

# KIRKLEES COUNCIL

## FORWARD PLAN OF KEY DECISIONS AND PRIVATE REPORTS

1 FEBRUARY 2017 - 30 JUNE 2017

## **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 Civic Centre 3, High 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 Civic Centre 3, High 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 – Cllr David Sheard  
Deputy Leader of the Council – Cllr Shabir Pandor  
Economy, Skills, Transportation and Planning – Cllr Peter McBride  
Housing and Enforcement Management – Cllr Naheed Mather  
Other Place: Highways and Neighbourhoods – Cllr Musarrat Khan  
Family Support and Child Protection – Cllr Erin Hill  
Adults, Health and Activity to Improve Health – Cllr Viv Kendrick  
Community Cohesion and Schools – Cllr Masood Ahmed  
Asset Strategy, Resources and Creative Kirklees (Arts) – Cllr Graham Turner

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

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

Key Decision/Private Report and Brief Description	Decision Taker and Expected Date of Decision	Contact Officer	Date First included in the Plan
<b>COMMUNITY COHESION AND SCHOOLS</b>			
<p><b>Determination of school admission arrangements for 2018/19</b></p> <ul style="list-style-type: none"> <li>• Annual consultation on Kirklees Co-ordinated Admission Arrangements 2018/19</li> <li>• Kirklees Admission Arrangements for In-year Admissions 2018/19</li> </ul> <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 2018/19</li> </ul>	Cabinet 07 February 2017	Jo-Anne Sanders, Interim Assistant Director for Learning & Skills jo-anne.sanders@kirklees.gov.uk	October 2016
<p><b>Proposals for changes to specialist provision for Children with Speech, Language and Communication Needs and Autism</b></p>	Cabinet 07 March 2017	Jo-Anne Sanders, Interim Assistant Director for Learning & Skills jo-anne.sanders@kirklees.gov.uk,	February 2017

<p>The report details the outcome of the representation period and requests approval to implement the proposals relating to Moldgreen Community Primary School. The report also provides an update on the revised proposals for a new communication and interaction provision, and the progress made on determining a host school.</p>		<p>Mandy Cameron, Deputy Assistant Director - Learning and Skills mandy.cameron@kirklees.gov.uk</p>	
<p><b>Sufficient 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>	<p>Cabinet 07 March 2017</p>	<p>Jo-Anne Sanders, Interim Assistant Director for Learning &amp; Skills jo-anne.sanders@kirklees.gov.uk</p>	<p>April 2015</p>
<p><b>Bringing Honley Schools together - Decision</b></p> <p>The report sets out the outcomes from the representations received in response to the published statutory notices and proposals to bring together Honley CE (VC) Infant and Nursery School and Honley CE (VC) Junior School to form a single Church of England voluntary controlled primary school for pupils aged 3-11 years, and seeks a decision on the way forward in light of the information received.</p>	<p>Cabinet 04 April 2017</p>	<p>Martin Wilby, Acting Deputy Assistant Director, LA Statutory Duties Learning and Skills martin.wilby@kirklees.gov.uk</p>	<p>March 2017</p>

<p><b>Nexus In-School: Transfer of Responsibility to C&amp;K Careers Ltd</b></p> <p>Cabinet to consider the proposal to transfer responsibility of Nexus In-School programme to C&amp;K Careers Ltd.</p>	<p>Cabinet 04 April 2017</p>	<p>Martin Green, Deputy Assistant Director - Learning &amp; Skills martin.green@kirklees.gov.uk</p>	<p>March 2017</p>
<p><b>Preparing for “30 hour free childcare” for working parents</b></p> <p>The report will provide an update on the preparations to meet the demand for “30 hours free childcare” from September 2017 and seeks approval for a capital scheme to meet future demand in Holme Valley North.</p>	<p>Cabinet 04 April 2017</p>	<p>Martin Wilby, Acting Deputy Assistant Director, LA Statutory Duties Learning and Skills martin.wilby@kirklees.gov.uk</p>	<p>March 2017</p>
<p><b>Proposed changes to specialist provisions for children with special educational needs.</b></p> <p>The report details the outcome of the decision process to determine a host school for a new communication and interaction provision, and to request approval to consult on the proposals. This report also requests approval to publish a statutory notice to decommission the current provision at Ashbrow School.</p>	<p>Cabinet 04 April 2017</p>	<p>Mandy Cameron, Deputy Assistant Director - Learning and Skills mandy.cameron@kirklees.gov.uk</p>	<p>March 2017</p>
<p><b>Schools and Settings Formal Partnership Approach</b></p>	<p>Cabinet 04 April 2017</p>	<p>Jo-Anne Sanders, Interim Assistant</p>	<p>May 2016</p>

