

Agenda for a meeting of the Executive to be held on Tuesday 23 February 2016 at 1030 in the Council Chamber, City Hall, Bradford

Members of the Executive – Councillors

**PLEASE NOTE THE VENUE FOR
THIS MEETING**

LABOUR
Green (Chair)
Berry
Hinchcliffe
A Hussain
I Khan
V Slater

Notes:

- This agenda can be made available in Braille, large print or tape format on request by contacting the Agenda contact shown below.
 - The taking of photographs, filming and sound recording of the meeting is allowed except if Councillors vote to exclude the public to discuss confidential matters covered by Schedule 12A of the Local Government Act 1972. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. Anyone attending the meeting who wishes to record or film the meeting's proceedings is advised to liaise with the Agenda Contact who will provide guidance and ensure that any necessary arrangements are in place. Those present who are invited to make spoken contributions to the meeting should be aware that they may be filmed or sound recorded.
 - If any further information is required about any item on this agenda, please contact the officer named at the foot of that agenda item.
 - **Refreshments will be available in Committee Room 1.**
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From:

Dermot Pearson
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To:



A. PROCEDURAL ITEMS

1. DISCLOSURES OF INTEREST (Members Code of Conduct - Part 4A of the Constitution)

To receive disclosures of interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

Notes:

- (1) Members may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary interest or an interest which the Member feels would call into question their compliance with the wider principles set out in the Code of Conduct. Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.
- (2) Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.
- (3) *Members are also welcome to disclose interests which are not disclosable pecuniary interests but which they consider should be made in the interest of clarity.*
- (4) *Officers must disclose interests in accordance with Council Standing Order 44.*

2. INSPECTION OF REPORTS AND BACKGROUND PAPERS (Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted. Any request to remove the restriction on a report or background paper should be made to the relevant Director or Assistant Director whose name is shown on the front page of the report.

If that request is refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Jill Bell / Yusuf Patel - 01274 434580 434579)



3. APPOINTMENTS TO COMMITTEES AND JOINT COMMITTEES

(Part 2 of the Constitution – Paragraph 7.11 of Article 7)

To consider any recommendations to appoint Members to Committees of the Executive or Joint Committees.

(Jill Bell / Yusuf Patel - 01274 434580 434579)

4. RECOMMENDATIONS TO THE EXECUTIVE

To note any recommendations to the Executive that may be the subject of report to a future meeting. (Schedule to be tabled at the meeting).

(Jill Bell / Yusuf Patel - 01274 434580 434579)

B. STRATEGIC ITEMS

<p>LEADER OF COUNCIL & STRATEGIC REGENERATION <i>(Councillor Green)</i></p>

5. COUNCIL BUDGET 2016/17 AND 2017/2018:

(i) ALLOCATION OF THE SCHOOLS BUDGET IN 2016/2017 FINANCIAL YEAR

The Director of Finance will submit a report (**Document “AZ”**) which seeks Executive approval of the recommendations of the Schools Forum in allocating the Dedicated Schools Grant (DSG) for 2016/17 and subsequent recommendation to Full Council.

Recommended –

It is recommended that the Executive asks Council to:

- (i) **Approve the total amount of £510.349m to be appropriated in respect of all schools covered by the Bradford Scheme for the Local Management of Schools, so as to establish the Individual Schools Budget for 2016/17.**
- (ii) **Accept and approve the proposals from the Schools Forum for the allocation of the 2016/17 Dedicated Schools Grant as set out in Document “AZ”.**

(Corporate Overview & Scrutiny Committee) (Stuart McKinnon-Evans – 01274 432800)



(ii) THE COUNCIL'S REVENUE ESTIMATES FOR 2016/17 AND 2017/2018

The Director of Finance will submit a report (**Document "BA"**) which proposes the estimates of net revenue expenditure be recommended for approval as the Council's balanced revenue budget for 2016/17 and proposes the recommendation for approval of budget savings proposals for 2017/18.

The report also forecasts the revenue position for 2018/19.

