Ward councillors consulted: Yes on Member's Bulletin.

Public or private: Public

Has GDPR been considered? Yes

1. Executive Summary

The Council's new Local Flood Risk and Management Strategy 2024 (Local Strategy) is programmed to be launched in 2024 to replace our existing 2012 strategy (revised in 2019). The report is seeking Cabinet to note the new Local Strategy (see Appendix 1).

An Executive Summary is also attached for Members' information (Appendix 2).

2. Information required to take a decision

As the Lead Local Flood Authority (LLFA), Kirklees Council is required to develop and implement a Local Strategy under Flood and Water Management Act 2010. It is required to be consistent with the Environment Agency's revised National Flood and Coastal Erosion Management Strategy (National Strategy).

The risk of flooding in England is predicted to increase due to factors such as climate change and growth in our demographic. A new strategy is seeking to adapt our approach in line with current science and thinking to give our communities the best chance.

To improve our opportunities and securing inward investment, we need to ensure alignment and best fit with the Environment Agency's National Strategy to manage flood risk.

There is a stronger need now to enhance the work we do with our partners in a more collaborative way. We need to be focussed on encouraging more effective risk management by enabling people, communities, businesses and the private sector to work together to balance the needs of our places, environment and economy. By working together, we can increase local resilience.

The new Local Strategy need to have strengthened focus on:

- creating resilient communities with build-back better approach.
- Increasing emphasis on nature based solutions.
- being adaptive in responding to new climate hazards.
- Working together with our communities around awareness and shared responsibilities.
- Our commitment in responding to severe weather events.

New Local Flood Risk Management Strategy 2024 (Local Strategy)

The Council's new Local Strategy is programmed to be launched in 2024.

In 2022/23 a considerable amount of time was spent in data collection and reviewing existing reports/studies. Early engagement workshops began over the 2022 summer period with relevant services in Kirklees and key partners to help shape the strategy. These partners included the Environment Agency, Yorkshire Water and Highways who are legally designated as Risk Management Authorities within Kirklees district.

These discussions have led to a set of new Strategic Objectives within the strategy as:

Evidence	Using data, research and science to better understand flood risk.
Communities	Working closely with communities and businesses to better prepare.
Adapt	Be adaptive in our approach in responding to climate change.
Sustainable	Support our economic growth and environment net gain.
Partnership	Working with partners to foster a catchment-based approach.
Innovation	Identify new technologies and opportunities to mitigate flood risk.

These objectives will support four themes identified in the new Local Strategy:

Place	Making best use of land and development choices to manage flood risk.
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Protect	Flood defences that improve the standard of protection in our communities.
Respond	Preparing and responding to flood incidents.
Recover	Getting back to normal and support a build back better approach.

A mixture of themes will extend across conventional flood alleviation methods integrated with community resilience at the heart. The strategy recognises the need to have a balance and a collaborative integration of these in Kirklees.

3. Implications for the Council

3.1 Working with People

The new Local Strategy has now embedded communities in ensuring they remain part of our core strategic approach. The strategy sets a clear vision to ensure community resilience remains an integral part of managing flood risk in our district.

This new Local Strategy will be supported by our Inclusive Communities Framework in the belief that communities can support solutions to problems, hopefully leading to a stronger and meaningful Community Flood Groups with identified roles such as Flood Wardens.

We will continue to work with communities with the aim to provide a collective response to severe weather events and support to resident preparedness. This can involve information exchange with residents and businesses and encouragement of self-help to enable householders and business to understand and manage the flood risk they face. Work dedicated around this has been identified in the development of the Action Plan (Appendix F of the Strategy (which is attached at Appendix 1)).

3.2 Working with Partners

The new Local Strategy firms up the need to work with partners by setting a new Partnership strategic objective. The partnership approach will support local solutions but also look at flood risk mitigation outside our district boundary using a catchment-based approach.

The Council will continue to work proactively with other Risk Management Authorities, including the Environment Agency and Yorkshire Water, to share information and good practice with neighbouring authorities, develop joint initiatives and provide clarity on the responsibilities for the management of flood risk.

We will continue our important partnership arrangements with Aire River Trust, National Trust, Woodlands Trust and with the Peak District National Park Authority and many others to work collaboratively for our communities. Image 1 below highlights most of the partners we are currently working with. The strategy recognises the importance of sharing the resources, skills and knowledge around flooding within and also outside the district. This includes working with local charity groups providing mental health support to flood victims and local universities in providing the research/data to support the decisions we make.

The strategy seeks to enhance our partner relationships and look extend our partner network. Work dedicated around this has been identified in the Action Plan.

OUR PARTNERS for OUR COMMUNITIES



Image 1: Our Partners

3.3 Place Based Working

The work we do continues to recognise the diversity of the district and the pledges made in the strategy pay regard to the needs of each community. The new Local Strategy will aim to prioritise the areas at higher levels of flood risk but recognise areas of social deprivation. It recognises the importance of understanding the capacity of people and places to respond to flooding.

A key focus of our approach is working with local Ward and Parish Councillors to understand the issues that exist in our communities. Going forward we will look to enhance the work around Flood Community Groups in our highest risk areas whereby regular communication lines can be maintained. Ensuring communities are best informed so they are best prepared.

3.4 Climate Change and Air Quality

The new Local Strategy notes that flooding in England is predicted to increase due to Climate Change. It recognises the unpredictability that surrounds this and therefore the need to remain innovative and adaptive in trying new ways.

A key strategic objective in the new Local Strategy is evidence to ensure we remain abreast with current climate science and research to inform decision making. It identifies the Kirklees Climate Change Risk and Vulnerability Assessment and the importance of climate resilience to help prepare for climate hazards.

We will deliver a county wide catchment approach to managing the impacts of climate change in relation to flooding. Development and mitigation improvement schemes will include uplift allowances for increased rainfall from the impact of future climate change.

Our approach will place further emphasis on the need for natural flood management techniques that can store and slow water running off land in response to rain to help reduce flood levels downstream. This can include ponds, tree planting and use of leaky dams which have wider sustainability benefits such as biodiversity and carbon sequestration.

3.5 Improving outcomes for children

The main two outcome areas for children in the Council Plan are “Best Start in Life” and “Aspire and Achieve.” Reports should highlight any impact they are likely to have in these areas. It is also

the case that other outcome areas in the Council Plan will/can impact on children and young people's outcomes such as better employment opportunities and environmental improvements.

Report authors therefore should approach Improving Children's Outcomes from a broad and holistic perspective about the potential impact that their report will have for the lives and outcomes for children and young people in Kirklees.

In instances where there is expected to be no impact on a particular priority, please state that 'there will be no impact'.

3.6 Financial Implications

The Local Strategy development has been financed from within Flood Management Revenue budgets for 2022/23 & 23/24. Local Authorities are obliged to produce such a document under the Flood and Water Management Act 2010.

The new Local Strategy identifies some of the funding streams that are available to help deliver the measures in its action plan. This includes the Council's capital flood programme. The Capital Plan being taken to Budget Council on 6th March 2024 includes an annual investment of £200k borrowing for Flood Management and Land Drainage.

3.7 Legal Implications

Section 9 of the Flood and Water Management Act 2010 ("the Act") requires the Council as the lead local flood authority to maintain, apply and monitor a strategy for flood risk management in its area ("LFRMS"). Under section 9(5) of the Act, the LFRMS must be consistent with the national flood and coastal erosion risk management strategy under section 7.

Prior to adopting the LFRMS, the Council is required to carry out statutory consultation with the public and risk management authorities that may be affected by the strategy under section 9(6) of the Act; and in turn publish a summary of its LFRMS under s.9(7) of the Act. The Council may issue guidance under s.9(8) about the application of the LFRMS, The Council must have regard to any guidance about flood risk management strategies issued by the Secretary of State s.9(9) of the Act.

There are a set of well-established common law rules which set out the requirements of a lawful public consultation which are known as the Gunning principles. The principles can be summarised as follows:

- Consultation should occur when proposals are at a formative stage.
- Consultations should give sufficient reasons for any proposal to permit intelligent consideration.
- Consultations should allow adequate time for consideration and response; and
- The product of consultation should conscientiously be taken into account by the decision maker.

3.8 Other (e.g. Risk, Integrated Impact Assessment or Human Resources)

Integrated Impact Assessment (IIA)

Initial screening complete with no Stage 2 IIA required.

4 Consultation

The consultation of the new Local Strategy included Parish Councillors, residents and business owners operating in the district.

The public consultation started on the 24th of July till 18th September 2023 (8 weeks). The consultation was listed on our Involve platform and on our dedicated Flood Risk Management

webpage. The consultation was supported by an online survey which used Live Chat to provide any support to members of the public (e.g. sending out a hard copy if requested).

Known flood areas were approached directly on email or via letter to inform them of the public consultation and how to get it involved. A dedicated workshop was arranged with known flood communities to speak directly to Officers involved in the drafting of the new Local Strategy.

The consultation was promoted through our usual channels i.e. a press release, Council Bulletin, Next Door and also on our social media platforms. An Engagement and Consultation Feedback Report has been prepared (see Appendix 3). Table below summarises the comments into general headline focus areas.

Platform	Invitees	Headline focus areas to consider
Internal engagement workshop	Planning, Highways, Emergency Planning, Landscapes, Climate Change Team, Planning Policy, Communities, Public Health, Wellness, Environment Health, Mental Health, Biodiversity Teams.	The strategy should shape the development on planning policy, nature-based solutions, sustainable drainage systems, community resilience and engagement with flood communities, mental health and technological advancements.
External engagement workshop x 2 (Partner event)	Environment Agency, National Trust, River Trust, Yorkshire Water, Yorkshire Wildlife Trust, Fire & Rescue Service, Canal & River Trust, Local Charities, Peak District National Park, Woodland Trust, Police, NHS.	Communities and engagement, modelling data, planning policy and land use; nature-based solutions, engagement with communities and volunteers.
Public engagement workshop	8 attendees from frequent flooded communities	Landowner engagement in managing flood risk and through maintenance of assets. Enforcement. Maintain communication with flood communities.
Public Consultation	24 respondents completed the online questionnaire.	Preventative maintenance and improvement of drainage assets. Development. Better coordination between Risk Management Authorities. Practical solutions needed. Community engagement and champions. Tree planting. Long term recovery plans. Sustainable designs.

The Flood Risk Management service will continue to engage/consult Members and our local communities and our partners when developing flood mitigation proposals.

5 Engagement

Workshops around the four themes of Place, Protect, Response and Recover were held in 2022 with partners like the Environment Agency, Yorkshire, National Trust, River Trusts and local charities.

Separate workshops were undertaken with Kirklees services such as Planning Authority, Highways and Emergency Planning who have helped to shape the new Local Strategy.

The Flood Risk Management will continue to engage our local communities when developing flood mitigation projects/initiatives in delivery of the new Local Strategy.

The new Local Strategy has been taken to the Overview & Scrutiny Management Committee 5th December 2023. It was recommended that reference within the strategy to the work and engagement undertaken with and alongside other local authorities in respect of surface water should be strengthened. Partnership work is a strategic objective within the strategy and promotes its importance of enhancing partnership working. Officers will ensure it continues its partnership work with Environment Agency and Yorkshire Water but look extend this partnership in areas where we seek to progress new initiatives like mental health support.

Other comments noted were around in ensuring we measure progress, the importance of sustainable drainage (including green roofs, water butts etc.), development of the Local Plan, surface flooding being a concern where only one or two properties are flooded and ensuring best practice is followed. These will be considered and taken forward as part of the measures within the Action Plan.

6 Options

6.1 Options Considered

Not applicable.

6.2 Reasons for recommended Option

The Council's new Local Flood Risk Management Strategy 2024 presented would replace the current strategy to ensure the Council has a strategy that meets the requirements of the Flood and Water Management Act 2010.

This new Local Strategy will be consistent with the National Strategy which will support our funding applications in securing investment into the district. It will also better align with the nature of the flood risk within the district and the support for communities.

7 Next steps and timelines

The new Local Strategy will set the strategic direction and will be used to inform our decision making and support our future funding applications.

Following adoption at Cabinet, Officer's will promote the new strategy using our existing Partnership meetings to update our partners of the Council's new Local Strategy. The existing partnerships in place include our regular meetings with the Environment Agency/Yorkshire Water, the Our Future Landscapes Meetings, Calder Catchment Partnership Meetings and the West Yorkshire Local Authority Meetings.

Officer's will progress the new Action Plan starting in April 2024. Officers will provide an annual update (at the end of the financial year) at the March Overview and Scrutiny Management Committee as it currently does.

8 Contact officer

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9 Background Papers and History of Decisions

Overview & Scrutiny Management Committee – 5th December 2023

10 Appendices

Appendix 1 – Full Local Flood Risk Management Strategy
Appendix 2 – Summary Local Flood Risk Management Strategy
Appendix 3 – Engagement and Consultation Report

11 **Service Director responsible**

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Local Flood Risk Management Strategy

2024

Kirklees Local Flood Risk Management Strategy

2024

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EXECUTIVE SUMMARY

This Local Flood Risk Management Strategy (part of the Local Strategy) sets out how Kirklees Council undertakes its flood risk management responsibilities to meet the requirements of the Flood and Water Management Act 2010. Kirklees Council is a Lead Local Flood Authority (LLFA) and is required to establish a strategy to define how local flood risk will be managed locally.

In Kirklees, there are over 35,000 properties currently at risk or will be affected from surface water flooding in a 1 in 1,000-year rainfall event, and 9,000 at risk from main rivers in a 1 in 1,000-year fluvial event. These numbers will rise in the future due to climate change. Our vision is to make our communities more resilient to flooding both now and, in the future, to enhance the environment for future generations. A complex and changing climate requires a variety of risk management interventions like nature-based solutions such as Natural Flood Management (NFM). NFM includes slow the flow methods and adaptive land management techniques.

The objectives we set for the Local Strategy reflect those of the National Strategy and are based on a long-term approach to achieving our vision, which is to make our communities, businesses, and land more resilient to flooding both now and in the future. The objectives are delivered through a set of shorter term, measurable actions which formulate our Flood Risk Action Plan. Our overarching objectives for managing flood risk are:



This Local Strategy considers resilience a key aim in supporting existing and new communities in dealing with future flood risk. Resilience is defined in the National Strategy as:

“The capacity of people and places to plan for, better protect, respond to, and to recover from flooding and coastal change.

This Strategy is based around the four key themes of resilience:

1. **Place making** – to make our local places more climate resilient to flooding by considering land use in combination with flood risk
2. **Protect** – ensure our communities are better protected from flooding both now and in the future
3. **Response** – being adequately prepared to ensure we can better respond to a flood event
4. **Recovery** – recovering quickly and effectively from a flood event.

The Strategy identifies high risk catchments and localities based on flood risk from surface water, historic flood events, existing properties and infrastructure, and social deprivation. This has helped us to identify areas which may require more focused consideration.

A Flood Risk Action Plan has been developed so that we can implement the right measures in much needed areas and can track progress of these actions over time. The Flood Risk Action Plan will be undertaken in partnership and collaboratively with other Risk Management Authorities, to manage local flood risk across the district. The Strategy will be reviewed and monitored to ensure it is still current and measures remain applicable.

The disastrous impact flooding can have on communities is understood. Research carried out by the University of York and the Centre for Mental Health reported that the risk of long-term mental health problems was up to nine times more likely for flood victims compared to those who had never experienced flooding¹. Therefore, we strive to support communities to recover more quickly and effectively after major flood incidents.

This Strategy sets out to mitigate the impacts of flooding, however, the approach set out cannot remove all the flood risks that exist in our communities.

¹[University of York | January 2021](#)

INTRODUCTION

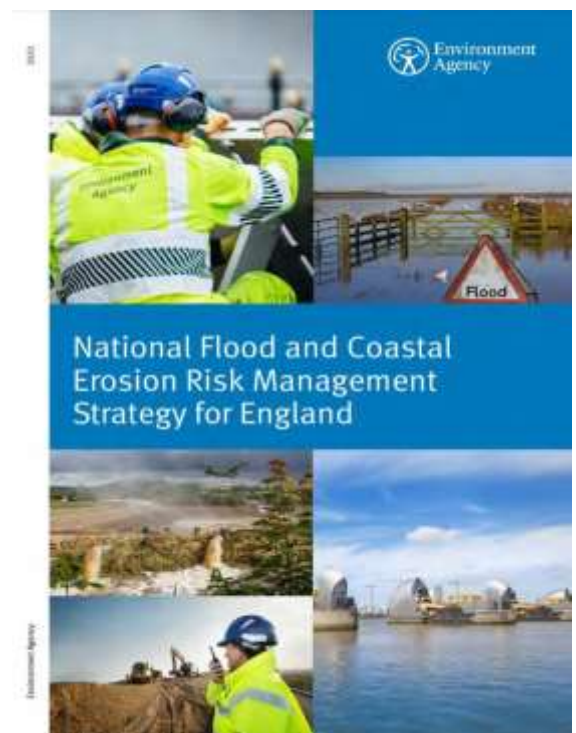
The risk of flooding in England is predicted to increase due to climate change and population growth. It is not possible to prevent all flooding but there are actions that can be taken to manage these risks, increase resilience, and reduce the impacts on communities. Climate change estimates will evolve therefore the challenge we face due to the unpredictability of climate change is unprecedented and if we are to give our communities the best chance of protection; we need to be bold, innovative and try new approaches to managing flood risk and be adaptive in our approach.

As the Lead Local Flood Authority (LLFA), we will provide strategic leadership in relation to flooding to all Risk Management Authorities (RMAs). Part of this duty is to develop, maintain, apply and monitor a strategy for local flood risk management in our area, which must be consistent with the National Flood and Coastal Erosion Management Strategy² produced by the Environment Agency for England.

The National Strategy sets out the long-term delivery objectives that we as a country should be taking over the next 10 to 30 years as well as shorter term, practical measures we should take working with partners and local communities.

Alongside traditional flood defences, there is the need for a broader range of actions for achieving climate resilient places. This includes avoiding inappropriate development in the floodplain and using nature-based solutions to slow the flow or store floodwaters. We need to better prepare for and respond to flooding incidents through more timely and effective flood forecasting, warning and evacuation. A strong theme throughout the National Strategy is concerned with helping communities and local economies recover more quickly after a flood or 'building back better' so that properties, infrastructure and key services such as hospitals and schools are more resilient to flooding in the future.

This Local Flood Risk Management Strategy (Local Strategy) for Kirklees sets out how we strategy will replace the existing 2012 Local Strategy for Kirklees.



² [National Flood and Coastal Erosion Risk Management Strategy for England. Environment Agency. 2020](#)

We will address, through the form of a targeted Flood Risk Action Plan, the management of local flood risk and how it undertakes its flood risk management responsibilities over the next five to ten years. This Local flood risk as defined by the FWMA (2010) includes risk from:

- **Surface runoff** – rainwater (including snow and other precipitation) which is on the surface of the ground (whether or not it is moving) and has not entered a watercourse, drainage system or public sewer
- **Groundwater** – all water which is below the surface of the ground and in direct contact with the ground or subsoil
- **Ordinary watercourses** – any watercourse that does not form part of a main river. Ordinary watercourses can vary in size considerably and can include rivers, streams and all ditches, (the Water Industry Act 1991) and passages, through which water flows.



OUR VISION

OUR VISION IS TO MAKE OUR COMMUNITIES MORE RESILIENT TO FLOODING BOTH NOW AND IN THE FUTURE AND TO ENHANCE THE ENVIRONMENT FOR FUTURE GENERATIONS.

A changing climate requires a variety of risk management techniques with a focus on nature-based solutions such as Natural Flood Management (NFM). NFM includes the use of slow the flow methods and using adaptive land management techniques. It requires integrated catchment management and can be particularly effective within upper catchment areas with the aim to:

- Maximise water retention (in flood storage areas, wetlands)
- Slow water flows and/or the rate at which water enters a watercourse (through leaky dams, peatland restoration)
- Intercept rainfall to prevent it from reaching the watercourse (through tree planting).

NFM requires partnership working with those who use and influence the land including the Local Planning Authority, land managers and owners and water management bodies. While conventional flood prevention schemes may sometimes be preferred, NFM can be used as a longer term, more cost-effective, and multi-beneficial option (including carbon sequestrations and biodiversity gain).

In our current approach, the LLFA planning function and Land Drainage Consents are critical in how we shape and ensure future development that is climate resilient. The Local Strategy considers the planning and enforcement function of Kirklees Council in ensuring new development and infrastructure are appropriately planned and delivered. It also addresses the built environment and the importance of include community resilience. We will look to engage with landowners and developers whose roles can be important in managing and reducing flood risk in high-risk areas.

Asset management function is also critical in making sure that we are confident that drainage infrastructure is being effectively managed, monitored and maintained. This Strategy encourages more effective risk management by enabling people, communities, businesses and the public sector to work together to balance the needs of the community, environment and economy.

The Strategy also aims to ensure that we look favourably towards local flood warning systems in partnership with the Environment Agency which will ensure we are better prepared in supporting community resilience. It ensures that emergency plans and responses to floods and incidents are effective and that communities can respond properly to flood warnings. Another key part of the Strategy is ensuring we target our investment in areas most in need.

LOCAL STRATEGY OBJECTIVES

The objectives we set for the Local Strategy are based on a long-term approach to achieving our vision, which is to make our communities, businesses, and land more resilient to flooding both now and in the future. The objectives will underpin our objectives through a set of shorter term, measurable actions which formulate our Flood Risk Action Plan.

EVIDENCE

We will enhance our strategic understanding of flood risk from local sources, both in the present day and in the future considering new data, studies, research and science in climate change impacts for Kirklees.

COMMUNITIES

We will work with communities and businesses to raise greater awareness of present and future flood risk through engagement, support and education to help them to become more resilient to future flood risk.

ADAPT

We will work to implement adaptive approaches so we can continue to keep our natural and built environment resilient in response to a changing climate.

SUSTAINABLE

We will contribute positively to sustainable growth and support environmental net gain by influencing development and regeneration plans to deliver flood risk benefits, which will benefit society and the local economy whilst enhancing biodiversity in promoting measures that work with the natural processes of our catchments.

PARTNERSHIP

We will work with all Risk Management Authorities, stakeholders, landowners and developers to achieve a consistent, coordinated and catchment-based approach to flood risk management.

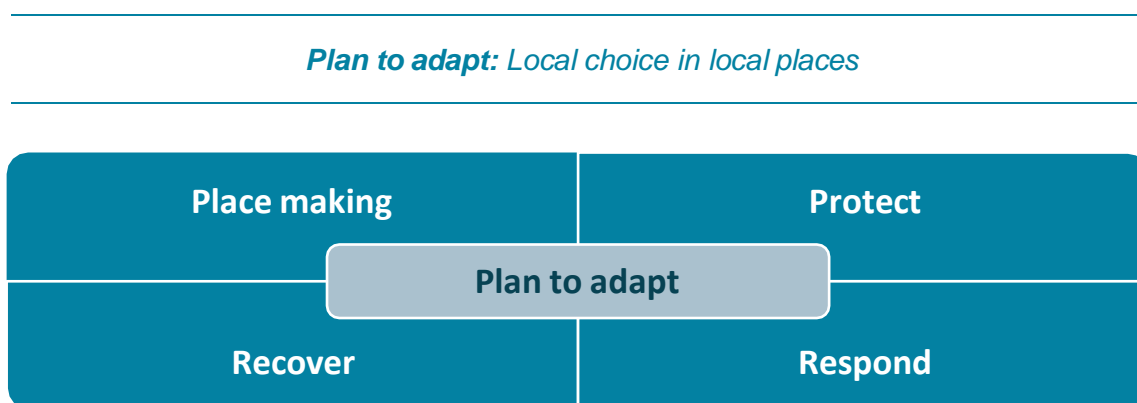
INNOVATION

We will seek opportunities (including funding, technological, research) to be innovative and try new approaches in making communities resilient to flooding now and in the future.

FLOOD RESILIENCE AND ADAPTION

This Local Strategy considers resilience and adaptation to be a principal aim in supporting existing and new communities in dealing with future flood risk. Adaptation is about strengthening our approach to adapting to climate change. It will reduce the potential impact that our changing climate, through flooding, storms and higher temperatures, will have on Kirklees.

There are four key areas when managing flood resilience as shown below, based on the National Strategy³.



1. PLACE MAKING

IMPROVE PLACE MAKING: MAKING THE BEST LAND USE AND DEVELOPMENT CHOICES TO MANAGE FLOODING AND COASTAL CHANGE.

Communities, planners, developers and land managers making the best land use and design choices for development and infrastructure to manage the damages from flooding and coastal change. This includes making space for water to manage risk and support wider environmental benefits.

2. PROTECT

BETTER PROTECT: BUILDING AND MAINTAINING DEFENCES AND MANAGING THE FLOW OF WATER

Sustained and long-term investment in building and maintaining flood and sea defences ensuring they provide and appropriate standard of protection, operate reliably and perform as expected when exceeded. Better protection includes nature-based solutions that manage the flow of water to reduce the risk of flooding and coastal change.

3. RESPOND

READY TO RESPOND: PREPARING FOR AND RESPONDING EFFECTIVELY TO INCIDENTS.

Organisation and communities working together to prepare for and respond to flood and coastal incidents through timely and effective forecasting, warning and evacuation.

³ [National Flood and Coastal Erosion Risk Management Strategy for England. Environment Agency. 2020](#)

4. RECOVER

RECOVER QUICKLY: GETTING BACK TO NORMAL AND BUILDING BACK BETTER

Helping people and local economies recover more quickly by clearing up the damages, returning water and power supplies or draining floodwaters from farmland. Recovery should also include building back better so that properties and infrastructure are more resilient to future events.

This combination of engineered flood alleviation schemes alongside wider catchment and community resilience actions is a vital response as flood risk increases with climate change.

. This integration to manage the risk will mean that more vulnerable communities are resilient to flooding and are able to remain sustainable and thriving places.

Resilience to flooding can be achieved through a suite of tools and services. These are aimed at homeowners and maintaining essential functions of organisations, businesses, communities, key infrastructure, services and land. Disasters are caused by extreme weather which are worsened by being vulnerable and unprepared. By reducing vulnerability and having targeted emergency flood response plans, the impacts of a flood event can be greatly reduced.

Flood resilience has several core themes, including:

- **Property Flood Resilience** – providing practical and cost-effective steps to help lower flood risk through the reduction of the impact of flooding on a building which in turn may help lower home and business insurance premiums.
- **Flood Emergency Plans** – being prepared helps to reduce, control or mitigate the impact and consequences of flooding.
- **Informing** – increasing the awareness of the risks of flooding through effective communications with communities and stakeholders.

PURPOSE OF THE LOCAL STRATEGY

Much has changed since the 2012 Local Strategy, including flood risk data and information, studies, strategies, climate change science, and the drive for natural flood management, sustainable development and resilience. The Local Strategy will take into consideration current thinking and understanding to tackling flood risk in our district. Our Local Strategy will encourage more effective risk management by enabling local communities and business owners to work together to:

- Balance the needs of the community, environment, and economy.
- Enhance and extend our partnership working between us and other key stakeholders (e.g., charities, community groups, Parish Councils and health bodies).
- Improve community awareness of flood risk, respond to their expectations and their priorities.
- Ensure a clear understanding of local flood risks and prioritise high risk catchments and communities.
- Encourage innovative flood risk management techniques.
- Support the development of emergency plans and responses to flood incidents are effective and that communities are better prepared.
- Support communities to recover more quickly and effectively after major flood incidents. Research carried out by the University of York and the Centre for Mental Health reported that the risk of long-term mental health problems was up to nine times more likely for flood victims compared to those who had never experienced flooding⁴
- Enable continued learning to ensure we remain progressive.

The Kirklees Local Strategy is a “living document” which will develop as new evidence, expertise and resources influence flood risk management in the district.

⁴ [University of York | January 2021](#)

THEMES OF OUR LOCAL STRATEGY

This Local Strategy establishes four key areas in which to focus our efforts in better protect and better supporting our communities against the risk of flooding.

PLACE-MAKING



To make our local places more climate resilient to flooding by considering land use in combination with flood risk. We will make space for floodwater, ensure buildings and infrastructure consider current and future flood risks including supporting the use of climate resilient local planning policies and avoiding inappropriate development in flood risk areas through spatial planning. We will ensure early engagement with developers in the pre-planning process.

Figure 1.1 examples of place making.



PROTECT



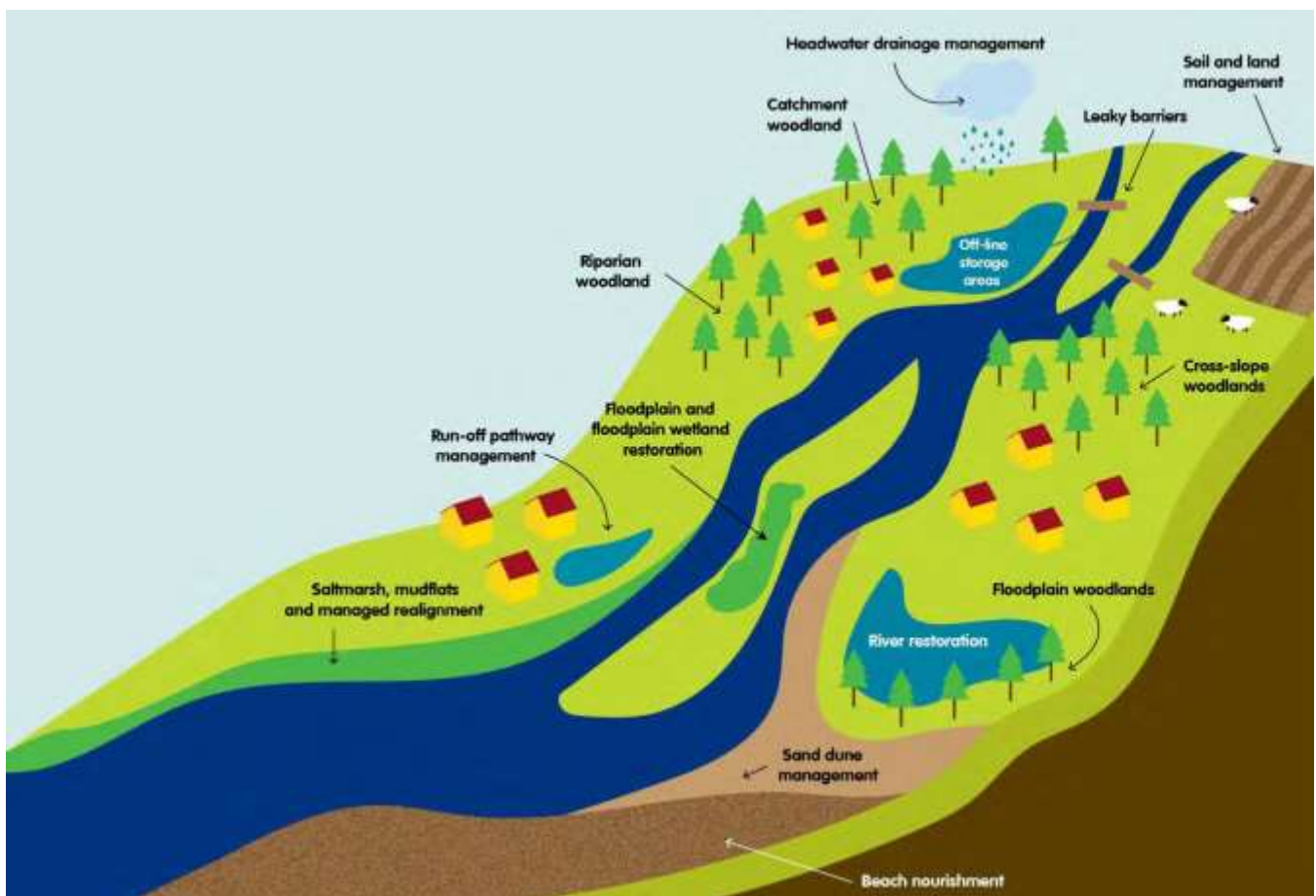
Ensure our communities are better protected from flooding both now and in the future. We will support existing communities through implementing nature-based solutions in catchments such as utilising upland water storage, better planned land management practices, de-culverting, blockage clearance of assets, construction of new defences, retrofitting to existing homes, businesses, infrastructure and key services.

Natural Flood Management – maximising water retention, slowing the flow, slowing the rate at which water enters a watercourse, rainfall interception, floodplain restoration, gully-blocking.

Environmental Land Management – Government support schemes for landowners to alter their land management practices, to enhance the local environment and provide flood risk benefits.

Adaptive pathways – allow communities to be agile to climate change where land use can easily adapt to future changes to the local environment.

Figure 1.2 examples of natural flood management

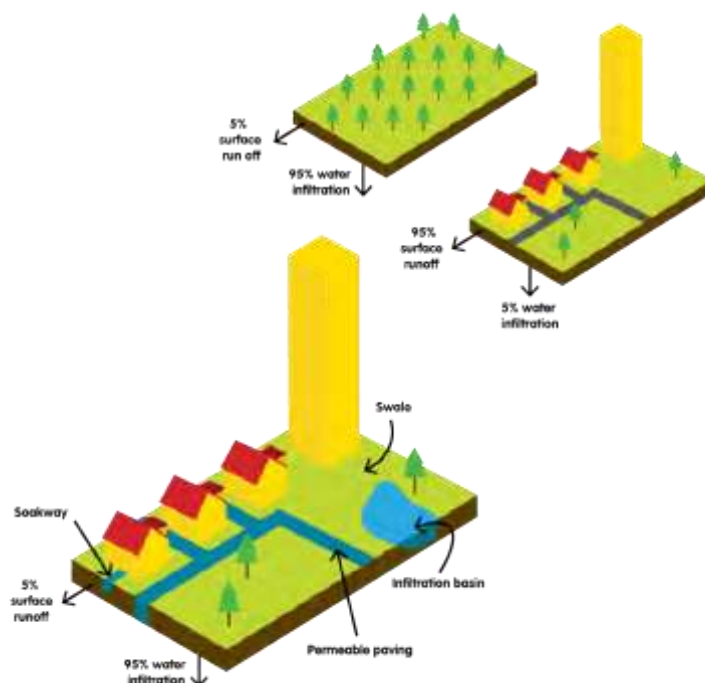


Property Flood Resilience – using various techniques to lower flood risk through the reduction of the impact of flooding on a property.



Sustainable Drainage Systems (SuDS) – used in new development or retrofitted to existing development, SuDS manage surface water and runoff as close to the source as possible and should mimic natural drainage through infiltration and attenuation following the SuDS hierarchy.

1. Rural environment where 95% of water infiltrates into the ground and 5% runs off as overland flow.
2. Urban development within the rural environment. Less infiltration and more runoff.
3. SuDS implementation including permeable paving, soakways, infiltration basins and swales.



RESPONSE



Being adequately prepared to ensure we can better respond to a flood event. We will assist organisations and communities in ensuring they are adequately prepared for a flood event occurring, for example, through early flood warnings, emergency flood and evacuation plans, and education and training and to enable local community flood groups to become resilient.

Kirklees Council publication: information leaflet regarding the use of sandbags.



Kirklees Council publication: social media graphic with emergency contact information.



RECOVERY



Recovering quickly and effectively from a flood event. We will aim to provide post-flood event recovery support, signpost affordable flood damage insurance, support community wellbeing and implement a build back better approach. We will also aim to review and record flood impacts to increase intelligence and review flood risk assets.

Figure 1.5 examples of responses to flooding



WHAT WE HAVE BEEN DOING

THIS SECTION BRIEFLY OUTLINES THE WORK WE HAVE BEEN DOING SINCE THE PUBLICATION OF OUR PREVIOUS STRATEGY IN 2012.

Since the publication of the previous Local Strategy for Kirklees, we have been working to satisfy the objectives of the Strategy and to implement actions from the Action Plan. A substantial amount of work has been carried out which has improved both the Council's evidence base, and to help manage local flood risk.

The main headline schemes from the previous few years include:

- £1 million DEFRA Property Flood Resilience Grant Support was put in place for flood victims in 2020 following Storm Ciara and Storm Dennis in February 2020. The scheme has helped to better protect 33 properties.
- £1.3 million Kirklees Culvert Programme completed April 2022 which has better protected 800 properties. A detailed survey of over 50 culverts were highlighted to pose a risk to residential properties. The project was delivered using in-house Council resources over a 6-year programme. Some culverts were completely replaced, and some required isolated repairs / replacements and improved access points.
- A £550k Kirklees Debris Screen Study was granted approval to review our high-risk debris screen assets from 2022-2024.
- A number of flood alleviation studies have been undertaken to improve our understanding of the sources of flood risk in our communities.
- A local flood innovation programme has been developed to scale up funding for five themes:
 1. Integrated Water Management
 2. Community Voluntary Sector
 3. Property Flood Resilience
 4. Natural Flood Management
 5. Local Flood Warning Systems.
- A community flood risk education programme has been completed reaching 1,000 properties.

Many of the measures outlined in the 2012 Strategy involved establishing new Council procedures to investigate flood events, introduce more robust data collection processes and to establish the LLFA as the main point of contact for the management of local flood risk.

Other measures in the 2012 Strategy involved improving the Council's understanding of the location and size of local flood risk and developing a programme of mitigation measures to manage the risk.

Additional studies have been completed to understand the surface water flood risk in Kirklees with outline recommendations being made. From these studies, an ongoing programme of mitigation measures is in place to address the locations at highest risk with greatest impact.

KIRKLEES FLOOD RESPONSE AND RECOVERY POLICY

This policy sets out the principles that the Council follows during flooding events which have a major disruptive impact in the area.

Arrangements are in place between the Council and the Met Office to highlight forthcoming severe rainfall events as part of the Met Office's National Severe Weather Warning System (NSWWS). Advance information on extreme rainfall events is provided by several partners and service areas within the Council. Work will continue with partners and other organisations to monitor new technology and information which may help to give more certainty to forecast information.

The Flood Response and Recovery Policy complements other Council initiatives to better protect local communities from the effects of flooding, namely:

- **Flood Risk Management programme** – identifying and delivering mitigation projects in areas that have flooded or are of higher flood risk.
- **Drainage Asset Improvement** – assessing the capacity requirements for highway drainage systems and establishing effective maintenance programmes.
- **The Severe Weather Management Plan** – forms the basis of the Council's response to severe weather in maintaining a resilient network to keep Kirklees safe and operating at times of severe weather.
- **Community wide engagement** on local flood risk to help communities and individuals to better understand the flood risk they face and to encourage a self-help approach.

Post flood recovery is concerned with getting communities back to normal as quickly as possible and building back better. The Council endeavours to help people and local economies recover by providing household skips and street cleansing operations to assist with clean-up operations. To build back better, the Council ensures appropriate flood incident data capture is undertaken by encouraging the public to report flood incidents. This helps to provide more focused support to communities and infrastructure where it is most needed to help ensure increased resilience in the future.

The Council has committed operational resources to provide community support during flood events when resources permit. The level of service will be proportionate to the level of risk but will be assessed following significant flood events to determine whether it remains suitable.

KIRKLEES PRE FLOODING OPERATIONAL PLAN

The Pre-Flooding Operational Plan provides procedural and functional arrangements necessary to deliver the commitment within the Flood Response and Recovery Policy. The plan aims to deliver an appropriate series of actions to mitigate the risk of flooding from severe rainfall events in the district. Low level actions in the Plan may be implemented prior to surface water flood events but it is challenging to have "spotters", who volunteer, mobilised in the right locations at the right time during such events.

OUR FUTURE LANDSCAPES AND CALDER CATCHMENT

Our partnerships involve a range of organisations collaborating and focusing on sustainable water management in the Calder, Upper Colne and Holme Catchments, West Yorkshire. The main aims of these groups are to reduce flood risk, increase the biodiversity of habitats, carbon capture and storage, green enterprise and access and recreation.

NATIONAL POLICY, GUIDANCE AND SUPPORTING DOCUMENTS

THIS SECTION LISTS NATIONAL POLICY, GUIDANCE AND RELEVANT DOCUMENT USED TO HELP SUPPORT THE FORMATION OF THE LOCAL STRATEGY. THE STRATEGY SHOULD BE CONSISTENT AND ALIGN WITH THESE POLICIES AND SUPPORTING DOCUMENTS.

NATIONAL POLICY AND GUIDANCE

THE FLOOD AND WATER MANAGEMENT ACT

The Flood and Water Management (2010) sets out how flood risk is managed in England and introduced new powers and responsibilities to Risk Management Authorities. The Act created the role of the LLFA for Unitary Authorities (such as Kirklees Council) and County Councils and set out the requirements for an LLFA to produce Local Flood Risk Management Strategies.

NATIONAL PLANNING POLICY FRAMEWORK

The National Planning Policy Framework⁵ (NPPF) received a major update in July 2021. In terms of flood risk, this included a focus on making sure local plans account for all sources of flood risk and encourage the use of green infrastructure and natural flood management. The theme of resilience was also expanded in this version, stating that development should be flood resistant and resilient “such that, in the event of a flood, it could be quickly brought back into use without significant refurbishment”.

FLOOD RISK AND COASTAL CHANGE PLANNING PRACTICE GUIDANCE

The Flood Risk and Coastal Change Planning Practice Guidance⁶ (FRCC-PPG) was updated in August 2022 to reflect the changes made to the NPPF in 2021. Whilst the NPPF concentrates on high level national policy, the FRCC-PPG is more detailed and advises on how planning can take account of the risks associated with flooding in plan making and the development management process.

⁵ [National Planning Policy Framework](#)

⁶ [Flood Risk and Coastal Change Planning Practice Guidance](#)

STRATEGIES, PLANS AND ASSESSMENTS

All strategies, plans and assessments listed below are available to view online.

- [River Calder Catchment Flood Management Plan](#)⁷
- [Kirklees Surface Water Management Plan](#)⁸
- [Preliminary Flood Risk Assessment](#)⁹
- [Kirklees Local Flood Risk Management Strategy](#)¹⁰
- [Humber River Basin District Flood Risk Management Plan](#)
- [Calder Catchment Level 1 Strategic Flood Risk Assessment](#)¹¹
- [Climate Change Risk and Vulnerability Assessment](#)
- [Kirklees Development Plan](#)¹²
- [National Flood and Coastal Erosion Risk Management Strategy for England](#)
- [25 Year Environment Plan](#)¹³

STRATEGIC ENVIRONMENTAL ASSESSMENT

A Strategic Environmental Assessment (SEA) is required to underpin the Local Strategy so that there is confidence that implementation of the Strategy will be sustainable and avoid adverse environmental impacts. The SEA Directive: Guidance for Planning Authorities states that the objective is “to provide for a high level of protection of the environment and to contribute to the integration of environmental considerations into the preparation and adoption of plans and programmes with a view to promoting sustainable development”.

See Appendix A for the SEA.

HABITAT REGULATIONS ASSESSMENT

A Habitat Regulations Assessment (HRA) is a process that determines whether development plans could negatively impact local plans on a recognised site beyond reasonable scientific doubt. A HRA is required any time a development project is being carried out on a European site that is protected by Habitat Regulations.

See Appendix B for the HRA.

⁷ [River Calder Catchment Flood Management Plan 2009](#)

⁸ [Kirklees Surface Water Management Plan 2011](#)

⁹ [Preliminary Flood Risk Assessment for Kirklees. Kirklees Council. 2011](#)

¹⁰ [Kirklees Local Flood Risk Management Strategy. Kirklees. 2012](#)

¹¹ [Calder Catchment Level 1 Strategic Flood Risk Assessment 2016](#)

¹² [Kirklees Development Plan](#)

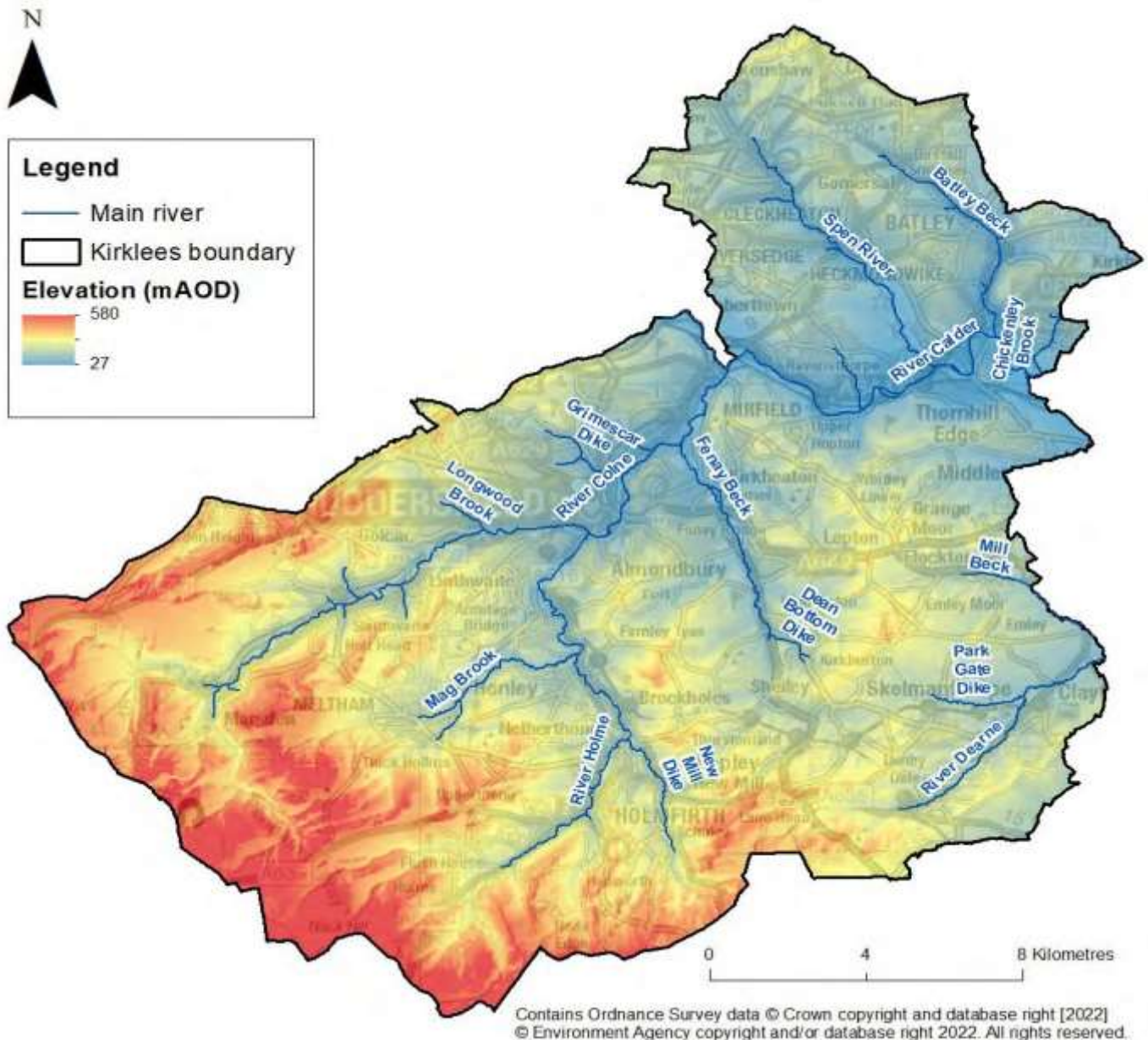
¹³ [25 Year Environment Plan](#)

FLOOD RISK IN KIRKLEES

STUDY AREA

According to the mid-2020 Office for National Statistics population estimates 14, 441,290 people live in the local authority area of Kirklees. Kirklees is situated in West Yorkshire and covers an area of approximately 409 square kilometres and includes the towns of Huddersfield, Dewsbury, Batley, Heckmondwike and Cleckheaton. Kirklees is bordered by the neighbouring authorities of Bradford, Barnsley, Calderdale, High Peak District, Leeds, Oldham and Wakefield.

Figure 4.1 Topography and main rivers in Kirklees



RIVER BASIN DISTRICTS AND CATCHMENTS

Kirklees is within the Humber River Basin District (RBD). There are 18 Environment Agency (EA) management catchments within the Humber RBD, three cover parts of Kirklees, namely:

- Aire and Calder
- Don and Rother
- Upper Mersey.

As can be seen in Figure 4.2 the majority of Kirklees is within the Aire and Calder management catchment with the exception of the upper catchment of the River Dearne which is in the Don and Rother management catchment in the southeast of Kirklees. The Upper Mersey management catchment almost forms the southwestern boundary of Kirklees at the ridge of the Pennine Mountains.

There are 19 Water Framework Directive (WFD) catchments, Figure 4.3, within or partially within Kirklees that will have an influence on flood risk within the district, the majority of which flow into the Calder catchment in the north of the district. The WFD catchments loosely align with the Council's local catchments which are in place to enhance local flood warning systems by setting virtual flood alerts.

Figure 4.2 EA management catchments

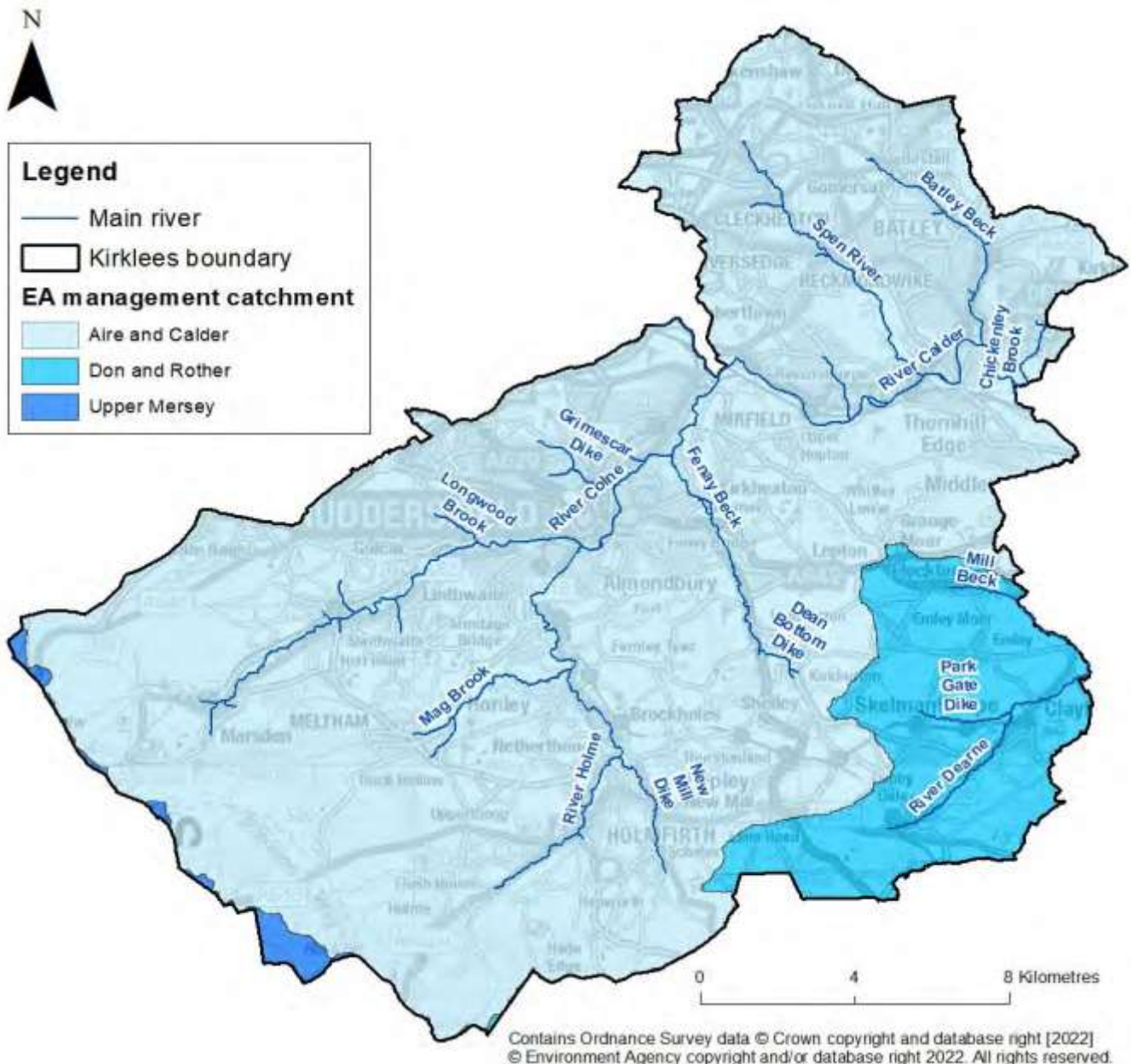
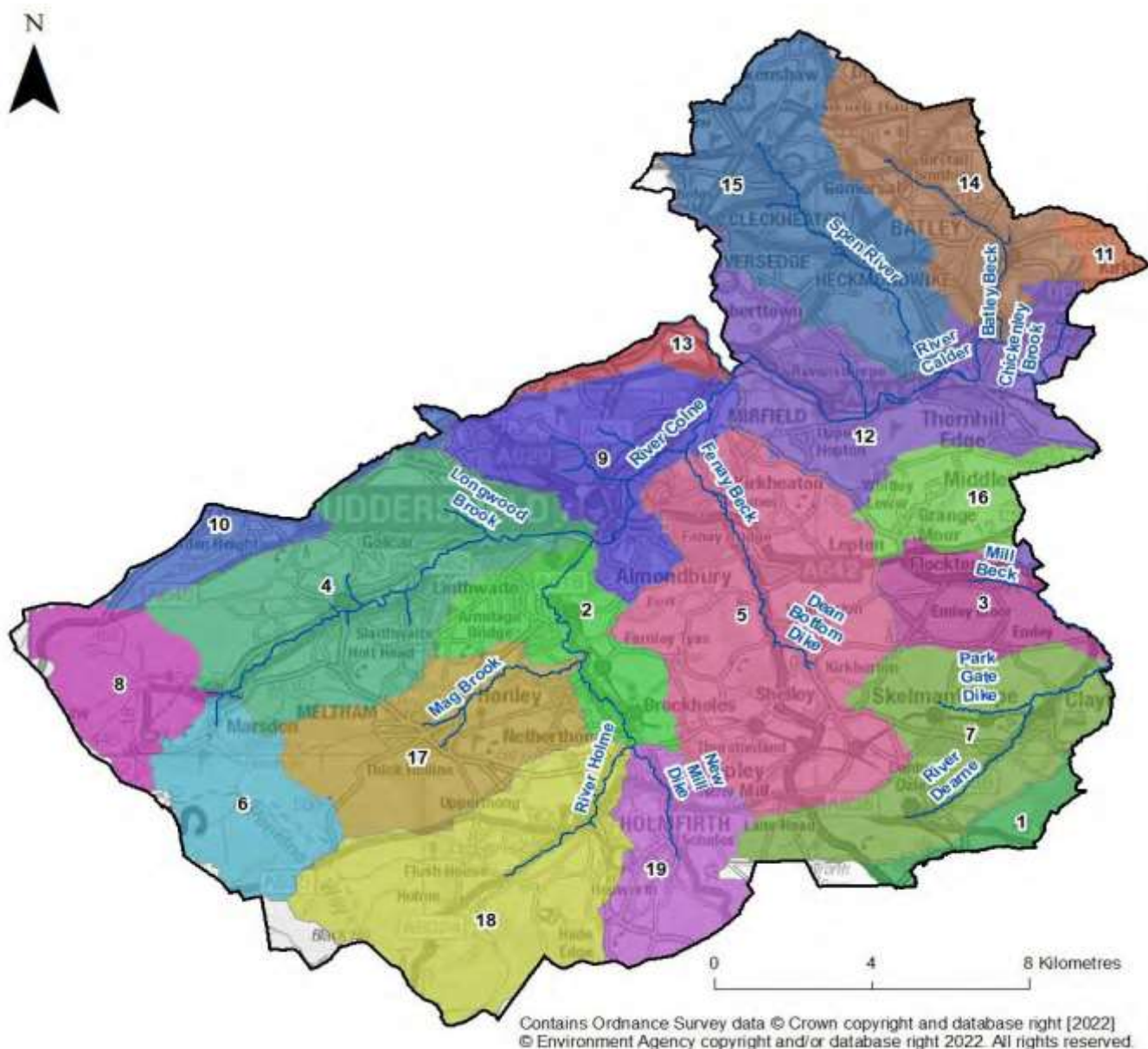


Figure 4.3 WFD catchments influencing flood risk in Kirklees



Legend

- Main river
- Kirklees boundary
- WFD river catchments**
- 1 - Cawthome Dyke from Source to River Dearne
- 2 - Holme from New Mill Dike to R Colne
- 3 - Bentley Brook from Source to River Dearne
- 4 - Colne from Wessenden Brook to R Holme
- 5 - Fenay beck from Source to River Colne
- 6 - Wessenden Bk from Butterly Resr to River Coln
- 7 - Dearne from Source to Bentley Brook
- 8 - Colne from Source to Wessenden Brook
- 9 - Colne from River Holme to River Calder
- 10 - Black Brook from Source to River Calder
- 11 - Chald from Source to River Calder
- 12 - Calder from River Colne to River Chald
- 13 - Calder from Ryburn Confluence to River Colne
- 14 - Batley Beck from Source to River Calder
- 15 - Spen Beck from Source to River Calder
- 16 - Smithy Brook from Source to River Calder
- 17 - Mag Brook from Source to River Holme
- 18 - Holme from Source to New Mill Dike
- 19 - New Mill Dike from Source to River Holme

RAPID RESPONSE CATCHMENTS

The Environment Agency has a Rapid Response Catchment (RRC) register which was prepared using a combination of flood event factors such as time to peak, flood depths and velocities and the amount of debris carried in the floodwater. Potential property numbers affected and vulnerable sites such as care homes and camp sites were also considered.

The RCC register states the following for Kirklees:

- **Very High-Risk catchments** – Brockholes (River Holme), Holmfirth (River Holme), Oakenshaw (Hunsworth Beck)
- **High Risk catchments** – Marsden (River Colne), New Mill (New Mill Dyke), Ravensthorpe (River Spen)

These Rapid Response Catchments are shown in Appendix C.

Many communities in the Colne/Holme catchment, with its steep sided valleys, small watercourses draining off hillsides and through urban areas, could be vulnerable to flash flooding if subject to particularly intense rainfall over a sustained period.

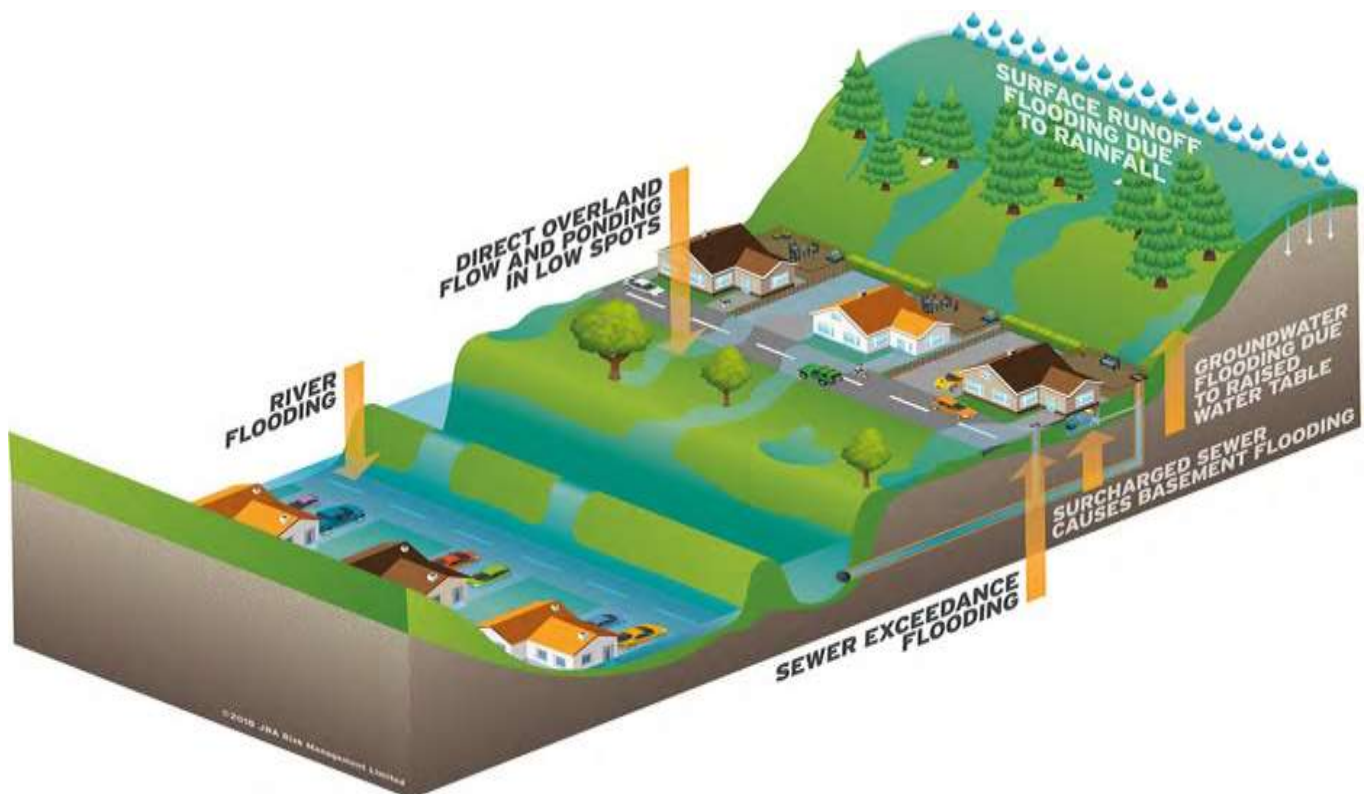
Along with other high-risk communities, we will look to provide appropriate support to the communities affected by these rapid response catchments.

FLOOD RISK

Flooding is a natural process and can happen at any time in a wide variety of locations. It constitutes a temporary covering of land not normally covered by water and presents a risk when human or environmental assets are present in the area that floods. Assets at risk from flooding can include housing, transport and public service infrastructure (including vulnerable services such as hospitals and schools), commercial and industrial enterprises, agricultural land and environmental and cultural heritage. Flooding in Kirklees can occur from many different and combined sources such as fluvial (from main rivers and ordinary watercourses), surface water, groundwater, sewers or indirectly from infrastructure failure, as illustrated in Figure 4-4 below.

Different types and forms of flooding present a range of different risks and the flood hazards of speed of inundation, depth and duration of flooding can vary greatly. With climate change, the frequency, pattern and severity of flooding are expected to change and become more damaging.

Figure 4-4 examples of flood risks in Kirklees



The different examples of flood risks in Kirklees are:

- Surface runoff flooding due to rainfall
- River flooding
- Direct overland flow and ponding in low spots
- Groundwater flooding due to raised water table
- Sewer exceedance flooding
- Surcharged sewer causes basement flooding.

FLOODING IN KIRKLEES

An important aspect of the strategy is to assess the local flood risk within the administrative area constituting risk from surface water, groundwater, and ordinary watercourses.

To assess the potential impacts of surface water flooding, property counts (both residential and non-residential) have been derived based on the Risk of Flooding from Surface Water (RoFSW) dataset. The counts revealed that Kirklees has approximately 6,600 residential properties and 3,700 non-residential properties at risk of flooding during a 1 in 100-year (1% Annual Exceedance Probability (AEP)) rainfall event. This is predicted to increase to approximately 11,600 residential and 5,500 non-residential properties as a result of the impact of climate change (based on the 45% climate change uplift as advised by the EA for the Aire and Calder Management Catchment, based on UKCP18 local projections).

HISTORIC FLOOD EVENTS

Kirklees has a history of flooding in many different locations from fluvial, surface water and sewer sources. Information on incidents of flooding is recorded by the EA and Kirklees Council. The following information sources were assessed to understand historic flooding in the district:

- EA Recorded Flood Outlines dataset.
- Kirklees Council historic floods database.

Figure 4.5 below shows flood incidents, from any source, recorded as locally significant by Kirklees since 2007. These incidents include internal and external flooding of properties and businesses, and also roads, footpaths and gardens. The major flooding events within Kirklees have mainly occurred around the main rivers; the River Colne, River Calder and Spen River. Also shown is the Recorded Flood Outlines Dataset which is associated with fluvial flooding from main rivers, such as the River Calder and its tributaries.

