

# Minutes of a meeting of the Executive held on Tuesday, 6 December 2016 at Committee Room 1 - City Hall, Bradford

Commenced        10.35 am  
Concluded        11.30 am

## Members of the Executive – Councillors

<b>LABOUR</b>
Hinchcliffe (Chair)
V Slater
I Khan
Ross-Shaw
Ferriby
Jabar

Observers:

Apologies:

### 56.        **DISCLOSURES OF INTEREST**

Councillor I Khan disclosed an interest in the item relating to the Proposed Financial Plan 2017/18 (Minute 60) as he worked in the voluntary sector.

ACTION:        City Solicitor

### 57.        **MINUTES**

**Resolved –**

**That the minutes of the meetings held on 20 September, 11 October and 8 November 2016 be signed as a correct record.**

### 58.        **INSPECTION OF REPORTS AND BACKGROUND PAPERS**

There were no appeals submitted by the public to review decisions to restrict documents.



**59. RECOMMENDATIONS TO THE EXECUTIVE**

**A. REGIONALISATION OF ADOPTION SERVICES (Corporate Parenting Panel 9 November 2016)**

**Resolved –**

- (1) That the arrangements for the new Regional Adoption Agency be endorsed and that the submission of the recommendations set out in Document “F” to the Executive be supported.**
- (2) That the Panel considers that one meeting per annum of the Joint Committee is not sufficient and asks the Executive to give consideration to this issue.**

**B. ADOPTION REGIONALISATION (Governance & Audit Committee 1 December 2016)**

**Resolved –**

**That it be recommend that the proposal to the Executive to give full agreement to the development and implementation of the Regional Adoption Agency be endorsed.**

*Note: in receiving the above recommendations the Leader noted that the report to be considered at this meeting (Document “AM”) had been amended in the light of recommendation (2) from the Corporate Parenting Panel.*

**C. REGENERATION IN KEIGHLEY (Regeneration & Economy O&S 30 November 2016)**

**Resolved –**

- (1) That the Strategic Director, Regeneration be requested to present a report to the Committee, before the end of the municipal year, in respect of the wider economic strategy for Keighley.**
- (2) That the Strategic Director, Regeneration be requested to provide more detailed information to the Members of the Committee in relation to the footfall figures for both the market and the town centre as a whole, for each of the last five years.**
- (3) That the Executive be requested to give consideration to demolishing the Cavendish Street building (part of the former Keighley College) whilst the contractors are on site demolishing the associated North Street building.**



- (4) That the Strategic Director, Regeneration be requested to ensure that, in developing the plans for the public sector hub on the site at North Street, Keighley, balance is maintained in respect of the needs of pedestrians and transport.
- (5) That a recommendation be made to each Area Committee that it considers looking at those locations within its area that are at particular risk of flooding with a view to identifying local solutions.
- (6) **That the Executive be requested to ensure that, prior to the implementation of the delegated powers in respect of the proposed traffic management measures for Keighley, a meeting to discuss traffic management in Keighley is convened with invitations to all the Councillors representing the Keighley Constituency and transport companies.**
- (7) That the Environment and Waste Management Overview and Scrutiny Committee be requested to consider undertaking a review of the role of Council Wardens.

*Note: in receiving the above recommendations the Leader noted that:*

- (a) in respect of recommendation (3), options were being explored regarding the building which would be considered in due course.*
- (b) in respect of recommendation (6), the proposals had been considered at the Keighley Area Committee and could be further considered by the Area Committee at the discretion of the Chair and that the portfolio holder had held a number of meetings with transport companies who had been extensively consulted on the proposals.*

## 60. PROPOSED FINANCIAL PLAN 2017/18-2020/21

The report of the Director of Finance (**Document “AJ”**) set out

- initial draft budget and Council Tax proposals for consultation with the public, interested parties, staff and Trade Unions for 2017/18 and 2018/19
- indicative budget plans to 2020/21, to allow the further development of spending proposals to keep the Council effective and financially sustainable.