The revenue estimates are part of the overall budget proposal for the Council which includes:

- the recommended Capital Investment Plan (Document BB)
- the allocation of the Schools Budget 2016/17(Document AZ).

This report is submitted to enable the Executive to make recommendations to Budget Council on the setting of the 2016/17 budget and the Council Tax for 2016/17, as required by Part 3C of the Council's Constitution.

Recommended –

8.1 REVENUE ESTIMATES 2016/17

- (a) That the Base Revenue Forecast of £406.949m for 2016/17 as set out in this report "BA" (Revenue Estimates) be approved.**
- (b) That Executive Document "BA" and the consequent net investment of £8.535m in 2016/17 be approved.**
- (c) That Executive Document "BA" and the service savings and additional income of £37.885m in 2016/17 be approved.**
- (d) That it be noted that within the revenue budget there is a contribution of £11.580m from revenue reserves in 2016/17.**
- (e) That Executive Document "BA" and the service savings proposals for 2017/18 be approved, requiring the Chief Executive, Strategic Directors and Directors to take necessary action during 2016/17 to ensure those savings are fully achievable for 2017/18.**
- (f) That the comments of the Director of Finance set out in Executive Document "BC" on the robustness of the estimates and the adequacy of reserves taking account of the decisions made at 8.1(a) to (e) above be noted.**



8.2 PROPOSED COUNCIL TAX 2016/17

8.2.1 That it be noted that the projected council tax base and expenditure forecasts outlined in this report together with the 2016/17 resources and the budget variations approved at 8.1(b) and 8.1(c) above produce a proposed Band D council tax of £1,193.58 for 2016-17. This includes a social care precept of 2.0% which is to be ring fenced for expenditure on adult social care.

8.3 PAYMENT DATES FOR COUNCIL TAX AND NATIONAL NON-DOMESTIC RATES

8.3.1 That the first instalment date for payment of National Non-Domestic Rates and Council Tax shall be specified by the Director of Finance.

8.4 DELEGATION TO OFFICERS

8.4.1 That for the avoidance of doubt and without prejudice to any of the powers contained in Article 14 of Part 2 of the Council's Constitution on the Function of Officers, the Director of Finance shall have full delegated powers to act on behalf of the Council on all matters relating to the Council Tax, Non-Domestic Rates and Accounts Receivable Debtors including (without prejudice to the generality of the delegation) assessments, determinations, recovery, enforcement and, in accordance with the statutory scheme, full delegated powers to act on behalf of the Council with regard to all aspects of the granting of Discretionary and Hardship Rate Relief to qualifying ratepayers.

8.5 PREPARATION OF ACCOUNTS

- (a)** That in preparing the Final Accounts for 2015/16, the Director of Finance be empowered to take appropriate steps to secure the best advantage for the Council's financial position.
- (b)** That the Director of Finance be empowered to deal with items which involve the transfer of net spending between the financial years 2015/16 and 2016/17 in a manner which secures the best advantage for the Council's financial position.
- (c)** That the Director of Finance report any action taken in pursuance of 8.5(a) and 8.5 (b) above when reporting on the Final Accounts for 2015/16.

9.0 RECOMMENDATIONS TO COUNCIL COUNCIL TAX REQUIREMENT 2016/17

- (a)** That the council tax base figures for 2016/17 calculated by the Council at its meeting on 12th January 2016 in respect of the whole of the Council's area and individual parish and town council areas be noted.



