

**EXAMPLE PLAN - Forward Plan - 1 June 2002 onwards
FOR THE PERIOD 1 JULY 2022 TO 31 OCTOBER 2022**

Subject / Decision	Decision Maker	Decision Due Date	Consultation	Likely Exemption	Background documents	Member / Officer Contact
<p>Kirklees Inclusive Communities Framework The report describes the Kirklees Inclusive Communities Framework (ICF), a professional facing, partnership approach to creating communities where all people have a sense of security, connection and belonging.</p> <p>In Our Council Plan (2021-23), we set out how we want everyone to be proud of the communities in which they live, feel happy, be safe, and get on well. Enabling people to get actively involved in their neighbourhoods and the decisions that affect them will create stronger communities and a more cohesive district. The ICF will be the driving strategy for achieving this in partnership in Kirklees.</p>	Council	13 Jul 2022	<ul style="list-style-type: none"> - Mel Meggs, Service Director Children's Services - Councillor Carole Pattison, Portfolio Holder, Learning, Aspiration and Communities - Communities Board - Member groups • Communities Board • Portfolio Holder, Cllr Pattison 	Open		<p>Portfolio Holder for Learning, Aspiration and Communities <i>Jill Greenfield, Service Director</i> - Customers & Communities <i>jill.greenfield@kirklees.gov.uk</i></p>

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<p>It is intended that the ICF will replace and build on the concept of what was previously called the Cohesion Strategy.</p> <p>The Framework provides guiding principles (our pillars of working inclusively); a toolkit consisting of underpinning knowledge and detailing our 5 Inclusive Approaches with statements, examples and checklists to support ICF implementation; and a self-evaluation tool so that those using the framework can reflect on practice and feed into a continuous learning loop. Links to useful reference material are shared throughout the document.</p> <p>Background documents; Inclusive Communities Framework Integrated Impact Assessment</p>			<ul style="list-style-type: none"> • Executive Team • OSMC • Leadership Management Team <p>Extensive engagement has taken place with stakeholders and partners across Kirklees</p>			
<p>Future Management of Kirklees Stadium - Update In March 2021 Cabinet approved amended arrangements in relation to</p>	<p>Cabinet</p>	<p>5 Jul 2022</p>	<p>Appropriate engagement with KSDL, other partner</p>	<p>Part exempt <i>Exempt information under Part 1 of Schedule 12A of the Local</i></p>		<p>Portfolio Holder for Corporate, Portfolio Holder for Regeneration <i>Martin Dearnley, Head of Risk - Internal Audit & Risk Management</i></p>

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<p>arrangements for the standalone stadium management and development business (Kirklees Stadium Development Limited or KSDL) that manages the stadium for the benefit of the two professional sports clubs and the community. This approved an option to address stadium operational investment requirements over the next 25 years, a future operational model intended to be financially sustainable, recognising the community aspects of the stadium, and contributions to regeneration.</p> <p>Changes in the other partners within KSDL, and their aspirations, may necessitate a restructuring of the preferred model.</p> <p>Cabinet will be asked to endorse revisions to the previously approved operating model necessary to meet the now expressed aspirations of the</p>			<p>organisations and Council Portfolio Leads.</p> <p>KSDL Board and Cllrs Pandor and P Davies.</p>	<p><i>Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006 as the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It was considered that the disclosure of the information would be contrary to confidential terms and that the public interest in maintaining the exemption outweighed the public interest</i></p>		<p><i>martin.dearnley@kirklees.gov.uk</i></p>