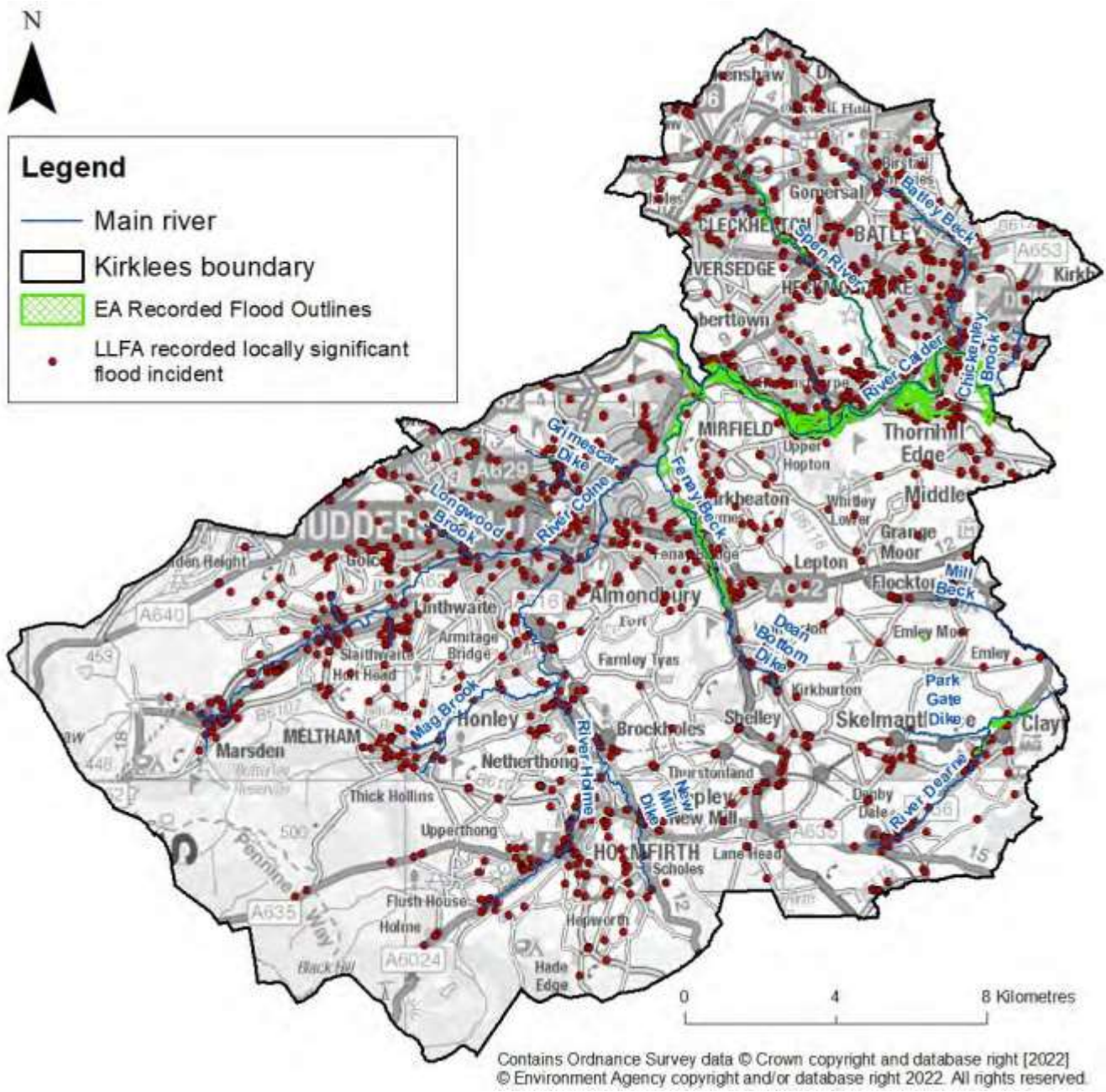
Notable recorded historic flood incidents include:

- February 2022 – Storm Dudley, Eunice and Franklin; triple storm week brought strong winds and rain to the district. A number of internal property flooding was reported to both residential properties and businesses.



- February 2020 – Storm Ciara and Storm Dennis; channel capacity exceeded on main rivers, including the River Calder, and ordinary watercourses.
- December 2015 – Channel capacity exceeded on the River Calder upstream of Sands.
- June 2007 - Estimated 500 properties flooded due primarily to surface water where rainwater was unable to enter drainage systems due to design capacity being exceeded. The flooding was widespread across the district, but hotspots occurred around Ravensthorpe, Liversedge, Cleckheaton, Chickenley, Mirfield, Milnsbridge, Brockholes, New Mill, Denby Dale, Scissett and Clayton West.

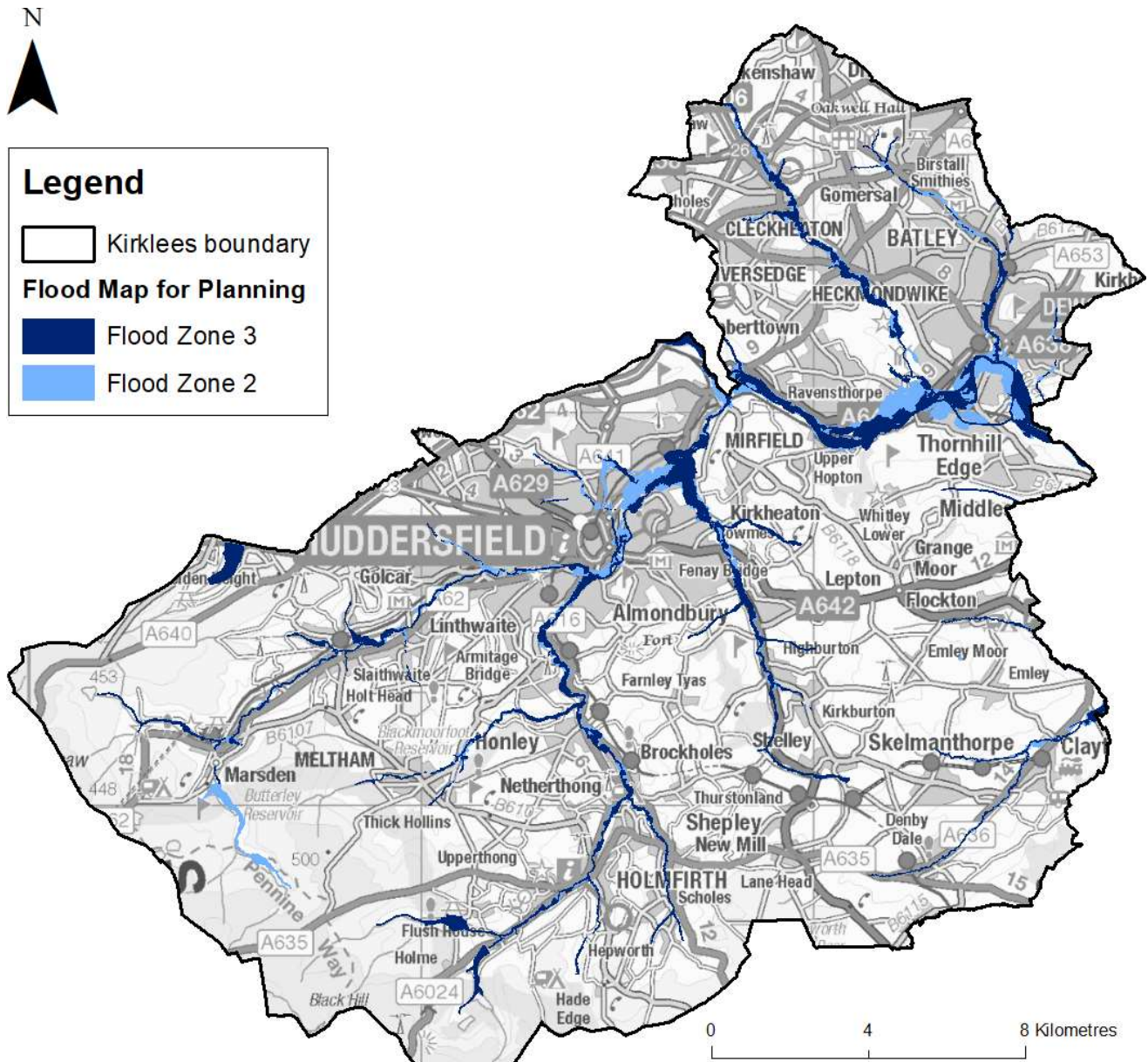
FIGURE 4.5 HISTORIC FLOODING EVENTS IN KIRKLEES



RIVER FLOODING

Figure 4.6 highlights the areas at risk of flooding from main rivers within Kirklees, as indicated by the Environment Agency's Flood Map for Planning dataset. Note that the Flood Map for Planning is based on an undefended, worst-case scenario and does not include for the effects of climate change. Flooding from main rivers is the management responsibility of the Environment Agency.

Figure 4.6 Flood risks from main rivers, Environment Agency Flood Map for Planning



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MAIN RIVER

Main rivers are generally major watercourses for which the EA have a regulatory responsibility with permissive powers to carry out maintenance, improvement or construction work to manage flood risk. The hydraulic characteristics of the main rivers in Kirklees are generally well understood with computer modelling of flood risk having been carried out over the past 15 years. The Environment Agency also regulate development or works in, on, over, under or within 8 metres of fluvial main river watercourses under the Environmental Permitting (England and Wales) Regulation 2016. This also includes within the floodplain if works do not have planning permission and require quarrying or excavation within 16 metres of any main river, flood defence or culvert.

Although flooding from main rivers falls under the remit of the Environment Agency, we will work closely in partnership with the Environment Agency to understand and help to reduce risk from main rivers to our communities.

The range of activities subject to regulation are listed online at <https://www.gov.uk/guidance/flood-risk-activities-environmental-permits#check-if-the-activity-is-on-a-main-river>. Figure 4.7 below illustrates the main rivers within Kirklees.

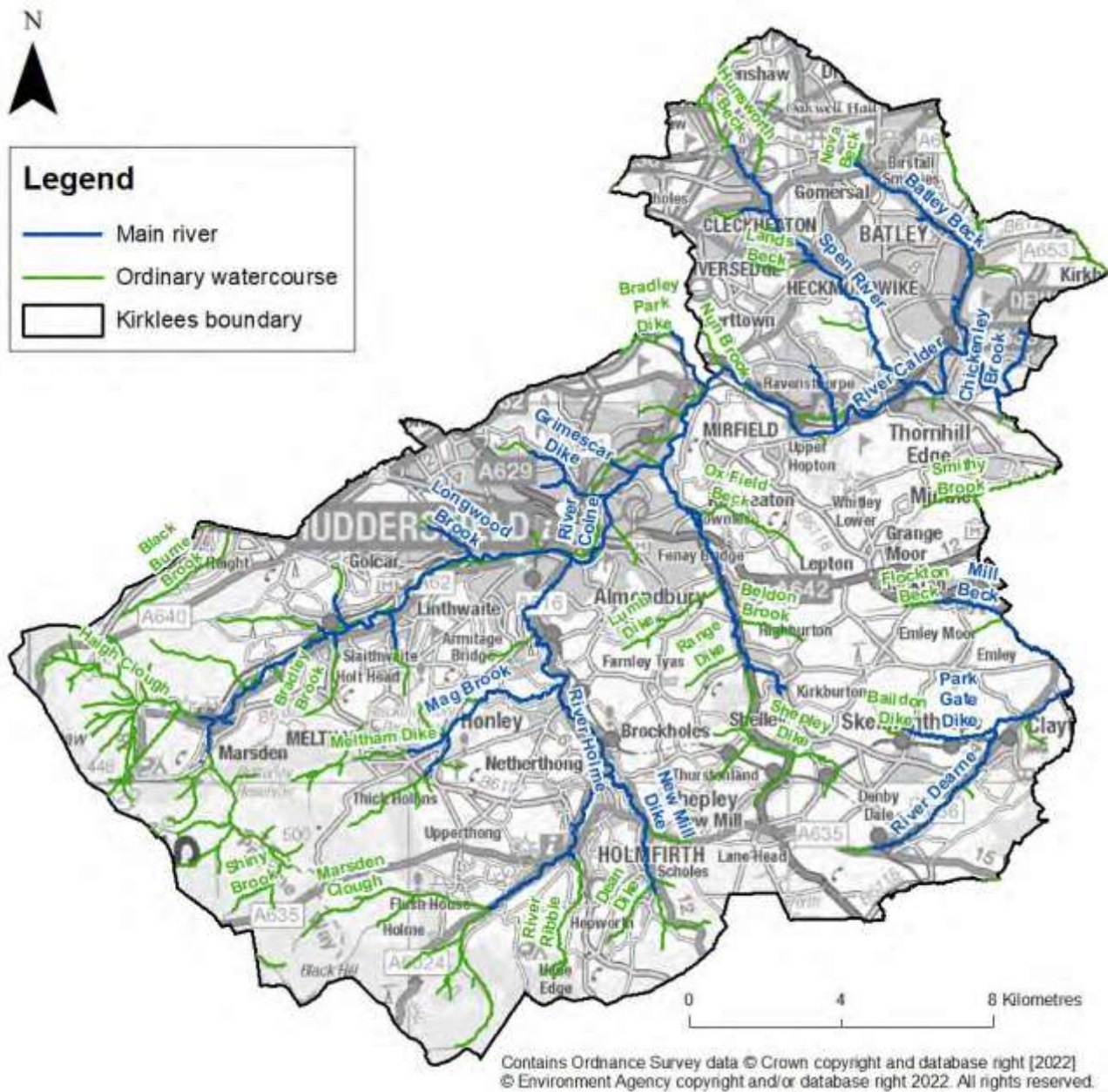
ORDINARY WATERCOURSES

Ordinary watercourses are any watercourse that is not designated main river. These watercourses can vary in size considerably and can include rivers, streams and all ditches, drains, cuts, culverts, dikes, sluices, sewers (other than public sewers within the meaning of the Water Industry Act 1991) and passages, through which water flows. Ordinary watercourses do not always contain flowing water all year long; there may be times where the watercourses run dry, particularly over prolonged dry spells. Such watercourses can be described as ephemeral watercourses.

Ordinary watercourses come under the regulation of Kirklees Council as Lead Local Flood authority, which has permissive powers to carry out works, should this be deemed necessary, and has regulatory control over certain development activities within the watercourse channel. Many ordinary watercourses exist across the district (see Figure 4.7 below), the condition and capacity of which has not historically been recorded hence limited information is available on culverted sections.

As LLFA, we aim to increase our understanding of flood risk from ordinary watercourses and the impacts such flooding is having and/or could have in the future as a result of climate change on our communities.

Figure 4.7 Main rivers and known ordinary watercourses within Kirklees

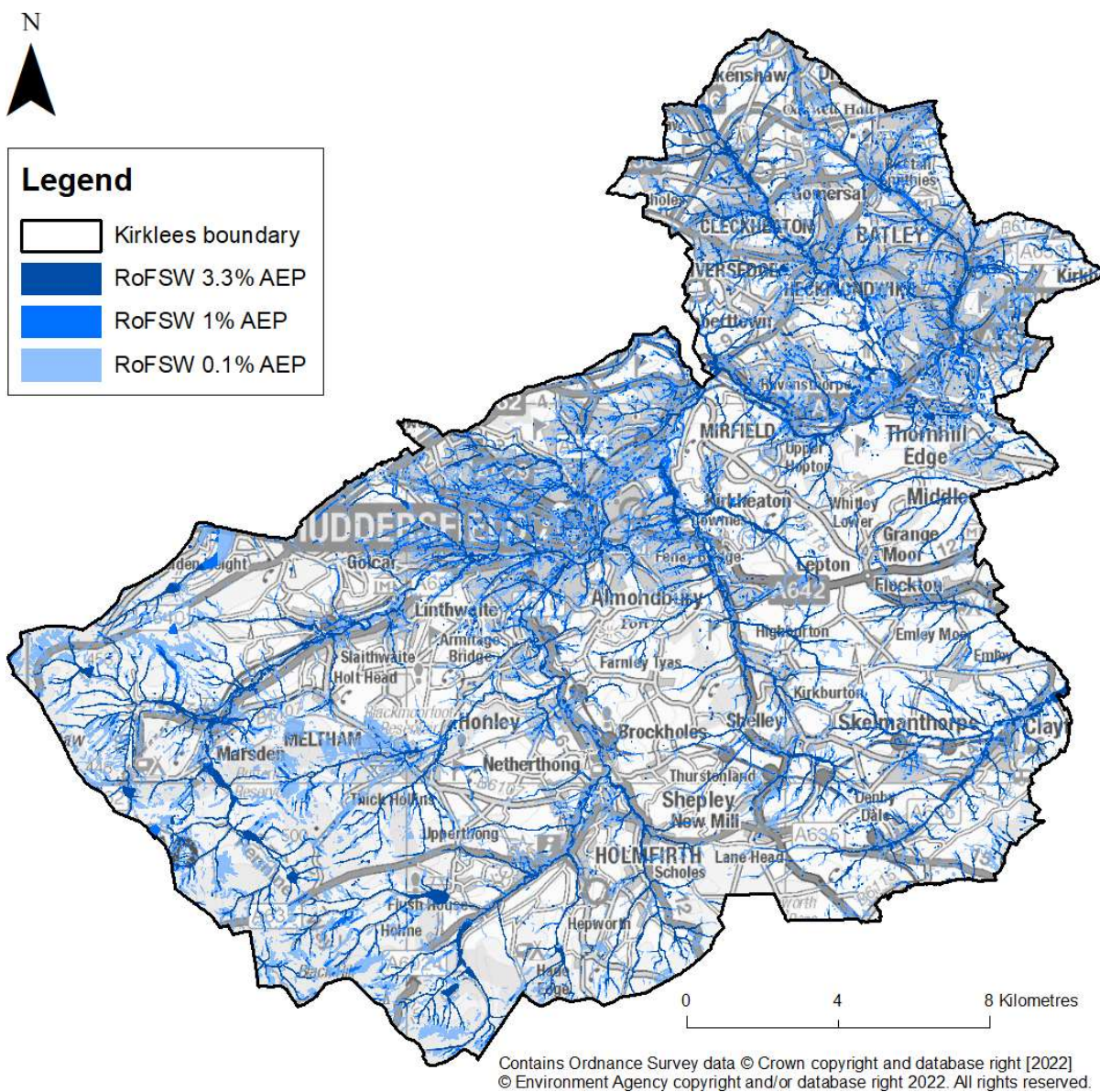


SURFACE WATER FLOODING

Surface water flooding is caused as a result of periods of high rainfall intensity or rainfall occurring when the ground is already saturated. Impermeable surfaces in urban areas are likely to heighten the risk of surface water flooding due to water not being able to infiltrate the surface. In addition, significant periods of heavy rainfall in areas with poor drainage systems may lead to blocked drains and sewer flooding. High summer temperatures can also harden the ground which can limit infiltration and cause problems during convective thunderstorms which often follow hot weather.

Figure 4.8 illustrates the Risk of Flooding from Surface Water (RoFSW) dataset which shows significant risk in the more urban areas of Huddersfield and Dewsbury and Batley in the north of the district. The more significant risk is apparent in these areas due to the greater proportion of less permeable and impermeable land surfaces. Surface water flood flows generally mimic the topography, following the watercourse channels and floodplains with areas of isolated ponding in topographic low spots.

Figure 4.8 flood risk from surface water, based on the EA Risk of Flooding from Surface Water dataset



EA RISK OF FLOODING FROM SURFACE WATER DATASET

The national Risk of Flooding from Surface Water (RoFSW) dataset identifies areas where localised flooding can cause problems even if main rivers are not overflowing. The RoFSW presents a worst-case scenario; therefore, any location identified to be at risk from surface water flooding according to the RoFSW should be assessed in more detail, usually through an appropriate Flood Risk Assessment (FRA). The RoFSW is the primary dataset available to the LLFA for assessing surface water flood risk in the district.

The RoFSW includes surface water flood outlines, depths, velocities and hazards for the following events:

- Greater than 1 in 30-year event (3.3% AEP) – high-risk
- Between 1 in 30-year event and 1 in 100-year event (1% AEP) – medium risk
- Between 1 in 100-year event and 1 in 1,000-year event (0.1% AEP) – low risk
- Less than 1 in 1,000 year (0.1% AEP) – Very low risk (not shown).

At the time of writing, the EA is also carrying out a national update of the RoFSW as part of the National Flood Risk Assessment 2 (NaFRA2) project which is due for completion in 2024.

As LLFA, we will continue to manage surface water flood risk and will work in partnership with local communities to raise awareness and encourage the participation in local flood risk management. Such awareness of local flood risk and participation in flood risk management will become increasingly more important in our changing climate.

GROUNDWATER FLOODING

Groundwater flooding is caused by the emergence of water from beneath the ground, either at point or diffuse locations. The occurrence of groundwater flooding is usually local and unlike flooding from rivers, does not generally pose a significant risk to life due to the slow rate at which the water level rises. However, groundwater flooding can cause significant damage to property, especially in urban areas and can pose further risks to the environment and ground stability.

Warmer, wetter winters and hotter, drier summers due to climate change are likely to have significant impacts on groundwater levels within Kirklees. Increased periods of rainfall within the district are likely to increase the susceptibility of groundwater flooding in areas currently at risk. It is considered unusual to see groundwater breaking through the surface of the ground but the high number of basements in older properties, means that groundwater flooding to “below ground” rooms is increasingly common.

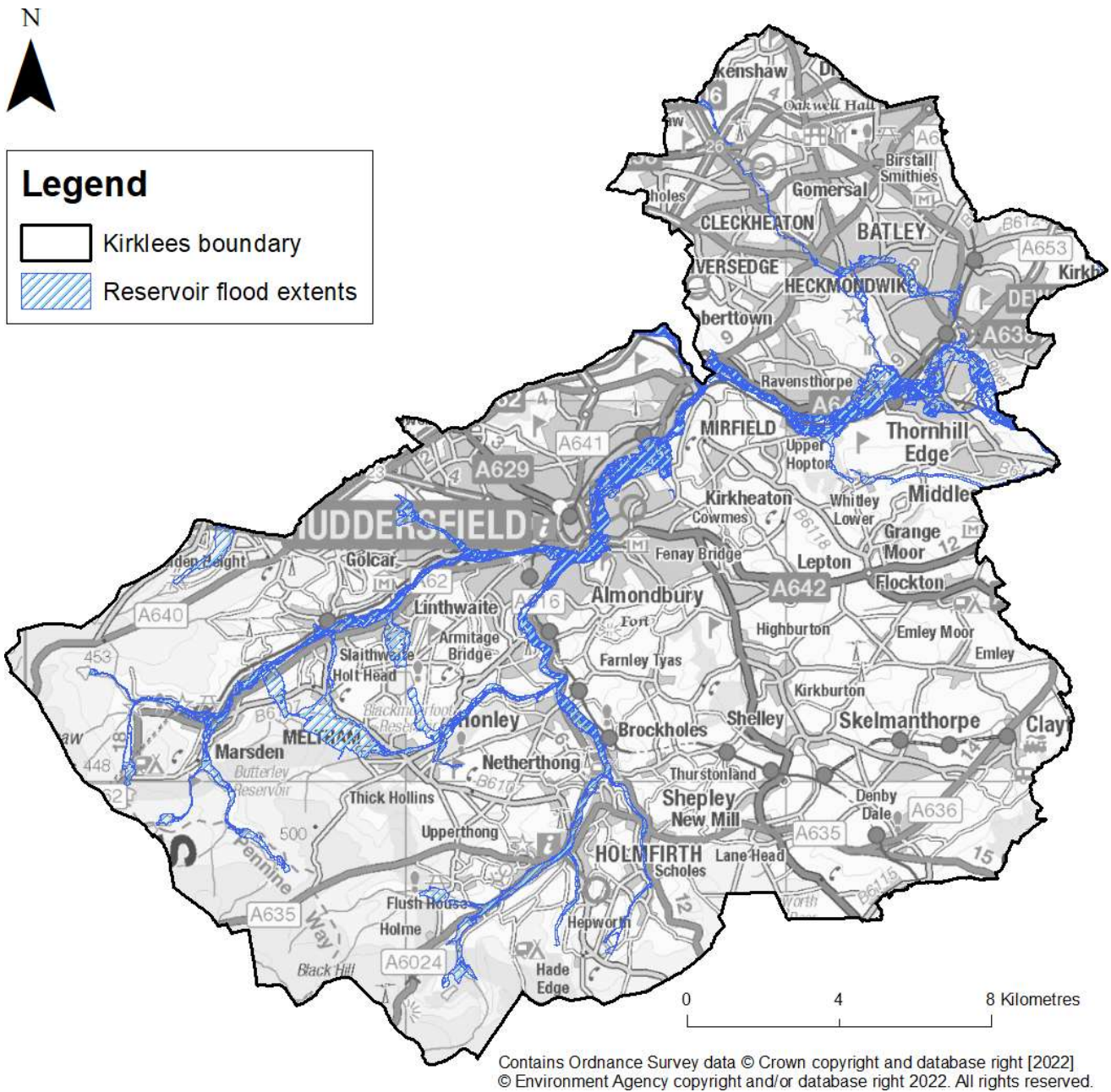
Development within areas that have a periodic high-water table will generally not be suited to infiltration SuDS. However, this is dependent on a detailed site investigation and at the Flood Risk Assessment A stage. Within Kirklees there are a high number of older properties containing cellars and basements, which can be particularly prone to rising water tables and therefore groundwater flooding. We will continue to work with homeowners concerning possible groundwater flood risk to existing properties.

Recorded incidents of groundwater flooding in Kirklees are rare. However, we will continue to raise awareness in local communities of the risks associated with groundwater flooding and how such risks can be mitigated.

RESERVOIR FLOODING

The EA has produced Reservoir Flood Maps (RFM) for all large, raised reservoirs that are regulated under the Reservoirs Act 1975 (reservoirs that hold over 25,000 cubic metres of water). Figure 4-9 highlights the risk of reservoir flooding across Kirklees in the event of a dry day i.e., when it isn't raining. The RFM extent shows the worst credible area that is susceptible to dam breach flooding. The map should be used to prioritise areas for evacuation/early warning. The RFM shows that there are 51 large-raised reservoirs which have the potential to impact Kirklees in the event of a breach. 32 of these large-raised reservoirs are located within the Kirklees boundary.

Figure 4.9 risk of flooding from reservoirs (EA Reservoir Flood Map)



We will work with and support reservoir owners to ensure the risk of flooding from reservoirs remains very low.

SEWER FLOODING

Sewer flooding has the potential to occur where significant amounts of intense rainfall overload the sewer system capacity causing water to back up through the sewers and surcharge through manholes. This has the potential to flood both road infrastructure and property. Pinch points and failures within the drainage network may also restrict flows.

Yorkshire Water owns the majority of the combined and surface water sewers within the district. Since 1980, sewer systems have been designed not to flood during a 1 in 30-year (3.3% AEP) rainfall event. However, higher magnitude events, e.g., a 1 in 100 chance of occurring in any given year (1% AEP), can still overwhelm the sewerage system through both surface water and fluvial sources. Existing sewerage systems can be placed under additional pressure where development reduces the permeable area within a catchment and through the impacts of climate change. This can lead to increased overland flows and therefore can occur in any location across Kirklees.

The Council continues to work in partnership with Yorkshire Water, the Environment Agency and other parties to better understand the interaction of the sewerage and drainage networks and provide improvements that will help further reduce the risk of flooding from sewers.

FLOOD MITIGATION

EXISTING FLOOD DEFENCES

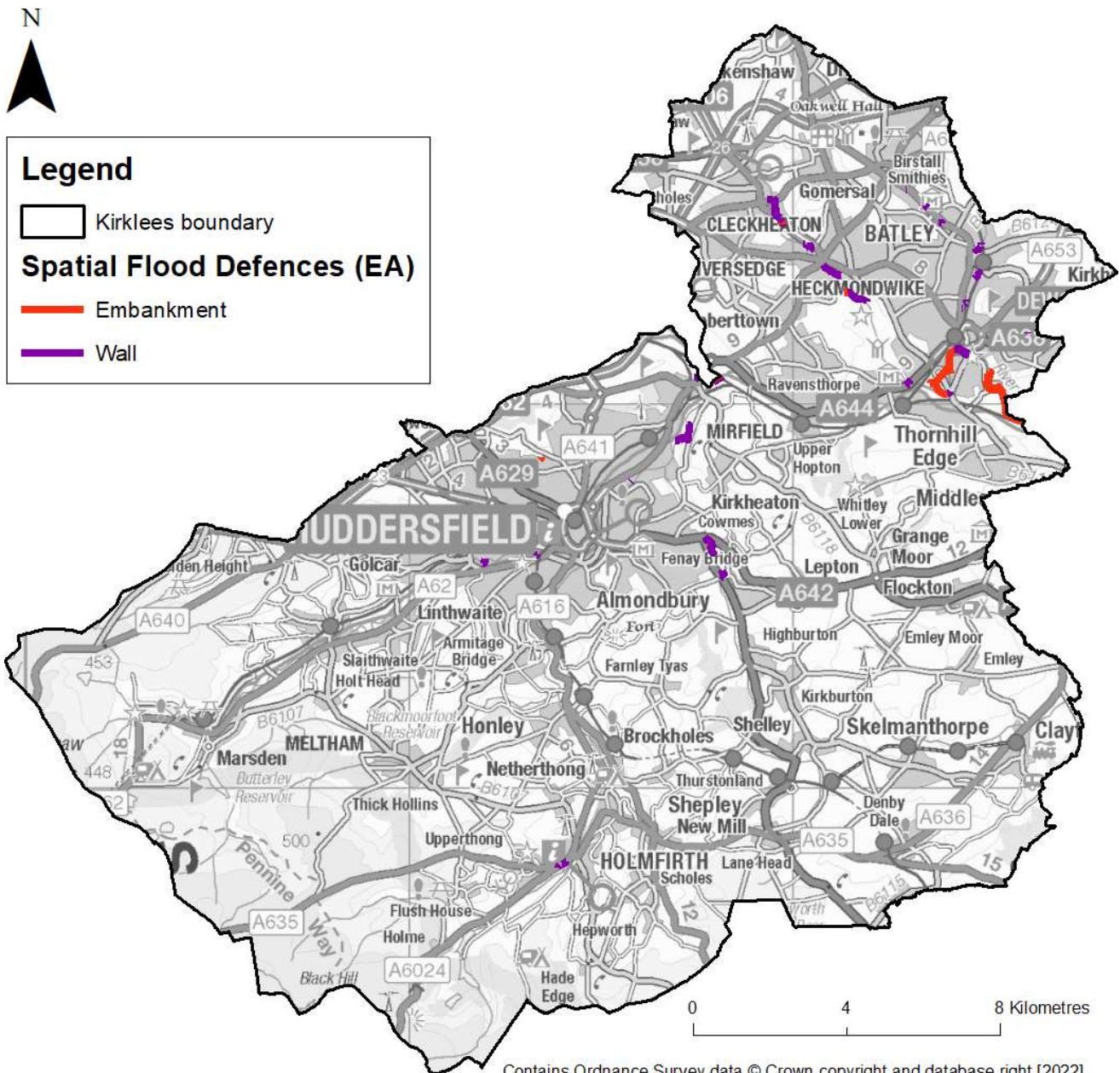
The EA's Spatial Flood defences dataset shows major flood defence walls and embankments currently owned, managed or inspected by the EA (Figure 4-10). Flood defences can be structures, buildings or parts of buildings, and can include manmade defence assets such as flood walls or embankments, or natural defences such as high ground.

Most main rivers within Kirklees have some form of flood defence along their reaches. These consist mostly of areas of natural or engineered areas of high ground which are not shown on Figure 4-10. Manmade defences include embankments, flood walls and flood gates. Flood defences are given a standard of protection and asset condition rating. An assessment of flood defences within the district highlights the majority of assets have a standard of protection to an annual exceedance probability of between 20 and 50 years, meaning protection is provided until a flood event exceeds a 1 in 50-year (2% AEP) flood event. The condition rating of the flood defence assets is mostly either 2 or 3, rated as good or fair when they were last inspected between 2021 and 2022.

ASSET MANAGEMENT

Kirklees own and maintains assets across the district, which includes culverts, bridge structures and trash screens. We are also responsible for its highway drainage systems such as highway gullies and carrier drains which are required to drain the public highway. The Council maintains these in accordance with the Well Managed Highway Infrastructure Code of Practice.

Figure 4.10 EA Spatial Flood Defences dataset indicating major flood walls and flood embankments within Kirklees



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WORKING WITH NATURAL PROCESSES

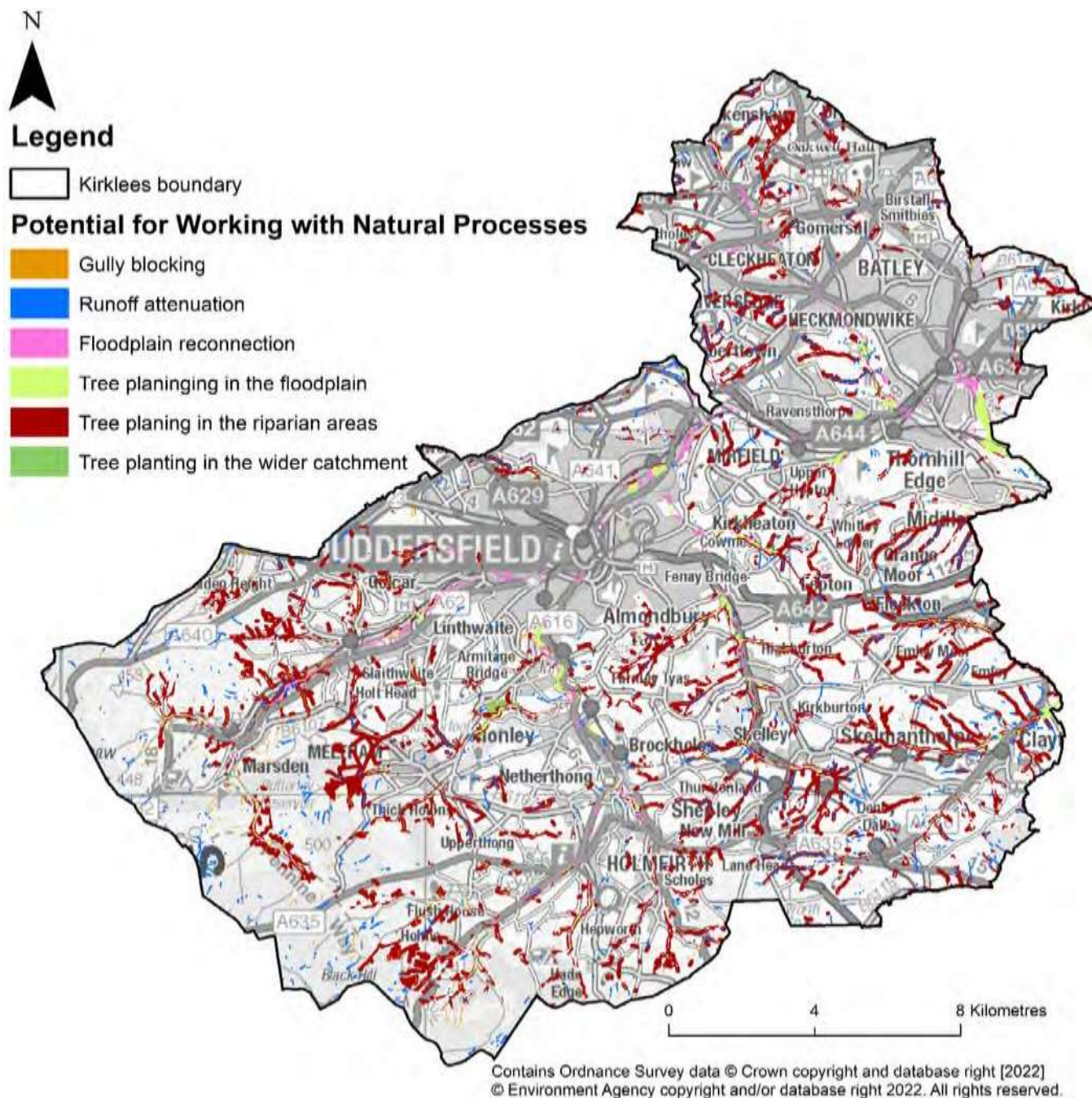
Working with Natural Processes (WwNP) or Natural flood management (NFM) is a type of flood risk management used to protect, restore and re-naturalise the function of catchments and rivers to reduce flood and coastal erosion risk. WwNP has the potential to provide environmentally sensitive approaches to minimising flood risk, to reduce flood risk in areas where hard flood defences are not feasible and to increase the lifespan of existing flood defences.

A wide range of techniques can be used that aim to reduce flooding by working with natural features and processes in order to store or slow down flood waters before they can damage flood risk receptors.

(e.g. people, property, infrastructure, etc.). WwNP involves taking action to manage flood and coastal erosion risk by protecting, restoring and emulating the natural regulating functions of catchments, rivers, floodplains and coasts.

Figure 4.11 illustrates the EA's Working with Natural Processes dataset. There is considerable opportunity across Kirklees for tree planting along flow pathways within smaller floodplains to attenuate flooding. The opportunities for tree planting are mainly confined to less urban areas.

Figure 4.11 Working with Natural Processes



Within Huddersfield the only opportunity for WwNP is floodplain reconnection, which aims to reconnect a watercourse and its natural floodplain, especially during high flows, to reduce the rapid propagation of flows downstream. These opportunities have been identified in areas of low risk where there are no existing developments but where natural river features or landscape modifications, such as historic embankments, disconnect the channel from the floodplain.

CLIMATE CHANGE – UK CLIMATE PROJECTIONS

THIS SECTION OF THE REPORT HIGHLIGHTS THE POSSIBLE IMPACTS OF CLIMATE CHANGE ON SURFACE WATER IN KIRKLEES AND THEREFORE WHY BUILDING RESILIENCE INTO OUR COMMUNITIES IS SO IMPORTANT.

Following on from the UK Climate Projections 2009 (UKCP09), the UK Climate Projections 2018 (UKCP18) delivered a major upgrade to the range of UK climate projection tools designed to help decision-makers assess their risk exposure to our changing climate.

The UKCP18 project used cutting-edge climate science to provide updated observations and climate change projections up to the year 2100 across the UK. The project builds upon UKCP09 to provide the most up-to-date assessment of how the climate of the UK may change over the 21st century.

UKCP18 updates the projections over land and provides a set of detailed future climate projections for the UK at a 12km scale. Models of high impact events such as from localised heavy rainfall in summer months were created. UKCP18 enables the UK to adapt to the challenges and opportunities presented by climate change.

KIRKLEES CLIMATE EMERGENCY¹⁶



The Council declared a climate emergency in 2019 in the knowledge that we must all take urgent action to improve and protect our environment.

Our vision is for a Net Zero and Climate Ready Kirklees by 2038. This provides us with focus on both mitigation and adaptation to climate change.

For mitigation, carbon emissions from human activities will need to be dramatically reduced to zero, with any remaining emissions safely removed from the atmosphere.



15 Met Office UKCP18

¹⁶ [Kirklees Climate Emergency](#)

IMPACTS OF CLIMATE CHANGE ON SURFACE WATER IN KIRKLEES

As part of this Strategy, we have modelled the climate change allowances for peak rainfall to give an insight into the effects of climate change on surface water flows and the subsequent impacts on communities in Kirklees.

The likely impacts of climate change are well documented and will have a significant impact on flood risk. Increases in duration and intensity of extreme rainfall events as a result of climate change will increase flood risk from multiple sources.

Surface water flooding is caused by periods of high rainfall intensity or rainfall occurring when the ground is already wet. As part of this Strategy, we have modelled the climate change allowances for peak rainfall to give an insight into the effects of climate change on surface water flows and the subsequent impacts on communities in Kirklees.

To gauge the impacts of climate change on surface water and for small scale drainage design, the Environment Agency updated their allowances for peak rainfall intensities in 2021 based on management catchments, provided in Table 5-1, which should be used as a guide for small (less than 5km²) and urbanised drainage catchments when carrying out modelling as part of a Flood Risk Assessment. The allowances are based on the high emission scenario of UKCP18, with the central allowance representing a 4°C increase by 2100.

TABLE 5.1: EA PEAK RAINFALL INTENSITY ALLOWANCES FOR MANAGEMENT CATCHMENTS IN KIRKLEES

Total potential change anticipated for peak rainfall intensities (based on a 1961-1990 baseline).

Management catchment – allowance category	3.3% annual exceedance rainfall event: 2050s (up to 2060)	3.3% annual exceedance rainfall event: 2070s (2061-2125)	1% annual exceedance rainfall event: 2050s (up to 2060)	1% annual exceedance rainfall event: 2070s (2061-2125)
Aire and Calder – Upper end	35%	40%	40%	45%
Aire and Calder – Central	20%	25%	25%	30%
Don and Rother – Upper end	35%	35%	40%	40%
Don and Rother – Central	20%	25%	20%	25%
Upper Mersey – Upper end	35%	40%	40%	45%
Upper Mersey – Central	20%	30%	25%	30%

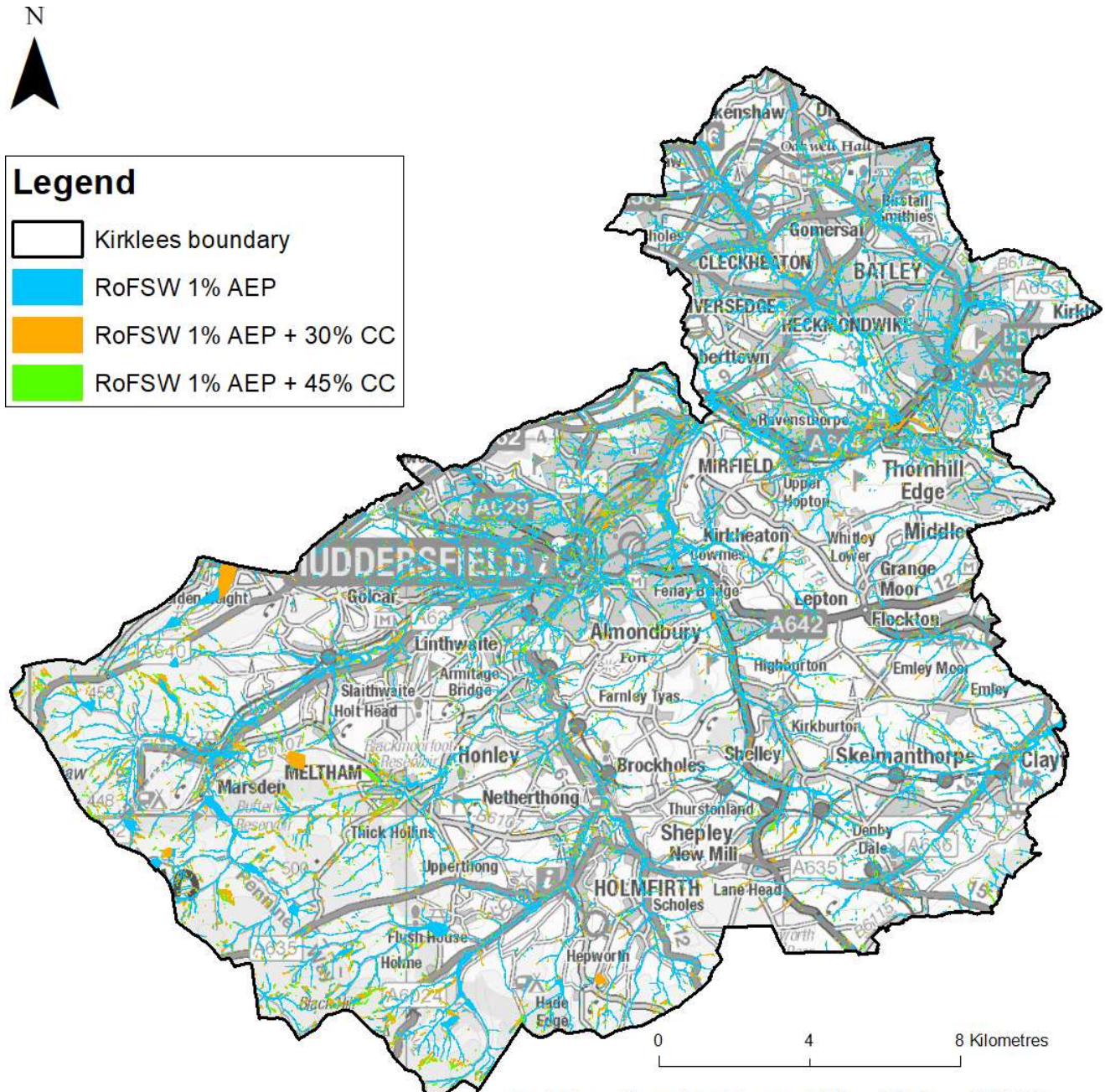
To assess the impacts of climate change on surface water flood risk, the Risk of Flooding from Surface Water (RoFSW) 1 in 100-year (1% AEP) mapping has been updated with 30% (Central) and 45% (Upper End) uplifts.

Figure 5-1 shows that the extent of surface water flooding is likely to increase with climate change across Kirklees, particularly within the low-lying floodplains of the River Colne and River Calder and along topographical flow paths of existing watercourses and their tributaries. Across the whole of the

district, it is predicted that there will be a 36% increase in the number of properties at risk of surface water flooding in a 1% AEP event as a result of a 30% increase in rainfall intensity.

This Local Flood Risk Management Strategy sets out how it plans to manage the flood impacts of Climate Change. It recognises the importance of addressing the causes of climate change by promoting nature-based solutions like tree planting and peatland restoration initiatives with our partners. In restoring and adapting our landscapes, we are mitigating the impact of Climate Change.

Figure 5.1 Flood risk from surface water with 30% and 45% climate change allowances, based on the Risk of Flooding from Surface Water dataset



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FLOOD INVESTIGATION AND ASSET RECORDING

THIS SECTION BRIEFLY OUT THE ROLES AND RESPONSIBILITIES OF THE KEY RISK MANAGEMENT AUTHORITIES IN KIRKLEES, UNDER THE PROVISIONS OF THE FLOOD AND WATER MANAGEMENT ACT 2010 (FWMA). APPENDIX D INCLUDES A MORE COMPREHENSIVE LIST.

In relation to Kirklees, the Risk Management Authorities in the district include:

- Lead Local Flood Authority – Kirklees Council
- Environment Agency
- Water and sewerage companies – Yorkshire Water
- Highways Authority – Kirklees Council and National Highways (strategic roads e.g., motorways)

Under the provisions of the Flood and Water Management Act the following duties and powers are common to all risk management authorities:

- Duty to cooperate with other risk management authorities.
- Duty to act consistently with the national and local strategies.
- Powers to take on flood risk functions from another Risk Management Authority
- Duty to contribute towards the achievement of sustainable development.
- Duty to be subject to scrutiny from the LLFA's democratic process.

This underpins our understanding that the very same rainwater passes through our drainage assets as it continues along its water cycle journey. The LLFA will therefore ensure it continues to work collaboratively in partnership with all partners to reduce flood risk.

SCHEDULE 3 SUSTAINABLE DRAINAGE (FWMA)

The future enactment of Schedule 3¹⁷ of the FWMA means there is a requirement for the inclusion of SuDS in all new development which must be approved by the Council as the 'approving body'. The Council may be required to adopt and maintain SuDS for new developments once the development is complete. It is expected that legal, statutory guidance will be produced which will provide a more consistent approach to SuDS design and approval. The Council will engage with Government and its partners to ensure it will offer an effective approach to managing flood risk for our communities.

KIRKLEES FLOODING RESPONSIBILITIES



- Kirklees Council Lead Local Flood Authority (LLFA) – manage flood risk from ordinary watercourses, surface water and groundwater.
- Environment Agency – responsible for main rivers and regulate operation of large raised reservoirs.
- Highways Authority (Kirklees Council and National Highways) – responsible for providing and managing highway drainage and some roadside ditches/gullies.
- Yorkshire Water – responsible for public water supply and sewerage systems.

¹⁷ [Schedule 3 Flood and Water Management Act 2010](#)

FLOOD INVESTIGATIONS

We have a duty to investigate and publish reports on significant flood incidents (where appropriate and necessary) to identify which authorities have relevant flood risk management functions, and what they have done or intend to do (FWMA 2010).

We will endeavour to investigate flood incidents which meet the following criteria:

- where one or more residential or business property suffers internal flooding
- where there is a risk to life as a result of the depth and / or velocity of floodwater
- where critical infrastructure (e.g. emergency services buildings, utility company infrastructure, schools, day centres, hospitals and main transport routes) suffer flooding or obstruction, or were in imminent danger of flooding
- where five or more properties were in imminent danger of flooding, or
- where local democratic pressures from elected members, committees, or other elected bodies, might be considered as a factor in determining whether a formal investigation should be carried out.

Note: we will only formally publish details if considered appropriate.

ASSET RECORDING

The LLFA has a duty to maintain a register of structures or assets that have a significant effect on flood risk (FWMA 2010). The LLFA has discretion to set a local indication of “significance” to determine which assets it records on the register, which is available for inspection.

The Council's register of drainage assets aims to include the following structures or features:

- Pipes and culverts:
 - Where the diameter is greater than 600mm or cross-sectional area is greater than 0.3m², or
 - Where the pipe/culvert has a recorded history of flooding, or
 - Where the pipe/culvert is within 20m of a cluster of 5 or more recorded flood incidents (non-cellar) – excluding pipes of 225mm diameter or less.
- Debris screen:
 - where a debris screen is blocked.
- Others:
 - reservoirs
 - mill ponds
 - environment Agency assets.
- SuDS:
 - all new SuDS adopted by Kirklees.

HIGH RISK CATCHMENTS

Kirklees Council has carried out a high-level strategic study into which are the highest risk hydrological catchments in the district based on surface water flood risk and flood risk from main rivers to existing properties and infrastructure.

At a strategic level, this will help us to identify the communities within these high-risk catchments that may be in greatest need of action on flood risk management.

STRATEGIC APPROACH

To identify areas that may be at the highest risk of flooding from surface water and main rivers, an assessment of surface water and fluvial flood risk has been undertaken for Kirklees. We have identified the top ten catchments where risk to existing properties and critical and vulnerable infrastructure is highest from both surface water and main rivers. We have also considered recorded historic flood events and levels of social deprivation to help to help us to prioritise our flood risk management actions to less well-off communities to ensure they receive the same consideration as more affluent areas where damages as a result of flooding may be higher in monetary terms.

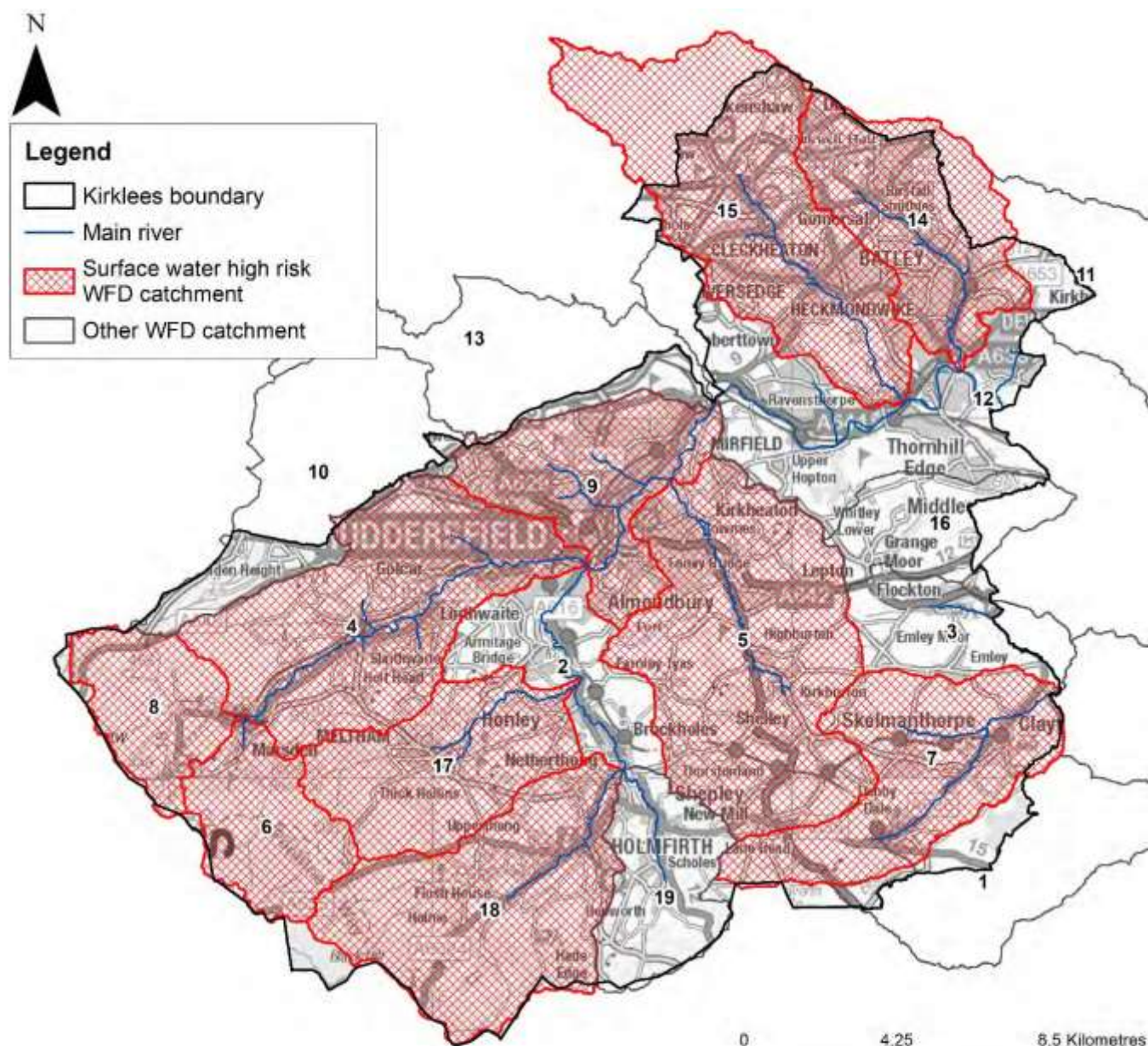
Note this is a strategic approach to identifying those areas most at risk. It is not a detailed investigation designed to target locations where specific flood risk management schemes are required.

For the purposes of this assessment, the district has been split into 19 areas based on the Water Framework Directive (WFD) watercourse catchments to allow a catchment-based approach to be taken. To identify the high-risk surface water catchments the RoFSW dataset and modelled surface water climate change data have been used. The Flood Map for Planning has been used to identify the high-risk fluvial catchments. We have also used property and critical infrastructure data, historic flood event information recorded by Kirklees and social deprivation data. The methodology process is detailed in Appendix E.

Figures 7.1 and 7.2 show the top ten WFD catchments with the largest number of receptors (residential properties, non-residential and infrastructure) at risk from surface water and main river flooding respectively, within Kirklees. The historic flood event data has been used to help corroborate the catchments shown to be at highest risk. Figures 7-3 and 7-4 show a comparison of the high-risk catchments with the social deprivation data.

We will ensure all communities are afforded the required support that is proportionate to risk and consequence.

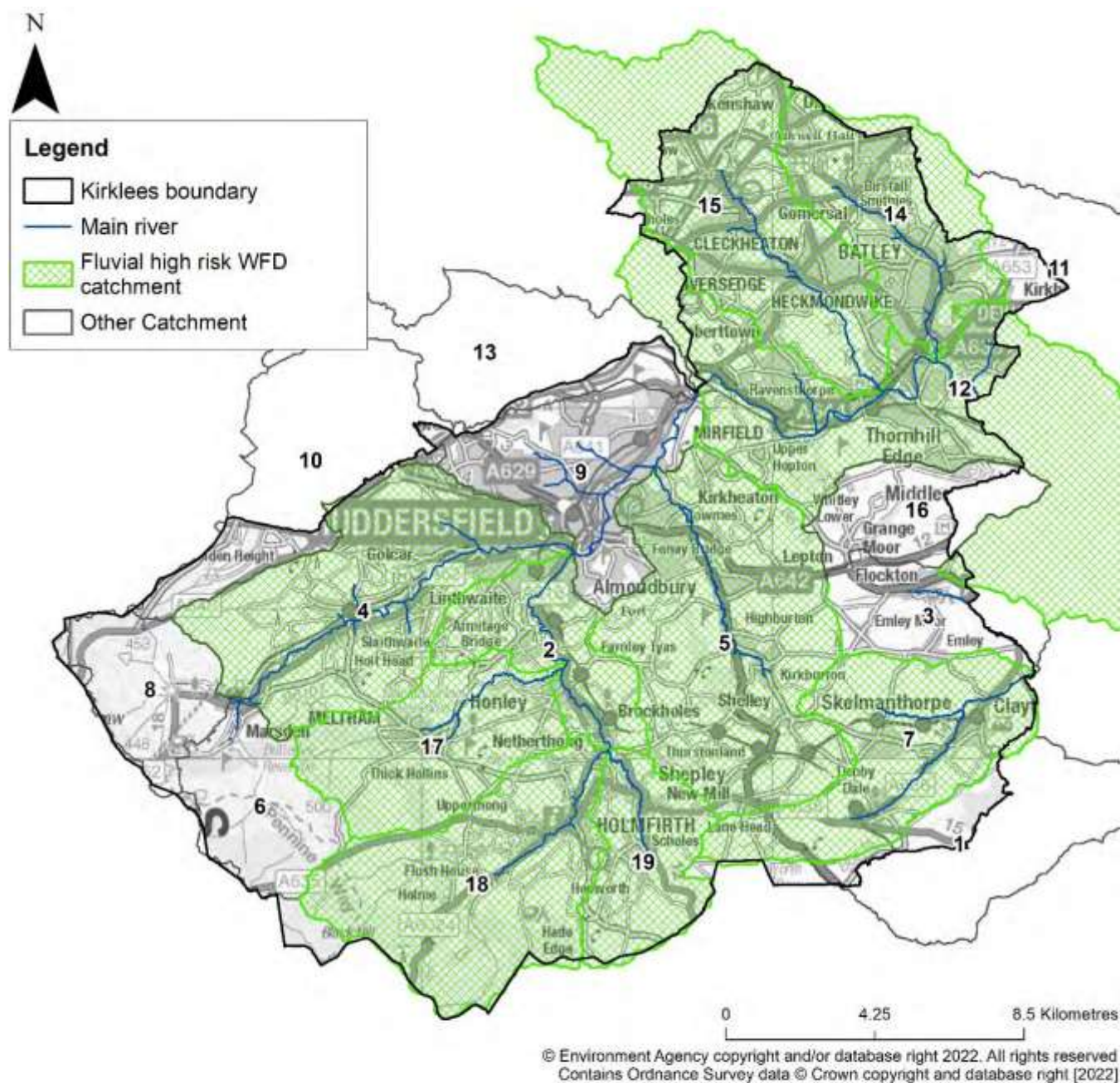
Figure 7.1 Top ten WFD catchments with the largest number of receptors at risk from surface water



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- | | | |
|--|---|---|
| 1 - Cawthorne Dyke from Source to River Dearne | 8 - Colne from Source to Wessenden Brook | 15 - Spen Beck from Source to River Calder |
| 2 - Holme from New Mill Dike to R Colne | 9 - Colne from River Holme to River Calder | 16 - Smithy Brook from Source to River Calder |
| 3 - Bentley Brook from Source to River Dearne | 10 - Black Brook from Source to River Calder | 17 - Mag Brook from Source to River Holme |
| 4 - Colne from Wessenden Brook to R Holme | 11 - Chald from Source to River Calder | 18 - Holme from Source to New Mill Dike |
| 5 - Fenay beck from Source to River Colne | 12 - Calder from River Colne to River Chald | 19 - New Mill Dike from Source to River Holme |
| 6 - Wessenden Bk from Butterfly Resr to River Coln | 13 - Calder from Ryburn Confluence to River Colne | |
| 7 - Dearne from Source to Bentley Brook | 14 - Batley Beck from Source to River Calder | |

Figure 7.2 Top ten WFD catchments with the largest number of receptors at risk from main rivers



- | | | |
|---|---|---|
| 1 - Cawthorne Dyke from Source to River Dearne | 8 - Colne from Source to Wessenden Brook | 15 - Spen Beck from Source to River Calder |
| 2 - Holme from New Mill Dike to R Colne | 9 - Colne from River Holme to River Calder | 16 - Smithy Brook from Source to River Calder |
| 3 - Bentley Brook from Source to River Dearne | 10 - Black Brook from Source to River Calder | 17 - Mag Brook from Source to River Holme |
| 4 - Colne from Wessenden Brook to R Holme | 11 - Chald from Source to River Calder | 18 - Holme from Source to New Mill Dike |
| 5 - Fenay beck from Source to River Colne | 12 - Calder from River Colne to River Chald | 19 - New Mill Dike from Source to River Holme |
| 6 - Wessenden Bk from Butterly Resr to River Coln | 13 - Calder from Ryburn Confluence to River Colne | |
| 7 - Dearne from Source to Bentley Brook | 14 - Batley Beck from Source to River Calder | |

Figure 7.3 Top ten WFD catchments with the largest number of receptors at risk from surface water compared to social deprivation

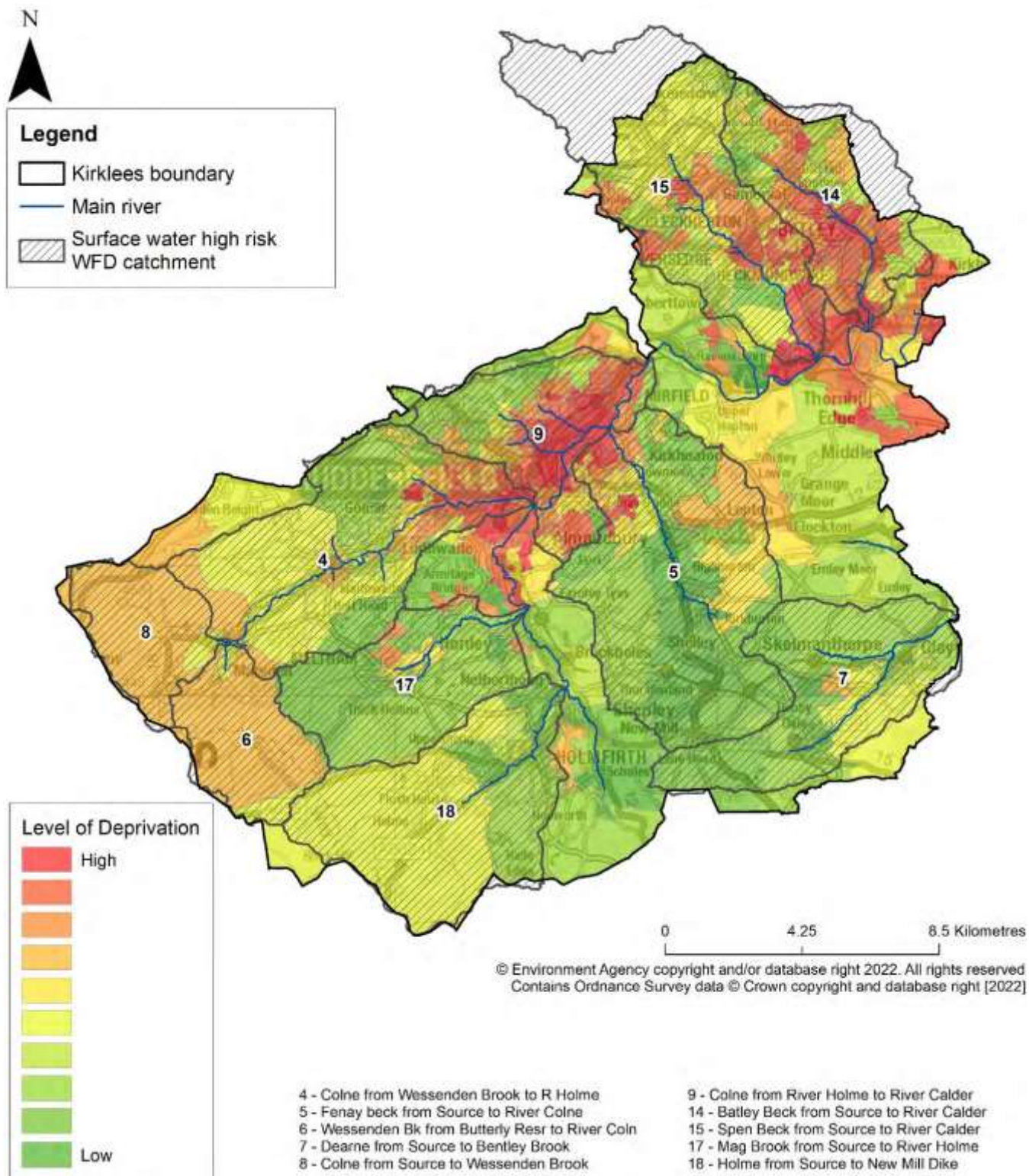
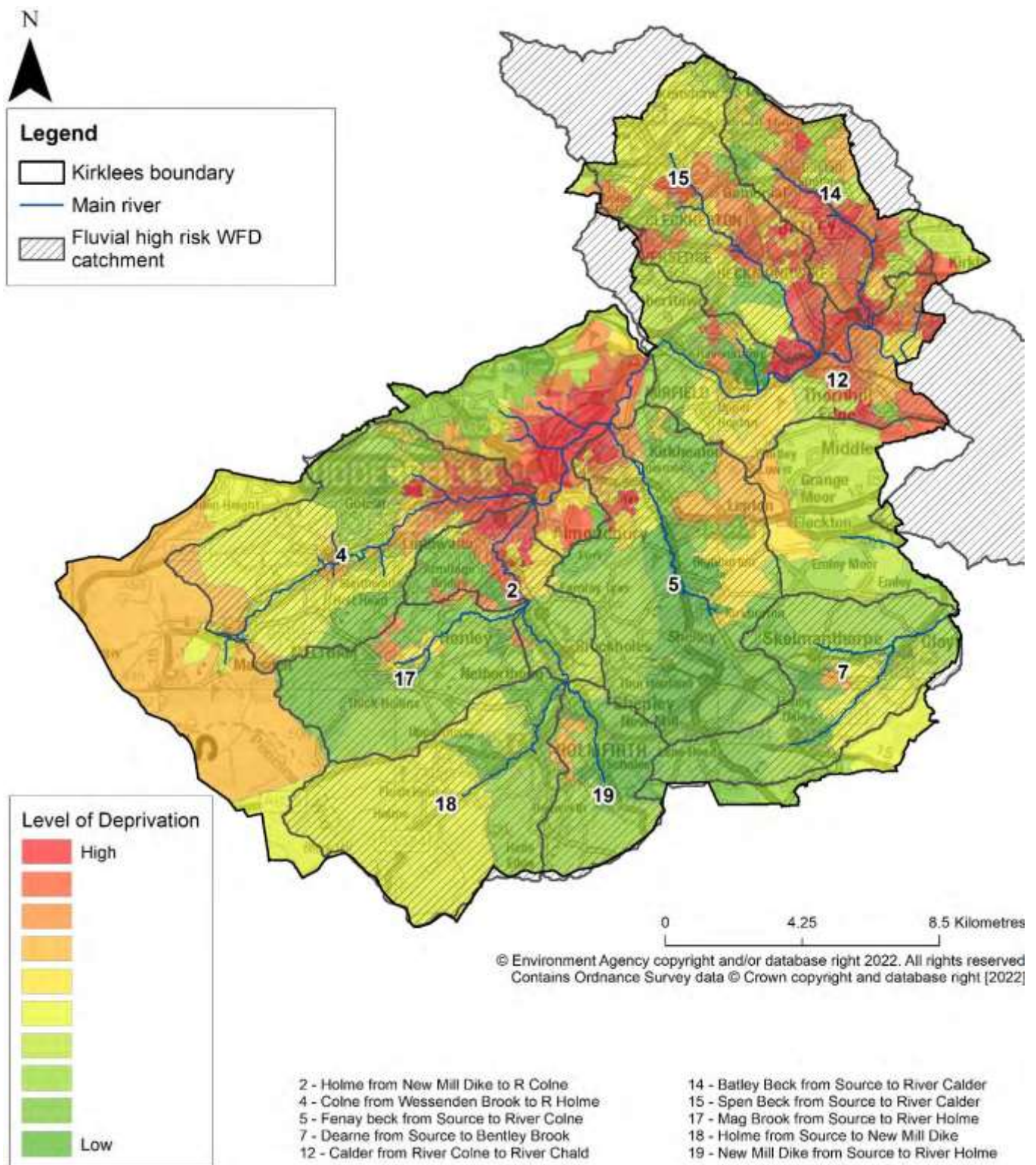


Figure 7.4 Top ten WFD catchments with the largest number of receptors at risk from main rivers compared to social deprivation



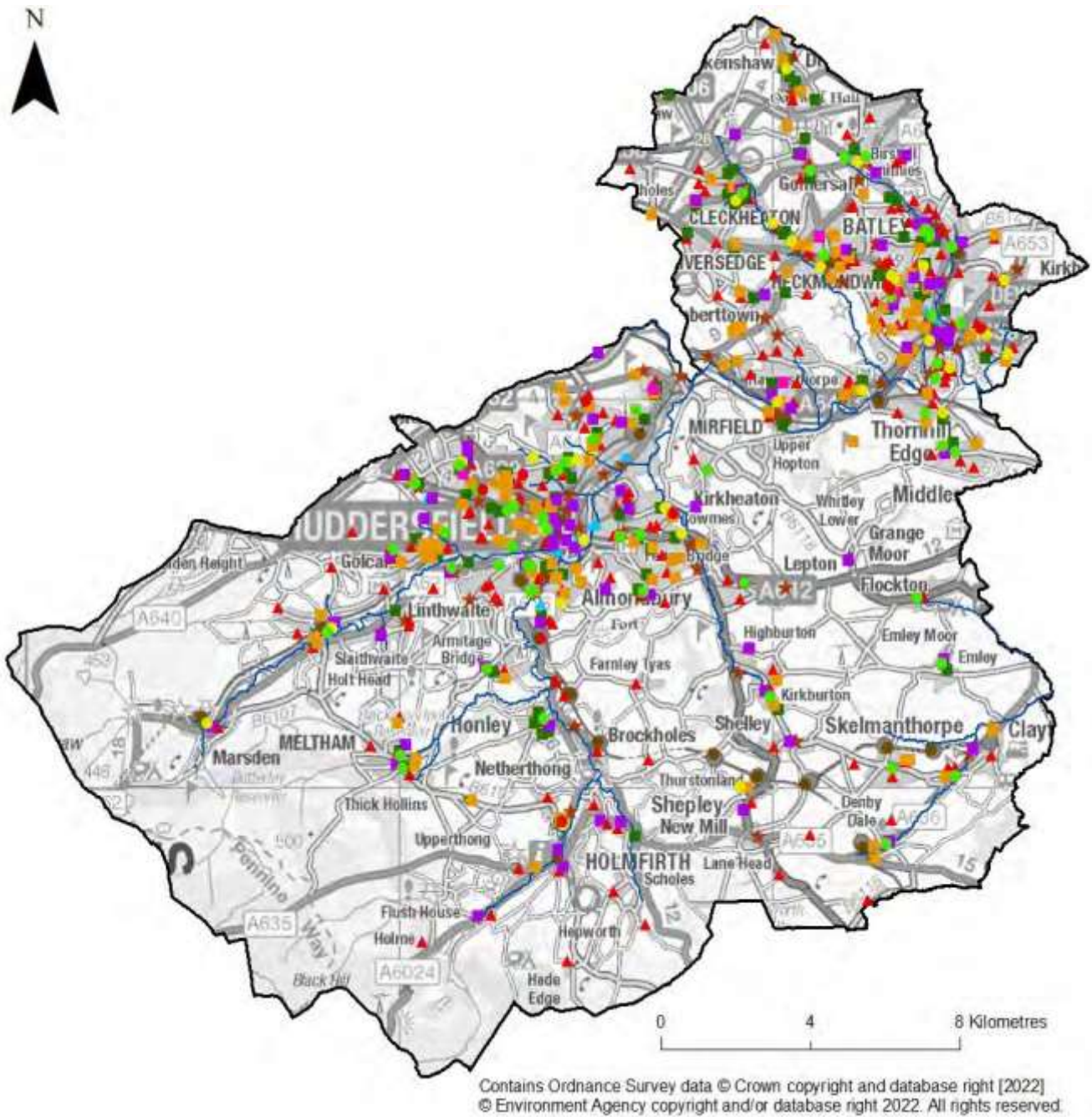
There are a number of critical and vulnerable infrastructure sites in Kirklees where the consequences of being flooded would impact on a large number of people and also the vulnerable people in society. It is therefore important that such infrastructure is protected and resilient to the impacts of climate change on flooding. Such critical and vulnerable infrastructure includes the following:

- hospitals, clinics and GP surgeries
- care homes and rest centres
- sheltered housing centres
- schools, colleges and universities

- children’s homes
- bus and train stations
- petrol stations.

