

Minutes of a meeting of the Executive held on Tuesday, 7 February 2017 in Council Chamber - City Hall, Bradford

Commenced 10.35 am
Concluded 12.25 pm

Members of the Executive – Councillors

LABOUR
Hinchcliffe (Chair)
V Slater
I Khan
Ross-Shaw
Ferriby
Jabar

Observers: Councillors M Pollard, D Smith and Townend

80. DISCLOSURES OF INTEREST

The following declarations of interest were received:

- (i) Councillor I Khan disclosed a prejudicial interest in the item relating to the 2017-18 and 2018-19 Budget Update and Financial Outlook to 2020/21, as a Member who worked in the voluntary sector. The Member stated that he had been granted a dispensation by the City Solicitor under the Localism Act to speak and vote on the respective budget items.
- (ii) Councillor Ross-Shaw also disclosed a prejudicial interest in the item relating to the 2017-18 and 2018-19 Budget Update and Financial Outlook to 2020/21, as a close relative worked in a school. The Member stated that he had also been granted a dispensation by the City Solicitor under the Localism Act to speak and vote on the respective budget items.

ACTION: *City Solicitor*

81. MINUTES



Resolved –

That the minutes of the meeting held on 6 December 2016 be signed as a correct record.

82. RECOMMENDATIONS TO THE EXECUTIVE

The receipt of the following recommendations to the Executive was noted:

1. Corporate Overview & Scrutiny Committee 11 January 2017

RISK MANAGEMENT UPDATE 2016

Resolved –

- (1) **That the Executive ensures that Portfolio holders review Departmental Risk Registers in their respective areas of responsibility.**
- (2) That this committee requests that all Overview and Scrutiny Committees consider Departmental Risk Registers relevant to their area of responsibility.
- (3) That a progress report be presented to this Committee in 12 months time.

NOTE: In receiving the above recommendation the Leader reminded all Portfolio Holders to review Departmental Risk Registers with the appropriate Strategic Director on a regular basis.

2. Council 17 February 2017

Petition – Ian Clough Hall Baildon

Resolved –

That the petition be referred to the Executive.

NOTE: In noting the receipt of the above recommendation the Leader stated that it would be considered later in the meeting under the item relating to Consultation Feedback and Equality Impact Assessments for the 2017-18 and 2018-19 budget proposals.

3. Children's Services Overview & Scrutiny Committee 31 January 2017



CALL-IN FOSTERING ALLOWANCES REVIEW

Resolved –

That the decision be referred back to the Executive to reconsider in the light of Executive carrying out further investigation of the Levels across the Local Authorities used in the table on page 5 of Document “AS” to better understand the comparability on a like for like basis on the levels and descriptors used.

NOTE: In noting the receipt of the above recommendation the Leader requested a further report which would be considered at the meeting of the Executive on 21 February 2017.

83. MEETINGS OF COUNCIL AND THE EXECUTIVE 2017/18

The report of the City Solicitor (**Document “AY”**) recommended a schedule of ordinary meetings for Council and the Executive for the municipal year 2017-18.

Resolved -

- (1) **That the schedule of meetings of the Executive for 2017-18 as set out in appendix 1 to Document “AY” be approved.**
- (2) **That it be a recommendation to the annual meeting of Council that the ordinary meetings of Council for 2017-18 as set out in appendix 1 to Document “AY” be approved.**

ACTION: City Solicitor

84. 2017/18 AND 2018/19 BUDGET UPDATE AND FINANCIAL OUTLOOK TO 2020/21

On 6 December 2016 the Executive approved amended and new budget proposals for consultation as required with the public, interested parties, staff and the Trade Unions.

The report of the Strategic Director of Corporate Services (**Document “AZ”**) provided the Executive with an update on national announcements and local decisions since 6 December 2016. It also identified issues and uncertainties which could still have had a bearing on the final size of the funding gap for the financial years 2017/18 and 2018/19 to be closed by Budget decisions.

Executive would need to have regard to the information contained in the report when considering the recommendations to make to Council at its meeting on 21 February 2017.

The Strategic Director, Corporate Services introduced the document which



comprised an interim report on the changes to the financial landscape since December 2016. He highlighted the two main issues in the Local Government settlement which were the flexibility to introduce a social care precept up to a maximum of 6% over 3 years; and the proposed changes to the New Homes Bonus scheme. He highlighted the summary of potential movements contained in table 5 of the report. He noted that National Funding Formula changes for schools had been approved by the Schools Forum on 18 January 2017. He explained that the report had been written based on the interim financial settlement and that the final settlement would be approved by Parliament.