<p>The report outlines the core responsibilities as a LA, as defined in the White Paper, and will propose to seek Cabinet approval to carry out engagement, consultation and collaboration with schools and other stakeholders, to set high aspirations for children and young people's outcomes and strategically shape the future education system locally.</p>		<p>Director for Learning &amp; Skills joanne.sanders@kirklees.gov.uk</p>	
<b>ECONOMY, SKILLS, TRANSPORTATION AND PLANNING</b>			
<p><b>Economic Resilience - Community Learning Works Business Plan</b></p> <p>For Cabinet to consider plans to implement a community learning approach supporting vulnerable residents to participate in learning programmes. These programmes will enable individuals and groups to acquire skills and knowledge to improve their circumstances and those of their communities.</p>	<p>Cabinet 07 February 2017</p>	<p>Martin Green, Deputy Assistant Director - Learning &amp; Skills martin.green@kirklees.gov.uk</p>	<p>December 2016</p>
<b>HOUSING AND ENFORCEMENT MANAGEMENT</b>			
<p><b>Commissioned Enforcement Partnership</b></p> <p>12 month trial to explore commissioning of low level environmental enforcement</p>	<p>Cabinet 07 February 2017</p>	<p>Rob Dalby rob.dalby@kirklees.gov.uk</p>	<p>December 2016</p>



<p><b>Delivery of housing development sites in North Kirklees</b></p> <p>A report to update Cabinet and consider the next steps in bringing forward housing development land in North Kirklees</p>	<p>Cabinet 04 April 2017</p>	<p>James Hinchliffe james.hinchliffe@kirklees.gov.uk</p>	<p>March 2017</p>
<b>OTHER PLACE: HIGHWAYS AND NEIGHBOURHOODS</b>			
<p><b>Transport Services - 1 year Capital Investment Vehicle Replacement Programme 2017 - 2018</b></p> <p>Cabinet will be asked to approve the purchase of essential replacement vehicles.</p>	<p>Cabinet 07 March 2017</p>	<p>Mick Farmer, Integrated Transport Manager mick.farmer@kirklees.gov.uk</p>	<p>January 2017</p>
<p><b>24 hour Service - Phase 1</b></p> <p>This report will set out proposals for merging CCTV and Kirklees Direct - Out of Hours Service, to cover both operations. The report will cover the approach and resources needed to achieve the outcomes required.</p>	<p>Cabinet 04 April 2017</p>	<p>Dave Thompson dave.thompson@kirklees.gov.uk</p>	<p>March 2017</p>
<p><b>A629 Wakefield Road, Aspley and Moldgreen, Huddersfield</b></p>	<p>Cabinet 04 April 2017</p>	<p>Jon Evans jon.evans@kirklees.gov.uk</p>	<p>March 2017</p>

