

KIRKLEES COUNCIL

FORWARD PLAN OF KEY DECISIONS AND PRIVATE REPORTS

1 SEPTEMBER 2018 - 31 DECEMBER 2018

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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. 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.

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Cabinet Comprises:

Leader of the Council and holder of the Leaders Cabinet Portfolio
 Deputy Leader of the Council and holder of the Deputy Leaders Cabinet Portfolio
 Economy
 Learning and Aspiration
 Adults and Independence (Cabinet Lead on Democracy Commission)
 Health
 Children
 Communities and Environment
 Corporate

Councillor Shabir Pandor
 Councillor David Sheard
 Councillor Peter McBride
 Councillor Masood Ahmed
 Councillor Cathy Scott
 Councillor Musarrat Khan
 Councillor Viv Kendrick
 Councillor Naheed Mather
 Councillor Graham Turner
 Councillor Erin Hill

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

Ahmed, M	Holmes L	Mather N	Scott C
Akhtar M	Holroyd-Doveton E	Mather N	Sheard D
Allison K	Homewood J	McBride P	Sims K
B Armer	Hughes J	McGuin B	Smaje E
Bellamy D	Hussain M	Munro A	Smith R
Bolt M	Iredale C	Murgatroyd R	Sokhal M
Burke C	Jewitt B	O'Donovan D	Stewart-Turner J
Cooper A	Kane P	O'Neill M	Taylor J
Dad N	Kendrick V	Pandor S	Taylor K
Eastwood R	Khan M	Patrick N	Thompson M
Firth D	Kaushik M	Pervaiz M	Turner G
Firth E	Lawson J	Pinnock A	Ullah S
Grainger-Mead M	Lees-Hamilton V	Pinnock A	Uppal H
Greaves C	Light R	Pinnock K	Walker R
Griffiths N	Loonat F	Pattison C	Watson M
Hall D	Lowe G	Richards H	Wilson G
Hill E	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
<p>Proposed Spending Plan for Additional Investment in Social Care in 2018-19</p> <p>The report will ask for Cabinet approval for the proposed spending plan for additional investment in Social Care in 2018-19.</p>	Cabinet 21 August 2018	Amanda Evans, Service Director - Adults Social Care Operation amanda.evans@kirklees.gov.uk	June 2018
<p>Housing Delivery Plan</p> <p>To consider a programme of land disposals and options to stimulate the delivery of new housing in Kirklees. This links directly to the Kirklees Housing Strategy 2018 – 2023 priority of enabling housing growth.</p>	Cabinet 29 August 2018	Adele Buckley, Head of Regeneration and Strategic Assets adele.buckley@kirklees.gov.uk	June 2018
<p>Kirklees Housing Strategy 2018 - 2023</p> <p>The Council's Housing Strategy for 2018 – 2023 is presented for formal approval and adoption by the Cabinet and full Council. The Housing Strategy is in Article 4 of the Kirklees constitution and as such, it requires full Council approval. The Housing Strategy sets out the Council's ambitions for housing and housing services in Kirklees over the next 5 years and supports the key Kirklees outcomes. The strategy focuses on the three priorities of addressing housing need, improving housing quality and enabling housing growth.</p>	Cabinet 29 August 2018	Karen Oates, Commissioning Manager (Access to Housing) karen.oates@kirklees.gov.uk	June 2018
<p>Introduction of a Civil Penalty Policy for Housing</p>	Cabinet 02 October	Stephen Cale	August 2018

<p>Act offences</p> <p>Introduce a policy to allow the council to implement the new powers on civil penalties introduced by the Housing and Planning Act 2016. These are an additional enforcement tool alongside prosecution for a range of offences under the Housing Act 2004</p>	2018	stephen.cale@kirklees.gov.uk	
<p>Disposal of Freehold Reversion – 131 Lockwood Road, Huddersfield.</p> <p>To approve the terms for the disposal of the council's freehold reversionary interest to the current lessee.</p>	Service Director - Economy, Regeneration and Culture 01 October 2018	Paul Kemp, Service Director - Economy, Regeneration and Culture paul.kemp@kirklees.gov.uk	March 2018
<p>Community Plus Investment Scheme: Individuals and Community organisations (Do Something Now)</p> <p>To seek approval from Cabinet on the proposed investment scheme to fund third sector organisations and individuals to deliver community activities that build personal and local capacity and resilience.</p>	Cabinet 16 October 2018	Jill Greenfield, Head of Integrated Local Partnerships jill.greenfield@kirklees.gov.uk	August 2018
CHILDREN			
ECONOMY			
<p>Dewsbury Heritage Action Zone</p> <p>The report will provide a brief update on the progress of the Heritage Action Zone and seek approval for the detailed arrangements for the management of the Heritage Action Zone and actions to help achieve its objectives.</p>	Cabinet 21 August 2018	Peter Thompson peter.thompson@kirklees.gov.uk	June 2018

<p>Dewsbury Townscape Heritage Initiative Grant Application DTHI-012 The Black Bull</p> <p>Approval is sought for a grant for improvement of 'The Black Bull', under the Heritage Lottery Fund (HLF) / Council funded Townscape Heritage Initiative (THI) programme in part of Dewsbury Town Centre.</p>	<p>Cabinet 21 August 2018</p>	<p>John Lambe john.lambe@kirklees.gov.uk</p>	<p>June 2018</p>
<p>Small affordable Housing Sites</p> <p>This report proposes to release a portfolio of council owned sites to Registered Providers, and invite them to bid competitively for the sites in order to develop new affordable housing. This approach will use the Registered Provider sector's capacity and resources to enable affordable housing development.</p>	<p>Cabinet 29 August 2018</p>	<p>James Hinchliffe james.hinchliffe@kirklees.gov.uk</p>	<p>January 2018</p>
<p>Events Policy</p> <p>Approval is sought for the introduction of an Events Policy and complimentary Charging Framework. The Events Policy will create a framework that will support and enable events in the District with definitions, requirements and expectations clearly articulated. The complementary Charging Framework will enable a consistent approach to charging for the use of Council spaces and places.</p>	<p>Cabinet 16 October 2018</p>	<p>Adele Poppleton, Head of Culture and Vibrancy adele.poppleton@kirklees.gov.uk</p>	<p>August 2018</p>

<p>HRA 5 year capital programme</p> <p>To outline the proposed approach to capital spend within the HRA over the next 5 years including annual reviews.</p>	<p>Cabinet 16 October 2018</p>	<p>Valentina Abe councillor.support@kirklees.gov.uk</p>	<p>August 2018</p>
<p>WYTF A629 Halifax Road - Scheme Approval and Compulsory Purchase Order Resolution progression</p> <p>To seek formal approval from Cabinet for the WY+TF A629 Halifax Road Phase 5 project, which aims to reduce congestion, improve air quality and drive economic growth, to progress to construction (Subject to Full Business Case approval) and for the Council to progress preparation of a Compulsory Purchase Order</p>	<p>Cabinet 16 October 2018</p>	<p>Steven Hanley, Economic Resilience Project Officer steven.hanley@kirklees.gov.uk</p>	<p>August 2018</p>
<p>LEARNING AND ASPIRATION</p>			
<p>Proposal to allocate funding from the Learning & Early Support Strategic Priorities Capital Plan for the provision of new pupil places in Huddersfield North.</p> <p>To seek a Cabinet decision regarding the provision of a new 420 place primary school building to serve North Huddersfield area.</p>	<p>Cabinet 16 October 2018</p>	<p>David Martin, Head of Capital Delivery and FM david.martin@kirklees.gov.uk</p>	<p>August 2018</p>
<p>Learning & Early Support Capital Plan: Proposals to allocate funding for New Pupil Places at Birkby Junior School</p>	<p>Cabinet 16 October 2018</p>	<p>David Martin, Head of Capital Delivery and FM david.martin@kirklees.gov.uk</p>	<p>August 2018</p>

Members will be requested to allocate funding from the Learning & Early Support Capital Plan and authorise officers to deliver capital investment proposals to expand Birkby Junior School from 4FE (480 pupils) to 5FE (600 pupils).			
CORPORATE			
Bradley Business Park, Huddersfield – Phase 3 To consider the disposal of council owned land at Bradley Business Park – Phase 3	Cabinet 21 August 2018	Joe Tingle joe.tingle@kirklees.gov.uk	June 2018
Corporate Financial Monitoring Report Quarter 1 for 2018/19 To consider the first 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 21 August 2018	Sarah Hill, Finance Manager sarahm.hill@kirklees.gov.uk	May 2018
Disposal of Surplus Land and Property Assets The purpose of the report is to advise Cabinet of the proposed disposal of land and property assets and seek approval to dispose of assets, on terms to be approved by the Service Director, Economy, Regeneration and Culture and Julie Muscroft, Service Director - Legal, Governance and Commissioning, in accordance with the approved delegation scheme.	Cabinet 21 August 2018	Joe Tingle joe.tingle@kirklees.gov.uk	June 2018
Future Management Options for 6 Friendly Street,	Cabinet 16 October	Yvonne Walsh, Senior Business	September