Figure 7.5 shows the locations of the critical and vulnerable infrastructure which are mainly centred around Huddersfield, Dewsbury and Batley. These communities are located in the high-risk surface water catchments and areas of high social deprivation based on the above figures. Tables 7.1 and 7.2 list the number of ground floor residential properties, ground flood non-residential properties, and critical services at risk within each high-risk surface water and high-risk fluvial catchment respectively.

Figure 7.5 Critical and vulnerable infrastructure in Kirklees



Legend

- | | | | | |
|-------------------|--------------------|-----------------|----------------------|---------------------|
| Kirklees boundary | Hospital / hospice | Children's home | Sheltered housing | Bus / rail stations |
| Main river | GP surgery | Rest centre | School | Petrol station |
| | Clinic | Care home | College / university | |

TABLE 7-1 RESIDENTIAL AND NON-RESIDENTIAL PROPERTIES, AND CRITICAL SERVICES AT RISK FROM SURFACE WATER IN THE 1 IN 1,000-YEAR EVENT IN HIGH-RISK SURFACE WATER CATCHMENTS

WFD high risk catchment ID	WFD high risk catchment name	Main communities at risk	Number of residential properties at risk	Number of non-residential properties at risk	Number of critical/vulnerable infrastructure at risk
8	Colne from Source to Wessenden Brook	Rural, Marsden	114	30	1
6	Wessenden Bk from Butterly Resr to River Coln	Rural, Marsden	225	68	0
4	Colne from Wessenden Brook to R Holme	Marsden, Slaithwaite, Huddersfield, rural	3749	1085	41
17	Mag Brook from Source to River Holme	Meltham, Honley, rural	1376	293	9
7	Dearne from Source to Bentley Brook	Marsden, rural	948	357	8
9	Colne from River Holme to River Calder	Huddersfield	3343	1295	50
18	Holme from Source to New Mill Dike	Holmfirth	830	354	11
15	Spenn Beck from Source to River Calder	Heckmondwike, Liversedge, Cleckheaton	4554	1193	39
14	Batley Beck from Source to River Calder	Dewsbury, Batley, Gomersal, Birstall Smithies	2966	1435	53
5	Fenay beck from Source to River Colne	Dalton, Fenay Bridge	3309	601	25

Total at risk:

- Residential properties = 21,414
- Non-residential properties = 6,711
- Critical/vulnerable infrastructure = 237

Note: Some properties straddle two or more catchment boundaries.

TABLE 7-2 RESIDENTIAL AND NON-RESIDENTIAL PROPERTIES, AND CRITICAL SERVICES AT RISK FROM RIVERS IN THE 1 IN 1,000-YEAR EVENT IN HIGH-RISK FLUVIAL CATCHMENTS

WFD high risk catchment ID	WFD high risk catchment name	Main communities at risk	Number of residential properties at risk	Number of non-residential properties at risk	Number of critical/vulnerable infrastructure at risk
12	Calder from River Colne to River Chald	Dewsbury, Mirfield	1446	1024	14
15	Spenn Beck from Source to River Calder	Dewsbury, Cleckheaton, Heckmondwike	1401	504	11
7	Dearne from Source to Bentley Brook	Denby Dale, Skelmanthorpe, rural	50	80	1
5	Fenay beck from Source to River Colne	Dalton, Fenay Bridge	461	174	2
2	Holme from New Mill Dike to R Colne	Brockholes, Newtown, Honley, Lockwood	238	282	4
14	Batley Beck from Source to River Calder	Dewsbury, Batley	115	556	6
4	Colne from Wessenden Brook to R Holme	Huddersfield, Marsden	276	279	4
18	Holme from Source to New Mill Dike	Holmfirth	128	148	2
19	New Mill Dike from Source to River Holme	Hepworth, New Mill, rural	61	33	0
17	Mag Brook from Source to River Holme	Meltham	36	45	0

Total at risk:

- Residential properties = 4,212
- Non-residential properties = 3,125
- Critical/vulnerable infrastructure = 44

Note: Some properties straddle two or more catchment boundaries.

FLOOD RISK ACTION PLAN

Together with the longer-term Local Strategic themes, we have also formulated a set of shorter term, measurable actions which formulate our Flood Risk Action Plan (Appendix F)

The Action Plan is to remain a live document and be continually updated as and when new measures and actions are defined, when new funding sources or delivery partners are found, and when the action has been delivered or a programme for delivery has been formulated. The Strategy is to be in place for the next five to ten years, during which the measures in the Action Plan will be delivered.

The measures making up the Flood Risk Action Plan have been developed from the following sources:

- Rollover actions from the current Implementation Plan where still appropriate.
- Feedback and suggestions from stakeholders following the stakeholder engagement workshops carried out as part of this Local Strategy.
- The Humber Flood Risk Management Plan 2 (2021 – 2027) consultation responses on measures included in the latest FRMP update.
- Identified high flood risk catchments and communities.

The measures listed within the Flood Risk Action Plan shows how it aligns with the following:

- Resilience themes:
 - Place making
 - Protect
 - Respond
 - Recover
- Geographical areas where actions are required.
- Key delivery partners for delivering the action.

FUNDING FOR IMPLEMENTING THE FLOOD RISK ACTION PLAN

In the flood industry there are number of funding streams that are available to support the development and delivery of capital flood measures. These include:

- Flood and Coastal Erosion Risk Management Grant in Aid (FCERM GiA)
- Local Levy
- Council's Flood Management Capital Programme
- Central government grants
- Private / local funding.

The Council will remain abreast with alternative funding sources and work with its partners to support bids to increase investment within the district.

IMPLEMENTATION, MONITORING AND REVIEW

THIS SECTION SETS OUT THE PROCESS BY WHICH THE COUNCIL WILL IMPLEMENT, MONITOR AND REVIEW THIS STRATEGY. OUR LOCAL STRATEGY HAS BEEN DEVELOPED TO SUPPORT OUR UNDERSTANDING AND MANAGEMENT OF LOCAL FLOOD RISK OVER THE NEXT TEN YEARS AND THEREFORE WILL REQUIRE PERIODIC REVIEW TO ENSURE IT REMAINS CURRENT AND IN LINE WITH LOCAL AND NATIONAL POLICY, CHANGES IN CLIMATE CHANGE SCIENCE AND LOCAL FLOOD RISK

IMPLEMENTATION AND MONITORING

Our Local Strategy sets out the roles, responsibilities, objectives, and the priorities of all the organisations that have a statutory role in managing flood risk. In partnership with these organisations and key stakeholders, we will use this Strategy to guide our approach to local flooding issues across Kirklees.

The overarching objective of the Strategy is to reduce local flood risk to residents, businesses, key infrastructure, and communities by increasing resilience in our communities. This will be achieved through the implementation of our Flood Risk Action Plan with a focus on nature-based solutions and helping communities to be more resilient. The measures and actions will be delivered over the next five to ten years. The successful implementation of the Strategy will be influenced by external factors such as funding and resource availability. Funding of capital works may prove to be a challenge in Kirklees, particularly where schemes must receive partnership contributions. Where appropriate, we will seek to fund schemes through multiple routes.

Additionally, the Council will continually seek new sources of funding to support our flood risk management objectives. Where required, we will still look to carry out improvements to flood defence infrastructure to address known local flooding problems from surface water, ordinary watercourses and groundwater. However, it may be that in many areas the risk of flooding is managed through early flood warnings and local resilience measures. The Council will act as enablers to help communities take action to help themselves and carry out their own riparian responsibilities.

We will also seek to reduce flood risk through other actions such as planning and development control, working with landowners and land managers, progressing investment and increasing resilience. We will seek to retain and develop the expertise already present in the Council as well as increasing capacity where required. Through collaborative working and addressing issues at the appropriate authority level, we will make the best use of the resources and funding available.

Our partners are committed to delivering the objectives of the Flood Risk Action Plan to reduce flood risk to the communities of Kirklees over the next five to ten years. We will continue to take responsibility for implementing the Strategy and will lead on developing and continuing existing relationships with partners and stakeholders.

REVIEW

The Local Strategy will be reviewed and updated as and when required, specifically when there is a material change to legislation, the National Strategy, or the approach to flood risk in the district which may not be compatible to the Local Strategy. The Flood Risk Action Plan will be reviewed annually to check that the measures and actions taken undertaken continue to be appropriate and achievable. It should be noted that this Strategy represents the current situation (at the time of publishing) based on the current evidence base.

APPENDIX

A – Strategic Environmental Assessment

B – Habitat Regulation Assessment

C – Rapid Response Catchments

D – FWMA Roles and Responsibilities

E – High Risk Catchments

F – Flood Risk Action Plan



Local Flood Risk Management Strategy

2024

www.kirklees.gov.uk/flooding



LFRMS SEA Environmental Report

Final Report

2024

KIRKLEES LOCAL FLOOD RISK MANAGEMENT STRATEGY

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ABBREVIATIONS

Acronym	Description
BAP	<p>Biodiversity Action Plan</p> <p>Plans developed by organisations to protect and enhance the biodiversity of an area.</p>
EA	<p>Environment Agency</p> <p>Non-departmental public body responsible for protecting and improving the environment.</p>
FCERMS	<p>Flood and Coastal Erosion Risk Management Strategy</p> <p>The strategy describes what needs to be done by all risk management authorities involved in flood and coastal erosion risk management for the benefit of people and places.</p>
HER	<p>Historic Environment Record</p> <p>Information service that provides access to comprehensive and dynamic resources relating to the archaeology and historic built environment of a defined geographic area.</p>
IMD	<p>Indices of Multiple Deprivation</p> <p>The Index of Multiple Deprivation measures relative deprivation in an area. It is a combined measure of deprivation based on 37 separate indices of deprivation, grouped into seven key domains reflecting different aspects of deprivation.</p>
LCA	<p>Landscape Character Assessment</p> <p>The process of identifying and describing variation in character of the landscape, the assessment identifies and explains the unique combination of elements and features that make landscapes distinctive by mapping and describing character types and areas.</p>

Acronym	Description
LFRMS	<p>Local Flood Risk Management Strategy</p> <p>Strategies produced by lead local flood authorities, considering local issues and policy. It should also consider the extent and severity of flood risk and the geography of the authority area including the environmental or social setting.</p>
LGeoS	<p>Local Geological Site</p> <p>Geological sites that are important for historical, scientific research or educational reasons.</p>
LLFA	<p>Lead Local Flood Authority</p> <p>County councils and Unitary Authorities which lead in managing local flood risks.</p>
LNR	<p>Local Nature Reserve</p> <p>Local Nature Reserve are statutory designation under the National Parks and Access to Countryside Act 1949. These can be declared by Parish and Town Councils, but these must be delegated to by principle local authority.</p>
NCA	<p>National Character Area</p> <p>National Character Area is a natural subdivision of England based on a unique sense of place. The Character Area framework is used to describe and shape objectives for the countryside, its planning and management.</p>
NFM	<p>Natural Flood Management</p> <p>The utilisation of natural processes to reduce the risk of flooding and coastal erosion</p>
NNR	<p>National Nature Reserve</p> <p>Reserves established to protect some of our most important habitats, species, and geology, and to provide outdoor laboratories for research.</p>
NPPF	<p>National Planning Policy Framework</p> <p>The National Planning Policy Framework constitutes all policy statements and guidance documents into one document which forms a core part of the national planning system.</p>
ODPM	<p>Office of the Deputy Prime Minister</p>

Acronym	Description
	Central department to bring together key responsibilities for regional and local government, fire, housing, planning and regeneration, social exclusion, and neighbourhood renewal.
ONS	<p>Office of National Statistics</p> <p>The Office for National Statistics is the executive office of the UK Statistics Authority, a non-ministerial department which reports directly to the UK Parliament.</p>
RBMP	<p>River Basin Management Plan</p> <p>River basin management plans set the locally specific environmental objectives that underpin water regulation (such as permitting) and planning activities.</p>
RIGS	<p>Regionally Important Geological Sites</p> <p>Regionally Important Geological Sites are designated by locally developed criteria, and are important educational, historical, and recreational resources. The designation aims to recognise and protect earth science and landscape features.</p>
SAC	<p>Special Area of Conservation</p> <p>Special Areas of Conservation are protected in the UK under, the Conservation of Habitats and Species Regulations 2017 (as amended) in England and Wales. The purpose of this designation is to conserve the habitat and species identified in the EU Habitats Directive.</p>
SEA	<p>Strategic Environmental Assessment</p> <p>Strategic Environmental Assessment is a decision support process which aims to promote sustainable development by assessing the extent to which the emerging plan will help achieve relevant environmental, economic, and social objectives.</p>
SPA	<p>Special Protection Areas</p> <p>Special Protection Area are protected areas are protected areas for birds in the UK, under the Wildlife & Countryside Act 1981 and the Conservation Regulations 2010.</p>
SPZ	<p>Source Protection Zones</p> <p>Areas defined around large and public potable groundwater abstraction sites, to provide additional protection to safeguard drinking water though constraining the proximity of an activity that may impact upon a drinking water abstraction.</p>

Acronym	Description
SSSI	<p>Sites of Special Scientific Interest</p> <p>Sites of Special Scientific Interest is a conservation designation legally protected under the Wildlife and Countryside Act 1981 (as amended). These sites are selected for wildlife and natural features in England.</p>
SuDS	<p>Sustainable Drainage Systems</p> <p>Drainage solutions that provide an alternative to the direct channelling of surface water through networks of pipes and sewers to nearby watercourses.</p>
SWMP	<p>Surface Water Management Plan</p> <p>A plan which outlines the preferred surface water management strategy in each location. In this context surface water flooding describes flooding from sewers, drawings, groundwater and runoff from land small water course and ditches that occurs because of heavy rainfall.</p>
WFD	<p>Water Framework Directive</p> <p>The Water Framework Directive is a European Union directive which aims to get polluted waters clean again, and ensure they stay clean.</p>
WRMP	<p>Water Resources Management Plan</p> <p>Plan developed by water companies which sets out how they intend to achieve a secure supply of water for customers and protect and enhance the environment.</p>

NON-TECHNICAL SUMMARY:

Kirklees Council is developing a comprehensive Local Flood Risk Management Strategy (LFRMS) that covers the risks associated with local flood risk sources, as required by Section 9 of the Flood and Water Management Act 2010. The LFRMS update is required to bring the document in line with the National Flood and Coastal Erosion Risk Management Strategy (NFCERM) for England, published by the Environment Agency in 2020 to set out the principles for flood risk management and which organisations are responsible for implementation.

As the Lead Local Flood Authority (LLFA), the council is responsible for maintaining, applying and monitoring this strategy. The strategy document will be available for public consultation.

To identify any potentially significant environmental effects resulting from the implementation of the LFRMS, a Strategic Environmental Assessment (SEA) has been conducted. This assessment forms stage 'B: Environmental Report' of the SEA process. The report will summarise how the SEA has been conducted and how it informs the current emerging LFRMS; the likely significant effects on the emerging LFRMS on people, communities, the economy, and the environment; and how the SEA will continue to inform the implementation of the emerging LFRMS. The Environmental Report evaluates the SEA objectives based on three management approaches: Do Nothing, Maintaining the Current Kirklees Council Local Flood Risk Strategy (2012), and Manage and Reduce Local Flood Risk. The report analyses the potential environmental impacts of these three approaches.

The Do-Nothing approach is deemed unsuitable for managing flood risk and is likely to have overall negative impacts on the environment. This approach would not align with Kirklees Council's responsibilities as LLFA under the Flood and Water Management Act.

Maintaining the current flood risk management outlined in the existing Kirklees Council Local Flood Risk Management Strategy (2012) is unlikely to result in significant changes to baseline levels. However, this strategy does not fully account for adaptation to climate change and the associated increase in flood risk. Therefore, this approach is also considered inappropriate.

The implementation of the Local Flood Risk Management Strategy (LFRMS) will have positive impacts on several objectives in the SEA by improving water management and reducing flood risks. This will help to preserve the quality of ecological, visual, heritage, water, and geological receptors in the council area. The majority of LFRMS actions will not impact many SEA objectives, but most will positively affect SEA objectives relating to population and human health and material assets by actively managing flood risks and promoting community involvement and resilience.

The LFRMS presents opportunities for environmental enhancements through the implementation of natural flood management and sustainable drainage schemes. Which may have broad, long-term positive benefits to many SEA objectives.

There are significant uncertainties around actions relating to the implementation of flood alleviation schemes, as the exact location, nature, and scale of these schemes are uncertain, and as such the potential effects on SEA objectives cannot be determined without a specific implementation methodology.

The majority of LFRMS actions do not directly contribute to climate change objectives. It is important to consider the impacts of climate change in decision making around flood alleviation.

INTRODUCTION

OVERVIEW

Kirklees Metropolitan Borough Council as Lead Local Flood Authority (LLFA) is working to produce an updated Local Flood Risk Management Strategy under the Flood and Water Management Act 2010, and in accordance with the National Flood and Coastal Erosion Risk Management Strategy for England published by the Environment Agency in 2020. The current LFRMS, which was adopted in 2012, has been reviewed and is being updated to provide an overall strategic approach to the management of flood risk in Kirklees.

The aim of a LFRMS is to guide the management of local flood risk, reflecting local circumstances such as the level of risk and the potential impacts of flooding. Kirklees' updated LFRMS must assess local flood risk, set out measures for managing local flooding and determine the costs and benefits associated with the implementation of such measures.

When preparing a flood management plan that will inform decision making and identify actions to be taken to reduce the risk of flooding, it is a statutory requirement to conduct a Strategic Environmental Assessment (SEA) in accordance with the SEA Regulations (implementing the European SEA Directive into UK law).

Due to the scale of the changes proposed in the updated LFRMS and the potential for significant environmental effects, it was considered appropriate that an update to the SEA be undertaken.

The SEA process, culminating in the preparation of this Environmental Report, will inform the preferred long-term flood risk management strategy through the identification of likely significant impacts upon the environment, resulting from the implementation of the LFRMS.

This SEA Environmental Report will outline how objectives, measures and options have been appraised.

SEA PROCESS AND METHODOLOGY

The Environmental Assessment of Plans and Programmes Regulations 2004, or SEA Regulations, were originally transposed from the European Directive 2001/42/EC (the SEA Directive) into English Law, prior to the UK's departure from the EU. The Environmental Assessment of Plans and Programmes (Amendment) Regulations 2020 (the 'SEA Regulations') now apply to this work. These Regulations require a SEA to be undertaken for certain types of plans or programmes that could have a significant environmental effect.

The SEA Regulations form the basis by which all SEAs are carried out to assess the effects and impacts of certain plans and programmes on the environment. Detailed practical guidance on these regulations can be found in the Office of the Deputy Prime Minister (ODPM) Government publication, A Practical Guide to the Strategic Environmental Assessment Directive (ODPM, 2005). This document has been used as the basis for undertaking this environmental report, in conjunction with the SEA Regulations.

SEA involves the systematic identification and evaluation of the potential environmental impacts of the LFRMS. This information is then used to aid the selection of a preferred option(s) for the strategy, which are those that best meet its economic, environmental and social objectives, and legal requirements. Carrying out an SEA in conjunction with developing the LFRMS helps influence flood risk management at an early stage and influences the selection of preferred measures or ways forward where alternatives exist.

Schedule 2 of the SEA Regulations sets out the scope of information to be provided by the SEA. This is described in Table 2-1 below, which also identifies where in the SEA process for the LFRMS that the relevant requirement will be met.

Table 2-1 Stages in the SEA Process as Identified within Schedule 2 of the SEA Regulations

SEA Regulations Requirements	Where Covered in the SEA Process
a) an outline of the contents, main objectives of the plan or programme and relationship with other relevant plans and programmes;	SEA Scoping Report (Section 3, 4 and 5); SEA Environmental Report (Sections 3, and 5 and Appendix A).
(b) the relevant aspects of the current state of the environment and the likely evolution thereof without implementation of the plan or programme;	SEA Scoping Report (Section 4); SEA Environmental Report (Section 5).
() the environmental characteristics of areas likely to be significantly affected;	SEA Scoping Report (Section 4); Environmental Report (Section 5).
(a) any existing environmental problems	SEA Scoping Report (Section 4); Environmental Report (Section 5).
(b) the environmental protection objectives, established at international, Community or Member State level, which are relevant to the plan or programme and the way those objectives and any environmental considerations have been taken into account during its preparation;	SEA Scoping Report (Sections 3 and 4); Environmental Report (Section 5 and Appendix A).

SEA Regulations Requirements	Where Covered in the SEA Process
(f) the likely significant effects on the environment, including on issues such as biodiversity, population, human health, fauna, flora, soil, water, air, climatic factors, material assets, cultural heritage including architectural and archaeological heritage, landscape, and the interrelationship between the above factors;	SEA Environmental Report (Section 8)
(g) the measures envisaged to prevent, reduce and as fully as possible offset any significant adverse effects on the environment of implementing the plan or programme;	SEA Environmental Report (Section 8)
(h) an outline of the reasons for selecting the alternatives dealt with, and a description of how the assessment was undertaken including any difficulties (such as technical deficiencies or lack of know-how) encountered in compiling the required information;	SEA Environmental Report (Section 7)
(i) a description of the measures envisaged concerning monitoring in accordance with regulation 17.	SEA Environmental Report (Section 9)
(j) a non-technical summary of the information provided under the above headings.	SEA Environmental Report (Non-technical Summary)

STAGES IN THE SEA PROCESS

This report has been produced in conjunction with the SEA Regulations and follows the guidance contained within the OPDM *A Practical Guide to the Strategic Environmental Assessment Directive* (ODPM, 2005). The guidance outlines the stages that should be carried out in the SEA process; these are outlined in Table 2-2. In accordance with this process, this report addresses 'Stage C' of the SEA process; wherein the predicted environmental effects of the plan, including alternatives, are presented, to be used by decision-makers and in public consultation.

Table 2-2 Stages in the SEA Process

SEA Stages and Tasks	Purpose	Where Covered in the SEA
Stage A	Setting the context and objectives, establishing the baseline, and deciding on the scope	SEA Scoping Report
(A1) Identifying other relevant plans, programmes and environmental protection objectives	To establish how the plan or programme is affected by outside factors, to suggest ideas for how any constraints can be addressed and to help to identify SEA objectives.	SEA Scoping Report
(A2) Collecting baseline information	To provide an evidence base for environmental problems, prediction of effects, and monitoring; to help in the development of SEA objectives.	SEA Scoping Report
(A3) Identifying potential environmental problems	To help focus the SEA and streamline the subsequent problems, prediction of effects, and monitoring; to help in the development of SEA objectives.	SEA Scoping Report
(A4) Developing SEA objectives	To provide a means by which the environmental performance of the plan or programme	SEA Scoping Report

SEA Stages and Tasks	Purpose	Where Covered in the SEA
	and alternatives can be assessed.	
Stage B	Developing and refining options and assessing effects	Options development phase
Stage C	Preparing the Environmental Report	SEA Environmental Report
Stage D	Consulting on the draft LFRMS and the Environmental Report	Consultation phase
Stage E	Monitoring the significant effects of implementing the LFRMS	Monitoring phase

Stage A of the process (scoping) was carried out in October 2022 and a SEA Scoping Report was submitted for consultation in November 2022. An updated Scoping Report was then produced in November 2022 to incorporate responses from statutory consultees. Further details on the scoping process are provided in Section 4 of this report.

The purpose of this Environmental Report is to report the findings of the SEA of the Kirklees LFRMS. This Environmental Report summarises;

- how the SEA has been conducted and how it informs the current emerging LFRMS;
- the likely significant effects on the emerging LFRMS on people, communities, the economy, and the environment; and
- how the SEA will continue to inform the implementation of the emerging LFRMS, such as through recommended mitigation and monitoring.
- This report documents Stage B of the SEA process and fulfils the requirements of Stages C and D.

HABITATS REGULATIONS ASSESSMENT (HRA)

Due to the potential for the LFRMS to have significant effects on sites of international nature conservation importance (Ramsar sites, Special Areas of Conservation (SACs) and Special Protection Areas (SPAs), a Habitats Regulations Assessment (HRA) has been undertaken in parallel with this SEA. This has been produced a separate standalone report, details of which are summarised in Section 5.3.3 of this report.

BACKGROUND TO THE KIRKLEES LFRMS

OVERVIEW

The Flood and Water Management Act (2010) determined the need for flood risk to be managed within the framework of National Strategies for England and Wales and within Local Strategies for each Local Flood Authority Area.

The National Flood and Coastal Erosion Risk Management Strategy for England, published by the Environment Agency in 2020, sets out the principles for flood risk management and which organisations are responsible for implementation.

In accordance with the national strategy for England, LLFAs have been allocated responsibility for developing independent LFRMSs to address sources of local flooding.

Local flooding is defined by the Flood and Water Management Act 2010 as flood risk derived from:

- surface runoff,
- groundwater, and
- ordinary watercourses.

Groundwater flooding occurs when the water table within the underlying rock or soil rises above ground level or interacts with properties or infrastructure below ground level. The level of the table varies as a result of seasonal changes in precipitation, recharge, and groundwater abstraction. When the water level reaches ground level, water can start to emerge causing flooding, which can result in significant property damage.

Flooding from ordinary watercourses occurs when water levels in a non-main river, canal, sewer, lake, ditch, reservoir, or stream rises and overflows onto the neighbouring land.

Flood risk from the sea, main rivers and large reservoirs is therefore not defined as local flood risk and is the concern of the Environment Agency. Such sources of flood risk do, however, need to be considered insofar as they may interact with those flood risks defined as “local”, to ensure that all joint risks of flooding are assessed at the local scale.

Each LFRMS identifies which local organisation is accountable for managing flood risk and establishes roles and responsibilities and partnership agreements, as well as undertaking an assessment of flood risk and developing plans / actions for tackling these risks.

As stipulated by the Flood and Water Management Act 2010, Kirklees Council as a LLFA has a responsibility to develop, maintain, apply and monitor a strategy for local flood risk management, considering flood risk from surface water, groundwater and ordinary watercourse.

STUDY AREA

Kirklees Metropolitan Borough is a local authority located in West Yorkshire in the northeast region of England. The urban areas in the borough are concentrated to the north and west, the most significant of which is Huddersfield. The south of the borough is more rural and located within the Peak District National Park. According to mid-2020 Office for National Statistics population estimates, 441,290 people live in the local authority area of Kirklees (ONS, 2021).

As part of the LFRMS update, a flood risk appraisal was undertaken to identify and prioritise the areas of Kirklees most at risk of surface water flooding and to help inform where actions should be focussed. The district has been spilt into 19 areas based on the Water Framework Directive (WFD) watercourse catchments to allow for a catchment-based approach to be taken. 10 priority catchments were identified using the EA's Risk of Flooding from Surface Water dataset, modelled surface water climate change impacts, as well as a series of secondary flood risk datasets (Environment Agency, 2021). The secondary datasets included historic flood incidents and flood risk from other sources (fluvial and groundwater). The catchment priority is shown in both Table 3-1 and Figure 3-1.

Table 3-1 Catchments across Kirklees and their associated prioritisation in the LFRMS.

Catchment Affected by Flooding	Priority
Colne from River Holme to River Calder	1
Spenn Beck from Source to River Calder	2
Calder from River Colne to River Chald	3
Batley Beck from Source to River Calder	4
Colne from Wessenden Brook to River Holme	5
Fenay beck from Source to River Colne	6
Wessenden Beckk from Butterly Reservoir to River Colne	7
Holme from New Mill Dike to River Colne	8
Calder from Ryburn Confluence to River Colne	9
Colne from Source to Wessenden Brook	10
Mag Brook from Source to River Holme	11
Holme from Source to New Mill Dike	12

New Mill Dike from Source to River Holme	13
Dearne from Source to Bentley Brook	14
Chald from Source to River Calder	15
Bentley Brook from Source to River Dearne	16
Cawthorne Dyke from Source to River Dearne	17
Smithy Brook from Source to River Calder	18
Black Brook from Source to River Calder	19

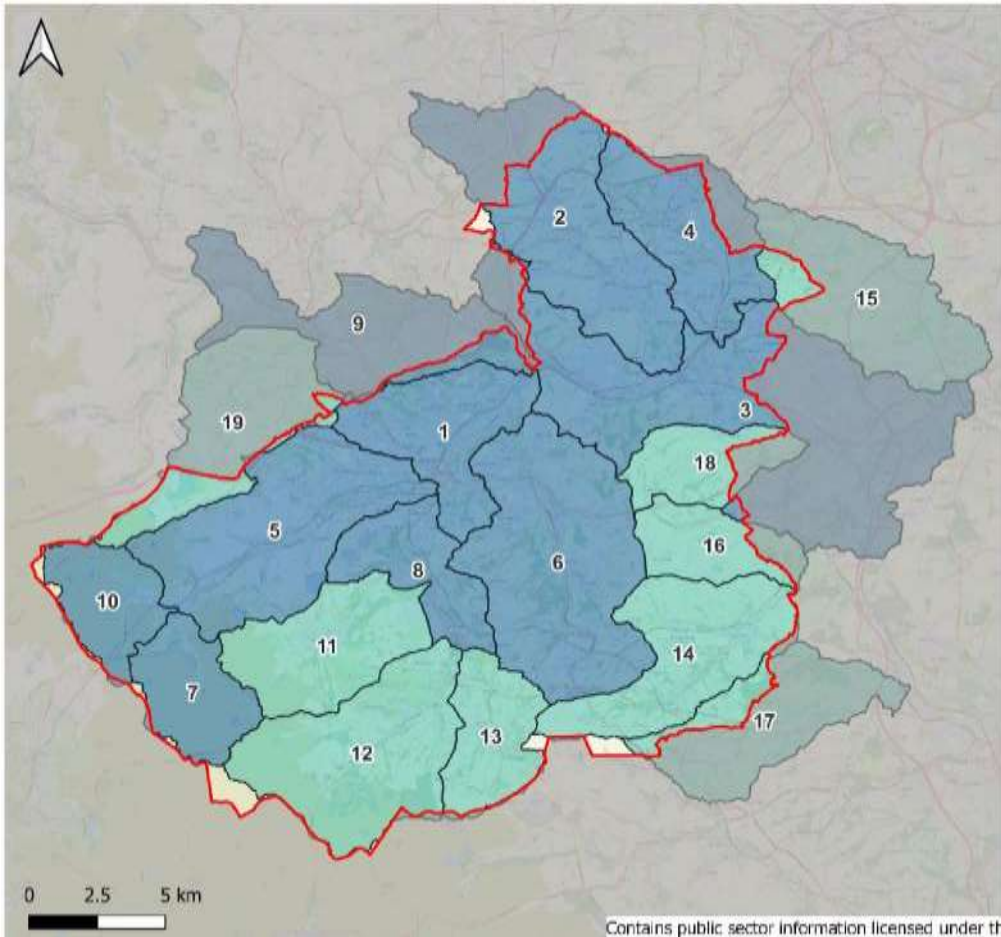


Figure 3-1 Catchments in Kirklees Metropolitan Borough.

HISTORIC FLOODING IN THE STUDY AREA

Kirklees has a history of flooding in many different locations from fluvial, surface water and sewer sources. Information on significant incidents of flooding is recorded by the EA and the LLFA. The following information sources were assessed to understand historic flooding across the borough:

- EA Recorded Flood Outlines dataset (2022) which is mainly associated with fluvial flooding from main rivers, such as the River Calder and its tributaries.

The major flooding events within Kirklees have mainly occurred around the main rivers: the River Colne, River Calder and Spen River.

Notable recorded historic flood incidents include:

- February 2022 – Storms Dudley, Eunice and Franklin; three storm week brought strong winds and rain to the borough. A considerable number of internal property flooding was reported to both residential properties and businesses.
- February 2020 – Storm Ciara and Storm Dennis; channel capacity exceeded on main rivers, including the River Calder, and ordinary watercourses.
- December 2015 – Channel capacity exceeded on the River Calder upstream of Sands.
- June 2007 – An estimated 500 properties flooded due primarily to surface water where rainwater was unable to enter drainage systems due to design capacity being exceeded. The flooding was widespread across the district, but hotspots occurred around Ravensthorpe, Liversedge, Cleckheaton, Chickenley, Mirfield, Milnsbridge, Brockholes, New Mill, Denby Dale, Scissett and Clayton West.

FUTURE FLOOD RISK

There is considerable uncertainty regarding the localised impact of climate change, but it is likely that the risk of flooding will increase under climate change scenario. This increased risk could manifest itself as more frequent flooding; an increase in flood extent; and increase in flood depth.

The climate in the UK is generally anticipated to shift toward warmer, wetter winters and hotter, drier summers (Met Office, 2022). Climate change is increasing the frequency and magnitude of hazardous weather events such as floods and heatwaves. A review of recent evidence of the anthropogenic intensification of short-duration rainfall extremes concluded that heavy rainfall extremes are intensifying (Fowler et al. 2020). Combined with warmer, generally drier summers, the harder ground struggles to instantly absorb water from rainfall which in turn intensified the frequency of flood flooding (Met Office, 2022).

This increased risk could manifest itself as more frequent flooding, increase in flood event and increase in flood depth.

STAGE A: SCOPING STAGE FINDINGS

Stage A of the SEA process involves gathering evidence to help set the context and objectives, establish the environmental baseline, and determine the scope of the SEA.

The Scoping Report produced as part of Stage A outlined the findings of the evidence gathering and the scope of the SEA.

Table 4-1 below describes the SEA topics which were scoped into the assessment. Further details on the environmental baseline for each of the topics is provided in Section 5: Environmental Characteristics and Key Issues.

Table 4-1 Environmental Topics Scoped in

SEA Regulations Requirements	Definition in relation to this report	Relevance
Biodiversity (including flora and fauna)	Designated nature conservation sites; protected and notable species and habitats; trends in condition and status; invasive non-native species (INNS).	Potential impact on designated and priority habitats both from the LFRMS and a scenario without it. There is the potential for both positive and negative impacts as a result of the LFRMS. Potential impacts to protected species and sites must be considered throughout development and implementation of the LFRMS.
Climatic factors	As the LFRMS is a flood risk strategy, this topic will focus on greenhouse gas emissions. Flood risk and adaptation to climate change will be assessed under each of the other SEA topics.	Scope to include greenhouse gas emissions only (e.g. embodied carbon and emissions from plant and vehicles). The impact of climate change on flood risk will be considered as part of the LFRMS itself. In addition, the LFRMS is unlikely to have a significant impact on climate.
Cultural heritage	Designated and non-designated heritage assets, including historic landscapes; pressures on heritage assets (including changes to setting).	Flooding and flood risk management measures have the potential to impact sites and monuments of archaeological and historical importance, including listed buildings and Scheduled Monuments.

SEA Regulations Requirements	Definition in relation to this report	Relevance
Human health	Trends and patterns in human health, including life expectancy.	People, properties and settlements potentially affected by flood risk, as well as the community infrastructure around them. The LFRMS has the potential to provide benefits to the population of the study area by managing flood risk.
Landscape	National and local landscape character; protected and notable landscapes; key local landscape features.	Local landscape qualities and integrity across the study area could be affected by changes to the way watercourses and flood risk is managed in the area. Furthermore, impacts on locally important urban and rural landscapes and landscape features may occur, for example as a result of flood defence construction.
Material assets	Critical infrastructure (including transport and other infrastructure), community services; and Green Infrastructure	The study area contains several important infrastructure assets including motorways and railways. Flooding may compromise the function of these assets and the LFRMS must take this into account.
Population	Population trends and demographics; education; inequality and deprivation; key community facilities; recreation opportunities; trends and patterns in human health.	People, properties and settlements potentially affected by flood risk, as well as the community infrastructure around them. The LFRMS has the potential to provide benefits to the population of the study area by managing flood risk.
Soil	Variety of rocks, minerals and landforms; the quantity and distribution of agricultural land including	Flooding has the potential to affect geodiversity and soil quality, which support designated sites within the area. Flood risk management of potentially contaminating land uses or

SEA Regulations Requirements	Definition in relation to this report	Relevance
	the highest quality soils; soil health and functions; designated geological sites; land contamination.	sources of land (or water) contamination. Conversely, flooding may provide a beneficial effect through mitigation such as natural flood management processes, catchment sensitive farming and soil erosion reduction.
Water	The availability/supply and quality of water. It considers in turn surface and groundwater resources, chemical and biological water quality; surface and groundwater resources.	Flood risk management has the potential to impact on water availability and quality within the study area and WFD objectives. There is also the potential for indirect impacts on water dependent designated sites/ species. Impact on water resources and quality must be considered in developing the strategy. Effects on flood risk have not been considered as an explicit theme or topic within the SEA.
Interrelationship between the above factors	The relationship between environmental features and issues	The effect of known proposals/commitments.

The LFRMS and SEA have been influenced by many different plans and programmes. This is recognised by the SEA Regulations, which require a review of relevant plans and programmes to be completed in the preparation of documents.

Key international, national, regional and local documents were reviewed as part of the SEA Scoping stage. The full review can be found in Appendix A. The review process has provided a valuable source of information and a framework for developing different components of the LFRMS and SEA. In particular:

- At a high level, key legislation and national policies provided the planning context for the LFRMS; and
- Regional and local documents provided a valuable source of baseline information and identified local priorities and objectives as well as conditions that the LFRMS and SEA should adhere to'.

As part of the SEA process, an assessment of the integration of existing policies, plans and programmes on the LFRMS has been undertaken. This is required under Schedule 1 of the SEA Regulations:

- (i) *'The degree to which the plan or programme sets a framework for projects and other activities either with regard to the location, nature, size and operating conditions or by allocating resources.*

- (ii) *The degree to which the plan or programme influences other plans and programmes including those in a hierarch.*

The relevance of the plan or programme for the integration of environmental considerations in particular with a view to promoting sustainable development.

ENVIRONMENTAL CHARACTERISTICS AND KEY ISSUES

INTRODUCTION

This section covers information on the current environmental baseline in Kirklees and summarises the key information from policies, plans and programmes which need to be considered in the SEA for each environmental topic.

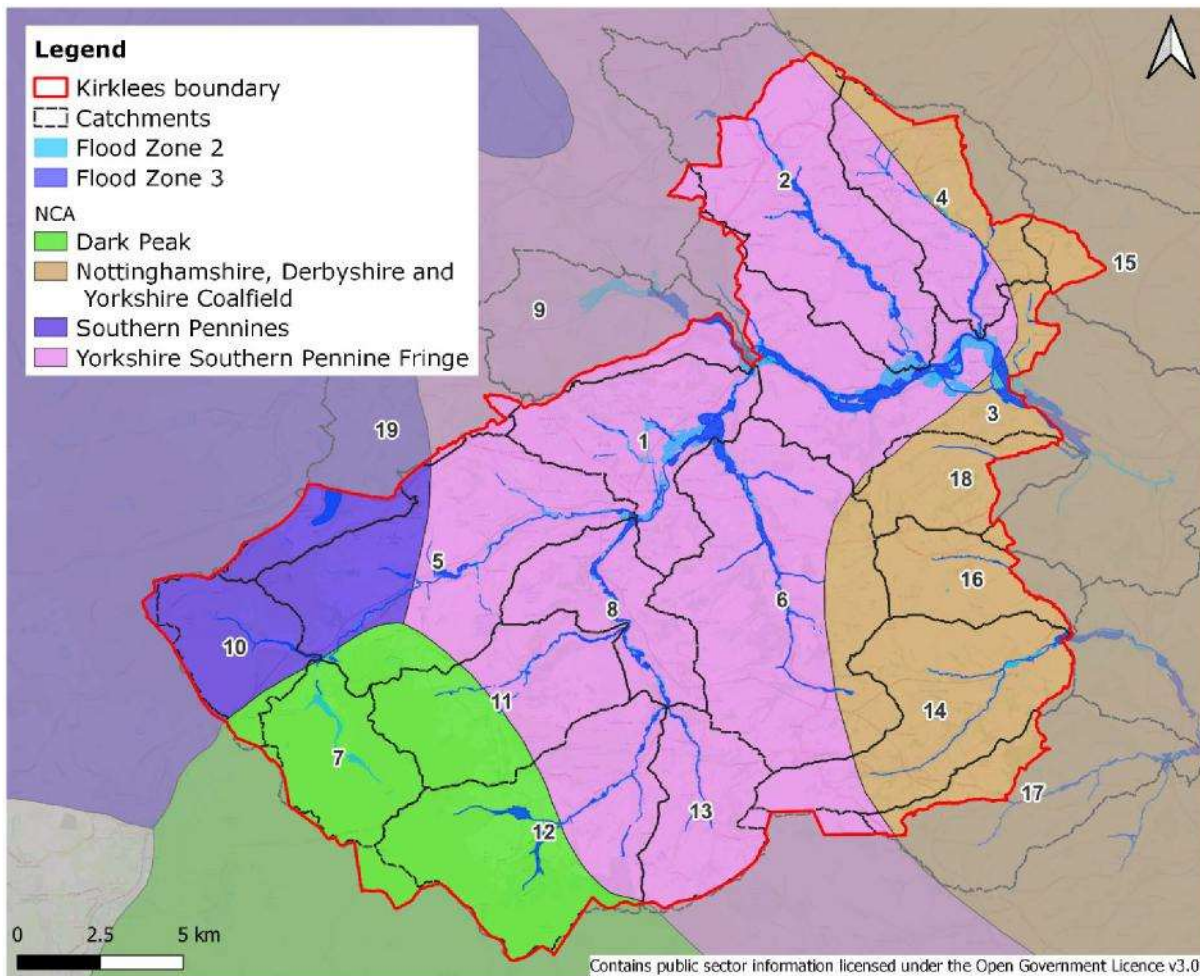
A desk-based study of baseline environmental data was undertaken to identify the key environmental characteristics, the findings of which are presented below.

The baseline information may require updating throughout the duration of the SEA process as the LFRMS is developed further and new information becomes available.

LANDSCAPE AND VISUAL AMENITY

As outlined by Natural England, Kirklees Metropolitan Borough Council falls predominantly within the National Character Area (NCA) 37 Yorkshire Southern Pennine Fringe, with areas of NCA 38 Nottinghamshire, Derbyshire and Yorkshire Coalfields, and smaller areas of NCA 51 and NCA 36. These are described as follows, and shown in Figure 5-1:

- **NCA 37 Yorkshire Southern Pennine Fringe:** comprises a landscape dominated by industrial buildings and structures from former industries, with pastoral treeless hill tops, and wooded valleys.
- **NCA 38 Nottinghamshire, Derbyshire and Yorkshire Coalfields:** over half of the NCA is designated as greenbelt land and is dotted with many pockets and patches of habitat where species find refuge. Often land which was once occupied by industry.
- **NCA 51 Dark Peak:** a landscape of large-scale sweeping moorland, in-bye pastures enclosed by drystone walls, and gritstone settlements within the Pennine chain. It forms a large part of the Peak District National Park.
- **NA 36 Southern Pennines:** part of the Pennine ridge of hills, lying between the Peak District National Park and the Yorkshire Dales National Park. A landscape of large-scale sweeping moorlands, pastures enclosed by drystone walls, and gritstone settlements within narrow valleys.



KEY ISSUES

Flooding has the potential to affect local landscape characteristics in Kirklees Metropolitan Borough Council. This includes impacts on existing character areas and on the setting of local landmarks and landscape features. The key issues relating to the landscape and visual amenity are summarised below:

- Alteration of existing landscapes due to increased flooding.
- Disturbance to existing views.

To maintain the landscape within the borough, the LFRMS should consider and take account of the key issues.

BIODIVERSITY, FLORA AND FAUNA

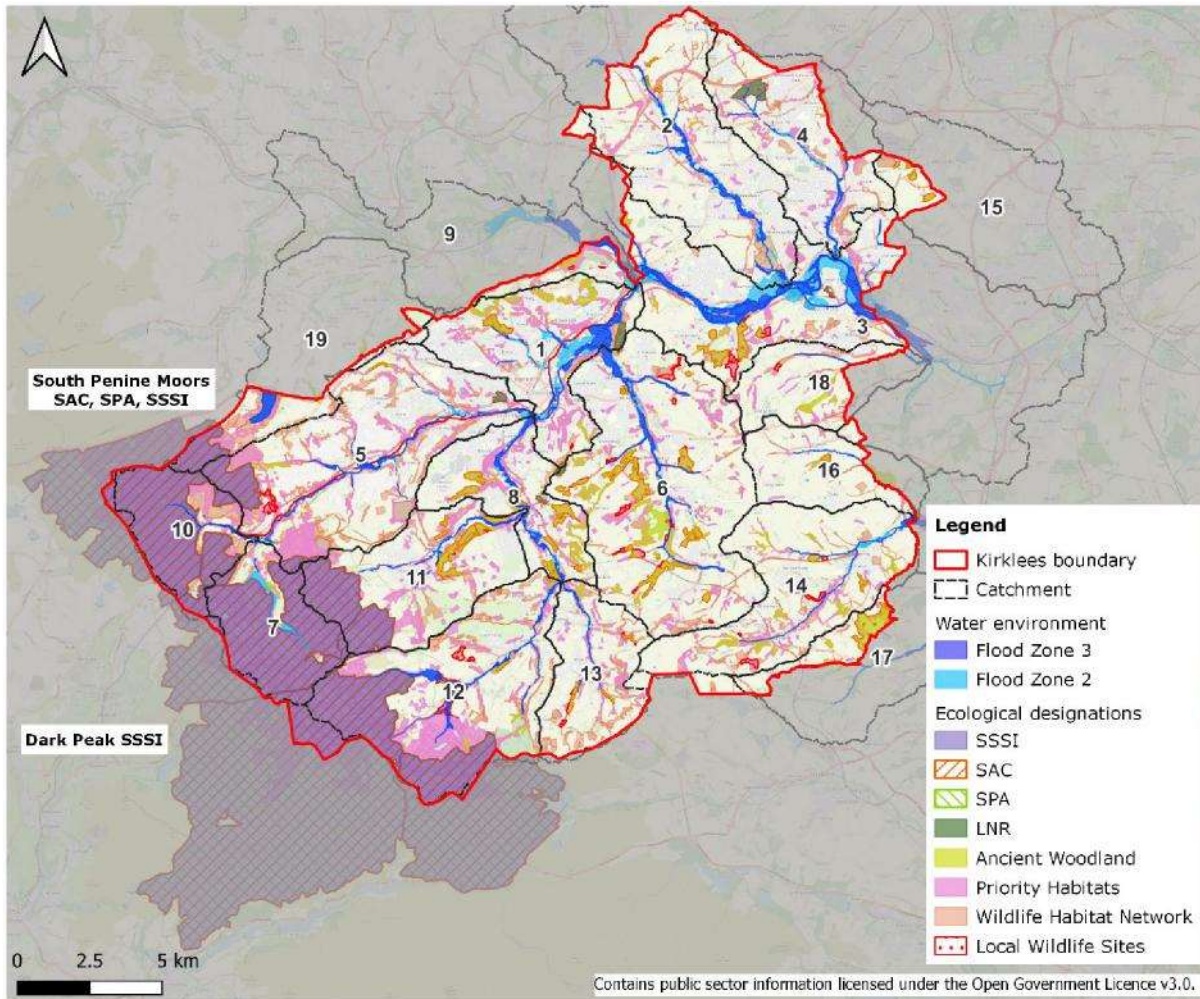
STATUTORY PROTECTED SITES

The Kirklees Metropolitan Borough encompasses many high-quality environments which have been recognised through international, national and local ecological designations. These are outlined in Table 5-1.

Kirklees Metropolitan Borough has several locally designated ecological sites such as Local Nature Reserves (LNR) and Local Wildlife Sites (LWS). There are nine LNRs and 88 LWSs across the borough. A complete list can be found in Appendix B. Ecological designations in Kirklees are outlined on Figure 5-2.

Table 5-1 Internationally and nationally designated ecological assets.

Site	Designation	Condition	Priority Catchment	Qualifying features
South Pennine Moors (Phase 1 and 2)	Special Area of Conservation (SAC), Special Protection Area (SPA), Site of Special Scientific Interest (SSSI),	Unfavourable – Recovering	5, 9, 10, 19, 22, 24, 25, 26, 27	Provides habitat for an important assemblage of breeding moorland birds and moorland fringe birds. The site is primarily designated as an SAC due to the following Annex I habitats: European dry heaths, Blanket bogs, and Old sessile oak woods with Ilex and Blechnum in the British Isles.
Dark Peak	SSSI	Unfavourable – Recovering	5, 7, 10, 11, 12, 23, 25, 27, 28, 29.	This is wild, open and more or less continuous moorland, predominantly at an altitude of 400–600 m and broken only by transpennine roads from Manchester to Sheffield, over the Snake Pass; from Manchester to Barnsley along the Longdendale valley and over the Woodhead Pass and from Oldham to Huddersfield over Wessenden Head Moor.



NOTABLE HABITATS AND SPECIES

Numerous priority species and habitats of principle importance listed in Section 41 of the Natural Environment and Rural Communities (NERC) Act are known to be present in Kirklees and are included within the LBAP (Local Biodiversity Action Plan). The species and habitats of principal importance within rivers, riverine corridors and associated habitats are summarised in Table 5-2 below.

Table 5-2 Priority species and habitats of principal importance listed in Section 41 of the NERC Act listed in the Local Biodiversity Action Plan

Priority species and habitats of principal importance within Rivers, Riverine Corridors and Associated Habitats	
Species	
Plants	Floating water plantain
Fish	Various fish species
Birds	Reed Bunting
	Bullfinch
	Song thrush

Priority species and habitats of principal importance within Rivers, Riverine Corridors and Associated Habitats

Mammals	Otter
	Daubenton's bat
	Water Vole

HABITATS REGULATIONS ASSESSMENT

Under the Conservation of Habitats and Species (Amendment) (EU Exit) Regulations 2019, a screening assessment must be undertaken to consider the potential direct or indirect adverse effects of the LFRMS on protected habitats and species, with a Habitats Regulations Assessment (HRA) to be undertaken if there is a possibility of a significant effect. Mitigation or avoidance measures must then be applied should the HRA determine that significant adverse effects on site integrity, in view of a site's conservation objectives, are likely. HRA screening has been undertaken to consider potential direct or indirect adverse effects of the LFRMS on designated sites.

The assessment identified the potential for hydrological changes, water quality effects and impacts to habitats and species that may arise as an indirect result of the implementation of the LFRMS.

No likely significant effects arising from the KMDC LFRMS's proposed objectives that might significantly affect the European Sites identified within 15km of the District. This was largely due to the high-level nature of the LFRMS and purpose of achieving environmental gain. It was concluded that an Appropriate Assessment was not required.

KEY ISSUES

The key issues relating to ecological receptors in the Kirklees Metropolitan Borough are summarised below:

Sensitive designated sites for nature conservation, including priority habitats and species, which are at increased risk of flooding due to surface water flooding and groundwater flooding.

Many of the designated nature conservation sites within Kirklees Metropolitan Borough are dependent on specific hydrological regimes and support water-dependent habitats and species. Flooding may introduce contaminated or nutrient enriched waters to designated sites which could adversely impact on interest features.

To maintain and improve existing habitats, species and ecologically designated sites, the LFRMS must consider and take account of the issues outlined above.

Often traditional flood risk management methods can result in the physical modification of water bodies. The LFRMS should consider how to implement natural flood management methods which may deliver multiple benefits such as maintaining and restoring biodiversity whilst providing recreational green infrastructure.

WATER ENVIRONMENT

WATERCOURSES

Kirklees is located within the Humber River basin district which covers an area of 26,100 km². The Humber River Basin Management Plan (2016) outlines the significant water management issues in the region these are categories as follows:

- Physical modifications are currently affecting 42% of water bodies. Physical modifications to water bodies alter the natural flow levels causing additional sediment to build up, and loss of habitats and recreational opportunities.
- Pollution from wastewater – affecting 38% of water bodies. Wastewater or sewage can contain large amounts of nutrients, ammonia, bacteria, harmful chemicals and substances. Additional pressure is being placed on sewer networks due to population growth and changes to rainfall patterns as a consequence of climate change.
- Pollution from towns, cities and transport – affecting 16% of water bodies. Surface water which passes over roads and pavements accumulate pollutants and drains to surface waters.
- Changes to the natural flow and level of water – affecting 6% of water bodies. Reduced flow and water levels can have consequences for water abstraction, and wildlife.
- Negative effects of invasive non-native species – affecting <1% of water bodies. Invasive non-native species can have significant consequences for the natural environment. The process of controlling invasive species can have significant economic impacts.
- Pollution from rural areas – affecting 32% of water bodies. Soils and sediment are being washed off the land carrying phosphorus and nitrate from fertilisers into water bodies. Other impacts include sedimentation from erosion, and compacted fields. There are also bacteriological contaminants from faecal matter.
- Pollution from abandoned mines – affecting 4% of water bodies. Surface waters and groundwater flooding abandoned mines are becoming contaminated with dissolved metals.

At a more local level, Kirklees lies predominantly within the Calder catchment, with a small area to the southeast of the borough within the Don catchment.

The Calder Catchment Flood Management Plan (2010) describes a long history of flooding within the catchment. The most damaging floods occurred in 2007, when 1,700 properties across the catchment flooded from surface water, sewers and rivers. In June 2020, over 700 properties flooding from surface water. At present the two main sources of flood risk are flooding from rivers especially within urban communities, and surface water and sewer flooding (Environment Agency, 2010).

The Don Catchment Flood Management Plan (2010) also describes a long history of flooding. In 2007, over 6750 properties flooding across the catchment, and in 2000 over 240 properties were flooded across the catchment. The primary sources of flooding across the catchment include; rapid river flooding in urban watercourse, sewer and surface water drainage, groundwater and artificial sources.

WATER RESOURCES

Yorkshire Water is responsible for water supply across the area, water is obtained from three main water sources, reservoirs, river abstractions and boreholes. According to the Water Resources Management Plan (2019), the key challenges water resources challenges in Kirklees are as follows:

- Increasing population of Yorkshire by approximately one million by 2050;
- Increased loss of deployable output as a result of climate change;

- Environmental pressure (ongoing) to reduce the amount of water abstracted;
- Providing a resilient service.

According to the plan, climate change remains the biggest single influence on long-term future water resource prospects.

WATER QUALITY

The study area falls entirely within the Humber River Basin District which consists of eighteen management catchments. Management catchments are further broken down into operational catchments.

Kirklees Metropolitan Borough is within the Colne and Holme Operational Catchment of which there are 21 water bodies. As shown in Table 5-3, all of the water bodies are heavily modified and according to the most recent testing (2019), of moderate ecological status, and fail chemical status.

Table 5-3 Hydromorphological designation, ecological and chemical status of water bodies within the Colne and Holme operational catchment

Water Body	Hydromorphological designation	Ecological Status (2019)	Chemical Status (2019)
Bilberry Reservoir	Heavily modified	Moderate	Fail
Blackmoor-foot Reservoir	Heavily modified	Moderate	Fail
Blakeley Reservoir	Heavily modified	Moderate	Fail
Brownhill Reservoir	Heavily modified	Moderate	Fail
Butterly Reservoir	Heavily modified	Moderate	Fail
Colne from River Holme to River Calder	Heavily modified	Moderate	Fail
Colne from Source to Wessenden Brook	Heavily modified	Moderate	Fail
Deer Hill Reservoir	Heavily modified	Moderate	Fail

Water Body	Hydromorphological designation	Ecological Status (2019)	Chemical Status (2019)
Digley Reservoir	Heavily modified	Moderate	Fail
Fenay beck from Source to River Colne	Heavily modified	Moderate	Fail
Holme from New Mill Dike to R Colne	Heavily modified	Moderate	Fail
Holme from Source to New Mill Dike	Heavily modified	Moderate	Fail
Mag Brook from Source to River Holme	Heavily modified	Moderate	Fail
New Mill Dike from Source to River Holme	Heavily modified	Moderate	Fail
Ramsden Reservoir	Heavily modified	Moderate	Fail
Riding Wood Reservoir	Heavily modified	Moderate	Fail
Wessenden Bk from Butterly Resr to River Coln	Heavily modified	Moderate	Fail
Wessenden Head Reservoir	Heavily modified	Moderate	Fail
Wessenden Reservoir	Heavily modified	Moderate	Fail
Yateholme Reservoir	Heavily modified	Moderate	Fail

SUMMARY OF KEY ISSUES

The key issues relating to the water environment within the study area are summarised below:

- Poor water quality across the Colne and Holme operational catchment.
- Increasing pressures on water resources across the district from population growth and climate change.

To maintain and improve flood management across the district, the LFRMS should consider the issues outlined above.

GEOLOGY AND SOILS

The geology of a catchment can be an influential factor on the way water runs off the ground surface. This is primarily due to variations in the permeability of the surface material and bedrock stratigraphy.

There are five nationally designated sites for geological importance within Kirklees Metropolitan Borough. Table 5-4 shows the designation and qualifying features of each of the sites.

Table 5-4 Nationally designated geological assets.

Site name	Designation	Catchment	Qualifying features
Park Clough	SSSI	10	The rock sequence shown at Park Clough shows exposures of sandstone and shales of the Namurian Series formed during the Carboniferous Period. The sequence of rock layers includes an important junction between the two major subdivisions of the Carboniferous Period.
Dark Peak	SSSI	5, 7, 11, 12, 23, 25, 27, 28, 29	Six locations of special geological interest are identified within the Dark Peak: a landslip, the rocks exposed behind the land-slip, a classic example of stream erosion on peat, an area of delta-formed sedimentary rock, an area of river evolution and an area of classic peat erosion.
Honley Station Cutting	SSSI	8	It is a site of great importance for understanding this part of the lower Westphalian A and is significant to geologists working in most of the coal-fields in northern and central Europe, and in eastern North America.
Rake Dike	SSSI	12	The Rake Dike valley contains exposures of rocks of the Namurian Series of the Carboniferous Period laid down some 320 million years ago. The rocks consist of layers of sandstone and shale, some of the shale layers

Site name	Designation	Catchment	Qualifying features
			containing important fossil remains.
Standedge Road Cutting	SSSI	10	This road cutting provides important exposures of the Kinderscout Grit which formed during the Carboniferous Period of geological time, about 320 million years ago.

There are 18 Local Geological Sites (LGeoS) in Kirklees Metropolitan Borough.

The Agricultural Land Classification (ALC) provisional data outlines the agricultural potential of land, categorising it into five grades (Natural England, 2020). The best and most versatile land is defined as Grades 1 (excellent quality agricultural land), 2 (very good quality), 3a (good), 3b (moderate), 4 (poor) and 5 (very poor). There are no areas of Grade 1 or 2 in the borough as shown in Figure 5-3. Therefore, the highest-grade agricultural land in Kirklees is located within the north and east of the borough. These areas are classified as Grade 3.