- (b) That the only special items for 2016/17 under Section 35 of the Local Government Finance Act 1992 are local parish and town council precepts and no expenses are to be treated as special expenses under Section 35(1) (b) of that Act.
- (c) That the Council Tax Requirement, excluding parish and town council precepts, be calculated as follows:

Gross expenditure	£1,267,754,122
Income	£1,106,997,814
Council Tax requirement	£160,756,308
Council tax base	133,505
Basic amount of council tax	£1,204.12
Adjustment in respect of parish and town council precepts	£ 10.54
Basic amount excluding parish and town councils	£1,193.58



- (d) That the precepts of parish and town councils be noted and the resulting basic council tax amounts for particular areas of the Council be calculated as follows:

<u>Parish or Town Council Area</u>	<u>Local Precept</u> £	<u>Council Tax Base</u>	<u>Parish/Town Council Tax</u> £	<u>Whole Area Council Tax</u> £	<u>Basic Council Tax Amount</u> £
Addingham	45,263	1,661	27.25	1,193.58	1,220.83
Baildon	165,037	6,072	27.18	1,193.58	1,220.76
Bingley	130,000	8,469	15.35	1,193.58	1,208.93
Burley	46,544	2,931	15.88	1,193.58	1,209.46
Clayton	33,561	2,336	14.37	1,193.58	1,207.95
Cullingworth	15,219	1,071	14.21	1,193.58	1,207.79
Denholme	19,615	1,037	18.92	1,193.58	1,212.50
Harden	11,970	798	15.00	1,193.58	1,208.58
Haworth, Crossroads and Stanbury	43,768	2,186	20.02	1,193.58	1,213.60
Ilkley	181,431	6,977	26.00	1,193.58	1,219.58
Keighley	478,278	14,184	33.72	1,193.58	1,227.30
Menston	57,402	2,126	27.00	1,193.58	1,220.58
Oxenhope	17,459	1,012	17.25	1,193.58	1,210.83
Sandy Lane	15,282	849	18.00	1,193.58	1,211.58
Silsden	47,640	2,804	16.99	1,193.58	1,210.57
Steeton with Eastburn	42,810	1,489	28.75	1,193.58	1,222.33
Wilsden	40,828	1,692	24.13	1,193.58	1,217.71
Wrose	15,315	2,042	7.50	1,193.58	1,201.08
Total of all local precepts	1,407,422	59,736			

- (e) That the council tax amounts for dwellings in different valuation bands in respect of the Council's budget requirement, taking into account parish and town council precepts applicable to only part of the Council's area, be calculated as follows, which includes the 2% social care precept:



	Council Tax Amount for Each Valuation Band							
	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
All parts of the Council's area other than those below	795.72	928.34	1,060.96	1,193.58	1,458.82	1,724.06	1,989.30	2,387.16
The parish and town council areas of:								
Addingham	813.89	949.53	1,085.18	1,220.83	1,492.13	1,763.42	2,034.72	2,441.66
Baildon	813.84	949.48	1,085.12	1,220.76	1,492.04	1,763.32	2,034.60	2,441.52
Bingley	805.95	940.28	1,074.60	1,208.93	1,477.58	1,746.23	2,014.88	2,417.86
Burley	806.31	940.69	1,075.08	1,209.46	1,478.23	1,747.00	2,015.77	2,418.92
Clayton	805.30	939.52	1,073.73	1,207.95	1,476.38	1,744.82	2,013.25	2,415.90
Cullingworth	805.19	939.39	1,073.59	1,207.79	1,476.19	1,744.59	2,012.98	2,415.58
Denholme	808.33	943.06	1,077.78	1,212.50	1,481.94	1,751.39	2,020.83	2,425.00
Harden	805.72	940.01	1,074.29	1,208.58	1,477.15	1,745.73	2,014.30	2,417.16
Haworth, Crossroads and Stanbury	809.07	943.91	1,078.76	1,213.60	1,483.29	1,752.98	2,022.67	2,427.20
Ilkley	813.05	948.56	1,084.07	1,219.58	1,490.60	1,761.62	2,032.63	2,439.16
Keighley	818.20	954.57	1,090.93	1,227.30	1,500.03	1,772.77	2,045.50	2,454.60
Menston	813.72	949.34	1,084.96	1,220.58	1,491.82	1,763.06	2,034.30	2,441.16
Oxenhope	807.22	941.76	1,076.29	1,210.83	1,479.90	1,748.98	2,018.05	2,421.66
Sandy Lane	807.72	942.34	1,076.96	1,211.58	1,480.82	1,750.06	2,019.30	2,423.16
Silsden	807.05	941.55	1,076.06	1,210.57	1,479.59	1,748.60	2,017.62	2,421.14
Steeton with Eastburn	814.89	950.70	1,086.52	1,222.33	1,493.96	1,765.59	2,037.22	2,444.66
Wilsden	811.81	947.11	1,082.41	1,217.71	1,488.31	1,758.91	2,029.52	2,435.42
Wrose	800.72	934.17	1,067.63	1,201.08	1,467.99	1,734.89	2,001.80	2,402.16