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<p>professional sports clubs, to meet necessary capital investments to the premises. This may necessitate amended arrangements as regards the relationships of the parties, with amended financial commitments.</p>				<p><i>in disclosing the information and providing greater openness and transparency in relation to public expenditure in the council's decision making.</i></p>		
<p>Estate Buildings Conservation and Remedial Works, Capital funding The Estate Buildings and the George Hotel are the focus of the Huddersfield Heritage Action Zone programme (“HAZ”). The Council has allocated £7.95m from the Capital Programme to the HAZ programme. Structural and conservation surveys have been undertaken, identifying works to ensure each building is safe and watertight.</p> <p>Approval is sought to vire funding from the George Hotel to the Estate Buildings, within the existing HAZ funding envelope, to enable delivery of</p>	Cabinet	5 Jul 2022	<ul style="list-style-type: none"> • David Shepherd • Joanne Bartholomew • Portfolio member Regeneration, Cllr Turner • Cllr Karen Allison (Newson Ward) • Cllr Andrew Cooper (Newson Ward) 	Open	Huddersfield Blueprint The Huddersfield Blueprint	Portfolio Holder for Regeneration <i>Joanne Bartholomew, Service Director - Development</i> <i>joanne.bartholomew@kirklees.gov.uk</i>

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<p>these works, ensuring both buildings are investment ready. There is a surplus in respect of the amount allocated to the George Hotel and approval is sought to vire £2million of that surplus to the Estate Buildings to facilitate the works to the Estate Buildings.</p>			<ul style="list-style-type: none"> • <i>Cllr Susan Lee-Richards (Newsome Ward)</i> • <i>Julie Muscroft</i> • <i>Phil Deighton</i> • <i>Eamonn Croston</i> • <i>Presentation to SLT / LMT / ET</i> • <i>Meeting with portfolio Member for Regeneration</i> • <i>Briefing note for local ward members</i> • <i>Briefing note for Hudders</i> 			

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			<p><i>field Partners hip</i></p> <ul style="list-style-type: none"> • <i>Meeting with Housing and Finance teams for approval of KDN</i> 			
<p>A629 Wakefield Road Sustainable Travel Corridor Funding Agreement The A629 Wakefield Road Sustainable Travel Corridor is a proposed transport scheme which is to be jointly funded by the West Yorkshire Combined Authority (WYCA) under two programmes; the West Yorkshire plus Transport Fund (WY+TF), as Phase 2 of the Corridor Improvement Programme (CIP), and the Transforming Cities Fund (TCF).</p> <p>A Strategic Outline Business Case for the scheme was approved by the Combined</p>	<p>Service Director for Finance, Service Director - Legal, Governance & Commissioning, Strategic Director for Economy and Infrastructure</p>	<p>14 Apr 2021</p>	<p>This decision is required to accept funding from the Combined Authority, consultation is not required.</p>		<p>Kirklees Transforming Cities Fund Programme</p>	<p><i>Keith Bloomfield, Operations Manager WYTF keith.bloomfield@kirklees.gov.uk</i></p>

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<p>Authority on 4 September 2020. Subject to its approval, authorisation is sought to accept project development costs of £600,000. The additional funding will be used to develop preliminary design options and submit to the Combined Authority an outline business case for the scheme.</p>						
<p>Community Investment Fund (Do Something Now) <u>Community Plus – Community Invest Fund</u></p> <p>The 'Community Plus – Community Invest Fund' was approved by cabinet in October 2018; designed to be a healthy conversation with community providers about the identified need for a service / support and their offer as a community-based provider.</p> <p>Based on the learning from the first implementation phase of the Community investment Fund we would like to propose changes to the scheme in terms of allocation sizes and how allocations are made.</p>	Cabinet	26 Jul 2022	<p>Community Plus managers and workers consulted with Third Sector Leaders and groups/individuals who submitted bids.</p> <p>Portfolio holders and key elected members were consulted in original scheme.</p> <p>Portfolio Holders & members to be consulted on proposed</p>	Open		<p>Portfolio Holder for Health and Social Care <i>Jill Greenfield, Service Director - Customers & Communities</i> <i>jill.greenfield@kirklees.gov.uk</i></p>