The report identified £13.9m on new savings for 2017/18 in addition to the £24m agreed in Budget 2016. They would bring a further layer of risk and change in the organisation, on top of changes that were already being implemented. A detailed commentary on the financial context was contained in Appendix B to Document “AJ”. The Director of Finance emphasised the impact of demographic changes affecting Children’s and Adult Services. He added that workforce reductions of



118 full time equivalent posts in 2017/18 and 107 in 2018/19 would be consulted on with Trade Unions. The Local Government financial settlement would be received in December 2016.

The Leader circulated a commentary on the draft budget and Council Tax proposals and highlighted the impact of the austerity policy on Bradford District and the need to maintain a focus on the Council's priorities.

The Health and Wellbeing Portfolio Holder emphasised the growing number of adults and young people in the district and the need to support those who were most vulnerable. She referred to the need to work differently to deliver services in the face of cuts in funding and growth in demand year on year. She added that there was a need to radically revise how public health outcomes were delivered by working with partner organisations that were also facing reductions in funding. She concluded that there would be an emphasis on prevention and supporting people to focus on what they were able to do.

The Environment, Sport and Culture Portfolio Holder highlighted the proposed changes to services and noted the reliance on the voluntary and community sector to help deliver services. She added that different delivery models and ways of generating income were being investigated. She stressed that the Council would continue to sweep streets and empty bins.

The Education, Employment and Skills Portfolio Holder stressed that education continued to be a priority and that the authority would protect the contribution to improving attainment levels in the face of a cut of £7m in Education Services Grant (ESG). He anticipated that the authority would lose funding under the new Schools National Funding Formula to be announced in December.

The Regeneration, Planning and Transport Portfolio Holder stated that the budget proposals reflected the authority's priorities. He added that the maintenance budget for highways would be protected and the focus on reducing the number killed or seriously injured on roads would be maintained. He stressed that increasing income and making the budget sustainable in the long term would be a priority. He concluded that major infrastructure projects would be supported.

The Neighbourhoods and Community Safety Portfolio Holder noted that the authority would work with the voluntary and community sector to achieve common goals.

The Leader emphasised the need to increase revenue, income and business rates to ensure that more was available to spend on services. She added that the voluntary sector was important in ensuring that the community remained prosperous and healthy. She noted the inspiring work had been evidenced in the business community. She emphasised that all young people in the district were the authority's priority and that the authority would work with Multi Academy Trusts and all schools to ensure the best start for them. She confirmed that the authority would work with Health Trusts on the better use of budgets for social care. She concluded that Bradford was a big city, bigger than Liverpool,



Newcastle and Bristol with the youngest population in the UK. She stressed that for the North to succeed Bradford had to succeed. Work would continue to make sure the Government's commitments for the North were fulfilled. She requested that the Government make investment in infrastructure and schools to be an active partner with the authority to ensure prosperity for the District. She launched the budget consultation process with the public and other interested parties, staff and Trade Unions. .

**Resolved -**

- (1) That Executive, having considered the Council's public sector equality duty as set out in Document "AJ":**
  - (a) Approve for consultation as required with the public, interested parties, staff and trade unions the proposed detailed budget changes for 2017/18 and 2018/19 set out at Appendix C to Document AJ, and any revisions to previous decisions set out in Appendix E and Appendix F to Document AJ**
  - (b) Approve the proposed non-recurrent spending included in the financial estimates**
  - (c) Approve for consultation the proposed spending totals for each outcome for 2017/18 and 2018/19, as the basis for a balanced budget**
  - (d) Approve the proposed use of reserves**
  - (e) Approve the consultation mechanisms and processes set out in Appendix G to Document "AJ"**
  - (f) Approve the proposed indicative spending totals for each outcome for 2019/20 and 2020/21 to inform future planning and engagement with stakeholders, the budgets for 2019/20 and 2020/21 to be subject to detailed formal consultation, however, in future budget rounds**
  - (g) Authorise Strategic Directors to engage with stakeholders to develop draft plans and options for the reforms and changes required to deliver a balanced budget in 2019/20 and 2020/21 as set out in Section 12.**

ACTION: Director of Finance  
(Corporate Overview & Scrutiny Committee)



## 61. WEST YORKSHIRE LOW EMISSIONS STRATEGY

The report of the Strategic Director of Health and Wellbeing (**Document “AK”**) sought adoption of the West Yorkshire Low Emissions Strategy which had been developed by the five West Yorkshire Authorities in conjunction with the West Yorkshire Combined Authority and Public Health England to tackle poor air quality across the region.

The Bradford Low Emissions Strategy had been adopted on 5 November 2013 and the results of the Low Emission Zone feasibility study were presented to the Health and Wellbeing Board in November 2014 and to Executive in March 2015. Bradford Council led a successful bid to Defra to develop a Low Emissions Strategy across for the West Yorkshire Region and a grant of £150k was awarded. The West Yorkshire Low Emissions Strategy was aligned with the Leeds City Region Economic Plan.

**Resolved -**

**That the West Yorkshire Low Emissions Strategy be adopted by the Council.**

**ACTION:** Strategic Director Health & Wellbeing  
(Environment & Waste Management Overview & Scrutiny Committee)

## 62. COMPREHENSIVE HOUSING RENEWAL POLICY

The report of the Director of Regeneration (**Document “AL”**) presented a progress report on the implementation of the Council’s Comprehensive Housing Renewal Policy and proposals to extend the scope of the Policy to provide an additional form of assistance for residents in order to improve housing conditions within the district.

The Health and Wellbeing Portfolio Holder emphasised the importance of ensuring that people remained independent and were able to stay in their own homes.

**Resolved -**

- (1) That Option 1 as set out in Document “AL” be approved for implementation and the appropriate Strategic Directors be authorised to conclude appropriate contractual arrangements for this purpose.**
- (2) That the Comprehensive Housing Renewal Policy set out in Appendix 1 of Document “AL” be approved.**
- (3) That the appropriate Strategic Director continue to make changes to the Comprehensive Housing Renewal Policy under delegated authority in consultation with the Portfolio Holder with responsibility**



**for Housing.**

**ACTION:** Director of Regeneration  
(Regeneration & Economy/Health & social Care Overview & Scrutiny Committee)

### **63. REGIONALISATION OF ADOPTION SERVICES**

The proposals around the Regionalisation of Adoption were previously presented to the Executive on 19<sup>th</sup> July 2016. The Executive endorsed the proposal that work begin to develop the establishment of a Regional Adoption Agency and that fuller information regarding this be presented to the Executive in December 2016

The purpose of the report of the Strategic Director of Children's Services (**Document "AM"**) was to inform the Executive on the progress regarding the regionalisation of adoption services and to seek a formal decision regarding the arrangements for the delegation of the adoption service to a Regional Adoption Agency (RAA). The government's adoption reform proposals contained within the Education and Adoption Act 2016 were clear that all local authorities would be part of a RAA or would have delegated their adoption functions to a RAA by 2020.

Bradford had been working in collaboration with other Local Authorities and the Voluntary Adoption Alliance (VAA) throughout the Yorkshire and Humber region to create a new model of service delivery for adoption services in line with the government's agenda. The report provided the up to date position on the plans for Bradford's Adoption Service to transition to the new arrangements and sought a decision to delegate the adoption service function to a shared service between the 5 West Yorkshire authorities with the appointment of a Joint Committee to oversee the arrangements

The Strategic Director reported that following consideration of the report by the Corporate Parenting Panel on 9 November 2016 Bradford had made representations to amend the Joint Committee Rules of Procedure for Meetings that the WYAJA shall meet a minimum of 2 occasions per year rather than once per year and that it be proposed that 4 meetings would be held in the first year.