Cabinet will be asked to approve a scheme in line with Kirklees Asset Management Strategy to resurface A629 Wakefield Road between Aspley Basin and Green Mount, Huddersfield.			
<b>Highways Capital Plan 2016/17</b>  Cabinet will be asked to consider a revision of the detailed programme of works forming the Highways Capital Plan for 2016/17	Cabinet 04 April 2017	Graham Mallory graham.mallory@kirklees.gov.uk	September 2016
<b>Highways Capital Plan 2017/18</b>  Cabinet will be asked to consider a detailed programme of works forming the baseline Highways Capital Plan for 2017/18	Cabinet 04 April 2017	Graham Mallory graham.mallory@kirklees.gov.uk	March 2017
<b>Garden Waste Collection Service</b>  A feasibility study outlining options available to offer Kirklees residents a chargeable garden waste collection service.	Cabinet 30 May 2017	Will Acornley, Head of Environment and Green space will.acornley@kirklees.gov.yj	November 2016
<b>FAMILY SUPPORT &amp; CHILD PROTECTION</b>			
<b>Children's Improvement Plan</b>	Cabinet 07 March	Kathryn Loftus	February

<p>Improve outcomes for children and young people by working collaboratively with our partners to achieve improvement against the 27 Ofsted recommendations as laid out in our Children's Improvement Plan including actively exploring possible alternative delivery arrangements for Children's Social Care.</p>	2017	kathryn.loftus@kirklees.gov.uk	2017
<p><b>All Age Disability Overarching Policy Framework</b></p> <p>To provide a progress update on the development of an overarching AAD policy framework and associated development work further to agreement at Cabinet on 17 January 2017</p>	Cabinet 02 May 2017	Sue Richards, Assistant Director for Early Intervention and Prevention sue.richards@kirklees.gov.uk	March 2017
<b>ADULTS, HEALTH AND ACTIVITY TO IMPROVE HEALTH</b>			
<p><b>Service Priorities and Additional Social Care Funding</b></p> <p>The report will consider available resource, conditions and service priorities in the context of the 2017-21 MTFP</p>	Cabinet 02 May 2017	Amanda Evans amanda.evans@kirklees.gov.uk	February 2017
<b>STRATEGY AND STRATEGIC RESOURCES, NEW COUNCIL AND REGIONAL ISSUES</b>			
<p><b>Southgate Huddersfield</b></p>	Cabinet 07 February 2017	Joe Tingle joe.tingle@kirklees.gov.uk, Adele	January 2017

<p>The report will seek approval for a Draft Development Brief, an assessment of any proposed Council use and proposals for marketing the site for disposal</p>		<p>Buckley, Head of Regeneration Environment and Funding adele.buckley@kirklees.gov.uk</p>	
<b>ASSET STRATEGY, RESOURCES AND CREATIVE KIRKLEES (ARTS)</b>			
<p><b>Ashbrow Housing Site</b></p> <p>The report will update Cabinet on the Ashbrow Housing site and the outcome of the procurement exercise to appoint a development partner</p>	<p>Cabinet 07 February 2017</p>	<p>Liz Jefferson liz.jefferson@kirklees.gov.uk</p>	<p>January 2017</p>
<p><b>Outcome of Consultation of Implementation of a Revised Adult Social Care Charging Policy and Recommendations for Implementation’.</b></p> <p>Report as part of annual budget process, 2017/18, the new charging policy and procedures will cover all aspects of the Care Act 2014 (as amended) case law, regulations and national guidelines, separate consultation is to be undertaken, on policy and charging framework.</p>	<p>Cabinet 07 February 2017</p>	<p>Steve Bird steve.bird@kirklees.gov.uk</p>	<p>May 2016</p>
<p><b>Quarter 3, 2016-17 - Corporate Monitoring Report incorporating General Fund Revenue, Housing Revenue Account, Capital and Treasury</b></p>	<p>Cabinet 07 February 2017</p>	<p>Eamonn Croston eamonn.croston@kirklees.gov.uk</p>	<p>April 2016</p>

<p><b>Management</b></p> <p>To consider the third quarter Revenue &amp; 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 Council financial procedure rules.</p>			
<p><b>2016/17 and 2017/18 Council Capital Plan – Proposed allocation of 2017/18 capital funding from the Directorate for Children and Young People (DCYP) baseline section of the Capital Plan along with details of proposed amendments to the 2016/17 approved</b></p> <p>This report will identify potential projects to be funded from the DCYP Capital Maintenance baseline section of the Capital Plan which is subject to approval by Council on 15th February 2017.</p> <p>Members will be asked to consider and approve the programmes and named projects so that they can be delivered in 2017/18 and to authorise delegated powers for officers to manage the programme.</p> <p>This report will also update Members regarding the delivery of the 2016/17 programme. It will report retrospectively on amendments and virements authorised by officers using delegated powers and will seek Member approval for new amendments to the existing Plan.</p>	<p>Cabinet 07 March 2017</p>	<p>David Martin david.martin@kirklees.gov.uk</p>	<p>February 2017</p>

