

# KIRKLEES COUNCIL

## FORWARD PLAN OF KEY DECISIONS AND PRIVATE REPORTS

1 NOVEMBER 2017 - 31 MARCH 2018

## **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, Market 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 Civic Centre 3, Market 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	Councillor David Paul Sheard
Deputy Leader of the Council with shared Portfolio for Strategy & Strategic Resources, New Council and Regional Issues	Councillor Shabir Pandor
Economy (Strategic Planning, Regeneration and Transport)	Councillor Peter McBride
Children (Statutory Responsibility for Children)	Councillor Erin Hill
Children	Councillor Masood Ahmed
Adults and Public Health (Cabinet Lead on Democracy Commission)	Councillor Cathy Scott
Corporate (Place, Environment and Customer Contact Services)	Councillor Musarrat Khan
Place (Investment and Housing)	Councillor Steve Hall
Adults and Public Health (Statutory Responsibility for Adults and Public Health)	Councillor Viv Kendrick
Economy (Strategic Housing, Regeneration and Enforcement)	Councillor Naheed Mather
Corporate (Place, Environment and Customer Contact Services)	Councillor Graham Turner

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

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

Key Decision/Private Report and Brief Description	Decision Taker and Expected Date of Decision	Contact Officer	Date First included in the Plan
<b>CHILDREN</b>			
<p><b>Update on Children Services</b></p> <p>This report will set out proposals in relation to Children services to strengthen existing arrangements and IT requirements</p>	Cabinet 08 December 2017	<p>Julie Muscroft julie.muscroft@kirklees.gov.uk, Debbie Hogg debbie.hogg@kirklees.gov.uk, Saleem Tariq, Service Director - Children and Families saleem.tariq@kirklees.gov.uk</p>	September 2015
<p><b>Proposals for changes to Home to school transport policy for children attending mainstream school.</b></p> <p>To update Cabinet on the results of the consultation with service users and the wider public on potential changes to a number of services affecting children attending mainstream schools.</p> <p>To seek approval for proposals for changes to the following services, following the consultation;</p> <p>- Home to School transport for eligible children attending mainstream school.</p>	Cabinet 23 January 2018	<p>Joanne Bartholomew, Service Director - Commercial, Regulatory and Operational Services joanne.bartholomew@kirklees.gov.uk</p>	November 2017
<p><b>Schools and Settings Formal Partnership Approach</b></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</p>	Cabinet 23 January 2018	<p>Jo-Anne Sanders, Service Director - Early Help &amp; Learning jo-anne.sanders@kirklees.gov.uk</p>	September 2015

<p>aspirations for children and young people's outcomes and strategically shape the future education system locally.</p>			
<p><b>Schools Forum: Report seeking approval for Kirklees School Funding Formula for the financial year 2018/19</b></p> <p>To report on the formal introduction from 2020-21 of the National Funding Formula for schools and how this will begin to impact upon local schools' formula funding from 2018-19. To recommend to Kirklees Cabinet the outline of the Kirklees school funding formula for 2018-19 in terms of:</p> <ol style="list-style-type: none"> <li>a. Specific funding factors to be used and the relative weightings and values of the funding factors</li> <li>b. Exceptions applications to the Education &amp; Skills Funding Agency (ESFA) and approvals given</li> <li>c. Central budget provision within the Dedicated Schools Grant Schools Block of funding, the Central School Services Block and the Early Years Block.</li> <li>d. De-delegation arrangements for mainstream maintained schools</li> </ol> <p>To request that the Cabinet approve the outline details of the Kirklees school funding formula for 2018-19 to be submitted to the Education &amp; Skills Funding Agency (ESFA) by the set deadline of 19th January 2018</p>	<p>Cabinet 23 January 2018</p>	<p>Jo-Anne Sanders, Service Director - Early Help &amp; Learning jo-anne.sanders@kirklees.gov.uk</p>	<p>November 2017</p>
<p><b>Determination of Admission Arrangements for 2019/20</b></p> <ul style="list-style-type: none"> <li>• Annual consultation on Kirklees Co-ordinated Admission Arrangements 2019/20</li> </ul>	<p>Cabinet 20 February 2018</p>	<p>Sharon Oldfield, School Admissions Manager sharon.oldfield@kirklees.gov.uk</p>	<p>November 2017</p>

<ul style="list-style-type: none"> <li>• Kirklees Admission Arrangements for In-year Admissions 2019/20</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 2019/20</li> </ul>			
<b>ECONOMY</b>			
<p><b>Local Development Scheme 2018</b></p> <p>To update the Council's Local Development Scheme which is the timetable for producing the planning documents that will make up the Local Plan and supplementary policy/guidance.</p>	Cabinet 19 December 2017	Richard Hollinson richard.hollinson@kirklees.gov.uk	October 2017
<p><b>Proposed Bradley Urban Extension</b></p> <p>The report will provide an update on the strategic planning work for the urban extension proposed for Bradley as part of the Local Plan process and request Cabinet approval to proposed next steps.</p>	Cabinet 19 December 2017	Liz Jefferson liz.jefferson@kirklees.gov.uk	October 2017

<p><b>Requests for funding from the Property Investment Fund</b></p> <p>To consider two requests for funding from the Property Investment Fund to support schemes at 103 New Street, and Kingsgate, Huddersfield extension</p>	<p>Cabinet 19 December 2017</p>	<p>Paul Kemp, Service Director - Economy, Regeneration and Culture paul.kemp@kirklees.gov.uk</p>	<p>September 2015</p>
<p><b>Planning Application Fees</b></p> <p>To report to Cabinet the changes to planning application fees being proposed by national government and to agree to move to the new nationally set charges once they are introduced by the required legislation</p>	<p>Cabinet 23 January 2018</p>	<p>Simon Taylor, Head of TQI, Secondary and Lifelong Learning simon.taylor@kirklees.gov.uk</p>	<p>November 2017</p>
<b>CORPORATE</b>			
<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 08 December 2017</p>	<p>Steve Bird, Head of Revenues and Benefits steve.bird@kirklees.gov.uk, Eamonn Croston, Head of Finance &amp; Accountancy eamonn.croston@kirklees.gov.uk</p>	<p>September 2015</p>
<p><b>Provision of School IT Services</b></p> <p>ICT support to schools following ICT4C ceasing trading.</p> <p>ICT4Collaboration Ltd provides IT internet access for c120</p>	<p>Cabinet 08 December 2017</p>	<p>Terence Hudson, IT Operational Manager - Infrastructure terence.hudson@kirklees.gov.uk, Martin Dearnley, Head of Risk martin.dearnley@kirklees.gov.uk</p>	<p>October 2017</p>



Kirklees schools and ceased trading on the 18th October. This report sets out the remedial action to maintain business continuity.			
<b>Leeds City Region (LCR) Application to Pilot 100% Business Rates Retention in 2018-19</b>  LCR submitted an application to DCLG to pilot 100% Business Rates Retention in 2018-19 and DCLG confirmed on the 19 December 2017 that this application was successful. This report outlines the nature of the pilot and financial consequences.	Cabinet 15 January 2018	Debbie Hogg debbie.hogg@kirklees.gov.uk	November 2017
<b>Bereavement Services – Fees and Charges</b>  To seek approval for the development of future business models and charging structures for Bereavement Services.	Cabinet 23 January 2018	Sarah Durdin sarah.durdin@kirklees.gov.uk	September 2015
<b>Future Management Options for 6 Friendly Street, Huddersfield</b>  Cabinet to consider proposals for future management arrangements of 6 Friendly Street, Huddersfield.	Cabinet 23 January 2018	Yvonne Walsh, Senior Business Centre Manager yvonne.walsh@kirklees.gov.uk	September 2015
<b>Government Funding Settlement 2018-19</b>  To update on the Government's funding settlement and advise on the implications in relation to the Medium Term Financial Plan	Cabinet 23 January 2018	Eamonn Croston, Head of Finance & Accountancy eamonn.croston@kirklees.gov.uk	June 2017

<p><b>Rent &amp; Service Charge Setting for Housing Revenue Account Properties for 2018-19</b></p> <p>To consider and approve the rent setting policy for 2018-19 in relation to Housing Revenue Account Properties</p>	<p>Cabinet 23 January 2018</p>	<p>Eamonn Croston, Head of Finance &amp; Accountancy eamonn.croston@kirklees.gov.uk, Helen Geldart, Head of Service Housing helen.geldart@kirklees.gov.uk</p>	<p>June 2017</p>
<p><b>Council Annual Budget Report 2018-22 incorporating Capital, Treasury Management, General Fund, Revenue and Housing Revenue Account</b></p> <p>To provide the necessary financial information to enable the Council's Revenue Budget, Capital Programme &amp; Housing Revenue Account to be set in accordance with agreed treasury management principles</p>	<p>Cabinet 30 January 2018</p>	<p>Eamonn Croston, Head of Finance &amp; Accountancy eamonn.croston@kirklees.gov.uk</p>	<p>June 2017</p>
<p><b>Corporate Financial Monitoring Report - Quarter 3 for 2017-18</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 financial procedure rules</p>	<p>Cabinet 20 February 2018</p>	<p>Eamonn Croston, Head of Finance &amp; Accountancy eamonn.croston@kirklees.gov.uk</p>	<p>June 2017</p>
<p><b>Winter service policy for 2018-19</b></p> <p>Cabinet to consider a winter policy setting out the framework for undertaking the winter service from winter season 2018-19</p>	<p>Cabinet 20 February 2018</p>	<p>Kathryn Broadbent kathryn.broadbent@kirklees.gov.uk</p>	<p>September 2015</p>

<p><b>Financial Outturn Report for 2017-18 to include the Revenue, Capital and Housing Revenue Account Outturn Position &amp; Annual Report on Treasury Management</b></p> <p>To consider and note the financial outturn reports in relation to revenue, capital &amp; treasury management. Make decisions as appropriate based on the finalised financial position</p>	Cabinet 15 May 2018	Eamonn Croston, Head of Finance & Accountancy eamonn.croston@kirklees.gov.uk	June 2017
<b>ADULTS AND PUBLIC HEALTH</b>			
<p><b>Proposals for changes to All Age Disability services</b></p> <p>To update Cabinet on the results of the consultation with service users and the wider public on potential changes to a number of services affecting children and adults with disabilities and their carers, as well as home to school transport for all eligible children. To seek approval for proposals for changes to these services, following the consultation.</p>	Cabinet 19 December 2017	Michelle Cross, Head of Service (All Age Disability) michelle.cross@kirklees.gov.uk	September 2015
<p><b>New Affordable Housing - Golcar, Huddersfield</b></p> <p>To consider a proposal to deliver 8 new, 2 bedroom homes for rent in Golcar, Huddersfield.</p>	Cabinet 23 January 2018	Helen Geldart, Head of Service Housing helen.geldart@kirklees.gov.uk	November 2017
<p><b>Proposals for changes to support and transport for disabled children, adults and older people</b></p>	Cabinet 23 January 2018	Sue Richards, Service Director - Quality Assurance, Standards and Safeguarding	November 2017

<p>To update Cabinet on the results of the consultation with service users and the wider public on potential changes to a number of services affecting children and adults with disabilities and their carers.</p> <p>To seek approval for proposals for changes to the following services, following the consultation;</p> <ul style="list-style-type: none"> <li>- Social care transport</li> <li>- Home to School transport for eligible children with additional needs</li> <li>- Access to childcare and learning support for: <ul style="list-style-type: none"> <li>o 0-4 year olds with special educational needs or disabilities</li> <li>o School-age children with special educational needs / disabilities who use out-of-school childcare</li> </ul> </li> </ul>		<p>sue.richards@kirklees.gov.uk</p>	
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**STRATEGY AND STRATEGIC RESOURCES, NEW COUNCIL AND REGIONAL ISSUES**