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			<p>changes as a priority.</p> <p>Consultation/conversation were also had with Wellness Service, Public Health and Greater Huddersfield CCG.</p> <p>Consulted with groups and individuals who had submitted bids, Community Plus, Wellness and Public Health services.</p>			
<p>Financial Outturn Report for 2021-22 to include the Revenue, Capital and Housing Revenue Account Outturn Position & Annual Report on Treasury Management To consider and note the financial outturn reports in relation to revenue, capital & treasury management. Make decisions as appropriate based on the finalised</p>	Cabinet	5 Jul 2022		Open		<p>Portfolio Holder for Corporate <i>James Anderson, Head of Accountancy</i> <i>james.anderson@kirklees.gov.uk</i></p>

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financial position.						
Strategic acquisition of a property in relation to the Huddersfield Blueprint To seek Cabinet approval to purchase a property that will support the strategic regeneration of Huddersfield town centre.	Cabinet	Not before 1st Aug 2022		Part exempt <i>Information relating to the financial or business affairs of any person (including the authority holding that information).</i>		Portfolio Holder for Corporate, Portfolio Holder for Housing and Democracy, Portfolio Holder for Regeneration <i>David Martin, Head of Property</i> <i>david.martin@kirklees.gov.uk</i>
2022/23 - 2023/24 Corporate Landlord Asset Investment Capital Plans - Proposed allocation of capital This report will identify potential projects, for Member approval, to be funded from the 2022/23 – 2023/24 Corporate Landlord Asset Investment, Compliance, Suitability & Sustainability of Huddersfield Town Hall Programme baselines of the Capital Plan. It will seek Officer Delegations to manage the programmes within the two-year budget envelope.	Cabinet	5 Jul 2022	Cabinet Portfolioholder	Open	background information	Councillor Paul Davies, Cabinet Member - Corporate <i>David Martin, Head of Property</i> <i>david.martin@kirklees.gov.uk</i>
Corporate IT Capital Refresh Budget 2022-2025 To seek approval for capital expenditure of £900k pa to support the delivery of the	Cabinet	Not before 1st Jun 2022		Open		Portfolio Holder for Corporate <i>Terence Hudson, Head of Technology</i> <i>terence.hudson@kirklees.gov.uk</i>

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<p>Technology Strategy, the ongoing refresh of technology across the council and to support the council's recovery.</p> <p>The capital is profiled over three years to replace and upgrade devices for staff, data storage, server processing, networks and security.</p>						
<p>Council support for the Kirklees Health and Care Place Based Partnership Collaboration Agreement New health and care partnership arrangements are being established in response to the Health and Care Act 2022.</p> <p>As part of these arrangements all partners in Kirklees are being asked to sign a non-legally binding Collaboration Agreement to demonstrate support for the new arrangements.</p> <p>The Collaboration Agreement was initially drafted by Hill Dickinson solicitors on behalf of the 5 areas in West Yorkshire. Each area is adapting the template</p>	Cabinet	14 Jun 2022		Open		<p>Councillor Musarrat Khan, Cabinet Member - Health and Social Care <i>Phil Longworth</i> <i>phil.longworth@kirklees.gov.uk</i></p>

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<p>agreement. Drafts have been discussed in the Kirklees Health and Care Partnership Forum, and the Health and Wellbeing Board has received regular updates on progress with preparations for the new arrangements, including the development of the Collaboration Agreement.</p> <p>Legal advice has been provided by the Council's Legal Service.</p> <p>Portfolio Holder (Health & Social Care) and Chair of the Health and Wellbeing Board members to be consulted further.</p>						
<p>Carephones Digital Switch-over</p> <p>The analogue telephone network in the UK will be completely retired by 2025 and replaced by a digital network. 3,500 Kirklees citizens that currently have analogue Carephones will need their analogue equipment replacing as exchanges are upgraded, to ensure continuity of service for users.</p>	Cabinet	14 Jun 2022	<p>Richard Parry Strategic Director Adults and Health Councillor Musarrat Khan Portfolio Holder Health and Social Care Julie Muscroft Service Director Legal, Governance and</p>	Open		<p>Portfolio Holder for Health and Social Care <i>David McDonald, Head of Service Operations South</i> <i>david.macdonald@kirklees.gov.uk</i></p>