- (f) **That it be noted that for the year 2016/17 the Police Crime and Commissioner has issued the following precept. As the West Yorkshire Fire and Rescue Authority (WYFRA) will not be meeting to set its precept until 19th February (after this report has been published) the West Yorkshire Fire and Rescue Authority precept shown in the table below is the 2015/16 precept. Executive will be provided with the precept issued by WYFRA at the meeting of Executive on 23 February 2016.**



<u>Precept Amount</u> £	<u>Council Tax Amount for Each Valuation Band</u>							
	<u>Band A</u> £	<u>Band B</u> £	<u>Band C</u> £	<u>Band D</u> £	<u>Band E</u> £	<u>Band F</u> £	<u>Band G</u> £	<u>Band H</u> £
<u>West Yorkshire Fire and Rescue Authority</u>								
7,626,856	39.03	45.53	52.04	58.54	71.55	84.56	97.57	117.08
<u>Police and Crime Commissioner for West Yorkshire</u>								
19,485,055	97.30	113.52	129.73	145.95	178.38	210.82	243.25	291.90

(g) ***That having calculated the aggregate in each case of the amounts at (e) and (f) above, the Council set the following amounts of council tax for 2016/17 in each of the categories of dwellings shown below which includes the 2% social care precept:***

	<u>Band A</u> £	<u>Band B</u> £	<u>Band C</u> £	<u>Band D</u> £	<u>Band E</u> £	<u>Band F</u> £	<u>Band G</u> £	<u>Band H</u> £
All parts of the Council's area other than those below	932.05	1,087.39	1,242.73	1,398.07	1,708.75	2,019.44	2,330.12	2,796.14
The parish and town council areas of:								
Addingham	950.22	1,108.58	1,266.95	1,425.32	1,742.06	2,058.80	2,375.54	2,850.64
Baildon	950.17	1,108.53	1,266.89	1,425.25	1,741.97	2,058.70	2,375.42	2,850.50
Bingley	942.28	1,099.33	1,256.37	1,413.42	1,727.51	2,041.61	2,355.70	2,826.84
Burley	942.64	1,099.74	1,256.85	1,413.95	1,728.16	2,042.38	2,356.59	2,827.90
Clayton	941.63	1,098.57	1,255.50	1,412.44	1,726.31	2,040.20	2,354.07	2,824.88
Cullingworth	941.52	1,098.44	1,255.36	1,412.28	1,726.12	2,039.97	2,353.80	2,824.56
Denholme	944.66	1,102.11	1,259.55	1,416.99	1,731.87	2,046.77	2,361.65	2,833.98
Harden	942.05	1,099.06	1,256.06	1,413.07	1,727.08	2,041.11	2,355.12	2,826.14
Haworth, Crossroads and Stanbury	945.40	1,102.96	1,260.53	1,418.09	1,733.22	2,048.36	2,363.49	2,836.18
Ilkley	949.38	1,107.61	1,265.84	1,424.07	1,740.53	2,057.00	2,373.45	2,848.14
Keighley	954.53	1,113.62	1,272.70	1,431.79	1,749.96	2,068.15	2,386.32	2,863.58
Menston	950.05	1,108.39	1,266.73	1,425.07	1,741.75	2,058.44	2,375.12	2,850.14
Oxenhope	943.55	1,100.81	1,258.06	1,415.32	1,729.83	2,044.36	2,358.87	2,830.64
Sandy Lane	944.05	1,101.39	1,258.73	1,416.07	1,730.75	2,045.44	2,360.12	2,832.14
Silsden	943.38	1,100.60	1,257.83	1,415.06	1,729.52	2,043.98	2,358.44	2,830.12
Steeton with Eastburn	951.22	1,109.75	1,268.29	1,426.82	1,743.89	2,060.97	2,378.04	2,853.64
Wilsden	948.14	1,106.16	1,264.18	1,422.20	1,738.24	2,054.29	2,370.34	2,844.40
Wrose	937.05	1,093.22	1,249.40	1,405.57	1,717.92	2,030.27	2,342.62	2,811.14