Members were advised that the budget would be set by the Management Board which would comprise senior officers delegated by each Director of Children's Services. If Bradford was not satisfied, a dispute resolution could be triggered or Bradford could withdraw from the Regional Adoption Agency by giving 12 months notice to leave. It was anticipated that a regional adoption agency would result in a more efficient use of resources and it was stressed that decisions about Bradford children would remain with the Bradford Director of Children's Services.

**Resolved -**

- (1) That the arrangements for the new Regional Adoption Agency be endorsed.**



- (2) That the Joint Committee be formally appointed with effect from the 10<sup>th</sup> January 2017 and contingent upon all other authorities also agreeing to appoint to the Joint Committee.**
- (3) That the the Constitution, Terms of Reference and Procedure Rules of the Joint Committee (Appendix 1a, b and c to document “AM”) be approved.**
- (4) That it be noted that the Leader will appoint a Principal and two Elected Members to the Joint Committee as substitutes.**
- (5) That the principles of the partnership agreement as set out in Section {7} and the process for setting the budget as set out in section [3.20] of Document “AM” be noted the Director of Children’s Services be authorised to approve the Regional Adoption Agency funding formula and terms and signature of the partnership agreement through their existing delegated powers.**
- (6) That it be noted that the Joint Committee will delegate responsibility to the Director of Children’s Services of the Lead Agency for the recruitment and assessment of adopters, adoption panels, family finding and adoption support.**
- (7) That the transfer of staff via TUPE from Bradford into the employment of Leeds City Council to work within the RAA be noted.**
- (8) That it be formally agreed that Leeds City Council hosts the West Yorkshire Adoption Agency that is a shared service and that the name of the Agency is One Adoption West Yorkshire.**
- (9) That the creation of an organisational unit within Leeds City Council for the West Yorkshire Adoption Agency be noted. The lead officer for this will be the Director of Children’s Services for Leeds and the unit will sit within Children’s Services.**
- (10) That it be noted that Document “AM” discusses further work required regarding non agency adoption and support for special guardians and it be agreed that that the Director of Children’s Services can make further arrangements for extending the breadth of the delegation to this aspect of the function following agreement by the management board and Joint Committee as the project develops.**





**(11) That the Director of Children’s Services be authorised to progress with the other local authorities in order to implement the Regional Adoption Agency.**

ACTION: Strategic Director of Children’s Services  
(Children’s Services Overview & Scrutiny)

**64. UPDATE ON PUPIL PLACE PLANNING ACROSS THE DISTRICT AND REQUEST TO ALLOCATE BASIC NEED FUNDING TO SEVERAL SCHOOL EXPANSION SCHEMES**

The report of the Strategic Director of Children’s Services (**Document “AN”**) asked the Executive to:

- Note the need for additional school places across the District.
- Support the expansion of Immanuel College’s and Ilkley Grammar Schools by the allocation of Basic Need funding to allow the Council expand the schools.

The Education, Employment and Skills Portfolio Holder referred to the growing school population and welcomed the report.

**Resolved -**

**That the allocation of Basic Need and S106 Funding to the expansion of Immanuel College and Ilkley Grammar School be approved.**

ACTION: Strategic Director of Children’s Services  
(Children’s Services Overview & Scrutiny Committee)

**65. KEIGHLEY TOWN CENTRE TRAFFIC MANAGEMENT MEASURES**

At its meeting on 8 March 2016 the Executive approved a strategy for short, medium and long term improvements to assist traffic flow around Keighley town centre and complement regeneration opportunities of key development sites.

The report of the Strategic Director of Regeneration (**Document “AO”**) updated Executive on progress and the current position of the project and sought the delegation of decisions needed to progress and implement the works to the Strategic Director of Regeneration.

