

## Minutes of a meeting of the Executive held remotely on Tuesday, 2 February 2021

Commenced 10.30 am  
Concluded 11.20 am

### Members of the Executive – Councillors

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

Observers: councillor M Pollard

### 196. DISCLOSURES OF INTEREST

The Chair informed the meeting that the City Solicitor had granted dispensations regarding interests to all Executive members and details were published on line. Union membership is to be added to the dispensations list and will be picked up by officers.

**(i) The following Elected Members have 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  
Councillor Hinchcliffe

#### **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 have disclosed a personal interest in the items on the agenda relating to the Budget 2021-22 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

Arts Council North  
Councillor Hinchcliffe

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

Northern Acceleration Council  
Councillor Hinchcliffe

Transport for the North  
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 Panel  
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 Leaders Board  
Councillor Hinchcliffe

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**

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**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

Unison, Unite, GMB, Community  
Councillor Hinchcliffe

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

**197. MINUTES**

**Resolved –**

**That the minutes of the meeting held on 1 December 2020 be signed as a correct record.**

ACTION: City Solicitor

**198. INSPECTION OF REPORTS AND BACKGROUND PAPERS**

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

**199. RECOMMENDATIONS TO THE EXECUTIVE**

There were no recommendations to the Executive.

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

*(Councillor I Khan)*

**200. DETERMINATION OF PRIMARY AND SECONDARY ADMISSION  
ARRANGEMENTS**

The report of the Strategic Director of Children's Services (**Document "DF"**) asked the Executive to determine the admission arrangements for September 2022/23 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.

Members were advised that with reference to paragraph 2.1.4 of Document "DF", the proposal to decrease the PAN of Lidget Green (from 90 to 60) was being dealt with through consultation and would not be the subject of a separate report to the Executive in March 2021 as the decision would be determined by the Foundation Trust.

**Resolved -**

- (1) **That the Primary and Secondary Admission Arrangements be approved as set out in Document "DF".**
- (2) **That the Primary and Secondary Co-ordinated Admissions Scheme be approved as set out in Document "DF".**
- (3) **That the In-Year Co-ordinated Admissions Scheme be approved as set out in Document "DF".**
- (4) **That the proposed changes to the admission arrangements for own admission schools listed in 3.1 of Document "DF" be noted**
- (5) **That the Published Admission Numbers contained in Appendix F to Document "DF" be noted.**

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

**LEADER OF COUNCIL & CORPORATE**

*(Councillor Hinchcliffe)*

**201. MEETINGS OF COUNCIL AND THE EXECUTIVE 2021/22**

The report of the City Solicitor (**Document "DJ"**) recommended a schedule of ordinary meetings for Council and the Executive for the municipal year 2021/22.

**Resolved -**

- (1) **That the schedule of meetings of the Executive for 2021/22 as set out in appendix 1 to Document "DJ" be approved.**

- (2) **That it be a recommendation to the annual meeting of Council that the ordinary meetings of Council for 2021/22 as set out in appendix 1 to Document “DJ” be approved.**

Corporate Overview & Scrutiny Committee  
ACTION: City Solicitor

## **202. CAPITAL INVESTMENT PLAN 2021-22 TO 2024-25**

The Director of Finance presented a report (**Document “DC”**) that provided in Section A the Council’s Capital investment Plan 2021-22 to 2024-25. Section B presented an updated Capital Strategy for 2021-22. This strategy underpinned the spending proposals within the Capital Investment Plan. Section C presented the Investment Strategy for 2021-22. This provided an update to the Investment Strategy, with particular reference to recent Government announcements. Appendix 4 to this section also included a financial update around the Housing Revenue Account.

The Leader stressed the importance of continuing to deliver the Capital Investment Plan to stimulate growth and recovery in the district. Schemes were highlighted where savings would be made on running costs such as street lighting which would also save 3,000 tonnes of carbon per year when it was rolled out.

The Healthy People and Places Portfolio Holder referred to significant investment being made in areas such as Great Places to Grow Old, replacement of the Council fleet making it less carbon reliant, bereavement services and long term investment in sport and recreation.

A member questioned whether the One City Park development was affected by the recent Department of Housing Communities and Local Government ruling regarding investing in property for long term income regeneration.

In response the Director of Finance confirmed that he was satisfied that One City Park was a regeneration project and had never been a commercial yield project and he was confident that it met the requirements of the legislation and met the requirements to stay in the capital programme.

A member question was asked requesting information on the £900,000 allocated for children’s homes.

The Children and Families Portfolio Holder responded that with approximately 1,400 looked after children it was more financially prudent to provide residential homes in house. He added that a review was being undertaken of all provision to establish if it was fit for purpose and to identify any works that were needed.

### **Resolved-**

- (1) **That the Executive note the contents of Document “DC” and have regard to the information contained within this report when considering the recommendations to make to Council on the Capital Investment Plan for 2021-22 at their meeting on 16 February 2021.**

- (2) **That the Housing Revenue Account Business Plan and the recommendations set out in Appendix 4 to Document “DC” be approved.**

Corporate Overview & Scrutiny Committee  
ACTION: Director of Finance

**203. QTR.3 FINANCE POSITION STATEMENT FOR 2020-21**

The report of the Director of Finance (**Document “DK”**) provided Members with an update on the forecast financial position of the Council for 2020-21.

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

The Director of Finance reported a small forecast underspend of £0.4m and congratulated officers on their rigour in a difficult financial environment. He explained that this was because £3m less capital finance was required due to lower interest rates and lower overall borrowing. However, he did point out that there had been some overspends in Children’s Social Care due to high levels of agency staff and an increase in the number of Looked After Children. He added that the Covid financial position had improved since Quarter 2 and that the Government had provided £17.8m additional grant and £18.5m emergency money. He added that the risk of a significant financial shortfall as a result of Covid had reduced.

The Leader thanked the finance team for their work in getting to this position but cautioned that Covid finances were one off which made it difficult to plan ahead. She added that Covid finance would be allocated to the areas of domestic violence, communicable disease control, education attainment and employment and addressing pressures in Children’s and Adult Social Care.

The Healthy People and Places Portfolio Holder reported that there would be investment in Adult Social Care and Learning Disabilities. She added that the alternate fuel centre would reduce carbon emissions and improve the health of people living and working in the district.

The Regeneration, Planning and Transport Portfolio Holder referred to the investment in key regeneration projects which would put the district in a better position coming out of the Covid 19 pandemic.

A member question was asked about the total budget for Darley street Market and how much of it had been spent. The Regeneration, Planning and Transport Portfolio Holder confirmed that a written response would be provided.

A member question was asked whether the Ilkley parking scheme involved creating new parking areas and whether card payments could be made at payment machines without using the app. The Regeneration, Planning and Transport Portfolio Holder responded that the scheme was designed to manage a balance between residential and business parking and to utilise unmanaged

spaces not creating new car parks. He added that payments could be made by card or using the app.

A member question was asked about whether CCTV cameras used to detect fly tipping could also detect moorland fires. The Healthy People and Places Portfolio Holder responded that CCTV were specifically for hot spots where fly tipping occurred and she was unsure that they would pick up moor fires.

**Resolved -**

**That the Executive**

- (1) Note the contents of Document “DK”**
- (2) Approve the £9.5m of continued investment in priority areas as outlined in section 4 of Document “DK”, to be funded from Covid related grant monies.**
- (3) Approve the following capital expenditure schemes as outlined in section 16.8 of Document “DK”**
  - **£0.975m for the replacement, upgrade and extension of CCTV core network infrastructure for the district. This is a scheme approved by Executive previously and was held in ‘Reserve’ schemes**
  - **£0.483m additional funding for the Alternative Fuel Centre.**
  - **£0.02m to purchase new welder equipment to be funded by the general contingency budget.**
  - **£0.075m for the Ilkley Parking Scheme. This is an invest to save scheme and the additional income will fund the capital financing costs.**
- (4) Note the following has been approved under Section 1.7 of the Financial Regulations as outlined in section 16.10 of Document “DK”**
  - **£1.2m additional costs for the City Centre Darley Street Market, to be funded by service revenue budget and prudential borrowing.**
  - **£0.3m to enable the purchase of remote cameras and completion of hot spot site prevention works. This is a scheme approved by Executive previously and was held in ‘Reserve’ schemes**
  - **£0.04m for emergency works to replace the decking planks on the Buck Mill Footbridge**
  - **The movement of £0.665m from the Sports Pitches Reserve Scheme to the Wyke Community Sports Hub project.**

Corporate Overview & Scrutiny Committee  
ACTION: Director of Finance

**204. 2021-22 BUDGET UPDATE**

On 1st December 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 “DE”**) provided the Executive with an update on national announcements and local decisions. It also identified issues and uncertainties which could still have had a bearing on the final size of the budget for 2021-22 and future financial years.

Executive would need to have regard to this report when considering the recommendations to make to Council at their meeting on 16th February 2021 in advance of Budget Council on the 18<sup>th</sup> February 2021.

The Director of Finance reported that the final Local Government settlement was expected on 10 February 2021 and that any changes would be reflected in the final budget documents.

He advised members that a result of changes the estimated call on reserves had reduced from £12.8m to £8.3m. The report detailed government announcements where the financial allocation was not yet known.

The Chief Executive referred to the public consultation that closed on 15 January and explained how the consultation had been carried out. A summary of responses was included in the report with the most comments being received regarding increasing Council Tax, cultural investment plans and the youth service. Equality Impact Assessments and mitigations were provided. The overall assessment of the budget was that it had a low impact on people with protected characteristics. It was noted that this would be updated for the meeting of the Executive on 16 February.

The Leader stressed that the Covid finance was one off and that budgeting for one year was challenging and provided the Council with no surety of forward funding. She referred to the need for the Government to invest in Adult Social Care rather than it being funded through Council Tax.

She asked the Director of Finance to confirm that he was satisfied that £10.3m be held in unallocated reserves. He advised that a forensic review had been conducted of all reserves and that he was of the opinion that the current Covid pandemic fell into that definition a “rainy day” which would justify the use of reserves.

The Healthy People and Places Portfolio Holder was disappointed to note that despite being raised with Government by local authorities throughout the country the Green Paper on Adult Social Care was still awaited. She urged the Government to publish the Green Paper and provide surety of funding.

The Leader concluded that the Council finances had been prudently managed, that there were no proposed redundancies or cuts to services and that calling on reserves in the current circumstances was the right thing to do.

#### **Resolved -**

- (1) That the Executive note the contents of Document “DE” and have regard to the information contained within this report when considering the recommendations to make to Council on a budget for 2021/22 at their meeting on 16 February 2021.**

- (2) That in accordance with Section 149 of the Equality Act 2010, the Executive has regard to the information contained in Appendix B and the Annex to Appendix B together with the equality assessments when considering the recommendations to make to the Council on budget proposals for 2021-22.

Corporate Overview & Scrutiny Committee  
ACTION: Director of Finance

**205. MINUTES OF THE WEST YORKSHIRE COMBINED AUTHORITY**

The minutes of the meetings of the West Yorkshire Combined Authority held on 4 September, 10 November and 27 November 2020 were received.

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