(h) ***That Executive notes the movement in Band D equivalent charges for 2016/17 over 2015/16 as set out in the table below.***

	Council Tax 2016-17 Band D Equivalent	Council Tax 2015-16 Band D Equivalent	Percentage change 2016-17 on 2015-16
Bradford Metropolitan District Council	1,193.58	1,152.11	3.60%
West Yorkshire Fire and Rescue Authority	58.54	58.54	0.00%
West Yorkshire Police Authority	145.95	140.95	3.55%
Local (Parish Council) Precepts:			
Addingham	27.25	25.00	9.0%
Baildon	27.18	16.92	60.6%
Bingley	15.35	0.00	
Burley	15.88	14.45	9.9%
Clayton	14.37	12.92	11.2%
Cullingworth	14.21	14.03	1.3%
Denholme	18.92	18.33	3.2%
Harden	15.00	15.00	0.0%
Haworth etc	20.02	20.50	-2.3%
Ilkley	26.00	24.10	7.9%
Keighley	33.72	42.69	-21.0%
Menston	27.00	15.00	80.0%
Oxenhope	17.25	14.60	18.2%
Sandy Lane	18.00	18.00	0.0%
Silsden	16.99	17.14	-0.9%
Steeton/ Eastburn	28.75	28.75	0.0%
Wilsden	24.13	24.13	0.0%
Wrose	7.50	7.50	0.0%

* The West Yorkshire Fire and Rescue Authority will be setting their precept on Friday 19th February. The amount shown in the above table is the 2015/16 precept.

(Corporate Overview & Scrutiny Committee) (Stuart McKinnon-Evans – 01274 432800)

(iii) THE COUNCIL'S CAPITAL INVESTMENT PLAN FOR 2016-17 ONWARDS

The Director of Finance will submit a report (**Document "BB"**) which provides the proposed capital expenditure plans to 2019/20. The Capital Investment Plan is part of the overall budget proposal for the Council which includes:

- The Council's Revenue Estimates for 2016-17 (Document BA)
- Allocation of the Schools Budget 2016-17 Financial Year (Document AZ)

This report is submitted to enable the Executive to make recommendations to Budget Council on the setting of the budget and the Council Tax for 2016-17 as required by Part 3C of the Council's Constitution.



Recommended –

- (1) The Executive requests Council to approve that:
- a) The Capital Investment Plan as set out at Appendix 2 is adopted. Commitments against reserve schemes and contingencies can only be made after a business case has been assessed by the Project Appraisal Group and approved by Executive.
 - b) The Chief Executive, Strategic Directors and Directors enter into commitments on capital schemes within the Capital Investment Plan subject to approval of business cases by Executive Committee up to the approved amounts each year except that, where it is indicated that schemes are funded or partly funded from specific resources such as capital grants or contributions, revenue or capital receipts, the approved amount will be subject to the securing of those resources and be adjusted to reflect the amounts actually received.
 - c) Where necessary, the payments arising under the Capital Investment Plan are met from loans.
 - d) In order to provide the flexibility necessary to manage effectively the Capital Investment Plan, the Chief Executive, Strategic Directors and Directors be specifically empowered to advance or defer approved schemes subject to consultation with the Director of Finance and the availability of resources.
 - e) Additional capital schemes shall only commence where the scheme is wholly funded from specific resources on the approval of the Director of Finance in accordance with Financial Regulations.
- (2) The Borrowing Limits and Prudential Indicators as set out in Appendix 1 are adopted by the Council.
- (3) The Minimum Revenue Provision (MRP) policy incorporating the proposed change to that Policy as set out in paragraph 3.2 of this report is approved and adopted by the Council.