The Strategic Director advised members that consultation was being undertaken with Ward Councillors in the Keighley Constituency. The Regeneration, Planning and Transport Portfolio Holder advised members that a number of meetings had been held with transport companies and they had been extensively consulted on the measures.



**Resolved –**

- (1) That the Strategic Director of Regeneration, in consultation with the Portfolio Holder (Regeneration, Planning and Transport), be given delegated authority pursuant to Article 14.20 of the Constitution to:
- (a) progress and approve the detailed design of the short, medium and long term schemes and undertake appropriate consultation including with the relevant Area Committees;
  - (b) undertake negotiations with landowners to secure by private treaty the timely acquisition and internal appropriation of land required for the implementation of the scheme;
  - (c) undertake negotiations with leaseholders of Council owned land affected by the scheme with a view to securing surrender of any extant leases;
  - (d) as may be required, secure the procurement of specialist external services having regard to the Council's Contract Standing Orders and EU procurement legislation in order to advise the Council on matters relating to the delivery of the proposals;
  - (e) advertise any necessary legal orders required to facilitate the delivery of the strategy and to make any necessary applications to seek planning permission. Any objections to be referred to the Keighley Area Committee;
  - (f) approve the implementation of the works.

ACTION: Strategic Director of Regeneration  
(Environment & Waste Management Overview & Scrutiny Committee)

**66. BRADFORD DISTRICT LOCAL FLOOD RISK MANAGEMENT STRATEGY**

The report of the Strategic Director of Regeneration (**Document “AP”**) sought Members to adopt the Local Flood Risk Management Strategy (LFRMS). As Lead Local Flood Authority (LLFA), the City of Bradford Metropolitan District Council was required under Section 9 of the Flood and Water Management Act (FWMA) 2010, to develop, maintain, apply and monitor a strategy for local flood risk management – a “Local Flood Risk Management Strategy” (LFRMS). The strategy must detail the risk management authorities and the functions that they can exercise within the Bradford Lead Local Flood Authority area, assess local flood risk, the objectives for managing that risk and measures proposed to implement those objectives.

The FWMA required the LFRMS to demonstrate how it contributed to the achievement of wider environmental objectives. To fulfil legislative requirements a Strategic Environmental Assessment (SEA) of the LFRMS was commissioned. The Draft SEA stated that there were no negative environmental effects identified



from the LFMS objectives and that many of the proposed LFRMS objectives had the potential for both direct and indirect environmental benefits.

The LFRMS (attached as Appendix 1) was an all-encompassing or umbrella document for the implementation of the FWMA, which set out how the LLFA intended to fulfil the requirements of the FWMA and who (within the council) would be responsible for the different areas. It would therefore act as a tool to deliver the benefits of well managed and hence reduced flood risk to people, properties and the wider environment of Bradford District.

The Strategic Director of Regeneration referred to the establishment of a Flood Risk Management Board to ensure engagement with communities. The authority was working with the Environment Agency and Yorkshire Water to develop flood packs for residents. Work was also taking place with Town and Parish Councils.

The Regeneration, Planning and Transport Portfolio Holder stressed that the Strategy was only one element of the issue of flooding. Work had been on going with Parish and Town Councils, community groups and emergency response services to ensue flood resilience in communities. The authority was working closely with partners such as the Environment Agency on road shows and community events. The consultation period had been extended because of the level of feedback which would be included in the strategy.

The Leader thanked those who had participated in the consultation.

#### **Resolved –**

**That the Local Flood Risk Management Strategy (LFRMS) be adopted, and that delegated authority be given to the Strategic Director for Regeneration to amend the LFRMS as a result of the consultation on the Strategic Environmental Assessment (SEA), and following consultation with the Portfolio Holder for Regeneration, Planning and Transport.**

ACTION: Strategic Director of Regeneration  
(Environment & Waste Management Overview & Scrutiny Committee)

Chair

**Note: These minutes are subject to approval as a correct record at the next meeting of the Executive**

THESE MINUTES HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER

