

Minutes of a meeting of the Executive held on Tuesday, 4 February 2020 in Committee Room 1 - City Hall, Bradford

Commenced 10.30 am
Concluded 12.05 pm

Members of the Executive – Councillors

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

Observers:

Apologies:

75. DISCLOSURES OF INTEREST

- (i) The following Elected Members had been granted dispensations under the Localism Act 2011 in relation to their declared Disclosable Pecuniary Interests relating to employment, sponsorship and land.

EMPLOYMENT

Councillor Imran Khan

SPONSORSHIP

Councillor Farley
Councillor Hinchcliffe
Councillor Jabar
Councillor Imran Khan
Councillor Ross-Shaw

LAND

Councillor Farley
Councillor Ferriby
Councillor Hinchcliffe
Councillor Jabar
Councillor Imran Khan
Councillor Ross-Shaw

- (ii) **The following members disclosed a personal interest in the item on the agenda relating to the Budget 2020-21 and of the nature and description indicated by each category:**

Members with a spouse, partner or close relative in the employment of the Council

Councillor Jabar
Councillor Imran Khan

Members employed by or who have a spouse, partner or close relative employed by a voluntary organisation/public body funded by the Council.

Councillor Imran Khan

Members who occupied land or who had a spouse, partner or relative who did or who were directors of companies or sat on the management committee of an organisation that occupies land under a lease or licence granted by the Council.

Councillor I Khan
Councillor Ross-Shaw

Members of other public authorities.

Airedale Partnership
Councillor Ross Shaw

Bradford Economic Partnership
Cllr Hinchcliffe
Cllr Ross-Shaw

City Regions Board (LGA)
Councillor Hinchcliffe

Drake and Tonson Foundation
Cllr Farley

Haworth Exhibition Trust
Cllr Farley

Key Cities
Councillor Hinchcliffe

Councillor Imran Khan

Leeds Bradford International Airport – Consultative Committee

Councillor Ross-Shaw

Leeds City Region Local Enterprise Partnership

Councillor Hinchcliffe

Nell Bank Outdoor Education Centre

Councillor Ferriby

Sir Titus Salt Trust

Councillor Hinchcliffe

University of Bradford - Court

Councillor Hinchcliffe

West Yorkshire Combined Authority

Councillor Hinchcliffe

Councillor Imran Khan (alternate)

West Yorkshire Combined Authority Inclusive Growth and Public Policy

Councillor Ross-Shaw

West Yorkshire Combined Authority West Yorkshire & York Investment Panel

Councillor Ross-Shaw

West Yorkshire Combined Authority Business Innovation and Growth Panel

Councillor Ross-Shaw

West Yorkshire Combined Authority Business Investment Panel

Councillor Ross-Shaw

West Yorkshire Combined Authority Employment Skills Panel

Councillor Hinchcliffe

Councillor Imran Khan

West Yorkshire Combined Authority Governance and Audit

Councillor Hinchcliffe

Councillor Imran Khan (alternate)

West Yorkshire Combined Authority Green Economy Panel

Councillor Ferriby

West Yorkshire Combined Authority City Region Partnership

Councillor Hinchcliffe

West Yorkshire Combined Authority Place Panel

Councillor Hinchcliffe

Councillor Ross-Shaw

West Yorkshire Joint Services Committee

Councillor Hinchcliffe
Councillor Imran Khan

Wrose Carnival Management Committee

Councillor Hinchcliffe
Councillor Ross-Shaw

Yorkshire Libraries and Information

Cllr Ferriby

Parish Councillors

Councillor Hinchcliffe
Councillor Ross-Shaw

Members who sit on the management committee/ trustee of a voluntary organisation in receipt of Council Funding.

Councillor Ferriby
Councillor Hinchcliffe
Councillor Jabar
Councillor Imran Khan

Members who are members of a Council funded organisation.

Councillor Imran Khan
Councillor Ross-Shaw

Members appointed by the Council to a public body with an interest in the Council's budget

-

Members who are appointed to external bodies

Bradford Business Improvement District

Councillor Ross-Shaw

Bradford City Challenge Foundation Limited

Councillor Imran Khan

Canal Road Urban Village

Councillor Ross-Shaw

City of Film

Councillor Ferriby

Friends of Brackenhill Park

Councillor Jabar

Great Horton Partnership

Councillor Jabar

Ilkley Business Improvement Board
Councillor Ross-Shaw

Keighley Business Improvement District Board
Councillor Ross-Shaw

Ummid/Himmat Management Board
Councillor Jabar

Other Interests

Unison Calderdale
Councillor Jabar

Members who are school governors
Councillor Farley
Councillor Ferriby

Members entitled to receive an allowance paid by the Council

All members of the Executive in attendance.

Any members who are in receipt of a West Yorkshire Pension Fund pension.

ACTION: City Solicitor

76. INSPECTION OF REPORTS AND BACKGROUND PAPERS

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

77. RECOMMENDATIONS TO THE EXECUTIVE

Governance and Audit Committee 23 January 2020

COUNCIL RISK MANAGEMENT STRATEGY

Resolved-

- (1) **That it be recommended that the Executive be requested to note that the adoption of a new Risk Management Strategy for the Council (Appendix A to Document “Z”) be approved subject to the addition of Climate Change risks.**
- (2) That the Committee noted that the Director of Finance was undertaking a review on the recent cyber attack that affected the Council’s IT systems which would be reported to the Corporate Management Team.

NOTE: In noting the receipt of the above recommendation the leader noted that the Executive supports the Governance and Audit Committee view that Climate Change should be specifically referenced within the Council's Risk Strategy so that the Council's approach to Climate Change Risk is clearly structured and transparent.

Action: Director of Finance

78. MEETINGS OF COUNCIL AND THE EXECUTIVE 2020/21

The City Solicitor submitted a report (**Document "AP"**) which recommended a schedule of ordinary meetings for Council and the Executive for the municipal year 2020-21.

Resolved -

- (1) That the schedule of meetings of the Executive for 2020/21 as set out in appendix 1 to Document "AP" be approved.**
- (2) That it be a recommendation to the annual meeting of Council that the ordinary meetings of Council for 2020/21 as set out in appendix 1 to Document "AP" be approved.**

ACTION: City Solicitor

LEADER OF COUNCIL & CORPORATE

(Councillor Hinchcliffe)

79. 2020-21 BUDGET UPDATE

On 2 January 2020 the Executive approved budget proposals for consultation as required with the public, interested parties, staff and the Trade Unions.

The report of the Director of Finance (**Document "AQ"**) provided the Executive with an update on national announcements and local decisions. It also identified issues and uncertainties which could still have a bearing on the final size of the funding gap for future financial years.

Executive would need to have regard to this report when considering the recommendations to make to Council at their meeting on 18 February 2020

The Director of Finance advised members that the final Local Government Settlement had not been received and was expected later in the month. However he did not anticipate any major changes from the provisional settlement and any changes were expected to be marginal. He added that since the meeting on 2 January 2020 the Employer's pension contributions were lower than expected and would contribute to a saving of £800,000 per year. He noted that it was anticipated that £788,000 of the West Yorkshire Business Rates Pool would be

redistributed to Bradford. He referred to an upward pressure as it was anticipated that the pay settlement could be higher than the budget provision of 2% and no date had been forthcoming on which the award would be settled.

The Leader referred to the lack of certainty from Central Government and noted that the Local Government Association had calculated that under the Fair Funding Formula, Bradford would be £10m less well off and Surrey would be £26m better off and urged the government give this reconsideration. She added that it was difficult to plan beyond one year as certainty was required that adult and children's social care would be funded properly. While respecting the union case for a 10% pay rise she stressed that the authority would not be able to afford this increase if funding was not forthcoming from Government. The Director of Finance added that a 1% pay rise would cost the authority £2m so funding would be required from the Government if cuts were to be avoided.

Resolved -

That Executive note the contents of Document "AQ" and have regard to the information contained within this report when considering the recommendations to make to Council on a budget for 2020/21 at its meeting on 18 February 2020.

ACTION: Director of Finance
Corporate Overview & Scrutiny Committee

80. CONSULTATION FEEDBACK AND EQUALITY ASSESSMENT ON NEW PROPOSALS IN THE 2020-21 COUNCIL BUDGET

On 2 January 2020, the Executive approved new budget proposals for consultation with the public, interested parties, staff and the Trade Unions. These were included in Appendix E of the financial plan, for ease these had also been included in Appendix B of the report of the Assistant Director, Office of the Chief Executive.

The report of the Assistant Director, Office of the Chief Executive (**Document "AR"**) and appendices provided feedback from the public engagement and consultation programme and the consultation with Trade Unions and set out a summary of the equality assessments carried as outlined in the Proposed Financial Plan Updated (2020-21).

The Assistant Director further tabled an addendum to the consultation document following the end of the consultation on 26 January 2020. He noted that the Council had received 118 comments overall, which was lower than previous years due to the lower number of proposals and the later start to the consultation. He added that the proposal generating the most comments was regarding Green Waste with 71 and the raise in Council Tax was next at 5. A number of comments (3) were made on the climate emergency. One written submission had been received from Bradford Community Kitchen concerning item 5.5 in the Proposed Financial Plan presented to the Executive on 2 January, Decent homes that people can afford to live in. It was stated that one Equality Impacts Assessment had been undertaken regarding Green Waste which it was anticipated would have a low impact. Trade Union feedback had been received

regarding libraries, agency staff and consultant fees. The Director of Human Resources reported that Trade Union discussions were on going and that an addendum would be circulated at the meeting of the Executive on 18 February 2020.

The Leader stressed that the increase in green waste charges was to cover the increased cost of collection. She was please to note the responses received on the climate emergency and green spaces. She added that there had been less feedback than previous years because there fewer cuts. She concluded that the formal consultation period had ended but that further feedback was still welcomed.

Resolved -

That in accordance with Section 149 of the Equality Act 2010, the Executive has regard to the information contained in Document “AR”, appendices and equality assessments and the tabled addendum 1, when considering the recommendations to make to the Council on budget proposals for 2020-21 on 20 February 2020.

ACTION: Chief Executive
Corporate Overview & Scrutiny Committee

81. QTR. 3 FINANCE POSITION STATEMENT FOR 2019-20

The report of the Director of Finance (**Document “AT”**) provided Members with an overview of the forecast financial position of the Council for 2019-20.

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 reserves and forecasts school balances for the year.

Based on a projection at December 31st 2019, the Council was forecast to overspend the £359.9m net revenue budget (£1.125bn gross budget) by £0.2m.

The Leader thanked staff for getting the budget to a better position than the previous year and noted the improved financial forecasting and financial management.

The Children and Families Portfolio Holder referred to the national increase in the number of looked after children and noted that nationally there had been a 135% increase in ten years in child protection enquiries. He added that the Local Government Association predicted a national funding gap by 2025 of £3.1bn. He urged the government to provide appropriate levels of funding.

The Healthy People and Places Portfolio Holder thanked staff in managing the budget in a time of increased demand. She noted that the Adult Social Care Green Paper was still awaited. She stressed the need for a sustainable, long term commitment form the Government for funding. She thanked staff in waste management for doing an excellent job in difficult times. She referred to investment in the purchase of a Trommel for the sorting of recycling at the Bowling Back Lane site that would lead to a clean end product. She thanked

theatre staff and was please to note a 9,000 increase in footfall at St George's Hall which was a tribute to the staff and programming at the venue with a lot of positive comments received from the public.

The leader noted that there had been a significant transformation in Adult social Care in recent years that has resulted in improved delivery at less cost.

Resolved -

- (1) That the contents of Document "AT" and the actions taken to manage the issues highlighted in the report be noted.**
- (2) That the following capital expenditure scheme be approved.**
 - £0.25m to purchase a Trommel for the sorting of recycling at the Bowling Back Lane site. This will be funded by the savings generated through a reduction in fines received by the Council.**

ACTION: Director of Finance
Corporate Overview & Scrutiny Committee

**EDUCATION, EMPLOYMENT AND SKILLS
PORTFOLIO & DEPUTY LEADER**

(Councillor I Khan)

82. DETERMINATION OF PRIMARY AND SECONDARY ADMISSION ARRANGEMENTS

The report of the Strategic Director of Children's Services (**Document "AU"**) asked the Executive to determine the admission arrangements for September 2021 including:

- Approving the Admission Arrangements for Community and Voluntary Controlled Schools.
- Approving the Co-ordinated Admission Schemes for Annual and In-Year Admissions.
- Noting the 'own admission authority schools' proposing changes to their admission policies.
- Noting Published Admission Numbers.

Resolved -

- (1) That the Executive approve the Primary and Secondary Admission Arrangements.**
- (2) That the Executive approve the Primary and Secondary Co-ordinated Admissions Scheme.**

- (3) **That the Executive approve the In-Year Co-ordinated Admissions Scheme.**
- (4) **That the Executive note the proposed changes to the admission arrangements for own admission schools listed in 3.1 of Document “AU”.**
- (5) **That the Executive note the Published Admission Numbers contained in Appendix F of Document “AU”.**

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

83. ENSURING THE SUFFICIENCY OF SPECIALIST PLACES FOR CHILDREN AND YOUNG PEOPLE WITH SPECIAL EDUCATIONAL NEEDS AND DISABILITIES (SEND) ACROSS THE DISTRICT

The report of the Strategic Director of Children’s Service (**Document “AV”**) asked the Council Executive to:

Approve the proposals outlined in the report to deliver:

- 80 additional maintained special school places at Beechcliffe School, delivered on a split site (Ellar Carr site)
- 12 new Resourced Provision places at Fagley Primary School
- The re-distribution of 10 Early Years Enhanced Specialist Provision places from Abbey Green Nursery School to Midland Road Nursery School

It was noted that the complexity of need as well as the numbers of children with Special Educational needs was growing and would continue to grow across all sectors in the Bradford District. It was reported that responses to the two consultations had been mostly positive. Members were advised that there could be an impact on the Home to School Travel budget.

The Education, Employment and Skills Portfolio Holder welcomed the proposals and stressed the need to ensure that SEND places were provided where they were required to avoid children having to be provided for out of the District. He accepted that there would be an impact on the Home to School Travel budget but that on balance this would be less than having to make provision for SEND places out of the district.

Resolved -

- (1) **That the proposal to increase the number of places for pupils at Beechcliffe Special School to be delivered on a split site, by increasing the pupil numbers from 144 to 224 be approved.**
- (2) **That the proposal to develop a new 12 place Resourced Provision**

(RP-LA) for primary aged children with Communication and Interaction needs including Autistic Spectrum Disorders (ASD) at Fagley Primary School be approved.

- (3) That the proposal to reduce the current number of EYESP places at Abbey Green Nursery School from 20 Part time places to 10 part time places be approved.**
- (4) That the proposal to develop a new 10 part time place EYESP at Midland Road Nursery School be approved.**

ACTION: Strategic Director of Children's Services
Children's Services Overview & Scrutiny Committee

84. PROPOSED REDUCTION OF PUBLISHED ADMISSION NUMBER AT CARRWOOD AND LOW ASH PRIMARY SCHOOLS

The report of the Strategic Director of Children's Services (**Document "AW"**) asked the Executive to:

Approve the reduction of the published admission number at:

- Carrwood Primary School from 60 to 30 from 1 September 2021
- Low Ash Primary School from 90 to 60 from 1 September 2021

A member attended the meeting and expressed concern about the way in which the issue had been handled and asked what lessons had been learned for the future. The Education, Employment and Skills Portfolio Holder responded that he was of the opinion that there had been unhelpful political involvement in the process and that if a school had more places than it needed then this had an impact on other schools in the area.

Resolved -

- (1) That the proposal to reduce the Published Admission Number (PAN) at Carrwood Primary School from 60 to 30 from 1 September 2021 be approved.**
- (2) That the proposal to reduce the Published Admission Number (PAN) at Low Ash Primary School from 90 to 60 from 1 September 2021 be approved.**

ACTION: Strategic Director of Children's Services
Children's Services Overview & Scrutiny Committee

REGENERATION, PLANNING & TRANSPORT PORTFOLIO

(Councillor Ross-Shaw)

85. HOMES AND NEIGHBOURHOODS DESIGN GUIDE

The Regeneration, Planning and Transport Portfolio Holder thanked officers for their work in producing the Design Guide and thanked Born in Bradford and the Civic Society for their involvement. He commended the Guide to encourage high standards for housing in the district. He noted the key changes that had been made in response to the consultation.

Resolved -

- (1) That the Homes and Neighbourhoods Design Guide with the changes as recommended, in Appendix 1 to Document “AX”, be adopted as a Supplementary Planning Document.**
- (2) That authority be delegated to the Strategic Director Place in consultation with the Portfolio Holder to carry out any minor amendments of a drafting or similar nature necessary, prior to the formal publication of the adopted Homes and Neighbourhoods Design Guide SPD.**

ACTION: Strategic Director of Place
Regeneration & Environment overview & Scrutiny Committee

86. EXCLUSION OF THE PUBLIC

Resolved –

That the public be excluded from the meeting during the discussion of Not for Publication Appendices 2 and 3 to Document “AY” on the grounds that it is likely, in view of the nature of the proceedings, that if they were present, exempt information within paragraph 3 (financial or business affairs) of Schedule 12A of the Local Government Act 1972 (as amended) would be disclosed and it is considered that, in all the circumstances, the public interest in allowing the public to remain is outweighed by the public interest in excluding public access to the relevant part of the proceedings for the following reasons:

It is in the public interest in maintaining these exemptions because it is in the overriding interest of proper administration that Members are made fully aware of the financial and legal implications of any decision.

87. CIVIC QUARTER DISTRICT HEAT - OUTLINE BUSINESS CASE

The report of the Director of Corporate Resources (**Document “AY” that contained Not for Publication appendices 2 and 3**) presented a summary of the outline business case to support the Council’s ambition to develop a City Centre based District Energy Network, supplying low carbon heat and electricity on commercial terms, to city centre civic buildings, other public sector buildings and commercial properties.

The Leader commended this exciting, cross cutting project that affected all area

of the Council.

The Healthy People and Places Portfolio Holder referred to the positive impact of the proposals in contributing to reducing carbon emissions in the district.

The Regeneration, Planning and Transport Portfolio Holder thanked officers for the progress made and stressed the ambition to include as many buildings as possible.

Resolved –

- (1) That the Outline Business Case is accepted and that officers continue to develop the project to commercialisation on the basis of the recommendations made to deliver the preferred outputs and business structure as described throughout the OBC and a further report be presented to the Executive confirming the detailed Business Case and costs for the scheme.**
- (2) That appropriate decision making authority is delegated to the Strategic Director Corporate Resources in consultation with the Healthy People and Places, and Regeneration Portfolio Holders to allow necessary milestones be hit to achieve the project. This delegated authority will allow funding applications to be submitted and project decisions on the structure and development of the project elements, such as agreeing heads of terms with customers, continue without delays.**

ACTION: Strategic Director of Place
Regeneration and Environment Overview & Scrutiny Committee

88. MINUTES OF THE WEST YORKSHIRE COMBINED AUTHORITY

The minutes of the meeting of the West Yorkshire Combined Authority held on 10 October 2019 were received.

89. EXCLUSION OF THE PUBLIC

Resolved –

That the public be excluded from the meeting during the discussion of Not for Publication Document “AZ” on the grounds that it is likely, in view of the nature of the proceedings, that if they were present, exempt information within paragraph 3 (financial or business affairs) of Schedule 12A of the Local Government Act 1972 (as amended) would be disclosed and it is considered that, in all the circumstances, the public interest in allowing the public to remain is outweighed by the public interest in excluding public access to the relevant part of the proceedings for the following reasons:

It is in the public interest in maintaining these exemptions because it is in the overriding interest of proper administration that Members are made fully aware of the financial and legal implications of any decision.

90. REGENERATION UPDATE

Resolved –

That the recommendations contained in Not for Publication Document “AZ” be approved.

ACTION: Director of Finance
Regeneration and Environment 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