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<p>Cabinet approval is sought to proceed to actual spend of the £1,381m conditionally agreed by Cabinet on 01 February 2022 and set aside in the Capital Plan, to implement the Carephones switchover from analogue to digital.</p> <p>It will seek officer delegations to enter into and execute a contract with the chosen suppliers.</p>			<p>Commissioning · Eamonn Croston Service Director Finance</p>			
<p>Holmfirth Town Centre Access Plan Scheme Approval The Holmfirth Town Centre Access Plan is a scheme funded by the West Yorkshire plus Transport Fund (WY+TF) and is included in Phase 1 of the Corridor Improvement Programme (CIP).</p> <p>This report requests the endorsement to submit the scheme Full Business Case (FBC) to the West Yorkshire Combined Authority (WYCA) and subject to approval of the FBC by WYCA, Authorise scheme delivery and acceptance of further grant funding from WYCA.</p>	Cabinet	26 Jul 2022		Open	Background	<p>Portfolio Holder for Regeneration <i>Steven Hanley, Economic Resilience Project Officer</i> <i>steven.hanley@kirklees.gov.uk</i></p>

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<p>Early closedown review 2021-22 and update on emerging financial position for 2022-23 To consider and note a range of key accounting proposals as part of 2021-22 closure of accounts process, and early update on the Council's emerging financial position and implications for 2022-23 and future years, post February 2022 Budget Council.</p>	Cabinet	Not before 13th Jun 2022		Open		<p>Councillor Paul Davies, Cabinet Member - Corporate <i>James Anderson, Head of Accountancy</i> <i>james.anderson@kirklees.gov.uk</i></p>
<p>Leeds City Region (LCR) Business rates Pool arrangements 2023-24 To consider the ratification of the Council's membership and arrangements for the operation and governance of the LCR Business Rates Pool for 2023-24.</p>	Cabinet	Not before 1st Mar 2023		Open		<p>Councillor Paul Davies, Cabinet Member - Corporate <i>James Anderson, Head of Accountancy</i> <i>james.anderson@kirklees.gov.uk</i></p>
<p>Corporate Financial Monitoring Report Quarter 3 for 2022-23 To consider the third quarter Revenue & Capital Monitoring forecast and to consider any specific recommendations on the application of resources in-year, including movements to and from reserves, as required by financial procedure rules.</p>	Cabinet	Not before 1st Feb 2023		Open		<p>Councillor Paul Davies, Cabinet Member - Corporate <i>Sarah Hill, Finance Manager</i> <i>sarahm.hill@kirklees.gov.uk</i></p>

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Council Annual Budget Report 2023-24 and following years; incorporating Capital, Treasury Management, General Fund, Revenue and Housing Revenue Account To provide the necessary financial information to enable the Council's Revenue Budget, Capital Programme & Housing Revenue Account to be set in accordance with agreed treasury management principles.	Cabinet Council	Not before 1st Feb 2023 Not before 1st Feb 2023		Open		Councillor Paul Davies, Cabinet Member - Corporate <i>James Anderson, Head of Accountancy</i> <i>james.anderson@kirklees.gov.uk</i> , Sarah Hill, Finance Manager <i>sarahm.hill@kirklees.gov.uk</i>
Kirklees school funding arrangements for financial year 2023-24 To consider the Kirklees schools funding formula for 2022-23 to be submitted to the Education & Skills Funding Agency.	Cabinet	Not before 1st Jan 2023		Open		Councillor Paul Davies, Cabinet Member - Corporate <i>David Baxter</i> <i>david.baxter@kirklees.gov.uk</i>
Calculation of council tax base 2023-24 To calculate the various tax bases that will apply to the Kirklees area for 2022-23.	Cabinet Council	Not before 1st Jan 2023 Not before 1st Jan 2023		Open		Councillor Paul Davies, Cabinet Member - Corporate <i>Mark Stanley</i> <i>mark.stanley@kirklees.gov.uk</i>
Rent & service charge setting for Housing Revenue Account properties for 2023-24 To consider and approve the rent setting policy for 2022-23	Cabinet	Not before 1st Jan 2023		Open		Councillor Paul Davies, Cabinet Member - Corporate <i>Naz Parkar, Service Director - Homes & Neighbourhoods</i> <i>naz.parkar@kirklees.gov.uk</i>