The Leader noted that the authority would no longer receive Revenue Support Grant by 2020 which would have a significant impact on decisions that the Council would have to take.

The Health and Wellbeing Portfolio Holder referred to the Council decision to send a deputation to the Secretary of State for Health to highlight the need to undertake a complete overhaul of social care funding. She added that the Government had only given a one off grant and the ability to introduce a social care precept which was not considered sufficient to fund social care for residents of the District. She set this in the context of the growing number of older people and people with additional needs in the District.

The Strategic Director advised members that unallocated reserves were £13.8m. He was proposing to redirect allocated reserves to new purposes but to leave unallocated reserves. He stressed the need to ensure that the Council remained financially resilient. He would report to Executive on 21 February on the adequacy of reserves.

Resolved -

That Executive note the contents of Document “AZ” and have regard to the information contained within this report when considering the recommendations to make to Council on a budget for 2017/18 and budget proposals for 2018/19 at their meeting on 21 February 2017.

ACTION: Strategic Director of Corporate Services

85. CONSULTATION FEEDBACK AND EQUALITY ASSESSMENTS FOR THE 2017-18 AND 2018-19 COUNCIL BUDGET PROPOSALS

On 6 December 2016 the Executive approved new budget proposals for consultation as required with the public, interested parties, staff and the Trade Unions. The report of the Chief Executive (**Document “BA”**) and appendices provided feedback from the public engagement and consultation programme and set out a summary of the equality assessments carried out on the Executive’s Budget proposals for 2017-18 and 2018-19. There was particular reference to the Council’s responsibilities under equality legislation to enable the Executive to have due regard to the Public Sector Equality Duty when considering its



recommendations to Council on a budget for 2017-18 and 2018-19. The Chief Executive also submitted an **addendum** to Document "BA".

It was noted that the consultation would close on 12 February 2017 and that a final addendum would be presented to the Executive on 21 February. The Chief Executive summarised the consultation and engagement programme, the level of responses received and specific issues raised. It was noted that community interest groups had raised Adult Social Care and Public Health as areas of most concern. Petitions had been received regarding Ian Clough Hall, Baildon and Silsden Town Hall.

The Leader stressed that no decision would be made at this meeting, that updated feedback would be reported to the Executive on 21 February at which meeting recommendations would be made to Council on 23 February.

It was noted that the number of on-line responses and letters received was similar to the previous year.

The Health and Wellbeing Portfolio Holder referred to the additional feedback on Adult Social Care contained in the addendum and noted that it accounted for £158m which was a large proportion of the Council's overall budget. She stressed the need to ensure that the views of these vulnerable people were taken into account.

The Chief Executive emphasised the events that had been undertaken with partnerships and service users to receive their feedback, which were recorded in the report. It was noted that suggestions had been received on how to manage services going forward which were similar to those received in previous years and that respondents had tended to focus on the first two years of the four year period being consulted on. Participants had been encouraged to put forward alternative suggestions at consultation events.

The Regeneration, Planning and Transport Portfolio Holder referred to the consultation that had taken place with the business sector.

The Strategic Director reported on the building rationalisation programme which had been in operation for a number of years and had made an impact on the number of buildings that the Council occupied. He referred to buildings with backlog maintenance issues and also the need to make them more energy efficient and noted the on going programme to reduce the footprint of buildings used by the Council.

The Chief Executive confirmed that the Equality Impact Assessments would be updated in line with feedback received and presented to the Executive on 21 February.

A number of Silsden Town Hall petitioners attended the meeting one of whom addressed the Executive on behalf of the Friends of Silsden Town Hall. She requested that Silsden Town Hall be removed from the list of halls to be considered



for Community Asset Transfer and that they be given the opportunity to work with the Council to make Silsden Town Hall more viable. The friends of Silsden Town Hall had taken a decision at its AGM that it did not have the expertise or capacity to take responsibility for the building. She stated that the building had recently been refurbished which had been paid for from the sale of two other community buildings. The library had been moved into the building two years ago and the building was extensively used. She pointed out that Silsden was a growing community. She acknowledged that hard decisions had to be made in the light of cuts in Council funding but was confident that they could work in partnership with the Council to increase income and the use of the Town Hall. She endeavoured to share a report on suggestions to generate more income and increase the use of the Hall with the Portfolio Holder and the Bradford Theatres General Manager.

The Environment, Sport and Culture Portfolio Holder confirmed that there was an on going dialogue with Town and Parish Councils and interest groups which would take into consideration how to future proof and manage halls in communities. She added that members would take account of the representations and make recommendations to Council at the Executive on 21 February.

The Leader recognised the value of community halls but stressed that after 6 years of cuts, options available to the Council were becoming more difficult. She thanked the petitioner for their petition and valued their input.

An Ian Clough Hall petitioner attended the meeting and spoke in objection to the proposal to transfer responsibility for Ian Clough Hall. He expressed the view that if the building was transferred to the Parish Council or other group it should be transferred as an asset not a liability and that anyone who took over responsibility should consider the issue of maintenance. He urged that should the hall go to a private developer there should be no loss of parking spaces.

The Environment, Sport and culture Portfolio Holder stressed that difficult decisions had to be made and that members were open to dialogue with communities.

A representative of Bradford, Airedale and Wharfedale, and Worth Valley Crown Green Bowling Associations attended the meeting and addressed the Executive and expressed concern at the intention that by 2020 the Council would no longer have responsibility for bowling greens. He pointed out that a steering group had been set up to introduce charges which in three years had raised £92,000 from 1,400 bowlers. He added that over 70% of bowlers were over 65 and that bowling contributed to achieving “better health better lives” in line with the Council Plan. He was of the opinion that, if the Council stopped maintaining bowling greens a number of smaller clubs would close. He stressed the impact on the health of individuals and the implications for social care. He accepted that bowlers needed to pay more but that no figure had been put to them.

The Environment, Sport and Culture Portfolio Holder welcomed the feedback and



noted that the points raised would be put to officers at the next steering group meeting.

Two Baildon Ward Councillors attended the meeting and urged member to consider the impact on the health and wellbeing of individuals and the NHS if bowling clubs closed. One of the Ward Councillors questioned the meaningfulness of the consultation and why the proposals were being consulted on which would not take effect until 2010.

In response the Leader stressed the need to be open about the Council's finances in 2020 and the need to do things differently.

The Environment, Sport and Culture Portfolio Holder commented that she would continue to have an on going dialogue with bowling clubs and the steering group.

The Leader emphasised that any further comments received by the deadline would be taken into consideration and the Executive would meet on 21 February to make recommendations to Council on 23 February 2017.

Resolved -

That in accordance with Section 149 of the Equality Act 2010, the Executive has regard to the information contained in Document "BA", appendices and equality assessments when considering the recommendations to make to the Council on a budget for 2017-18 and 2018-19 on 23 February 2017.

ACTION: Chief Executive

86. INTERIM TRADE UNION FEEDBACK ON THE COUNCIL'S BUDGET PROPOSALS FOR THE 2017/18 AND 2018/19 COUNCIL BUDGET.

On 6 December 2016 the Executive approved new budget proposals for consultation as required with the public, interested parties, staff and the Trade Unions. The report of the Chief Executive (**Document "BA"**) and appendices provided feedback from the public engagement and consultation programme and set out a summary of the equality assessments carried out on the Executive's Budget proposals for 2017-18 and 2018-19. There was particular reference to the Council's responsibilities under equality legislation to enable the Executive to have due regard to the Public Sector Equality Duty when considering its recommendations to Council on a budget for 2017-18 and 2018-19.

The Leader thanked staff and unions for the meaningful and constructive consultation.

Resolved -



That Executive considers and has regard to the interim feedback received from the Council's Trade Unions contained in Document "BB" in relation to the budget proposals when considering its recommendations to Council on the Council's budget for the financial years 2017/18 and 2018/19.

ACTION: Director of Human Resources

87. QUARTER 3 FINANCIAL POSITION STATEMENT FOR 2016-17

The report of the Strategic Director of Corporate Services (**Document "BC"**) provided Members with an overview of the forecast financial position of the Council for 2016-17.

It examined the latest spend against revenue and capital budgets and forecast the financial position at the year end. It stated the Council's current balances and reserves and forecast school balances for the year.

The Leader noted that the forecast spend was £5.8m less than reported in Quarter 2 and thanked officers for their actions to balance the books. She noted, however that the Department of Health and Wellbeing (formerly Adult Services and Public Health) and Children's Services were still forecast to overspend.

The Health and Wellbeing Portfolio Holder stressed that both services had seen an increase in demand, with 25% higher rates of contact in Adult Services and a 9% increase in the number of children coming into care. She added that work was being undertaken within the Department of Health and Wellbeing on changing the way that services were delivered. Within Children's Services, officers were looking into how the Council worked with vulnerable children and whether children in care outside the District could be cared for within the District. She stressed that the Council could not set a deficit budget so other Council services had to make savings to account for the increased demand in Adults and Children's Services.

The Environment, Sport and Culture Portfolio Holder noted that officers had taken action to mitigate pressures in waste services. She referred to the success of the garden waste collection which had exceeded the budget by £0.2m. A pilot two weekly bin collection was to be introduced which would help with financial pressures going forward.

Resolved -

That the actions being taken in departments to mitigate the forecast overspend be approved.

ACTION: Strategic Director of Corporate Services

NOTE: The following item had been included on the agenda as an exception



to the Forward Plan in accordance with paragraph 10 of the Executive Procedure Rules set out in the Council's Constitution.

88. PETITION SEEKING TO REVERSE THE DECISION TO DELETE THE POST OF DEVELOPMENT OFFICER INCLUSION & MOBILITY POST

A petition was received by the Council seeking the reinstatement of the Post of Development Officer Inclusion & Mobility within Planning Transportation and Highways Service. The petition was referred to Executive by Council on 13 December 2016.

The report of the Strategic Director of Place (**Document "BD"**) set out the background to the deletion of the post included as part of the budget process and a service wide restructure in 2016 and the alternative arrangements which were to be put in place to undertake this work and meet its duties to equalities groups in on going service delivery.

The report of the Strategic Director of Place had not been included on the published forward plan as an issue for consideration however the matter related to the implementation of a restructure and agreed budget proposal and as such a decision was needed urgently in order to be consider as soon as possible any budget implications and also implications for the current post holder . As it was impractical to defer the decision until it has been included in the published Forward Plan the report was submitted in accordance with paragraph 10 of the Executive Procedure Rules set out in the Council's Constitution.

A number of people with disabilities attended the meeting and spoke in support of reinstating the post. They stressed that the current post holder was disabled and understood the daily difficulties of life as a disabled person. They maintained that there was no one in the Council who understood the principles of disability design and who had the current post holder's skill sets and networks. They asked that the Executive have sight of the Equality Impact Assessment (EIA) to demonstrate how the Council had undertaken a rigorous EIA. They stated that, without the post, the Council's planning would be less effective. They stressed that he was a dedicated specialist mobility officer with a specialist set of skills. He had built bridges and given people with disabilities access to members of Council and transport providers in the district. The post provided a lifeline for people with disabilities. There were growing numbers of disabled adults and children in the district and people who could not access the disability planning group needed a voice. The post holder was specialised in mobility issues and was able to represent people with disabilities to the Council and represent the Council to people with disabilities. He was their advocate, representative and liaison officer.

A member who was the Co-Chair of the Strategic Disability Partnership attended the meeting and spoke in opposition to the deletion of the post. He expressed concern about the way in which the views of the Partnership had been related to members. He questioned who would be responsible for training.

In response the Strategic Director reminded members that the post had been



introduced in 2006 on a temporary basis to embed mobility and inclusion into the way in which officers worked. He went on to report that a lot of good work had been undertaken over that period and that further embedding would take place in terms of managers in Transportation and Highways taking ownership of issues in a more integrated approach. He highlighted that the combined savings over two years was proposed to be £190,000 in 2016-17 and £125,000 in 2017-18. The salary for the post was £42,000.

The Neighbourhood and Community Safety Portfolio Holder sought reassurance on how best practice on inclusion and mobility was being embedded in the work of the Council.

The Strategic Director stressed that this was a key priority across the Department of Place and areas of Transport and Highways and would continue to be a key priority. He added that this would continue to be a significant issue in key regeneration projects and the Directorate Management Team would be responsible for its implementation. He explained that staff training was being undertaken in development sessions, seminars, service meetings regarding major developments and formal and informal training sessions.

In response to a member question the Strategic Director advised members that each of the prime objectives of the post had been identified and consideration given to how they would be delivered and how the mobility group would be supported. Named officers had been identified to provide the required levels of support and contact with groups on major projects. Any transition would have to be managed and more bespoke training may have to be provided for different roles.

The Regeneration, Planning and Transport Portfolio Holder thanked the petitioners for their representations and stressed the need to embed inclusion and mobility within teams and not rely on one post. He stressed that this was created as a temporary post and the intention was that other officers would pick up functions relevant to their area of responsibility and expertise when the appointment came to an end.

The Leader requested that progress reports be submitted to the Portfolio Holder on a sixth monthly basis.

Resolved –

- (1) That the post of Development Officer Mobility and inclusion be not reinstated and the new arrangements be endorsed.**
- (2) That progress reports on the targeted training and development of posts within Planning, Transport and Highways be submitted to the Neighbourhoods and Community Safety Portfolio Holder on a six monthly basis.**

ACTION: Strategic Director Place



CALL-IN FOSTERING ALLOWANCES REVIEW

On 10 January 2017 the Executive considered the report of the Strategic Director Children's Services (Document "AS").

Executive Resolved –

That Option 2 – Reducing Fostering allowances to the Government minimum allowances over a two year period with effect from 01 April 2017 be approved.

The decision of the Executive was called-in and considered by the Children's Services Overview and Scrutiny Committee on Tuesday 31 January 2017. In response to the call-in the Strategic Director of Children's Services submitted to the Children's Services Overview & Scrutiny Committee Document "AG" which provided a commentary on the call-in.

On 31 January the Children's Services Overview & Scrutiny Committee

Resolved –

That the decision be referred back to the Executive to reconsider in the light of Executive carrying out further investigation of the Levels across the Local Authorities used in the table on page 5 of Document "AS" to better understand the comparability on a like for like basis on the levels and descriptors used.

It was noted that a further report would be considered at the meeting of the Executive on 21 February 2017.

90. PRIMARY AND SECONDARY ADMISSIONS AND PROPOSED EXPANSIONS

The report of the Strategic Director of Children's Services (**Document "BE"**) asked the Executive to determine the admission arrangements for September 2018 including:

- Approving the Admission Arrangements for Community and Voluntary-Controlled Schools
- Approving the Coordinated Admission Schemes.
- Approving the In Year Coordinated Admission Scheme
- Approve the publication of Statutory Proposals for the expansion of All Saints' C of E Primary School(Ilkley)
- Approve the publication of Statutory Proposals for the expansion of Poplars Farm Primary school.
- Consider the proposed expansion of Steeton Primary School.
- Approve changes to the admissions policy for Sandal Primary School to include an oversubscription priority area.
- Approve changes to the admissions policy for Silsden Primary School to



- include an oversubscription priority area.
- Noting the “own admissions authority schools” proposing changes to their admission policies.
- Noting Published Admission Numbers

The Education, Employment and Skills Portfolio Holder welcomed the report and stressed that the authority would continue to ensure that school places were provided where they were needed.

The Leader added that there was a need to ensure that good school places were made available as Bradford was the city with the youngest population in the country .

Resolved -

- (1) That the Primary and Secondary Admission Arrangements contained in Document “BE” be approved.**
- (2) That the Primary and Secondary Co-ordinated Admissions Scheme contained in Document “BE” be approved.**
- (3) That the In-Year Coordinated Admissions Scheme contained in Document “BE” be approved.**
- (4) That the increase in the PAN from 45 to 60 and the publication of Statutory Proposals to enlarge the school premises of All Saints’ C of E Primary School (Ilkley) by increasing the capacity of the school from 315 to 420 from September 2018 be approved.**
- (5) That the increase in the PAN from 30 to 60 and the publication of Statutory Proposals to enlarge the schools premises of Poplars Farm Primary School by increasing the capacity of the school from 210 to 420 from September 2018 be approved.**
- (6) That the proposed increase in the PAN and enlargement of Steeton Primary School be postponed whilst additional monitoring be carried out on the demand for places and the possible creation of admission oversubscription priority areas in this and the Keighley area.**
- (7) That the inclusion of priority area option 1 to be included as part of to the admissions oversubscription for Sandal Primary School as shown in Appendix K to Document “BE” be approved.**
- (8) That the inclusion of priority area option 3 to be included as part of the admissions oversubscription for Silsden Primary School as shown in Appendix L to Document “BE” be approved.**
- (9) That the proposed changes to the admissions oversubscription**



criteria for own admissions authority schools listed in section 3.7 of Document “BE” be noted.

- (10) That the Published Admission Numbers contained in appendix G to Document “BE” be noted.

ACTION: Strategic Director of Children’s Services

91. TRADE WASTE CHARGES

The report of the Strategic Director of Place (**Document “BF” which contains a Not For Publication Appendix**) sought Executive approval to an increase in Trade Waste charges for 2017/18 financial year as required by financial regulations, as the proposals represented an above inflation increase, to take full account of and therefore fully recover waste collection, treatment and disposal costs of the service.

Resolved -

That option “Proposal 2” contained in the Not For Publication Appendix 1 to Document “BF”, that the full price increase for all containers be applied in 2017/18 with the exception of the 240L container which should be staggered over 2 financial years 2017/18 and 2018/19, be approved.

ACTION: Strategic Director Place

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