<p>Huddersfield</p> <p>Cabinet to consider proposals for future management arrangements of 6 Friendly Street, Huddersfield.</p>	<p>2018</p>	<p>Centre Manager yvonne.walsh@kirklees.gov.uk</p>	<p>2015</p>
<p>Kirklees Council Fire Safety Policy</p> <p>To seek approval for a new, updated Council Fire Safety Policy.</p>	<p>Cabinet 21 August 2018</p>	<p>Jonathan Quarmby jonathan.quarmby@kirklees.gov.uk</p>	<p>June 2018</p>
<p>Kirklees Libraries Service Redesign</p> <p>To seek approval from Cabinet on the proposed framework and delegated decision process for the review of the library service.</p>	<p>Cabinet 21 August 2018</p>	<p>Carol Stump, Chief Librarian carol.stump@kirklees.gov.uk</p>	<p>June 2018</p>
<p>Proposed appropriation of Cemetery Road Allotments, Huddersfield</p> <p>A proposal to appropriate Cemetery Road Allotments from general estate purposes to education purposes in connection with the new 420 place primary school being established on Clare Hill playing fields. Cabinet are the decision maker.</p>	<p>Cabinet 21 August 2018</p>	<p>David Martin, Head of Capital Delivery and FM david.martin@kirklees.gov.uk</p>	<p>April 2018</p>
<p>The New Spen Valley Leisure Centre</p> <p>The report will update on progress to date on the scheme and seek Cabinet approval to move to the detailed design of the proposed new facilities</p>	<p>Cabinet 21 August 2018</p>	<p>David Martin, Head of Capital Delivery and FM david.martin@kirklees.gov.uk, Adele Poppleton, Head of Culture and Vibrancy</p>	<p>January 2018</p>

		adele.poppleton@kirklees.gov.uk	
<p>To consider a request for loan support from the Property Investment Fund towards the refurbishment of 103 New Street Huddersfield</p> <p>To consider a request for Property Investment Fund support for a scheme to bring 103 New Street, Huddersfield, the annexe to the former Co-op building, back into use.</p>	Cabinet 21 August 2018	Joe Tingle joe.tingle@kirklees.gov.uk	June 2018
<p>Catering Service Capital Plan - Proposed allocation of funding for the Compliance Essential Works 5 year and 18/19 - 20/21 2 year baseline programmes</p> <p>This report will identify potential gas ventilation works to be funded from the Schools Catering Capital baseline section of the Capital Plan, approved by Council on 11th July 2018. Members will be asked to consider and approve the first year's programme of a 5 year £1m budget to bring school kitchen gas installations up to current compliance standards and to authorise delegated powers for officers to manage the programme with the budget envelop.</p>	Cabinet 29 August 2018	Jenny Frear, Schools Facilities Manager jenny.frear@kirklees.gov.uk	June 2018
<p>Re-refresh of the Council's treasury management strategy 2018-19</p> <p>Will reflect recent changes to the professional accounting code of practice for local authority treasury management, and associated government changes in statutory guidance; includes an update on in-year performance to date against treasury management activity.</p>	Cabinet 18 September 2018	James Buttery, Finance Manager james.buttery@kirklees.gov.uk	May 2018

<p>Update of the medium term financial plan for 2019-20 and beyond</p> <p>Review of future year high level revenue and capital cost and funding assumptions; sets out the Council's budget planning framework for 2019-20 and beyond</p>	<p>Cabinet 02 October 2018</p>	<p>James Buttery, Finance Manager james.buttery@kirklees.gov.uk</p>	<p>May 2018</p>
<p>Corporate Financial Monitoring Report Quarter 2 for 2018/19</p> <p>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</p>	<p>Cabinet 13 November 2018</p>	<p>Sarah Hill, Finance Manager sarahm.hill@kirklees.gov.uk</p>	<p>May 2018</p>
<p>Government Funding Settlement 2018-20</p> <p>To update on the Government's funding settlement and advise on the implications in relation to the Medium Term Financial Plan</p>	<p>Cabinet 22 January 2019</p>	<p>Sarah Hill, Finance Manager sarahm.hill@kirklees.gov.uk</p>	<p>May 2018</p>
<p>Rent & service charge setting for Housing Revenue Account properties for 2019-20</p> <p>To consider and approve the rent setting policy for 2019-20 in relation to Housing Revenue Account Properties</p>	<p>Cabinet 22 January 2019</p>	<p>Helen Geldart, Head of Service Housing helen.geldart@kirklees.gov.uk</p>	<p>May 2018</p>