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in relation to Housing Revenue Account Properties.						
Half yearly monitoring report on Treasury Management Activities 2022-23 To consider the treasury management activities for the period 1 April to 30 September 2021.	Cabinet Council	Not before 1st Dec 2022 Not before 1st Dec 2022		Open		Councillor Paul Davies, Cabinet Member - Corporate <i>Rachel Firth</i> <i>rachel.firth@kirklees.gov.uk</i>
Corporate Financial Monitoring Report; Quarter 2 for 2022-23 To consider the second quarter Revenue & Capital Monitoring forecast and to consider any specific recommendations on the application of resources in-year, including movements to and from reserves, as required by financial procedure rules.	Cabinet	Not before 1st Nov 2022		Open		Councillor Paul Davies, Cabinet Member - Corporate <i>Sarah Hill, Finance Manager</i> <i>sarahm.hill@kirklees.gov.uk</i>
Corporate Financial Monitoring Report; Quarter 1 for 2022-23 To report on quarter one Revenue & Capital Monitoring and to consider any specific recommendations on the application of resources in-year, including movements to and from reserves, as required by financial procedure rules.	Cabinet	Not before 1st Aug 2022		Open		Councillor Paul Davies, Cabinet Member - Corporate <i>Sarah Hill, Finance Manager</i> <i>sarahm.hill@kirklees.gov.uk</i>
Update of the medium term	Cabinet	9 Aug 2022		Open		Councillor Paul Davies, Cabinet

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<p>financial plan 2023-24 and following years To consider the financial planning framework for consideration of forthcoming budget proposals and plans, informed by updated forward spend and funding forecasts.</p>	Council	7 Sep 2022				<p>Member - Corporate <i>James Anderson, Head of Accountancy</i> <i>james.anderson@kirklees.gov.uk</i></p>
<p>Financial Outturn Report for 2021-22 to include the Revenue, Capital and Housing Revenue Account Outturn Position & Annual Report on Treasury Management To consider and note the financial outturn reports in relation to revenue, capital & treasury management. Make rollover decisions as appropriate based on the finalised financial position.</p>	Cabinet Council	5 Jul 2022 13 Jul 2022		Open		<p>Councillor Paul Davies, Cabinet Member - Corporate <i>James Anderson, Head of Accountancy</i> <i>james.anderson@kirklees.gov.uk</i></p>
<p>Young Peoples Activity Team - New Premises Proposal The Young Peoples Activity Team are currently based at Havelock Street, Ravensthorpe. The report sets out Children's Service proposal to transform the former Children's Place, Nursey on Netherfield Road, Ravensthorpe into the new Young Peoples Activity Team short break's facility.</p>	Cabinet	Not before 26th Jul 2022		Open		<p>Councillor Viv Kendrick, Cabinet Member - Children (Statutory responsibility for Children) <i>Gary Wainwright, Commissioning Manager, Children's Integrated Commissioning</i> <i>gary.wainwright@kirklees.gov.uk</i></p>