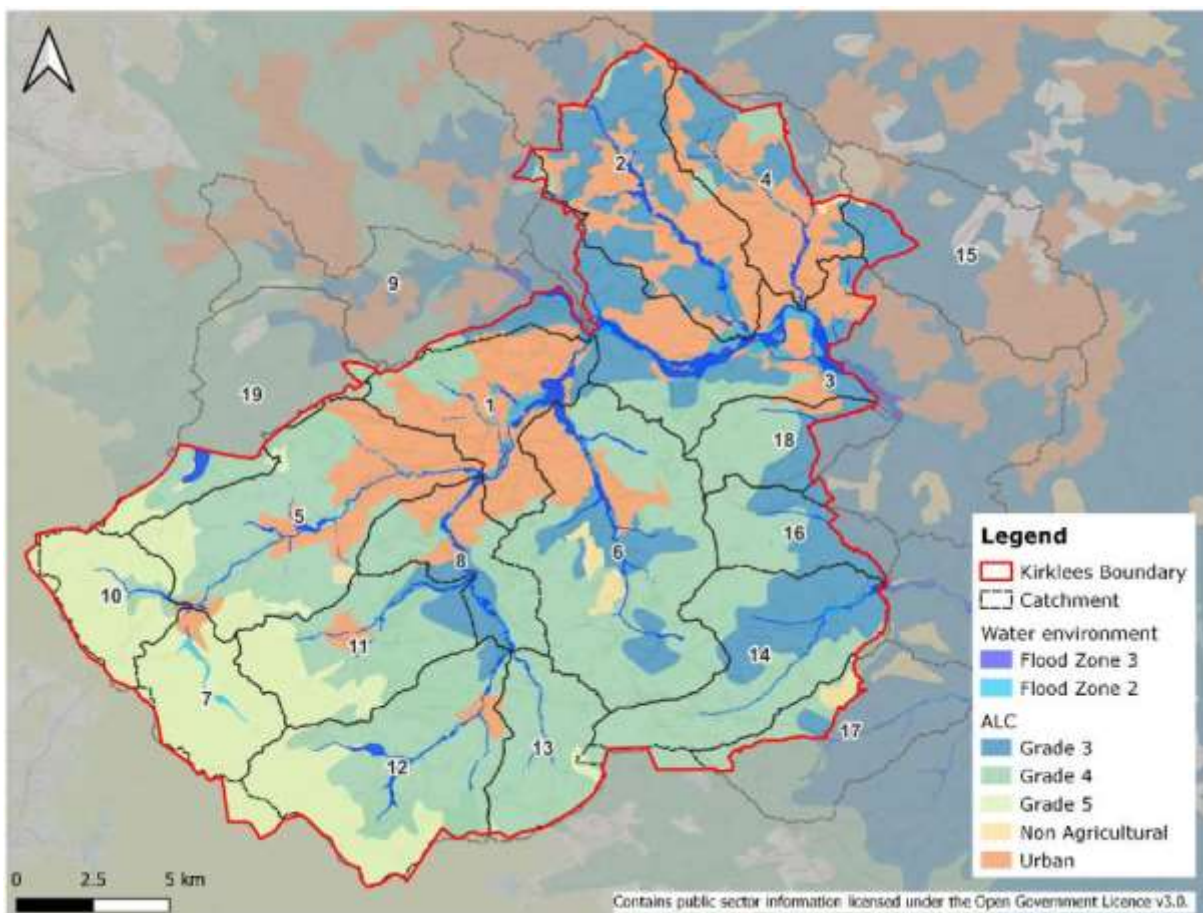


Figure 5-3 ALC in Kirklees Metropolitan Borough

Soil classifications by the Soil Landscapes Online Viewer (Defra, 2022) have classified the study area as containing multiple soil landscapes, but the study area predominantly consists of freely draining slightly acid loamy soils. This soil landscape is freely draining, of loamy texture, mainly covered by arable and grassland.

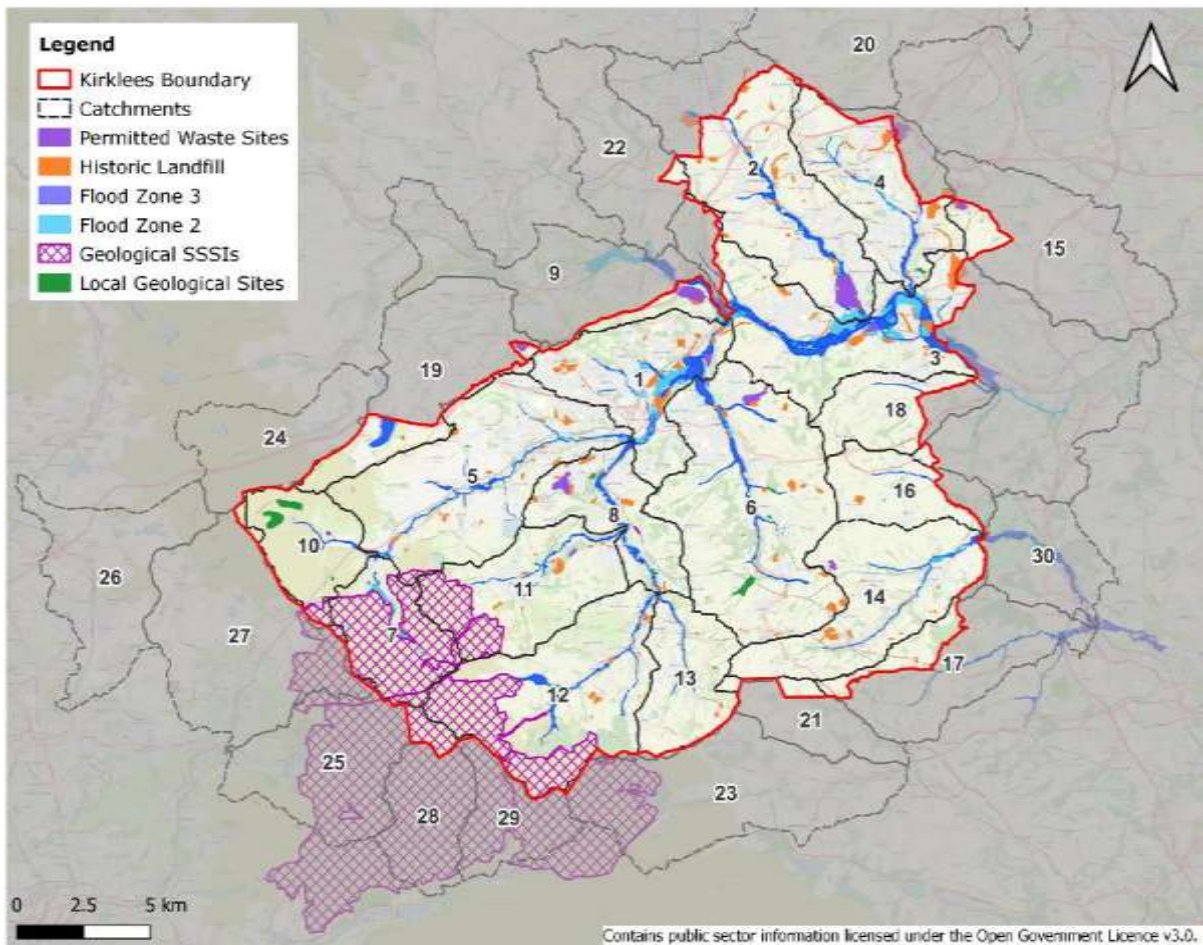


Figure 5-4 Geological SSSIs, Historic and Current Landfill sites in Kirklees.

Contaminated land contains substances in or under the land that are actually or potentially hazardous to health or the environment. Landfill sites are areas of potential contamination. There are 19 permitted waste sites, 222 historic landfill sites, and 19 Local Geological Sites within the study area, as shown on Figure 5-4.

5.5.1 Key Issues

The geological context of the study area, including designations and historic and current landfill is outlined above. The key issues identified are summarised below:

- Flood risk may result in contaminants leaching into surface water, increasing levels of pollution, and threatening human health and the environment; and
- Risk of damage or disturbance to geologically designated SSSIs or LGeoS.

The LFRMS must consider the issues outlined above to prevent erosion of landfill waste into the water course, which would threaten human health and the environment.

HISTORIC ENVIRONMENT

There are a number of heritage assets within the study area, reflecting a rich and diverse built and historic environment. There are approximately 2,974 listed buildings of which 18 are on the Heritage at Risk Register (2021).

The borough also contains 22 Scheduled Monuments. These are awarded protection against potentially damaging activities, including those associated with development, under the Ancient Monuments and Archaeological Areas Act 1979. Three of these Scheduled Monuments are on the Heritage at Risk Register.

The Register of Historic Parks and Gardens by Historic England identifies historic landscapes of note. This can include gardens, grounds and other planned open spaces, the emphasis of the Register is on designed landscapes (Historic England, 2022). There are also six Registered Historic Parks and Gardens in the borough, these are as follows:

- Beaumont Park (8)
- Bretton Hall (14,16)
- Crow Nest Park (2,3)
- Dewsbury Cemetery (2,3)
- Greenhead Park (1,5)
- Kirklees Park (3,9)

The Heritage at Risk Register includes historic buildings and sites of being lost through neglect, decay and deterioration. It includes all types of heritage designations. The overarching purpose of the register is to focus attention on assets in the most need. These heritage assets are outlined in Table 5-5 and on Figure 5-4.

Table 5-5 Historic assets in Kirklees Metropolitan Borough on the Heritage at Risk Register

Name	Designation	Catchment	Condition
Former Huddersfield Infirmary	Listed building Grade II*, CA	1	Poor
New House Hall, Newhouse Road	Listed building Grade II*	1	Very bad
Boiler house, engine house, rope race, water tower and powerhouse at Westwood Mills, Lowestwood Lane, Linthwaite, Huddersfield	Listed building Grade II*, CA	5	Very bad
Mill Dam, at Westwood Mills, Lowestwood Lane, Linthwaite, Huddersfield	Listed building Grade II*, CA	5	Poor
North Range at Westwood Mills, Lowestwood Lane, Linthwaite, Huddersfield	Listed building Grade II*, CA	5	Very bad
Offices and workshop ranges at Westwood Mills, Lowestwood Lane,	Listed building Grade II*	5	Very bad

Name	Designation	Catchment	Condition
Linthwaite, Huddersfield			
West Block at Westwood Mills, Lowestwood Lane, Linthwaite. Huddersfield	Listed building Grade II*	5	Very bad
Hopton Congregational Church, Calder Road, Mirfield	Listed building grade II*	3	Fair
Christ Church, Church Lane, Bately and Liv-ersedge	Listed Place of Worship Grade II	2	Poor
Church of St Stephen, Lidget Street, Huddersfield	Listed Place of Worship Grade II	1	Poor
Church St Thomas, Manchester Road, Huddersfield	Listed Place of Worship Grade II*	5	Poor
Church of St John, St John's Road, Huddersfield	Listed Place of Worship Grade II*, CA	1	Poor
Church of St Mark St Marks Road, Huddersfield	Listed Place of Worship Grade II	5	Poor
Church of the Holy Trinity, Trinity Street, Huddersfield	Listed Place of Worship, Grade II*, CA	1	Poor
Christ Church, Woodhouse Hill, Huddersfield	Listed Place of Worship Grade II	1	Poor
Church of Emmanuel, Huddersfield Road, Kirkburton	Listed Place of Worship Grade II	14	Poor
Church of St Thomas, Marsh Hall Lane, Kirkburton	Listed Place of Worship Grade II, CA	6	Poor
Church of St Mary, Church Lane, Mirfield	Listed Place of Worship Grade II*	3	Poor
Emley Day Holes, 200m east of Churchill Farm, Denby Dale	Scheduled Monument	14	Generally unsatisfactory with major localised problems.
Medieval ironstone pits south of Bentley	Scheduled Monument	16	Generally unsatisfactory

Name	Designation	Catchment	Condition
Grange, Denby Dale			with significant localised problems
Crosland Lower Hall moated site, Meltham	Scheduled Monument	11	Generally satisfactory but with significant localised problems.
Birkby, Huddersfield	Conservation Area, 33 listed buildings	1	Poor
Dewsbury	Conservation Area, 41 listed buildings	3,4	Very bad
Holmfirth	Conservation Area, 38 listed buildings	12	Very bad
Huddersfield	Conservation Area, 214 listed buildings	1	Very bad

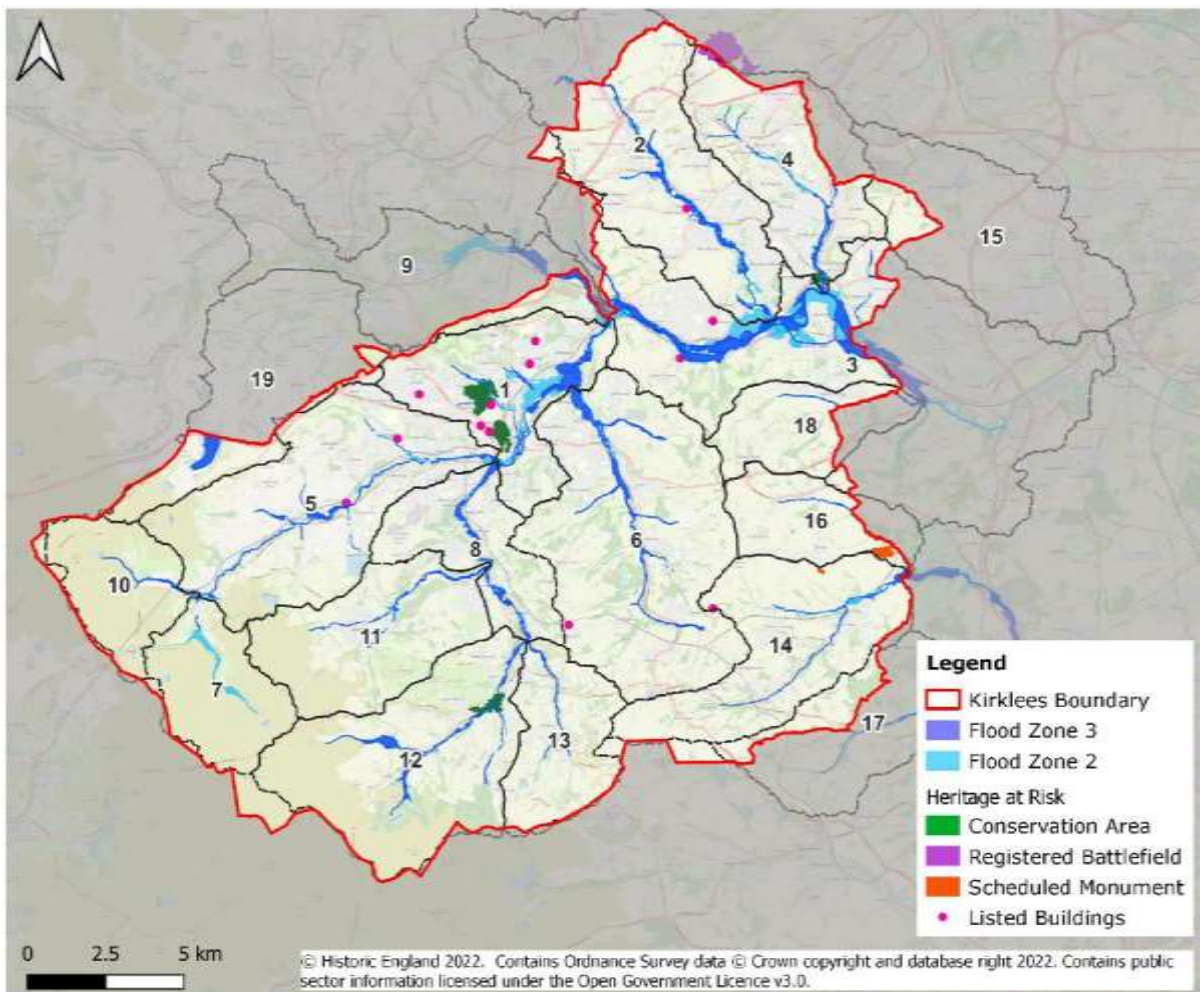


Figure 5-5 Location of Heritage at Risk in Kirklees Metropolitan Borough

The West Yorkshire Joint Services undertook the West Yorkshire Historic Characterisation Project between 2011 and 2017. This developed Historic Land Classification for Kirklees, which evaluates the changes in the historic landscape since 1066. The maps focus upon the key land use areas of commercial, communication, enclosed land, extractive, horticulture, industrial, institutional open land, parkland and recreation, residential, water and woodland (West Yorkshire Joint Services, 2017).

Historic England and Kirklees Metropolitan Council are working in collaboration to deliver a High Street Heritage Action Zone (HSHAZ) in the centre of Huddersfield. The overarching aim of the Action Zone is to rejuvenate the many of listed buildings around Huddersfield town centre which have been in decline.

The West Yorkshire Archaeology Advisory Service have produced a selection of research agenda documents on the:

- Palaeolithic & Mesolithic
- The Later Prehistoric
- Late Iron Age and Roman
- Post Roman to Conquest
- Industrial Archaeology
- Historic Buildings
- Medieval Rural Settlements.

These documents evaluate the historic record of West Yorkshire across the above periods.

KEY ISSUES

There are a variety of heritage assets present within the study area. The key issues are summarised below:

- Potential flood-related damage to many historical, cultural and archaeological features within the study area due to changed water levels or through the force and inundation of flood waters.
- Watercourses and their surrounding fluvial landscapes are important components of the historic environment, containing a wider range of heritage assets.

The provision of flood protection provided by the LFRMS must consider the potential consequences for the historic environment. Where required, early consultation with Local Government Archaeological Officers will help identify the presence of any unknown un-designated archaeological assets and any mitigation to be factored in.

POPULATION

In 2019, the population in Kirklees is 437,000 residents (Kirklees Metropolitan Borough Council, 2019). Only 9% of areas in Kirklees are in the most 10% deprived in England, down from 14% in 2010 and in contrast to rising deprivation in neighbouring areas (Kirklees Metropolitan Borough Council, 2019). Approximately 169,00 households in West Yorkshire are in fuel poverty which is equivalent to 17% (West Yorkshire Combined Authority, 2021).

In Kirklees, 18% of residents have local nature greenspace within 5 to 10 minutes walking distance, which is less than the regional average of 23% (West Yorkshire Combined Authority, 2021).

Kirklees Metropolitan Council are currently running a property Flood Resilience (PFR) Grant 2020-2022 which allows for any measures to be applied to building to make people and the property less vulnerable to the physical impacts of flooding to encourage resilience.

The most densely populated wards in Kirklees are Batley East, Batley West and Greenhead with 36.2 to 47.5 persons per hectare (Kirklees Metropolitan Borough Council, 2020).

The Living Environment domain measures the quality of the local environment. The domain consists of two sub-domains. The 'indoors' living environment measures the quality of housing; while the 'outdoors' living environment contains measures of air quality and road traffic accidents (Ministry of Housing, Communities & Local Government, 2019).

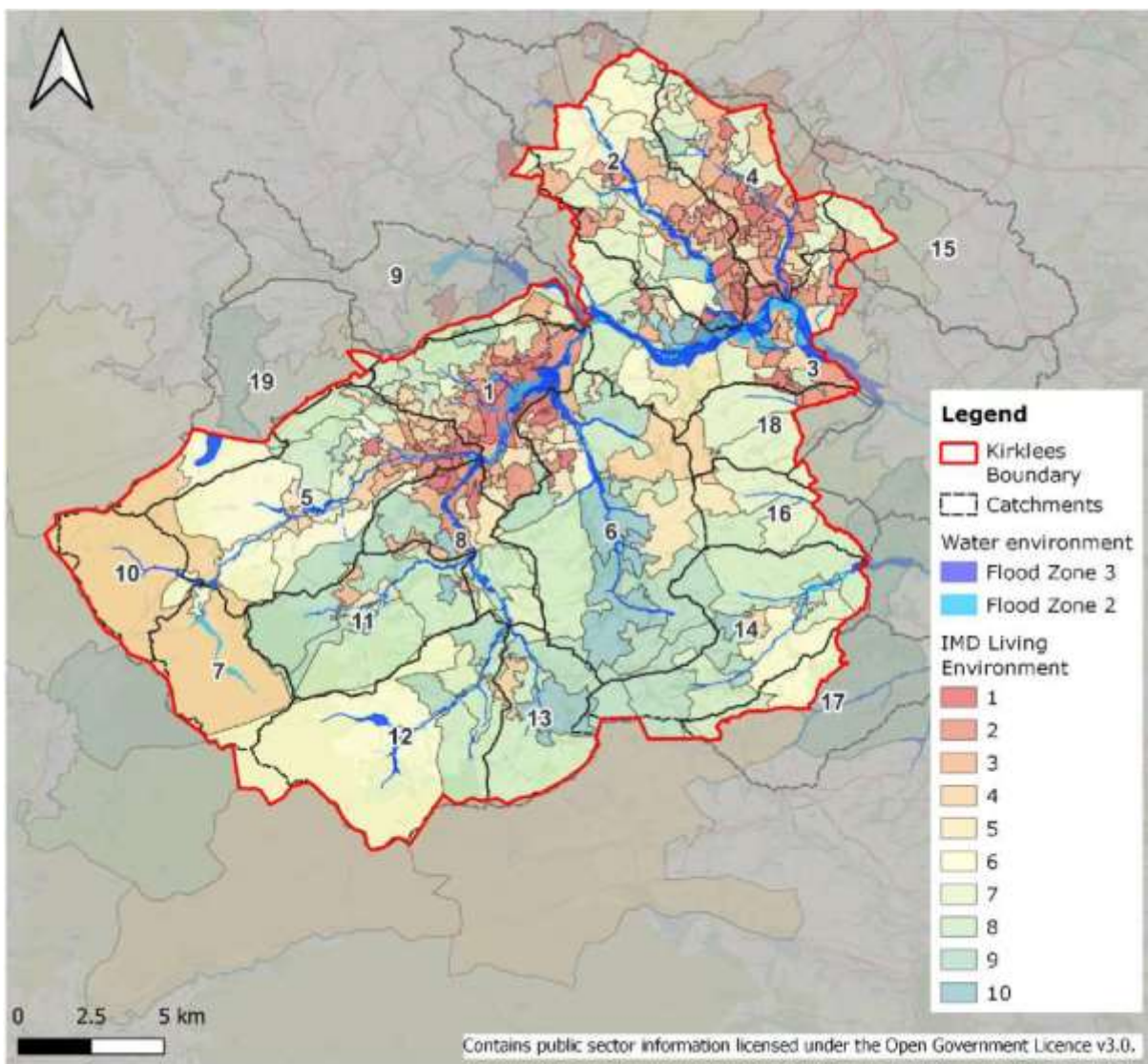


Figure 5-6 IMD Living Environment domain (2019) in Kirklees Metropolitan Borough

Figure 5-5 shows the Index of Multiple Deprivation (IMD) scores for Kirklees. It shows that the greatest deprivation is concentrated around catchments 1 and 4. These relate to the more urban areas of the Huddersfield and Dewsbury. Broadly the more rural areas of the borough experience relatively less deprivation.

SUMMARY OF KEY ISSUES

The key issues relating to the population and health of the study area are outlined above and summarised below:

- Predicted increase in proportion of younger children and older adults within the population, resulting in a relatively small working age population supporting a larger dependent population.
- Consider the sensitivity of areas of deprivation and flood risk exposure across the borough.

The provision of flood management strategies provided by the LFRMS should consider the potential consequences for the local population.

MATERIAL ASSETS

There are 16 train stations in Kirklees, the main rail route is the East/West Trans Pennine Route which links Huddersfield and Dewsbury to Leeds, York, Manchester, and Manchester Airport. There are also local rail connections to Wakefield which provide a further connection to London. The Penistone Line makes a local connection to the Sheffield City Region and Midland Main Line railway (Kirklees Metropolitan Borough Council, 2015).

Between 2009/10 and 2014/25 the number of bus passengers fell from 169.2 million per annum to 156.8 million per annum across West Yorkshire. The current bus service in Kirklees is good, with services mainly focused between corridors of the main towns and urban areas. There are services operating in the rural south of the borough, but these are generally at a lower frequency and require greater public subsidy (Kirklees Metropolitan Borough Council, 2015).

At a regional level, the West Yorkshire transport strategy highlights a number of challenges. The investments in road and rail have not kept pace with economic and population growth, which is manifesting in the congestion and insufficient capacity on public services. At a wider scale, the current transport provision lacks resilience (West Yorkshire Combined Authority, 2017).

Figure 5-6 demonstrates some of the potential critical infrastructure at risk of flooding across the borough.

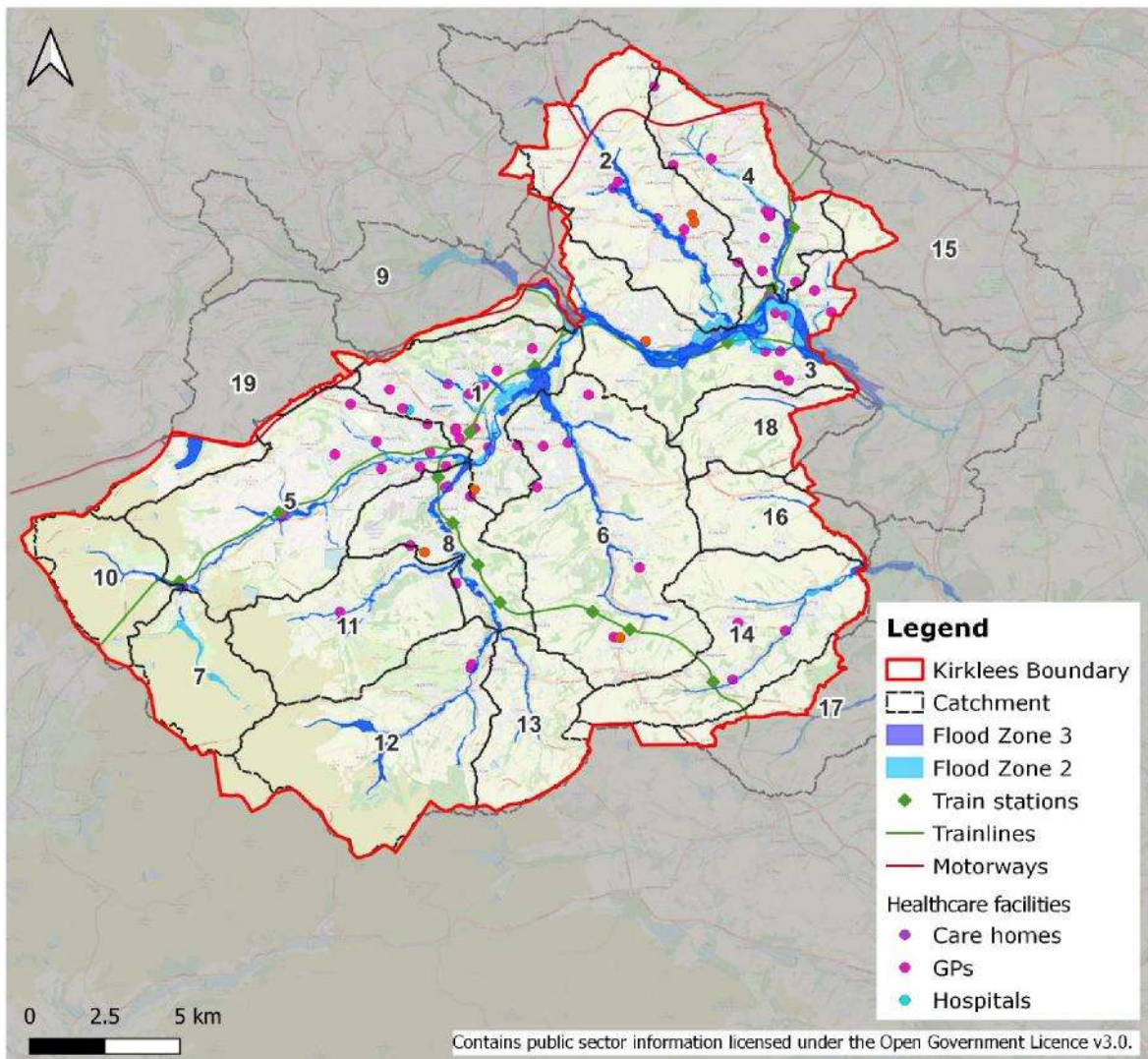


Figure 5-7 Material assets in Kirklees Metropolitan Borough

The overarching conclusion of the Kirklees Infrastructure Delivery Plan (2015) was that there is broadly sufficient infrastructure, either current or planned to support the housing and economic growth aspirations for Kirklees district up to 2031. Specific risks to infrastructure include:

KEY ISSUES

Kirklees Metropolitan Borough is large district with an established network of infrastructure, transport routes, including rural and urbanised areas. The associated key issues are summarised below:

- Critical infrastructure including energy infrastructure, industrial areas, public amenity and transport routes may be vulnerable to flood risk; and
- Sensitivity of infrastructure to damage/disturbance from flooding and associated socio-economic costs.

The provision of flood protection provided by the LFRMS must consider the potential consequences for established and future material assets.

CLIMATE

Recent data indicates that CO2 end-user emissions in West Yorkshire are approximately 10.8 Mt CO2 which is equivalent to 4.7 tonnes per capita, below the nation average of 4.9 tonnes. Whilst West Yorkshire's current rates of emissions is lower than the national average, a continuation of the emissions reduction will not achieve its existing target of net zero by 2038 (West Yorkshire Combined Authority, 2021).

Approximately 39% of energy used in the borough is for domestic purposes, domestic electricity uses account for around 8%. Around 2% of energy used is sourced from renewables and waste (Kirklees Metropolitan Borough Council, 2020).

Kirklees falls within one climate region, North-East England, as classified by the Met Office. The annual temperature range in low-lying areas are around 8.5 °C to around 10 °C, mean annual temperatures depend strongly on altitude with a decrease of about 0.5 °C for each 100m increase in altitude (Met Office, 2016).

Kirklees Metropolitan Council developed a Local Climate Impacts Profile (LCLIP) to support the West Yorkshire Adaptation Action Plan, where highlighted the impacts of a changing climate on citizens, businesses and partner organisations by detailing the extreme weather events between 2003-2010. Kirklees Council found that extreme weather events had cost the authority £283,030 - £1,255,200 a year, mainly through highway repair and maintenance (West Yorkshire Combined Authority, 2010). The results of LCLIP's across the West Yorkshire region have identified that the main impacts of extreme weather events are:

- Damage to infrastructure e.g., flooding of properties,
- Disruption to travel and accessibility across the region, e.g., traffic congestion and public transport cancellations, and.
- Difficulty or failure in delivering essential services e.g., provision of health and social care.
- Climatic change is likely to result in increased frequency and intensity of severe weather types already experienced across the Yorkshire and Humber region. These effects are likely to have significant implications for businesses and residents (West Yorkshire Combined Authority, 2010).

KEY ISSUES

The key issue relating to climate change is projected increased variability in precipitation events. This is likely to result in the overwhelming of drains and sewers due to increased surface run-off. In turn, this could result in localised flood events, which will have implications for human health, infrastructure, and designated sites.

During the summer months, projected rain increases would have an impact on the capacity of drainage systems. More intense events would exceed the capacity of drainage systems and cause surface water runoff and flooding causing localised surface water runoff and flooding from smaller watercourses, particularly in urban areas.

During the winter months, projected rainfall increases are likely to cause saturation of clayey soils, resulting in wet antecedent conditions, which may result in greater vulnerability to further storms, particularly in rural areas.

To ensure that the region is resilient to impacts of climate change, the LFRMS must consider how to implement measures aimed at coping with them.

SEA FRAMEWORK

INTRODUCTION

The SEA framework, developed at the scoping stage, is used to identify and evaluate the potential environmental issues associated with the implementation of the LFRMS. The framework comprises a set of SEA objectives that have been developed to reflect the key environmental issues identified through the baseline information review. These objectives are supported by a series of indicators, which are used as a means to measure the potential significance of the environmental issues and can also be used to monitor implementation of the LFRMS objectives. These LFRMS objectives are tested against the SEA framework to identify whether each option will support or inhibit achievement of each objective.

Table 6-1 below summarises the purpose and requirements of the SEA objectives, sub-objectives and indicators.

Table 6-1 Definition of SEA Objectives, Criteria and Targets

	Purpose
Objective	Provide a benchmark 'intention' against which environmental effects of the plan can be tested. They need to be fit-for-purpose.
Sub-objective	Aid the assessment of impact significance. Provide a means of ensuring that key environmental issues are considered by the assessment process.
Indicator	Provide a means of measuring the progress towards achieving the environmental objectives over time. They need to be measurable and relevant and ideally rely on existing monitoring networks.

SEA OBJECTIVES AND CRITERIA

SEA objectives and indicators have been compiled for each of the environmental receptors (or groups of environmental receptors) scoped into the SEA. The SEA objectives for the LFRMS are given in Table 6-2 below. These objectives can be refined or revised in light of any additional information obtained during the life of the project.

Table 6-2 SEA Objectives and Criteria

Receptor	Objective	Sub-objective	Indicator
Landscape and Visual Amenity	1 Protect the integrity of local urban and rural landscapes in the area.	Prevent changes to the landscape character of NCAs and local landscape character types.	Changes in the condition and extent of existing characteristic elements of the landscape. The condition and quality of new landscape features introduced to

Receptor	Objective	Sub-objective	Indicator	
			the environment (i.e. new flood defences).	
Biodiversity, Flora and Fauna	2	Maintain, and enhance and extend biodiversity, wildlife and habitat connectivity.	<p>Protect and enhance protected, important and notable habitats and species and designated nature conservation sites in the area.</p> <p>Increase biodiversity by enhancing, expanding and connecting existing natural areas and wildlife refuges.</p> <p>Increase biodiversity resilience to flood risk and climate change.</p>	<p>Recorded numbers of protected habitats and species.</p> <p>Percentage change in area of priority habitats.</p> <p>'Condition' of designated wildlife, geological sites, and habitats.</p> <p>Deliver measures which also improve the ecological status of WFD waterbodies.</p> <p>Biodiversity net gain and other enhancements achieved in projects delivered through the LFRMS.</p>
Water Environment	3	Protect and enhance the quality of water features and resources.	Do not inhibit achievement of WFD objectives and contribute to their achievement where possible.	WFD chemical or ecological status of water bodies within catchment.
Geology and Soils	4	Maintain soil quality and conserve geological designations.	<p>Reduce risk of contamination from all sources.</p> <p>Maintain soil quality and quantity.</p> <p>Conserve the condition of geological designated sites.</p>	<p>Number of contamination incidents.</p> <p>Risk levels of contamination.</p> <p>Soil quality.</p> <p>'Condition' of geological designated sites.</p>
Historic Environment	5	Preserve and where possible enhance important heritage assets.	<p>No adverse impact on designated and non-designated heritage assets as a result local flooding.</p> <p>No adverse impact on the integrity/setting of designated and non-designated heritage assets as a result of local flood risk management measures.</p>	<p>Number of designated and non-designated heritage sites at risk from local flooding.</p> <p>Number of heritage assets adversely impacted upon by local flood risk management measures.</p>
Population and Human Health	6	Protect and enhance human health and wellbeing.	Conserve and enhance open (including urban amenity areas) and natural green spaces including PRow and recreation opportunities.	<p>Number of open and natural green spaces.</p> <p>Number and value of PRow routes.</p>

Receptor	Objective	Sub-objective	Indicator
		Protect key social infrastructure assets and services from flooding and increase resilience to climate change.	Number of residential properties at risk from flooding. Number of key services at risk from local flooding. Health and wellbeing statistics.
Material assets	7	Minimise the impacts of flooding to the transport network and key critical infrastructure. No increase in length of road and rail infrastructure at risk from local flooding. No increase in number of infrastructure assets at risk from local flooding. No increase in number of Green Infrastructure assets at risk of local flooding and/or an enhancement of current Green Infrastructure Assets in the area.	Length of road and rail infrastructure at risk from local flooding. Number of key infrastructure assets at risk from local flooding. Number of green infrastructure assets at risk from flooding/created or enhanced through implementation of the LFRMS.
	8	Minimise local and national contribution to climate change.	Minimise short-term carbon and reduce long-term emissions by preferencing low carbon solutions. Number of flood management measures implemented that will also sequester carbon. Carbon dioxide equivalent emissions (CO ₂ e)

STAGE B: DEVELOPING AND REFINING OPTIONS AND ASSESSING EFFECTS

DEVELOPING ALTERNATIVES

The SEA Regulations require an assessment of the plan and its 'reasonable alternatives'. In order to assess reasonable alternatives, different strategy options for delivering the LFRMS have been considered and assessed at a strategic level against the SEA objectives (see Table 7-1) and environmental baseline. The results of this assessment will be used to inform the decision-making process in choosing a preferred way of delivering the LFRMS.

APPRAISAL OF REASONABLE ALTERNATIVES

The LFRMS has the purpose of managing and reducing local flood risk in the study area. A high-level review of the options against the SEA Objectives was undertaken in the form of a simple matrix for each of the following options:

Do Nothing - where no action is taken, and existing assets and ordinary watercourses are abandoned.

- Do minimum: maintain current Kirklees Council Local Flood Risk Management Strategy (2012)- where existing assets and watercourses are maintained as present in line with the existing local flood risk management plan as an alternative to preparing a new one. Existing infrastructure is not improved over time and the effects of climate change are not taken into account.
- Manage and reduce local flood risk - take action to reduce the social, economic and environmental impact due to flooding through the preparation of a new LFRMS.

Table 7-1 compares all three strategy options against each of the SEA objectives.

Table 7-1 Assessment of the Strategy and Alternative Options Against the SEA Objectives

SEA Objectives		Options and Effects		
		Do Nothing	Do minimum: maintain current local flood risk strategy	Manage and reduce local flood risk
1	Protect the integrity of local urban and rural landscapes in the area.	Potential negative effect resulting from no management that could adversely impact sensitive landscape character. Locally important landscape features, including those identified within the LCAs, would likely be exposed to damage and deterioration through increased exposure to flood risk.	Little change to baseline in the short to medium term. However, in the future, as a result of climate change and increasing flood risk, adverse impacts on local landscapes may arise.	Potential for managing and promoting this objective through sensitively designed flood risk management schemes which enhance local landscape character, such as natural flood management.
2	Maintain and enhance biodiversity, wildlife, and habitat connectivity.	Potential for both adverse and beneficial impacts. For example, abandonment of assets may allow for the development of more natural watercourses and wetland habitat creation/ enhancement through increased inundation. However, there could be an increased risk of spreading of non-native invasive species	Little/no change to baseline levels in the short to medium term. However, as a result of increased flooding in the future due to climate change, new habitats may be created, or existing wetland habitats enhanced. Although, habitats intolerant of increased inundation or changes in water quality may be adversely affected.	Potential for both adverse and beneficial impacts as a result of active management. Opportunities may arise to enhance biodiversity and notable habitats the Council through the implementation of measures to reduce local flood risk, for example: natural flood management measures, improvements

SEA Objectives		Options and Effects		
		Do Nothing	Do minimum: maintain current local flood risk strategy	Manage and reduce local flood risk
		through flooding; deterioration of existing wildlife corridors; and detrimental impacts on habitats intolerant of increased inundation.		to fish passage; encouraging appropriate management of watercourses by riparian landowners; and undertaking watercourse maintenance.
3	Protect and enhance the quality of water features and resources.	Potential for both adverse and beneficial impacts.	Little/no change to baseline levels. However, potential deterioration of water quality during flooding incidents.	Potential for both adverse and beneficial impacts.
4	Maintain soil quality and conserve geological designations.	Potential negative effect resulting from increased erosion of soils as a result of increased flooding and no management of land contamination risks and subsequent effects.	Little/no change to baseline in the short to medium term. However, in the future, as a result of climate change, adverse impacts may arise through erosion and land contamination from increased flooding.	Potential for managing and promoting this objective through reduced flood risk, which will help to protect the Council area's soil resource from erosion and its quality.
5	Preserve and where possible enhance important historic and cultural sites.	Heritage assets will likely be exposed to damage and deterioration through increased exposure to flood risk.	Little/no change to baseline in the short to medium term. However, in the future, important heritage assets may be exposed to increased flooding and damage due to climate change.	Potential for both adverse and beneficial impacts as a result of active management, for example through increased protection of vulnerable heritage assets or reduced inundation resulting in the desiccation of buried archaeology.
6	Protect and enhance human health and wellbeing.	Increased exposure to flood risk from a combination of no management and climate change. This could lead to a greater number of people and their properties at risk of flooding, causing greater damage and disruption, increases in social exclusion, deprivation and health risks.	No improvements to health and well-being as existing flood risk is maintained and the risk may increase in the future as a result of climate change.	Active management to reduce local flood risk should help to protect residential properties and key social infrastructure services from flooding. This has the potential to create a range of social benefits including reducing associated health impacts and social deprivation.
7	Minimise the impacts of flooding to the transport network and key critical infrastructure.	This option is likely to result in increased flood risk to key infrastructure, which would cause significant disturbance	Maintains the current flood risk levels, although this risk may increase in the future due to climate change.	Managing and reducing local flood risk will minimise the impact of flooding on roads, railways and other infrastructure assets. This

SEA Objectives		Options and Effects		
		Do Nothing	Do minimum: maintain current local flood risk strategy	Manage and reduce local flood risk
		ruption to the county, impacting on human and economic activity and the environment.		will reduce disruption during flood events and enable a more effective response.
8	Minimise local and national contribution to climate change.	Increased exposure to flood risk may result in increased emissions locally. For example, from emissions associated with the recovery effort following flood events.	Little/no change to baseline levels in the short to medium term. However, as a result of future climate change and associated increased flood risk, there may be an increase in emissions following flood events.	Potential for negative impacts if management is carried out using hard engineering approaches which contribute embodied carbon. Potential for management through low carbon measures such as natural flood management.

Impact Significance	Impact Symbol	Description
Significant positive impact	++	Significantly beneficial to the SEA objective -multiple opportunities for environmental improvement or resolves existing environmental issue.
Minor positive impact	+	Partially beneficial (not significant) to the SEA objectives – contributes to resolving an existing environmental issue or offers some opportunities for improvement.
Neutral impact	0	Neutral effect on the SEA objective and environment.
Minor negative impact	-	Partially undermines (not significantly) the SEA objective – would contribute to an environmental issue or reduce opportunities for improvement.
Significant negative impact	--	Significantly undermines the SEA objective – will significantly contribute to an environmental problem or undermine opportunity for improvement.

Uncertain impact	?	Insufficient detail on the option or baseline – cannot effectively assess the significance of the strategy objective on the SEA objective.
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ASSESSMENT APPROACH

The LFRMS objectives and actions have been evaluated in light of their potential cumulative, synergistic, direct and indirect environmental effects on the different SEA receptors selected for further assessment. The assessment of these environmental effects has been informed by the baseline data collected at the scoping stage, professional judgement and experience with other water level management and flood risk related SEAs, as well as an assessment of national, regional, and local trends. In some cases, the assessment has drawn upon mapping data and GIS to identify areas of potential pressure, for example due to presence of environmental designations. Throughout the assessment the following will apply:

- Positive, neutral and negative impacts will be assessed, with uncertain impacts highlighted;
- The duration of the impact will be considered over the short, medium and long term;
- Consideration of whether the impact would be directly on a receptor or indirectly;
- The reversibility and permanence of the impact will be assessed. For example: temporary construction impacts, such as during decommissioning pumping stations; impacts which can be mitigated against/restored over time such as altered drainage pressures; or completely irreversible changes to the environment; and
- In-combination effects will also be considered.

The significance of effects upon each of the SEA objectives will then be evaluated and used to inform option selection.

LIMITATIONS AND ASSUMPTIONS

The LRFMS actions are high-level and generic and do not include specific details such as location, scale and/or implementation methods. As such, any assessment is based upon a high-level understanding of the individual actions.

It is assumed that actions will be undertaken in accordance with local and national policies, and to best practice guidance.

ASSESSMENT

The assessment of the LFRMS objectives and actions against the SEA objectives is shown below in Table 8-3. Cumulative effects of the actions against the SEA objectives are shown in Table 8-4. These are qualitative assessments that identify the range of potential effects that the LFRMS may have on delivering the SEA objectives.

Strategic Theme	LFRMS Action	SEA Objectives								Comments
		1	2	3	4	5	6	7	8	
Place	Engage early with spatial planners and growth strategies to ensure new development and plans make best use of land in making space for surface water, fluvial water, sustainable drainage systems and promote the use of adaptive pathways to adapt to climate hazards. Share our understanding of flooding in the area to avoid inappropriate development.	+	+	+	+	+	+	+	+	Ensuring best use of land and incorporating adaptive pathways and sustainable drainage systems (SuDS) will help contribute to reduced flood risk while being considerate of ecological, heritage and visual receptors, water resources and carbon. This action has the potential to positively benefit all SEA objectives.
Place	Work with the Local Planning Authority, Highway Authority, Environment Agency, and water companies to ensure the planning process and development design account fully for land drainage and surface water managements issues. Ensure our practices secure sound management and maintenance regimes that are proportionate and appropriate to the flood risk in the area.	+	+	+	+	+	+	+	+	Ensuring ongoing involvement with consultees on land drainage and surface water management will have indirect positive benefits to material assets as a result of minimising surface water flooding impacts on infrastructure. As statutory consultee, the LLFA could promote the use of sustainable flood risk management measures, such as SuDS, which would indirectly positively impact several SEA objectives.
Place	As a Lead Local Flood Authority engage with others to advise on climate change allowances for sources of flooding from surface water, groundwater, and ordinary watercourses. To share and inform others of current guidance, research and best practice on sustainability and water management to inform decision making.	+	+	+	+	+	+	+	○	Incorporating climate change allowances will improve the accuracy of flood modelling and will allow for targeted flood alleviation options to be achieved. This action should improve flood management in the area and have multiple benefits to SEA objectives, such as enhancing the resilience of ecosystems, communities and infrastructure.

Strategic Theme	LFRMS Action	SEA Objectives								Comments
		1	2	3	4	5	6	7	8	
Place	Enhance our early engagement with developments and commit to targeted periodic inspections of new development to ensure compliance with drainage planning conditions and Land Drainage Act legislation. Seek 106 contributions where appropriate and promote environmental net gain.	+	+	+	+	○	+	+	+	Early consideration of flood risk in development proposals would result in benefits to human and material receptors by ensuring that developments appropriately consider flood risk management measures. Undertaking inspections will ensure these measures are met. Promoting environmental net gain will have positive impacts on a range of SEA objectives through the enhancement of habitats.
Place	Improve our asset data on drainage assets within the district including highway gullies, culverts, carrier drains, debris screens and others to build our evidence base. Where considered significant make this publicly available.	○	○	○	○	○	+	+	○	Collecting and maintaining asset data will not have any identified direct effect on SEA receptors, however this action should promote better flood management in the area, particularly if there is a focus on assets which have a significant effect upon local flood risk.
Protect	Identify and develop flood risk improvement schemes for Kirklees to reduce the risk of surface water flooding and flooding from ordinary watercourses to better protect properties and the highway network in high-risk areas. Be open to new financing models. Promote a range of resilience actions and climate change scenarios.	9	9	9	9	9	+	+	9	Delivery of flood alleviation schemes will result in reduced risk to the local community for the benefit of population, human health and material assets. However, the project location, physical works to install, manage and maintain flood assets are unknown and may have adverse impacts on designated sites (both ecological and cultural), watercourses and soils in the proximity of the works. There is the potential that works will promote positive impacts for these receptors through managing water within the locality for their benefit.
Protect	Improve the awareness, understanding and delivery of Property Flood Resilience measures to manage local flood risk within our communities. Encourage homeowners and business owners to undertake Property Flood Surveys and seek grant funding to support resilience measure installations to support a build back better approach.	○	○	○	○	○	+	+	○	Improved resilience will reduce the impact of flood events on population and human health and material assets and will allow for faster recovery from floods.

Strategic Theme	LFRMS Action	SEA Objectives								Comments
		1	2	3	4	5	6	7	8	
Protect	Work with our partners, universities, and communities to develop integrated solutions and maintenance programmes to deliver multiple benefits to reduce flood risk and look to improve economic, social and environmental benefits. Be innovative in our approach.	+	+	+	+	+	+	+	+	Developing and implementing integrated approaches to flood management, incorporating input from multiple stakeholders will lead to benefits for all SEA objectives.
Protect	Engage with catchment partnerships and landowners to embrace land management techniques and natural flood management to help to manage surface water runoff. Seek out opportunities to use Working with Natural Processes in managing flood risk to promote multiple benefits such as environmental net gain.	+	++	+	+	+	+	+	+	Maximising opportunities for natural flood management will have direct, long-term benefits to ecological receptors and will also likely lead to improvements in water quality, along with sequestering carbon. Implementation of natural flood management may also have indirect positive effects on landscape, cultural assets, amenity, population, human health, and material assets.
Protect	Support the severe weather incident management function the Council undertakes through technological advancements to ensure it is an intelligence led approach.	○	○	○	○	○	+	+	○	Improvements to the severe weather management function will have long-term positive benefits to population and human health and material assets through improved flood resilience.
Protect	Maintain assets based on a risk-based approach to ensure high flood risk assets are prioritised and allowances made for climate change projections are considered. Try new technological approaches. Assess which Council assets require capacity improvements as a last resort.	○	○	○	○	○	+	+	○	This action will ensure that funding will be provided to protect the most at-risk receptors. This should help reduce the magnitude and likelihood of flooding and will have positive benefits to population and human health and material assets.
Response	Provide intelligence to ensure policy frameworks and emergency plans are robust. Work with other services to establish the basis of the Council's response to severe rainfall events in supporting communities.	○	○	○	○	○	+	+	○	Improving flood event response through development of emergency plans and frameworks will help communities better recover from flood events respond more effectively to future flood events, leaving them less vulnerable to further events in the future.

Strategic Theme	LFRMS Action	SEA Objectives								Comments
		1	2	3	4	5	6	7	8	
Response	Work with the local communities to increase their awareness and preparedness for flooding in Kirklees to improve flood resilience in homes, businesses and communities through education campaigns with our partners. Enhance our online content to deliver a one-stop shop.	○	○	○	○	○	+	+	○	Enhancing community preparedness and resilience to flooding will reduce the impact of flooding on communities and allow them to respond more effectively to flood events. This will lead to increased community health and wellbeing, and enable measures to be taken to protect infrastructure.
Response	Encourage flood community action groups to be set up in key areas of flood risk and through this work, in conjunction with partners, provide a higher standard of community led resilience by developing a network of community resilience leads.	○	○	○	○	○	+	+	○	Community flood action groups will promote awareness of flood risk and understanding of response plans. This will not have any identified direct effect on the majority of SEA receptors. However, this action should promote better understanding of flood risk and management plans in the area, and should promote direct engagement of the community in flooding issues.
Response	Ensure flood risk management actions reach out and remain inclusive in our approach within our diverse communities and areas of deprivation.	○	○	○	○	○	+	○	○	Ensuring inclusivity will ensure all communities are involved in discussions around flood risk and will improve understanding and trust in flood risk management actions for all members of the population.
Response	Establish and maintain a Communication Plan in line with national and other Council services to provide coordinated and timely information to communities at flood risk.	○	○	○	○	○	+	+	○	Establishing a communication plan will indirectly benefit local communities and infrastructure through provision of alerts of likely flood risk, which will allow time for preparation for flood events, reducing flooding impacts.
Recovery	Provide follow up recovery support and advice to residents, business owners and communities that have been affected by flooding on funding, wellbeing support and signpost to affordable flood insurance to help them recover quicker.	○	○	○	○	○	+	+	○	Providing flood recovery support will help communities recover after flooding and respond more effectively to future flood events, leaving them less vulnerable to further events in the future.

Strategic Theme	LFRMS Action	SEA Objectives								Comments
		1	2	3	4	5	6	7	8	
Recovery	Investigate flood incidents of all sources and establish flood outlines with our partners to validate existing flood models to help inform future grant fundings and flood risk management projects.	+	+	+	+	+	+	+	+	Validating existing modelling will not have any identified direct effects on the SEA objectives; however, the action should increase understanding of flood risk in the area (including flood risk to sensitive receptors). The results will inform better flood management which may lead to indirect benefits to multiple SEA objectives.
Recovery	Work with Partners and health bodies to ensure mental health impacts from flooding are factored into long term recovery planning.	○	○	○	○	○	+	+	○	Ensuring mental health impacts are factored into planning will have major long-term positive impacts to communities.
Recovery	Support Review Briefings and feedback learning from communities to inform our plans and policies to ensure a more efficient and effective response in the future.	○	○	○	○	○	+	+	○	Understanding learnings from flood events to improve future response will have positive impacts to population and human health and material assets through reduced future flooding impacts.

Receptor	SEA Objective	Assessment Score	Justification
Landscape and Visual Amenity	Protect the integrity of local urban and rural landscapes in the area.	0	<p>The majority of LFRMS action will not have any direct impacts upon this objective, although objectives will have broad positive impacts upon landscape and visual receptors through reduced flood risk and associated reduction in the scale of visual impacts from flood events.</p> <p>There is potential through the LFRMS to provide opportunities for landscape and visual enhancements through the implementation of natural flood management and SuDS, which may enable the protection and enhancement of green spaces, river corridors and woodland to enhance visitor experience and provide recreational amenity.</p> <p>However, there are uncertainties around the actions relating to the delivery of flood alleviation schemes. Without specific details of these projects adverse impacts to visual receptors cannot be ruled out. There is the potential for impacts to arise through the construction of new defence schemes. Schemes should be designed to avoid the potential for significant landscape impacts; including minimising hard engineering and encouraging nature-based solutions. Where impacts are identified, they should be mitigated appropriately.</p>

Receptor	SEA Objective	Assessment Score	Justification
Biodiversity, Flora and Fauna	Maintain and enhance biodiversity, wildlife and habitat connectivity.	0	<p>In general, many of the LFRMS actions will not have any identified direct effects on this SEA objective, however, by promoting better flood management and reducing flood risk to key ecological receptors, including designated sites, the LFRMS may help enhance biodiversity whilst safeguarding habitat connectivity corridors.</p> <p>The LFRMS provides direct opportunities for ecological enhancements through the implementation of natural flood management schemes, which would help deliver policy objectives for the natural environment including habitat enhancements, improved ecological connectivity and increased biodiversity resilience to flood risk and climate change.</p> <p>However, there are uncertainties around the actions relating to the delivery of flood alleviation schemes. Without specific details of these projects adverse impacts to ecological receptors cannot be ruled out.</p> <p>Impacts may arise due to disruption of species and habitats from construction activities. New schemes should be designed to avoid the potential for significant ecological impacts, and where impacts are identified, they should be mitigated appropriately.</p>

Receptor	SEA Objective	Assessment Score	Justification
Water Environment	Protect and enhance the quality of water features and resources.	0	<p>The majority of actions will have a neutral impact upon this objective due to their nature, however, by promoting better flood management and reducing flood risk, the LFRMS may help to improve water quality and WFD status across the Council area. A reduction in the frequency and magnitude of flood events will help prevent sewage spillage incidents and entry of litter into watercourses.</p> <p>The LFRMS provides opportunities for enhancement to the water environment through the implementation of natural flood management, SuDS and drainage management schemes. Such schemes would help reduce flood risk whilst providing water quality benefits by improvements such as: restoring natural sediment processes; reducing surface runoff and increasing infiltration rates; and reconnection of floodplains.</p> <p>However, there are uncertainties around the actions relating to the delivery of flood alleviation schemes. Without specific details of these projects, adverse impacts to the water environment cannot be ruled out. Impacts may arise from spillages and dust pollution during construction activities. New schemes should be constructed in line with industry best practice guidance in order to avoid the potential for significant impacts, and where impacts are identified, they should be mitigated appropriately.</p>

Receptor	SEA Objective	Assessment Score	Justification
Geology and Soils	Maintain soil quality and conserve geological designations.	0	<p>The LFRMS will contribute to objectives relating to geology and soils by reducing flood risk and promoting better flood management. Reduction in the frequency and magnitude of flooding events will help prevent soil contamination incidents, soil erosion, and help conserve the condition of geological designated sites.</p> <p>There are opportunities for enhancement of soil quality through natural flood management and SuDS schemes which may improve the quality of infiltrating water and hence provide improvements to the soil.</p> <p>However, there are uncertainties around the actions relating to the delivery of flood alleviation schemes. Without specific details of these projects, adverse impacts to geology and soils cannot be ruled out. Impacts may arise from contamination and disturbance of soils during construction activities.</p>

Receptor	SEA Objective	Assessment Score	Justification
Historic Environment	Preserve and where possible enhance important historic and cultural sites.	○	<p>The majority of actions will have a neutral impact upon this objective due to their nature, however, there is the potential for the LFRMS to benefit historic environment assets due to better flood management and reduced flood risk. Reduction in flood frequency and magnitude will help prevent damage to cultural heritage receptors, including listed buildings and Scheduled Monuments, which are prone to loss of stability, collapse, biodegradation and moisture-induced damage following flooding. LFRMS actions will also help to improve the setting of heritage assets.</p> <p>There is the potential for adverse impacts to the water environment through the construction of flood defence schemes. Impacts may arise from damage to heritage assets and their setting during construction activities. New schemes should be constructed in line with industry best practice guidance in order to avoid the potential for significant impacts.</p>
Population and Human Health	Protect and enhance human health and wellbeing.	++	<p>The LFRMS actions will directly benefit population and human health receptors through reduced flood risk. A reduction in the frequency and magnitude of flood events will reduce flooding impacts to residential and commercial properties, and key infrastructure such as educational and healthcare facilities.</p> <p>Flood risk reduction and community involvement in planning and recovery will also help to decrease the cost and stress of living in high flood risk areas and dealing with flooding consequences.</p> <p>The construction of new flood defence schemes will improve infrastructure resilience to climate change.</p>

Receptor	SEA Objective	Assessment Score	Justification
Material assets	Minimise the impacts of flooding to the transport network and key critical infrastructure.	+	Overall, the LFRMS objectives are likely to have a significant positive impact in relation to this SEA objective as the LFRMS includes several actions that seek to improve the resilience of material assets in the borough. Reduction in flood risk will reduce impacts to key such as road, rail and power grid.
	Minimise local and national contribution to climate change.	○	The majority of LFRMS actions do not directly contribute to climate change objectives as they do not reduce local carbon emissions. However, reduction in flood risk may indirectly reduce emissions by reducing the requirement for rebuilding/redevelopment after large flood events. In addition, SuDS natural flood management and associated green space enhancement may improve local carbon sequestration.

MITIGATION

There were no negative effects identified in the assessment and therefore on this basis no specific mitigation measures are required. However, potential areas of improvement and consideration for refining the LFRMS objectives and actions are included below.

This is in accordance with the Schedule 2 of the SEA Regulations (7) which states that the Environmental Report should include 'the measures envisaged to prevent, reduce and as fully as possible offset any significant adverse effects on the environment of implementing the plan or programme'.

It should be ensured that any flood risk improvement schemes be designed to avoid impacts to SEA receptors and take steps to actively enhance them. This may be completed through an Environmental Impact Assessment (EIA) methodology. Natural flood management and SuDS approaches should be implemented where possible to best work with the natural and built environment and reduce impacts of flood alleviation schemes on the environment.

Where possible, options to reduce flood risk whilst contributing to local carbon reduction targets should be considered, such as through natural flood management.

CONCLUSIONS AND RECOMMENDATIONS

The key aim of the LFRMS is to manage local flood risk by technically, economically, socially and environmentally appropriate options. The intention of the strategy is to set out the roles and responsibilities and to improve local flood risk management so as to minimise the impact of flooding on infrastructure, businesses and properties.

The SEA has been undertaken to identify the likely significant environmental effects of the implementation of the LFRMS. A proportionate approach was adopted towards establishing the scope of the SEA, reflecting the high-level nature of the LFRMS.

A range of different strategy options for delivering the LFRMS have been assessed at a strategic level against the SEA objectives. These alternatives include the 'do nothing' scenario, where no action is taken and existing assets and ordinary watercourses are abandoned, and the 'maintain current Local Flood Risk Management Strategy (2012)' scenario, where existing assets and watercourses are maintained as present in line with current levels of flood risk.

The 'Do Nothing' approach would promote an overall negative effect on the SEA objectives as a result of abandoning current management practices, increasing the risk of local flooding. This impact would be likely to increase over time as responsible bodies will be unable to incorporate precautionary measures in existing or new developments in a response to climate change pressures. The mid-way option of 'Maintain Current Flood Risk Strategy' is unlikely to worsen the current impacts on SEA receptors or have significant change on baseline levels. However, by not fully considering the adaptation to climate change pressures, the current level of flood risk management may be insufficient to prevent detrimental impacts on the environment, socially and ecologically, in the future. The only realistic approach to be employed by Kirklees Council is the 'Manage and Reduce Flood Risk' option, which offers more beneficial environmental outcomes and a pro-active approach to flooding pressures.

The LFRMS will have broad positive impacts to many SEA objectives by encouraging better water management and reducing flood risk. By reducing the magnitude and likelihood of flooding, impacts to key ecological, visual, heritage, water and geological receptors in the council will be reduced, and the quality of these receptors may be preserved. The majority of LFRMS actions relate to enhanced understanding, awareness and response to flood events and will not have impacts on many of the SEA objectives, but will positively impact SEA objectives 6 and 7. By actively managing the flood risk, there will be obvious benefits to the population, human health and material assets. Through promoting a greater understanding of flood risk, encouraging community involvement and promoting self-resilience as well as a coordinated borough-wide flood risk management approach, communities and responsible parties will be better placed to effectively minimise the risk of flooding in the Kirklees area.

The LRFMS provides opportunities for environmental enhancements through the implementation of natural flood management and SuDS schemes. Such schemes reduce flood risk whilst also allowing for sensitive consideration of ecological, visual, water, heritage and geological assets.

At present the LFRMS actions relating to local flood risk improvements schemes has an unknown effect on the SEA objectives as the exact location, nature and scale is currently uncertain. Without a specific methodology for the implementation of these actions, potential beneficial/adverse effects cannot be determined for certain.

The LFRMS actions do not directly contribute to climate change objectives. It is important that climate change be factored into decision making around flood alleviation.

RECOMMENDATIONS

The assessment of the objectives and actions has identified a couple of areas where the LFRMS could be strengthened to promote a more sustainable approach:

- Fully consider climatic factors in the development of both existing and new infrastructure, to ensure appropriate and adaptable flood risk management in the future.
- Ensure that low-carbon approaches to flood alleviation are prioritised to limit local contribution to climate change.
- Take steps to ensure that all relevant stakeholders, including both statutory and non-statutory entities, are involved in sustainability discussions during new development. This collaborative approach will help to promote effective communication and engagement among stakeholders.

To prevent adverse effects from the LFRMS, it is essential to integrate all strategy actions and ensure that the delivery of individual actions aligns with the wider strategy objectives. This includes flood risk improvement schemes in specific areas. Effective management of the development and implementation of these actions is crucial, including the assessment of proposals for their potential positive and negative environmental effects before implementation. If necessary, appropriate mitigation measures should be incorporated into their delivery.

The LFRMS should aim to maximize the potential environmental benefits of its objectives and measures. This can be best achieved through the integration of LFRMS objectives and close partnership working, ensuring that appropriate resources and funding are effectively allocated.

MONITORING

As per the SEA Regulations, Kirklees Council is required to monitor the significant environmental effects of implementing the LFRMS. Monitoring should include key indicators and targets based on those used in the SEA framework.

The indicators and targets will facilitate the monitoring of the LFRMS, enabling early identification and remediation of any problems or shortfalls. If any failings are identified, it will be necessary to revise the LFRMS to ensure that the SEA objectives are not compromised. It is important to note that the effects, whether negative or positive, are unlikely to be immediately visible, and the relative timescale for monitoring will vary for each indicator/target.

Possible Monitoring partners are indicated against the SEA objectives in Table 9-1. These will be refined subject to the outcomes of the consultation process.