<p>Council Annual Budget Report incorporating Capital, Treasury Management, General Fund, Revenue and Housing Revenue Account</p> <p>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</p>	<p>Cabinet 29 January 2019</p>	<p>Eamonn Croston, Head of Finance & Accountancy eamonn.croston@kirklees.gov.uk</p>	<p>May 2018</p>
<p>Corporate Financial Monitoring Report Quarter 3</p> <p>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>	<p>Cabinet 19 February 2019</p>	<p>Sarah Hill, Finance Manager sarahm.hill@kirklees.gov.uk</p>	<p>May 2018</p>
<p>Financial Outturn Report for 2018-19 to include the Revenue, Capital and Housing Revenue Account Outturn Position & Annual Report on Treasury Management</p> <p>To consider and note the financial outturn reports in relation to revenue, capital & treasury management. Make decisions as appropriate based on the finalised financial position</p>	<p>Cabinet 21 May 2019</p>	<p>Eamonn Croston, Head of Finance & Accountancy eamonn.croston@kirklees.gov.uk</p>	<p>May 2018</p>
<p>Proposals to allocate funding for replacement cremators and ancillary equipment at both Dewsbury and Huddersfield Crematoria, update on recent procurement process for replacement cremators and maintenance contract.</p>			<p>April 2018</p>

<p>Proposals to allocate funding from the Corporate Landlord Asset Investment section of the Capital Plan for replacement cremator systems at both Dewsbury Moor and Huddersfield Crematoria, together with a long term (15 years) maintenance contract following the award and installation of new cremation equipment.</p> <p>Members will be requested to authorise the delivery, installation and maintenance (by way of a maintenance contract) of the proposed cremator systems at Dewsbury Moor and Huddersfield Crematoria to replace ageing and increasingly unreliable systems, providing continuity of service across the Council.</p>			
COMMUNITIES AND ENVIRONMENT			
<p>Adoption of a West Yorkshire Common Skid Resistance Policy</p> <p>Cabinet will be asked to consider adopting a West Yorkshire common skid resistance policy. A common policy ensures consistency on cross boundary networks, whilst the format allows each local authority the autonomy to manage their network appropriate to the local conditions in accordance with their skid resistance procedure.</p>	<p>Cabinet 18 September 2018</p>	<p>Graham Mallory graham.mallory@kirklees.gov.uk</p>	<p>August 2018</p>
<p>Huddersfield Town Centre – Improvement Works.</p> <p>To highlight the potential for early urban realm and maintenance improvements within Huddersfield town centre as early projects to deliver from the allocated town centre capital allocation. This is likely to span across two financial</p>	<p>Cabinet 18 September 2018</p>	<p>Simon Taylor, Head of TQI, Secondary and Lifelong Learning simon.taylor@kirklees.gov.uk</p>	<p>August 2018</p>

years 2018/19 and 2019/20.			
<p>The Revised Highway Asset Management Policy, Strategy, Hierarchy and Safety Inspections Policy</p> <p>Cabinet will be asked to consider documents needed to ensure good highway asset management procedures are followed</p>	Cabinet 18 September 2018	Graham Mallory graham.mallory@kirklees.gov.uk	August 2018
<p>Winter service policy 2018</p> <p>A winter policy setting out the framework for undertaking the winter service in time for winter season 201819</p>	Cabinet 18 September 2018	Kathryn Broadbent kathryn.broadbent@kirklees.gov.uk	August 2018
<p>Huddersfield Town Centre Design Framework and Investment.</p> <p>To adopt the proposed Huddersfield Town Centre Design Guide and initial investment. This is likely to span across two financial years 2018/19 and 2019/20.</p>	Cabinet 16 October 2018	Will Acornley, Head of Environment and Greenspace will.acornley@kirklees.gov.yj	August 2018
PUBLIC HEALTH			
HEALTH HOUSING AND ADULT SOCIAL CARE			
STRATEGY AND STRATEGIC RESOURCES, NEW COUNCIL AND REGIONAL ISSUES			