

# KIRKLEES COUNCIL

## FORWARD PLAN OF KEY DECISIONS AND PRIVATE REPORTS

2 FEBRUARY 2016 - 30 JUNE 2016

## **NOTICE –FORWARD PLAN OF KEY DECISIONS AND PRIVATE REPORTS**

The Forward Plan contains key decisions that the Council expects to make over the next four months and also includes those decisions including decisions to be taken in private. The Forward Plan details key decisions to be taken by the Council and the Cabinet and by Officers, where appropriate, under delegated powers.

Key decisions are executive decisions which are likely to:

- result in the Authority incurring expenditure or making savings over £250,000 per annum, or
- have a significant effect on communities living or working in an area comprising one or more wards

A decision notice for each decision made by the Cabinet is published within 3 working days of it having been made. This is open for public inspection on the Council's website and at Crown Court Buildings, Princess Street, Huddersfield.

Copies of the Plan are available on the Council's website [www.kirklees.gov.uk](http://www.kirklees.gov.uk). A copy of the Plan is also available for public inspection at the Crown Court Buildings, Princess Street, Huddersfield during normal office hours.

If you have any questions about the Forward Plan, please contact the Governance and Democratic Engagement Manager, telephone 01484 221000, e-mail: [scrutiny.governance@kirklees.gov.uk](mailto:scrutiny.governance@kirklees.gov.uk).

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**Cabinet Comprises:**

Leader of the Council

Deputy Leader of the Council

Community Development, Councillors involvement in a New Council,  
including Councillor Development

Schools &amp; Learning

Transportation, Skills, Jobs and Regional Affairs

Housing and the Relief of Poverty

Planning, Highways and Open Spaces

Prevention, Early Intervention &amp; Vulnerable Adults

Resources &amp; Community Safety

Family Support &amp; Protection

Full **Council** comprises all 69 Members of the Council as follows:

Ahmed, M	Hemmingway M	McBride P	Sims K
Akhtar M	Hill E	O'Donovan D	Smaje E
Allison K	Holmes L	O'Neill P	Smith K
Alvy S	Holroyd-Doveton E	Palfreeman A	Sokhal M
Armer B	Hughes J	Pandor S	Stewart-Turner J
Barraclough R	Hussain M	Patel A	Stubley A
Bellamy D	Iredale C	Patrick N	Taylor J
Bolt M	Kane P	Pattison C	Taylor K
Burke C	Kendrick V	Pinnock A	Turner G
Calvert J	Khan M	Pinnock A U	Turner N
Cooper A	Lawson J	Pinnock K	Ullah S
Dad N	Lees-Hamilton V	Richards H	Walton M
Dodds J	Light R	Ridgway D	Watson M
Firth D	Lowe G	Rowling K	Wilkinson L
Firth E	Lyons T	Sarwar M	Wilson G
Greaves C	Marchington A	Scott C	
Hall D	Mather N	Scott P	
Hall S	Mayet H	Sheard D	

Councillor David Paul Sheard  
Councillor Jean CalvertCouncillor Jean Calvert  
Councillor Shabir Pandor  
Councillor Peter McBride  
Councillor Cathy Scott  
Councillor Steve Hall  
Councillor Viv Kendrick  
Councillor Graham Turner  
Councillor Erin Hill

Key Decision/Private Report and Brief Description	Decision Taker and Expected Date of Decision	Contact Officer	Date First included in the Plan
<b>COMMUNITY DEVELOPMENT, COUNCILLORS INVOLVEMENT IN A NEW COUNCIL, INCLUDING COUNCILLOR DEVELOPMENT</b>			
<b>TRANSPORTATION, SKILLS, JOBS AND REGIONAL AFFAIRS</b>			
<p><b>West Yorkshire Transport Fund - Scheme Principles</b></p> <p>To request Cabinet consider a number of forthcoming issues which are likely to arise from the development of the Kirklees WY Transport Fund schemes.</p>	Cabinet 09 February 2016	Nick Howe nick.howe@kirklees.gov.uk	September 2015
<p><b>Dewsbury Townscape Heritage Initiative (THI) – Grant Applications: Northgate House, 38 Northgate/47 Foundry Street &amp; 13-17 Corporation Street</b></p> <p>Approval is sought for a grant towards improving ‘Northgate House’ a prominent property at the junction of Northgate and Halifax Road, one of the priority properties of the Heritage Lottery Fund (HLF) / Council funded Townscape Heritage Initiative (THI) programme, covering the Northgate area of Dewsbury town centre.</p>	Cabinet 08 March 2016	John Lambe john.lambe@kirklees.gov.uk	May 2015
<p><b>Pioneer House and land at Bradford Road, Dewsbury</b></p> <p>The report will update Cabinet on the redevelopment options for Pioneer House, Dewsbury.</p>	Cabinet 08 March 2016	Andrew Jackson, Principal Project Manager	January 2016

<b>HOUSING AND THE RELIEF OF POVERTY</b>			
<p><b>Future Delivery of Housing Functions and Services (including repairs and maintenance)</b></p> <p>To provide further analysis of the option to merge Kirklees Neighbourhood Housing with Kirklees Building Services. To set out a deliverable high level implementation plan and timeline, if a decision is taken to merge.</p>	Cabinet 09 February 2016	Helen Geldart, Head of Housing Services helen.geldart@kirklees.gov.uk	January 2016
<p><b>Allocation of Supported Living Accommodation</b></p> <p>The report will recommend an appendix is added to the current Housing Allocation Policy. Accommodation with support annexed to it is allocated via a different process to other housing accommodation.</p>	Cabinet 24 March 2016	Paul Howard, Operations Manager, Accessible Homes Team paul.howard@kirklees.gov.yk	February 2016
<p><b>Waste and Street Cleansing Policy Review</b></p> <p>A full review of the existing Waste, Trade</p>	Cabinet 08 March 2016	Will Acornley, Head of Environment and Green space will.acornley@kirklees.gov.yj	February 2016
<b>SCHOOLS &amp; LEARNING</b>			
<p><b>Determination of School Admission Arrangements for 2017/18</b></p> <p>Annual consultation on Kirklees Co-ordinated Admission Arrangements 2017/18 Kirklees Admission Arrangements for In-year Admissions</p>	Cabinet 09 February 2016	Jo-Anne Sanders jo-anne.sanders@kirklees.gov.uk	January 2016

<p>2017/18</p> <p>Kirklees Local Authority is required by law to produce Schemes to fulfil its role in co-ordinating the admission of children to the first year of all schools in Kirklees. The Schemes cover the admission of rising five year olds and admission to the first year of junior, middle and secondary schools. Members are requested to:</p> <ul style="list-style-type: none"> <li>•Approve the schemes for co-ordinated admissions</li> <li>•Approve the proposed admission arrangements for all Kirklees Community and Voluntary Controlled schools</li> <li>•Approve the proposed scheme for the process for the administration for in-year admissions for Community and Voluntary Controlled schools for 2017/18</li> </ul>			
<p><b>Implications arising from the Education Funding Agency proposals for the Mount Pleasant Primary School site.</b></p> <p>To update Members on progress and implications arising from the proposed new build school, proposed decant solution and other matters.</p>	<p>Cabinet 08 March 2016</p>	<p>David Martin david.martin@kirklees.gov.uk</p>	<p>January 2016</p>
<p><b>Decision report on a proposal published by All Hallows' C.E. (VA) Infant and Nursery School.</b></p> <p>The report sets out the outcomes from the representation period (including representations received) in response to a proposal published by the Governing Body of All Hallows'</p>	<p>Cabinet 31 May 2016</p>	<p>Jo-Anne Sanders jo-anne.sanders@kirklees.gov.uk</p>	<p>January 2016</p>

C.E. (VA) Infant and Nursery School.			
<p><b>Primary Pupil Places in the Huddersfield North Area</b></p> <p>This report will provide information in relation to the Council's duty to provide sufficient primary school places to meet basic need and outline proposals for the Huddersfield North area.</p>	Cabinet 31 May 2016	Jo-Anne Sanders jo-anne.sanders@kirklees.gov.uk	April 2015
<b>PLANNING, HIGHWAYS AND OPEN SPACES</b>			
<p><b>Parks and Greenspace Refurbishment Programme 2016/17</b></p> <p>Cabinet will be asked to consider Streetscene - Parks &amp; Greenspace - Capital Priorities Programme</p>	Cabinet 09 February 2016	Rob Dalby rob.dalby@kirklees.gov.uk	January 2016
<p><b>Highways Capital Plan 2016/17</b></p> <p>Cabinet will be asked to consider a detailed programme of works together with associated business cases forming the baseline Highways Capital Plan for 2016/17</p>	Cabinet 08 March 2016	Graham Mallory graham.mallory@kirklees.gov.uk	January 2016
<p><b>Local Authority Searches: Proposed Introduction of VAT and Launch of New Con29 Search</b></p> <p>Local authorities maintain a register of Local Land Charges and other relevant information.</p> <p>The register and information are accessed either by people searching the records themselves or by paying a</p>	Cabinet 24 March 2016	Neal Fearn neal.fearn@kirklees.gov.uk	February 2016



<p>fee for a Local Authority Search. The search is in two parts, a search of the register and a search of other information records. HMRC are now saying that the latter, the Con 29, will attract VAT.</p> <p>The council needs to be able to adjust the Con 29 fees accordingly when the VAT becomes due.</p>			
<p><b>Kirkburton Parish Council Neighbourhood Area Application</b></p> <p>Consideration of Kirkburton Parish Council's application to have a neighbourhood area designated for the purposes of producing a neighbourhood development plan.</p> <p>The proposed neighbourhood area does not cover the whole of the Civil Parish. It covers the area of Kirkheaton (part of the Kirkburton Civil parish and encompassing the ward of Kirkheaton excluding the areas of Battyeford and Colne Bridge to the north-northeast of the ward).</p>	<p>Cabinet 08 March 2016</p>	<p>Richard Hollinson richard.hollinson@kirklees.gov.uk, Johanna Scrutton johanna.scrutton@kirklees.gov.uk</p>	<p>January 2016</p>
<p><b>Highways Unclassified Road Surfacing Programme 2015/16/17</b></p> <p>Cabinet will be asked to consider a detailed programme of works forming the unclassified road surfacing programme 2015/16 and 2016/17</p>	<p>Cabinet 31 May 2016</p>	<p>Graham Mallory graham.mallory@kirklees.gov.uk</p>	<p>June 2015</p>
<p><b>PREVENTION, EARLY INTERVENTION &amp; VULNERABLE ADULTS</b></p>			

<b>FAMILY SUPPORT &amp; CHILD PROTECTION</b>			
<b>RESOURCES &amp; COMMUNITY SAFETY</b>			
<p><b>Council Budget report 2016-19; incorporating Capital, Treasury Management, General Fund Revenue and Housing Revenue Account</b></p> <p>Provision of financial information to determine the 2016-17 general fund revenue and HRA budgets Establish the capital budget for 2016-17 Establish treasury management arrangements and policy for 2016-17</p>	Cabinet 02 February 2016	Eamonn Croston eamonn.croston@kirklees.gov.uk	January 2016
<p><b>Implications of School category changes for Land and Premises - an extension of delegation to Senior Officers to dispose of Council assets.</b></p> <p>This report seeks delegation of powers for the Assistant Director - Place and the Director Legal and Governance to deal with the disposal of council assets when a school changes category or in order to regularise the position that has arisen as a result of historical or new extensions to certain types of schools.</p>	Cabinet 09 February 2016	Mark Gregory mark.gregory@kirklees.gov.uk	January 2016
<p><b>Provision of loan facility to a hotel development at the John Smith's Stadium site Huddersfield</b></p> <p>A proposal to invest in commercial development at the John Smith's Stadium site Huddersfield.</p>	Cabinet 09 February 2016	Paul Kemp paul.kemp@kirklees.gov.uk	January 2016

<p><b>Transport Services - 1 year Capital Investment Vehicle Replacement Programme 2016/17</b></p> <p>Cabinet will be asked to approve the purchase of essential replacement vehicles</p>	<p>Cabinet 09 February 2016</p>	<p>Mick Farmer, Integrated Transport Manager mick.farmer@kirklees.gov.uk</p>	<p>January 2016</p>
<p><b>2015/16 and 2016/17 Council Capital Plan - Proposed allocation of 2016/17 capital funding from the Directorate for Children and Young People (DCYP) baseline sections of the Capital Plan along with details of proposed amendments to the 2015/16 appro</b></p> <p>This report will identify potential projects to be funded from the DCYP baseline sections of the Capital Plan which is subject to approval by Council on 17th February 2015. Members will be asked to consider and approve the programmes and named projects so that they can be delivered in 2016/17 and to authorise delegated powers for officers to manage the programme.</p> <p>This report will also update Members regarding the delivery of the 2015/16 DCYP Condition and New Pupil Place Programmes. It will report retrospectively amendments and virements authorised by officers using delegated powers and will seek Member approval for new amendments to the existing Plan.</p>	<p>Cabinet 08 March 2016</p>	<p>David Martin david.martin@kirklees.gov.uk</p>	<p>January 2016</p>
<p><b>Capital Investment Plan 2015/16 - 2019/20, Quarter 3 Capital Monitoring 2015/16</b></p>	<p>Cabinet 08 March 2016</p>	<p>Eamonn Croston eamonn.croston@kirklees.gov.uk</p>	<p>January 2016</p>

<p>To note quarter 3 capital monitoring forecast and to consider any specific recommendations as required by council financial procedure rules, on the application of resources in-year</p>			
<p><b>Corporate Revenue Financial Monitoring Report, Quarter 3, 2015-16</b></p> <p>To note quarter 3 revenue monitoring forecast and to consider any specific recommendations on the application of resources in-year, including movements to and from reserves, as required by Council financial procedure rules.</p>	<p>Cabinet 08 March 2016</p>	<p>Eamonn Croston eamonn.croston@kirklees.gov.uk</p>	<p>January 2016</p>
<p><b>103 New Street, Huddersfield</b></p> <p>The report will consider and outline proposals for the future of 103 New Street, Huddersfield</p>	<p>Cabinet 31 May 2016</p>	<p>Paul Kemp paul.kemp@kirklees.gov.uk</p>	<p>April 2015</p>
<p><b>2014/15 to 2018/19 Strategic Investment Plan: Proposals to Allocate Funding from the Strategic Priorities Section of the Capital Plan for New Pupil Places in Huddersfield South West Area</b></p> <p>To seek a Cabinet decision on proposals to address basic need provision of new pupil places in Primary Schools in the Huddersfield South West Area</p>	<p>Cabinet 27 June 2016</p>	<p>David Martin david.martin@kirklees.gov.uk</p>	<p>April 2015</p>
<p><b>Delegation of Authority for Disposal of Surplus</b></p>	<p>Assistant Director,</p>		<p>April</p>

<p><b>Land and Property</b></p> <p>A report seeking approval to delegate authority for disposal of surplus land and property</p>	<p>Physical Resources and Procurement 31 May 2016</p>		<p>2015</p>
<p><b>Disposal of Land at Kilner Bank</b></p> <p>To consider disposal of Council land to facilitate development at the John Smith's Stadium</p>	<p>Assistant Director, Physical Resources and Procurement 31 May 2016</p>		<p>April 2015</p>
<p><b>The Asset Transfer of the Chestnut Centre, Deighton</b></p> <p>The Chestnut Centre (2005), is a Council owned resource centre, developed with a range of funding opportunities. The expectation, under the funding agreement, is that the ownership of the building will transfer to Fresh Horizon's within 10 years of completion i.e. by May 2015. The paper deals with the asset transfer with restrictions on use for the community only.</p>	<p>Cabinet 31 May 2016</p>	<p>Mark Gregory mark.gregory@kirklees.gov.uk</p>	<p>April 2015</p>
<p><b>To consider a proposal for the Council to exercise its powers of appropriation to assist in facilitating the land assembly for the HD One Development, at the John Smith Stadium site Huddersfield.</b></p> <p>To consider a proposal for the Council to exercise its powers of appropriation to assist in facilitating the land assembly for the HD One Development, at the John Smith's Stadium site Huddersfield.</p>	<p>Cabinet 31 May 2016</p>	<p>Paul Kemp paul.kemp@kirklees.gov.uk</p>	<p>January 2016</p>

<p><b>Transfer of Land and Buildings to the Schools that are Part of the Spenborough Co-operative Trust</b></p> <p>This report will seek approval for the Council to transfer the land and buildings of Spen Valley Sports College, Cawley Lane Junior, Infant and Nursery School, Fairfield Special School, Leaside Community Primary School, and Littletown Junior, Infant and Nursery School to the Spenborough Co-operative Trust</p>	Cabinet 31 May 2016	Mark Gregory mark.gregory@kirklees.gov.uk	April 2015
<p><b>Early review of general fund revenue outturn 2015-16</b></p> <p>To note the draft general fund revenue outturn position for 2015-16, including consideration of options for application of resources from corporate budgets, and use of corporate revenue reserves.</p>	Cabinet 09 May 2016	Director of Resources	April 2016