Table 9-1 Possible Monitoring Partners for SEA objectives

Receptor	SEA Objective		Monitoring Indicator	Target as a result of local flood risk management measures	Possible Monitoring Partners
Landscape and Visual Amenity	1	Protect the integrity of local urban and rural landscapes in the area.	<p>Changes in the condition and extent of existing characteristic elements of the landscape.</p> <p>The condition and quality of new landscape features introduced to the environment (i.e., new flood defences).</p>	No adverse impacts on landscape character of the NCAs, LCAs or other locally important landscapes/features as a result of implementation of the LFRMS.	<p>Environment Agency</p> <p>Natural England</p>
Biodiversity, Flora and Fauna	2	Maintain and enhance biodiversity, wildlife, and habitat connectivity.	<p>Recorded numbers of protected habitats and species.</p> <p>Percentage change in area of priority habitats.</p> <p>'Condition' of designated wildlife, geological sites, and habitats.</p>	<p>No adverse impact on designated nature conservation sites as a result of changes to the current local flooding regime.</p> <p>No deterioration in the conservation status of designated</p>	<p>Environment Agency</p> <p>Natural England</p>

Receptor	SEA Objective		Monitoring Indicator	Target as a result of local flood risk management measures	Possible Monitoring Partners
			<p>Deliver measures which also improve the ecological status of WFD waterbodies.</p> <p>Biodiversity net gain and other enhancements achieved in projects delivered through the LFRMS.</p>	<p>sites as a result of implementation of the LFRMS.</p> <p>No adverse impact on designated nature conservation sites as a result of local flood risk management measures.</p> <p>Increase in the area of good wildlife habitat as a result of implementation of the LFRMS.</p> <p>No new impediments to fish and eel passage.</p>	

Receptor	SEA Objective		Monitoring Indicator	Target as a result of local flood risk management measures	Possible Monitoring Partners
Water Environment	3	Protect and enhance the quality of water features and resources.	WFD chemical or ecological status of water bodies within catchment.	No deterioration to the WFD status of water bodies within the catchment as a result of implementation of the LFRMS.	Environment Agency Natural England Severn Trent Water
Geology and Soils	4	Maintain soil quality and conserve geological designations.	Number of contamination incidents. Risk levels of contamination. Soil quality. 'Condition' of geological designated sites.	No reduction in the condition of geological designated sites as a result of implementation of the LFRMS. No reduction in condition of soils in designated sites within the Council area as a result of implementation of the LFRMS.	Environment Agency Natural England Internal Drainage Boards

Receptor	SEA Objective		Monitoring Indicator	Target as a result of local flood risk management measures	Possible Monitoring Partners
Historic Environment	5	Preserve and where possible enhance important historic and cultural sites.	<p>Number of designated heritage sites at risk from local flooding.</p> <p>Number of heritage assets adversely impacted upon by local flood risk management measures.</p>	<p>No adverse impact on designated heritage sites as a result of flooding.</p> <p>No adverse impact on the integrity/setting of designated heritage sites as a result of flood risk management measures.</p>	<p>Environment Agency</p> <p>Natural England</p> <p>Historic England</p>

Receptor	SEA Objective		Monitoring Indicator	Target as a result of local flood risk management measures	Possible Monitoring Partners
Population and Human Health	6	Protect and enhance human health and wellbeing.	<p>Number of open and natural green spaces.</p> <p>Number and value of PRow routes.</p> <p>Number of residential properties at risk from flooding.</p> <p>Number of key services at risk from local flooding.</p> <p>Health and wellbeing statistics.</p>	No increase in number of residential properties at risk from flooding.	<p>Environment Agency</p> <p>National Health Service</p>

Receptor	SEA Objective		Monitoring Indicator	Target as a result of local flood risk management measures	Possible Monitoring Partners
Material assets and Climate Change	7	Minimise the impacts of flooding to the transport network and key critical infrastructure.	<p>Length of road and rail infrastructure at risk from local flooding.</p> <p>Number of key infrastructure assets at risk from local flooding.</p> <p>Number of green infrastructure assets at risk from flooding/created or enhanced through implementation of the LFRMS.</p>	<p>No increase in length of road and rail infrastructure at risk from flooding.</p> <p>No increase in number of infrastructure assets at risk from flooding.</p> <p>An enhancement of current Green Infrastructure Assets in the Council area.</p>	<p>Environment Agency</p> <p>Network Rail</p> <p>National Highways</p>

Receptor	SEA Objective		Monitoring Indicator	Target as a result of local flood risk management measures	Possible Monitoring Partners
	8	Minimise local and national contribution to climate change.	Number of flood management measures implemented that will also sequester carbon.	Carbon dioxide equivalent emissions (CO2e) Number of flood management measures implemented that will also sequester carbon.	Environment Agency Natural England

NEXT STEPS

CONSULTATION

The next stage of the SEA process (Stage D) will involve consultation on the draft SEA Environmental Report and the draft LFRMS with statutory consultees, stakeholders, and the public. This consultation aims to identify any necessary amendments and updates to the documents.

All consultation responses received will be reviewed and considered for the next stage of the SEA process, which involves preparing a Post-Adoption Statement. The statement will outline how the Environmental Report's findings and the views expressed during the consultation have been taken into account while finalizing and formally approving the LFRMS. The Post-Adoption Statement will also identify any additional monitoring requirements necessary to track the significant environmental effects of the strategy.

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APPENDICES

A PLANNING POLICY CONTEXT

A.1 International Objectives

International Objectives		
Policy/Plan/ Programme/ Strategy	Key Objectives or Requirements relevant to SEA	Implications for LFRMS and SEA
EU Groundwater Directive – Directive 2006/118/EC on the protection of groundwater against pollution and deterioration, 2006	Protection of groundwater sources from pollution and deterioration.	The plan will need to ensure that and locally occurring groundwater storages will not be impacted by pollution or deterioration from proposed works.
EU Water Framework Directive - Directive 2000/60/EC, 2000	An EU directive which commits European Union member states to achieve good qualitative and quantitative status of all water bodies (including marine waters up to one nautical mile from shore).	The plan will need to ensure that the qualitative and quantitative status of local water bodies are not negatively impacted by any proposed works.
European Commission, Nitrates Directive 91/676/EEC, 1991	An EU directive which commits European Union members states to protect water bodies from agricultural nitrates.	The plan will need to ensure that the local water bodies are not negatively impacted by any proposed works involving agricultural nitrates

International Objectives		
European Landscape Convention: guidelines for managing landscape (2010)	The Convention highlights the need to develop policies dedicated to the protection, management and planning of landscape. Raising awareness of the landscape is an important thread running through all these areas. It also encourages the integration of landscape into all relevant areas of policies, including cultural, economic and social policies.	The plan should consider specific measures promoted by the Convention including improved consideration of and integration of landscape in future spatial policy and regulation.
Convention for the Protection of the Architectural Heritage of Europe (1985)	The main purpose of the Convention is to reinforce and promote policies for the conservation and enhancement of Europe's heritage.	The plan should consider the articles set out in the convention.
European Convention on the Protection of Archaeological Heritage (1995)	The aim of this Convention is to protect archaeological heritage all remains and objects and any other traces of mankind from the past epochs.	The plan should consider the articles set out in the convention.

A.2 NATIONAL POLICY

National Policy		
Policy/Plan/ Programme/ Strategy	Key Objectives or Requirements relevant to SEA	Implications for LFRMS and SEA
A Green Future: Our 25 Year Plan to Improve the Environment	A government plan to improve air and water quality in both rural areas and cities. The adoption of this plan commits to the following: Clean air Clean and plentiful water Thriving plants and wildlife	The plan will need to ensure that managed land is used sustainably, the beauty of landscapes is

National Policy

	<p>A reduced risk of harm from environmental hazards such as flooding and drought. Using resources from nature more sustainably and efficiently Enhanced beauty, heritage, and engagement with the natural environment.</p>	<p>enhanced, people are more connected to the environment, resources are used efficiently, and pollution and waste is reduced, the seas and oceans remain clean and biologically diverse, the global environment is protected. The plan also commits to the restoration of 75% of terrestrial and freshwater protected sites to favourable condition, creating or restoring 500,000 hectares of wildlife rich habitat, and recover threatened species.</p>
<p>Air Quality (Amendment of Domestic Regulations) (EU Exit) Regulations, 2019</p>	<p>A government policy which protects ambient air quality from the volatile organic compounds in paints, varnishes, and vehicle re-finishings.</p>	<p>The plan will need to ensure that ambient air quality will be protected from volatile organic compounds.</p>
<p>Ancient Monuments and Archaeological Areas Act, 1979 (as amended)</p>	<p>A government policy which protects monuments and archaeological areas from disturbances.</p>	<p>The plan will need to ensure that the local monuments are archaeological</p>

National Policy

		al areas are protected from any disturbances that proposed works could cause.
Biodiversity 2020: A Strategy for England's Wildlife and Ecosystems, 2011	A government policy which protects England's wildlife and ecosystems.	The plan will need to ensure that the local wildlife and ecosystems are not negatively impacted by any proposed works.
Cabinet Office, National Strategy Action Plan for Neighbourhood Renewal, 2001	A government policy which aimed to remove disadvantages people experienced because of where they lived	The plan will need to consider the impact it may have on areas already experiencing disadvantages.
Clean Air Strategy, 2019	A government policy aimed at reducing all sources of air pollution making our air healthier to breath, protecting nature, and boosting the economy.	The plan will need to consider the impact it may have on air pollution.
Climate Change Act, 2008	A government policy aimed at reducing all sources of carbon and waste to minimise the impacts on climate change.	The plan will need to consider how it will minimise its carbon emissions and levels of waste.
Climate Change Adaption Strategy, 2020	A government policy aimed at reducing all sources of carbon emissions and eventually becoming net zero by 2050.	The plan will need to consider how it will minimise its carbon emissions and options

National Policy		
		for operating at net zero.
Conservation of Habitats and Species Regulations (amendment - EU Exit), 2019	A government policy aimed at both preserving and restoring species and habitats to a favourable conservation status in a specified area of distribution.	The plan will need to consider how it will prevent any negative impacts on flora and fauna
Contaminated Land (England) Regulations, 2006 (as amended)	A government policy aimed at preserving natural landscapes and waterbodies by protecting them from pollution.	The plan will need to consider how it will prevent any land or water from being polluted.
Water Act, 2014	A government policy aimed at improving water resilience and the supply of water resources.	The plan will need to consider how it will avoid negatively impacting the supply of water resources.
England Biodiversity Framework, 2008	A government policy aimed at protecting the variability among living organisms from all sources including, inter alia, terrestrial, marine and other aquatic ecosystems and the ecological complexes of which they are part; this includes diversity within species, between species and of ecosystems.	The plan will need to consider how it will protect biodiversity during any proposed works.
Environment Act, 1995 (as amended)	A government act which gives power and rights to the government body The Environment Agency.	The plan must consider how it will abide by the Environment Agencies policies.
Fisheries Act 2020	A government act which regulates the management of fisheries to ensure the practice is sustainable.	The plan must consider how it will ensure the management of fisheries is not

National Policy		
		negatively impacted by any proposed works.
Floods and Water (Amendment - EU Exit) Regulations, 2019	A EU policy aimed at protecting inland surface waters (rivers and lakes), transitional waters, coastal waters and groundwater, in order to prevent and reduce pollution, promote sustainable water use, protect the aquatic environment, improve the status of aquatic ecosystems and mitigate the effects of floods and droughts.	The plan must consider how it will ensure inland surface, transitional, coastal and groundwaters will be protected from pollution unsustainable water usage as well as ensuring the protection of aquatic ecosystems and mitigate the effects of floods and droughts.
Flood Risk Regulations, 2009	Governmental regulations that provide a framework for managing flood risk over a 6- year cycle, and require: Production of a Preliminary Flood Risk Assessment (PFRA); Identification of potential significant risk, referred to as flood risk areas (FRAs); Mapping of flood hazard and risk; and Flood Risk Management Plans, setting out measures and actions to reduce the risk.	The plant should include a PFRA, FRA, flood risk mapping and flood risk management .
Future Water: The Government's water strategy for England, 2008	A governmental strategy aimed at achieving sustainable delivery of secure water supplies and an improved and protected water environment.	The plan should consider how it will aid in achieving sustainable delivery of water supplies and protecting the water environment .

National Policy		
Heritage Protection for the 21st Century, White Paper, 2007	A government policy aimed at developing a unified approach to the historic environment; Maximising opportunities for inclusion and involvement; and supporting sustainable communities by putting the historic environment at the heart of an effective planning system.	The plan should consider how it will aid in supporting the policy aims, especially through the careful management of any proposed works to prevent disturbance of heritage assets.
Land Drainage Act 1991 (as amended)	An Act to consolidate the enactments relating to internal drainage boards, and to the functions of such boards and of local authorities in relation to land drainage, with amendments to give effect to recommendations of the Law Commission.	The plan should consider how it will prevent obstruction to water courses, as well as maintaining the water course to allow the natural flow of water.
Making Space for Nature: A Review of England's Wildlife Sites and Ecological Network, 2010	An independent report on wildlife sites in England and recommendations on how to achieve a healthy natural environment. It makes the following key points: Designated wildlife sites should be protected. New ecological restoration zones should be established. Non-designated wildlife sites should be protected.	The plan should consider how it will protect both designated and non-designated wildlife sites. It should also be aware of the potential for new ecological restoration zones.
Making Space for Water – taking	A governmental Act that places a statutory duty on the Environment Agency to develop a National Flood and Coastal Erosion Risk Management Strategy for England.	The plan should consider how it will

National Policy

<p>forward a new Government strategy for flood and coastal erosion risk management in England, 2005</p>		<p>develop national flood and coastal erosion risk management . Any proposed works should be assessed for their potential to increase flood and coastal erosion risk.</p>
<p>National Planning Policy Framework, 2021</p>	<p>A government framework which sets out the government’s planning policies for England and how these are expected to be applied. Taking into consideration relevant international obligations and statutory requirements.</p>	<p>The plan should consider that any proposed works require prior planning permission</p>
<p>Natural Environment and Rural Communities (NERC) Act, 2006</p>	<p>A government act which created Natural England and the Commission for Rural Communities and, amongst other measures, it extended the biodiversity duty set out in the Countryside and Rights of Way (CROW) Act to public bodies and statutory undertakers to ensure due regard to the conservation of biodiversity.</p>	<p>The plan should consider what measure it will put in place in order to protect the conservation of biodiversity.</p>
<p>Planning (Listed Buildings and Conservation Areas) Act 1990</p>	<p>a UK Act of Parliament introduced in 1990 that changed laws relating to the granting of planning permission for building works, with a particular focus on listed buildings and conservation areas. It created special controls for the demolition, alteration or extension of buildings, objects or structures of particular architectural or historic interest, as well as conservation areas.</p>	<p>The plan should consider how it will avoid disturbing listed buildings and conservation areas where appropriate.</p>
<p>Safeguarding our Soils – A strategy for England, 2009</p>	<p>A government policy which aims to protect the integrity of soils for both agricultural and natural requirements</p>	<p>The policy should consider appropriate mitigation strategies for</p>

National Policy		
		soil protection where appropriate.
Salmon and Freshwater Fisher Fisheries Act 1975	A law passed by the government, in an attempt to protect salmon and trout from commercial poaching, to protect migration routes, to prevent wilful vandalism and neglect of fisheries, ensure correct licensing and water authority approval.	The policy should consider its potential impact on salmon trout fisheries and include mitigation measures where necessary.
Securing the Future – the UK Government Sustainable Development Strategy, 2005	A government strategy for sustainable development, which aims to enable all people throughout the world to satisfy their basic needs and enjoy a better quality of life without compromising the quality of life of future generations.	The plan should consider how it will use resources sustainably, especially the limitation of excessive use of limited resources and consumption of energy where not necessary.
The Carbon Plan, 2011	First published in December 2011, the Carbon Plan sets out the government's plans for achieving the emissions reductions it committed to in the first 4 carbon budgets. Emissions in the UK must, by law, be cut by at least 80% of 1990 levels by 2050.	The plan should consider how it will limit the production of carbon emissions where appropriate and applicable.
The Eels (England and Wales) Regulations 2009	On 15th January 2010, the Eels (England and Wales) Regulations 2009 came into force. These regulations afford new powers to the Environment Agency to implement measures for the recovery of European eel stocks and have important implications for operators of abstractions and discharges.	The plan should consider how it will mitigate any impacts it may have on European eel stocks.

National Policy		
The Environment Act, 2021	The Environment Act allows the UK to enshrine some environmental protection into law. It offers new powers to set new binding targets, including for air quality, water, biodiversity, and waste reduction.	The plan must consider mitigation strategies for reducing impacts on the environment, in particular, reducing negative impacts on air quality, water quality, biodiversity and waste reduction. The plan must also consider how to enhance the environment to ensure no net loss and overall biodiversity net gain in associated projects.
The National Flood and Coastal Erosion Risk Management Strategy for England, 2020	This strategy's long-term vision is for: a nation ready for, and resilient to, flooding and coastal change – today, tomorrow and to the year 2100. It has 3 long-term ambitions, underpinned by evidence about future risk and investment needs.	The plan must consider mitigation strategies for reducing impacts of flooding and coastal erosion.
The National Flood Emergency Framework for England, 2011 (as amended)	Its purpose is to provide a forward-looking policy framework for flood emergency planning and response. It brings together information, guidance and key policies and is a resource for all involved in flood emergency planning at national, regional and local levels.	The plan must consider any emergency flooding strategies and responses where appropriate.
Water for	An Environment Agency report highlighting	The plan

National Policy

<p>Life, Water White Paper, 2011</p>	<p>the need for the sustainable provision of clean drinking water.</p>	<p>must consider potential mitigation strategies to minimise any possible negative impacts on clean drinking water that works may have, taking into consideration pollution and contamination of groundwater and freshwater sources.</p>
<p>Water for People and the Environment , Water Resources Strategy for England and Wales, 2009</p>	<p>A government strategy aimed at ensuring there is 'enough water for people and the environment'. The management and use of water and land must be shown to be sustainable - environmentally, socially and economically. We require the right amount of good quality water for people, agriculture, commerce and industry, and the environment.</p>	<p>The plan must consider potential mitigation strategies to minimise any possible negative impacts on local water resources.</p>
<p>Wildlife and Countryside Act 1981 (as amended)</p>	<p>Under the Wildlife and Countryside Act 1981 (as amended), the country nature conservation bodies have a duty to notify any area of land which in their opinion is 'of special interest by reason of any of its flora, fauna, or geological or physiographical features' – these areas are known as Sites of Special Scientific Interest (SSSI).</p>	<p>The plan must consider the extent of SSSIs, avoiding disturbing the area or if appropriate any relevant mitigation strategies required to minimise negative impacts on the area.</p>

A.3 REGIONAL AND LOCAL PLANS AND PROGRAMMES

REGIONAL AND LOCAL PLANS AND PROGRAMMES		
POLICY/PLAN/ PROGRAMME/ STRATEGY	KEY OBJECTIVES OR REQUIREMENTS RELEVANT TO SEA	IMPLICATIONS FOR LFRMS AND SEA
REGIONAL		
<p>WEST YORKSHIRE CLIMATE ENVIRONMENT PLAN 2021-2024</p>	<p>A PLAN PUT IN PLACE BY WEST YORKSHIRE COMBINED AUTHORITY WHEREBY THE MAYOR OF WEST YORKSHIRE AND WEST YORKSHIRE LEADERS HAVE DECLARED A CLIMATE EMERGENCY AND SET AN AMBITIOUS SCIENCE-BASED TARGET FOR THE REGION TO BE NET ZERO CARBON BY 2038, WITH SIGNIFICANT PROGRESS BY 2030. REDUCING HARMFUL CARBON AND AIR QUALITY EMISSIONS, HELPING NATURE TO RECOVER AND IMPROVE LONG-TERM CLIMATE RESILIENCE IS CRITICAL AND ACTION ACROSS ALL PARTS OF THE ECONOMY AND SOCIETY IS REQUIRED.</p>	<p>THE PLAN MUST CONSIDER MITIGATION STRATEGIES FOR REDUCING IMPACTS ON THE ENVIRONMENT, IN PARTICULAR; REDUCING NEGATIVE IMPACTS ON AIR QUALITY, WATER QUALITY, BIODIVERSITY AND WASTE REDUCTION.</p>
<p>WEST YORKSHIRE COMBINED AUTHORITY (2017)</p>	<p>THE WEST YORKSHIRE COMBINED AUTHORITY IS A DEMOCRATICALLY-LED AUTHORITY AND IS GOVERNED BY A CROSS-PARTY, POLITICALLY BALANCED GROUP OF ELECTED COUNCILLORS NOMINATED BY EACH PARTNER COUNCILS: BRADFORD, CALDERDALE, KIRKLEES, LEEDS, WAKEFIELD, AND YORK.</p>	<p>THE PLAN WILL NEED TO CONSIDER POLICIES PUT IN PLACE BY THE WEST YORKSHIRE COMBINED AUTHORITY, AND ANY MITIGATIONS STRATEGIES THAT MAY BE REQUIRED.</p>

REGIONAL AND LOCAL PLANS AND PROGRAMMES

<p>WHITE ROSE FOREST ACTION PLAN 2021-2025</p>	<p>AN ENVIRONMENTAL BODIES' PLAN TO REGENERATE THE NATURAL ENVIRONMENT, IT IS SUPPORTED BY A PARTNERSHIP OF LOCAL AUTHORITIES, NATIONAL PARKS, NATIONAL AND LOCAL CHARITIES, DEFRA ORGANISATIONS AND COMMUNITY ENTERPRISES</p>	<p>THE PLAN MUST CONSIDER MITIGATION STRATEGIES FOR REDUCING IMPACTS ON FORESTED AREAS AND POTENTIAL FOR INCREASING THE FORESTED COVERAGE.</p>
<p>LOCAL</p>		
<p>CALDER CATCHMENT FLOOD MANAGEMENT PLAN (2010)</p>	<p>MANAGEMENT PLAN TO HELP UNDERSTAND THE SCALE AND EXTENT OF FLOODING NOW IN THE FUTURE. INCLUDES SET POLICIES FOR MANAGEMENT FLOOD RISK WITHIN THE CATCHMENT.</p>	<p>THE PLAN WILL NEED TO CONSIDER THE MEASURES AND POLICIES INCLUDED IN THE PLAN.</p>
<p>PEAK DISTRICT BIODIVERSITY ACTION PLAN (2011-2020)</p>	<p>ACTION PLAN TO CONSIDER THE ENHANCEMENT OF HABITATS, LANDSCAPES AND CONCENTRATE EFFORTS ON THE BUFFERING AREAS OF HIGH-QUALITY SITES.</p>	<p>THE PLAN SHOULD CONSIDER THE LOCATION OF HIGH-QUALITY ENVIRONMENTAL SITES, AND CONSIDER POTENTIAL ENHANCEMENT OPPORTUNITIES.</p>
<p>KIRKLEES METROPOLITAN BOROUGH COUNCIL RESOURCES AND WASTE STRATEGY 2021-2030</p>	<p>ACHIEVE A RECYCLING RATE OF AT LEAST 70% AT OUR HOUSEHOLD WASTE AND RECYCLING CENTRES BY 2025. RECYCLE AT LEAST 55% OF MUNICIPAL WASTE BY 2025. REUSE OR RECYCLE AS MUCH OF THE RESOURCES COLLECTED VIA OUR BULKY WASTE COLLECTIONS AS POSSIBLE</p>	<p>THE PLAN WILL NEED TO CONSIDER METHODS FOR THE APPROPRIATE RECYCLING AND DISPOSAL OF WASTE.</p>
<p>KIRKLEES METROPOLITAN BOROUGH COUNCIL BIODIVERSITY STRATEGY</p>	<p>A LOCAL GOVERNMENT STRATEGY TO HALT THE DECLINE OF BIODIVERSITY.</p>	<p>THE PLAN WILL NEED TO CONSIDER HOW IT WILL PREVENT THE LOSS BIODIVERSITY AS A RESULT OF DIRECT OR INDIRECT IMPACTS FROM ANY PROPOSED WORKS.</p>

REGIONAL AND LOCAL PLANS AND PROGRAMMES

<p>KIRKLEES METROPOLITAN BOROUGH COUNCIL LOCAL PLAN 2019</p>	<p>A LOCAL GOVERNMENT PLAN AIMED AT SETTING POLICIES FOR THE DEVELOPMENT OF THE METROPOLITAN BOROUGH FOR THE MEDIUM TERM. A PART OF THE PLAN INVOLVES SETTING DESIGNATIONS WHICH WILL RESTRICT DEVELOPMENTS.</p>	<p>THE PLAN WILL NEED TO CONSIDER THE EXTENT OF THESE DESIGNATIONS AND PREVENT ANY DEVELOPMENT IN THESE AREAS.</p>
<p>KIRKLEES METROPOLITAN BOROUGH COUNCIL NET-ZERO ASSESSMENT FOR KIRKLEES (2021)</p>	<p>A LOCAL GOVERNMENT PLAN WHICH SETS NET ZERO TARGETS FOR THE BOROUGH.</p>	<p>THE PLAN SHOULD CONSIDER CARBON MANAGEMENT SOLUTIONS AND AIM TO REDUCE EMISSIONS AS MUCH AS POSSIBLE BEFORE THE NET ZERO DEADLINE IN 2038.</p>
<p>KIRKLEES DRAFT HERITAGE STRATEGY</p>	<p>THE STRATEGY SETS OUT THE OBJECTIVES AND KEY PRINCIPLES TO HELP DELIVER THE COUNCIL'S VISION FOR HERITAGE IN KIRKLEES FORM 2022-2032.</p>	<p>THE STRATEGY SHOULD CONSIDER THE COUNCIL'S DRAFT ACTION PLAN AND PRINCIPLES.</p>

B LOCAL NATURE RESERVES IN KIRKLEES METROPOLITAN BOROUGH – ADDITIONAL DETAIL

LOCAL WILDLIFE SITE	ADDRESS
LWS1	ARKENLEY LANE, ALMONDBURY
LWS2	CASTLE HILL, HUDDERSFIELD
LWS3	GAWTHORPE LOWER WOOD, LEPTON
LWS4	LEPTON GREAT WOOD, LEPTON
LWS5	GRIM ESCAR WOOD, BIRKBY
LWS6	HUDDERSFIELD BROAD CANAL (SIR JOHN RAMSDEN CANAL), HUDDERSFIELD
LWS7	BRADLEY WOOD, BRADLEY
LWS8	PARK HILL, BRADLEY
LWS9	DEAN WOOD, NETHERTON
LWS10	DELVES WOOD & BUTTER NAB SPRING, HUDDERSFIELD
LWS11	DALTON BANK LOCAL NATURE RESERVE, DALTON
LWS12	LANESIDE QUARRY, KIRKHEATON
LWS13	ROUND WOOD, WATERLOO
LWS14	GLEDHOLT WOODS LOCAL NATURE RESERVE, HUDDERSFIELD
LWS15	LONG HILL PLANTATION, LOWERHOUSES
LWS16	PARK WOOD, BERRY BROW
LWS17	UPPER PARK WOOD LOCAL NATURE RESERVE, HONLEY
LWS18	HOWROYD BECK FIELDS, WHITLEY LOWER
LWS19	SPARROW WOOD, DEWSBURY
LWS20	LOWER SPEN LOCAL NATURE RESERVE, RAVENSTHORPE
LWS21	BRIERY BANK WOOD, LOWER HOPTON
LWS22	COVEY CLOUGH WOOD, MIRFIELD
LWS23	GREGORY SPRING WOOD, MIRFIELD
LWS24	JORDAN WOOD & OLIVER WOOD, MIRFIELD
LWS25	LILEY WOOD, LOWER HOPTON
LWS26	SUNNY BANK PONDS LOCAL NATURE RESERVE, MIRFIELD
LWS27	WHITLEY WOOD, LOWER HOPTON (INCLUDES HAGG WOOD)
LWS28	DOGLOITCH WOOD, SHAW CROSS
LWS29	DUNN WOOD, DEWSBURY
LWS30	SCARGILL WOOD, DEWSBURY
LWS31	SOOTHILL WOOD, BATLEY
LWS32	OAKWELL HALL COUNTRY PARK, BIRSTALL
LWS33	TONG MOOR LOCAL NATURE RESERVE, EAST BIERLEY
LWS34	COCKLESHAW WOOD, EAST BIERLEY
LWS35	HANGING WOOD, CLECKHEATON
LWS36	HUNSWORTH LITTLE WOOD, HUNSWORTH
LWS37	DROP CLOUGH, MARSDEN
LWS38	HUDDERSFIELD NARROW CANAL

LWS39	LOW WESTWOOD POND, LINTHWAITE
LWS40	SHAW WOOD, OUTLANE
LWS41	GREEN HILL CLOUGH, MARSDEN
LWS42	BLACKER WOOD, SCISSETT
LWS43	DEFFER WOODS, DENBY DALE
LWS44	DENBY DELPH, UPPER DENBY
LWS45	HIGH BRIDGE WOOD, SCISSETT
LWS46	KIRKBY WOOD, FLOCKTON
LWS47	LOWER JANE WELL, UPPER CUMBERWORTH
LWS48	PARK GATE DYKE, SKELMANTHORPE
LWS49	RIDING WOOD, CLAYTON WEST
LWS50	TURPIN HILL, UPPER CUMBERWORTH
LWS51	HOB ROYD & MIRY GREAVES SHROGG
LWS52	BANK WOOD, MELTHAM
LWS53	CLIFF WOOD, BROCKHOLES
LWS54	HALL HAYES WOOD, MELTHAM
LWS55	HEY WOOD & WEST WOOD, FARNLEY TYAS
LWS56	HONLEY WOOD, HONLEY
LWS57	ROUND WOOD, BROCKHOLES
LWS58	SPRING WOOD, HONLEY
LWS59	HAGG WOOD, HONLEY
LWS60	CARR GREEN MEADOWS, HOLMBRIDGE
LWS61	DIGLEY RESERVOIR & MARSDEN CLOUGH, HOLMBRIDGE
LWS62	HOLME HOUSE GRASSLANDS, NEW MILL
LWS63	HOLME HOUSE WOOD, NEW MILL
LWS64	HOLMROYD WOOD, NETHERTHONG
LWS65	MALKIN HOUSE WOOD, HOLMFIRTH
LWS66	MORTON WOOD, HEPWORTH
LWS67	NEW LAITH FIELDS, HOLMBRIDGE
LWS68	RAKES WOOD, HEPWORTH
LWS69	WILD BOAR CLOUGH, HADE EDGE
LWS70	YATEHOLME RESERVOIRS & PLANTATIONS, HOLME
LWS71	ALLEN WOOD, SHELLEY
LWS72	ALMONDBURY COMMON WOODS, HUDDERSFIELD
LWS73	ARTHUR WOOD, HUDDERSFIELD
LWS74	BIRKS WOOD, STOCKSMOOR
LWS75	BROWN'S KNOLL MEADOWS, STOCKSMOOR
LWS76	CARR WOOD, HUDDERSFIELD
LWS77	CLOUGH WOOD, STOCKSMOOR
LWS78	GELDER WOOD, KIRKBURTON
LWS79	HUTCHIN WOOD, HOUSES HILL, HUDDERSFIELD
LWS80	LUMB HOUSE, STOCKSMOOR
LWS81	MOLLY CARR WOOD, KIRKBURTON
LWS82	ROAF WOODS, KIRKBURTON
LWS83	SHELLEY WOOD, SHELLEY
LWS84	SHEPLEY MILL WOOD, SHELLEY
LWS85	THUNDERBRIDGE MEADOWS, THUNDERBRIDGE
LWS86	UPPER & LOWER STONE WOODS, SHEPLEY
LWS87	WOODVIEW MEADOWS (RANGE DIKE), FARNLEY TYAS
LWS88	YEW TREE WOOD, SHEPLEY

Kirklees Council Local Flood Risk Management Strategy

Habitats Regulations As- sessment

Screening Assessment

Final Report

2024



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NON-TECHNICAL SUMMARY

This report contributes to Kirklees Metropolitan District Council's legal obligation to The Conservation of Habitats and Species Regulations 2017 (as amended by the Conservation of Habitats and Species (amendment) (EU Exit) Regulations 2019) to carry out a Habitat Regulations Assessment (HRA) of its plans for effects on European Sites.

Kirklees Metropolitan District Council (KMDC) has developed a Local Flood Risk Management Strategy (LFRMS) for the District. As Lead Local Flood Authority (LLFA) under the Floods and Water Management Act 2010 they are responsible for the management of local flood risk, including from surface runoff, groundwater and flooding from ordinary watercourses (smaller rivers and streams). Several European Sites are located within or adjacent to the KMDC boundary and it is a requirement that LFRMS is assessed under these regulations.

Before a plan can be adopted, the 'competent authority' (KMDC) needs to demonstrate that the plan would have no significant effects on European Sites' integrity to the satisfaction of Natural England.

The first section of this report consists of the first step of the HRA process, which is to screen the LFRMS to determine whether the objectives and associated action identified in the Strategy could lead to a significant effect on European sites, either directly or indirectly, alone, or in combination with other relevant plans and projects.

European Sites consist of Special Areas of Conservation (SAC) designated for habitats and animal species, and Special Protection Areas (SPA) designated for bird species. Ramsar sites designated under the Ramsar Convention on Wetlands 1971 are also included following Government policy.

The LFRMS contains six high level objectives linked to measures to manage flood risk in the District, followed by area specific measures. The screening process identified measures with potential to threaten European Sites. Within the action plan, Natural Flood Management measures and maintenance/construction related actions within close proximity to European Sites (particularly upland sites), had the greatest potential to have likely significant effects on these designated sites at Scheme Level.

The Screening Assessment concluded that the LFRMS is not likely **at this stage** to have significant effects, either alone or in-combination with other plans and projects on any of the European Sites located within Kirklees Metropolitan District or with 15km of the District boundary. This conclusion is based on the very high level and undefined nature of the LFRMS and the potential environmental benefits of the measures included.

It is therefore recommended that the LFRMS can be adopted with no adverse impact on the integrity of European Sites with the advisory that re-screening takes place under the HRA once detailed design is known, with appropriate mitigation detailed as necessary. Partnership (a key objective of the LFRMS), is actively encouraged going forward.

1. INTRODUCTION

This report details the Screening and Appropriate Assessment Stages of the Habitats Regulations Assessment of the Local Flood Risk Management Strategy (LFRMS) that has been developed by Kirklees Metropolitan District Council (KMDC), as part of their responsibility as a Lead Local Flood Authority (LLFA). It is intended to identify, describe and assess the likely significant effects of implementing the strategy on European designated sites (Special Areas of Conservation (SACs) and Special Protection Areas (SPAs)) and also Ramsar sites within and around Kirklees Metropolitan District.

1.1 THE LOCAL FLOOD RISK MANAGEMENT STRATEGY

The Flood and Water Management Act 2010 determined the need for flood risk to be managed within the framework of National Strategies for England and Wales and within Local Strategies for each Local Flood Authority Area. The national strategy for England sets out the principles for flood risk management and which organisations are responsible for implementation.

In accordance with the national strategy for England, LLFAs have been allocated responsibility for developing independent LFRMSs to address sources of local flooding. Each LFRMS identifies which local organisation is accountable for managing flood risk and establishes partnership agreements, as well as undertaking an assessment of flood risk and developing plans / actions, for tackling these risks.

KMDC, as a LLFA, has a responsibility to produce a LFRMS to manage water within the District to address local flooding issues. The KMDC LFRMS sets out the overall objectives to manage flooding within KMDC. KMDC present the purpose of the strategy as follows: "The Local Strategy will take into consideration current thinking and understanding to tackling flood risk in our district. Our Local Strategy will encourage more effective risk management by enabling local communities and business owners to work together to:

- Balance the needs of the community, environment, and economy,
- Enhance and extend our partnership working between us and other key stakeholders (e.g., charities, community groups, Parish Councils, and health bodies),
- Improve community awareness of flood risk, respond to their expectations and their priorities,
- Ensure a clear understanding of local flood risks and prioritise high risk catchments and communities,
- Encourage innovative flood risk management techniques,
- Support the development of emergency plans and responses to flood incidents are effective and that communities are better prepared,
- Support communities to recover more quickly and effectively after major flood incidents. Research carried out by the University of York and the Centre for Mental Health reported that the risk of long-term mental health problems was up to nine times more likely for flood victims compared to those who had never experienced flooding,
- Enable continued learning to ensure we remain progressive." (KMDC, 2022)

Kirklees LFRMS identifies six objectives that outline the KMDC strategy to manage local flood risk and puts forward associated measures that will promote the successful delivery of the strategy.

1.2. HABITATS REGULATIONS ASSESSMENT

1.2.1 Legislative Context

The Conservation of Habitats and Species Regulations 2017 (as amended by the Conservation of Habitats and Species (amendment) (EU Exit) Regulations 2019), also known as the 'Habitats Regulations', provide legal protection to habitats and species of national importance. The regulations also secure an ecological network of protected sites, consisting of SACs and SPAs. Government guidance also requires that Ramsar sites (which support internationally important wetland habitats and are listed under the Convention on Wetlands of International Importance [Ramsar Convention]) are given the same level of protection as SACs and SPAs.

Prior to the UK's withdrawal from the EU, SACs were designated and protected under domestic legislation transposed from European Directive 92/43/EEC on the Conservation of Natural Habitats and Wild Flora and Fauna (Habitats Directive), and SPAs under European Directive 2009/147/EC on the Conservation of Wild Birds (Birds Directive). Together these sites formed a European-wide Natura 2000 network of protected sites. Since 31 December 2020, SACs and SPAs within the UK no longer fall within the Natura 2000 network, and instead form a National Site Network. SPAs and SACs continue to be referred to collectively as 'European sites' within the context of the Habitats Regulations, reflecting their international importance for the conservation of biodiversity.

SACs and SPAs within the National Site Network are also still designated for habitats listed on Annex I and for species listed on Annex II of the Habitats Directive, and criteria listed under the Birds Directive, and it is these Annex I habitats, Annex II species and Birds Directive Criteria against which assessments under the Habitats Regulations are still made.

It is a requirement of Regulation 105 of the Habitats Regulations that where a plan is likely to have a significant effect on a European site, either alone or in-combination with other plans or projects, and where it is not directly connected with or necessary to the management of the site "the plan-making authority for that plan must, before the plan is given effect, make an appropriate assessment of the implications for the site in view of that site's conservation objectives".

Therefore, for all plans that are not wholly directly connected with, or necessary to, the conservation management of the site's qualifying features, a formal Screening for any Likely Significant Effects (either alone or in-combination with other plans or projects) on a European site is required. This Screening Assessment is based on available ecological information on the designated site(s), other plans, projects, and policies relevant to the area and details of the proposed development/policy.

If the Screening Assessment concludes that the plan is likely to have a significant effect on the conservation objectives of the site(s), or that such an effect cannot be ruled out (adopting a precautionary approach) an Appropriate Assessment must be carried out. An Appropriate Assessment involves an assessment of the potential effects of the plan on the conservation objectives of the site(s). If significant effects are identified, avoidance measures or mitigation to reduce impacts can be applied.

If it cannot be concluded that the plan will not adversely impact upon the integrity of the site(s), the development will not be able to proceed without further conditions and/or assessment. The plan will need to prove that all alternatives have been considered and that there are imperative reasons of overriding public interest (IROPI) that outweigh the potentially damaging impacts that the plan may have before it can proceed. In this case compensatory measures will be required.

Planning documents, such as the KMDC LFRMS, are required to undergo HRA if there is the potential for significant impacts and they are not directly connected with or necessary to the management of a European site. As the Plan is not connected with or necessary to the management of SACs, SPAs or Ramsar sites, it is necessary to undertake a HRA of the Plan.

2. HRA METHODOLOGY

2.1 Introduction

It is accepted best-practice for the HRA of strategic planning documents to be run as an iterative process alongside the plan development, with the emerging policies, sites or options continually assessed for their possible effects on European sites and modified or abandoned (as necessary) to ensure that the subsequently adopted plan is not likely to result in significant effects on any European sites, either alone or 'in-combination' with other plans. This is undertaken in consultation with Natural England and other appropriate consultees.

2.2 HRA Process

The HRA will follow a four-stage process, based on that detailed in the Department for Communities and Local Government (DCLG) guidance Planning for the Protection of European sites: Appropriate Assessment (2006) and subsequent Government Guidance on the Use of Habitats Regulations Assessment (2019). These stages are described in Table 1.

Table 1: The HRA Process

Stage/Task	Description
HRA Stage 1: Screening	<p>This process identifies the likely impacts upon a European site of a project or plan, either alone or in-combination with other projects or plans, and determines whether these impacts are likely to be significant.</p> <p>If no likely significant effect is determined, the project or plan can proceed. If a likely significant effect is identified, Stage 2 is commenced.</p> <p>Following the People over Wind & Sweetman v Coillte Teoranta Case C-323/17, the assessment does not consider protective, avoidance or mitigation measures for Stage 1 Screening. These measures are carried forward and considered as part of Stage 2.</p> <p>However, any changes to early drafts of a plan, for example the removal of a policy with likely significant effects, are considered as pre-screening decisions. The HRA formal Screening is undertaken prior to the adoption of the Plan. Therefore, any changes on earlier iterations of the draft plan are in effect changes to the essential features or characteristics of the plan itself and are therefore (usually) not considered to be avoidance measures requiring consideration at Stage 2.</p>
HRA Stage 2: Appropriate Assessment	<p>This assessment determines whether a project or plan would have an adverse impact on the integrity of a European site, either alone or in-combination with other projects or plans. This assessment is confined to the effects on the important habitats and species for which the site is designated (i.e. the qualifying interests of the site).</p> <p>Appropriate Assessments, in line with CJEU: Case C-461/17 Holohan v An Bord Pleanála, must also consider impacts upon habitats and species within or outside of a site boundary if they support a qualifying feature and could impact upon the conservation objectives of the site.</p> <p>If no adverse impact is determined, the project or plan can proceed.</p> <p>If an adverse impact is identified, Stage 3 is commenced.</p>
HRA Stage 3: Assessment where no alternatives and adverse impacts remain (Mitigation and Alternatives)	<p>Where a plan or project has been found to have adverse impacts on the integrity of a European site, potential avoidance/mitigation measures or alternative options should be identified.</p> <p>If suitable avoidance/mitigation or alternative options are identified, that result in there being no adverse effects from the project or plan on European sites, the project or plan can proceed.</p> <p>If no suitable avoidance/mitigation or alternative options are identified, as a rule the project or plan should not proceed. However, in exceptional circumstances, if there is an 'imperative reason of overriding public interest' for the implementation of the project or plan, consideration can be given to proceeding in the absence of alternative solutions. In this case, compensatory measures must have to be put in place to offset negative impacts (Stage 4).</p>
HRA Stage 4: Compensatory measures	<p>Stage 4 comprises an assessment of the compensatory measures where, in light of an assessment of imperative reasons of overriding public interest, it is deemed that the project should proceed.</p>

Other guidance documents have been used to help inform the methodology of this assessment, including:

- Assessment of Plans and Projects Significantly Affecting Natura 2000 Sites: Methodological Guidance on the Provisions of Article 6(3) and (4) of the Habitats Directive 92/43/EEC (European Commission 2002)
- The Habitats Regulations Assessment Handbook (DTA Publications, 2023).
- Managing Natura 2000 sites: The provisions of Article 6 of the 'Habitats' Directive 92/43/EEC (European Communities, 2018)
- Guidance document on Article 6(4) of the 'Habitats Directive' 92/43/EEC (European Communities, 2007)

- The National Planning Policy Framework (NPPF) and National Planning Practice Guidance (NPPG)
- The Planning Inspectorate PINS Note 05/ 2018: Consideration of avoidance and reduction measures in Habitats Regulations Assessment: *People over Wind*, Peter Sweetman, v Coillte Te-oranta (The Planning Inspectorate, 2018)
- UK Government Guidance on the use of Habitats Regulations Assessment (July 2019) [<https://www.gov.uk/guidance/appropriate-assessment>]

2.1. HRA Stage 1: Screening Methodology

The principles of 'screening' are applied to a plan or its components (i.e., policies and site allocations) to allow the assessment stage to focus on those aspects that are most likely to have potentially significant or adverse effects on European sites, as well as shape the emerging strategy. Screening aims to determine whether the plan will have any 'likely significant effects' on any European site as a result of its implementation. It is intended to be a coarse filter for identifying effects (positive and negative) that may occur, to allow the assessment stage to focus on the most important aspects. A plan should be considered 'likely' to have an effect if it is not possible (on the basis of objective information) to exclude the likelihood that the plan could have significant effects on any European site, either alone or in-combination with other plans or projects; an effect will be 'significant' if it could undermine the site's conservation objectives.

Screening can be used to 'screen-out' European sites and plan components from further assessment, if it is possible to determine that significant effects are unlikely (e.g., if sites or interest features are clearly not vulnerable (exposed and/or sensitive) to the outcomes of a plan due to the absence of any reasonable impact pathways).

In order to undertake screening of the LFRMS, it is necessary to:

- Identify the European sites within and outside the plan area likely to be affected, reasons for their designation and their conservation objectives.
- Describe the plan/strategy and their aims and objectives and also those of other plans or projects that in-combination have the potential to impact upon the European sites.
- Identify the potential effects on the European sites.
- Assess the significance of these potential effects on the European sites.

2.3.1. The Precautionary Principle

If there is uncertainty, and it is not possible, based on the information available, to confidently determine no significant effects on a site then the precautionary principle will be applied, and the plan will be subject to an appropriate assessment (HRA Stage 2).

2.3.2. Consultation

It is a requirement of the Habitat Regulations to consult the appropriate nature conservation statutory body (i.e. Natural England). No formal consultation with NE has been undertaken at this stage.

2.3.3. Mitigation, Avoidance and Protective Measures

Following the *People over Wind & Sweetman v Coillte Teoranta* Case C-323/17, the assessment does not consider protective, avoidance or mitigation measures for stage 1 Screening. These measures are carried forward and considered as part of the stage 2 Appropriate Assessment.

3. HRA STAGE 2: APPROPRIATE ASSESSMENT METHODOLOGY

3.1 Appropriate Assessment and Mitigation – HRA Stages 2 and 3

For those European sites screened into the HRA, it is necessary to undertake an Appropriate Assessment to explore the potential adverse effects on their integrity and develop measures to avoid these effects entirely, or if not possible, to mitigate the impacts sufficiently that effects on the European sites are rendered effectively insignificant.

The stages involved in the Appropriate Assessment are to:

- Explore the reasons for the European designation of the "screened in" European sites.
- Explore the environmental conditions required to maintain the integrity of the "scoped in" European sites and become familiar with the current trends in these environmental processes.
- Gain a full understanding of the LFRMS and consider each within the context of the environmental processes – would the policies lead to an impact on any identified process?
- Decide whether the identified impact will lead to an adverse effect on the integrity of the European site.
- In reference to ECJ case C-462/17 (Nov 18) *Holohan v An Bord Pleanala*, the Appropriate Assessment needs to include all typical habitats and species present within and outside of the boundaries of the European site if they are necessary for the conservation of the habitats and species listed for the protected area.
- Identify other plans that might affect these European sites in combination with the LFRMS and decide whether there are any adverse effects that might not result from the strategy in isolation but will do so in-combination.
- Develop measures to avoid the effect entirely, or if not possible, to mitigate the impact sufficiently such that its effect on the European site is rendered effectively insignificant.

In evaluating significance, JBA Consulting has relied on its professional judgement, which will be further reinforced through consultation with Natural England, through the development of the LFRMS and its associated appraisal processes.

4. EUROPEAN SITES

4.1 INTRODUCTION

As discussed in section 1.2, European sites collectively form the National Site Network. The objectives of the National Site Network are to:

- a) maintain at, or where appropriate restore habitats and species listed in Annexes I and II of the Habitats Directive to a favourable conservation status in their natural range (so far as it lies in the United Kingdom's territory, and so far, as is proportionate).
- b) contribute to ensuring, in their area of distribution, the survival and reproduction of wild birds listed in Annex I to the new Wild Birds Directive which naturally occur in the United Kingdom's territory and regularly occurring migratory species of birds not listed in that Annex which naturally occur in the United Kingdom's territory, and so securing compliance with the overarching aims of the Wild Birds Directive.

The National Site Network consists of:

- SACs - these are designated to protect those habitat types and species that are most in need of conservation (excluding birds).

- SPAs) - these are designated to protect rare and vulnerable birds, and also regularly occurring migratory species.

Although not included in the legislation, as a matter of policy, Ramsar sites in England and Wales are protected in the same way as European sites, and therefore considered in the HRA process. The vast majority are also classified as SPAs and Sites of Special Scientific Interest (SSSIs). All SPAs and terrestrial SACs in England and Wales are also designated as SSSIs under the Wildlife and Countryside Act (1981) as amended.

For simplicity in this report, SACs, SPAs and Ramsar sites are collectively referred to as European sites.

4.2 EUROPEAN SITES IN AND AROUND KIRKLEES DISTRICT

Best practice guidance suggests that sites occurring within a wider area of approximately 10km to 15km from the boundary of the area directly affected by a plan should be identified and assessed, in addition to those sites located within the plan area (Therivel, 2009). However, it is important to consider the possibility of impacts for any European site that might be affected, whatever its location, given the activities included in the plan and their range of influence. This may extend some distance from the area within the immediate influence of a plan.

There is one SAC and two SPA sites located within Kirklees. A further two SAC sites located adjacent to Kirklees which have been deemed to be within the influence of KMDC LFRMS. These sites are listed in Table 2 and shown in Appendix A.

Table 2: European Sites Within and Adjacent to Kirklees District

Designation	Within Kirklees District	Adjacent to Kirklees District and deemed to be within the influence of the LFRMS
SAC	- South Pennine Moors	- Denby Grange Colliery Ponds - Rochdale Canal
SPA	- Peak District Moors (South Pennine Moors Phase 1) - South Pennine Moors Phase 2	

Data on the European site interest features, their distribution, and their sensitivity to potential effects associated with the LFRMS were obtained from various sources and reports, including the Joint Nature Conservation Committee (JNCC) and Natural England websites (citations, boundaries, management plans, site improvement plans etc).

Detailed information on these sites, including their qualifying features and conservation objectives are provided in Appendix B within Table 8.

4.3 POTENTIAL HAZARDS TO EUROPEAN SITES

4.3.1 Introduction

Any strategy to manage flooding and the associated infrastructure upon which this strategy relies, can potentially have adverse impacts on the habitats and species for which European sites are designated. These impacts can be direct, such as habitat loss, fragmentation, or degradation, or indirect such as disturbance or pollution from construction, transportation etc.

This section identifies the potential hazards to European sites within and adjacent to Kirklees District and then goes on to identify the types of hazards to which the qualifying features that are present within the sites are particularly sensitive.

4.3.2 Hazards to Sites

The European sites within and adjacent to KMDC comprise of moorland, canal and pond sites, and the moorland sites in particular have considerable bird interest. Potential hazards to the interest features are identified in Table 3 below.

Table 3: Potential Hazards to the European Sites within and adjacent to the District

Potential Hazard		Description
1	Change in water levels	Flooding, or altered water levels, may have adverse impacts on water dependant habitats and species. Additionally, changes to ground-water may adversely impact on these habitats.
2	Changes in hydrological regime	These are changes to existing hydrological processes (e.g. changes to flow rates) that may alter the present characteristics of the European site.
3	Changes in water quality	Activities which may impact upon water quality, such as accidental pollution spills as a result of defence construction or pumping station operation, may adversely affect wetland habitats and species.
4	Changes to surface water flooding	Activities which may result in a reduction or increase in the frequency and extent of surface water flooding which may affect riverine, floodplain and other habitats.
5	Competition from invasive non-native species	Flooding may cause introduction or spread of invasive non-native species, particularly plants, which could result in changes to community composition and even to the complete loss of native communities.
6	Disturbance	Human activity (construction or other) can adversely impact on the qualifying features of the site directly (physical disturbance) or indirectly (visual or noise).
7	Habitat fragmentation	This is where flood events, or flood risk management measures such as defence construc-

Potential Hazard		Description
		tion, result in the separation of available habitats or split extensive areas of suitable habitat. Most likely to affect species.
8	Habitat loss	This is a loss of habitat within the designated boundaries of a European site, for example as a result of defence construction.
9	Habitat/community simplification	Changes to environmental conditions that result in a reduction and fragmentation of habitats that will reduce biodiversity.
10	Turbidity and siltation	Increases in turbidity within water environments can impact upon aquatic plants, fish and wildfowl due to sedimentation and reduction in penetrable light. This may rise from construction activities or changed flood-ing/hydrological regimes.

4.3.3 Qualifying Features and Sensitivity to Hazards

Table 4 below, shows the qualifying features of the European sites within and adjacent to KMDC and identifies the hazards to which they are sensitive (see Table 3).

It must be noted that during the assessment of the potential impacts of the LFRMS on a European site, all of the potential hazards will be considered.

Table 4: Sensitivity of European Sites to Potential Hazards

Feature	Potential Hazards										Sites at Risk of Hazard
	1 Change in water levels	2 Changes in hydrological regime	3 Changes in water quality	4 Changes to surface water flooding	5 Competition from invasive non-native species	6 Disturbance	7 Habitat fragmentation	8 Habitat loss	9 Habitat/community simplification	10 Turbidity and siltation	
Dry heathland habitats	X	X		X	X	X	X	X	X		South Pennine Moors SAC
Bogs and wet habitats	X	X	X	X	X	X	X	X	X	X	South Pennine Moors SAC
Dry woodland	X	X		X	X	X	X	X	X		South Pennine Moors SAC
Wet heathland habitats	X	X	X	X	X	X	X	X	X	X	South Pennine Moors SAC
Breeding Bird Assemblage						X	X	X	X		Peak District Moors (South Pennine Moors Phase 1) SPA South Pennine Moors Phase 2 SPA
Breeding Amphibians	X	X	X	X	X	X	X	X	X	X	Denby Grange Colliery Ponds SAC
Aquatic Macrophytes	X	X	X	X	X	X	X	X	X	X	Rochdale Canal SAC

5. SCREENING ASSESSMENT

5.1 INTRODUCTION

This section gives a summary of the KMDC LFRMS strategic themes and objectives (which are defined in Appendix F of the LFRMS entitled ‘The Flood Risk Action Plan’). The LFRMS contains four strategic themes and six high level objectives to manage flood risk in the District. Table 5 summarises the four strategic themes, six objectives and the specific measures that apply to both, as identified in the KMDC LFRMS and whether they have the potential to impact on European Sites.

The Habitat Regulations also require the cumulative effects with other plans or projects to be considered at the screening stage. This section, therefore, also identifies the other plans and projects that it is considered could potentially act “in combination” with the LFRMS to have “significant effects” on European sites. These are identified in the following section (Section 6).

Table 5: LFRMS Strategic Measures

Strategic Theme	LFRMS Strategic Measure	Category of Work	Source of Flooding	LFRMS Objective	Geographical Area	Potential Effect on European Sites	Potential for In-Combination Effect?
PLACE	Engage early with spatial planners and growth strategies to ensure new development and plans make best use of land in making space for surface water, fluvial	Engagement	Surface water run-off, and fluvial.	Partnership	District wide	All proposed development will be subject to a separate Habitats Regulations Assessment (HRA) and will not be permitted should a significant effect be predicted on a given European Site within the	No in-combination effect; zero effect alone. No effect

Strategic Theme	LFRMS Strategic Measure	Category of Work	Source of Flooding	LFRMS Objective	Geographical Area	Potential Effect on European Sites	Potential for In-Combination Effect?
	water, sustainable drainage systems and promote the use of adaptive pathways to adapt to climate hazards. Share our understanding of flooding in the area to avoid inappropriate development.					District. This assessment will include any recommendation given by Kirklees Metropolitan Borough Council as to preventative flood actions. In addition, this is a general statement of policy, so in itself cannot lead to any impacts on any European Sites (see Section F.6.3.1 in the DTA Handbook (DTA, 2023). No effect at all	
	Work with the Local Planning Authority, Highway Authority, Environment Agency and water companies to ensure the planning process and	Collaboration/Policy and Implementation	Surface water run-off	Partnership	District wide	All proposed development, management and maintenance regimes will be subject to a separate HRA and will not be permitted should a significant effect be predicted on a given European	No in-combination effect; zero effect alone. No effect

Strategic Theme	LFRMS Strategic Measure	Category of Work	Source of Flooding	LFRMS Objective	Geographical Area	Potential Effect on European Sites	Potential for In-Combination Effect?
	development design account fully for land drainage and surface water managements issues. Ensure our practices secure sound management and maintenance regimes that are proportionate and appropriate to the flood risk in the					Site. This assessment will include any recommendation given by Kirklees Metropolitan Borough Council as to preventative flood actions. In addition, this is a general statement of policy, so in itself cannot lead to any impacts on any European Sites (see Section F.6.3.1 in the DTA Handbook (DTA, 2023). No effect at all	
	As a Lead Local Flood Authority engage with others to advise on climate change allowances for sources of flooding from surface water, groundwater	Engagement/Training	Surface water run-off, groundwater and fluvial.	Partnership/Adapt/Sustainable	District wide	This training and sharing of best practice will allow others to make decisions in line with the latest research and developments in flood risk management. At this stage this knowledge sharing is purely	No in-combination effect; zero effect alone. No effect

Strategic Theme	LFRMS Strategic Measure	Category of Work	Source of Flooding	LFRMS Objective	Geographical Area	Potential Effect on European Sites	Potential for In-Combination Effect?
	and ordinary water-courses. To share and inform others of current guidance, research and best practice on sustainability and water management to inform decision making.					theoretical and geographically undefined. Empowering decision makers in this way will not lead to any direct effects on European Sites. No effect at all	

Strategic Theme	LFRMS Strategic Measure	Category of Work	Source of Flooding	LFRMS Objective	Geographical Area	Potential Effect on European Sites	Potential for In-Combination Effect?
	Enhance our early engagement with developments and commit to targeted periodic inspections of new development to ensure compliance with drainage planning conditions and Land Drainage Act legislation. Seek 106 contributions where appropriate and promote environmental net gain.	Engagement	Surface water run-off	Partnership/Sustainable	District wide	This measure relates to development already secured and ensures compliance of drainage planning conditions. As part of the planning process, such development would be subject to an HRA and as such would not be permitted were there adverse impacts predicted on neighbouring European Sites. No effect at all.	No in-combination effect; zero effect alone. No effect
	Improve our asset data on drainage assets within the district including highway gullies, culverts, carrier	Investigation	All forms of flooding	Evidence	District wide	By enhancing and expanding the current understanding of drainage assets, resilience to flood risk can be improved. This will ensure that management is based on the	No in-combination effect; zero effect alone. No effect

Strategic Theme	LFRMS Strategic Measure	Category of Work	Source of Flooding	LFRMS Objective	Geographical Area	Potential Effect on European Sites	Potential for In-Combination Effect?
	drains, debris screens and others to build our evidence base. Where considered significant make this publicly available.					latest information. Adopting this guidance should ensure that asset condition and other particulars are readily available but will not directly lead to development to impact on European Sites. No effect at all.	
PROTECT	Identify and develop flood risk improvement schemes for Kirklees to reduce the risk of surface water flooding and flooding from ordinary watercourses to better protect properties and the highway network in high risk areas. Be open to	Scheme	Surface water run-off, fluvial.	Innovation/Adapt	High risk catchments	High risk areas are most likely to focus on settlements and major roads. Should the focus of such Schemes be restricted to these areas, European Sites are likely to be protected, as the majority of European Sites within proximity to the catchment are in the uplands, away from hubs of development.	Potential for effects alone or in-combination effects; in-combination assessment completed in Section 6.

Strategic Theme	LFRMS Strategic Measure	Category of Work	Source of Flooding	LFRMS Objective	Geographical Area	Potential Effect on European Sites	Potential for In-Combination Effect?
	new financing models. Promote a range of resilience actions and climate change					In addition, this is a general statement of policy, so in itself cannot lead to any impacts on any European Sites (see Section F.6.3.1 in the DTA Handbook (DTA, 2023). No likely significant effect	
	Improve the awareness, understanding and delivery of Property Flood Resilience measures to manage local flood risk within our communities. Encourage homeowners and business owners to undertake Property Flood Surveys and	Engagement/Training and Scheme	All forms of flooding	Communities	District wide	This measure is most likely to focus on settlements. Should the focus of such Schemes be restricted to these areas, European Sites are likely to be protected, as the majority of European Sites within proximity to the catchment are in the uplands, away from hubs of development. In addition, this is a general statement of	Potential for effects alone or in-combination effects; in-combination assessment completed in Section 6.

Strategic Theme	LFRMS Strategic Measure	Category of Work	Source of Flooding	LFRMS Objective	Geographical Area	Potential Effect on European Sites	Potential for In-Combination Effect?
	seek grant funding to support resilience measure installations to support a build back better approach.					policy, so in itself cannot lead to any impacts on any European Sites (see Section F.6.3.1 in the DTA Handbook (DTA, 2023). No likely significant effect	
	Work with our partners, universities and communities to develop integrated solutions and maintenance programmes to deliver multiple benefits to reduce flood risk and look to improve economic, social and environmental benefits. Be innovative in our approach.	Collaboration/Innovation/Scheme	All forms of flooding	Partnership/Sustainable/Innovation	District wide	This measure focuses on partnership working and there is no direct driver for development. In addition, the measure looks to improve environmental benefits, so the policy should steer away from impacts to European sites. No effect at all.	No in-combination effect; zero effect alone. No effect
	Engage with catchment	Engagement and NFM	Surface water run-off	Partnership/Sustainable	District wide	Natural flood management	Potential for effects alone or

Strategic Theme	LFRMS Strategic Measure	Category of Work	Source of Flooding	LFRMS Objective	Geographical Area	Potential Effect on European Sites	Potential for In-Combination Effect?
	<p>partnerships and land-owners to embrace land management techniques and natural flood management to help to manage surface water runoff. Seek out opportunities to use Working with Natural Processes in managing flood risk to promote multiple benefits such as environmental net gain.</p>		<p>and all forms of flooding</p>			<p>techniques are likely to target upland areas to protect downstream development. The moorland European Sites referenced in Figure 1 may be at risk from NFM measures. This is however a general statement of policy, so in itself cannot lead to any impacts on any European Sites (see Section F.6.3.1 in the DTA Handbook (DTA, 2023). In addition, the measure seeks to promote environmental net gain and hence should steer change in such a way as to protect European Sites from adverse impacts.</p>	<p>in-combination effects; in-combination assessment completed in Section 6.</p>

Strategic Theme	LF RMS Strategic Measure	Category of Work	Source of Flooding	LF RMS Objective	Geographical Area	Potential Effect on European Sites	Potential for In-Combination Effect?
						No likely significant effect	
	Support the severe weather incident management function the Council undertakes through technological advancements to ensure it is an intelligence led approach.	Innovation/ Collaboration	All forms of flooding	Innovation	District wide	This measure will ensure severe weather incidents are managed intelligently but supplying intelligence is in a sense theoretical and will have no direct effects on European Sites. No effect at all	No in-combination effect; zero effect alone. No effect
	Maintain assets based on a risk based approach to ensure high flood risk assets are prioritised and allowances made for climate change projections are considered. Try new technological approaches.	Scheme/Innovation	All forms of flooding	Adapt	District wide	This will ensure that management within these communities is current and considers variables (such as changing climate). This measure focuses on the approach to maintenance as opposed to maintenance itself and hence is unlikely to have any direct	No in-combination effect; zero effect alone. No effect

Strategic Theme	LFRMS Strategic Measure	Category of Work	Source of Flooding	LFRMS Objective	Geographical Area	Potential Effect on European Sites	Potential for In-Combination Effect?
	Assess which Council assets require capacity improvements as a last resort.					effects on European Sites. In addition, this is a general statement of policy, so in itself cannot lead to any impacts on any European Sites (see Section F.6.3.1 in the DTA Handbook (DTA, 2023)). No effect at all.	
RESPONSE	Provide intelligence to ensure policy frameworks and emergency plans are robust. Work with other services to establish the basis of the Council's response to severe rainfall events in supporting communities.	Policy and Implementation/Collaboration	All forms of flooding	Evidence	District wide	This is a general statement of policy, so in itself cannot lead to any impacts on any European Sites (see Section F.6.3.1 in the DTA Handbook (DTA, 2023)). No effect at all.	No in-combination effect; zero effect alone. No effect
	Work with the local	Engagement/Training	All forms of flooding	Communities/Partnership	District wide	Empowering communities in	No in-combination

Strategic Theme	LFRMS Strategic Measure	Category of Work	Source of Flooding	LFRMS Objective	Geographical Area	Potential Effect on European Sites	Potential for In-Combination Effect?
	<p>communities to increase their awareness and preparedness for flooding in Kirklees to improve flood resilience in homes, businesses and communities through education campaigns with our partners. Enhance our online content to deliver a one-stop shop.</p>					<p>this way will not lead to any direct effects on European Sites. No effect at all</p>	<p>effect; zero effect alone. No effect</p>

Strategic Theme	LFRMS Strategic Measure	Category of Work	Source of Flooding	LFRMS Objective	Geographical Area	Potential Effect on European Sites	Potential for In-Combination Effect?
	Encourage flood community action groups to be set up in key areas of flood risk and through this work, in conjunction with partners, provide a higher standard of community led resilience by developing a network of community resilience leads.	Collaboration and engagement	All forms of flooding	Communities	Known flooded places	Empowering communities in this way will not lead to any direct effects on European Sites. No effect at all	No in-combination effect; zero effect alone. No effect
	Ensure flood risk management actions reach out and remain inclusive in our approach within our diverse communities and areas of deprivation.	Engagement	All forms of flooding	Communities	District Wide	Empowering and including diverse communities in this way will not lead to any direct effects on European Sites. No effect at all	No in-combination effect; zero effect alone. No effect

Strategic Theme	LFRMS Strategic Measure	Category of Work	Source of Flooding	LFRMS Objective	Geographical Area	Potential Effect on European Sites	Potential for In-Combination Effect?
	Establish and maintain a Communication Plan in line with national and other Council services to provide coordinated and timely information to communities at flood risk.	Engagement/Education	All forms of flooding	Communities/Partnership	District wide	Good communication and education within communities at risk is likely to lead to small scale, benefits to flood risk management at the individual level. It is will not lead to any direct effects on European Sites. No effect at all.	No in-combination effect; zero effect alone. No effect
RECOVERY	Provide follow up recovery support and advice to residents, business owners and communities that have been affected by flooding on funding, wellbeing support and signpost to affordable flood insurance to help	Support and Advice	All forms of flooding	Communities	District wide	Support and advice within communities affected by flooding is likely to lead to small scale, benefits to flood risk management at the individual level. It is will not lead to any direct effects on European Sites. No effect at all.	No in-combination effect; zero effect alone. No effect

Strategic Theme	LFRMS Strategic Measure	Category of Work	Source of Flooding	LFRMS Objective	Geographical Area	Potential Effect on European Sites	Potential for In-Combination Effect?
	them recover quicker.						
	Investigate flood incidents of all sources and establish flood outlines with our partners to validate existing flood models to help inform future grant fundings and flood risk management projects.	Investigation	All forms of flooding	Evidence/Partnership/Innovation	District wide	Collecting data to validate flood models and inform future projects is very much theoretical and will have no direct effects on European Sites.	No in-combination effect; zero effect alone. No effect
	Work with Partners and health bodies to ensure mental health impacts from flooding are factored into long term recovery planning.	Collaboration and support	All forms of flooding	Communities	N/A	Better supporting the wellbeing of communities affected by flooding is likely to lead to mental health benefits and personal resilience at the individual level. It is will not lead to any direct effects on European Sites.	No in-combination effect; zero effect alone. No effect

Strategic Theme	LFRMS Strategic Measure	Category of Work	Source of Flooding	LFRMS Objective	Geographical Area	Potential Effect on European Sites	Potential for In-Combination Effect?
						No effect at all.	
	Support Review Briefings and feedback learning from communities to inform our plans and policies to ensure a more efficient and effective response in the future.	Investigation/Policy	All forms of flooding	Communities/Innovation/Evidence	N/A	Gathering data to streamline plans and policy will not lead to any direct effects on European Sites. No effect at all	No in-combination effect; zero effect alone. No effect

6. Other Relevant Plans and Projects that might act In-combination.

A series of individually modest effects may in-combination produce effects that are likely to adversely affect the integrity of one or more European sites. Article 6(3) of the Habitats Directive tries to address this by taking into account the combination of effects from other plans or projects. The Directive does not explicitly define which other plans and projects are within the scope of the combination provision. Guidance in section 4.4.3 of 'Managing Natura 2000 Sites: The provisions of Article 6 of the 'Habitats' Directive 92/43/EEC', published by the European Commission, states:

'When determining likely significant effects, the combination of other plans or projects should also be considered to take account of cumulative impacts. It would seem appropriate to restrict the combination provision to other plans or projects which have been actually proposed.'

Table 6 lists the relevant plans and projects that have been identified as having the potential to result in adverse effects on European sites in-combination with the LFRMS. A search was made of the local planning authority and National Infrastructure Planning websites, in addition to a search of Natural England's website for Nature Improvement Areas.

Table 6: Other Plans and Projects

Plan/Project	Potential In-combination Effects
<p>The Kirklees Development Plan (Kirklees Council, 2022)</p>	<p>The Kirklees Development Plan consists of the Kirklees Local Plan and, in applicable areas, the Holme Valley Neighbourhood Development Plan. This Plan sets out how the District will develop and change over the next nine years. The Plan comprises separate parts, including the Core Strategy which other documents under the Plan fall under, which address different aspects of development within the District and surrounding area. No adverse in-combination effects with the LFRMS are expected as proposed development, schemes and plans which are stated within the Development Plan Documents (DPD) under the Framework will require assessment under the Habitat Regulations if they pose any risk to European Sites within or adjacent to the boundary. Therefore, any development facilitated by or that becomes feasible because of measures within the LFRMS will also be subject to the HRA process to ensure no adverse impacts arise.</p> <p>No likely significant effect in combination with relevant LFRMS Strategic Measures identified</p>
<p>A57 Link Roads (previously known as Trans Pennine Upgrade Programme) (National Infrastructure Planning, 2022)</p>	<p>The A57 Link Roads project will include the creation of two new link roads: (1) Mottram Moor Link Road - a new dual carriageway from the M67 junction 4 roundabout to a new junction on the A57(T) at Mottram Moor; and (2) A57 Link Road - a new single carriageway link from the A57(T) at Mottram Moor to a new junction on the A57 in Woolley Bridge. This project is situated within 10km of the southern boundary of Kirklees District. No adverse in-combination effects with the LFRMS are expected as the proposed development will require assessment under the Habitat Regulations if they pose any risk to European Sites within or adjacent to the boundary. Therefore, any development facilitated by or that becomes feasible because of measures within the LFRMS will also be subject to the HRA process to ensure no adverse impacts arise.</p>

Plan/Project	Potential In-combination Effects
	No likely significant effect in combination with relevant LFRMS Strategic Measures identified
Dark Peak Nature Improvement Area (NIA) Programme (2015) (The National Archives, 2014)	<p>This programme may result in positive in-combination effects in relation to the Peak District National Park as key projects in the programme relate to the enhancement of these sites, through habitat and water quality management. Working with the Dark Peak Partnership and NIA programme may identify opportunities to achieve some of the objectives of the LFRMS (e.g. Objective 5), whilst helping to protect these European Sites. Subsequent land management initiatives continuing after completion of the project suggests positive effects likely to be ongoing.</p> <p>No likely significant effect in combination with relevant LFRMS Strategic Measures identified</p>

7. Screening Assessment Results

7.1 Introduction

This section considers the actions and measures identified in the LFRMS that are considered to have a potential impact on European Sites (as shown in Table 5) and identifies whether or not they are likely to have significant effects on site integrity, either alone or in-combination with other plans and/or projects, as detailed in Table 6. Many of the actions and measures identified in the KMDC LFRMS have been screened out in Table 5 as they are high level actions and are not determined to directly threaten the integrity of European Sites.

7.2 Screening Assessment

Considering the location of the European sites and the interest features carried forward from Table 4 in relation to KMDC and the identified potential hazards associated with the actions and measures of the LFRMS, an assessment was made as to whether the LFRMS, alone and in-combination with other plans and/or projects, would have likely significant effects on any European sites.

Table 7: Summary of screened in LFRMS actions and measures and their likely impacts on European Sites.

LFRMS Measures	Potential Hazard	Interest Feature Affected	Designated Sites which include Interest Feature Affected	Likelihood of Significant Effect on Sites
<p>Identify and develop flood risk improvement schemes for Kirklees to reduce the risk of surface water flooding and flooding from ordinary watercourses to better protect properties and the highway network in high risk areas. Be open to new financing models. Promote a range of resilience actions and climate change scenarios.</p>	<p>The scope for potential hazards under this action is very broad and due to the high level, undefined nature of this action, impacts are uncertain.</p>	<ul style="list-style-type: none"> -Dry heathland habitats -Bogs and wet habitats -Dry woodland -Wet heathland habitats 	<p>South Pennine Moors SAC</p>	<p>This is a general statement of policy, so in itself cannot lead to any impacts on any European Sites (see Section F.6.3.1 in the DTA Handbook (DTA, 2023)).</p> <p><i>No likely significant effect alone or in combination.</i></p>
		<ul style="list-style-type: none"> -Breeding Bird Assemblage -Aquatic Macrophytes -Breeding Amphibians 	<p>Peak District Moors (South Pennine Moors Phase 1) SPA</p>	<p>This is a general statement of policy, so in itself cannot lead to any impacts on any European Sites (see Section F.6.3.1 in the DTA Handbook (DTA, 2023)).</p> <p><i>No likely significant effect alone or in combination.</i></p>
			<p>South Pennine Moors Phase 2 SPA</p>	<p>This is a general statement of policy, so in itself cannot lead to any impacts on any European Sites (see Section F.6.3.1 in the DTA Handbook (DTA, 2023)).</p> <p><i>No likely significant effect alone or in combination.</i></p>

LFRMS Measures	Potential Hazard	Interest Feature Affected	Designated Sites which include Interest Feature Affected	Likelihood of Significant Effect on Sites
			Denby Grange Colliery Ponds SAC	<p>This is a general statement of policy, so in itself cannot lead to any impacts on any European Sites (see Section F.6.3.1 in the DTA Handbook (DTA, 2023)).</p> <p><i>No likely significant effect alone or in combination.</i></p>
			Rochdale Canal SAC	<p>No in-combination effect; zero effect alone due to the distance (approximately 7km) of the European Site to the District and lack of hydrological connectivity.</p> <p><i>No effect at all</i></p>
<p>Improve the awareness, understanding and delivery of Property Flood Resilience measures to manage local flood risk</p>	<p>The scope for potential hazards under this action is very broad and due to the high level, undefined nature of this action, impacts are uncertain. However, impacts are</p>	<ul style="list-style-type: none"> -Dry heathland habitats -Bogs and wet habitats -Dry woodland -Wet heathland habitats 	<p>South Pennine Moors SAC</p>	<p>This is a general statement of policy, so in itself cannot lead to any impacts on any European Sites (see Section F.6.3.1 in the DTA Handbook (DTA, 2023)).</p> <p><i>No likely significant effect alone or in combination.</i></p>

LFRMS Measures	Potential Hazard	Interest Feature Affected	Designated Sites which include Interest Feature Affected	Likelihood of Significant Effect on Sites
<p>within our communities. Encourage homeowners and business owners to undertake Property Flood Surveys and seek grant funding to support resilience measure installations to support a build back better approach.</p>	<p>likely to be small scale and focused on the individual property level e.g., installing flood gates etc. The combined effect of this measure may be to force more flood water elsewhere on the floodplain. This could change patterns of sedimentation and hydrology.</p> <p>The focus of this measure is on settlements. Should the focus of such Schemes be restricted to these areas, European Sites are likely to be protected, as the majority of European Sites within proximity to the catchment are in the uplands, away from hubs of development. This</p>	<p>-Breeding Bird Assemblage</p> <p>-Aquatic Macrophytes</p> <p>-Breeding Amphibians</p>	<p>Peak District Moors (South Pennine Moors Phase 1) SPA</p>	<p>Peak District Moor SPA is largely located upstream of the District and unlikely to be significantly affected by changes in hydrology and sedimentation patterns.</p> <p>In addition, the majority of property within the District is located downstream of the SPA and the interest features of the SPA (Breeding Bird Assemblage) includes moorland species:</p> <p>-A098 <i>Falco columbarius</i>; Merlin (Breeding)</p> <p>-A140 <i>Pluvialis apricaria</i>; European golden plover (Breeding)</p> <p>-A222 <i>Asio flammeus</i>; Short-eared owl (Breeding)</p> <p>These species are less likely to be affected by changes to the river corridor.</p> <p>Furthermore, this is a general statement of policy, so in itself cannot</p>

LFRMS Measures	Potential Hazard	Interest Feature Affected	Designated Sites which include Interest Feature Affected	Likelihood of Significant Effect on Sites
	is not to say that property within such sites would not qualify for support.			<p>lead to any impacts on any European Sites (see Section F.6.3.1 in the DTA Handbook (DTA, 2023)).</p> <p><i>No likely significant effect alone or in combination.</i></p>
			South Pennine Moors Phase 2 SPA	<p>South Pennine Moors SPA is largely located upstream of the District and unlikely to be significantly affected by changes in hydrology and sedimentation patterns.</p> <p>In addition, the majority of property within the District is located downstream of the SPA and the interest features of the SPA (Breeding Bird Assemblage) includes moorland species:</p> <p><i>A098 Falco columbarius; Merlin (Breeding)</i></p> <p><i>A140 Pluvialis apricaria; European golden plover (Breeding)</i></p> <p>These species are less likely to be affected by</p>

LFRMS Measures	Potential Hazard	Interest Feature Affected	Designated Sites which include Interest Feature Affected	Likelihood of Significant Effect on Sites
				<p>changes to the river corridor.</p> <p>Furthermore, this is a general statement of policy, so in itself cannot lead to any impacts on any European Sites (see Section F.6.3.1 in the DTA Handbook (DTA, 2023)).</p> <p><i>No likely significant effect alone or in combination.</i></p>
			Denby Grange Colliery Ponds SAC	<p>This is a general statement of policy, so in itself cannot lead to any impacts on any European Sites (see Section F.6.3.1 in the DTA Handbook (DTA, 2023)).</p> <p><i>No likely significant effect alone or in combination.</i></p>
			Rochdale Canal SAC	<p>No in-combination effect; zero effect alone due to the distance (approximately 7km) of the European Site to the District and lack of hydrological connectivity.</p> <p><i>No effect at all</i></p>

LFRMS Measures	Potential Hazard	Interest Feature Affected	Designated Sites which include Interest Feature Affected	Likelihood of Significant Effect on Sites
<p>Engage with catchment partnerships and landowners to embrace land management techniques and natural flood management to help to manage surface water runoff. Seek out opportunities to use Working with Natural Processes in managing flood risk to promote multiple benefits such as environmental net gain.</p>	<p>Delivery of this objective will result in reduced flood risk to local and downstream communities for the benefit of population, human health, and material assets. Whilst environmental gains are likely (via improved water quality and habitat creation), there is the potential for impacts on European Site Interest Features from specific measures under this action and until detailed designs are known, impacts remain uncertain.</p>	<ul style="list-style-type: none"> -Dry heathland habitats -Bogs and wet habitats -Dry woodland -Wet heathland habitats -Breeding Bird Assemblage -Aquatic Macrophytes -Breeding Amphibians 	<p>South Pennine Moors SAC</p>	<p>Section F.6.3.5 of the DTA handbook (DTA, 2023), refers to the ability to screen out policies and proposals which will have the indirect or unintentional effect of steering change away from European Sites. Any measure which promotes environmental benefits is likely to do so.</p> <p><i>No likely significant effect alone or in combination.</i></p>
			<p>Peak District Moors (South Pennine Moors Phase 1) SPA</p>	<p>Section F.6.3.5 of the DTA handbook (DTA, 2023), refers to the ability to screen out policies and proposals which will have the indirect or unintentional effect of steering change away from European Sites. Any measure which promotes environmental benefits is likely to do so.</p> <p><i>No likely significant effect alone or in combination.</i></p>

LFRMS Measures	Potential Hazard	Interest Feature Affected	Designated Sites which include Interest Feature Affected	Likelihood of Significant Effect on Sites
			South Pennine Moors Phase 2 SPA	<p>Section F.6.3.5 of the DTA handbook (DTA, 2023), refers to the ability to screen out policies and proposals which will have the indirect or unintentional effect of steering change away from European Sites. Any measure which promotes environmental benefits is likely to do so.</p> <p><i>No likely significant effect alone or in combination.</i></p>
			Denby Grange Colliery Ponds SAC	<p>Section F.6.3.5 of the DTA handbook (DTA, 2023), refers to the ability to screen out policies and proposals which will have the indirect or unintentional effect of steering change away from European Sites. Any measure which promotes environmental benefits is likely to do so.</p> <p><i>No likely significant effect alone or in combination.</i></p>

LFRMS Measures	Potential Hazard	Interest Feature Af-fected	Designated Sites which in-clude Interest Feature Af-fected	Likelihood of Significant Effect on Sites
			Rochdale Canal SAC	<p>No in-combination effect; zero effect alone due to the distance (approximately 7km) of the European Site to the District and lack of hydrological connectivity.</p> <p><i>No effect at all</i></p>

8. Screening Statement and Conclusions

8.1 Summary

The LFRMS sets out the overall objectives to manage flooding within KMDC. The purpose of the Strategy is to " In combination with the National Strategy, our Local Strategy will encourage more effective risk management by enabling people, communities, businesses and the public to work together " (KMDC, 2022). The six objectives of the Strategy set out a vision as to how local flood risk will be delivered and managed by DMDC as LLFA, and all other Risk Management Authorities as well.

The Screening Assessment identified the potential for hydrological changes, water quality effects and impacts to habitats and species that may occur as a direct or indirect result of the implementation of the LFRMS. These effects could arise from measures directed at waterway maintenance and management of flood risk in specific locations, potentially using flood defences and separately via NFM initiatives.

The Screening Assessment process did not identify any likely significant effects arising from the KMDC LFRMS's proposed objectives that might significantly affect the European Sites located within Kirklees Metropolitan District or with 15km of the District boundary. This was largely due to the high-level nature and general aspirations of the LFRMS as well as the dual purpose of achieving environmental gain. It is therefore not necessary for an Appropriate Assessment (HRA Task 2 and 3) to be carried out.

9. Appendix A

9.1 Location of European Sites within and adjacent to KMDC

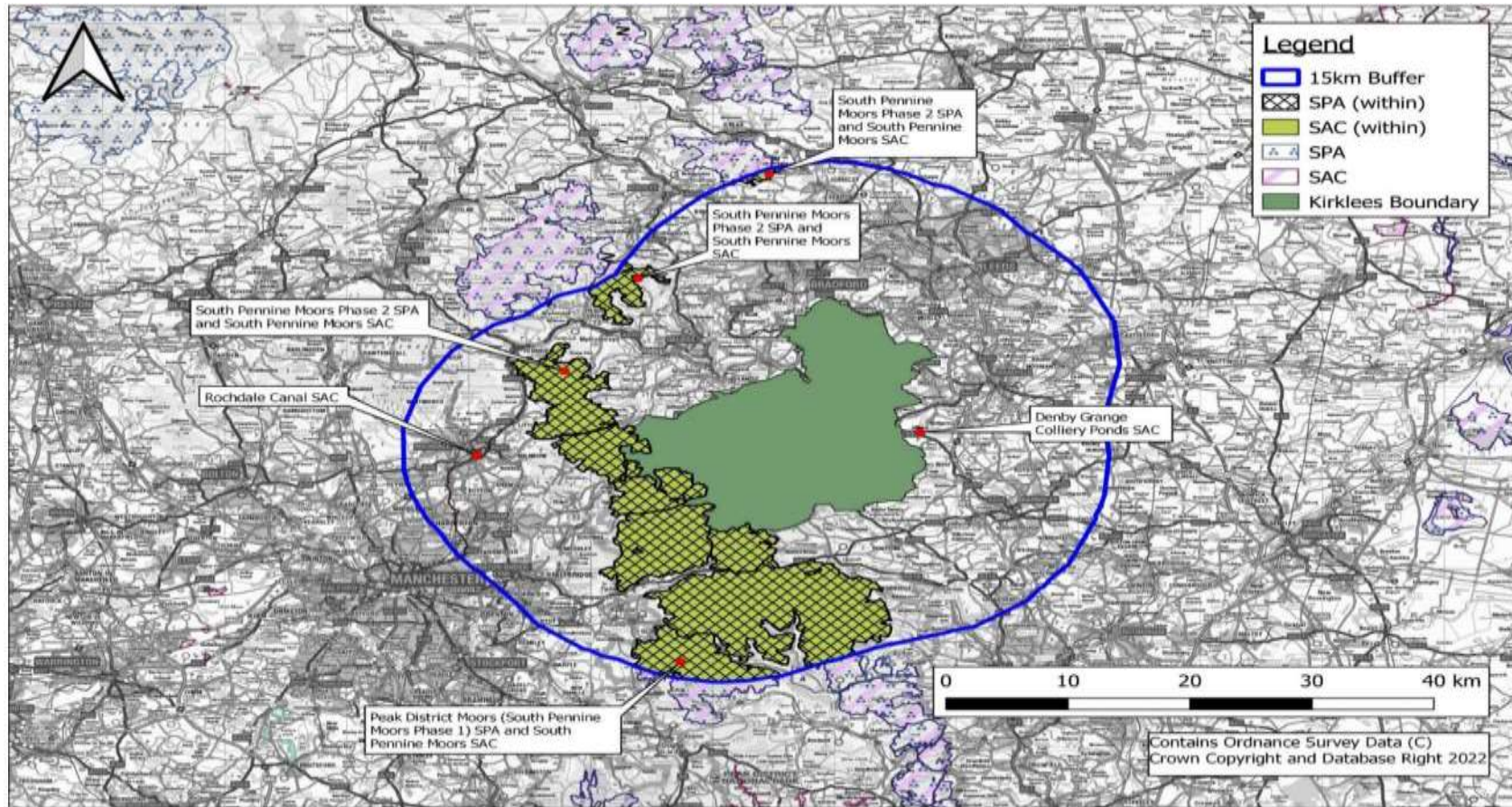


Figure 1: European Site Map

10. Appendix B

10.1 Details of European sites within and adjacent to Kirklees District

Table 8: Details of European Sites within and adjacent to KMDC. Information from JNCC and Natural England

European Site	Qualifying Feature (Broad Habitat/Species Groupings)	Qualifying Feature	Conservation Objectives	Site Vulnerability
<p>South Pennine Moors SAC</p> <p>Site area 65024.32 ha</p>	<ul style="list-style-type: none"> -Dry heathland habitats -Bogs and wet habitats -Dry woodland -Wet heathland habitats 	<p>Annex I habitats:</p> <p><i>4030 European dry heaths</i></p> <p><i>7130 Blanket bogs (* if active bog)</i></p> <p><i>* Priority feature</i></p> <p><i>91A0 Old sessile oak woods with Ilex and Blechnum in the British Isles</i></p> <p><i>4010 Northern Atlantic wet heaths with Erica tetralix</i></p> <p><i>7140 Transition mires and quaking bogs</i></p>	<p>Subject to natural change, to maintain or restore:</p> <ul style="list-style-type: none"> -The extent and distribution of the qualifying natural habitats -The structure and function (including typical species) of the qualifying natural habitats, <p>and,</p> <ul style="list-style-type: none"> -The supporting processes on which the qualifying natural habitats rely 	<p>The site is vulnerable to:</p> <ul style="list-style-type: none"> -Air pollution, air-borne pollutants (B)* -Agriculture activities not referred to above (B) -Human induced changes in hydraulic conditions (B) -Fire and fire suppression (I)* -Outdoor sports and leisure activities, recreational activities (I)

European Site	Qualifying Feature (Broad Habitat/Species Groupings)	Qualifying Feature	Conservation Objectives	Site Vulnerability
<p>Peak District Moors (South Pennine Moors Phase 1) SPA</p> <p>Site area 45,270.52 ha</p>	<p>-Breeding Bird Assemblage</p>	<p>Annex I species:</p> <p>-A098 <i>Falco columbarius</i>; Merlin (Breeding)</p> <p>-A140 <i>Pluvialis apricaria</i>; European golden plover (Breeding)</p> <p>-A222 <i>Asio flammeus</i>; Short-eared owl (Breeding)</p>	<p>Subject to natural change, to maintain or restore:</p> <p>-The extent and distribution of the habitats of the qualifying features</p> <p>-The structure and function of the habitats of the qualifying features</p> <p>-The supporting processes on which the habitats of the qualifying features rely</p> <p>-The population of each of the qualifying features, and,</p> <p>-The distribution of the qualifying features within the site.</p>	<p>The site is vulnerable to:</p> <ul style="list-style-type: none"> - Outdoor sports and leisure activities, recreational activities (I) - Human induced changes in hydraulic conditions (B) - Fire and fire suppression (I) - Hunting and collection of wild animals (terrestrial), including damage caused by game (excessive density), and taking/removal of terrestrial animals (including collection of insects, reptiles, amphibians, birds of prey, etc., trapping, poisoning, poaching, predator control, accidental capture (e.g., due to fishing gear), etc.) (I) - Reduced fecundity/ genetic depression (I)
<p>South Pennine Moors Phase 2 SPA</p> <p>Site area 20944.46 ha</p>	<p>-Breeding Bird Assemblage</p>	<p>Annex I species:</p> <p>A098 <i>Falco columbarius</i>; Merlin (Breeding)</p> <p>A140 <i>Pluvialis apricaria</i>; European</p>	<p>Subject to natural change, to maintain or restore:</p> <p>-The extent and distribution of the habitats of the qualifying features</p>	<p>The site is vulnerable to:</p> <ul style="list-style-type: none"> - Hunting and collection of wild animals (terrestrial), including damage caused by game (excessive density), and taking/removal of terrestrial animals (including collection of insects, reptiles, amphibians, birds of prey, etc., trapping, poisoning, poaching,

European Site	Qualifying Feature (Broad Habitat/Species Groupings)	Qualifying Feature	Conservation Objectives	Site Vulnerability
		golden plover (Breeding)	<ul style="list-style-type: none"> -The structure and function of the habitats of the qualifying features -The supporting processes on which the habitats of the qualifying features rely -The population of each of the qualifying features, and, -The distribution of the qualifying features within the site. 	<p>predator control, accidental capture (e.g., due to fishing gear), etc.) (I)</p> <ul style="list-style-type: none"> - Reduced fecundity/ genetic depression (I) - Fire and fire suppression (I) - Human induced changes in hydraulic conditions (B) - Outdoor sports and leisure activities, recreational activities (I)

European Site	Qualifying Feature (Broad Habitat/Species Groupings)	Qualifying Feature	Conservation Objectives	Site Vulnerability
<p>Denby Grange Colliery Ponds SAC</p> <p><i>Site area 18.34 ha</i></p>	<p>- Breeding Amphibians</p>	<p>Annex II species:</p> <p>1166 Great crested newt <i>Triturus cristatus</i></p>	<p>Subject to natural change, to maintain or restore:</p> <ul style="list-style-type: none"> -The extent and distribution of the habitats of qualifying species -The structure and function of the habitats of qualifying species -The supporting processes on which the habitats of qualifying species rely -The populations of qualifying species, and, -The distribution of qualifying species within the site. 	<p>The site is vulnerable to:</p> <ul style="list-style-type: none"> - Pollution to groundwater (point sources and diffuse sources) (B) - Other ecosystem modifications (B) - Forest and Plantation management & use (I) - Human induced changes in hydraulic conditions (B) - Invasive non-native species (B)

European Site	Qualifying Feature (Broad Habitat/Species Groupings)	Qualifying Feature	Conservation Objectives	Site Vulnerability
<p>Rochdale Canal SAC</p> <p><i>Site area</i> 24.86 ha</p>	<p>- Aquatic Macrophytes</p>	<p>Annex II species:</p> <p>1831 Floating waterplantain <i>Luronium natans</i></p>	<p>Subject to natural change, to maintain or restore:</p> <ul style="list-style-type: none"> -The extent and distribution of the habitats of qualifying species -The structure and function of the habitats of qualifying species -The supporting processes on which the habitats of qualifying species rely -The populations of the qualifying species, and, -The distribution of the qualifying species within the site. 	<p>The site is vulnerable to:</p> <ul style="list-style-type: none"> - Air pollution, air-borne pollutants (B) - Human induced changes in hydraulic conditions (B)

*I = Inside, O = Outside, B = Both

11. References

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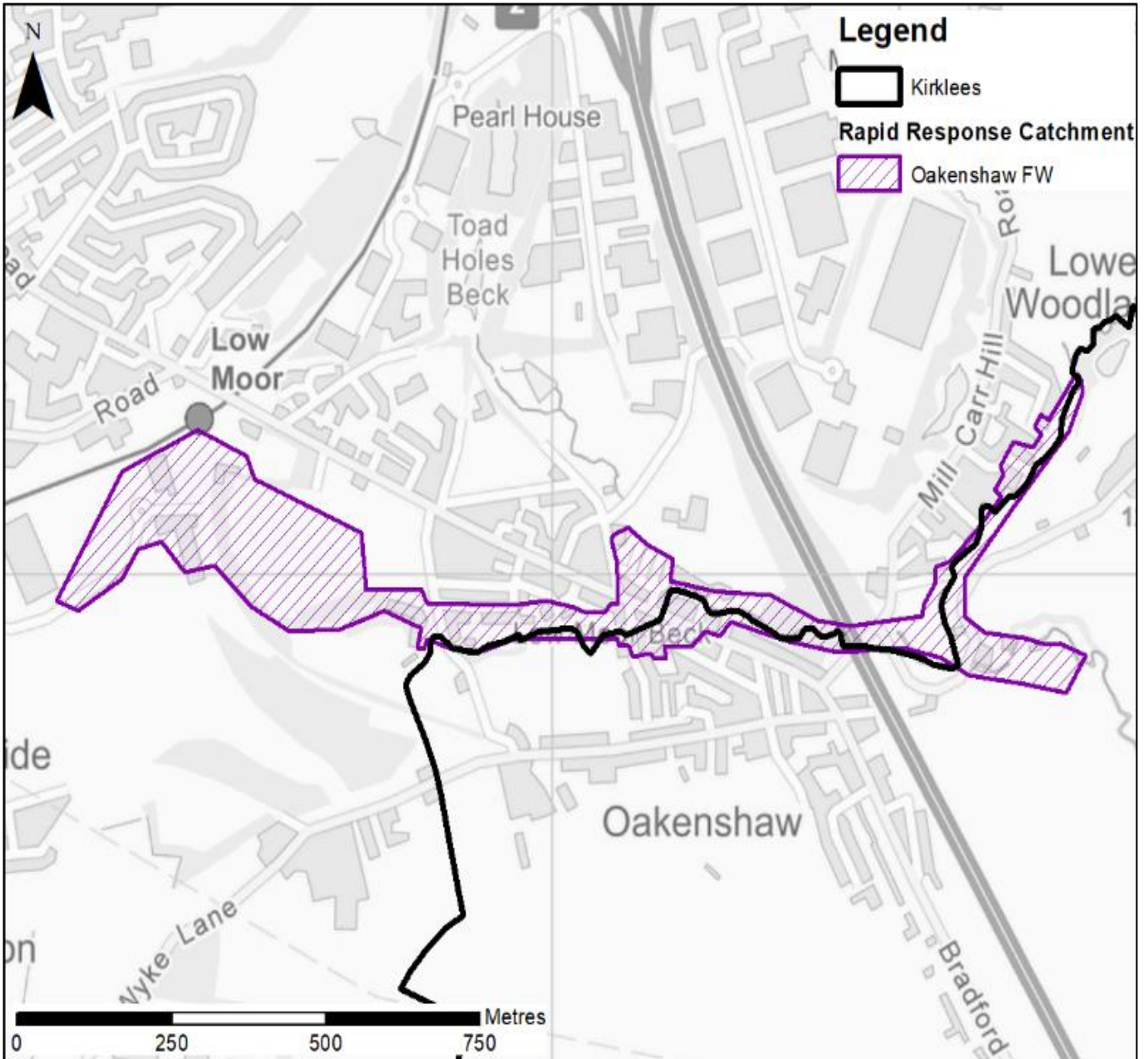
Appendix C – Environment Agency Rapid Response Catchments

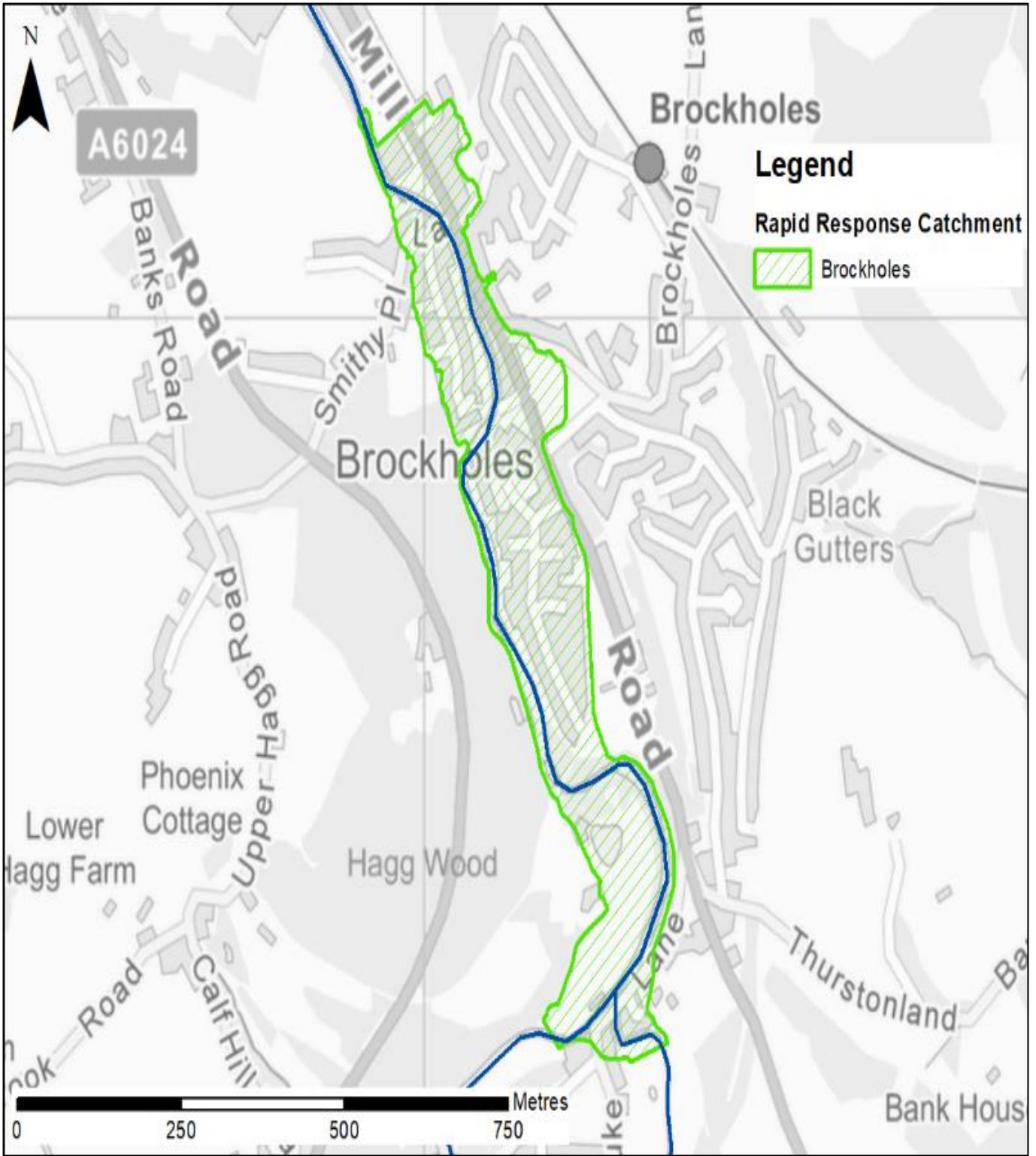
ENVIRONMENT AGENCY RAPID RESPONSE CATCHMENTS

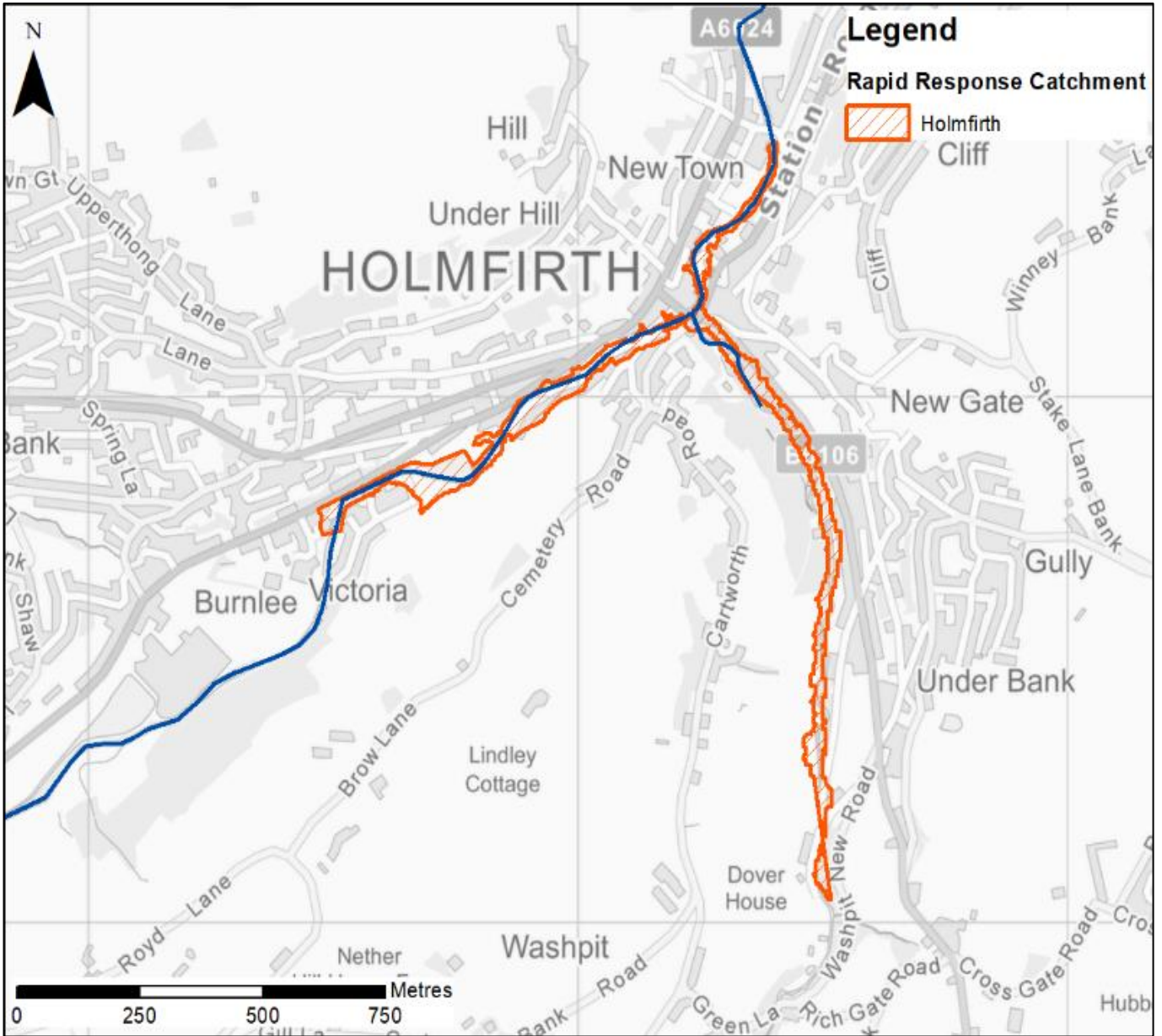
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1.1 Oakenshaw FW Rapid Response Catchment	3
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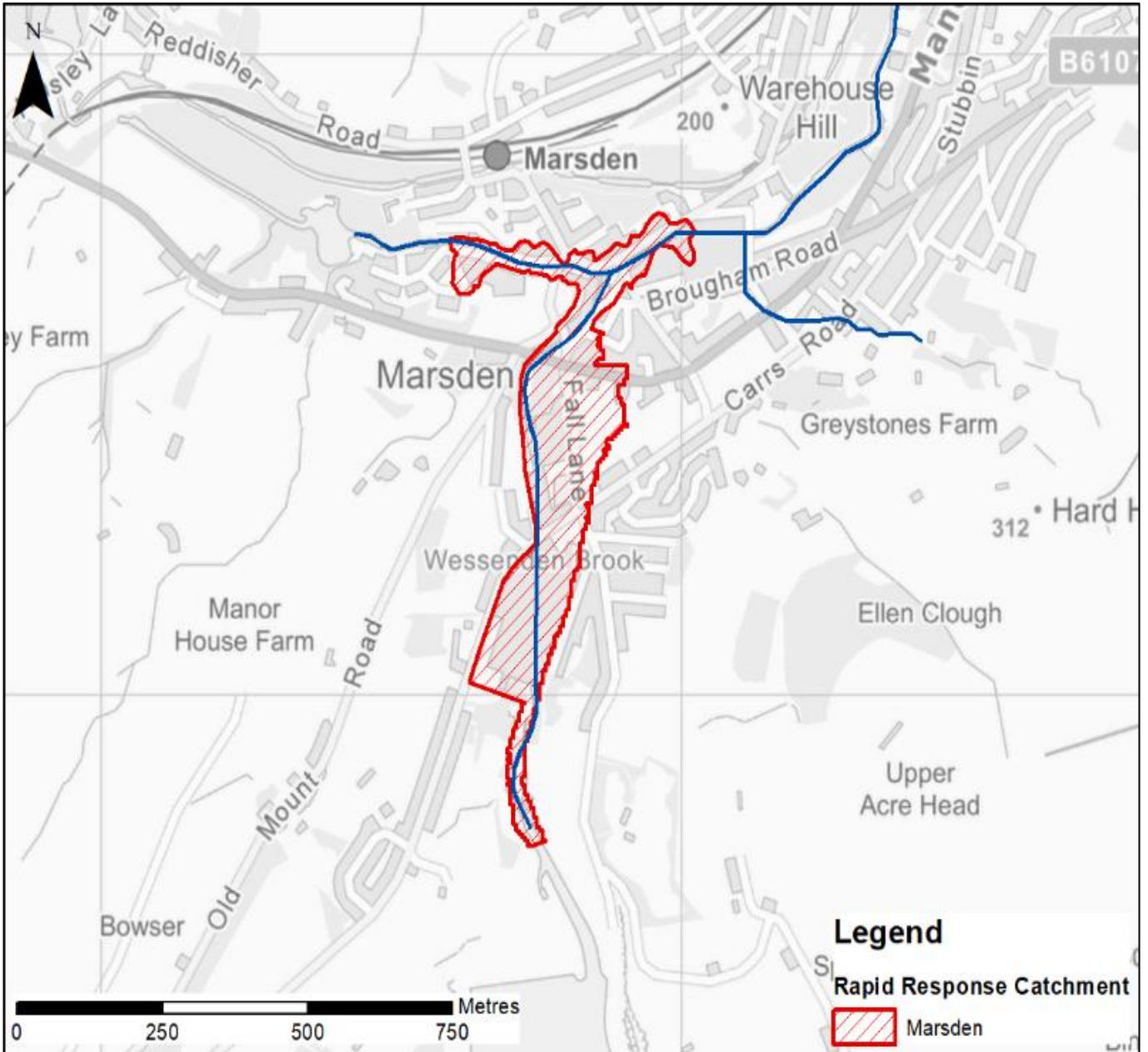
ENVIRONMENT AGENCY RAPID RESPONSE CATCHMENTS

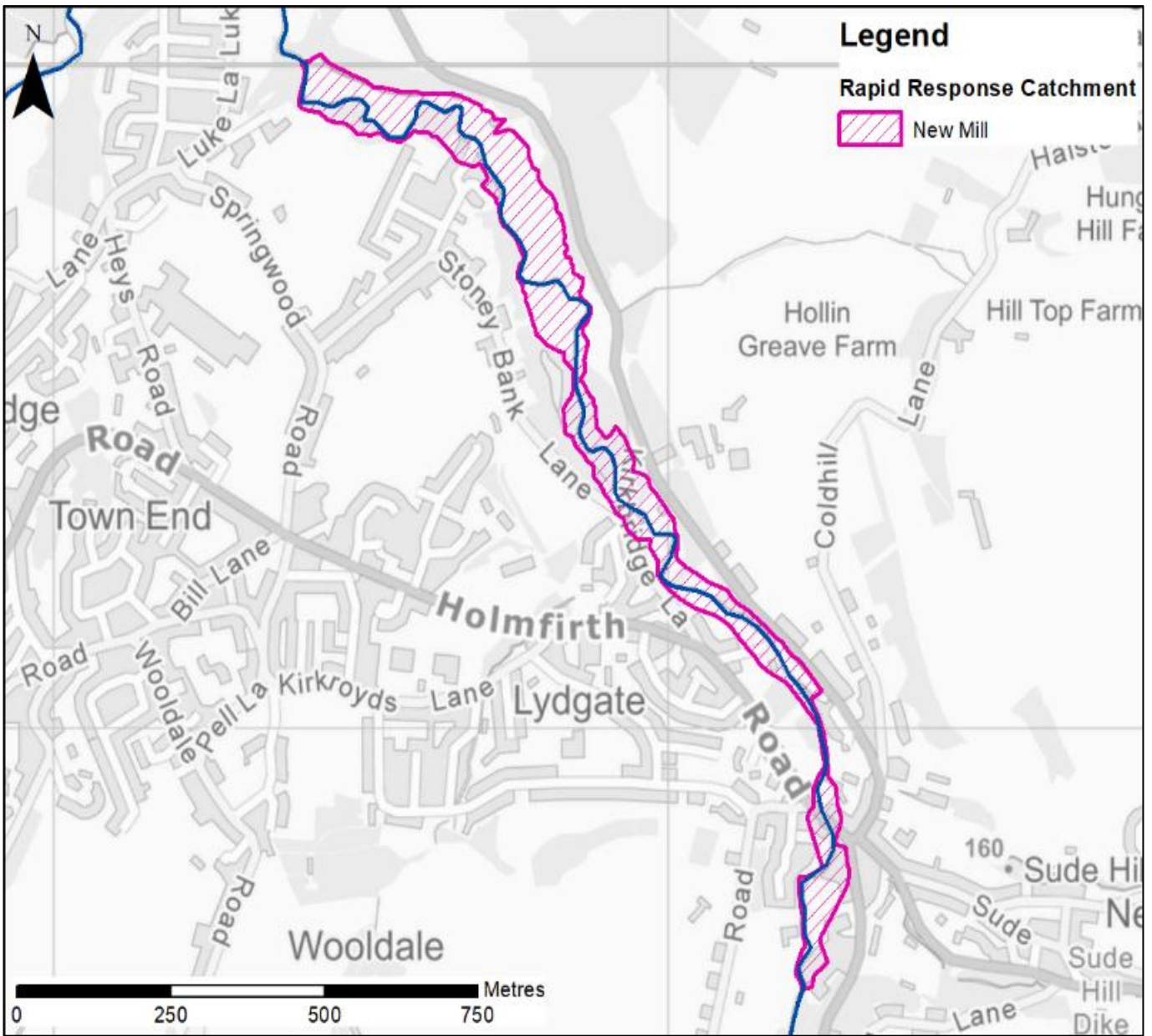
The Environment Agency has a Rapid Response Catchment (RRC) register which was prepared using a combination of flood event factors, such as time to maximum flood depths and velocities, and the amount of debris carried in the floodwater. Potential property numbers affected, and vulnerable sites such as care homes and campsites, were also considered.

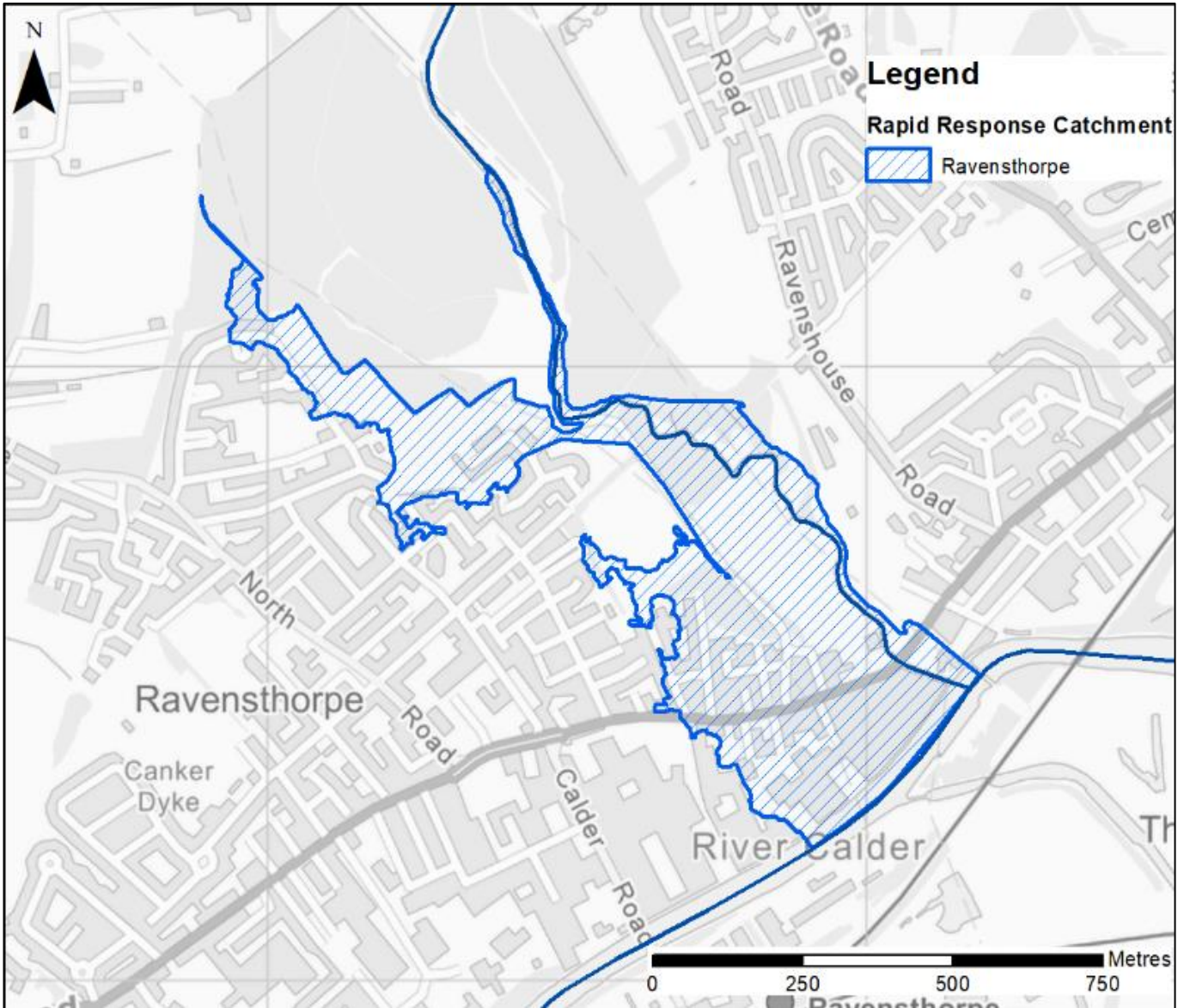












Appendix D Flood risk management roles and responsibilities

APPENDIX D FLOOD RISK MANAGEMENT ROLES AND RESPONSIBILITIES

1. Flood risk Management roles and responsibilities	3
2. Schedule 3 Sustainable Drainage (FWMA 2020)	3
3. Kirklees Council LLFA	4
4. Environment Agency	5
5. Yorkshire Water	5
6. Highways Authority (Kirklees Council and National Highways)	6

FLOOD RISK MANAGEMENT ROLES AND RESPONSIBILITIES

In relation to Kirklees, the Risk Management Authorities include:

- The Lead Local Flood Authority – Kirklees Council,
- Environment Agency,
- Water and sewerage companies – Yorkshire Water,
- Highways Authority – Kirklees Council and National Highways

Under the provisions of the Flood and Water Management Act the following duties and powers are common to all risk management authorities:

- Duty to cooperate with other risk management authorities,
- Duty to act consistently with the national and local strategies,
- Powers to take on flood risk functions from another RMA,
- Duty to contribute towards the achievement of sustainable development,
- Duty to be subject to scrutiny from the LLFA's democratic process.

SCHEDULE 3 SUSTAINABLE DRAINAGE (FWMA 2020)

The enactment of Schedule 31 of the FWMA means there is a requirement for the inclusion of SuDS in all new development which must be approved by the Council as the 'approving body'. The Council would also be expected to adopt and maintain SuDS for new developments once the development is complete. It is expected that legal, statutory guidance will be produced which will provide a more consistent approach to SuDS design and approval. It is expected that this would replace the non-statutory guidance and the Council's local guidance.

¹ [Schedule 3 Flood and Water Management Act 2010](#)

Some of the main roles and responsibilities in relation to flood risk management activities



Some of the main roles and responsibilities in relation to flood risk management activities for each RMA are as follows:

KIRKLEES COUNCIL LLFA

- Provides strategic leadership of local flood risk management authorities,
- Develops, maintains, applies and monitors a strategy for local flood risk (this Local Strategy) (FWMA 2010),
- Prepares Preliminary Flood Risk Assessments and Flood Risk Management Plans concerning flood risk attributable to surface water runoff, ordinary watercourses and groundwater (Flood Risk Regulations 2009),
- Has powers to carry out works to manage flood risk from surface water runoff, ordinary watercourses and groundwater (Land Drainage Act 1991),
- Is a statutory consultee to determine the acceptability of proposed SuDS (as per the enacted Schedule 3 of the FWMA 2010). Approvals must be given before the developer can commence construction, and sometime before the occupation of dwellings. Working with the local planning authority, planning conditions or obligations should be in place to ensure arrangements are in place for ongoing maintenance of any SuDS over the lifetime of development,



- Acts as a statutory consultee for planning authorities and responds to drainage designs for major planning applications (Town and Country Planning (Development Management Procedure) (England) Order 2015),
- Has powers to request information from any person in connection with the authority's flood risk management functions,
- Has a duty to investigate and publish reports on significant flood incidents in Kirklees (where appropriate and necessary) to identify which authorities have relevant flood risk management functions, and what they have done or intend to do (FWMA 2010)

The Council will endeavour to investigate flood incidents which meet the following criteria:

- Where one or more residential or business property suffers internal flooding
- Where there is a risk to life as a result of the depth and / or velocity of floodwater
- Where critical infrastructure (e.g. emergency services buildings, utility company infrastructure, schools, day centres, hospitals and main transport routes) suffer flooding or obstruction, or were in imminent danger of flooding
- Where five or more properties were in imminent danger of flooding, or
- Where local democratic pressures from elected members, committees, or other elected bodies, might be considered as a factor in determining whether a formal investigation should be carried out

- Has a duty to maintain a register of structures or assets that have a significant effect on flood risk (FWMA 2010). The LLFA has discretion to set a local indication of "significance" to determine which assets it records on the register, which is available for inspection

The Council's register of drainage assets aims to include the following structures or features:

Pipes and culverts:

- Where the diameter is greater than 600mm or cross-sectional area is greater than 0.3m² or
- Where the pipe/culvert has a recorded history of flooding or
- Where the pipe/culvert is within 20m of a cluster of 5 or more recorded flood incidents (non-cellar) – excluding pipes of 225mm diameter or less

Debris screen:

- Where a debris screen is blocked

Others:

- Reservoirs
- Mill ponds
- EA assets

SuDS:

- All new SuDS adopted by the LLFA

- Powers to designate structures and features with flood risk significance other than on main rivers (Land Drainage Act 1991). The Council will use these powers in a proportionate manner, determining an appropriate measure of significance for the flood risk. Any proposal to designate a structure or feature will be fully evidenced and justified,
- Has a duty to ensure local flood risk management functions are consistent with the national strategy,
- Has a duty to contribute towards the achievement of sustainable development in the exercise of flood risk management functions and to have regard to any ministerial guidance on this topic.

ENVIRONMENT AGENCY

- Carries out works to manage flood risk from main rivers (Water Resources Act 1991),
- Regulates the operation of large, raised reservoirs (Reservoirs Act 1975),
- Sets the direction for managing flood risk through the National Flood and Coastal Erosion Risk Management Strategy for England (FWMA, 2010),
- Prepares Preliminary Flood Risk Assessments and Flood Risk Management Plans for flooding from main rivers, reservoirs and the sea (Flood Risk Regulations 2009),
- Operates flood warning systems for the public (Ministerial Direction to the National Rivers Authority, 1996),
- Regulates the activities that may affect the risk of flooding from main rivers (Environmental Permitting Regulations (England and Wales) Regulations 2016),
- Carries out surveys and mapping (Flood Risk Regulations 2009, Water Resources Act 1991),
- Reports to the minister on flood and coastal erosion risk and how the national and local strategies are being applied by all the authorities involved (FWMA, 2010),
- Acts as a statutory consultee for planning authorities providing advice on planning applications, local plans and environmental assessments regarding flood risk from main rivers and the sea (Town and Country Planning (Development Management Procedure) (England) Order 2015).

YORKSHIRE WATER

- Is responsible for public water supply and sewerage systems,
- Must manage the risk of flooding from its water supply networks and sewerage networks,
- Must produce Drainage and Wastewater Management Plans (DWMPs) to assess current and future capacity, pressures, and risks to the networks such as climate change and population growth. DWMPs must cover a minimum of 25 years,
- Must prepare and review water resource management plans and provide drought plans,
- Where appropriate, assists the LLFA in meeting its duties in line with the national strategy,
- Where appropriate, shares information and data with other RMAs, relevant to their flood risk management functions,



- Has a duty to effectually drain its area (includes sewage and surface water), in accordance with section 94 of the Water Industry Act 1991,
- Advises on the appropriate management of surface water and encouraging the use of SuDS,
- Creating a detailed understanding of flood risk from the public sewer system,
- A duty to ensure local flood risk management and drainage works are consistent with environmental regulations (including the Water Framework Directive).

. Highways Authority (Kirklees Council and National Highways)

- Are responsible for providing and managing highway drainage and some roadside ditches / gullies,
- Must ensure that new road projects do not increase flood risks,
- Are permitted to carry out drainage works on highways or adjoining land (Highways Act 1980),
- Has a duty to act in a manner which is consistent with the local and national strategies,
- Has a duty to share information with other RMAs relevant to their flood risk management functions.



APPENDIX E - High risk catchments

HIGH RISK CATCHMENTS

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1.1.2 Secondary Data	3
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APPROACH TO DEFINING HIGH RISK CATCHMENTS

As part of the development of Kirklees Local Flood Risk Management Strategy (LFRMS), a flood risk appraisal was undertaken in order to identify and prioritise the areas of Kirklees most at risk of surface water flooding and flooding from main rivers to help inform where actions should be focused. A catchment-based approach has been taken using the Water Framework Directive (WFD) watercourse catchments.

DATA

Data used within the analysis has been divided into two groups, primary and secondary, depending on the perceived level of significance within the catchment prioritisation process.

PRIMARY DATASETS

This data was used in the initial cluster analysis and formed the basis of the catchment prioritisation.

- Water Framework Directive (WFD) watercourse catchments (19 catchments in study area)
- National Receptor Dataset 2021 (NRD)
- Ordnance Survey (OS) MasterMap buildings
- Risk of Flooding from Surface Water (RoFSW) dataset
- RoFSW 1% AEP event + climate change

CLUSTER ANALYSIS

The Risk of Flooding from Surface Water (RoFSW) was used as the primary dataset to assess flood risk. It shows the flooding that takes place from the 'surface runoff' generated by rainwater (including snow and other precipitation) for the 1 in 30-year (3.3% AEP), 1 in 100-year (1% AEP) and 1 in 1000-year (0.1% AEP) rainfall events. This dataset has been chosen because, unlike the Environment Agency Flood Zones, it includes watercourses with catchments smaller than (3km²), and as surface water flooding is the responsibility of the Lead Local Flood Authority, as opposed to Main River fluvial flooding, the responsibility for which predominantly lies with the Environment Agency. Additionally, climate change uplifts have been applied to the 1% AEP event, based on the allowances set out in the main report.

These datasets were used to identify clusters of properties at risk of surface water flooding. The approach used to identify these clusters is set out below:

1. National Receptor Dataset 2021 (NRD) was used to identify all properties. The Multi-Coloured Manual (MCM) codes within the NRD were used to identify residential and non-residential properties. Non-residential properties were further classified into types of property (emergency services, education, utility services, transport, offices, commercial and retail). A sensibility check of the NRD data was done compared to OS mapping.
2. Building footprints were extracted from OS MasterMap data for each NRD point identified within step 1.
3. Building footprints were screened against the RoFSW datasets and all NRD points where the flood risk intersects the building footprint were extracted. This was undertaken for each of the three RoFSW return periods (3.3%, 1% and 0.1%) plus two climate change uplifts (1% AEP +30% and 1% AEP + 45%) individually, creating five sets of data.
4. The NRD point for each property at risk of flooding within each dataset were buffered by 50m (to create a 100m diameter circle around each point).

5. The NRD buffers within each dataset were merged together where they intersected to generate clusters of properties at risk. Clusters with fewer than three properties were then discounted to avoid skewing the prioritisation towards individual properties in rural catchments, where there will be less opportunity schemes to be undertaken due to lower cost-benefit ratios.
6. To generate an individual 'risk score' for each WFD catchment and return period, the total number of properties within all the clusters (containing three or more properties) in a catchment was divided by the total number of clusters in each catchment (the average number of properties per cluster within a catchment).
7. To give greater weighting to locations susceptible to more frequent flooding, the individual 'risk scores' for each Annual Exceedance Probability (AEP) was combined to produce an overall prioritisation. This was achieved by multiplying the individual "risk scores" for each AEP by their AEP and then adding them together. i.e. the 3.3% AEP averages were multiplied by 3.3, the 1% AEP averages (an average of the 1% AEP, 1% AEP + 30% CC and 1% AEP + 45% CC) multiplied by 1 and the 0.1% AEP averages multiplied by 0.1.
8. Finally, the primary prioritisation scores were normalised by dividing the score for each WFD catchment by the maximum score – giving a score between one and zero for each WFD catchment.

WEIGHTING

Once the initial prioritisation of catchments was generated, the secondary datasets were used to adjust the weightings of the catchments to consider the impact other sources of flooding and historic flood records may have on the prioritisation of catchments. This allows catchment priorities to be influenced by existing (verified) flood risk information and potential for partnership working as a result of flood risk from multiple sources.

A weighting was applied to normalised flood risk score for each of these datasets within each WFD catchment based on the following information:

- Historic Flooding: derived from information provided by Kirklees Council as part of this study and the number of properties in the Environment Agency Historic Flood outlines **[0.5]**
- Number of properties in Flood Zone 2 (normalised) **[0.2]**
- Number of properties in Flood Zone 3 (normalised) **[0.2]**
- Number of properties in the highest risk (Zone 3 and 4) of the JBA groundwater map (normalised) **[0.1]**

For each secondary dataset, the score was normalised by dividing each WFD score by the maximum score – giving a score between one and zero for each WFD catchment. A weighting (shown in bold square brackets) was applied to each secondary dataset and then was added to the primary prioritisation score.

Strategic Theme	Ref	LFRMS Strategic Measure	Geographical Area	Key External Partner(s)
PLACE	1	Engage early with spatial planners and growth strategies to ensure new development and plans make best use of land in making space for surface water, fluvial water, sustainable drainage systems and promote the use of adaptive pathways to adapt to climate hazards. Share our understanding of flooding in the area to avoid inappropriate development.	District wide	Developers, Consultants
PLACE	2	Work with the Local Planning Authority, Highway Authority, Environment Agency and water companies to ensure the planning process and development design account fully for land drainage and surface water managements issues. Ensure our practices secure sound management and maintenance regimes that are proportionate and appropriate to the flood risk in the area.	District wide	EA, YW
PLACE	3	As a Lead Local Flood Authority engage with others to advise on climate change allowances for sources of flooding from surface water, groundwater and ordinary watercourses. To share and inform others of current guidance, research and best practice on sustainability and water management to inform decision making.	District wide	Developers, Consultants
PLACE	4	Enhance our early engagement with developments and commit to targeted periodic inspections of new development to ensure compliance/enforcement with drainage planning conditions and Land Drainage Act legislation. Seek 106 contributions where appropriate and promote environmental net gain.	District wide	Developers, Consultants, Riparian Owners
PLACE	5	Improve our asset data on drainage assets within the district including highway gullies, culverts, carrier drains, debris screens and others to build our evidence base. Where considered significant make this publicly available.	District wide	Asset Owners
PROTECT	6	Identify and develop flood risk improvement schemes for Kirklees to reduce the risk of surface water flooding and flooding from ordinary watercourses to better protect properties and the highway network in high-risk areas. Be open to new financing models. Promote a range of resilience actions and climate change scenarios.	High risk catchments	YW, EA, Landowners
PROTECT	7	Improve the awareness, understanding and delivery of Property Flood Resilience measures to manage local flood risk within our communities. Encourage homeowners and business owners to undertake Property Flood Surveys and seek grant funding to support resilience measure installations to support a build back better approach.	District wide	EA, Suppliers
PROTECT	8	Work with our partners, learned institutions, communities to develop integrated solutions and maintenance programmes to deliver multiple benefits to reduce flood risk and look to improve economic, social and environmental benefits. Be innovative in our approach.	District wide	EA, YW, Universities
PROTECT	9	Engage with catchment partnerships and landowners to embrace land management techniques and natural flood management to help to manage surface water runoff. Seek out opportunities to use Working with Natural Processes in managing flood risk to promote multiple benefits such as environmental net gain.	District wide	Local Partnerships, River Trusts, Landowners
PROTECT	10	Support the severe weather incident management function the Council undertakes through technological advancements to ensure it is an intelligence led approach.	District wide	Suppliers
PROTECT	11	Maintain assets based on a risk-based approach to ensure high flood risk assets are prioritised and allowances made for climate change projections are considered. Try new technological approaches. Assess which Council assets require capacity improvements as a last resort.	District wide	Suppliers
RESPONSE	12	Provide intelligence to ensure policy frameworks and emergency plans are robust. Work with other services to establish the basis of the Council's response to severe rainfall events in supporting communities.	District wide	Local Resilience Forums, Met Office, EA
RESPONSE	13	Work with the local communities and landowners to increase their awareness and preparedness for flooding in Kirklees to improve flood resilience in homes, businesses and communities through education campaigns with our partners. Enhance our online content to deliver a one-stop shop.	District wide	Local flood groups
RESPONSE	14	Encourage flood community action groups to be set up in key areas of flood risk and through this work, in conjunction with partners, provide a higher standard of community led resilience by developing a network of community resilience leads.	Known flooded places	Parish Councils, Local Flood Groups
RESPONSE	15	Ensure flood risk management actions reach out and remain inclusive in our approach within our diverse communities and areas of deprivation.	District Wide	Communities
RESPONSE	16	Establish and maintain a Communication Plan in line with national and other Council services to provide coordinated and timely information to communities at flood risk.	District wide	Various
RECOVERY	17	Provide follow up recovery support and advice to residents, business owners and communities that have been affected by flooding on funding, wellbeing support and signpost to affordable flood insurance to help them recover quicker.	District wide	EA, Flood Re

RECOVERY	18	Investigate flood incidents of all sources and establish flood outlines with our partners to validate existing flood models to help inform future grant fundings and flood risk management projects.	District wide	EA, YW
RECOVERY	19	Work with Partners and health bodies to ensure mental health impacts from flooding are factored into long term recovery planning.	N/A	Local health services, charities
RECOVERY	20	Support Review Briefings and feedback learning from communities to inform our plans and policies to ensure a more efficient and effective response in the future.	N/A	Local Resilience Forums, Local Flood Groups

Kirklees Council Local Flood Risk Management Strategy

Summary Report
2024



KIRKLEES LOCAL FLOOD RISK MANAGEMENT STRATEGY

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INTRODUCTION

There are over 35,000 properties currently at risk from surface water flooding in Kirklees, and 9,000 at risk from main rivers in a 1 in 1000-year rainfall event. These numbers will rise in the future due to climate change. This Local Flood Risk Management Strategy (Local Strategy) for Kirklees sets out how Kirklees Council addresses and will address these risks in the future with a targeted Flood Risk Action Plan, the management of local flood risk and how it undertakes its flood risk management responsibilities that are a statutory requirement of the Flood and Water Management Act (FWMA) 2010.

This Local Strategy will replace the current strategy which has been in place since 2012.

Our Local Strategy is aligned with the National Flood and Coastal Erosion Management Strategy¹ and the latest guidance and legislation. Our Local Strategy will encourage more effective risk management by enabling local communities and business owners to work together to:

- Balance the needs of the community, environment, and economy.
- Enhance and extend our partnership working between Kirklees Council and other key stakeholders (e.g., charities, community groups, Parish Councils, and health bodies).
- Improve community awareness of flood risk, respond to their expectations and their priorities.
- Ensure a clear understanding of local flood risks and prioritise high risk catchments and communities.
- Encourage innovative flood risk management techniques.
- Support the development of emergency plans and make sure responses to flood incidents are effective and that communities are better prepared.
- Support communities to recover more quickly and effectively after major flood incidents. Research carried out by the University of York and the Centre for Mental Health reported that the risk of longterm mental health problems was up to nine times more likely for flood victims compared to those who had never experienced flooding².
- Enable continued learning to ensure we remain progressive.

A Flood Risk Action Plan has been developed that sets out measures for the council and key partners to help achieve the themes in the Local Strategy. The Kirklees Local Strategy will continually develop as new evidence, expertise and resources influence flood risk management in the district.

It is important to note the strategy intends to mitigate the impact of flooding with a focus on properties, but it recognises that it cannot prevent flooding. The challenge is here is a global one, in addressing climate change, and is outside the scope of this strategy.

¹ [National Flood and Coastal Erosion Risk Management Strategy for England. Environment Agency. 2020](#)

² [University of York | January 2021](#)

The Local Strategy is supported by six key objectives for managing flood risk and increasing resilience:

1. Evidence - We will enhance our strategic understanding of flood risk from local sources, both in the present day and in the future considering new data, studies, research and science in climate change impacts for Kirklees.
2. Communities - We will work with communities and businesses to raise greater awareness of present and future flood risk through engagement, support and education to help them to become more resilient to future flood risk.
3. Adapt - We will work to implement adaptive approaches so we can continue to keep our natural and built environment resilient in response to a changing climate.
4. Sustainable - We will contribute positively to sustainable growth and support environmental net gain by influencing development and regeneration plans to deliver flood risk benefits, which will benefit society and the local economy whilst enhancing biodiversity in promoting measures that work with the natural processes of our catchments.
5. Partnership - We will work with all risk management authorities and stakeholders to achieve a consistent, coordinated and catchment-based approach to flood risk management.
6. Innovation - We will seek opportunities (including funding, technological, research) to be innovative and try new approaches in making communities resilient to flooding now and in the future.

FLOOD RESILIENCE AND ADAPTATION

Our Local Strategy considers resilience and adaptation to be a principal aim in supporting existing and new communities in dealing with future flood risk. Adaptation is about strengthening Kirklees' approach to adapting to climate change. It will reduce the potential impact that our changing climate, through flooding, storms, and higher temperatures, will have on Kirklees.

There are four key areas when managing flood resilience as shown below, based on the National Strategy³.

³ [National Flood and Coastal Erosion Risk Management Strategy for England. Environment Agency. 2020](#)

PLACE MAKING

IMPROVE PLACE MAKING: MAKING THE BEST LAND USE AND DEVELOPMENT CHOICES TO MANAGE FLOODING AND COASTAL CHANGE

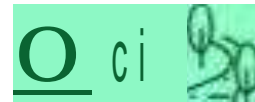
Communities, planners and land managers making the best land use and design choices for development and infrastructure to manage the damages from flooding and coastal change. This includes making space for water to manage risk and support wider environmental benefits



PROTECT

BETTER PROTECT: BUILDING AND MAINTAINING DEFENCES AND MANAGING THE FLOW OF WATER

Sustained and long term investment in building and maintaining flood and sea defences ensuring they provide an appropriate standard of protection, operate reliably and perform as expected when exceeded. Better protection includes nature based solutions that manage the flow of water to reduce the risk of flooding and coastal change.



RECOVER

RECOVER QUICKLY: GETTING BACK TO NORMAL AND BUILDING BACK BETTER

Helping people and local economies recover more quickly by clearing up the damages, returning water and power supplies or draining floodwaters from farmland. Recovery should also include building back better so that properties and infrastructure are more resilient to future events.

RESPOND

READY TO RESPOND: PREPARING FOR AND RESPONDING EFFECTIVELY TO INCIDENTS

Organisations and communities working together to prepare for and respond to flood and coastal incidents through timely and effective forecasting, warning and evacuation.

THEMES OF OUR LOCAL STRATEGY

Our Local Strategy establishes four key areas to focus our efforts in better protecting and supporting our communities against the risk of flooding.



Place making – to make our local places more climate resilient to flooding by considering land use in combination with flood risk. We will make space for floodwater, ensure buildings and infrastructure consider current and future flood risks including supporting the use of climate resilient local planning policies and avoiding inappropriate development in flood risk areas through spatial planning. We will ensure early engagement with developers in the pre-planning process.

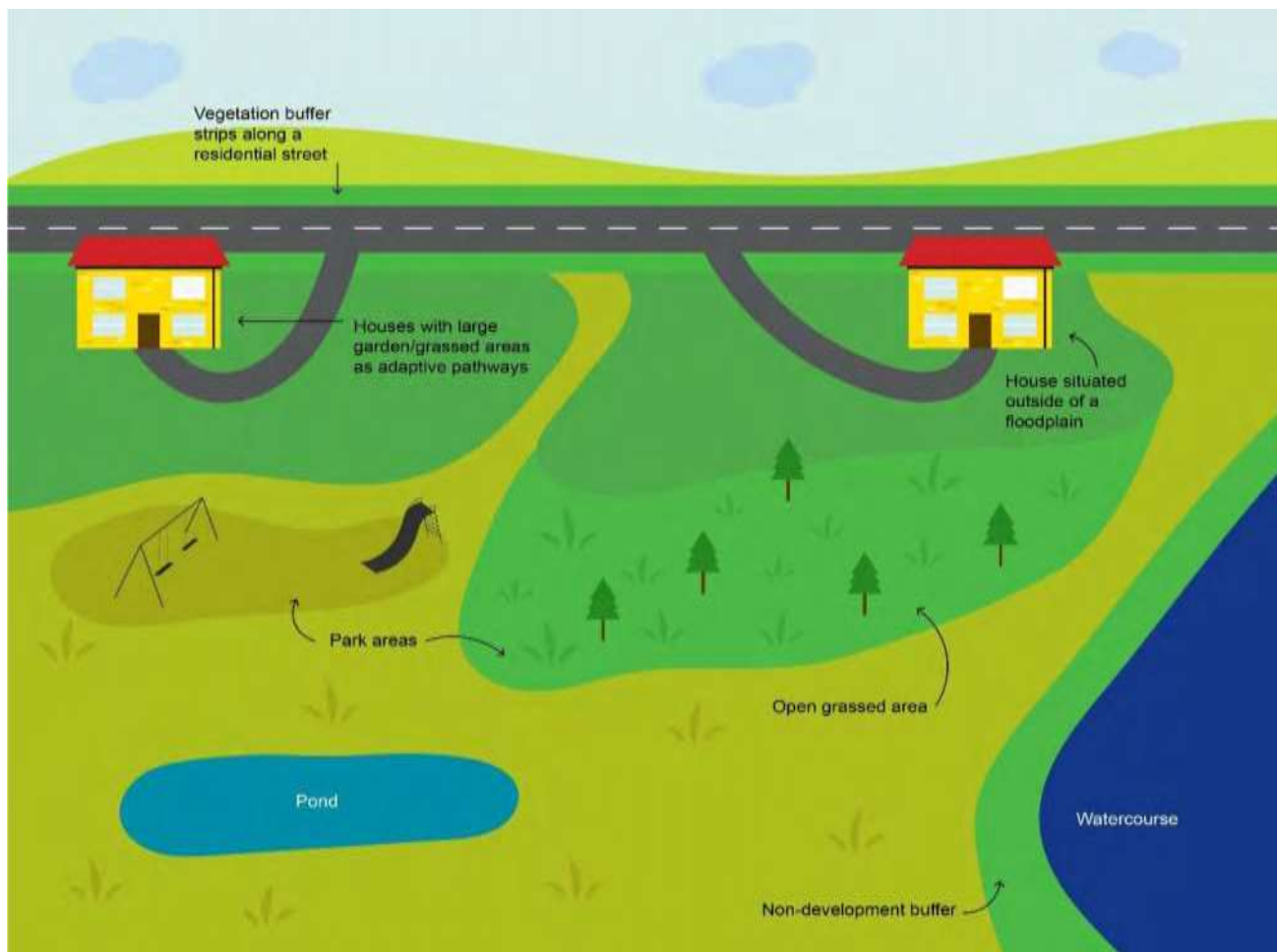


Figure 1-1 examples of place making



Protect – ensure our communities are better protected from flooding both now and in the future. We will support existing communities through implementing nature-based solutions in catchments such as utilising upland water storage, better planned land management practices, deculverting, blockage clearance of assets, construction of new defences, retrofitting to existing homes, businesses, infrastructure, and key services.

Natural Flood Management - maximising water retention, slowing the flow, slowing the rate at which water enters a watercourse, rainfall interception, floodplain restoration, gully blocking.

Environmental Land Management – government support schemes for landowners to alter their land management practices enhancing the local environment and provide flood risk benefits.

Adaptive pathways – allow communities to be agile to climate change where land use can easily adapt to future changes to the local environment.

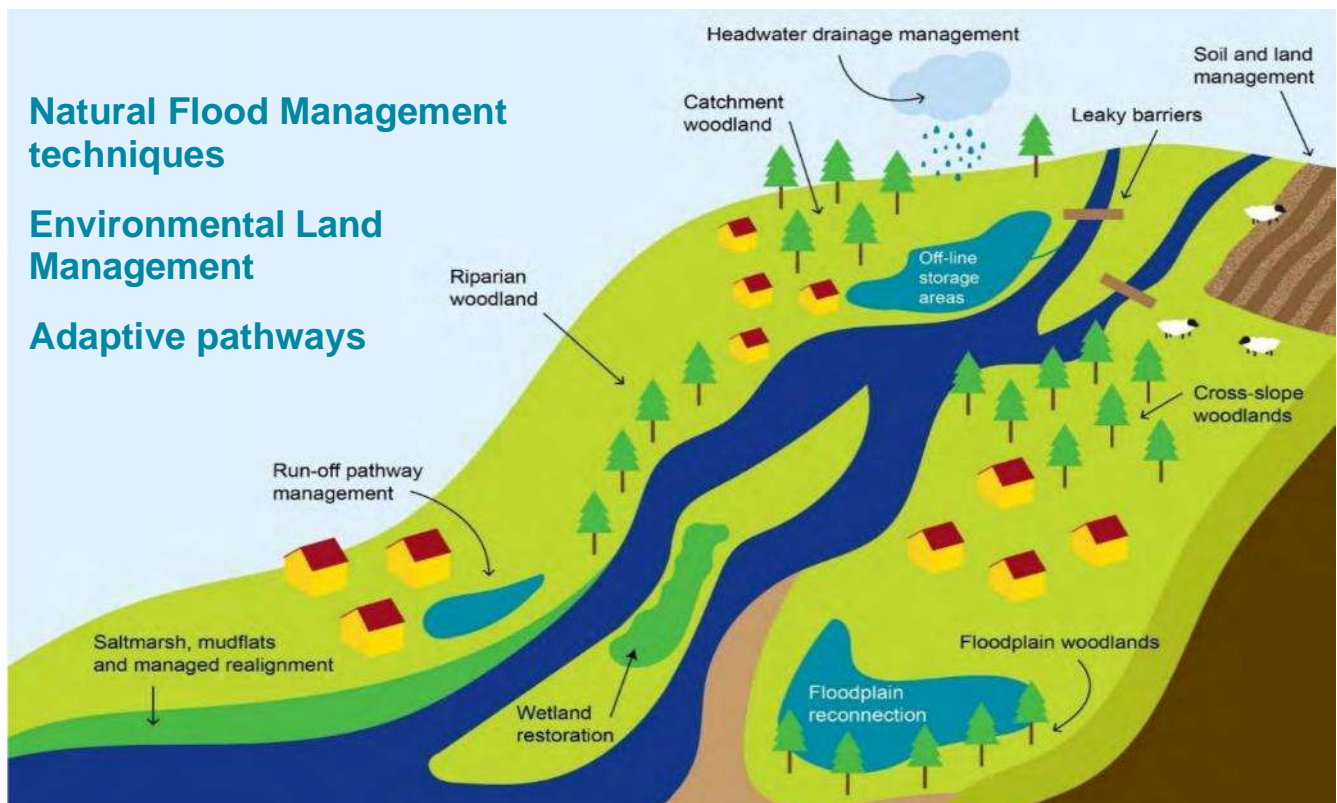


Figure 1-2 examples of natural flood management

Property Flood Resilience – using various techniques to lower flood risk through the reduction of the impact of flooding on a property (e.g. installing flood doors).



Figure 1-3 examples of Property Flood Resilience techniques

Sustainable Drainage Systems (SuDS) – used in new development or retrofitted to existing development. SuDS manage surface water and runoff as close to the source as possible and should mimic natural drainage through infiltration and attenuation following the SuDS hierarchy.

Rural environment where 95% of water infiltrates into the ground and 5% runs off as overland flow.

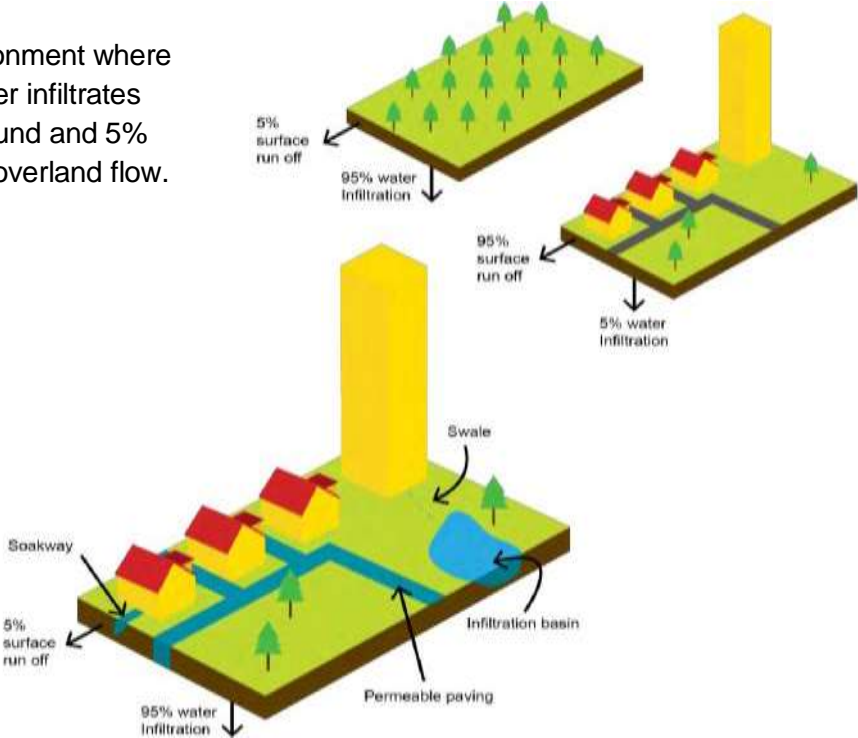


Figure 1-4 examples of SuDS techniques



Response – being adequately prepared to ensure we can better respond to a flood event. We will assist organisations and communities in ensuring they are adequately prepared for a flood event occurring, for example, through early flood warnings, emergency flood and evacuation plans, and education and training and to enable local community flood groups to become resilient.





Recovery – recovering quickly and effectively from a flood event. We will aim to provide post-flood event recovery support, signpost affordable flood damage insurance, support community wellbeing and implement a build back better approach. We will also aim to review and record flood impacts to increase intelligence and review flood risk assets.



Figure 1-5 examples of responses to flooding

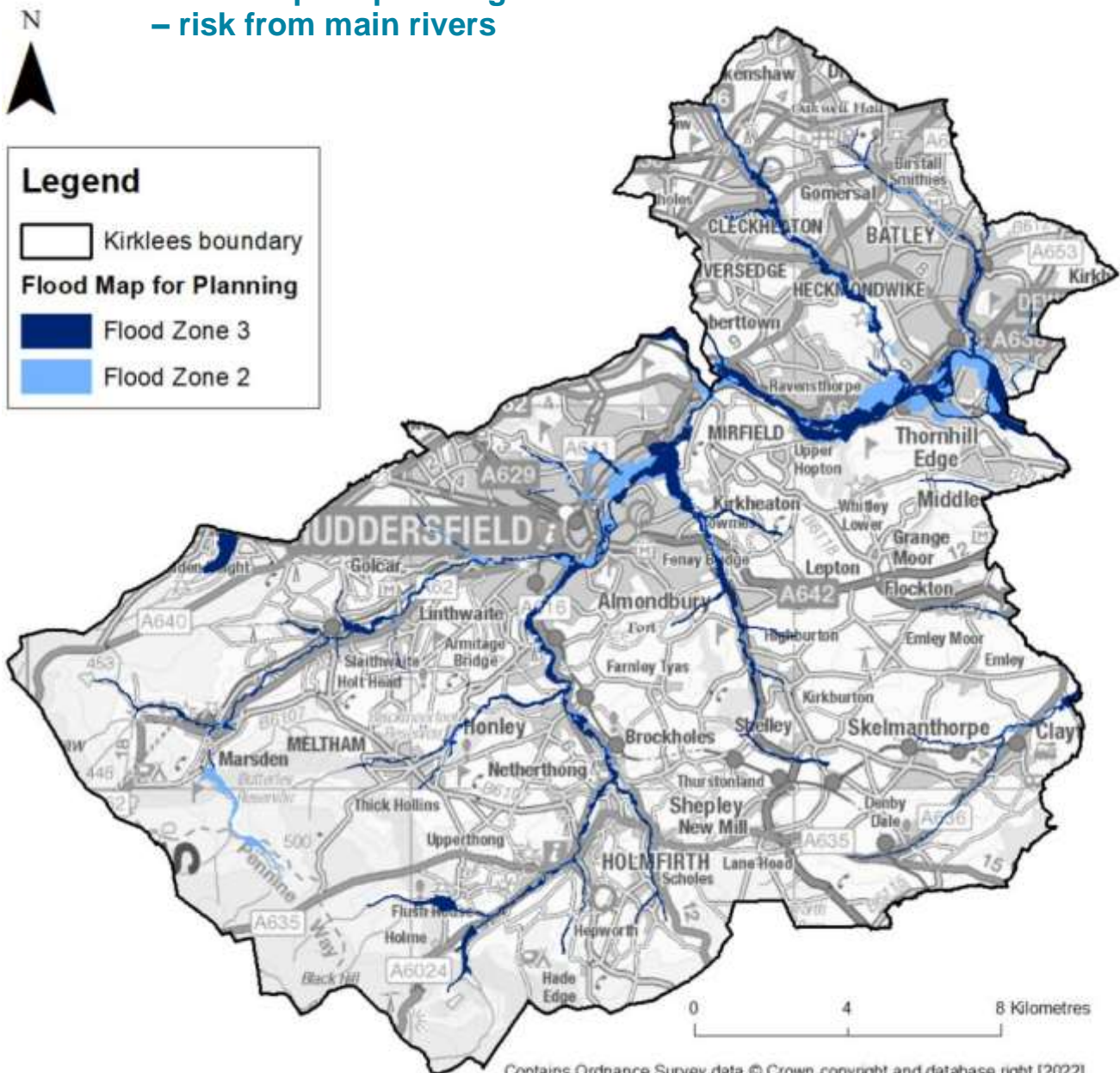
FLOOD RISK IN KIRKLEES

The principal flood sources in Kirklees include fluvial and surface water; the most common pathways are rivers, drains, sewers, overland flows; and the receptors include people, their property and the environment. Within the strategy we have considered the impact of all sources of flooding and historic flooding across Kirklees.

Existing Risk - Rivers

The map below shows the existing risk from main rivers in Kirklees.

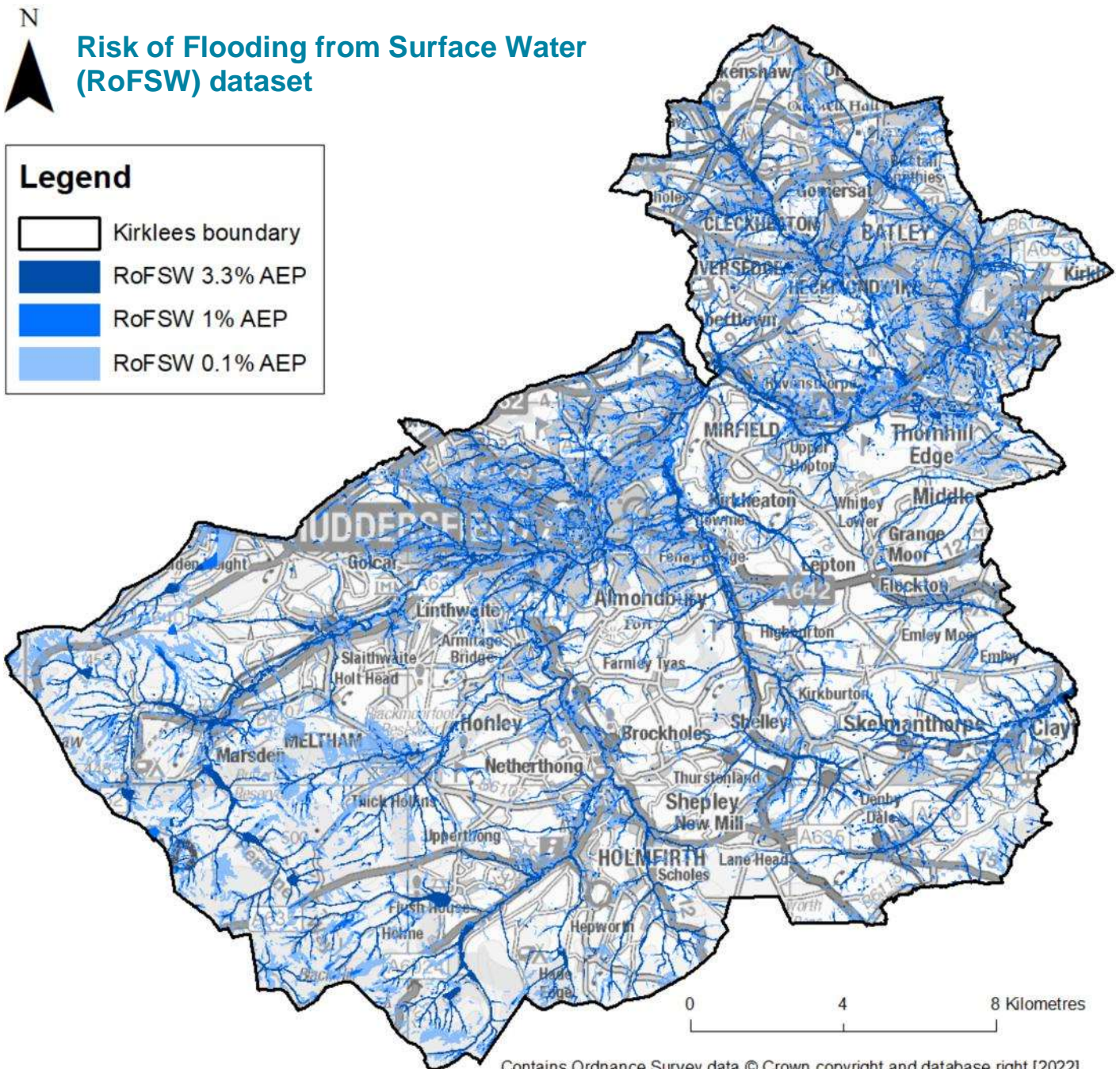
**Flood Map for planning
– risk from main rivers**



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Existing Risk – Surface Water

The map below shows the existing risk from surface water in Kirklees.



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HISTORIC FLOODING

Kirklees has a history of flooding in many different locations from fluvial, surface water and sewer sources. Information on significant incidents of flooding is recorded by the EA and the LLFA.

Notable recorded historic flood incidents include:





- February 2022 – Storm Dudley, Eunice and Franklin: triple storm week brought strong winds and rain to the district. A considerable number of internal property flooding was reported to both residential properties and businesses.
- February 2020 – Storm Ciara and Storm Dennis: channel capacity exceeded on main rivers, including the River Calder, and ordinary watercourses.
- December 2015 – Channel capacity exceeded on the River Calder upstream of Sands.
- June 2007 - Estimated 500 properties flooded due primarily to surface water where rainwater was unable to enter drainage systems due to design capacity being exceeded. The flooding was widespread across the district, but hotspots occurred around Ravensthorpe, Liversedge, Cleckheaton, Chickenley, Mirfield, Milnsbridge, Brockholes, New Mill, Denby Dale, Scissett and Clayton West.

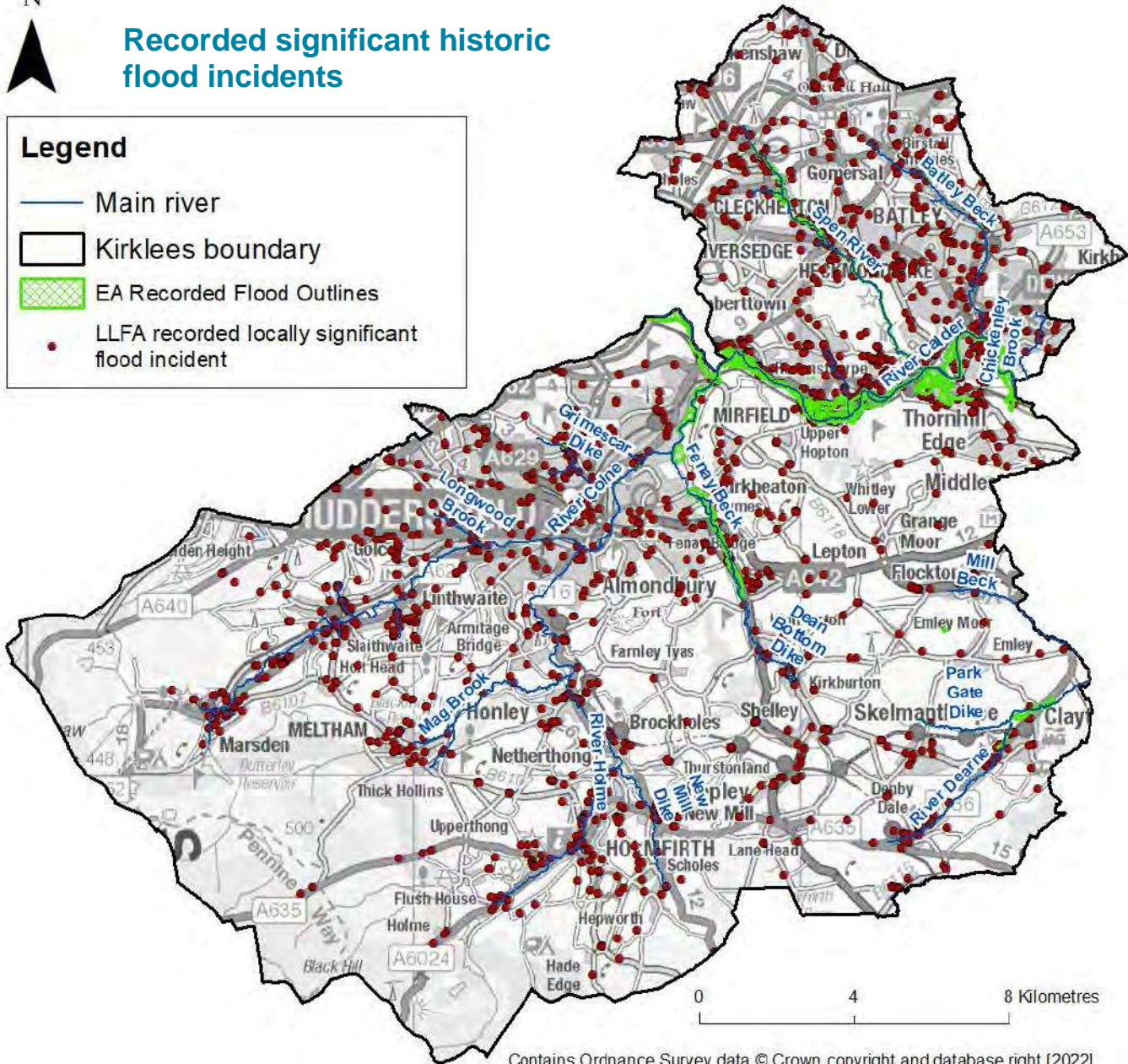
The map below shows flood incidents, from any source, recorded as locally significant by Kirklees since 2007. These incidents include internal and external flooding of properties and businesses, and roads, footpaths and gardens. The major flooding events within Kirklees have mainly occurred around the main rivers: the River Colne, River Calder and Spen River.

N

Recorded significant historic flood incidents

Legend

-  Main river
-  Kirklees boundary
-  EA Recorded Flood Outlines
-  LLFA recorded locally significant flood incident



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CLIMATE CHANGE

Following on from the UK Climate Projections 2009 (UKCP09), the UK Climate Projections 2018 (UKCP18) delivered a major upgrade to the range of UK climate projection tools designed to help decision-makers assess their risk exposure to our changing climate.

The existing EA river models available in Kirklees are not up to date with the latest climate change allowances. However, it is clear from the allowances stated that climate change will likely have a significant impact on the district. The impacts of climate change are well documented and will have a significant impact on flood risk within Kirklees. Increases in duration and intensity of extreme rainfall events because of climate change will increase flood risk from multiple sources.

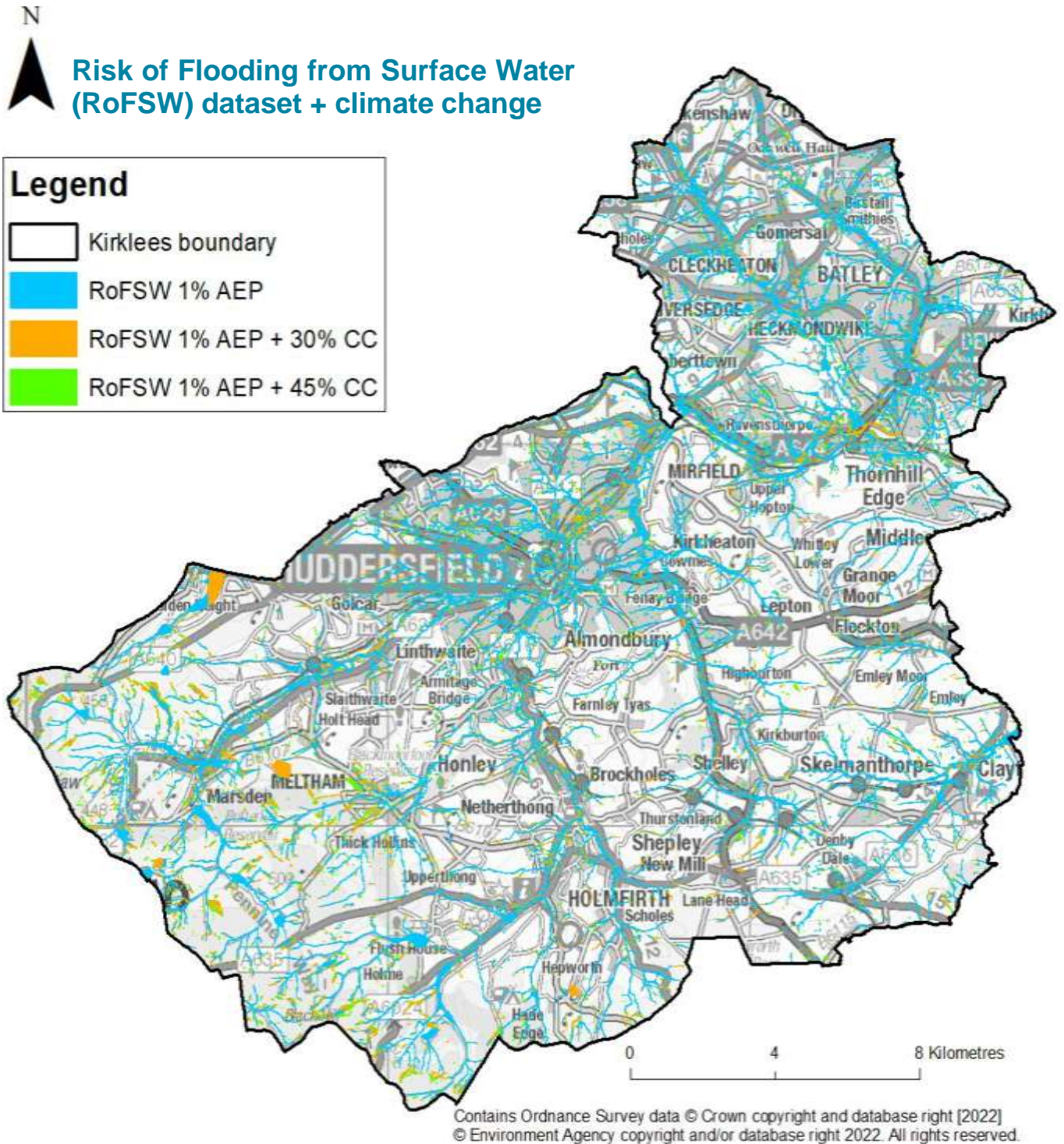
SURFACE WATER AND CLIMATE CHANGE

The impacts of climate change on surface water and for small scale drainage design, the Environment Agency updated their allowances for peak rainfall intensities in 2021 based on management catchments, provided in table below. The allowances are based on the high emission scenario of UKCP18, with the central allowance representing a 4°C increase by 2100.

Management catchment	Allowance category	Total potential change anticipated for peak rainfall intensities (based on a 1961 to 1990 baseline)			
		3.3% annual exceedance rainfall event		1% annual exceedance rainfall event	
		2050s (up to 2060)	2070s (2061-2125)	2050s (up to 2060)	2070s (2061-2125)
Aire and Calder	Upper end	35%	40%	40%	45%
	Central	20%	25%	25%	30%
Don and Rother	Upper end	35%	35%	40%	40%
	Central	20%	25%	20%	25%
Upper Mersey	Upper end	35%	40%	40%	45%
	Central	20%	30%	25%	30%

Peak rainfall intensity allowances for management catchments in Kirklees

The map below illustrates how the risk from surface water will increase with climate change in Kirklees.



FLOOD RISK MANAGEMENT ROLES AND RESPONSIBILITIES

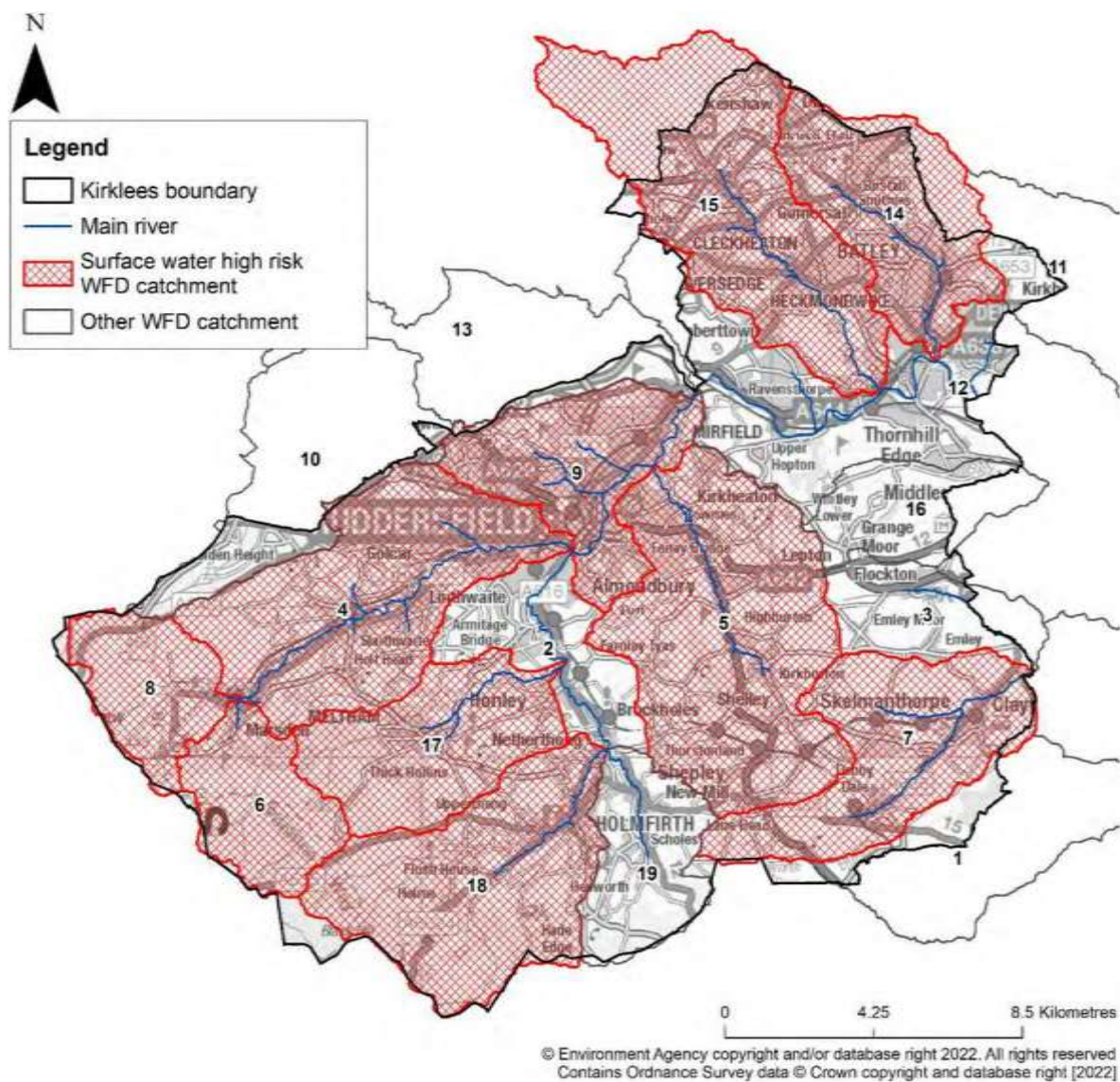
As a Lead Local Flood Authority, Kirklees Council's responsibilities relate to managing flood risk from surface water, groundwater and ordinary watercourses. In relation to Kirklees, other risk management authorities include:

- Environment Agency
- Water and sewerage companies – Yorkshire Water
- Highways Authority – Kirklees Council and National Highways



HIGH RISK CATCHMENTS

Kirklees Council has carried out a high-level strategic study into which are the highest risk hydrological catchments in the district based on surface water flood risk to existing properties and infrastructure. At a strategic level, this will help us to identify the communities within these high-risk catchments that may be in greatest need of action on flood risk management. These high-risk catchments are shown on the map below.



- | | | |
|--|---|---|
| 1 - Cawthorne Dyke from Source to River Deane | 8 - Colne from Source to Wessenden Brook | 15 - Spen Beck from Source to River Calder |
| 2 - Holme from New Mill Dike to R Colne | 9 - Colne from River Holme to River Calder | 16 - Smithy Brook from Source to River Calder |
| 3 - Bentley Brook from Source to River Deane | 10 - Black Brook from Source to River Calder | 17 - Mag Brook from Source to River Holme |
| 4 - Colne from Wessenden Brook to R Holme | 11 - Chald from Source to River Calder | 18 - Holme from Source to New Mill Dike |
| 5 - Fenay beck from Source to River Colne | 12 - Calder from River Colne to River Chald | 19 - New Mill Dike from Source to River Holme |
| 6 - Wessenden Bk from Butterfly Resr to River Coln | 13 - Calder from Ryburn Confluence to River Colne | |
| 7 - Deane from Source to Bentley Brook | 14 - Batley Beck from Source to River Calder | |

FLOOD RISK ACTION PLAN

Together with the longer-term local strategic themes, we have also formulated a set of shorter term, measurable actions which formulate our Flood Risk Action Plan.

The action plan (see the full report) is to remain a live document and be continually updated as and when new measures and actions are defined, when new funding sources or delivery partners are found, and when the action has been delivered or a programme for delivery has been formulated. The strategy is to be in place for the ten years, during which the measures and actions in the action plan will be delivered.

The actions making up the Flood Risk Action Plan have been developed from the following sources:

- Rollover actions from the current implementation plan where still appropriate.
- Feedback and suggestions from stakeholders following the stakeholder engagement workshops carried out as part of this Local Strategy.
- The Humber Flood Risk Management Plan 2 (2021 – 2027) consultation responses on draft actions and measures included in the latest FRMP update.
- Identified high risk catchments and communities.

The measures listed within the Flood Risk Action Plan shows how it aligns with the following:

- Resilience themes:
 - Place making
 - Protect
 - Respond
 - Recover
- Local Strategy action falling within a resilience theme.
- Geographic areas where actions are required.
- Key delivery partners for delivering the action.

IMPLEMENTATION AND MONITORING

Our Local Strategy sets out the roles and responsibilities of the RMAs. In partnership with other RMAs and key stakeholders, we will use this strategy to guide our approach to local flooding issues across Kirklees.

The overarching objective of the strategy is to reduce local flood risk to residents, businesses and key infrastructure by increasing resilience in our communities. This will be achieved through the implementation of our Flood Risk Action Plan with a focus on nature-based solutions and helping

communities to be more resilient. The measures and actions will be delivered over the next ten years. The successful implementation of the strategy will be influenced by external factors such as funding and resource availability. Funding of capital works may prove to be a challenge, particularly where schemes must receive partnership contributions. Where appropriate, we will seek to fund schemes through multiple routes.

REVIEW

The Local Strategy will be reviewed and updated as and when required. The Flood Risk Action Plan will be reviewed annually to check that the measures continue to be appropriate and achievable. It should be noted that this strategy represents the current situation (at the time of publishing) based on current evidence base.

Kirklees Local Flood Risk Management Strategy

Engagement & Consultation Responses

Internal Council Workshop (03/08/2022) and (18/08/2022)

The comments below have been grouped to match the subheading theme.

Comments from stakeholders to support the development of the strategy:

Planning Policy

- The current SFRA was a joint document shared between Kirklees, Calderdale and Wakefield Councils. This was found to be a weakness and too broad.
- A suggestion was made that definitions used in the LFRMS are stronger and clearer. For example, the definition of a 'functional floodplain' should be clear and what this means for spatial planning and future development should be outlined as part of the definition. These definitions are important because they are strict in terms of spatial planning and link to Strategic Flood Risk Assessments (SFRAs).
- It was proposed that the sequential test process needs to be clearer within the strategy. Future SFRAs should be a strengthening tool to be clear on which site allocations can be approved. The next SFRA should put a greater focus on using the functional floodplain as a tool to restrict development in areas of flood risk. Any development that comes forward within Flood Zone 3 should not be permitted.
- The NPPF has been updated to include all sources of flood risk within the sequential test which means there is now stronger wording to be used within planning to avoid development in areas at risk of flooding.
- There should be a greater focus on avoiding risk rather than mitigating risk. For example, making it clearer what the functional floodplain is and what this means for development (e.g., preventing any development on functional floodplains will help to avoid rather than mitigate risk). To achieve this, the LFRMS should look at strategic land use and how to safeguard land from development in flood risk areas.

These comments have been noted when the SFRA will be revised. The local strategy has now a dedicated theme on Place which focuses on best land use taking flood risk into consideration.

Natural Based Solutions/SuDS:

- Areas with the potential for natural flood management should be looked at to be allocated for safeguarding.
- In terms of environmental protection, Nature-based solutions such as tree planting should be incorporated into the strategy. A further suggestion for managing drainage was to use hard features such as resurfacing for temporary storage solutions in areas such as parks and playgrounds. There have been successful examples of this throughout the county already.

- The strategy should encourage developers and the council internally to incorporate SUDs into local developments. Nature based solutions should be encouraged at development stage rather than retrofitting, as the problem with implementing them within the council is having the resources to maintain them. An idea proposed implementing SUDs on roundabouts, however the drawbacks with regards to funding and approval was highlighted as people need to be invested into larger scale projects.
- A suggestion was made to research Sheffield's Greater Green project. This could be useful in advising Kirklees LFRMS.

Nature based solution and Natural Flood Management has strong presence in the new Local Strategy. SuDS and a water hierarchy for the disposal of surface water are already embedded within the Council's current Local Plan LP28 and LP34.

Community resilience

- Empowering communities – important as council departments are becoming less resourced, communities need to take ownership, be more prepared and aware.
- Improve clarity and communication between the council and communities to ensure roles and responsibilities during flooding are clear. This could incorporate sharing ideas of what the community/resident could do for themselves.
- Community groups and flood wardens are important to prepare and respond. Look at what existing flood groups there are in Kirklees and encourage more to be set up.
- Encourage the set-up of flood stores storing flood kits and temporary defence equipment for residents to use and deploy themselves during a flood event without being reliant on the council to come and do this for them.
- Flood groups create local flood plans to prepare and plan the response. Flood groups could organise annual flood exercises where they can rehearse their response to flooding.
- Flood groups can identify shelter and evacuation sites as part of the community plan.
- Encourage individual flood plans – this links to empowering the community and individuals within the community.
- Involve flood wardens as part of consultation for the LFRMS.
- Flood warnings can be short notice and this results in it being challenging for the council to find volunteers in time to go and help communities with deployment of temporary defences. Therefore, having flood groups who have a community plan which has been tested will enhance resilience and preparedness even when warnings come with a short lead time.
- Flood Groups can identify vulnerable residents within a community to ensure there are volunteers to help with deploying sandbags/PFR and evacuating vulnerable people from their homes.

Community Resilience is now a key strategic objective with new Local Strategy and measures have been identified in the Action Plan to look at the initiatives that have been proposed. The new Local Strategy now include themes around Response and Recovery.

Engagement

- Use of social marketing techniques to target areas of a community. Need to target different members with different marketing techniques.
- Public consultation
- Previously, school visits were undertaken by the emergency planning department. This would entail a resilience lesson and demonstrations of flood kits to children how to prepare for flooding. The aim was to improve resilience through education and encourage the children to share what they had learnt with their parents. Leaflets were also provided to the children to take home.
- A suggestion was made to raise engagement from a water safety perspective and link this with engagement in schools. This is because a high number of 999 calls in Kirklees are due to accidents in open water and this could link with flood water which can be deep and fast-flowing.
- The council could attend community events such as country shows and village fetes. At the event they would have an information desk and give out leaflets to increase awareness of flooding and how to prepare and respond.
- Education is key to improving resilience.
- Leaflets and handouts could be developed to improve community preparedness.

As part of the development of the new Local Strategy a public consultation was undertaken. The measures identified within the Action Plan will consider the suggestions made around leaflets, educations campaigns at school with our partners.

Mental Health

- The council have Humanitarian Assistance Centres and are commonly used for flood response, these are both virtual and physical sites. The sites are activated when needed. Once activated a link is published online and this signposts people to where people can go. During smaller incidents it's just online and in larger incidents a physical site is set up.
- SWIFT (mental health group in the community). SWIFT provide mental health support and set up support hubs following incidents – an example was the Manchester Arena bombing.
- Many residents live in fear – this fear could be reduced by providing education, awareness and protection.
- Awareness and educating people how to be resilient and live with water could reduce worry for residents.
- People may have pre-existing mental health problems and experiencing flooding can make their existing condition worse. The flood may not be the primary cause of the mental health problem. However, a flood event can bring on PTSD.
- Flood groups are a good place to offer support to local residents. Groups offer a place to share experiences and help one another.

Mental Health has been included in the new Local Strategy and a dedicated measure is now included in the Action Plan to focus the Council's efforts around this important subject.

Technological advancements

- Surface water and flash floods – lack of flood warnings. Need technology for these flood sources.
- Option suggested for sensors to be placed in gullies to identify silt. Gullies are highlighted to be maintained and silt is removed so in the event of a flash flood water is able to drain away.

The new local Strategy has now a new strategic objective to be innovative to look at new research and technology advances. The measures listed in the Action Plan highlight the specific need to look at new technology.

External Stakeholder Engagement Workshop (03/10/2022)

Communities

- Will there be extra effort in terms of the most at-risk communities in Kirklees? Big differences in resilience and vulnerabilities within different communities.
- Finding communities affected that don't always speak up. Look to local leaders to engage so it's less of a top-down approach.

The Strategy has a strong focus on community resilience and the importance to engage. Will set up a dedicated community Workshop to discuss the new strategy approach those communities directly.

The local parish Councils will be approached and so will the business community areas that do flood will be directly written to. This will hopefully encourage the community to respond and share their thoughts on the new strategy.

Modelling

- Appreciate the issue with climate change scenarios in terms of how good the river modelling is and how this has been thought about in terms of flood risk issues. How good are other sources of modelling?
- No mention or reference to the Canal & River Trust (CRT) or the canal and navigations within Kirklees. Can have a big impact on water transfer within Kirklees. If it's not accounted for then flooding could impact places you wouldn't have expected.

All available EA models were made available for the Strategy. However, we have no information on any targeted updates to these models. We will request a list on those models and if there are any to be updated with the new climate change scenarios in the future is considered within the Action Plan.

The surface water flood map was produced by our consultant so have easily been able to run climate change modelling. The EA is currently updating the surface water flood map which will be far more

representative and more robust. We will consider making an update once the new surface water flood map is released.

CRT agreed to send data through.

General

- Strategy seems to be covering the main themes – thinking about the capital programme, how is this going to be incorporated into the strategy?

The Action Plan identified strategic measures around the Protect Theme and does include a specific measure in developing a capital programme(s). The Action Plan will be annually monitored for progress.

Planning

- Interested to see the planning objectives to define the action plan. How is this going to shape the strategy? We often notice hotspots in terms of volume of planning applications and permits. The strategy needs to point to the permitting and planning guidance to reach those communities.
- One of the key policies used for planning is the SFRA. How does the strategy work with the SFRA? Is there any plan to update the SFRA?

There have been some discussions on updating the SFRA. The SFRA and LFRMS will be aligned if and when the SFRA is updated. Climate change modelling will be carried out as part of the SFRA if the modelling is up to date.

There is a section within the Strategy highlighting EA responsibilities. We have included more signposting to EA policies and guidance to direct people to exactly what they need to be doing in terms of planning applications.

Nature Based Solutions

- Good to hear the commitment and the awareness that you've got your own nature-based solutions because quite often flood risk strategies focus very much on the short-term solutions, often hard engineering, massive budgets, etc. and don't always deliver. What we're learning now is that perhaps previously regarded ideological solutions around nature-based solutions and natural flood management actually offer a lot of longer term pretty robust solutions. Interested to hear about the agenda in the in terms of building the partnerships, the mechanisms to deliver this going forward. Obviously, this is an immediate issue, this is something we need to work together on together. Fairly fortunate in the area that you have got quite a lot of expertise with some of your stakeholders who are NGOs including ourselves and the CRT. YWT supportive of anything that does develop.
- Recently had a farmer's event in Kirklees – branching out relationships with landowners. Calderdale Council have had a NFM grant recently and had quite a big uptake with farmers after doing confidential surveys on their land and building up relationships with them. Could this help further down the line? Farming team could support on this.

NFM is a big theme within the Strategy. We are securing funding for NFM mapping within Kirklees. the Strategy focuses on implementing nature-based solutions.

One of the main aims of the Strategy is developing partnerships and collaboration. Taking a catchment-based approach to managing flood risk. NFM is becoming more important and building its momentum is something we will do. However, people want immediate solutions which is difficult to achieve with NFM. We have looked to bridge that gap within the Strategy. A 'now solution' is Property Flood Resilience which is a key part of the Strategy. The Strategy is a combination of immediate responses and longer-term strategies. Longer-term strategies, such as NFM, will make for the big wins in terms of reducing the impacts of climate change on flooding and carbon sequestration.

General Stakeholder Observational remarks:

- 'Our future landscape strategy' looking at NBS as a whole within the Upper Colne and Holme.
- West Yorkshire wide partnership which came about as a result of a bid to the innovative resilience funding from Defra last year.
- Fire and Rescue Service - There are local Kirklees flood plans in place, however these are quite scant as risk is perceived as being quite low.
- Fire and Rescue Service - Deliver different sorts of education packages around water safety. Fire and rescue would be happy to support any initiatives.
- National trust has local volunteers that might be able to support in recovery and incident management.
- Yorkshire Water - has a whole education team that go into schools. Yorkshire Water have a lot of virtual assemblies with schools. YW happy to be involved and happy to stay involved in engagement.
- Department for Education funding – trying to apply for funding for SuDS for some schools to incorporate that into lessons and assemblies.

Public Consultation Workshop (07/09/2023)

8 public attendees

Land/Development

People who own the land should also be communicated with, e.g., major developers and landowners. Focus on landowners that are contributing to the flooding not just the communities that flood.

We have included for this in the Strategy and agree this is a positive idea that will be taken forward with the Strategy through a specific action in the Action Plan.

How can the Council influence the Planning Enforcement function?

Planning Enforcement is undertaken when considered reasonable to do so. We will include further emphasis on this in the new local Strategy .

Resident's home has flooded. Using natural flood barriers and attenuation tanks is not good enough. Need to stop building on green land. What can be done to support this view?

A multi-faceted approach is required to look at how we can work using many different methods to prevent flooding. The new Local Strategy recognises the importance of land use around flood risk, supports the appropriate use of land and encourages to work with developers and landowners.

Resident is supportive that the strategy is looking at health and wellbeing of flood victims around mental health and tree planning (i.e. NFM) associated work in and around the area to help mitigate flood risk.

Resident shared experience around a recent PFR grant initiative (e.g. pumps) as to not be very effective. In the case of the example there is nowhere to pump the water to.

Resident keen to encourage work to be done around planning of new developments not to increase flood risk to homeowners.

Resident: Were Developer's invited to this meeting?

The comments have been noted and feedback is helpful. Developers were not invited as this meeting is for residents. We have edited our new Strategy to include for engagement with landowners and developers whose roles can be important in managing and reducing flood risk in high-risk areas.

Comments made on the Concept Board

Noted on concept board 01: Keeping the lines of communication open and listening to those who have experienced flooding. The Council needs to know how the water enters residents' homes. i.e. we have already learnt a flood gate on the door does not work as the water goes into the foundations and up through the floor.

Noted on concept board 02: Solutions like a flood gate / pump would not work in our environment as water comes through the floor and we are at the lowest point and nowhere for the flood water to

be pumped to. We need to understand there is not a one size fits all approach and understand the differences between areas that flood and discuss viable options.

Noted on concept board 03: holding estate management agencies to account if not keeping up with maintenance.

The comments and feedback have been noted. It is accepted that know all flood risk mitigations works are appropriate for every property. We have included in the new Local Strategy to work with existing landowners around their maintenance requirements.

Online Questionnaire Responses

This report was generated on 26/09/23. Overall, 24 respondents completed this questionnaire. The report has been filtered to show the responses for 'All Respondents'. A total of 24 cases

Answers to Council questionnaire available from 24/08/2023 – 18/09/2023

Has your home ever been flooded? (24 responses)



Has your business ever been flooded? (21 responses)



Why is a local flood risk management strategy important to you? (17 responses)

- My village in Slaithwaite gets flooded at the bottom of Crimble.
- I am a local resident, from Mirfield where the River Calder has flooded exceptionally over the last 10 years, whereas the Calder may have flooded 3 or 4 times at the most in the 80s/90s. I currently reside in Huddersfield now local to the river Holme. What I have consistently noticed in the 5 years of walking on Woodhead Road is that virtually every drain is /was blocked. So when you have a downpour what happens, all the runoff from Castle Hill travels along and down roads, not down drainage, creating dangerous driving conditions on untreated surfaces contaminated with leaves/mulch in some areas, not only bad for driving, or erosion of walls, but can give way to subsidence of the road itself if not managed or maintained correctly. Pedestrian walkways can be flooded over, including pedestrians getting soaked because of transport driving through flooded areas or standing puddling water. Perhaps if certain members of the Council were to walk instead of using vehicles, they possibly might take note and raise these points through meetings with appointed members. Also, behind Huddersfield University, from Jones's Pie towards the bottom of Newsome Road and the road where TopTaste Takeaway is located, so that is both sides of the River Colne, the drains are blocked, so quite regularly an odour of feces or fecal matter is prevalent whilst in that area. What does this suggest? As a normal pedestrian who regularly walks everywhere notices this on a regular basis, and nothing seems to be done on how to eradicate these problems, yet probably nobody has brought it to the attention of Kirklees Council. Personally, I don't know who is responsible; Kirklees Highways or Kirklees Council or whom to approach. I think very recently Woodhead Road has had some drains unblocked due to local flooding into some of the properties adjacent on Woodhead Road, otherwise once again it is overlooked, not reported, or it is not cost effective or not in the budget for whoever is responsible. Whoever manages drains, planes, flooding etc needs to carefully risk manage the whole system. 3 key rivers Holme, Colne, Calder flow towards Mirfield,

Ravensthorpe and Dewsbury. Perhaps by doing something proactive now, you can prevent serious disruption or failures in the future for all concerned.

- My post round is in an area prone to flooding and I see the devastation it causes.
- I live on Holmebank Mews in Brockholes and less than 100m from the River Holme.
- We live in a High Flood Risk area and are stranded by being cut off from all amenities when river flooding occurs.
- Fenay Bridge - Rowley Lane floods annually. Beldon Brook Green also floods and the council is ploughing on with a development on green belt land which will increase flooding on Rowley Lane and Penistone Road and surrounding roads and properties.
- Flooding disrupts people's lives long after the flood has passed.
- It floods every time it rains heavy. Right up to the door! When it drizzles the road floods, even in light drizzle. But heavy rain = flooding to the door!
- Because I live here and flooding is an issue.
- To enable continuity of daily activities to a good standard. To promote life.
- The council needs to stop building houses as our drainage system cannot cope. The council are to blame not climate change. Every planning permission should be carried with a report on can the drains cope. Not just where the buildings are but further down.
- I live in Kirklees and the level of flooding, together with construction on/poor use of floodplains is increasing. There is virtually no evidence of drainage clearing or flood prevention in Kirklees.
- To avoid extensive damage to premises, machinery, stock etc. To avoid another insurance hike and to avoid business downtime.
- To incorporate drainage away from our cellar. At times it has been 4feet deep. We have had sump pumps installed however these only seem to last a few months. We also have a backup power supply as when there is an electric cut out the pump stops working and we switch to the backup power which lasts about 2 hours. Prior to 6 years ago Hill Top Road and Mount Pleasant Street were unadopted and water soaked away. It was only approx. 6 years ago when Kirklees tarmacked the roads that the floods started. After that the rainwater had nowhere to drain to as Kirklees did not incorporate any drainage, gullies or any other means of drainage away from the houses. We have lived in this house for nearly 40 years and had no floods until Kirklees tarmacked the road with no drainage. I have spoken to Highways numerous times. However, they have not remedied the situation. We even have a camera in the cellar so we can monitor the situation if we are away from home. The situation is always worse in winter with higher rainfall and snow. We have reached a point where we have had numerous sump pumps and electric backups. We cannot carry on like this as it is obviously causing damage to the property. Also, the electric switch box is in the cellar causing a definite risk to life. I shall be ringing the Highways Department again and writing to our local Councillors. We are now at a stage where we have done all we can. However, Highways have been of no assistance whatsoever. The last time I rang, a young man finished our conversation with the words "what do you want us to do, dig the road up again?" I.e. as it was before a muddy road. I will be in touch further in the next few days as we get older, we cannot put up with FLOODS caused by Kirklees work causing floods.
- On behalf of Meltham Town Council, the biggest flood risk in Meltham comes from the damage to and moving of traditional underground watercourses - often, but not exclusively due to inappropriate development. This, plus the fact that the rainwater drains, but many gullies are blocked leaving nowhere for the water to dissipate. Finally, the sink hole on

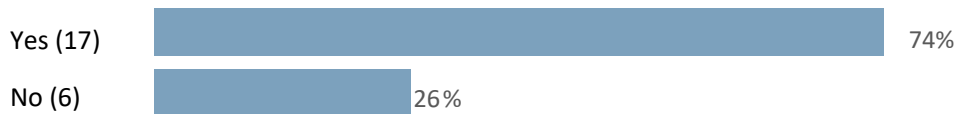
Wessenden Head Road has started to open up again, so we are all for a progressive local flood risk strategy.

- A few years ago, the Calder flooded our car park and nearly entered our building - which would have caused severe disruption and damage to my business. The only cost however was a day of my life getting rid of all that smelly mud which would have become a health hazard.
- We live on Fenay Lea Drive which is in a floodplain. We have come close to flooding numerous times but building thousands of houses down the valley will increase our chance of being flooded. Stop building on floodplains and take measures to reduce the chances of flooding on Fenay Beck.

Officers will aim to get some of the issues raised with the appropriate services to look into.

The Strategy includes for a multi-faceted approaches to managing flood risk for the short term and long term. The Strategy includes for introducing simpler communication channels to report incidents of flooding to the Council so we can look to take action. We have included within our Action Plan to engage early with spatial planners and growth strategies to ensure new development and plans make the best use of land in making space for surface water, fluvial water, sustainable drainage systems and promote the use of adaptive pathways to adapt to climate hazards. We will share our understanding of flooding with landowners and developers in areas at risk to avoid inappropriate development, as far as is possible.

Have you read the proposed local flood risk management strategy? (23 responses)



Do you agree with the approach in the strategy to make our communities more resilient to flooding both now and in the future and to enhance the environment for future generations? (23 responses)



The strategy has focused on four themes: Planning, Protect, Respond and Recover. Are there any particular areas of focus you felt that the strategy has not given sufficient attention? (18 Responses)

- For the protect and planning I think that road sweepers should be more available and the machines that suck the leaves and debris out of drains. All the drains are blocked up with rubbish and the surface water runs down the hills as it can't go into the drains.
- No confidence in the council flood authority standing by strategy when faced with major planning application being supported by council leaders.
- Clearing roadside drains to allow water to runoff.
- With recent heavy rainfall I have noticed that the drains in Brockholes are full of debris and mud/soil and do not absorb the rainfall. The drains need clearing out as rainfall runs down from the higher ground also. Kirklees drains in general are in a poor state being full of

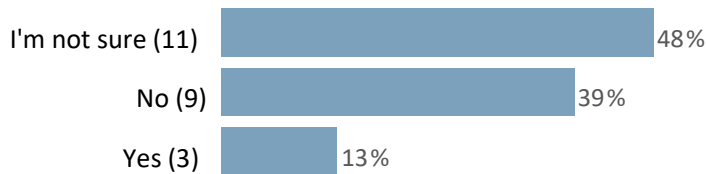
soil/mud and grass growing out of them. Clearing them and maintaining them will help with surface water flooding.

- New developments on high flood risk land, insurance, management of site evacuation.
- Building on green belt land will not support the short term strategy. Wake up!
- Although an excellent example of an academic approach, far more emphasis on practical and exact solutions being pursued should have been the approach.
- Preventative maintenance of road surface drains currently does not take place. This basic maintenance would at least ensure the current drainage system works. In Holmfirth it is common to see drains full of silt, usually at the bottom of hills. The excuse given is that cars are parked over the drains and the cleaners cannot gain access - not completely true - this problem needs to be addressed. Also, multiple agencies try to 'pass the buck' - it has taken over 2 years for the council / Yorkshire water to agree there is a problem on Goose Green and for YW to accept responsibility, unfortunately site visits took place when it was dry, so the underlying issue was not fully resolved, resulting in my having to get my local councillor involved. Why can't the statutory agencies just do their jobs and work together to address problems rather than deny and delay?
- Helping people that flood in unadopted roads. As someone who floods in drizzle, and right up to the door in heavy rain or prolonged rain, action needs to be taken where people are getting flooded in unadopted areas. Having flooded for 20 years and the council not caring one bit because it is unadopted, I am trapped on my road as a disabled person and the amount of damp due to this flooding is crazy!
- Clearing road gullies and general highways drainage.
- It's impossible for the general public to comment. Your summary is 20 pages long. As a professional individual, I'm not sure how you expect the general public to digest and understand this.
- Cleaning road drains and check they work. Removal of all loose debris on riverbanks and keeping them clear. Reinstate open drains / ditches by the roadside.
- It should not be allowed for excess water to be run into rivers without it been filtered. The council should be taking flooding into account before any planning is granted. Can Yorkshire Water cope? I can tell you no, they cannot. Kirklees council are to blame for flooding. They need to stop mass house building. It is NOT climate change.
- Dredging is only done as a reaction in 2007 after flooding. It should be done on a regular basis like it used to be but with all the cutbacks I don't think it will ever be done again and will just be blamed on climate change.
- Need more routine roadside gully clearing all year round instead of just before storm events.
- I need to know specifically what is being done to avoid another flood here, without having to read through 237 documents.
- Recover.
- On behalf of Meltham Town Council, the biggest flood risk in Meltham comes from the damage to and moving of traditional underground watercourses - often, but not exclusively due to inappropriate development. This plus the fact that the rainwater drains, but many gullies are blocked leaving nowhere for the water to dissipate. Finally, the sink hole on Wessenden Head Road has started to open up again, so we are all for a progressive local flood risk strategy.