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<p>Proposal by Queensgate Market Traders Association in respect of the Queensgate Market relocation.</p> <p>This report requests that Cabinet considers the proposal put forward by the Queensgate Market Traders Association in respect to their relocation from Queensgate Market.</p>	Cabinet	Not before 5th Jul 2022	Through consultation with the Queensgate Market Traders Association, a proposal has come forward from the traders. The purpose of the report is to consider this proposal.	Open		Councillor Eric Firth, Cabinet Member - Transport <i>Kath Wynne-Hague, Head of Culture & Tourism kath.wynne-hague@kirklees.gov.uk</i>
<p>Residential Development in Huddersfield Town Centre</p> <p>This report provides an update on the approach to residential development in Huddersfield Town Centre.</p>	Cabinet	26 Jul 2022		Open		Councillor Cathy Scott, Deputy Group Leader and Cabinet Member - Housing and Democracy, Councillor Graham Turner, Cabinet Member - Regeneration <i>Adele Buckley, Head of Housing Growth adele.buckley@kirklees.gov.uk</i>
<p>Registered Providers Clusters Programme - Update and Land Disposals</p> <p>To provide an update on the Registered Providers Clusters Programme and seek approval for a proposed approach to disposal of sites to the Council's partner in this</p>	Cabinet	5 Jul 2022		Open	background information	Councillor Cathy Scott, Deputy Group Leader and Cabinet Member - Housing and Democracy <i>Adele Buckley, Head of Housing Growth adele.buckley@kirklees.gov.uk</i>

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programme.						
<p>Special Educational Needs and Disabilities (SEND) - transformation plan update This report will provide an update on the high needs Safety Valve funding and seek authority to progress plans to create additional specialist places to support the needs of children with special educational needs.</p>	Cabinet	26 Jul 2022	<p>A non-Statutory consultation on establishing Additionally Resourced Provision will take place in June/July 2022.</p> <p>All stakeholders will be able to participate including the school system, parents and Ward Councillors.</p> <p>Details of what the consultation will be: Non-Statutory consultation on establishing Additionally Resourced Provision at</p>	Open	background information	<p>Councillor Viv Kendrick, Cabinet Member - Children (Statutory responsibility for Children) <i>Kelsey Clark-Davies, Head of Inclusion & Educational Safeguarding</i> <i>Kelsey.Clark-Davies@Kirklees.gov.uk,</i> <i>Martin Wilby, Head of Education Places and Access& Strategying and Skills</i> <i>martin.wilby@kirklees.gov.uk,</i> <i>John Bartlett, Finance Manager</i> <i>John.bartlett@kirklees.gov.uk</i></p>

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			named school will take place in June/July 2022			
<p>Aspire, Achieve and Include : Post 16 Employment and Skills Plan</p> <p>'Aspire, Achieve, Include' is the 2022-2025 Post-16 Employment and Skills Plan for Kirklees. It explains how the council, working closely with partners across the borough, will support and invest in the local employment and skills system over the next three years. The plan proposes a series of new partnership-based actions, and a new Collaborative approach to oversee the delivery of those actions. It provides an agreed list of actions and priorities, the details and delivery of which will then be worked on by local stakeholders.</p> <p>Engagement on the development of the plan took place with Businesses, partners and key stakeholders. Engagement took place in the form of</p>	Cabinet	26 Jul 2022		Open		<p>Councillor Graham Turner, Cabinet Member - Regeneration <i>Gillian Wallace, Head of Employment & Skills gillian.wallace@kirklees.gov.uk</i></p>

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meetings, in writing and where appropriate as groups.						
Strategic lease negotiations in relation to the Huddersfield Blueprint Cultural Heart project To approve, under delegated powers, strategic lease negotiations in relation to the Huddersfield Blueprint Cultural Heart project.	Service Director - Development	31 Jul 2022		Fully exempt		Councillor Graham Turner, Cabinet Member - Regeneration <i>Matthew Garbutt, Disposals and Acquisition Surveyor</i> <i>matthew.garbutt@kirklees.gov.uk</i>