<p><b>Community Asset Transfer Policy</b></p> <p>Report to consider a new Community Asset Transfer Policy to supersede the Asset Advancement Policy 2013.</p>	Cabinet 07 March 2017	Joe Tingle joe.tingle@kirklees.gov.uk	February 2017
<p><b>Review of Local Welfare Provision Policy and Credit Union(s) Loan Scheme(s) for Kirklees Residents</b></p> <p>As per title.</p>	Cabinet 07 March 2017	Julian Hobson julian.hobson@kirklees.gov.uk	January 2017
<p><b>Kirklees Stadium Development Ltd (KSDL) request to vary existing Council financial security arrangements</b></p> <p>To consider a request by KSDL to vary the existing security arrangements held by the Council over KSDL's assets</p>	Cabinet 27 March 2017	Paul Kemp paul.kemp@kirklees.gov.uk	March 2017
<p><b>2016/17 and 2017/18 Council Capital Plan – Proposed allocation of 2017/18 capital funding from the Corporate Landlord Capital Budget and details of proposed amendments to the 2016/17 approved</b></p>	Cabinet Committee - Assets 28 March 2017	Joe Tingle joe.tingle@kirklees.gov.uk	March 2017

<p><b>programmes</b></p> <p>Cabinet will be asked to consider and approve the programmes and named projects and to authorise delegated powers for officers to manage the programme. This report will also update Cabinet regarding the delivery of the 2016/17 Corporate Landlord Capital budget.</p>			
<p><b>Corporate ICT Refresh Programme 2017/18 – 2021/22</b></p> <p>To seek approval for capital expenditure to support the IT ongoing refresh and update of core technology to support the IT enabled change programme for the Council over the next five years.</p>	Cabinet 04 April 2017	Andrew Brammall, Head of IT and Change andrew.brammall@kirklees.gov.uk	March 2017
<p><b>Land at Station Road, Bradley</b></p> <p>The report seeks approval to market and dispose of the site.</p>	Cabinet 04 April 2017	Joe Tingle joe.tingle@kirklees.gov.uk	March 2017
<p><b>Memorial and Commemorative Plaque Policy</b></p>	Cabinet 04 April 2017	Joe Tingle joe.tingle@kirklees.gov.uk	March 2017

<p>This policy has been produced to provide a framework for considering requests for siting memorials and commemorative plaques on Council owned buildings and land.</p>			
<p><b>Council Taxbase and CTR Scheme for 2018</b></p> <p>Separate report to look at the CTR scheme and options moving forward, (Universal Credit changes, Universal Credit income, welfare reforms, review of protected groups and other schemes options; a separate consultation is to be undertaken for CTR).</p>	<p>Cabinet 02 May 2017</p>	<p>Valentina Abe councillor.support@kirklees.gov.uk</p>	<p>January 2017</p>
<p><b>Financial Outturn Report for 2016-17; to include the Revenue, Capital &amp; Housing Revenue Account Outturn Position &amp; Annual Report on Treasury Management</b></p> <p>To consider &amp; note the financial outturn reports in relation to revenue, capital &amp; treasury management. Make decisions as appropriate based on the finalised financial position</p>	<p>Cabinet 02 May 2017</p>	<p>Eamonn Croston eamonn.croston@kirklees.gov.uk</p>	<p>April 2016</p>
<p><b>Delegation of Authority for Disposal of Surplus Land and Property</b></p>	<p>Assistant Director, Physical Resources and Procurement 30</p>		<p>April 2015</p>



A report seeking approval to delegate authority for disposal of surplus land and property	May 2017		
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