We understand the issues of gully blockages and the need for increased maintenance. We have included for this in our Action Plan to improve our asset data on drainage assets within

the district including highway gullies, culverts, carrier drains, debris screens and others to build our evidence base. In terms of inappropriate development, Kirklees Council does everything it can to stop this we but can be overruled.

Do you feel the strategy adequately addresses the impact of climate change?

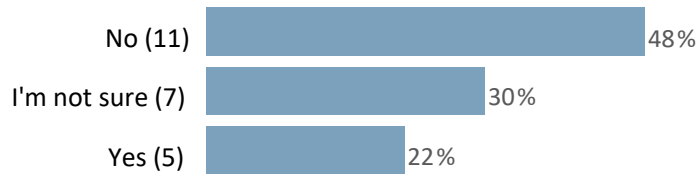


- Kirklees Climate commission is a tick box exercise by the council with no commitment to climate change or proper independent assessments of major planning applications.
- It can get worse, or it can improve. We all need fresh drinking water to sustain life. Treat it with respect. The systems are in place, ignorance leads to failures.
- If you know an area is at risk, then when heavy rainfall is forecast or occurs a local watch would help to protect the community especially when the River Holme is ready to burst. Keeping the river free of debris and fallen trees would also help. There is a fallen tree near Brockholes campsite that has been there since March and not removed.
- Too late in my opinion.
- Short term planning and building on green belt land will not help local communities.
- Weather forecasting!!
- You need better customer engagement - there is no way the general public will have any clue what this means.
- I think it should also link to a water shortage strategy as this is a real risk. Water collected during periods of heavy/excessive rainfall e.g. storm drains should be used for brown water needs (i.e. toilets) or for residents to water their gardens. I think this should be designed into all new properties through planning, amongst many other practical options.
- Stop building! STOP BLAMING CLIMATE CHANGE!
- There is a lack of future thinking evident; it appears to be simple crisis management.
- No comments as I don't have time to read through 237 pages of documents (equivalent to reading a book).
- Climate Change has been a massive in the last 12 months and will probably carry on.
- Removal over many centuries of most of the trees over the entire country is the cause of our present problems - we need more rewilding of our environment - less tarmac, concrete and buildings - and more vegetation.

Our Strategy is built around the central theme of resilience, including building community resilience to climate change. Climate change is a major threat to communities which is why we are looking to implement a long term approach to flood risk management. Our Action Plan identifies the need to develop flood risk improvement schemes for Kirklees to reduce the risk of surface water flooding and flooding from ordinary watercourses to better protect properties and the highway network in high risk areas. we aim to be open to new financing

the development of new and updated flood models whilst promoting a range of resilience actions and investigating the full range of climate change scenarios.

Community Resilience is a focus of the strategy, this is the capacity of people to plan for, better protect, respond to, and to recover from flooding. Do you think you would volunteer to support community type work in your area?



How would you want to do this?

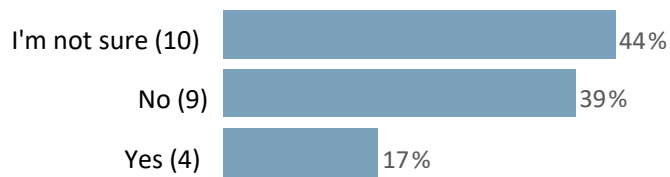
- Through a locally based & organised group

What would potentially stop you getting involved?

- I am a single mother who works full time and cares for my elderly father.
- Dodgy planning decisions.
- Bureaucracy.
- Helping people that flood in unadopted roads. As someone who floods in drizzle, and right up to the door in heavy rain or prolonged rain, action needs to be taken where people are getting flooded in unadopted areas. Having flooded for 20 years and the council not caring one bit because it is unadopted, I am trapped on my road as a disabled person and the amount of damp due to this flooding is crazy! Noone would help on this unadopted road.
- Not understanding what you require.
- If the council failed to keep all road drains / ditches clear.
- It should not be up to volunteers. I pay extortionate council tax. They allow house building; they should deal with the consequences.
- Personal health issues.
- Whenever we have heavy rain or snow, we are too busy drying out our own flooded cellar.
- I am still involved in running my company full time.

There are a number of flood groups already in place in Kirklees. We are also appealing through the Strategy for greater community involvement to help each other to respond and increase resilience to flooding. Our Action Plan states we will provide follow up recovery support and advice to residents, business owners and communities that have been affected by flooding on funding, wellbeing support and provide signposting to affordable flood insurance to enable quicker recovery. We will look to work with Partners and health bodies to ensure mental health impacts from flooding are factored into long term recovery planning. We will support Review Briefings and feedback learning from communities to inform our plans and policies to ensure a more efficient and effective response in the future.

Do you agree with the overall measures that have been set to achieve the delivery of the strategy?



- Measures are fine but worthless if compromised by planning department.
- There are no specific time frames for clearing drains out or working with Yorkshire Water or the rivers authority to minimise flooding. Work as a team and co-ordinate your workforce. Clear out drains as a priority.
- Many ancient trees have been lost due to development.
- Appendix F is farcical. Where is the application of a SMART methodology?
- Helping people that flood in unadopted roads. As someone who floods in drizzle, and right up to the door in heavy rain or prolonged rain, action needs to be taken where people are getting flooded in unadopted areas. Having flooded for 20 years and the council not caring one bit because it is unadopted, I am trapped on my road as a disabled person and the amount of damp due to this flooding is crazy!
- It's not possible to understand what your strategy is.
- It isn't clearly stated that all existing highway drains and culverts will be cleared of the debris that has blocked them for years. This seems a necessary and primary action. I also think planning have a key role to play in requiring new access roads, drives, car parks, verges, laybys to be built out of the concrete with holes in that allows for plants to grow. This allows water absorption and benefits biodiversity.
- Stop house building.
- The measures are incredibly simplistic: altering the planning approach to avoid floodplain construction, widening and clearing drainage is only the start. Unfortunately, the plan does not even consider these.
- Needs more emphasis on quick wins such as clearing road gullies.
- I don't have time to read 237 pages of documents to find the strategy.
- Consultation with people who have been flooded.
- More work on routinely unblocking drains.

Do you have any comments on the strategic environmental assessment section in the strategy?

- It's too late once the trees are gone.
- I can't see where this is so I've no idea what it says. My feedback would be to stop building on the greenbelt.
- We need to protect our rivers and local ecology. Harsher penalties for people who pollute our rivers.
- The SEA in Appendix 1 is overwhelmingly vague and over-positive. It does not appear to factor in climate change and future planning impact. Unfortunately, it is therefore destined to fail.
- I don't have time to read 237 pages of documents to find the strategy.

Our SEA fully covers the standard requirements for a SEA.

Do you have any comments on the habitat regulation assessment section in the strategy?

- Habitat corridors already disrupted.
- Fenay Bridge and Lepton Great Wood will lose various animals from their natural habitat due to dodgy planning decisions devised by the council. Don't expect the existing community to help out when the council is compounding difficulties.
- I've no idea what a habitat regulation assessment is. Again, you're baffling the general public with words.
- Stop using our rivers as a dumping ground.
- I don't have time to read 237 pages of documents to find the strategy.

Fenay Bridge and Lepton Great Wood are not European Sites for Nature Conservation.

Protecting the green belt and flood plain: These are important principles to reduce flooding of local properties, as well as protecting biodiversity and ecological connectivity. Surely this principle is addressed/promoted more fully within the main body of the LFRMS? Developing on the floodplain was briefly covered in Table 7 of the HRA, where it was stated that: the focus of such development would most likely be centred around settlements and European Sites are likely to be protected, as the majority of European Sites within proximity to the catchment are in the uplands, away from hubs of development. Developing on a flood plain may force more flood water elsewhere on the floodplain. This could change patterns of sedimentation and hydrology. Floodplain connectivity is an important principle for flood risk management and enhancing biodiversity and ecological processes. Promoting it doesn't directly fall under the remit of an HRA, however.

Rewilding/nature-based solutions: Natural Flood Management measures are included within the LFRMS Action Plan. The HRA flagged that Natural Flood Management measures (particularly maintenance/construction related actions), within proximity to European Sites (particularly upland sites), have the greatest potential to have likely significant effects on the scoped in designated sites at Scheme Level-see non-technical summary. Again, promoting nature-based solutions doesn't directly fall under the remit of an HRA.

Sustainable drainage/removal of hard surfaces: The LFRMS includes the following measure: Engage early with spatial planners and growth strategies to ensure new development and plans make best use of land in making space for surface water, fluvial water, sustainable drainage systems and promote the use of adaptive pathways to adapt to climate hazards. Share our understanding of flooding in the area to avoid inappropriate development-see Table 5. This measure is assessed within the HRA, however promoting the principle of sustainable drainage systems doesn't directly fall under the remit of the HRA.

Protecting against water pollution: The introduction of the HRA raises the potential for water pollution stemming from the actions of the LFRMS: 'Any strategy to manage flooding and the associated infrastructure upon which this strategy relies, can potentially have adverse impacts on the habitats and species for which European sites are designated. These impacts can be direct, such as habitat loss, fragmentation, or degradation, or indirect such as disturbance or pollution from construction, transportation etc.' Table 3 lists changes in water quality as a hazard: 'Activities which may impact upon water quality, such as accidental

pollution spills as a result of defence construction or pumping station operation, may adversely affect wetland habitats and species'. Denby Grange Colliery Ponds SAC is listed as being especially vulnerable to pollution to groundwater (point sources and diffuse sources). However, the HRA concluded that the LFRMS could be adopted with no adverse impact on the integrity of European Sites with the advisory that re-screening takes place under the HRA once detailed design is known, with appropriate mitigation detailed as necessary (this would include pollution control measures and follow the guidelines issued by CIRIA). Tackling water pollution in general however does not fall under the remit of the LFRMS nor the HRA; mitigation to prevent water pollution where it stems from a particular action/measure does fall under the remit of an appropriate assessment, where appropriate (hopefully the above covers this).

In summary, the purpose of an HRA is to assess the potential for significant effects on European Sites because of a plan or project. So, providing measures to facilitate the above ambitions are outside of the scope of an HRA.

What flood linked support would you like to receive?

- Drain and gully clearing.
- ASSURANCE.
- River dredging?
- I would like for flooding due to collapsed drains and culverts on unadopted land to be taken seriously. In 20 years the council won't help due to it being unadopted, even when Yorkshire Water offered to work with you to fix it once and for all. That never happened as the council wouldn't help. Even though I am disabled, chronically ill, can't work and am TRAPPED on the flooded road.
- Stop building on greenbelt and floodplains. For example, water runs off the massive industrial development that was approved on Leeds Road, and the new development on granny Lane will flood as it's a water meadow. Calder view needs sorting. We need less concrete and more greenery to absorb the water.
- Better infrastructure. The drainage system has not been upgraded for how many years?
- I need to know in simple layman's terms what is being done, and when, to avoid another flood here.
- Drainage away from our property by way of gullies and drains of which there are none by our property.
- On behalf of Meltham Town Council, the biggest flood risk in Meltham comes from the damage to and moving of traditional underground watercourses - often, but not exclusively due to inappropriate development. This plus the fact that the rainwater drains, but many gullies are blocked leaving nowhere for the water to dissipate. Finally, the sink hole on Wessenden Head Road has started to open up again, so we are all for a progressive local flood risk strategy.

Any other comments?

- The strategy will be worthless if the planning department / council leaders allow the strategy to be compromised by developers of major planning applications.

- I would like for flooding due to collapsed drains and culverts on unadopted land to be taken seriously. In 20 years the council won't help due to it being unadopted, even when Yorkshire Water offered to work with you to fix it once and for all. That never happened as the council wouldn't help. Even though I am disabled, chronically ill, can't work and am TRAPPED on the flooded road.
- Clearing blocked road gullies routinely is very important. I've reported many in the past on the Council's website, but they have never been actioned.
- I personally think this survey and the way you're going about this is poor. You'll never get a good response from a diverse range as your documentation and terminology is ruling out a lot of people. I'm a professional, educated, middle aged woman and I couldn't understand what I needed to review or what some of the questions meant.
- Stop blaming climate change. It's a cop out. Stop building when our drainage can't cope. Kirklees should be cleaning gully drains and checking they are not blocked. I see so many where they have been tarmacked over.
- Sending pdf documents totalling 237 pages is not very helpful. We need a short, concise document that tells us what is being done to avoid further floods here.
- An inspection of the road and installation of gullies and drains away from our property.
- I can't understand why Kirklees allowed the construction of a complete new housing estate adjacent to / or on the floodplain of the Calder directly opposite our premises, bearing in mind the uncertainty regarding climate in the future!



Report title: Admission arrangements for community and voluntary controlled schools in 2025/26

Keywords: admission arrangements 2025/26 – school admissions – admission policy for community and voluntary controlled schools – co-ordinated schemes

Cabinet date	20 February 2024
Cabinet Member	Cllr Viv Kendrick – Children’s Services Cllr Elizabeth Reynolds – Learning, and Aspiration
Key Decision Eligible for Call In	Yes Yes
<p>Purpose of Report Kirklees Council is the admission authority for Kirklees community and voluntary controlled schools and has a statutory responsibility to undertake an annual consultation about admissions arrangements. This report presents the results of this year’s consultation and seeks to determine admission arrangements for all Kirklees community and voluntary controlled schools for 2025/26. Arrangements must be determined by 28 February 2024 to comply with the School Admissions Code.</p>	
<p>Recommendations Based upon the outcomes of the consultation and information provided in this report it is recommended that Members approve;</p> <ul style="list-style-type: none"> • Kirklees co-ordinated admission schemes for 2025/26 including in-year admissions, as set out in Appendix 2; • admission arrangements for Kirklees community and voluntary controlled schools as detailed in Appendix 1C; • the PANs for each community and voluntary controlled school set out in appendix 1D which include: <ul style="list-style-type: none"> ○ Purlwell I & N School – PAN decrease from 90 to 60 in 2025/26. ○ Savile Town CE (VC) I & N School – PAN decrease from 60 to 30 in 2025/26. <p>This will help ensure we can continue to serve the best interests for children and their families, support our schools and remain compliant with the School Admissions Code.</p>	
Resource Implication: None	
Date signed off by <u>Strategic Director</u> & name	05.02.24 - Tom Brailsford – Director for Children’s Services
Is it also signed off by the Service Director for Finance?	07.02.24. - Isabel Brittain
Is it also signed off by the Service Director for Legal Governance and Commissioning?	07.02.24. - Julie Muscroft

Electoral wards affected: all wards.

Ward councillors consulted: Yes (as part of consultation)

Public or private: Public

Has GDPR been considered? Yes

1. Executive Summary

- Kirklees is required by law to produce admissions schemes to co-ordinate the admission of children to the first year of all schools in Kirklees.
- Kirklees Council, as the admissions authority, is responsible for determining the admission policy and admission numbers for the community and voluntary controlled schools it maintains.
- A small number of proposed changes to the admission arrangements for community and voluntary controlled schools have been consulted upon and can be found under section 2.4.

2. Information required to take a decision

2.1 The co-ordinated admission schemes

Kirklees Council is required by law to produce admission schemes to co-ordinate the admission of children to the first year of all schools in Kirklees. The schemes cover the admission of rising 5 year olds, and admissions to the first year of junior, middle and secondary schools.

The schemes cover the normal round of admissions to schools at the beginning of the 2025/26 school year in September 2025 and in-year admissions during the school year 2025/26.

The schemes comply with the requirements of the School Admissions Code which came into force in September 2021.

The schemes are attached to this report as:-

- Appendix 2A: Kirklees co-ordinated schemes for normal year of entry admissions for rising 5 year olds, junior schools, middle schools and secondary schools.
- Appendix 2B: Kirklees scheme for in-year admissions

2.2 Changes to the co-ordinated admission schemes in 2025/26

There are no proposed changes to the schemes for 2025/26.

The list of own admission authority schools has been updated to include the schools that have become own admission authorities due to conversion to academy status or a change of category to a trust or aided school and is correct as at 25 January 2024.

2.3 The admission arrangements for all Kirklees community and voluntary controlled schools for 2025/26

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

As the admissions authority, the Local Authority (LA) has a statutory duty to consult with the governing bodies of those schools, the governing bodies of academy, aided,

foundation and trust schools in Kirklees and neighbouring LAs on the admissions policy and proposed admission numbers for schools.

This report confirms the outcomes of this process which took place between 8 November and 19 December 2023.

Appendix 1B to this report explains how the published admission numbers are derived.

Appendix 1C gives the admission arrangements for community and voluntary controlled schools for 2025/26.

Appendix 1D lists the published admission numbers for community and voluntary controlled schools for 2025/26. The admission numbers for own admission authority schools; academies, aided, foundation and trust schools are included for information only and may be subject to change.

Where a change is made to the published admission number (PAN) for a particular year of entry (the relevant year), it applies to that cohort of pupils only, at admission and then will apply as an admission limit in successive years as cohorts of pupils progress through the school, unless a separate admission limit has been determined.

2.4 Changes to the admissions arrangements for community and voluntary controlled schools in 2025/26

Kirklees Council consulted on the following proposed changes:

Proposals to reduce PANs in the primary phase

Kirklees Council publish a School Place Planning Document on a regular basis which provides a transparent evidence base to underpin decision-making about school organisation and planning.

The available evidence shows a period of declining child population year on year entering school at Reception. Future indications are that this decline will continue, and the following priority was declared in the 2023 School Place Planning Document relating to the primary phase:

Continue to engage with the school system about opportunities to reduce the number of available places where there is evidence of a significant surplus

This is in line with Department for Education (DfE) guidance which says local authorities should manage the school estate efficiently by reducing or find alternative uses for surplus capacity.

Following last year's consultation and in light of the declining population in the primary phase, a number of decisions to reduce PAN for 2024/25 admissions were made by the LA and Own Admission Authority schools.

The following proposals for community and voluntary controlled schools continue this approach for 2025/26 admissions:

Proposals for Purlwell Infant & Nursery School

To reduce the PAN from 90 to 60 from 2025/26. This proposal is supported by the school's Governing Body. 35 places were allocated in the Reception year group at the school on National Offer Day 2023 and 37 the year before. There are also vacant places in other local schools across all primary phase age groups. The local child population has been declining since a peak in 2015 and, although it fluctuates a little, further decline is expected.

If this proposal is approved there can be consideration of the future implication for the linked junior school and any additional proposals which may be required.

Proposals for Savile Town CE (VC) I & N School

To reduce the PAN from 60 to 30 from 2025/26. This proposal is supported by the school's Governing Body. 26 places were allocated in the Reception year group at the school on National Offer Day 2023 and 24 the year before. There are also vacant places in other local schools across all primary phase age groups.

There is a mismatch between the key stage 1 infant school place (301) and key stage 2 junior school places (252) in Dewsbury South primary school planning area. These proposals will reduce the mismatch and therefore should have no impact on local junior school places.

2.5 School organisation proposals

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

3. Implications for the Council

3.1 Working with People

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

We will continue to explore opportunities to develop processes using 'Digital by Design' which builds upon the online application approach. The quality of data now held is enabling parents/carers to help themselves and allow the Pupil Admission team to focus resources on those most in need of support.

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

3.2 Working with Partners

Reviewing and then determining admission arrangements supports the council to continue to work together with partners to ensure all children are offered a school place within a reasonable distance from their home. Continuing to develop our partnership and integrated working arrangements with Pupil Admissions, schools, early years providers, neighbouring local authorities, Community Hubs and other departments including SENDACT (Special Educational Needs Disability Assessment and Commissioning Team), Virtual School, Education Safeguarding - Attendance & Pupil Support, Children Missing Education, Early Support and Social Care to provide a range of early support services.

An intelligence led approach will allow the LA to further explore opportunities to ensure there are sufficient school places in each local area.

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.

Local children for local schools is a key element of place based working in Kirklees where schools play an important role in the community beyond the provision of education. Schools are not just part of the local infrastructure but anchor institutions at the heart of the communities they serve.

3.4 Climate Change and Air Quality

Whilst it is recognised that parental preference allows applications to be made for any school, Kirklees Council gives priority to school admission applications for local schools, where they are more likely to be able to walk or 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/carers and would contribute to the reduction of pollution and CO2 emissions, a focus of the key long-term priorities for the Council in tackling the Climate Emergency in Kirklees. It improves air quality and works towards achieving the Net Zero and Climate Ready Kirklees vision by 2038.

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 and start school healthy, happy and ready to learn. We are committed to working with children and families, communities and the school system to improve the quality of education in our schools to give every child the best possible start in life and prepare all children for successful, independent lives where they have the skills they need to achieve their aspirations. 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. Part of the vision within Our Kirklees Futures strategy is that attendance across our education system is higher than national average, with all Kirklees learners able to access their local school, setting or college.

3.6 Financial Implications

None.

3.7 Legal Implications

To comply with the mandatory School Admission Code, admission arrangements for 2025/26 must be determined by 28th February 2024.

3.8 Other (e.g. Risk, Integrated Impact Assessment or Human Resources)

Determining Admission arrangement is a statutory requirement for the council. There are no direct financial or Human Resources implications for the council. An integrated impact assessment was undertaken January 2024 [Case ID IIA: 580803738](#). As the LA has consulted on two minors changes to published admission numbers only, it is considered that there are no adverse impacts arising from the proposals under this duty.

4 Consultation

The proposed arrangements and schemes were subject to the statutory 6 week consultation between 8 November 2023 and 19 December 2023.

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

The annual consultation on admission arrangements for Kirklees community and voluntary controlled schools for 2025/26 was discussed with the Places Access and Inclusion Committee of the Education and Learning Partnership Board** in November 2023 and January 2024. The Committee were made aware of the local authority's proposed changes to the existing admission arrangements for community and voluntary controlled schools in the 2024/25 school year.

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

5 Engagement

Kirklees Council received one response in connection to the proposed reduction in published admission number (PAN) at Purlwell I & N School. Although the response did not specifically comment upon the proposed reduction in PAN, we can surmise the response was in support of the reduction as it suggested the same reduction be applied to the admission limit for year 1 and year 2 at the school. The response in full can be found in Appendix 5.

6 Options

6.1 Options Considered

Consideration of the consultation response proposing admission limits at Purlwell I & N School:

Admission limits are not part of published admission arrangements. Setting an admission limit was not a proposal in the consultation and does not require a Cabinet decision. Engagement with stakeholders including the school Governing Body would be required before this could be considered.

6.2 Reasons for recommended Option

There were no objections to the proposed admission arrangement presented in the consultation.

7 Next steps and timelines

- To publish the approved arrangements on the Council's website, make copies available on request, to inform the public that the admission arrangements have been determined and inform all consultees of the decisions.
- To prepare the composite Guide for Parents to support their applications for 2025/26.

8 Contact officer

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Martin Wilby- Head of Education Places and Access

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9 Background Papers and History of Decisions

N/a.

10 Appendices

Appendix 1- Kirklees admission arrangements

- A. Introduction
- B. Published Admission Numbers (PANs) and Priority Admission Areas (PAAs)
- C. Admission arrangements for Kirklees community and voluntary controlled schools for 2024/25
- D. Published admission numbers for community and voluntary controlled schools

Appendix 2 - Kirklees admission schemes

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

Appendix 3 - Timetable for Kirklees co-ordinated normal round admissions

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

Appendix 5 – Consultation response in full

11 Service Director responsible

Jo-Anne Sanders

Service Director for Learning and Early Support

Directorate for Children and Families

Tel: 01484 221000 email: jo-anne.sanders@kirklees.gov.uk

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)** for community and voluntary controlled schools in Kirklees
 - The attached table on page 15 indicates the proposed PAN for each school. This is the maximum number of places that the school can offer. The PAN relates to the normal year of entry, that is the age group at which pupils are or will normally be admitted to the school.
 - Where a change is made to the PAN for a particular year of entry (the relevant year), it applies to that cohort of pupils only, at admission and then will apply as an admission limit in successive years as cohorts of pupils progress through the school, unless a separate admission limit has been determined through a consultation process.

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 admission areas. Full details of priority admission areas are available on the Kirklees Council website.

C. Admission arrangements for Kirklees community and voluntary controlled schools for 2025/26

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
- 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 Children Act 1989. Previously Looked After refers to those children who immediately after being looked after became subject to an adoption order, (under section 46 of the Adoption and Children Act 2002), Child Care Arrangement Order (under Section 8 of the Children Act 1989), or specialist guardianship order (under Section 14A of the Children Act 1989). Children looked after under an agreed series of short term placements (respite care) are excluded.
- 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 12).
- Where a child's parents live at different addresses and the child spends time at each address we will consider a number of factors when deciding on the address that will be used for admissions purposes, including:
 - 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 2024. The closing date for applications will be 31 October 2024.**

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 2024. The closing date for applications will be 15 January 2025.**

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 2024**. **The closing date for applications will be 15 January 2025**.

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 2025. The latest reasonable date for evidence of a significant house move will be 30 November 2024.
- For Reception, year 3 and year 6 - It is expected that the allocation process will take place on 11 March 2025. The latest reasonable date for evidence of a significant house move will be 15 February 2025.

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 2025.
- 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 2025, 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 2025, 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 2025, 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 2024-2025	PROPOSED PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 8 (yr 7 in 24/25)	Year 9 (yr 7 in 23/24)	Year 10 (yr 7 in 22/23)	Year 11 (yr 7 in 21/22)	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. *admitted over PAN	233	233 *(243)	233 *(243)	233	-
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 up to the PAN for the year group of 160.	160	160	160	160	-
BBG Academy	Academy	210	210	Information only. Own AA school.	210	210	210	200	-
Castle Hall Academy	Academy	180	180	Information only. Own AA school. *admitted over PAN	180	180 *(190)	180 *(195)	180	-
Colne Valley High School	Academy	287	287	Information only. Own AA school.	260	287	287	287	-
Heckmondwike Grammar School	Academy	180	210	This school is consulting during the same window as the LA – see school website for further details. Own AA school. Consulted on PAN of 210. *Admitted over PAN	180	180 *(210)	180 *(210)	180 *(210)	-
Holmfirth High School	Community	264	264	*Admitted over PAN	264	264 *(282)	264	264	1320-1467
Honley High School	Academy	255	255	This school is consulting during the same window as the LA – see school website for further details. Own AA school. *Admitted over PAN	255	255 *(273)	255	255	-
King James's School	Academy	210	210	Information only. Own AA school. *Admitted over PAN.	210	210	186 *(210)	186 *(210)	-
Kirklees Creative & Media Studio School (part of Netherhall Learning Campus)	Community	60	60				60	60	120
Manor Croft Academy	Academy	180 *(210)	210	Information only. Own AA school. *Admitted over PAN. Consulted on increase in PAN from 180 to 210	180 *(210)	180 *(210)	180 *(210)	180 *(210)	-

Secondary School	Category	PUBLISHED ADMISSION NUMBER 2024-2025	PROPOSED PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 8 (yr 7 in 24/25)	Year 9 (yr 7 in 23/24)	Year 10 (yr 7 in 22/23)	Year 11 (yr 7 in 21/22)	Net cap range
Moor End Academy	Academy	210	210	Information only. Own AA school. *Admitted over PAN	210	210 *(215)	210	210	-
Netherhall Learning Campus - High School	Community	145	145	*Admitted over-PAN.	145	145 *(165)	145	131 *(145)	626-709
Newsome Academy	Academy	180	180	Information only. Own AA school. *Admitted over PAN	180	180 *(190)	183	183 *(203)	828-920
North Huddersfield Trust School	Trust	180 *(210)	180	Information only. Own AA school. * Admitted over-PAN	180 *(210)	180 *(210)	180 *(210)	180 *(210)	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. *Admitted over PAN	275	275 *(285)	275	275	-
Shelley College, A SHARE Academy	Academy	360	360	Information only. Own AA school.			360	360	-
Spenn Valley High School	Trust	190	190	Information only. Own AA school.	190	190	190 *(200)	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	180	Information only. Own AA school. *Admitted over PAN	180	180 *(210)	180 *(210)	180 *(200)	-
The Mirfield Free Grammar	Academy	221	221	This school is consulting during the same window as the LA – see school website for further details. Own AA school. *Admitted over PAN	221	221	221 *(250)	221 *(250)	-
Upper Batley High School	Academy	150	150	Information only. Own AA school. *Admitted over PAN	150	150 *(160)	150 *(160)	160	-
Westborough High School	Trust	180	180	This school is consulting during the same window as the LA – see school website for further details. Own AA school. *Admitted over PAN	180	180 *(200)	180 *(200)	180	991-1102
Whitcliffe Mount, A SHARE Academy	Academy	250	250		250	250	250	250	-
Middle School	Category	PUBLISHED ADMISSION NUMBER 2024/2025	PROPOSED ADMISSION NUMBER 2025/2026	Notes	Year 7	Year 8			
Kirkburton Middle School	Academy	173	173	Information only. Own AA school. *Admitted over PAN	167 *(173)	167	-	-	
Scissett Middle School	Academy	200	200	Information only. Own AA school.	200	200	-	-	

Primary provision

Primary School	Category	PUBLISHED ADMISSION NUMBER 2024-2025	PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 1 (Rec in 24/25)	Year 2 (Rec in 23/24)	Year 3 (Rec in 22/23)	Year 4 (Rec in 21/22)	Year 5 (Rec in 20/21)	Year 6 (Rec in 19/20)	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	157-207	22-29
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	27	27	27	26	-	-
Batley Parish C of E Primary Academy	Academy	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	120	120		120	150					423-471	141-157
Birkby Junior School	Community	150	150					150	150	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	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	-	-
Clough Head J & I School	Community	12	12		12	12	12	12	12	12	52-90	7-12
Co-op Academy Smithies Moor	Academy	30	30	Information only. Own AA school.	30	30	60	60	60	60	-	-

Primary School	Category	PUBLISHED ADMISSION NUMBER 2024-2025	PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 1 (Rec in 24/25)	Year 2 (Rec in 23/24)	Year 3 (Rec in 22/23)	Year 4 (Rec in 21/22)	Year 5 (Rec in 20/21)	Year 6 (Rec in 19/20)	Net cap range	PAN range
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	90	Information only. Own AA school. Consulted on reduction in PAN from 120 to 90	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
Grange Moor Primary School	Community	15	15		15	15	15	15	15	15	105-120	15-17

Primary School	Category	PUBLISHED ADMISSION NUMBER 2024-2025	PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 1 (Rec in 24/25)	Year 2 (Rec in 23/24)	Year 3 (Rec in 22/23)	Year 4 (Rec in 21/22)	Year 5 (Rec in 20/21)	Year 6 (Rec in 19/20)	Net cap range	PAN range
Hade Edge J & I School	Community	14	14		14	14	14	14	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	45	Information only. Own AA school. Consulted on decrease in PAN from 60 to 45.	60	60	60	60	60	60	-	-
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	Academy	30	30	Information only. Own AA school.	30	30	30	30	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	6	6	6	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	206-229	29-32
Holy Spirit Catholic Primary Academy	Academy	30	30	Information only. Own AA school.	30	30	30	30	30	30	-	-
Honley CE (VC) J I & N School	VC	66	KS1 66 KS2 68		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
Hyrstmount Junior School	Community	90	90					90	90	90	329-366	82-91

Primary School	Category	PUBLISHED ADMISSION NUMBER 2024-2025	PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 1 (Rec in 24/25)	Year 2 (Rec in 23/24)	Year 3 (Rec in 22/23)	Year 4 (Rec in 21/22)	Year 5 (Rec in 20/21)	Year 6 (Rec in 19/20)	Net cap range	PAN range
Kaye's Academy	Academy	KS1 30 KS2 32	KS1 30 KS2 32	Information only. Own AA school.	30	30	32	32	32	32		
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	-	-
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. *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
Littleton J I & N School	Trust	25	25	This school is consulting during the same window as the LA – see school website for further details. Own AA school.	25	25	25	25	25	25	157-177	22-25
Lowerhouses C of E Primary School	Academy	30	30		30	30	30	30	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	Academy	60	60	Information only. Own AA school	60	90						
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	45	45	Information only. Own AA school.	45	47	47	47	47	47	-	-
Moldgreen Community Primary School	Community	60	60	**Determined increase in PAN from 50 to 60	60	60	50	50	50	50	378-420	54-60
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

Primary School	Category	PUBLISHED ADMISSION NUMBER 2024-2025	PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 1 (Rec in 24/25)	Year 2 (Rec in 23/24)	Year 3 (Rec in 22/23)	Year 4 (Rec in 21/22)	Year 5 (Rec in 20/21)	Year 6 (Rec in 19/20)	Net cap range	PAN range
Netherhall Learning Campus Junior School	Community	75	75					75	90	90	315-350	78-87
Netherhall St James CofE (VC) I&N School	VC	55	55		55	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
Norrishorpe J & I School	Community	60	60		60	60	60	60	60	60	367-419	52-59
Oak CE(VC) Primary School	VC	60	60		60	60	60	60	60	60		
Old Bank Academy	Academy	25	15	Information only. Own AA school. Consulted on a reduction in PAN to 15	25	25	25	25	25	25	-	-
Orchard Primary Academy School	Academy	50	50	Information only. Own AA school	50	50	50	52	52	52	-	-
Our Lady Of Lourdes Catholic Primary Academy	Academy	30	30	Information only. Own AA school.	30	30	30	30	30	30	-	-
Overthorpe C of E Academy	Academy	30	30	Information only. Own AA school.	30	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	60	Consulted on reducing PAN from 90 to 60 – 1 supportive response received	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

Primary School	Category	PUBLISHED ADMISSION NUMBER 2024-2025	PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 1 (Rec in 24/25)	Year 2 (Rec in 23/24)	Year 3 (Rec in 22/23)	Year 4 (Rec in 21/22)	Year 5 (Rec in 20/21)	Year 6 (Rec in 19/20)	Net cap range	PAN range
Royds Hall, A SHARE Academy – Luck Lane, A SHARE Primary Academy	Academy	60	45	Information only. Own AA school. De-al amalgamation of Royds Hall and Luck Lane Primary has been approved by the DfE. Information presented here represents the position prior to implementation of this de-al amalgamation. Consulted on decrease in PAN from 60 to 45.	60	60	60	60	60	60	-	-
Savile Town CE (C) I & N School	VC	60	30	Consulted on reducing PAN from 60 to 30 – no comments received	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	Academy	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 (KS1) 32 (KS2)	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	30	30	Information only. Own AA school.	30	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) Primary School	VC	30	30		30	30	30	30	30	30	162-180	54-60
St Joseph's Catholic Academy (Newbury)	Academy	KS1 30 KS2 32	KS1 30 KS2 32	Information only. Own AA school.	30	30	32	32	32	32	-	-

Primary School	Category	PUBLISHED ADMISSION NUMBER 2024-2025	PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 1 (Rec in 24/25)	Year 2 (Rec in 23/24)	Year 3 (Rec in 22/23)	Year 4 (Rec in 21/22)	Year 5 (Rec in 20/21)	Year 6 (Rec in 19/20)	Net cap range	PAN range
St Joseph's Catholic Academy (Huddersfield)	Academy	50	50	Information only. Own AA school. Consulting on increase to PAN from 45 to 50	50	50	50	45	45	45	-	-
St Mary's Catholic Primary Academy	Academy	45	45	Information only. Own AA school.	45	45	45	45	45	45	-	-
St Patrick's Catholic Primary Academy (Batley)	Academy	35	35	Information only. Own AA school.	35	35	35	35	35	35	-	-
St Patrick's Catholic Primary Academy (Huddersfield)	Academy	60	60	Information only. Own AA school.	60	60	60	60	60	60	-	-
St Paulinus Catholic Primary Academy	Academy	60	60	Information only. Own AA school.	60	60	60	60	60	60	-	-
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	48	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	60	60		60	60	60	60	60	60	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	12	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	-	-

Kirklees schemes for school admissions in 2025

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 2025/26 for rising 5 year olds, junior schools, middle schools and secondary schools: page 29 - 35.
- B. Kirklees scheme for in-year admissions 2025/26 page 35 – 37.

Page 38 and 39 show the timetables for implementing these schemes.

Page 40 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 2025 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
- 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

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
- Honley CE(VC) Junior, Infant & Nursery 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(C) Primary 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
- Batley Parish C of E Primary Academy
- 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
- Highburton CE(VC) First Academy
- Hillside Primary School
- Hill View Academy
- Kirkheaton Primary School
- Lepton CofE Primary Academy
- Lindley CE Infant School
- Lindley Junior School
- Lowerhouses C of E Primary School
- Luck Lane Primary, a SHARE Primary Academy (part of Royds Hall – a SHARE Academy)
- Manorfield I & N School
- 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
- Scholes J & I School (Holmfirth)
- Scissett CE Academy
- Shelley First School
- Skelmanthorpe Academy
- St Aidan's CE Academy
- St Joseph's Catholic Academy, Dalton
- St Joseph's Catholic Primary Academy, Dewsbury
- 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 Academy, A SHARE Academy
- Upper Batley High School
- Whitcliffe Mount – A SHARE Academy

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

Primary

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

Secondary

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

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

Primary

- Holy Spirit Catholic Primary School
- 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

(e) The governing body are the admission authorities for the Church of England voluntary aided (VA) schools

Primary

- All Hallows' CE (VA) Primary 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

2A.Kirklees co-ordinated schemes for relevant year of entry admissions for 2025/26 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

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 1.9.20 and 31.12.20 – may defer entry until start of the Spring term i.e. January 2026.

Date of birth between 1.1.21 and 31.8.21 – may defer entry until start of the Summer term i.e. April 2026.

If a child has a date of birth between **1.4.21 and 31.8.21** and the parent does not wish them to begin school until **September 2026** (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 13).

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 26 - 28) 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 26 - 28) 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 38 and 39.
- 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 26 – 28 (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 **16 April 2025**
- National offer day for junior and middle school admissions is **16 April 2025**
- National offer day for secondary school admissions is **3 March 2025**
- 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 24 – 28. 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 2025**
- Planned allocation date **11 March 2025**

Junior/middle admissions

- Closing date for applications **15 January 2025**
- Planned allocation date **11 March 2025**

Secondary school admissions

- Closing date for applications **31 October 2024**
- Planned allocation date **15 January 2025**
- 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 12 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 26 - 28) 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 35.

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 38 and 39.

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 Granada Learning (Learning) 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 3.00pm on Monday 31 October 2023 for return of the School Registration/Supplementary Information Form to be

returned to Batley Grammar School. A copy of the school registration form is available on the school and the local authority's websites or can be obtained from the school 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 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 mid October 2024, 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 3 March 2025 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. Please see the school's website for more information.

2B. Kirklees scheme for in-year admissions 2025/26

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 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 26 - 28) 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 2025 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 24 - 28) 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 Pupil 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 10).

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

Timetables for Kirklees co-ordinated normal round admissions

Rising 5 year old, junior and middle school admissions

The online application process opens via the Kirklees Parent Portal	Sunday 1 September 2024
Batley Grammar School SIF deadline (applicable for rising 5 year old applications)	4pm Wednesday 15 January 2025 to be confirmed
Closing date for online applications and SIF's	Wednesday 15 January 2025
Kirklees LA sends information about applications for schools in other LAs to those LAs	Wednesday 5 February 2025
Kirklees LA sends information about applications to Kirklees academy, foundation, trust and VA schools	Friday 21 February 2025
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 28 February 2025
Kirklees decides provisional offers including extra-district children applying for Kirklees schools and notifies other LAs	Friday 14 March 2025
Provisional offers reviewed to take account of information from other LAs, results sent to other LAs/admission authorities	Friday 21 March 2025
Kirklees and other LAs exchange information on confirmation of offers to be made	Friday 28 March 2025
Statutory National Offer Day	Wednesday 16 April 2025
Appeals	June 2025 onwards

Secondary school admissions

The online application process opens via the Kirklees Parent Portal	Sunday 1 September 2024
Batley Grammar School SIF deadline	4pm Thursday 31 October 2024
Closing date for online applications and SIF's	Thursday 31 October 2024
Kirklees LA sends information about applications for schools in other LAs to those LAs	Friday 15 November 2024
House move	Friday 29 November 2024
Kirklees LA sends information about applications to Kirklees academy, foundation, trust and VA schools	Friday 6 December 2024
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 13 December 2024
Kirklees decides provisional offers including extra-district children applying for Kirklees schools and notifies other LAs	Monday 13 January 2025
Provisional offers reviewed to take account of information from other LAs, results sent to other LAs/admission authorities	Monday 20 January 2025
Kirklees and other LAs exchange information on confirmation of offers to be made	Friday 7 February 2025
Statutory National Offer Day	Monday 3 March 2025
Appeals	April/May 2025 onwards

Table of words and expressions used in this scheme

Term	Definition
Admissions authority (AA)	The body which decides admissions to a school and which makes arrangements for its admission appeals.
ICAF	Kirklees common application form for in-year transfer to a school
In-year admission	In-year applications are those made during the school year for the normal year of admission and those made for admission to age groups other than the normal year of admission.
Distance	Distance is measured in a straight line from a child's home address to the school. Measurements are calculated using six-figure National Grid co-ordinates from the National Land and Property Gazetteer. This grid reference relates to a point that falls within the permanent building structure corresponding to the address. The boundary of the building structure for the address is from Ordnance Survey's MasterMap. For smaller, residential properties the grid reference marks a point near the centre of the building. For larger properties like schools with, for example, multiple buildings and large grounds, the grid reference relates to a point inside the main addressable building structure. The distance calculated is accurate to within 1 metre.
Kirklees	Kirklees Council or, as the context requires, its administrative area.
LA	The local authority. In Kirklees, Kirklees Council is the local authority.
Normal (relevant) admissions round	Admissions for the relevant year arising from offers made under these schemes.
Normal (relevant) year	The first age group in a school. <ul style="list-style-type: none"> ▪ Reception class at infant, first and primary schools ▪ Year 3 at junior schools ▪ Year 6 at the two middle schools in the Shelley Pyramid ▪ Year 7 at most Kirklees secondary schools ▪ Year 9 at Shelley College
Testing / Assessment	Determination of academic ability by testing is part of the admission procedure for Heckmondwike Grammar School. Batley Grammar School's assessment is used to ensure students from a range of abilities are offered a place through the fair banding system, this is not the same as the assessment procedures for Heckmondwike Grammar School. <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 31 October 2024. The deadline for the Registration/Supplementary Information Form for primary places is 4.00pm on 15 January 2025. Parents are required to register their child for the entrance exam to Heckmondwike Grammar School. The date for the entrance exam and the date you will be notified of the entrance exam result are to be confirmed. Please see the school's website for more information.
SIF	Supplementary Information form
Trust school	A trust school is a foundation school with a charitable foundation

Pupil Admissions	Tel 01484 225007 E-mail: pupiladmissions@kirklees.gov.uk Website: www.kirklees.gov.uk/admissions
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Consultation response in full

On behalf of Batley Multi Academy Trust we would like to share feedback and comments on the proposed changes for Purlwell Infant and Nursery School.

We would like to suggest the admission limits for the remaining year groups also decrease from 90 to 60 (as per the reasoning below for reducing the PAN).

Proposals for Purlwell Infant & Nursery School

35 places were allocated in the Reception year group at the school on National Offer Day 2023 and 37 the year before. There are vacant places in other local schools across all primary phase age groups. The local child population has been declining since a peak in 2015 and, although it fluctuates a little, further decline is expected.

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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)** for community and voluntary controlled schools in Kirklees
 - The attached table on page 15 indicates the proposed PAN for each school. This is the maximum number of places that the school can offer. The PAN relates to the normal year of entry, that is the age group at which pupils are or will normally be admitted to the school.
 - Where a change is made to the PAN for a particular year of entry (the relevant year), it applies to that cohort of pupils only, at admission and then will apply as an admission limit in successive years as cohorts of pupils progress through the school, unless a separate admission limit has been determined through a consultation process.

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 admission areas. Full details of priority admission areas are available on the Kirklees Council website.

C. Admission arrangements for Kirklees community and voluntary controlled schools for 2025/26

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
- 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 Children Act 1989. Previously Looked After refers to those children who immediately after being looked after became subject to an adoption order, (under section 46 of the Adoption and Children Act 2002), Child Care Arrangement Order (under Section 8 of the Children Act 1989), or specialist guardianship order (under Section 14A of the Children Act 1989). Children looked after under an agreed series of short term placements (respite care) are excluded.
- 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 12).
- Where a child's parents live at different addresses and the child spends time at each address we will consider a number of factors when deciding on the address that will be used for admissions purposes, including:
 - 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 2024. The closing date for applications will be 31 October 2024.**

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 2024. The closing date for applications will be 15 January 2025.**

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 2024**. **The closing date for applications will be 15 January 2025**.

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 2025. The latest reasonable date for evidence of a significant house move will be 30 November 2024.
- For Reception, year 3 and year 6 - It is expected that the allocation process will take place on 11 March 2025. The latest reasonable date for evidence of a significant house move will be 15 February 2025.

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 2025.
- 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 2025, 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 2025, 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 2025, 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 2024-2025	PROPOSED PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 8 (yr 7 in 24/25)	Year 9 (yr 7 in 23/24)	Year 10 (yr 7 in 22/23)	Year 11 (yr 7 in 21/22)	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. *admitted over PAN	233	233 *(243)	233 *(243)	233	-
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 up to the PAN for the year group of 160.	160	160	160	160	-
BBG Academy	Academy	210	210	Information only. Own AA school.	210	210	210	200	-
Castle Hall Academy	Academy	180	180	Information only. Own AA school. *admitted over PAN	180	180 *(190)	180 *(195)	180	-
Colne Valley High School	Academy	287	287	Information only. Own AA school.	260	287	287	287	-
Heckmondwike Grammar School	Academy	180	210	This school is consulting during the same window as the LA – see school website for further details. Own AA school. Consulted on PAN of 210. *Admitted over PAN	180	180 *(210)	180 *(210)	180 *(210)	-
Holmfirth High School	Community	264	264	*Admitted over PAN	264	264 *(282)	264	264	1320-1467
Honley High School	Academy	255	255	This school is consulting during the same window as the LA – see school website for further details. Own AA school. *Admitted over PAN	255	255 *(273)	255	255	-
King James's School	Academy	210	210	Information only. Own AA school. *Admitted over PAN.	210	210	186 *(210)	186 *(210)	-
Kirklees Creative & Media Studio School (part of Netherhall Learning Campus)	Community	60	60				60	60	120
Manor Croft Academy	Academy	180 *(210)	210	Information only. Own AA school. *Admitted over PAN. Consulted on increase in PAN from 180 to 210	180 *(210)	180 *(210)	180 *(210)	180 *(210)	-

Secondary School	Category	PUBLISHED ADMISSION NUMBER 2024-2025	PROPOSED PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 8 (yr 7 in 24/25)	Year 9 (yr 7 in 23/24)	Year 10 (yr 7 in 22/23)	Year 11 (yr 7 in 21/22)	Net cap range
Moor End Academy	Academy	210	210	Information only. Own AA school. *Admitted over PAN	210	210 *(215)	210	210	-
Netherhall Learning Campus - High School	Community	145	145	*Admitted over-PAN.	145	145 *(165)	145	131 *(145)	626-709
Newsome Academy	Academy	180	180	Information only. Own AA school. *Admitted over PAN	180	180 *(190)	183	183 *(203)	828-920
North Huddersfield Trust School	Trust	180 *(210)	180	Information only. Own AA school. * Admitted over-PAN	180 *(210)	180 *(210)	180 *(210)	180 *(210)	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. *Admitted over PAN	275	275 *(285)	275	275	-
Shelley College, A SHARE Academy	Academy	360	360	Information only. Own AA school.			360	360	-
Spenn Valley High School	Trust	190	190	Information only. Own AA school.	190	190	190 *(200)	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	180	Information only. Own AA school. *Admitted over PAN	180	180 *(210)	180 *(210)	180 *(200)	-
The Mirfield Free Grammar	Academy	221	221	This school is consulting during the same window as the LA – see school website for further details. Own AA school. *Admitted over PAN	221	221	221 *(250)	221 *(250)	-
Upper Batley High School	Academy	150	150	Information only. Own AA school. *Admitted over PAN	150	150 *(160)	150 *(160)	160	-
Westborough High School	Trust	180	180	This school is consulting during the same window as the LA – see school website for further details. Own AA school. *Admitted over PAN	180	180 *(200)	180 *(200)	180	991-1102
Whitcliffe Mount, A SHARE Academy	Academy	250	250		250	250	250	250	-
Middle School	Category	PUBLISHED ADMISSION NUMBER 2024/2025	PROPOSED ADMISSION NUMBER 2025/2026	Notes	Year 7	Year 8			
Kirkburton Middle School	Academy	173	173	Information only. Own AA school. *Admitted over PAN	167 *(173)	167	-	-	
Scissett Middle School	Academy	200	200	Information only. Own AA school.	200	200	-	-	

Primary provision

Primary School	Category	PUBLISHED ADMISSION NUMBER 2024-2025	PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 1 (Rec in 24/25)	Year 2 (Rec in 23/24)	Year 3 (Rec in 22/23)	Year 4 (Rec in 21/22)	Year 5 (Rec in 20/21)	Year 6 (Rec in 19/20)	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	157-207	22-29
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	27	27	27	26	-	-
Batley Parish C of E Primary Academy	Academy	30	30	Information only. Own AA school.	30	30	30	30	30	30	210-240	30-34
Battysford CE (VC) Primary School	VC	KS1 60 KS2 62	KS1 60 KS2 62		60	60	62	62	62	62	400-445	57-63
Beaumont Primary Academy	Academy	90	90	Information only. Own AA school.	90	90	90	90	90	90	-	-
Berry Brow I & N School	Community	60	60		60	60					180-201	60-67
Birdsedge First School	Academy	15	15	Information only. Own AA school.	15	15	15	15	15		-	-
Birkby I & N School	Community	120	120		120	150					423-471	141-157
Birkby Junior School	Community	150	150					150	150	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	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	-	-
Clough Head J & I School	Community	12	12		12	12	12	12	12	12	52-90	7-12
Co-op Academy Smithies Moor	Academy	30	30	Information only. Own AA school.	30	30	60	60	60	60	-	-

Primary School	Category	PUBLISHED ADMISSION NUMBER 2024-2025	PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 1 (Rec in 24/25)	Year 2 (Rec in 23/24)	Year 3 (Rec in 22/23)	Year 4 (Rec in 21/22)	Year 5 (Rec in 20/21)	Year 6 (Rec in 19/20)	Net cap range	PAN range
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	90	Information only. Own AA school. Consulted on reduction in PAN from 120 to 90	120	120					-	-
Earsheaton Infant School	Community	40	40		40	40					108-120	36-40
East Bierley CE(VC) Primary School	VC	30	30		30	30	30	30	30	30	210	30
Eastborough J I & N School	Community	30	30		30	30	30	30	30	30	189-210	27-30
Emley First School	Community	25	25		25	25	25	25	25		135-150	22-25
Farnley Tyas CE (VC) First School	VC	10	10		10	10	10	10	10		45-63	7-10
Field Lane J I & N School	Academy	30	30	Information only. Own AA school.	30	30	30	30	30	30	-	-
Fieldhead Primary Academy	Academy	30	30	Information only. Own AA school.	30	30	30	30	30	30	-	-
Fixby J & I School	Community	45	45		45	45	45	45	45	45	290-323	41-46
Flockton CE (VC) First School	VC	15	15		15	15	15	15	15		90-117	15-19
Golcar J I & N School	Trust	60	60	Information only. Own AA school.	60	60	60	60	60	60	375-420	53-60
Gomersal Primary School	Community	60	60		60	60	60	60	60	60	378-420	54-60
Gomersal St Mary's CE (VC) Primary School	VC	30	30		30	30	30	30	30	30	157-206	22-29
Grange Moor Primary School	Community	15	15		15	15	15	15	15	15	105-120	15-17

Primary School	Category	PUBLISHED ADMISSION NUMBER 2024-2025	PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 1 (Rec in 24/25)	Year 2 (Rec in 23/24)	Year 3 (Rec in 22/23)	Year 4 (Rec in 21/22)	Year 5 (Rec in 20/21)	Year 6 (Rec in 19/20)	Net cap range	PAN range
Hade Edge J & I School	Community	14	14		14	14	14	14	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	45	Information only. Own AA school. Consulted on decrease in PAN from 60 to 45.	60	60	60	60	60	60	-	-
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	Academy	30	30	Information only. Own AA school.	30	30	30	30	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	6	6	6	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	206-229	29-32
Holy Spirit Catholic Primary Academy	Academy	30	30	Information only. Own AA school.	30	30	30	30	30	30	-	-
Honley CE (VC) J I & N School	VC	66	KS1 66 KS2 68		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
Hyrstmount Junior School	Community	90	90					90	90	90	329-366	82-91

Primary School	Category	PUBLISHED ADMISSION NUMBER 2024-2025	PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 1 (Rec in 24/25)	Year 2 (Rec in 23/24)	Year 3 (Rec in 22/23)	Year 4 (Rec in 21/22)	Year 5 (Rec in 20/21)	Year 6 (Rec in 19/20)	Net cap range	PAN range
Kaye's Academy	Academy	KS1 30 KS2 32	KS1 30 KS2 32	Information only. Own AA school.	30	30	32	32	32	32		
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	-	-
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. *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
Littleton J I & N School	Trust	25	25	This school is consulting during the same window as the LA – see school website for further details. Own AA school.	25	25	25	25	25	25	157-177	22-25
Lowerhouses C of E Primary School	Academy	30	30		30	30	30	30	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	Academy	60	60	Information only. Own AA school	60	90						
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	45	45	Information only. Own AA school.	45	47	47	47	47	47	-	-
Moldgreen Community Primary School	Community	60	60	**Determined increase in PAN from 50 to 60	60	60	50	50	50	50	378-420	54-60
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

Primary School	Category	PUBLISHED ADMISSION NUMBER 2024-2025	PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 1 (Rec in 24/25)	Year 2 (Rec in 23/24)	Year 3 (Rec in 22/23)	Year 4 (Rec in 21/22)	Year 5 (Rec in 20/21)	Year 6 (Rec in 19/20)	Net cap range	PAN range
Netherhall Learning Campus Junior School	Community	75	75					75	90	90	315-350	78-87
Netherhall St James CofE (VC) I&N School	VC	55	55		55	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
Norrishorpe J & I School	Community	60	60		60	60	60	60	60	60	367-419	52-59
Oak CE(VC) Primary School	VC	60	60		60	60	60	60	60	60		
Old Bank Academy	Academy	25	15	Information only. Own AA school. Consulted on a reduction in PAN to 15	25	25	25	25	25	25	-	-
Orchard Primary Academy School	Academy	50	50	Information only. Own AA school	50	50	50	52	52	52	-	-
Our Lady Of Lourdes Catholic Primary Academy	Academy	30	30	Information only. Own AA school.	30	30	30	30	30	30	-	-
Overthorpe C of E Academy	Academy	30	30	Information only. Own AA school.	30	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	60	Consulted on reducing PAN from 90 to 60 – 1 supportive response received	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

Primary School	Category	PUBLISHED ADMISSION NUMBER 2024-2025	PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 1 (Rec in 24/25)	Year 2 (Rec in 23/24)	Year 3 (Rec in 22/23)	Year 4 (Rec in 21/22)	Year 5 (Rec in 20/21)	Year 6 (Rec in 19/20)	Net cap range	PAN range
Royds Hall, A SHARE Academy – Luck Lane, A SHARE Primary Academy	Academy	60	45	Information only. Own AA school. De-al amalgamation of Royds Hall and Luck Lane Primary has been approved by the DfE. Information presented here represents the position prior to implementation of this de-al amalgamation. Consulted on decrease in PAN from 60 to 45.	60	60	60	60	60	60	-	-
Savile Town CE (C) I & N School	VC	60	30	Consulted on reducing PAN from 60 to 30 – no comments received	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	Academy	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 (KS1) 32 (KS2)	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	30	30	Information only. Own AA school.	30	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) Primary School	VC	30	30		30	30	30	30	30	30	162-180	54-60
St Joseph's Catholic Academy (Newbury)	Academy	KS1 30 KS2 32	KS1 30 KS2 32	Information only. Own AA school.	30	30	32	32	32	32	-	-

Primary School	Category	PUBLISHED ADMISSION NUMBER 2024-2025	PUBLISHED ADMISSION NUMBER 2025-2026	Notes	Year 1 (Rec in 24/25)	Year 2 (Rec in 23/24)	Year 3 (Rec in 22/23)	Year 4 (Rec in 21/22)	Year 5 (Rec in 20/21)	Year 6 (Rec in 19/20)	Net cap range	PAN range
St Joseph's Catholic Academy (Huddersfield)	Academy	50	50	Information only. Own AA school. Consulting on increase to PAN from 45 to 50	50	50	50	45	45	45	-	-
St Mary's Catholic Primary Academy	Academy	45	45	Information only. Own AA school.	45	45	45	45	45	45	-	-
St Patrick's Catholic Primary Academy (Batley)	Academy	35	35	Information only. Own AA school.	35	35	35	35	35	35	-	-
St Patrick's Catholic Primary Academy (Huddersfield)	Academy	60	60	Information only. Own AA school.	60	60	60	60	60	60	-	-
St Paulinus Catholic Primary Academy	Academy	60	60	Information only. Own AA school.	60	60	60	60	60	60	-	-
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	48	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	60	60		60	60	60	60	60	60	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	12	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	-	-

Kirklees schemes for school admissions in 2025

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 2025/26 for rising 5 year olds, junior schools, middle schools and secondary schools: page 29 - 35.
- B. Kirklees scheme for in-year admissions 2025/26 page 35 – 37.

Page 38 and 39 show the timetables for implementing these schemes.

Page 40 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 2025 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
- 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

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
- Honley CE(VC) Junior, Infant & Nursery 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(C) Primary 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
- Batley Parish C of E Primary Academy
- 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
- Highburton CE(VC) First Academy
- Hillside Primary School
- Hill View Academy
- Kirkheaton Primary School
- Lepton CofE Primary Academy
- Lindley CE Infant School
- Lindley Junior School
- Lowerhouses C of E Primary School
- Luck Lane Primary, a SHARE Primary Academy (part of Royds Hall – a SHARE Academy)
- Manorfield I & N School
- 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
- Scholes J & I School (Holmfirth)
- Scissett CE Academy
- Shelley First School
- Skelmanthorpe Academy
- St Aidan's CE Academy
- St Joseph's Catholic Academy, Dalton
- St Joseph's Catholic Primary Academy, Dewsbury
- 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 Academy, A SHARE Academy
- Upper Batley High School
- Whitcliffe Mount – A SHARE Academy

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

Primary

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

Secondary

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

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

Primary

- Holy Spirit Catholic Primary School
- 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

(e) The governing body are the admission authorities for the Church of England voluntary aided (VA) schools

Primary

- All Hallows' CE (VA) Primary 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

2A.Kirklees co-ordinated schemes for relevant year of entry admissions for 2025/26 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

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 1.9.20 and 31.12.20 – may defer entry until start of the Spring term i.e. January 2026.

Date of birth between 1.1.21 and 31.8.21 – may defer entry until start of the Summer term i.e. April 2026.

If a child has a date of birth between **1.4.21 and 31.8.21** and the parent does not wish them to begin school until **September 2026** (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 13).

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 26 - 28) 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 26 - 28) 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 38 and 39.
- 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 26 – 28 (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 **16 April 2025**
- National offer day for junior and middle school admissions is **16 April 2025**
- National offer day for secondary school admissions is **3 March 2025**
- 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 24 – 28. 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 2025**
- Planned allocation date **11 March 2025**

Junior/middle admissions

- Closing date for applications **15 January 2025**
- Planned allocation date **11 March 2025**

Secondary school admissions

- Closing date for applications **31 October 2024**
- Planned allocation date **15 January 2025**
- 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 12 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 26 - 28) 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 35.

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 38 and 39.

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 Granada Learning (Learning) 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 3.00pm on Monday 31 October 2023 for return of the School Registration/Supplementary Information Form to be

returned to Batley Grammar School. A copy of the school registration form is available on the school and the local authority's websites or can be obtained from the school 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 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 mid October 2024, 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 3 March 2025 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. Please see the school's website for more information.

2B. Kirklees scheme for in-year admissions 2025/26

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 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 26 - 28) 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 2025 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 24 - 28) 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 Pupil 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 10).

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

Timetables for Kirklees co-ordinated normal round admissions

Rising 5 year old, junior and middle school admissions

The online application process opens via the Kirklees Parent Portal	Sunday 1 September 2024
Batley Grammar School SIF deadline (applicable for rising 5 year old applications)	4pm Wednesday 15 January 2025 to be confirmed
Closing date for online applications and SIF's	Wednesday 15 January 2025
Kirklees LA sends information about applications for schools in other LAs to those LAs	Wednesday 5 February 2025
Kirklees LA sends information about applications to Kirklees academy, foundation, trust and VA schools	Friday 21 February 2025
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 28 February 2025
Kirklees decides provisional offers including extra-district children applying for Kirklees schools and notifies other LAs	Friday 14 March 2025
Provisional offers reviewed to take account of information from other LAs, results sent to other LAs/admission authorities	Friday 21 March 2025
Kirklees and other LAs exchange information on confirmation of offers to be made	Friday 28 March 2025
Statutory National Offer Day	Wednesday 16 April 2025
Appeals	June 2025 onwards

Secondary school admissions

The online application process opens via the Kirklees Parent Portal	Sunday 1 September 2024
Batley Grammar School SIF deadline	4pm Thursday 31 October 2024
Closing date for online applications and SIF's	Thursday 31 October 2024
Kirklees LA sends information about applications for schools in other LAs to those LAs	Friday 15 November 2024
House move	Friday 29 November 2024
Kirklees LA sends information about applications to Kirklees academy, foundation, trust and VA schools	Friday 6 December 2024
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 13 December 2024
Kirklees decides provisional offers including extra-district children applying for Kirklees schools and notifies other LAs	Monday 13 January 2025
Provisional offers reviewed to take account of information from other LAs, results sent to other LAs/admission authorities	Monday 20 January 2025
Kirklees and other LAs exchange information on confirmation of offers to be made	Friday 7 February 2025
Statutory National Offer Day	Monday 3 March 2025
Appeals	April/May 2025 onwards

Table of words and expressions used in this scheme

Term	Definition
Admissions authority (AA)	The body which decides admissions to a school and which makes arrangements for its admission appeals.
ICAF	Kirklees common application form for in-year transfer to a school
In-year admission	In-year applications are those made during the school year for the normal year of admission and those made for admission to age groups other than the normal year of admission.
Distance	Distance is measured in a straight line from a child's home address to the school. Measurements are calculated using six-figure National Grid co-ordinates from the National Land and Property Gazetteer. This grid reference relates to a point that falls within the permanent building structure corresponding to the address. The boundary of the building structure for the address is from Ordnance Survey's MasterMap. For smaller, residential properties the grid reference marks a point near the centre of the building. For larger properties like schools with, for example, multiple buildings and large grounds, the grid reference relates to a point inside the main addressable building structure. The distance calculated is accurate to within 1 metre.
Kirklees	Kirklees Council or, as the context requires, its administrative area.
LA	The local authority. In Kirklees, Kirklees Council is the local authority.
Normal (relevant) admissions round	Admissions for the relevant year arising from offers made under these schemes.
Normal (relevant) year	The first age group in a school. <ul style="list-style-type: none"> ▪ Reception class at infant, first and primary schools ▪ Year 3 at junior schools ▪ Year 6 at the two middle schools in the Shelley Pyramid ▪ Year 7 at most Kirklees secondary schools ▪ Year 9 at Shelley College
Testing / Assessment	Determination of academic ability by testing is part of the admission procedure for Heckmondwike Grammar School. Batley Grammar School's assessment is used to ensure students from a range of abilities are offered a place through the fair banding system, this is not the same as the assessment procedures for Heckmondwike Grammar School. <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 31 October 2024. The deadline for the Registration/Supplementary Information Form for primary places is 4.00pm on 15 January 2025. Parents are required to register their child for the entrance exam to Heckmondwike Grammar School. The date for the entrance exam and the date you will be notified of the entrance exam result are to be confirmed. Please see the school's website for more information.
SIF	Supplementary Information form
Trust school	A trust school is a foundation school with a charitable foundation
Pupil Admissions	Tel 01484 225007 E-mail: pupiladmissions@kirklees.gov.uk Website: www.kirklees.gov.uk/admissions

Consultation response in full

On behalf of Batley Multi Academy Trust we would like to share feedback and comments on the proposed changes for Purlwell Infant and Nursery School.

We would like to suggest the admission limits for the remaining year groups also decrease from 90 to 60 (as per the reasoning below for reducing the PAN).

Proposals for Purlwell Infant & Nursery School

35 places were allocated in the Reception year group at the school on National Offer Day 2023 and 37 the year before. There are vacant places in other local schools across all primary phase age groups. The local child population has been declining since a peak in 2015 and, although it fluctuates a little, further decline is expected.