(Corporate Overview & Scrutiny Committee) (Stuart McKinnon-Evans – 01274 432800)

(iv) S151 OFFICER'S ASSESSMENT OF THE ROBUSTNESS OF THE PROPOSED BUDGET ESTIMATES FOR 2016/17, AND OF THE ADEQUACY OF FORECAST FINANCIAL RESERVES

The Director of Finance will submit a report (**Document "BC"**) which assesses the risks related to the proposed budget for the financial year 2016/17, and the adequacy of the available mitigations, in the context of the forecast reserves.



The report concludes that the estimates are sufficiently robust for the Council to set the budget for 2016/17. The report recommends that unallocated corporate reserves be maintained in the range of £12-15m in order to ensure financial resilience.

Recommended –

That Members have regard to this report in setting the budget, and in particular note my conclusions that:

- (i) the estimates presented to Council are sufficiently robust for the purpose of calculating the budgetary requirement.**
- (ii) the reserves are adequate for the 2016/17 proposed budget, and will be drawn on in accordance with reserves policy, recognising that estimates will be subject to review as part of the rolling planning cycle.**
- (iii) the projected 2017/18 corporate reserves balance would, on current estimates, be adequate, only if further recurrent net cost reductions are agreed beyond 2016/17.**

(Corporate Overview & Scrutiny Committee) (Stuart McKinnon-Evans – 01274 432800)

**7. ENGAGEMENT AND CONSULTATION PROGRAMME IN RELATION TO THE BUDGET PROPOSALS FOR THE 2016-17 AND 17-18 COUNCIL BUDGET.
- Second Addendum to Document “AV”**

The Interim Assistant Director, Policy, Programmes and Change will submit a **Second Addendum** to the report presented to the meeting of Executive on 9 February 2016 (**Document “AV”**) which provides additional feedback received from the public engagement and consultation programme from 5 February 2016 to 12 February 2016. This Second Addendum also provides a link to the updated equality impact assessments (EIAs) carried out on the budget proposals for 2016-17 and 17-18.

Recommended –

That in accordance with Section 149 of the Equality Act 2010, the Executive has regard to the information contained in Document “AV” the appendices to that Report and the First Addendum presented to Executive on 9 February 2016 (Document “AV”) together with the information contained in this Second Addendum and the EIA forms when considering the recommendations to make to the Council on budget for 2016/17 and budget savings proposals for 2017/18 on 25 February 2016.

(Corporate Overview & Scrutiny Committee)

(Imran Rathore - 01274 431730)



8. **INTERIM TRADE UNION FEEDBACK ON THE COUNCIL'S BUDGET PROPOSALS FOR THE 2016/17 AND 2017/18 COUNCIL BUDGET- SECOND ADDENDUM**

The Director of Human Resources will submit a **Second Addendum (to be tabled at the meeting)** to the report presented to the meeting of Executive on 9 February 2016 (**Document "AW"**) which provides further feedback from the Council's Trade Unions on the Council's budget proposals for the 2016/17 and 2017/18 for consideration by Executive.

Recommended –

That Executive has regard to the further feedback received from the Council's Trade Unions contained in the addendum presented (Document "AW" Second Addendum) together with the information contained in the Report, appendices and First Addendum presented to Executive on 9 February 2016 (Document "AW") when considering recommendations to make to the Council on the budget for 2016/17 and budget savings proposals for 2017/18 on 25 February 2016.

(Corporate Services Overview & Scrutiny Committee)

(Michelle Moverley – 01274 437883)

agenda 15/16/executive\excExec23Feb

THIS AGENDA AND ACCOMPANYING DOCUMENTS HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER

