



Agenda for a meeting of the Executive to be held on Tuesday, 6 September 2022 at 10.30 am in Council Chamber - City Hall, Bradford

Members of the Executive – Councillors

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

Notes:

- This agenda can be made available in Braille, large print or tape format on request by contacting the Agenda contact shown below.
- The taking of photographs, filming and sound recording of the meeting is allowed except if Councillors vote to exclude the public to discuss confidential matters covered by Schedule 12A of the Local Government Act 1972. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. Anyone attending the meeting who wishes to record or film the meeting's proceedings is advised to liaise with the Agenda Contact who will provide guidance and ensure that any necessary arrangements are in place. Those present who are invited to make spoken contributions to the meeting should be aware that they may be filmed or sound recorded. If any further information is required about any item on this agenda, please contact the officer named at the foot of that agenda item.
- Given the restrictions on room capacity, any Councillors and members of the public who wish to make a contribution at the meeting are asked to email jill.bell@bradford.gov.uk or yusuf.patel@bradford.gov.uk by 10.30 on Friday 2 September 2022 and request to do so. You will then be advised on how you can participate in the meeting.
- If you wish to observe the proceedings a webcast of the meeting will be available to view live on the Council's website at <https://bradford.public-i.tv/core/portal/home> and later as a recording.

From:

Bryn Roberts

Interim Director of Legal and Governance

Agenda Contact: Jill Bell / Yusuf Patel

Phone: 01274 434580/4579

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To:

A. PROCEDURAL ITEMS

1. DISCLOSURES OF INTEREST

(Members Code of Conduct – Part 4A of the Constitution)

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

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

Notes:

- (1) *Members must consider their interests, and act according to the following:*

Type of Interest	You must:
<i>Disclosable Pecuniary Interests</i>	<i>Disclose the interest; not participate in the discussion or vote; and leave the meeting <u>unless</u> you have a dispensation.</i>
<i>Other Registrable Interests (Directly Related)</i> OR <i>Non-Registrable Interests (Directly Related)</i>	<i>Disclose the interest; speak on the item <u>only</u> if the public are also allowed to speak but otherwise not participate in the discussion or vote; and leave the meeting <u>unless</u> you have a dispensation.</i>
<i>Other Registrable Interests (Affects)</i> OR <i>Non-Registrable Interests (Affects)</i>	<i>Disclose the interest; remain in the meeting participate and vote <u>unless</u> the matter affects the financial interest or well-being (a) to a greater extent than it affects the financial interests of a majority of inhabitants of the affected ward, and (b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest; in which case speak on the item <u>only</u> if the public are also allowed to speak but otherwise not do not participate in the discussion or vote; and leave the meeting <u>unless</u> you have a dispensation.</i>

- (2) *Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.*
- (3) *Members in arrears of Council Tax by more than two months*

must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.

- (4) *Officers must disclose interests in accordance with Council Standing Order 44.*

2. MINUTES

Recommended –

That the minutes of the meetings held on 7 June and 5 July be signed as a correct record (previously circulated).

(Jill Bell / Yusuf Patel - 01274 434580 434579)

3. INSPECTION OF REPORTS AND BACKGROUND PAPERS

(Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Strategic Director or Assistant Director whose name is shown on the front page of the report.

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

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

(Jill Bell / Yusuf Patel - 01274 434580 434579)

4. RECOMMENDATIONS TO THE EXECUTIVE

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

(Jill Bell / Yusuf Patel - 01274 434580 434579)

B. STRATEGIC ITEMS

LEADER OF COUNCIL & CORPORATE

(Councillor Hinchcliffe)

5. MEDIUM TERM FINANCIAL STRATEGY UPDATE, 2023/24 TO 2025/26

1 - 22

The Director of Finance will present a report (**Document “O”**) on the Medium Term Financial Strategy (MTFS) update that sets out the forecast financial resources available to the Council to support the delivery of its key priorities as set out in the Council Plan 2021-2025.

Since 2010, the Council has had to deliver over £300m of budget reductions and increase council tax in order to meet the financial pressures arising from national austerity measures, rising demand and increasing costs. Having to cut costs and increase income while continuing to meet the needs of residents has required difficult decisions and placed services under pressure. Nevertheless, a robust and prudent approach to financial management and the use of resources meant that immediately prior to Covid, Council finances had achieved a greater degree of health and stability than at any point over the previous decade.

The continuing impact of Covid-19 on Council services through additional expenditure and reducing income, alongside inflationary pressures on both pay and prices not seen since the 1970s due at least in part to the war in Ukraine, and the effect of the cost of living crisis on demand for Council services have now altered that outlook for the worse, and created a great deal of additional uncertainty. Recent years have also seen significant growth in demand for Children’s Social Care nationally which has also been experienced in Bradford. Challenges in recruitment and retention, and pressures in adult social care are also contributing to a situation in which Council finances are under considerable strain.

These financial pressures are compounded by repeated delays to Government reforms of Local Government finance such as business rates reset, and Fair funding formula review implementation, which are expected to result in additional funding for the Bradford District. Failure to implement these measures has resulted in further financial pressures above those that would otherwise have been the case.

Despite consistently delivering a balanced budget in previous years, the factors outlined above have created a forecast budget gap that the Council will struggle to address without significant additional funding.

The revised forecast identifies for planning purposes a financial gap of

c£77m in 2023-24, reducing to £72m in 2024-25 and £64m in 2025-26.

Given the level of uncertainty, a number of assumptions have had to be made, and these will need to be revised throughout the budget planning process, and in advance of setting the budget at Budget Council in February 2023.

Recommended -

That having considered the Medium Term Financial Strategy as an assessment of the Council's financial outlook to 2025-26, and a framework for it to remain financially viable and deliver sustainable public services, in line with its priorities, that Executive approves the updated and revised Medium Term Financial Strategy at Appendix 1 to Document "O".

(Corporate Overview & Scrutiny Committee)

(Andrew Cross – 07870 86523)

C. PORTFOLIO ITEMS

REGENERATION, PLANNING & TRANSPORT PORTFOLIO

(Councillor Ross-Shaw)

6. BRADFORD TRANSFORMING CITIES FUND PROGRAMME

23 - 36

The report of the Strategic Director of Place (**Document "P"**) provides a summary of progress made in the delivery of the Bradford Transforming Cities Fund (TCF) Programme and explains project funding, programme timescales and key risks. The report updates on the challenges regarding individual project scope versus the grant funding available and the options and steps being considered by the project delivery teams to mitigate this.

The report seeks delegation of the day to day operational decisions to the Strategic Director in consultation with the Portfolio Holder and seeks approval to progress projects through to outline and full business case submission, following an approved Appraisal Framework as defined by the West Yorkshire Combined Authority and the Department for Transport as funding Authorities.

Recommended -

- (1) That the Executive resolve as follows in relation to the Transforming Cities Fund programme:**

 - a) Approve the proposals shown in Appendices 1, 2, 3 and 4 as the Council's current preferred approach to the delivery of the Transforming Cities Fund Programme as developed since the approved Strategic Outline Case submission to the West Yorkshire Combined Authority.**
 - b) Authorise the Strategic Director, Place to manage the scheme programme as appropriate to meet changing circumstances.**
 - c) Authorise the Strategic Director, Place to advertise any necessary legal orders required to facilitate the delivery of the programme and to make any necessary applications to seek planning permission.**
 - d) Further update reports are to be presented to the Executive following decision on the Outline Business Case by the West Yorkshire Combined Authority.**
- (2) That delegated authority be given to the Strategic Director, Place in consultation with the Director of Finance, Director of Legal Services and the Portfolio Holder to:**

 - a) Progress and develop the scheme proposals through the West Yorkshire Combined Authority's Assurance Process and undertake appropriate consultation on scheme proposals.**
 - b) If necessary, approve further scope changes to individual projects within the Transforming Cities Fund portfolio to reflect the available funding for each project.**
 - c) Where necessary, issue requisition notices requiring those believed to have an interest in relevant property to provide title information and details of their interest in land.**
 - d) As may be required secure the procurement of specialist external services having regard to the Council's Contract Standing Orders and national procurement legislation in order to advise the Council on matters relating to the delivery of the TCF portfolio of projects.**
- (3) That Executive resolve in relation to the specific projects within the Transforming Cities Fund programme to**

approve:

- a) **The Bradford City Centre Cycling and Walking Improvements scheme referred to in Appendix 1.**
- b) **The Bradford Interchange scheme referred to in Appendix 2.**
- c) **The phasing of the South Bradford Park and Ride scheme referred to in Appendix 3.**
- d) **The phasing of the West Bradford Cycle Superhighway scheme as referred to in Appendix 4.**

(Regeneration and Environment Overview & Scrutiny Committee)
(Darren Badrock – 07582 101408)

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

(Councillor I Khan)

7. ENSURING THE SUFFICIENCY OF SPECIALIST PLACES FOR CHILDREN AND YOUNG PEOPLE WITH SPECIAL EDUCATIONAL NEEDS AND DISABILITIES (SEND) ACROSS THE BRADFORD DISTRICT 37 - 76

The Strategic Director of Children's Services will present a report (**Document "Q"**) on the proposed establishment of a 10 place Early Years Enhanced Specialist Provision (EYESP) at Hirst Wood Nursery School. Each place will equate to 0.6 of a FTE place.

Recommended –

That the proposal to establish a 10 place Early Years Enhanced Specialist Provision (EYESP) at Hirst Wood Nursey School be approved. Each place will equate to 0.6 of a FTE place.

(Children's Services Overview & Scrutiny Committee)
(Emma Hamer – 01274 439535)

8. MINUTES OF THE WEST YORKSHIRE COMBINED AUTHORITY 77 - 92

To receive the minutes of the meeting of the West Yorkshire Combined Authority held on 23 June 2022 attached.

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Report of the Director of Finance to the meeting of Executive to be held on 6th September 2022

Subject:

O

Medium Term Financial Strategy update, 2023/24 to 2025/26.

Summary statement:

This Medium Term Financial Strategy (MTFS) update sets out the forecast financial resources available to the Council to support the delivery of its key priorities as set out in the Council Plan 2021-2025.

Since 2010, the Council has had to deliver over £300m of budget reductions and increase council tax in order to meet the financial pressures arising from national austerity measures, rising demand and increasing costs. Having to cut costs and increase income while continuing to meet the needs of residents has required difficult decisions and placed services under pressure. Nevertheless, a robust and prudent approach to financial management and the use of resources meant that immediately prior to Covid, Council finances had achieved a greater degree of health and stability than at any point over the previous decade.

The continuing impact of Covid-19 on Council services through additional expenditure and reducing income, alongside inflationary pressures on both pay and prices not seen since the 1970s due at least in part to the war in Ukraine, and the effect of the cost of living crisis on demand for Council services have now altered that outlook for the worse, and created a great deal of additional uncertainty. Recent years have also seen significant growth in demand for Children's Social Care nationally which has also been experienced in Bradford. Challenges in recruitment and retention, and pressures in adult social care are also contributing to a situation in which Council finances are under considerable strain.

These financial pressures are compounded by repeated delays to Government reforms of Local Government finance such as business rates reset, and Fair funding formula review implementation, which are expected to result in additional funding for the Bradford District. Failure to implement these measures has resulted in further financial pressures above those that would otherwise have been the case.

Despite consistently delivering a balanced budget in previous years, the factors outlined above have created a forecast budget gap that the Council will struggle to address without significant additional funding.

The revised forecast identifies for planning purposes a financial gap of c£77m in 2023-24, reducing to £72m in 2024-25 and £64m in 2025-26.

Given the level of uncertainty, a number of assumptions have had to be made, and these will

need to be revised throughout the budget planning process, and in advance of setting the budget at Budget Council in February 2023.

Equality & Diversity:

Services and investment delivered or commissioned by the Council can play a significant part in addressing inequality, improving well-being and widening access to opportunities and the report sets out clearly the need for equality to be considered as part of the Budget Strategy. As in previous years a full Equality Impact Assessment will be produced for all budget proposals and full consultation with relevant groups will be undertaken. The outcome of consultation will be considered and reported upon before the 2023/24 and subsequent budgets are approved.

Chris Chapman
Director of Finance & IT

Portfolio: Leader and Corporate

Report Contact: Andrew Cross
Phone: 07870 386523
E-mail: andrew.cross@bradford.gov.uk

Overview & Scrutiny Area:

Corporate

1. BACKGROUND

- 1.1 The MTFS forms part of the Council's planning and performance framework, and provides the context for the more detailed budgeting process. Subject to the scale of the issues faced this financial year and potential impact on the MTFS the Council has commenced the budget process earlier than usual and has a twice weekly meeting of the Chief Executive's management team to focus on mitigation activities.
- 1.2 The MTFS is refreshed each year to give a rolling three-year assessment of the fiscal environment, after the close of the previous year, and before the budgeting round commences. Given the uncertainty on any reforms to local government financing, this forecast will need to be refreshed as further information becomes available.
- 1.3 The MTFS (Appendix 1) comprises three sections
1. Purpose, priorities and principles
 2. Medium Term Financial Forecast and Gap Analysis
 3. Risks associated with the forecast

Followed by Annex A that provides the current cost structure, savings approved to date, and Council reserves to provide context

2. SUMMARY

- 2.1 This Medium Term Financial Strategy (MTFS) sets out the forecast financial resources available for the Council to deliver its key priorities as set out in the Council Plan 2021-2025 based on assumptions made from the relevant data available.
- 2.2 The key outcomes that underpin the financial planning of the Council are:
- Better skills, more good jobs and a growing economy
 - Decent homes
 - Good start, great schools
 - Better health, better lives
 - Safe, strong and active communities
 - A sustainable district
 - An enabling council
- 2.3 The MTFS shows a forecast budget gap; based on current information to date and assumptions of:

	2023/24	2024/25	2025/26
Budget Gap	£77m	£72m	£64m

- 2.4 The budget gap is predominantly driven by the significant ongoing impact of inflation on the Council's cost base in 2023-24. This is forecast to increase core costs by £58.6m, £72.6m and £86.7m respectively in each of the three years covered by the MTFS. Although we would expect some compensatory increases, for example through an uplift to the Better Care Fund and increases to the Business Rate Multiplier the net impact will

be c£40m residual inflationary pressures in each of the next three years. This is based on the inflationary assumptions included within the report. Of concern is the predicted further increases in inflation over the medium term which may deepen this gap.

- 2.5 In addition to the uncertainty caused by current national inflationary position, the MTFS is also impacted by increasing demands on Children's Social Care services and the continuing high cost of placements and reliance on agency workers
- 2.6 Several fundamental reforms being proposed to Council funding, such as the fair funding review, where little detail is currently known, makes financial planning extremely difficult. The national local authority finance settlement is not anticipated until December 2022, which provides for further uncertainty into the MTFS position.
- 2.7 Taking the above into account, the MTFS forecast shows a continuing pressure on the Council's financial resources and identifies a potential funding gap for planning purposes of c£77m in 2023/24, that will need to be bridged through additional savings, additional income, or the use of one off reserves to set a balanced budget in February 2023. Paragraph 1.15 provides a schedule of current identified mitigation options being pursued.
- 2.8 There is however much uncertainty, and the long term implications of the war in Ukraine, inflation, Covid, Brexit, forecast recession, Children's and Adult's Social Care pressures and the Government's long-term response to them are currently unknown, and these (along with many other of the assumptions) will need to be revised as the picture becomes clearer prior to setting the 2023-24 budget in February 2023.
- 2.9 The MTFS forecast funding gap reduces from c£77m in 2023/24 to c£72m in 2024/25 and c£64m in 2025/26 as outlined in Appendix 1 Table 1. This is largely as a result of an assumption that the Children's Services Improvement Plan will be implemented effectively and have a consequential impact in reducing costs closer to benchmark levels.
- 2.10 Appendix 1 section 3.1 details the key uncertainties associated with the forecast. Aside from these, there are also several national reforms that will impact on the forecast namely:
- Fair funding review
 - Business Rates Baseline reset
 - Social Care reforms.
 - Spending Review 2022
 - Additional responsibilities in relation to consistent Waste Collection reforms
 - Additional responsibilities for school attendance, and SEND amongst others.
- 2.11 Several of these key reforms have been repeatedly delayed and the implications for individual local authorities will not be known until late in 2022, if at all.
- 2.12 An inadequate rating for Children's Social in September 2018 by Ofsted, together with increasing caseloads, increasing numbers of children entering care and subsequent pressure on staffing levels, has led to increasing pressure on the Children's Social Care budget. Although there was a significant budget increase in Children's Social Care in each of the last three years (£99.7m of additional funding has been allocated including current forecast spend and the current base budget is £38.4m / 41% higher than the 2018/19 budget), the impact of the number of (and high cost) placements and workforce

instability leading to large agency numbers has created a continuing very large forecast overspend for Children's Social Care in 2022-23. The Council and the Department for Education will need to work together to ensure that the new Bradford Children and Families Trust has sufficient budget to perform its operations in 2023-24 onwards, while ensuring that other Council services supporting vulnerable adults, children and families, and supporting quality of life and economic growth continue to be sustainable, and that resources are available to support vulnerable residents in the cost of living crisis.

- 2.13 Ambitious 4-year Adult Social Care budget savings were previously approved. Partly as a result of Covid, delivery of these savings is currently significantly behind schedule as outlined in the Qtr 1 Finance Position Statement (July Executive), and it now appears these savings are not deliverable in full.
- 2.14 It is also likely that as a result of inflation; the forecast recession, and behaviour changes, some Council income sources will be adversely affected. Some Council Traded services are likely to be increasingly pressured as a result of inflationary cost increases that can't successfully be passed on to customers. This may impact the continued financial sustainability of some traded services and their ongoing viability will need to be considered.
- 2.15 The extent of this is currently unknown, but is being monitored very closely. Further clarity about this is expected in the coming months and will be reflected in future updates
- 2.16 There are however a number of potential items that have not been included into the forecast which could help reduce the gap.
- The estimate includes a Council tax increase of 1.99% (the current limit before a local referendum is required), and a 1% assumed increase in Social Care precept. If for example the Council Tax referendum limit were lifted, or additional Social Care precept was allowed by the Government and the Council chose to increase these beyond current limits, then this would reduce the gap by approximately £2.2m for every 1% increase for each year that there was an increase. With inflation so high, allowing the threshold to match inflation is unlikely – but keeping the “core” threshold at 2% would represent a very significant real terms cut in the yield from Council tax. Council Tax increases would also inevitably lead to further pressures on households, and potentially increased demand led costs to Council budgets.
 - Business Rate Reform, Spending Review, Fair Funding Review, Social Care funding reforms are all potentially going to impact on Bradford but the quantum of these factors on the Council's budget is unknown. Bradford has a relatively high needs base, and the resetting of Business Rates should (all else being equal) have a very positive impact for Bradford.
 - A large number of mitigations are currently being explored to close the forecast budget gap.
These include the mitigations identified in quarterly Budget Monitoring and Forecast reports presented to the Executive and proposals currently being developed by officers. The schedule of mitigations currently under review are listed below:

Within Children's Services

- The approved Sufficiency Strategy will be implemented. The strategy is focused on increasing provision across our residential sector so that it provides children and young people with homes that are smaller in size (2-3 young people per home) and offers a holistic approach to meet the needs of young people in our care.
- A Foster Carers report was approved at June Executive, investing in the Foster Carer service. The report recommendations will be implemented.
- A Childrens Homes report was approved at June Executive. This established a fit for purpose strategy for use and development of children's homes that will be an invest to save and will improve local in District provision.
- The Early Help business case will help mitigate against children requiring statutory social care services which helps to manage demand across the service.
- Investment in a CIC Post was approved, this is for a Service Manager to be put in place to enable the bringing together of the Children in Care and Leaving Care teams to provide a consistent approach and smooth transition for C&YP in our care.
- A revised structure has been approved, providing for further significant uplift in the number of social worker and management roles
- An invest to save business case to invest in Court Consultants will enable the safe reduction of the number of children in care, which in turn will increase capacity across the service
- The service will continue to pursue the following actions to reduce the forecast overspend positively impact upon the MTFS.
 - Review of high cost placements.
 - Seek contributions from partners towards placement costs.
 - Recruitment of permanent social workers to reduce reliance on the use of agency staff. Currently, the use of agency is over 40% of the staffing budget. The service value for money and efficiency plan intends to reduce this by 10% each year to December 2023, to get the overall level down to 10% by then. The plan will be completed in August.
 - Grow in-house children residential provision, to reduce costly external placements.
 - Commercialisation of some services to deliver substantial return.

Within Health & Wellbeing Services

- Discussions with health partners regarding the financial impact of Discharge to Assess for the Council and potential funding options, or changes to the discharge to assess model to reduce the activity from the hospitals.
- The long term home support forecast is based on current levels of activity and the service is optimistic that this can be reduced through ensuring annual reviews are carried out, continued positive outcomes from Enablement discharges, embedding strength based approaches across all teams and increasing the occupancy at the Fletcher Court Extra Care scheme.
- New Choices (a newly established Special Purpose Vehicle) has been set-up to transition LD day care services to a more personalised service.

It is anticipated that there will be a reduction in the forecast expenditure once the costs have been baselined after the first half of the year.

- Work has commenced on the transformation of the remainder of the departments block contracts (residential and nursing and respite services) which should realise savings as the work progresses this year.
- Reviewing capacity was increased in the latter half of 2021-22 and this should have a positive financial impact as reviewing is aligned to the departments commissioning plan.

Within Place

- Development of the Materials Recovery Facility (MRF), to facilitate in-house processing of all recycling waste and negate the requirement for third-party intervention. However, the business case approval is on hold pending the publication of the Government's consultation on consistent collections across the UK.
- Outsourcing recycling processing to third parties.
- The Government's consistent collections announcement is currently aimed at full kerbside segregation of paper, glass, cans, plastic and card as well as having a weekly segregated food collection service. Department Environment Food and Rural Affairs (DEFRA) will fund (details TBC) this change initially and it is aimed to start from 2023 onwards.
- The service has taken the decision to close the MRF and Transfer Loading Station (TLS) on bank holiday Mondays which will reduce overtime costs. This change will be assessed weekly to ensure that the TLS is cleared of waste and DMR on Friday.
- There is an on-going review of fuel usage with a view to reduce consumption if/where possible. Waste Services' fuel usage is the highest of any service across the Council so any reduction could be significant

Within Corporate Resources

- Work continues to support initiatives as an enabling function
- A core services transformation programme has been established to streamline processes
- The Council Transformation programme has been re-aligned to focus upon identified priority projects.
- An accommodation strategy review has commenced as part of corporate landlord responsibilities; this includes an asset disposal strategy.
- An IT review has commenced built upon the investment made to update the council core infrastructure upon a modern Microsoft platform. The service is undertaking a number of reviews including applications (incl Multi-Functioning Devices (MFD) and landlines); licences; data usage; devices; cloud strategy and traded services.
- A procurement review has commenced and due to report back in Autumn. The review is targeted at enhancing the value to the Council and the District of our procurement exercises, including further Social Value considerations.

A number of further potential mitigations and actions are being considered by officers and at the request of the Executive, including:

- A review of the Capital investment plan
- Capitalisation of more eligible project management costs involved in delivering approved capital projects
- Minimum Reserve Provision Policy change
- A reserves review
- A Fees and Charges review
- Invest to save initiatives
- An estates review
- The implementation of a Housing Revenue Account
- A review of traded services
- Fleet centralisation
- The introduction of a vacancy abatement factor in advance of potential vacancy freeze
- A targeted reduction in agency costs
- Seeking additional funding for services from partners and other organisations
- Lobbying for additional funds from Government

2.17 Many Councils across the country are now experiencing very severe financial challenges, primarily as a result of inflation and Social Care demand. The scale of the challenge is such, that failure to provide additional Government support will result in some major issues for Councils and Government.

2.18 The Local Government Association forecast that inflation, energy costs and projected increases to the National Living Wage will add £2.4 billion in extra cost pressures onto council budgets this year alone, rising to £3.6 billion in 2024-25.

3. OTHER CONSIDERATIONS

3.1 The MTFS is typically affected by key decisions made by Executive and Council which have material financial implications. In addition, national policy changes can also have a significant impact on the MTFS.

4. FINANCIAL & RESOURCE APPRAISAL

4.1 The MTFS is a financial and resource appraisal.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

5.1 The principal risks arising from the strategic assessment emerge from:

- the sensitivity of financial estimates to actions beyond the immediate control of the Council, in particular Government decisions on local authority financial regimes and spending levels. This is particularly significant for this forecast given the national reforms currently being considered;
- the capability of the Council to influence Council Tax and Business Rates;
- the impact on the economy and any resulting adjustment to the local government financial envelope resulting from Inflation, Brexit and Covid 19.

- The impact of inflation, the forecast recession, Brexit and Covid-19 on Council Services and on local residents and businesses.
- Ongoing increases in demand for services, particularly children's and adults social care.

5.2 Specific risks in the plan are set out in section 3.1 of Appendix 1.

5.3 A basic premise of the MTFS is that approved local savings plans not otherwise identified will be delivered on time and in full. Should it become clear that these can't be delivered or mitigated, the budget gap for 2023-24 will grow.

6. LEGAL APPRAISAL

6.1 This report is submitted to the Executive in accordance with the Budget and Policy Framework Procedure rules.

6.2 The Council is legally obliged to set a balanced budget.

7. OTHER IMPLICATIONS

7.1 EQUALITY & DIVERSITY

See front page.

7.2 SUSTAINABILITY IMPLICATIONS

Non specific

7.3 GREENHOUSE GAS EMISSIONS IMPACTS

Non specific

7.4 COMMUNITY SAFETY IMPLICATIONS

Non specific

7.5 HUMAN RIGHTS ACT

Non specific

7.6 TRADE UNION

Non specific

7.7 WARD IMPLICATIONS

Non specific

7.8 IMPLICATIONS FOR CHILDREN AND YOUNG PEOPLE

Non specific

7.9 ISSUES ARISING FROM PRIVACY IMPACT ASSESMENT

Non specific

8. NOT FOR PUBLICATION DOCUMENTS

None

9. OPTIONS

This report sets out the assumptions for budget planning purposes and therefore does not include any options.

10. RECOMMENDATIONS

- 10.1 That having considered the Medium Term Financial Strategy as an assessment of the Council's financial outlook to 2025-26, and a framework for it to remain financially viable and deliver sustainable public services, in line with its priorities, that Executive approves the updated and revised Medium Term Financial Strategy at Appendix 1.

11. APPENDICES

- 11.1 Appendix 1 Medium Term Financial Strategy 2023-24 to 2025-26 including the annexes to the Strategy.

12. BACKGROUND DOCUMENTS

- 12.1 Executive Report 12th July 2022 – Quarter 1 Financial Position Statement for 2022-23 Council Budget Report 17th February 2022
- 12.2 The Council's Revenue Estimates for 2022/23 –Amended following publication of the Final Local Government Settlement on 7 February 2022 (Further Amended Document E Council Budget Report 17th February 2022

**City of Bradford Metropolitan
District Council**

Medium Term Financial Strategy

2023/24 – 2025/26

PURPOSE, PRIORITIES AND PRINCIPLES OF THE MEDIUM TERM FINANCIAL STRATEGY (MTFS)

1.1 Purpose and priorities

The MTFS sets out how the Council intends to respond to:

- the forecast size of the financial challenge it faces in the medium term
- the constraints of the national and local landscape
- the risks to financial resilience.

In the current financial climate, the Council's principal financial aim is to continue to effectively align scarce resources to support Council priorities as set out in the Council Plan 2021-25:

- Better skills, more good jobs and a growing economy
- Decent homes
- Good start, great schools
- Better health, better lives
- Safe, strong and active communities
- A sustainable district
- An enabling council

The Council will continue to work with partners, other organisations, residents and communities to deliver positive outcomes on these priorities.

To remain affordable and deliver sustainable public services, the MTFS has four main objectives; -

- Continue the trend of recent years to manage the Council's recurrent cost base in line with overall resources.
- Maintain income levels and increase them where possible over the medium term.
- Prudently use reserves and balances to smooth the transition to a lower cost base and accommodate unforeseen challenges, and ensure that longer term liabilities and risks are adequately covered.
- Seek to benefit from public service reform.

1.2 Approach and principles

The MTFS is consistent with the priorities the Council is pursuing, as articulated in the District Plan and the Council Plan.

The principles that will influence the choices the Council will make in the future are summarised below

- **Equalities** must be at the heart of all we do We want to include everyone, from all backgrounds and cultures and recognise all that they do in our communities.
- **Prevention and early help** – we will talk to all our communities about any problems they might have as quickly as possible. This will help stop things getting worse and put less strain on services if communities work together.

- **Every pound counts** – we will invest our money wisely so that we get the best results. We will work together with businesses and people who support communities to make sure that new ideas are listened to.
- **Working together** – we will work more in partnership with businesses and local voluntary and community organisations to make sure they are the best they can be. By sharing ideas, we can make services better for everyone.
- **Living Well** – the Council will work with lots of different services including:
 - Our NHS, doctors and hospitals
 - Independent businesses
 - Our local voluntary and community organisations

By doing this we will make it easy for people to live a healthier life. This will help to improve the health and wellbeing for everyone in the district.

- **Safeguarding** – we will work with partners and communities. We will do everything we can to make sure that children and adults who are at risk in the District are kept safe. We will work with our Safeguarding Children's and Adult's Board to make sure this happens.

This forecast is based on a series of assumptions which are detailed in the sections below. These have been developed amidst significant uncertainty about international issues, the national economy and cost of living crisis and the future of local government finance and they are likely to be subject to revision over time. The forecast starts from the current financial structure of the Council, which is analysed in more detail at Annex A.

The strategy and principles set out above lay down the framework and constraints for the next stage in the continuous cycle of operational and financial planning.

MEDIUM TERM FINANCIAL FORECAST AND GAP ANALYSIS

2.1 The medium term forecasts (Table 1 below) compares forecast expenditure for next year and beyond, with forecast income, to give a deficit to be managed out through either additional funding or budget decisions.

Table 1

Cumulative gap	2023/24	2024/25	2025/26
2022/23 Base Budget	388,456	388,456	388,456
Base Budget	388,456	388,456	388,456
Recurring Pressures	50,800	45,800	40,800
Reversal of time limited investment for CoC & Regen Op	0	(2,250)	(4,250)
Inflation	58,604	72,565	86,727
Demographic Growth	2,713	5,467	8,129
Funding Changes	(15,100)	(26,038)	39,488
Base Net Expenditure Requirement	485,472	483,999	559,350
Existing approved savings that impact on future years	(350)	(350)	(350)
Capital financing and central budget adjustments	0	2,527	2,986
Reduction in £50 Council Tax Hardship Scheme	(1,600)	(1,600)	(1,600)
Net Expenditure Requirement	483,522	484,576	560,386
RESOURCES			
Localised Business Rates	(64,000)	(65,600)	(67,240)
Top Up Business Rates Grant	(69,259)	(72,035)	(69,631)
Returned S31 Cap compensation when BR reset	0	0	(16,836)
Returned BRRS growth at reset	0	0	(36,280)
Revenue Support Grant	(35,875)	(30,293)	(53,528)
Assumed additional RSG replacing New Homes Bonus	(3,342)	(4,599)	(8,372)
Approved use of reserve for CoC & Regen Opportunity	(4,250)	(2,000)	0
Council Tax Income	(229,642)	(238,145)	(244,579)
Total resources	(406,368)	(412,673)	(496,466)
Budget shortfall/(surplus)	77,155	71,903	63,920

2.2 The starting point for the above Forecast is the 2022-23 net budget of £388.5m approved by the Council in February 2022.

Inflation

2.3 Regarding inflation, as CPI/RPI; energy price inflation and the 2022-23 national pay award offer are so much higher than budgeted in 2022-23, additional amounts will need to be factored into budgets to catch up.

2.4 A 4% pay award, with increases for National Living Wage on contracts is also assumed for 2023-24, with further increases for general inflation on contracts both in relation to an uplift to catch up with 2022-23 inflation, and forecasts of 2023-24 inflation.

2.5 The Council budgeted for a 4% CPI increase on general contracts. Following the war in Ukraine, CPI according to the Treasuries averaging of independent forecasts in July

is now expected to be 9.7% for 2022, and 4.7% for 2023, and more recent announcements have indicated that they could increase further.

- 2.6 The Council budgeted for a 5% energy price increase in 2022-23, however, estimates from our supplier, anticipated a 118% increase in 2022-23. It is currently assumed that this will persist into 2023-24, with further CPI increases from 2023-24. Again, more recent national coverage of energy costs indicate that this could further increase.
- 2.7 Inflationary/CPI increases to sales fees and charges income budgets, including catch up from 2022-23 are also assumed, but the extent to which these budget increases will be attainable will require further analysis. Should there be any income budget increases below CPI, these would be the equivalent of real terms investments in services.
- 2.8 It should also be noted that price increases for Sports Facilities, Theatres, Parking, Social Care fees amongst others, would also contribute adversely to the cost of living crisis.
- 2.9 The MTFS is clearly very sensitive to inflationary pressures, and the current price instability consequently makes forecasting very uncertain. It should also be noted that these inflationary pressures will apply to all councils

	2023/24	2024/25	2025/26
Pay Award incl NLW	11,796	17,909	24,135
Uplift for 2022-23 pay award being higher than budgeted	14,560	14,851	15,148
Contract Price Indexation including uplift for 22-23 catch up	39,343	47,899	56,579
Waste Contract Indexation including uplift for 22-23 catch up	2,000	3,000	4,000
Sales Fees and Charges Income	(9,094)	(11,905)	(13,136)
Inflation	58,604	72,565	86,727

The total inflationary impact over the 3-year MTFS period is £217,896

Recurring Pressures

- 2.10 Added to this, are a number of recurring pressures that have either been approved previously, or are significant pressures identified in 2022-23. The additional amounts that have been incorporated into the forecast budgetary gap for 2023-24 onwards are detailed below. The major issues related to indicative additional Children's Social Care costs that the new Bradford and Children's Families Trust will need to operate in 2023-24, and the adding back of some undeliverable Adult Social Care demand management savings.

The MTFS currently assumes investment into Childrens Services will continue but will reduce as the improvement plan is implemented and consequently reduces costs of delivery

	2023/24	2024/25	2025/26
Adult Commissioning Team expansion per prior approvals	500	500	500
Childrens Social Care costs	45,000	40,000	35,000
Undelivered remaining Adult Social Care savings	5,000	5,000	5,000
Environmental Health Compliance	300	300	300
Recurring Pressures	50,800	45,800	40,800

- 2.11 Demographic growth primarily for Adults and Childrens Social Care is outlined below. Assumptions will need to be revisited, however the below table provides a continuation of prior years' increases.

Further activity has commenced to understand the Adult demand growth and the impact upon the market following Covid. The growth in this sector nationally is higher than children's and the MTFS may need flexing to match predicted growth in this sector.

	2023/24	2024/25	2025/26
Adult demographic growth	1,963	3,892	5,804
Children's Demographic growth	625	1,250	1,875
Waste Demographic growth	125	325	450
Demographic Growth	2,713	5,467	8,129

Funding Changes

- 2.12 Regarding funding Changes, the New Homes Bonus scheme was due to be phased out by now, however as it remains a key funding source for some councils, it continues to get phased out slowly, and we estimate that the it will continue at a lower level for 2 further years. The New Homes Bonus money is however in the Local Government System, and we anticipate that the funding would be redistributed via an alternative mechanism (e.g. relative needs) where the Council would expect to benefit by more than it loses.
- 2.13 Although the Council hasn't budgeted for inflationary increases on Better Care Fund previously, the Council has received uplifts during recent years, so we now expect that to continue.
- 2.14 Regarding Public Health grant, we expect inflationary increases in 2023-24, however the increased grant will help pay for inflationary pressures in Public Health. The Department of Health has however been working on a new Public Health Relative needs formula, and although it's not current policy, if adopted as planned, the formula would potentially result in a big increase. It should however be noted that where funding formula do result in significant changes, Government departments do often seek to mitigate the extent of the reductions to Councils that are adversely affected by the formula changes by providing transitional arrangements.
- 2.15 Regarding Social Care reforms which will see the cost of care capped, we are anticipating additional funding to pay for these reforms. Although the increase in funding may be significant, it will also be coupled with new burdens. In the MTFS we have assumed that the reforms are cost neutral to the Council overall. It should however be noted that many Councils are starting to identify shortfalls between expected funding levels and the likely cost of these reforms.
- 2.16 In recent years, the Government have provided additional Social Care grants. In our modelling, we have assumed that there will be an additional £5m per year for Social Care from 2023-24 onwards. This is at the bottom end of the increases in grant funding since 2015-16, however it should be noted that this is assumed rather than announced. There are well documented national pressures on Social Care, and the need for

additional Social Care funding has been prominent in the recent contest to become Prime Minister.

- 2.17 Regarding Section 31 Retail Reliefs, the Government provided additional reliefs to Businesses in 2022-23, and compensated councils for the reduction in Business Rates accordingly. This is currently anticipated to end in 2022-23, so the grant will reduce, but this would be offset by more Business Rates collected from businesses all else being equal.
- 2.18 The Council also receives S31 compensation from the Government when they decide to freeze the business rates multiplier which is applied against the rateable value of business properties.
- 2.19 This has been capped or frozen by the Government on four separate occasions since 2013-14, and in 2018-19 has been uprated using the Consumer Price Index rather than the (higher) Retail Price Index.
- 2.20 Local authorities have been provided with compensation for all the occasions on which the multiplier has been under-indexed. The actual cost of freezing the multiplier depends on the actual rate of CPI in September 2022. Our estimates are that the Multiplier will be capped again, based on 9.4% – but the rate of inflation and the cost of freezing the multiplier is almost certainly going to be higher.
- 2.21 Current Government policy is that the Business Rates reset will occur in 2025-26, and at this point S31 compensation grants would end, but the equivalent funding would be returned to the Council through some other mechanism.
- 2.22 The Council also received a Lower Tier Services Grant and a Services Grant from Government in 2022-23, and we anticipate that this will continue until the Fair Funding Formula review is implemented in 2025/26 (though it should be noted that this has already been deferred on a number of occasions).

	2023/24	2024/25	2025/26
BCF & IBCF Uplift	(1,000)	(2,000)	(3,000)
Reduction in New Homes Bonus	1,029	1,029	2,079
PH Grant Uplift	(877)	(1,772)	(8,428)
Offset by additional PH Grant costs	877	1,772	8,428
Additional grant for Social Care reforms	(11,845)	(17,588)	(17,588)
Cost of Social Care reforms	11,845	17,588	17,588
Assumed additional Social Care Grant	(4,481)	(9,784)	(14,940)
Lower Tier Services Grant drop out	0	0	979
Services Grant drop out	0	0	9,600
S31 Grant for Retail Relief drop out	7,431	7,431	7,431
Assumed S31 for Multiplier Cap compensation	(18,079)	(22,714)	37,339
Funding Changes	(15,100)	(26,038)	39,488

Previously approved savings

- 2.23 The table below outlines the savings for future years that have been included within prior budgets. The budget assumes the remaining £350k of Welfare Advice savings that were deferred in the 2022-23 budget, would still need to be delivered in 2023-24 under current financial plans.

- 2.24 It should also be noted that Adult Demand Management savings are also unlikely to be delivered in full, and £5m of these have consequently been added back as a recurring pressure (re recurring pressures table in section 2.3).
- 2.25 There are also other undelivered savings from prior years in Sports and Culture. These are currently assumed to be either delivered or mitigated in another way by 2023-24 and have consequently not been included in the MTFS. Should they not be delivered as planned, this would add further pressures.

	2023/24	2024/25	2025/26
Remaining Welfare Advice Savings	(350)	(350)	(350)

Council Resources

- 2.26 Council Tax and Business Rates have been heavily impacted by COVID-19 with the Council having Collection Fund deficits of c£18m from 2021-22.
- 2.27 These deficits were expected, and they will be covered by additional Section 31 grants and Tax Income Guarantee compensation from the Government currently held in reserve.
- 2.28 Regarding 2022-23 Business Rates and Council Tax collection, we are not currently forecasting either surplus's or deficits, however this may change as the year progresses.
- 2.29 Given the current state of the economy, and after accounting for the drop out of S31 Retail reliefs compensation in 2023-24, the Council is not currently assuming any significant growth in Business Rates as part of this MTFS.
- 2.30 Regarding Council Tax, given the uncertainties surrounding the numbers of Council Tax Reduction Scheme recipients as a result of the cost of living crisis, the Council Tax base for 2023-24 has been assumed to be only 1,000 higher at 144,420 Band D equivalents), with further growth to 145,420 in 2024/25.
- 2.31 A 1.99% increase in Council Tax has also been assumed, and a 1% Adult Social Care precept has also been assumed resulting in c£229.6m in 2023-24. An c£8.2m increase on 2022-23. Should the Government increase the Council Tax referendum limit, or allow for additional Adult Social Care precept and the Council decide to apply increases above those limits then every 1% increase would result in c£2.2m of additional income.
- 2.32 Work on a revised estimate of the Council Tax and Business Rates base has commenced, and report setting the respective bases will be provided for January 2023 Executive, in advance of setting the Council budget in February 2024.

RISKS ASSOCIATED WITH THE FORECAST

- 3.1 A series of potential changes in the inflationary outlook, the Spending Review, Local Government Settlement, Business Rate reform and the results of the fair funding review inevitably means there are many uncertainties and sources of risk attached to the forecast.

Risks associated with the forecast:

- The ongoing impact of inflation.
- The ongoing impact of Childrens Social Care and funding for the Bradford Childrens and Families Trust.
Demand pressures in adult services.
- The ongoing impact of Covid-19 on expenditure and income reductions
- The impact of national economic performance on public sector finance as a result of Brexit.
- The buoyancy of the local economy
- Fair Funding Review
- Business Rates Baseline Reset
- Business Rates Review process, appeals against the rating list and future increases in the Business Rate multiplier
- Integration of health and social care, the financial health of the NHS, and the ability and willingness of the NHS to fund social care
- Treasury management – the extent to which cash balances will drive the need to borrow to finance capital investment, and the impact of changes in interest rates
- Change management risk, and the deliverability of existing budget decisions
- Liabilities that may arise from conversion of schools to academies
- Contractual risk
- What devolution, regional and other aspects of public sector reform will mean for Bradford District.
- Potential increase in West Yorkshire Transport levy as a result of increased borrowings in respect of the West Yorkshire Transport Fund
- Impact of economic downturn on demographics in terms of both additional demand and additional growth
- The potential costs of transition and restructuring
- Spending Review 2022

Conclusion

- 4.1 All of the factors and assumptions outlined above result in a forecast gap in 2023-24 of £77m driven mainly by additional inflationary costs, and Childrens Social Care pressures.
- 4.2 Largely as a result of the assumptions regarding the successful implementation of the Childrens Improvement plan and the consequential reduction to costs resulting in spend returning closer to benchmark levels (mainly through reducing Agency staff, and CLA and placement numbers to benchmarks over time), the gap then reduces to c£72m in 2024/25 and c£64m by 2025/26.
- 4.3 These c£213m of additional costs would not be bridgeable by the Council's reserves, and significant actions will need to be taken. This will either include additional funding from Government or partners, or significant reductions to Council expenditure budgets with consequent impact on local services.
- 4.4 A large number of mitigations are currently being explored to reduce the forecast budget gap.

- 4.5 It should also be noted that there are unprecedented levels of uncertainty, and the forecast gap will be subject to change as we become better informed about international issues, the national economy and cost of living crisis and the future of local government finance.
- 4.6 The council will be lobbying government for additional funding and support sector campaigns / lobbying regarding a sustainable level of funding and funding mechanism for local government.

5.1 ANNEX A: Current Cost base, Savings approved to date and reserve levels.

To put the size of the challenge facing the Council into context an understanding of the current cost base and savings delivered to date is required. Section c) below also outlines the Council's current reserve levels.

a) Cost Base

Whilst the Council continues to have overall accountability for over c£1.2bn of spend, it cannot spend directly £296m which is controlled by schools. This leaves, in 2022-23, a gross expenditure budget of £897m (£388.5m net expenditure) to fund non-school activity.

Budget split between Schools and Council

	Gross Exp	Net Exp
2020/21	£m	£m
Council Services	897.3	388.5
Schools	296.3	0
	1,193.6	388.5

If the £107m spent on benefit payments, the £35m required to meet the cost of the long term PFI contracts, the £23m levy paid to the West Yorkshire Combined Authority (WYCA), the £49m that must be spent on Public Health activity and the £35m capital financing budget are excluded from the gross expenditure budget, this leaves a much smaller gross cost base, £648m, from which to drive out further savings.

The gross budget also includes significant spending on services for example, sports, culture and planning, that recover costs by charging customers and clearly this spending cannot be directed elsewhere without the risk of reductions in income.

Of the net budget of £388.5m, 30% is allocated to Adult Social Care in the Health and Wellbeing department, and Children's Services accounts for a further 35%. This emphasises that if the Council is going to balance its books in the long term and make sure the services it provides are sustainable, controlling demand and spend on Adults and Integrated Health Care, and Childrens Social Care is key.

	Gross Budget £ms	Net Budget £ms	% of Net
Health and Wellbeing	247.9	117.6	30%
Children's Services	523.5	134.1	35%
Department of Place	127.9	67.9	17%
Corporate Resources	207.2	51	13%
Chief Executive	5	4.6	1%
Non Service Budgets	5.8	5.8	1%
General Fund	79	7.4	2%
Total Council	1,193.60	388.5	100%

b) Savings approved to date

Since 2010, reductions in Government funding, and inflationary and demographic pressures have required the Council to approve savings/cuts over the period of £310m.

During the period of austerity councils have absorbed a large share of Government funding reductions in relation to overall public sector funding reductions. Throughout this period the Council has protected basic services at a time of growing cost pressures. The Council will continue to focus on reducing costs and improving efficiency and productivity but finding new savings will mean that frontline services will be impacted.

The Council typically has a good record of delivering budgeted savings, however, the impact of Covid is delaying the delivery of Learning Disability demand management savings in Adult Social Care in 2022-23, and it looks increasingly like the savings will not be deliverable in full.

c) Reserves

At 31st March 2022 reserves stood at £278.4m (Council £231.8 and Schools £46.6m).

	Closing Balance 2019-20 £m	Closing Balance 2020-21 £m	Opening Balance 2021-22 £m	Net Movement	Balance as at 31 st March 2022 £m
Council reserves	207.0	256.5	256.5	-24.7	231.8
Schools Delegated budget	31.9	42.9	42.9	3.7	46.6
Total	238.9	299.4	299.4	-21.0	278.4

The Council takes a risk based approach to the management of useable reserves and as part of setting the annual budget, the s151 Officer undertakes a review of risks and known commitments to calculate a minimum level for the General Fund reserve, and this was incorporated into the Council budget reports. For 2022/23, it was determined that a level of £19.5m remained an appropriate figure. With the exception of this

reserve, which is set at the minimum prudent level expected by external auditors, all other reserves are earmarked for specific purposes and known future costs and therefore they are not readily available to fund any budget gap.

The Council does have some flexibility with some reserves to support the MTFS, as some reserves are not needed for a number of years. The Council could potentially draw down upon some reserves, subject to those reserves being replenished in time to fund future known costs to prevent budget pressures in future years.

All earmarked reserves are also being reviewed to assess the extent to which they could be repurposed, however the vast majority of earmarked reserves are already set aside to help fund expenditure that the Council is already committed to.

Although the Council had relatively robust levels of reserves, reserve levels are expected to reduce significantly in 2022-23.

Additionally, c£18m of S31 Business Rates Grant Reserve that contains both the Councils share of Section 31 grants and Tax Income Guarantee Scheme compensation will be drawn down at 2022-23 year-end to fund the remaining spreading of the 2020-21 Collection fund deficits, and the repayment of the 2021-22 deficit.

The 2022-23 budget has also approved further reserve reductions of approximately £13.65m next year.

Any year end Council wide overspend in 2022-23 would also have to be bridged using reserves.

The total value of revenue balances held by maintained schools at the end of 2021/22 was £46.6m. The Council cannot use School balances in support of the Councils budget.



Report of the Strategic Director of Place to the meeting of Executive to be held on 6 September 2022

Subject:

P

Bradford Transforming Cities Fund Programme

Summary Statement:

This report provides a summary of progress made in the delivery of the Bradford Transforming Cities Fund (TCF) Programme and explains project funding, programme timescales and key risks. The report updates on the challenges regarding individual project scope versus the grant funding available and the options and steps being considered by the project delivery teams to mitigate this.

The report seeks delegation of the day to day operational decisions to the Strategic Director in consultation with the Portfolio Holder and seeks approval to progress projects through to outline and full business case submission, following an approved Appraisal Framework as defined by the West Yorkshire Combined Authority and the Department for Transport as funding Authorities.

EQUALITY & DIVERSITY

The public sector equality duty in Section 149 of the Equality Act 2010 applies to the Council in the exercise of this function. Those functions will include the proposals referred to in this report. The TCF Programme is being developed with full engagement and consultation with all user groups around the City Centre and surrounding areas. This includes design decisions, public consultation feedback and stakeholder liaison and will be continued during Business Case development.

Jason Longhurst
Strategic Director of Place

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1. SUMMARY

- 1.1 Following successful award of grant funding through the Transforming Cities Fund (“TCF”), the Council has continued to work closely with the West Yorkshire Combined Authority (“WYCA”) to progress the delivery of a full-business case for each of the four individual projects within the Bradford TCF Programme.
- 1.2 The Council have appointed Balfour Beatty Civil Engineering (“BBCE”) as the main Delivery Partner under the national SCAPE Civil Engineering Framework to develop and implement the TCF programme delivery. BBCE have respectively appointed several Professional Services Partners (“PSPs”) including Mott MacDonald, Sweco, SLC Rail and Fore Consulting who are supporting on design, traffic modelling and business case development.
- 1.3 To-date, good progress has been made across all projects, with clear governance structures now established that enables management of both project and programme day to day delivery and performance. Weekly and monthly assurance meetings are held between partners to provide leadership and direction, resolve issues and ensure risks are mitigated and key decisions escalated.
- 1.4 Work has now been completed by BBCE to review and undertake outline designs for each project enabling the schemes to be developed to Outline Business Case submission. Furthermore, public consultations have been completed for the overall TCF Programme in conjunction with WYCA; and site surveys, traffic modelling and ground investigations are underway. Options for each project have been developed and detailed delivery programmes and outline cost plans have been produced, all of which have been frequently discussed with WYCA.
- 1.5 The Council has now reached the next gateway of the WYCA assurance process where the scope of each scheme is required to be fixed, preferred options have been developed and cost plans and programmes confirmed for business case purposes.

2. BACKGROUND

- 2.1 The Leeds City Region Transforming Cities Fund programme which is being delivered by the West Yorkshire Combined Authority in partnership with local authorities is being funded through £317m from the Department for Transport. The Transforming Cities Fund has been created by the DfT to improve travel connectivity in cities with an emphasis on increasing the number of journeys made by low carb, sustainable transport modes such as cycling, walking and public transport. Through the fund and complementing existing programmed the Council has been indicatively allocated £80m of funding to deliver a programme of schemes.
- 2.2 Bradford’s TCF Programme consists of four inter-related projects comprised of major enhancements to the road and transport network that improve accessibility in and around the City Centre, improve air quality and enhance the general environment through changing travel habits and creating access to employment and leisure opportunities. The four related projects are:
 - a) Bradford City Centre Walking and Cycling improvements;
 - b) South Bradford Park and Ride and Expressway;

- c) Bradford Interchange; and
- d) West Bradford Cycle Superhighway

- 2.3 The programme delivery has been split into two distinct delivery phases. Stage 1 is pre-construction phase and includes developing outline and full business cases, development of a preferred option and securing all statutory consents that may be required. Stage 2 is works mobilisation and construction and involves all advanced works, utilities diversions and main works delivery.
- 2.4 Outline designs have been completed by PSP's for all projects, including options and variants to help accommodate stakeholder concerns, funding challenges and to support reducing the overall works programme durations. Traffic Modelling has been undertaken to support business case production and this will guide decisions around future network management. Ongoing consultation has been undertaken at a programme level and engagement reports and feedback considered by the project teams. This engagement has included consultation with residents, businesses and strategic stakeholders to help better understand concerns and support development of use cases.
- 2.5 Detailed delivery programmes and cost plans have been developed for each project stage and highlight both the funding pressures of the projects as currently proposed and the extended delivery timescales given the complexity of the assurance framework. The project team is constantly monitoring the impact of both funding and programme challenges – these challenges are described further in each of the attached appendices.

3. OTHER CONSIDERATIONS

- 3.1 In order to achieve delivery of the various projects for the City of Culture Year in 2025 the TCF programme the project team have considered wider acceleration options to shorten the current delivery programme and bring forward completion of project end dates. The options which have been considered include:
- a) Proceeding at risk with the commencement of the Full Business Case for each project whilst still awaiting approval of the Outline Business Case;
 - b) Continuing detailed design development after submitting the Outline Business Case for approval; and
 - c) Commencing advance work packages, such as the demolition of the Hall Ings NCP car park and utility diversion works.

Adopting such measures will realise significant time savings that enable all projects to be completed by November 2024. These options, however, require a re-profiling of the current grant funding agreement with the combined authority in order to facilitate their adoption. This has required a Change Request to be submitted.

- 3.2 Initial public consultation was undertaken jointly with WYCA between July-August 2021 to obtain feedback and opinion on our high level proposals. Engagement was held via a series of virtual events, with additional publicity and awareness through social media posts due to the restrictions imposed by the Covid19 pandemic. The response from businesses, residents and stakeholders was generally very supportive for the overall programme and the aspirations for the transformation of Bradford city

centre.

- 3.3 A further six-week engagement period on each project is being undertaken ahead of Outline Business Case Submission – these consultations include developed scheme designs and information, preferred options and project timescales and take the format of a combination of web surveys and face to face engagements.
- 3.4 As with the initial consultation exercise this additional consultation programme is being undertaken jointly with WYCA's Communication Team. The current timetable of consultation is as follows

Project	Start	End
Bradford City Centre Cycling and Walking	w/c 27 th Jun 2022	18 Aug 2022
West Bradford Cycle Superhighway	w/c 22 th Aug 2022	30 Sep 2022
Bradford Interchange	w/c 19 th Sep 2022	04 Oct 2022
South Bradford Park and Ride	w/c 3 rd Oct 2022	18 Nov 2022

- 3.5 The approach to consultation is flexible and adaptive. Comments relating to the projects that are received outside of the respective six-week consultation periods are logged and will be reviewed during the Final Business Case process.
- 3.6 Continual engagement with major stakeholders and focus groups will be undertaken across the full course of project development and construction programme

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 By supplementing its own internal resources using the SCAPE framework the Council have secured the necessary resources to support development of these proposals and ultimately their construction in what is an already competitive market. The early engagement of BBCE provides a high degree of certainty that whatever the ultimate TCF package which is developed its construction resources are secured.
- 4.2 Current inflation pressures are an ongoing concern in relation to overall scheme costs however a mitigation strategy (including contingencies) to deliver the highest benefits possible to the district from the currently available budget has been developed following discussions between Bradford's TCF project team and WYCA's Project Management team.
- 4.3 Details of this strategy and the effect on each proposed project are included for information in Appendices 1-4 below.
- 4.4 An appropriate Change Request for this mitigation strategy has been submitted to WYCA for evaluation as part of the relevant assurance process. No additional council resources are required.

5. RISK MANAGEMENT & GOVERNANCE ISSUES

- 5.1 A comprehensive risk log has been developed for each project and is regularly reviewed to ensure that all active and emerging risks are identified and mitigated. A key risk which has affected all construction projects relates to the post-pandemic recovery, workforce availability, rate of inflation, potential changes to interest rates and on-going Brexit considerations. These factors are presenting a considerable challenge within the construction industry with significantly inflated material and labour costs. The current project cost forecasts are as accurate as possible at the time of reporting and will be continually monitored as scheme options are refined, to ensure budget constraints are adhered to.
- 5.2 As part of the Business Case submissions to the West Yorkshire Combined Authority a detailed Management Case document has been prepared which establishes the Council's own governance arrangements for each project. The Transforming Cities Fund programme reports to the Council's TCF Programme Board which comprises officers from WYCA and the Council to oversee delivery of the schemes on behalf of the Council. The Board meets on a monthly basis to review progress of the portfolio with the assigned Project Managers and Project Assurance lead ensuring that issues, risks and delivery of each project is effectively managed.
- 5.3 The development and delivery of the TCF programme, and its individual constituent schemes, is managed through the West Yorkshire Combined Authority Assurance Process. The delivery of Bradford's programme to the programme dates set out in the attached appendices is reliant upon a whole team approach comprising Bradford Council officers, BBCE and the PSPs and WYCA officers who will help ensure that programmes are not unduly impacted by the assurance process timescales. Currently the assessment of submitted information by WYCA is an increasing risk to delivery due to the large number of projects which are being submitted on similar timescales to the Bradford programme stretching the Combined Authority's resources.

6. LEGAL APPRAISAL

- 6.1 The proposed projects which comprise the Transforming Cities Fund portfolio are implemented through the Council's inherent powers as Highway and Traffic Regulation Authority, and set out in Appendices 1 -4.
- 6.2 Review of the proposed grant provisions from WYCA highlights the following:
- a) Funds committed to any of the projects in advance of WYCA formal approvals, are expended at the Council's risk.
 - b) Once the funding position of WYCA is known projects may be fully scoped and amended, the Council may be requested to fund any difference.
 - c) Funding by WYCA under grant agreements is subject to clawback provisions if the Council does not comply with the grant obligations, including scope and milestones, therefore repayment to WYCA is a requirement.
 - d) The WYCA funding is project specific under the terms of the standard grant

agreement drawdown, funding is against the specified heads of project eligible expenditure for that project, a reduction in the costs or scope of the project then WYCA will reduce the funding under that grant agreement accordingly.

- 6.3 Project works which involve third party land will require the Council to negotiate with third party land owners and tenants for the required rights to enable the Council to carry out any such works. In the event that land required to implement the project is unable to be acquired by land owner negotiation then as a last resort the use of compulsory purchase powers under Section 250 of the Highways Act 1980 may be considered for which further approvals will be sought.
- 6.4 Legal advice in respect of VAT and any subsidy control considerations that may arise is recommended at a later date.
- 6.5 Executive approvals are required for each finalised projects implementation and spend. This report, project scope and implementation of any approvals are subject to confirmation by WYCA that grant funding is available. Any subsequent "Change Request" to WYCA by the Council consequent of a project re-scope may or may not be agreed. Subsequently further approvals maybe sought by officers to the executive should any project change be required once WYCA decisions are known.

7. OTHER IMPLICATIONS

Sustainability Implications

The projects under the TCF programme have been fully appraised in-terms of their wider impact and sustainability considerations. Initiatives such as the living wall proposal at the Bradford Interchange and greening around the city centre will establish positive environmental enhancements across the TCF programme. A screening opinion is being sought for the P&R site and will determine the requirements for any Environmental Impact Assessment required at this site.

Greenhouse Gas Emissions

- 7.1 The TCF Programme includes innovations, in addition to sustainable travel components of the projects, that will support the Council's Climate Emergency agenda by delivering measures which help reduce Greenhouse Gas Emissions. These include a "living" green wall at the Bradford Interchange, consideration of electric / hydrogen buses for the Park and Ride and significant greening across the City Centre Walking and Cycling Improvements project.

Community Safety Implications

- 7.2 All projects are being developed to nationally agreed design standards. These include safety and security standards to support inclusivity, reduce crime and improve road safety and accident prevention.

Human Rights Act

- 7.3 There are no Human Right Act implications associated with the contents of this report.

Trade Union

- 7.4 There are no matters relating to Trade Union in this report.

Ward Implications

- 7.5 Projects within the TCF portfolio will affect a number of wards with their proposals and specific ward member briefings have been offered to Councillors in the development of the initial proposals and will similarly be offered in the next round of consultation prior to the submission of the Outline Business Case. Wards which are affected by the TCF proposals include:
- a) Wibsey, Bowling and Barkerend, Little Horton and City Ward as part of the Park and Ride project and the Manchester Road bus facilities.
 - b) City Ward, Toller, Clayton and Fairweather Green and Thornton and Allerton, as part of the West Bradford Cycle Superhighway.
 - c) City and Little Horton wards, as part of the City Centre Walking and Cycling Improvements.
 - d) City Ward under the Bradford Interchange project.

Implications for Children and Young People

- 7.6 None arising from the contents of this report.

Issues Arising from Privacy Impact Assessment

- 7.7 There are no issues arising from the Privacy Impact Assessment.

8. NOT FOR PUBLICATION DOCUMENTS

- 8.1 None

9. OPTIONS

- 9.1 Current proposals for each element of the TCF Programme are included in Appendices 1-4 below.
- 9.2 Opportunities to accelerate programme delivery are identified in Appendix 5 along with the projected duration reduction of the overall programme for each project.
- 9.3 Executive are invited to consider the proposals as set out against each project and endorse each of the recommendations.

10. RECOMMENDATIONS

- 10.1 That the Executive resolve as follows in relation to the Transforming Cities Fund programme:
- a) Approve the proposals shown in Appendices 1, 2, 3 and 4 as the Council's current preferred approach to the delivery of the Transforming Cities Fund Programme as developed since the approved Strategic Outline Case submission to the West Yorkshire Combined Authority.
 - b) Authorise the Strategic Director, Place to manage the scheme programme as appropriate to meet changing circumstances.

- c) Authorise the Strategic Director, Place to advertise any necessary legal orders required to facilitate the delivery of the programme and to make any necessary applications to seek planning permission.
 - d) Further update reports are to be presented to the Executive following decision on the Outline Business Case by the West Yorkshire Combined Authority.
- 10.2 That delegated authority be given to the Strategic Director, Place in consultation with the Director of Finance, Director of Legal Services and the Portfolio Holder to:
- a) Progress and develop the scheme proposals through the West Yorkshire Combined Authority's Assurance Process and undertake appropriate consultation on scheme proposals.
 - b) If necessary, approve further scope changes to individual projects within the Transforming Cities Fund portfolio to reflect the available funding for each project.
 - c) Where necessary, issue requisition notices requiring those believed to have an interest in relevant property to provide title information and details of their interest in land.
 - d) As may be required secure the procurement of specialist external services having regard to the Council's Contract Standing Orders and national procurement legislation in order to advise the Council on matters relating to the delivery of the TCF portfolio of projects.
- 10.3 That Executive resolve in relation to the specific projects within the Transforming Cities Fund programme to approve:
- a) The Bradford City Centre Cycling and Walking Improvements scheme referred to in Appendix 1.
 - b) The Bradford Interchange scheme referred to in Appendix 2.
 - c) The phasing of the South Bradford Park and Ride scheme referred to in Appendix 3.
 - d) The phasing of the West Bradford Cycle Superhighway scheme as referred to in Appendix 4.

11. APPENDICES

- 11.1 Appendix 1 - City Centre Cycling and Walking Proposals
- 11.2 Appendix 2 – Bradford Interchange
- 11.3 Appendix 3 – South Bradford Park & Ride and Bus Expressway
- 11.4 Appendix 4 - West Bradford Cycle Superhighway Extension
- 11.5 Appendix 5 – Acceleration Options

12.BACKGROUND DOCUMENTS

- 12.1 Scheme File – 104970, South Bradford Park & Ride and Bus Expressway
- 12.2 Scheme File – 104971, Bradford City Centre Cycling & Walking Improvements
- 12.3 Scheme File – 104972, Bradford Interchange
- 12.4 Scheme File – 104973, West Bradford Cycle Superhighway Extension
- 12.5 Strategic Outline Cases for Bradford Transforming Cities Fund Programme

Appendix 1 - City Centre Cycling and Walking Proposals

Overview

The preferred option for the scheme comprises the following elements;

- Closure and pedestrianisation of Hall Ings from Jacobs Well to Bank Street, Bridge Street from Drake Street to Tyrel Street/Aldermanbury, plus Market Street, Bank Street and Broadway;
- Associated changes of usage and traffic flows, and associated signage and traffic control, including a new taxi rank at the rear of City Hall, new taxi-only routes and the remodelling of George Street junction at the intersection of Well Street and Vicar Lane to facilitate bus route diversions
- Creation of new public realm including street furniture, tree planting and soft landscaping, public artwork, security measures and new cycle facilities (cycle lanes, lockers and electric cycle charging points).
- Removal of the existing Jacobs Well roundabout, realignment of Manchester Road/Princes Way and the creation of a new super crossing for pedestrians.
- The closure of Little Horton Lane at the Princes Way junction to aid pedestrian movements between the new super crossing, media museum and entertainment areas following stakeholder feedback on the original proposals.
- A tie in to the proposed West Bradford Cycle Superhighway proposals on Sunbridge Road.
- Re-profiling Leeds Road between the junction of Broadway and Well Street to retain access to the Broadway Centre whilst facilitating active travel movement across the city centre

Works Programme Issues

- Elements of the proposed City Centre District Heat Network need to be installed ahead of/in conjunction with this scheme. This increases complexity of the works programme but will not unduly affect it and the programme is not reliant on its full completion.
- Northern Gas Networks are proposing to work within the centre area carrying out gas main renewal works ahead of the scheme. This will lead to an extended period of disruption in the centre area.
- The scheme will be constructed by November 2024

Financial Issues

1. Inflationary pressures affecting construction pricing has increased the overall cost of these proposals from the initial budget estimate in 2019 of **£30m** to **£38.1m**.
2. Mitigation options have been considered to lower costs by de-scoping elements of the scheme and/or value engineering the project to a lesser standard however this would lead to significantly lower benefits to the City Centre area and is seen as unfeasible given the City of Culture award and stakeholder feedback relating to the project.
3. It is proposed that this scheme is **fully funded** by adapting elements of the South Bradford Park and Ride and West Bradford Cycle Superhighway schemes.

Appendix 2 - Bradford Interchange Station Access

Overview

The preferred option for the scheme comprises the following elements;

- Refurbishment of the interchange building concourse and access facilities.
- Changes to the taxi rank and disabled parking facilities adjacent to the site.
- Creation of a new 'gateway' station entrance on to Hall Ings facilitated by;
- Demolition of the NCP Car Park

Works Programme Issues

- An ongoing legal issue relating to a tenancy arrangement within Bradford Interchange has delayed finalisation of design for the scheme
- Should the issue not be resolved by Full Business Case submission then the works programme may be elongated as construction of the scheme will need to be phased.
- If the legal issues are resolved, the scheme will be constructed by November 2024

Financial Issues

1. Inflationary pressures affecting construction pricing has increased the overall cost of these proposals from the initial budget estimate in 2019 of **£13.2m** to **£16.4m**.
2. Mitigation options have been considered to lower costs by de-scoping elements of the scheme and/or value engineering the project to a lesser standard however this would lead to significantly lower benefits and is seen as unfeasible given the Capital of Culture award.
3. It is proposed that this scheme is **fully funded** by adapting elements of the South Bradford Park and Ride and West Bradford Cycle Superhighway schemes.

Appendix 3 - South Bradford Park & Ride and Bus Expressway

The preferred option for the scheme comprises the following elements;

- Creation of a Parking Area and public transport terminal building for approximately 750 vehicles at the former Richard Dunne Sports Centre site.
- Adaptions to Manchester Road to further enhance public transport provision, including minor alterations/adaptions to junctions, potential changes to parking arrangements and the introduction of new time limited bus lanes.
- Enhancements to Cycling/Active Travel routes along the NCR66 cycle corridor

Works Programme Issues

- The listing of Richard Dunne Sports Centre has delayed final design of the parking area due to space and planning considerations.
- The redevelopment of the Odsal area is the subject of a Levelling up Fund bid that may have a significant impact on the Richard Dunne Site.
- The factors above have affected the overall works programme and as such it is proposed to decouple the construction element of the parking area out of the current works programme, and re-purpose the residual construction funding into the City Centre and Bradford Interchange schemes.
- The Public Transport and Active Travel improvements will be constructed by November 2024
- The parking area will be constructed as and when future funding is available, however this may be post-2025

Financial Issues

1. The original budget allocated to this scheme is **£20m**
2. The cost of the Public Transport and Active Travel elements when adjusted for inflation is **£15.53m** – it is proposed that this element is funded.
3. It is proposed that the residual **£4.77m** from the original budget is reallocated towards the City Centre and Bradford Interchange schemes.
4. Funding for the parking area is to be sought from other potential sources (to be explored) across the 2025/2026 financial year.

Appendix 4 - West Bradford Cycle Superhighway Extension

Overview

The preferred option for the scheme comprises the following elements;

- Creation of dedicated, segregated cycling facilities along the Sunbridge Road, City Road and Thornton Road corridor from the City Centre to just outside Thornton Village Centre.
- Adaptions to junctions along the route to incorporated segregated cycle facilities
- Alterations to bus stop positions to accommodate cycle lane locations
- Alterations to on-street parking in some locations.

Works Programme Issues

- The scheme interfaces with works forming part of WYCA's Corridor Improvement Programme at the junction of Thornton Road/Cemetery Road/Allerton Road. This increases complexity of the works programme.
- The latest Department for Transport cycling standards have led to the need to further evaluate how cycling facilities can be introduced into the village to form a connection with the Great Northern Trail which will require further detailed consultations with residents and businesses.
- Given the above, and the intent to fully fund the City Centre and Bradford Interchange schemes it is proposed that the scheme is split into two phases.
- Phase One will be from the City Centre to the junction of Thornton Road/Cemetery Road/Allerton Road. This will be constructed by November 2024
- Phase Two will comprise the remaining length from the junction of Thornton Road/Cemetery Road/Allerton Road to the Great Northern Trail. This will be constructed post-2025

Financial Issues

1. The original budget allocated to this scheme is **£17.5m**
2. The cost of Phase One - when adjusted for inflation - is **£9.14m**. It is proposed that this element is funded.
3. It is proposed that the residual **£8.36m** from the original budget is reallocated towards the City Centre and Bradford Interchange schemes.
4. Funding for the further development and delivery of Phase 2 is to be sought from a combination of other sources, including the next round of City Region Sustainable Transport Settlement bids and other available funding sources (to be explored).

Appendix 5 – Acceleration Options

The following potential advanced construction works have been identified as part of the TCF programme.

Scheme	Element	Estimated Start dates and timescales for completion
Bradford City Centre Cycling & Walking Improvements	Well Street Public Transport Corridor – Conversion of current pedestrianised area.	Start April 2023 9 months
Bradford Interchange Station Access;	NCP Car Park (Hall Ings) Demolition	Start November 2022 6 months
South Bradford Park and Ride	Croft Street Gyratory junction reconfiguration.	Start Jun 2023 6 months.

These acceleration options have been identified to minimise general disruption caused by the works programme by enabling the diversion of traffic flows and public transport services.

In the case of Bradford Interchange, the advanced NCP demolition allows for the area to be used as a site compound for the main City Centre works programme

Executive is to be asked to approve these advanced elements, along with permission to proceed through to the completion of the Full Business Case for the TCF programme.



Report of the Strategic Director of Children's Services to the meeting of Executive Committee to be held on 6th September 2022

Q

Subject:

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

Summary statement:

To establish a 10 place Early Years Enhanced Specialist Provision (EYESP) at Hirst Wood Nursery School. Each place will equate to 0.6 of a FTE place.

EQUALITY & DIVERSITY:

The Local Authority must not discriminate directly or indirectly against any group or individual. The school and any proposed new provision will continue to cater for the needs of all children and serve its community. The proposal will have **no detrimental impact** on equality and diversity.

An Equality Impact Assessment has been carried out and can be seen in Appendix A.

Marium Haque
Interim Strategic Director - Children's Services

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Portfolio:

Education, Employment and Skills

Overview & Scrutiny Area:

Children's Services

1. SUMMARY

This report asks the Executive to approve:

The creation of a 10 place Early Years Enhanced Specialist Provision (EYESP) at Hirst Wood Nursery School. Each place will equate to 0.6 of a FTE place.

2. BACKGROUND

Currently the Local Authority maintains five Nursery Schools across the District which deliver integrated Early Years Enhanced Specialist Provision for children primarily aged 2 - 5 years, but with capacity for some children aged 5+ where appropriate with a range of special educational needs and disabilities.

These specialist places are delivered alongside mainstream Nursery School places.

Children accessing these provisions have an Education, Health and Care Plan or are undergoing assessment for an Education, Health and Care Plan. The admission of children to the EYESP will be managed by the Integrated SEND Assessment Team.

The EYESP's are led by the Local Authority Nursery Schools who receive additional funding from the Local Authority specifically for the purpose of delivering the specialist provision.

2.1 Statutory Consultation – Establishment of a Resourced Provision

2.1.1 The Bradford District has experienced a significant increase in demand for Special Educational Needs and Disabilities (SEND) provision over the last 10 years.

2.1.2 The number of children and young people with an EHCP within the Bradford district continues to rise year on year. The high levels of occupancy of the current specialist provisions demonstrates that there is a need to develop more specialist provisions across the district in order to meet current and future demand.

2.1.3 Data from the DfE Statistical Release and the SEN2 Return demonstrates that, despite the decrease that we have seen in the birth rate both within the Bradford district and nationally, the percentage increase in the number of children and young people with an Education, Health and Care Plan continues to rise.

2.1.4 The percentage increase in the number of children and young people with an Education, Health and Care plan for the Bradford District between 2017 and 2021 was 14.6%. This is significantly higher than the increase of 9.7% in

Yorkshire and Humber during the same period and the national increase of 10.2 %.

- 2.1.5 'The Strategic Plan 2021 – Sufficiency of Specialist Places for Children and Young people in Bradford' forecasts that an additional 100 to 120 specialist places between the academic year of 2021 to 2022. The projections further show that we will need to increase specialist places again for both the academic years 2022 to 2023 and 2023 to 2024 by 100 to 120 places each year.
- 2.1.6 'The Strategic Plan 2021 – Sufficiency of Specialist Places for Children and Young people in Bradford' highlights the current pressure points and the gaps in specialist provision across the Bradford District.
- 2.1.7 The objective of the proposal to establish an EYESP at Hirst Wood Nursery School is to have a wider geographical spread of EYESP places available for families.
- 2.1.8 Hirst Wood Nursery School lies within the Shipley constituency. The most prevalent primary need within this constituency is for children and young people with an Education, Health and Care Plan for Communication and Interaction needs including Autistic Spectrum Disorders.
- 2.1.9 Early intervention and targeted support for children in the Early Years phase assists in ensuring that the required support is in place when children enter into the statutory school phase.
- 2.1.9 The development of an Early Years Enhanced Specialist Provision at Hirst Wood Nursery School will go towards easing some of the key pressure points.

3. OTHER CONSIDERATIONS

3.1 Statutory Consultation – Establishment of an Early Years Enhanced Specialist Provision

- 3.1.1 The proposed establishment is at a maintained nursery school for a provision that is recognised by the Local Authority as reserved for children with Special Educational Needs and Disabilities. This therefore requires the Local Authority to publish formal Statutory Notices.
- 3.1.2 The DfE document 'Making significant changes ('prescribed alterations') to maintained schools' states that the statutory process must be followed to propose the establishment of SEND provision in a mainstream school. The statutory process has four stages:
 - Publication of statutory proposals
 - Representation (formal consultation for 4 weeks)
 - Decision (within 2 months of the representation)
 - Implementation

3.2 Consultation Outcomes

- 3.2.1 Following approval from the Strategic Director of Children's Services to consult on the proposal, a consultation process commenced on 9th June 2022 and closed on 8th July 2022. The consultation outcome report, including all the responses received is provided in Appendix G.
- 3.2.2 A pre-consultation process also took place. This was restricted to families with children already in attendance at Hirst Wood Nursery School. In total, there were forty-nine respondents to the pre-consultation, of which forty-eight were in favour of the proposal.
- 3.2.4 All interested parties were contacted in writing (by either letter or e-mail) and invited to respond to the consultation. The correspondence explained the following:
- the proposal
 - where to locate all of the relevant consultation documentation online
 - details of how to request a paper copy
 - how interested parties could make a response
 - details of scheduled public consultation meetings.
- A complete list of all interested parties consulted is provided within Appendix B. A sample consultation letter can be found in Appendix C.
- 3.2.5 The consultation documents were all published on Bradford's Local Offer Website, Bradford Schools Online and the Bradford Council Website. All of the websites invited interested parties to respond to the consultation.
- 3.2.6 The option to respond to the consultation either via an electronic survey, letter or email was communicated on all of the websites.
- 3.2.7 All of the responses received came through the online survey or nominated email address. No paper letters were received.
- 3.2.8 A total of two hundred and three people completed the online questionnaire. In response to the statutory consultation, two hundred respondents agreed with the proposal, two disagreed and one person was unsure. The written comments received are available in Appendix G.
- 3.2.9 Three consultation meetings were arranged. These meetings were held virtually on the following dates:
- Tuesday 14th June: 10.30-11.30 am
 - Thursday 23rd June: 2.00-3.00 pm
 - Wednesday 29th June: 5:30pm-6:30pm
- 3.2.10 The first public consultation meeting arranged received no requests for attendance and as such did not proceed.
- 3.2.11 The second public consultation meeting received only one request to attend.

- 3.2.10 The third public consultation meeting arranged received no requests for attendance and as such did not proceed.
- 3.2.11 The proposal is fully supported by the Headteacher and Governing Body at Hirst Wood Nursery School.

3.3 Publication of Statutory Proposals and Representations

- 3.3.1 Following approval from the Strategic Director of Children's Services the Statutory Proposal was published on 9th June 2022, see Appendix D.
- 3.3.2 The Representation Period for the proposal ended on 8th July 2022. During this period any person or organisation could submit their comments to the Local Authority.
- 3.3.3 The statutory proposal received two hundred and three responses to the online questionnaire and one response from an individual attending a public meeting, Full details of all the representation responses can be found in Appendix G.

4. FINANCIAL & RESOURCE APPRAISAL

4.1 Revenue Costs

- 4.1.1 The proposed new Early Years Enhanced Specialist Provision places at Hirst Wood Nursery School will be funded in accordance with the local determined funding formula for children and young people with SEND. Core funding will be delegated to Hirst Wood Nursery School for the agreed number of places. Additional funding would be paid in accordance with individual pupil needs. The revenue funding for the specialist places is included in the High Needs Block (HNB) allocation determined by the Schools Forum.

4.2 Capital Costs

- 4.2.1 No construction or refurbishment works are required to establish the proposed EYESP. Hirst Wood Nursery School was a former Children Centre plus, which was established to cater for children with a wide range of additional needs. As such the layout of the building enables them to meet the individual needs of the children.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 5.1 Individual risks associated with the development/expansion programme will be identified and managed as part of the overall project to deliver the sufficiency of specialist places across the District.

6. LEGAL APPRAISAL

- 6.1 Local authorities have legal duties to identify and assess the special educational needs ("SEN") of children and young people for whom they are

responsible. LAs become responsible for a child or young person in their area when they become aware that the child or young person has or may have SEN.

- 6.2 Under the Children and Families Act 2014, the LA must consider how the child or young person can be supported to facilitate their development and to help them achieve the best possible educational and other outcomes.
- 6.3 Regulations provide that local authorities can propose to establish SEN provision, reserved for children with special educational needs, in a mainstream school . This is called a prescribed alteration and the Authority must follow a statutory process for making these alterations to maintained schools .
- 6.4 The statutory process has four stages which include the publication of a statutory notice/proposal, formal consultation for four weeks, the Local Authority has to decide a proposal within two months of the end of the consultation period. The final stage is to implement the proposal in the form that it was approved.
- 6.4 The Local Authority is the decision-maker for these kinds of proposals. The Executive can decide to reject, approve, or approve the proposal with or without modifications, (having consulted the Authority), or approve subject to certain conditions e.g. granting of planning permission.
- 6.5 The following factors need to be considered in deciding whether or not to approve statutory proposals. The Executive Committee should be satisfied that:
 - the appropriate consultation and/or representation period has been carried out and the Local Authority has given full consideration to all responses received.
 - have regard to the Public Sector Equality Duty
 - consider the impact on community cohesion
 - consider the SEN Improvement Test that the proposed arrangements are likely to lead to improvement in the standard, quality and/or range of educational provision for children with special educational needs and disabilities
 - be satisfied that travel and accessibility has been properly taken in to account
 - be satisfied that any land, premises or funding required to implement the proposal will be available
- 6.6 The decision must be made within a period of two months of the end of representation period or referred to the Schools Adjudicator. Within one week of making the decision the Local Authority must publish its decision and the reasons for it and send copies to the Schools Adjudicator, Governing Board and certain faith organisations and any other body considered appropriate.

7. OTHER IMPLICATIONS

7.1 SUSTAINABILITY IMPLICATIONS

There are no direct sustainability implications arising from this report. Any development or changes to buildings undertaken as a result of these proposals will be undertaken in a sustainable way which minimises the future impact of the Local Authority's carbon footprint.

7.2 GREENHOUSE GAS EMISSIONS IMPACTS

The proposals would not impact on gas emissions. If children are able to attend their local provision this could lead to a reduction in emissions with travel being reduced.

7.3 COMMUNITY SAFETY IMPLICATIONS

This proposal will allow the children and young people to build their skills in a specialist environment and access their own community in the safest and most independent fashion.

7.4 HUMAN RIGHTS ACT

There are no direct Human Rights implications arising from this report.

7.5 TRADE UNION

Trade Unions have been informed of the proposals as part of the statutory consultation process.

7.6 WARD IMPLICATIONS

Ward Councillors have been informed of the proposals as part of the statutory consultation process.

7.7 AREA COMMITTEE ACTION PLAN IMPLICATIONS

N/A

7.8 IMPLICATIONS FOR CHILDREN AND YOUNG PEOPLE

7.8.1 The proposal seeks to enhance the provision available for children and young people within the constituency of Shipley.

7.8.2 The establishment of the proposed Early Years Enhanced Specialist Provision would enable young children to attend their local nursery school within their local community.

7.9 ISSUES ARISING FROM PRIVACY IMPACT ASSESSMENT

General Data Protection Regulation principles relating to individuals' data and rights under the Data Protection Act 2018 will be respected. Privacy implications arising from this proposal have been addressed by anonymising consultees' personal information together with any information which may enable them to be identified from their responses and the summary of their responses.

8. NOT FOR PUBLICATION DOCUMENTS

None

9. OPTIONS

9.1 This proposal is not related to any other proposal and is not subject to any conditions such as planning permission.

9.2 Considering the results of the consultation, the Executive can decide to:

(a) Approve the proposal to establish a 10 place Early Years Enhanced Specialist Provision (EYESP) at Hirst Wood Nursery School. Each place will equate to 0.6 of a FTE place.

OR

(b) Reject the above proposal and the status quo remains, leaving a significant shortage of early years enhanced specialist places for children across the District.

10. RECOMMENDATIONS

10.1 That the proposal to establish a 10 place Early Years Enhanced Specialist Provision (EYESP) at Hirst Wood Nursery School be approved. Each place will equate to 0.6 of a FTE place.

11. APPENDICES

Appendix A: Equality Impact Assessment
Appendix B: List of Consultees
Appendix C: Sample Consultation Letter
Appendix D: Copy of Statutory Proposal
Appendix E: Evidence of Need
Appendix F: SEN Improvement Test
Appendix G: Consultation Outcome Report

12. BACKGROUND DOCUMENTS

The Strategic Plan 2021 – Sufficiency of Specialist Places for Children and Young People in Bradford

Equality Impact Assessment Form

Department	Children's Services Education and Learning	Version no	V0.1
Assessed by	Diane Cochrane / Sarah Flockton	Date created	11/01/2022
Approved by	Emma Hamer	Date approved	
Updated by	Diane Cochrane	Date updated	14/07/2022
Final approval	Emma Hamer	Date signed off	2022

The Equality Act 2010 requires the Council to have due regard to the need to

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity between different groups; and
- foster good relations between different groups

Section 1: What is being assessed?

1.1 Name of proposal to be assessed.

To establish a 10 place Early Years Enhanced Specialist Provision (EYESP) at Hirst Wood Nursery School which lies within the Shipley Constituency. Each place will equate to 0.6 of a FTE place.

1.2 Describe the proposal under assessment and what change it would result in if implemented.

There is a shortage of specialist places across the district. The Strategic Plan 2021-Sufficiency of Specialist Places for Children and Young People in Bradford, indicates that we need a further 100 to 120 specialist places each year over the next 3 years.

A key pressure point for specialist provision has been identified for nursery aged children for assessment places this development will contribute to ensuring that this demand is met.

Section 2: What the impact of the proposal is likely to be?

2.1 Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further.

The proposal will expand and further develop the network of specialist provision across the District which forms part of:

- A coherent geographical spread of provision across the District;
- A dynamic network;
- A flexible and responsive provision.

This proposal will advance the equality of opportunity and a range of improved outcomes for children and young people with Special Educational Needs and Disabilities (SEND) by creating additional specialist places.

The development of additional specialist places is based on the following principles:

- All children to be valued equally, regardless of their ability, behaviour, family circumstances, ethnic origin, gender and sexual orientation.
- All children are to be provided with the best learning opportunities, environment and experience which maximises inclusion into mainstream classes where appropriate.
- All children are entitled to a broad, balanced and relevant curriculum which is differentiated to meet individual needs.
- Children's diverse special educational needs require a range of flexible and varied provision.

2.2 Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.

Yes – by providing and expanding additional specialist places for children and young people with SEND alongside their mainstream peers where appropriate. This will help to eliminate discrimination and harassment by fostering a greater understanding of each other's needs, through early identification, assessment and intervention using specialist staff and high quality practitioners to improve outcomes for all children with SEND.

2.3 Will this proposal potentially have a negative or disproportionate impact on people who share a protected characteristic? If yes, please explain further.

No – there will be no negative impact or disproportionate impact on any group who share protected characteristics.

There is a high level of occupancy within the established EYESPs in Bradford. Children with SEND will benefit from this proposal.

2.4 Please indicate the level of negative impact on each of the protected characteristics?

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

Protected Characteristics:	Impact (H, M, L, N)
Age	N

Disability	N
Gender reassignment	N
Race	N
Religion/Belief	N
Pregnancy and maternity	N
Sexual Orientation	N
Sex	N
Marriage and civil partnership	N
Additional Consideration:	
Low income/low wage	N

2.5 How could the disproportionate negative impacts be mitigated or eliminated?

(Note: Legislation and best practice require mitigations to be considered, but need only be put in place if it is possible.)

The Local Authority and strategic partners have made significant efforts to mitigate against any negative impacts; whilst continuing to use High Needs Block funding to intervene early and use it effectively to improve outcomes for Children and Young people with SEND.

Council officers continue to play an important role to support the changes. In order to identify and manage any negative effects, the proposals will be implemented using a phased approach, so any risks can be identified and mitigated where possible.

We will further review the potential impact on protected characteristics as part of the development of the delivery programme.

Section 3: Dependencies from other proposals

3.1 Please consider which other services would need to know about your proposal and the impacts you have identified. Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.

Prior to this proposal there has been considerable analysis undertaken to identify the need for increasing and developing specialist provision places for children and young people across the district. We have assessed the optimal location of the proposed provision. Part of this work has been considering the need and also the availability of suitable accommodation, alongside schools with falling numbers and within current Capital constraints.

Analysis of all previous consultation responses received and information gathered

from previous public meetings and consultations, clearly supports the LA's position in the creation of additional specialist places.

We have undertaken a pre-consultation with the school community. This was followed by a district wide Statutory consultation

We have consultation with all interested parties as listed below:

- Parents/Carers
- School staff and Governors
- Bradford and Airedale Parents Forum
- Bradford and Airedale NHS Trusts/CCG's
- Elected members
- Local MPs
- Trade Unions
- Neighbouring Authorities
- SENDIASS - Barnado's
- Parish & Mosque Councils
- Muslim Association
- CoE and Catholic Diocese for Bradford/Leeds
- Relevant charities and voluntary organisations
- Any other interested parties

The additional proposed SEND places have been agreed by the School's Forum and if approved will be funded from the High Needs Block

Section 4: What evidence you have used?

4.1 What evidence do you hold to back up this assessment?

In addition to the consultation responses the proposals have all been informed by the extensive evidence and analysis from a range of sources:

- The Strategic Plan 2021 - Sufficiency of Specialist Places for Children and Young People in Bradford.
- Strategic aims and objectives set out in related strategies and plans and initiatives including the Education and School Improvement plan.
- The Children and Families Act 2014 and the SEND 0-25 Code of Practice 2014.
- Bradford District School Organisational Plan.
- Detailed analysis of the placement of children and the number of children and young people taking up out of authority placements.
- The commissioning of 360 additional places by Schools Forum in 2018/19.
- The commissioning of 354 additional specialist places by the Schools Forum in January 2019/20.
- The commissioning of 100-120 additional specialist places by the school's forum in November 2021, for 2021/2022 and for the following next 2 academic years

The number of children and young people with an EHCP within the Bradford district

continues to rise year on year, above both regional and national averages. The high levels of occupancy of the current specialist provisions demonstrates that there is a need to develop more specialist provisions across the district in order to meet current and future demand. The development of further specialist provisions will ultimately reduce the reliance on placing children and young people with SEND, within more expensive specialist provisions outside of our Local Authority.

Using a growth model for EHCPs based on JSNA, census and other intelligence data including the SEND Data Dashboard, we project that the number of EHCPs in Bradford will continue to increase. We can project the number of additional specialist places required in the medium term by taking an average of the forecast data over the coming two years which projects the increases as follows:

- The number of primary aged children with an EHCP will rise by 5.47% each year.
- The number of secondary aged children and young people with an EHCP will rise by 10.49% each year.

From this, our current projection is that we will require an additional 100 to 120 specialist places between the academic year of 2021 to 2022. With these places being delivered across both the Special School sector and in Resourced Provisions.

4.2 Do you need further evidence?

Before the Local Authority can establish provision in a maintained school, there is a statutory process that we must follow. Whenever the Local Authority proposes to establish, increase places or make changes to specialist provision, all interested parties who are likely to be affected by the Councils proposals must be consulted in the development of the proposals prior to publication of statutory notices.

Section 5: Consultation Feedback

5.1 Results from any previous consultations prior to the proposal development.

In November 2021 the school's forum agreed to commission an additional 100-120 places for the 2021-2022 academic year. The demand for specialist places is continuing to increase as parental preferences change with the availability of more provision across the district

A pre-consultation process also took place. This was restricted to families with children already in attendance at Hirst Wood Nursery School. In total, there were forty-nine respondents to the pre-consultation, of which forty-eight were in favour of the proposal.

A full statutory consultation was carried out with interested parties between the 9th June 2022- 8th July 2022

203 people responded and an overwhelming majority of 201 people were in favour of

developing the provision. There were 2 responses who were not in favour and 1 who was unsure.

In the main, the general feedback from both parents and professionals is positive. For example:

- I feel this EYESP would be a huge asset to the community and a necessity to support families locally
- Hirst Wood has a long standing reputation for providing high quality, inclusive early years care and education. It currently already caters for children with significant additional needs. I strongly recommend the approval of establishing the enhanced provision.
- I have previously worked in another enhanced provision and would whole heartedly recommend them. They enable all children to play and learn together and help each other. It enables children with SEN to attend a nursery local to them whilst at the same time having access to specialist staff.

The three negative responses are being addressed by the nursery school. These were from parents who had concerns with how this would affect their children. The nursery school will put articles in their newsletters to parents around the benefits of inclusion and will work with parents to allay their concerns.

There are no changes to the proposal as a result of the consultation.

5.2 The departmental feedback you provided on the previous consultation (as at 5.1).

We feedback to any departments when concerns are raised that are not part of the new or expanding development as part of our consultation process. This has seen changes made to processes and communications.

We now produce a FAQ for parents and staff as part of the consultation process. This is to explain some of the repeated concerns raised and how we will deal with these.

5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).

As a result of the statutory consultation processes any changes required to the proposal will result in an updated EIA being produced if necessary.

5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.

Feedback from all interested parties will be used to refine the proposal. However, in general the feedback received to date has been very supportive of the proposal to increase and develop additional specialist places for children and young people with SEND.

We are committed to on-going dialogue with all interested parties on the delivery of the proposals.

Appendix B

List of Consultees

Interim Director/Assistant Directors of Children's Services
All Councillors
All Neighbourhood Forums
All Schools
Education and Learning (Formerly Bradford Achievement Service)
Bradford Youth Service
Catholic Diocese
C of E Diocese
Children's Services Managers
Council for Mosques
Headteacher, staff and Chair of Governors at Bingley Grammar School
Media
MPs
Muslim Association
Parents/Carers
Parish/Town Councils
Neighbouring Authorities
School Staff
Trade Unions
SENDIASS – Barnado's
Bradford and Airedale NHS Trusts/CCG's
Wider public audience: Bradford Schools Online (BSO), Bradford Council Website, Local Offer Website

Department of Children's Services

Aiming High for Children

Hirst Wood Nursery School

Intelligence and Sufficiency

7th Floor

Margaret McMillan Tower
Bradford
BD1 1NN

Tel: 01274 438260

SFNDPlacesConsultation@bradford.gov.uk

Consultation on the Proposal to Establish an Early Years Enhanced Specialist Provision (EYESP) at Hirst Wood Nursery School.

Before the Local Authority can increase or make changes to provision in maintained schools, there is a statutory process that must be followed. Whenever the Local Authority proposes to increase places or make changes to specialist provision, all interested parties who are likely to be affected by the Councils proposals must be consulted during the development of the proposals.

The Local Authority is undertaking a consultation on the following proposal:

To establish a 10 place Early Years Enhanced Specialist Provision (EYESP) at Hirst Wood Nursery School. Each place will equate to 0.6 of a place (15 hours).

Consultation

We are currently entering into the Statutory Representation Phase, following the publication of a Statutory Notice. This phase runs from 9th June to 8th July 2022.

The full consultation documents are now available that we would urge you to read these before answering the questionnaire. If you have previously answered the questionnaire and wish to make further comments on the proposal upon reading these documents, then please choose one of the options below

Follow the link to the questionnaire: <https://online1.snapsurveys.com/l6t1k3>

Or scan the QR Code to access the questionnaire



Alternatively, you can obtain a paper copy from the school office or from the Intelligence & Sufficiency Service, Margaret McMillan Tower, 7th Floor, Princes Way, Bradford, BD1 1NN. Tel: 07582100218 or email:

SENDPlacesConsultation@bradford.gov.uk.

The local community and other interested parties are also being consulted on regarding these proposals. (Further details of who we are consulting with can be found online).

Prior to making any decisions in relation to the proposals for maintained schools, the responses to the consultation will be fully analysed and the shared views collected will help shape the final proposal report. This will be presented to The Council Executive Committee for consideration and a decision on the 6th September 2022.

Consultation documents

If you would like further information about these proposals, please refer to the following supporting documents:

- The Strategic Plan 2021- Sufficiency of Specialist Places for Children and Young People in Bradford
- Statutory proposal for prescribed alteration document
- Map showing Shipley Schools and Resourced Provisions
- Full list of Consultees
- Consultation Questionnaire
- Equality Impact assessment
- SEN Improvement Test
- SEN Evidence of Need

All of the above documents can be found online by visiting:

<https://localoffer.bradford.gov.uk/Content.aspx?mid=589> - Bradford SEND Local offer

Or www.bradford.gov.uk/consultations

Consultation Meetings: these will be held virtually via TEAMS

Tuesday 14th June: 10.30-11.30 am

Thursday 23rd June: 2.00-3.00 pm

Wednesday 29th June: 5:30pm-6:30pm

Should you wish to attend one of these virtual meetings, please send an e-mail to SENDPlacesConsultation@bradford.gov.uk to request the link for your preferred date.

The consultation closes on 8th July 2022. All responses must be received by this date.

Many thanks for your support.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Emma Hamer', with a stylized, cursive script.

Emma Hamer
Strategic Manager – Intelligence & Sufficiency Service

Statutory Proposal for a Prescribed Alteration

Proposal to Establish an Early Years Enhanced Specialist Provision (EYESP) at Hirst Wood Nursery School.

School and Local Authority details:

School: Hirst Wood Nursery School, Clarence Rd, Shipley BD18 4NJ. This is a Local Authority maintained nursery school.

Local Authority: City of Bradford Metropolitan District Council, City Hall, Bradford BD1 1HY

Description of alteration:

The proposal is to:

To establish a 10 place Early Years Enhanced Specialist Provision (EYESP) at Hirst Wood Nursery School. Each place will equate to 0.6 of a place (15 hours).

Currently the Local Authority maintains five Nursery Schools across the District which deliver integrated Early Years Enhanced Specialist Provision for children primarily aged 2 - 5 years, but with capacity for some children aged 5+ where appropriate with a range of special educational needs and disabilities.

These specialist places would be delivered alongside mainstream Nursery School places.

The children accessing these provisions would have an Education, Health and Care Plan or be undergoing assessment for an Education, Health and Care Plan. The admission of children to the EYESP will be managed by the special educational needs assessment process.

The EYESP's are led by the Local Authority Nursery Schools who receive additional funding from the local authority specifically for the purpose of the provision.

The objective of the proposal to establish an EYESP at Hirst Wood Nursery School is to have a wider geographical spread of EYESP places available for parents.

Consultation:

In order to establish a new EYESP a full statutory consultation process will be undertaken.

We are currently entering into the Representation Phase following the publication of a Statutory Notice which runs from 9th June 2022 to the 8th July 2022. All representations will be analysed prior to a report being presented to the Council's Executive Committee.

Objectives:

The objective of the proposal to establish an EYESP at Hirst Wood Nursery School is to accommodate the increasing demand for specialist provision places across the District and have a wider geographical spread of EYESP places available increasing parental choice.

When proposing changes to existing SEND Provision the Proposers have to meet the SEN Improvement Test and be able to demonstrate that the proposed arrangements are likely to lead to improvement in the standard, quality/and or range of educational provision for children with special educational needs and disabilities. The rationale and expected benefits of the proposal are set out in the attached SEN Improvement Test.

The proposal will build on the good standards for teaching and learning already in place at the school. The development will provide places for children and young people with SEND within the Resourced Provision. This development will not have any negative impact on other schools, academies and educational institutions in the area.

Implementation and any proposed stages for implementation:

The proposed implementation date for the EYESP is October 2022. The admission of children will be managed by the special educational needs statutory assessment process.

Project Costs:

No development works or refurbishment is required to establish the proposed EYESP. Hirst Wood Nursery School was a former Children Centre plus, which was established to cater for children with a wide range of additional needs. As such the nursery school layout of the building enables them to meet the individual needs of the children. Some revenue funding may be required for set up costs

The proposed new Early Years Enhanced Specialist Provision places at Hirst Wood Nursery School will be funded from the High Needs Block, which is part of the ring-fenced Dedicated Schools Grant (DSG), in accordance with the annually agreed Place Plus Model (the local determined funding formula for allocating funding to schools in support of children and young people with Education Health and Care Plans).

Evidence of demand:

The Local Authority has a statutory duty to constantly review the specialist provision available for children and young people with Special Educational Needs and Disabilities (SEND), whilst also ensuring that there are sufficient specialist places available to meet the needs of the growing SEND population.

Bradford District has experienced a significant increase in demand for Special Educational Needs and Disabilities (SEND) provision over the last 10 years. It is projected that demand will continue to grow across all sectors.

The Strategic Plan 2021 - Sufficiency of Specialist Places for Children and Young People in Bradford highlights the growing demand.

The total number of Education, Health and Care Plans (EHCPs) for 0-25 year olds across the Bradford District was recorded as 4,842 on 1st October 2021. This has increased from 3,673 recorded at January 2019 and 4,547 recorded in October 2020. As of 26th April 2022 the number of children and young people in Bradford with an Education, Health and Care Plan was 5,052. Of these 5,052 children and young people, 142 are of nursery school age. There are also a further 133 nursery school aged children accessing SEN Support.

The number of children and young people with an EHCP within the Bradford district continues to rise year on year, above both regional and national averages. The high levels of occupancy of the current specialist provisions demonstrates that there is a need to develop more specialist provisions across the district in order to meet current and future demand.

The development of further specialist provisions will ultimately reduce the reliance on placing children and young people with SEND, within more expensive specialist provisions outside of our Local Authority.

Using a growth model for EHCPs based on JSNA, census and other intelligence data including the SEND Data Dashboard, we project that the number of EHCPs in Bradford will continue to increase.

Our modelling clearly indicates that additional specialist places are required to be developed over the coming years in response to continued growth in the number of EHCPs and wider demographic changes in the school population. There are many variables that affect the current and future projections of required specialist places in order to meet the needs of children and young people with SEND across the Bradford District.

Several of the below variables are referred to throughout the 'Strategic Plan 2021 - Sufficiency of Specialist Places for Children and Young People in Bradford.'

- There is a significant number of children and young people across the Bradford District on SEND Support. Projections show that a proportion of this cohort will transfer onto a EHCP in the future, therefore increasing the overall EHCP cohort;
- Increase in the number of EHCPs;
- Increase in the number of EHCP assessments;
- High level of occupancy in established specialist places.

We forecast that once a child or young person has moved into the EHCP cohort they will remain in that cohort unless they move out of the district. By analysing the flow of children and young people across each stream of SEND provision we forecast that there will be an increase in the number of children and young people that will require access to a specialist place.

Our current projection is that we will require an additional 100 to 120 specialist places between the academic year of 2021 to 2022. With these places being delivered across both the Special School sector and in Resourced Provisions. Our projections further show that we will need to increase specialist places again for both the academic years

2022 to 2023 and 2023 to 2024 by 100 to 120 places each year. This is the minimum number of specialist places required to be developed in order to meet demand and to control (not increase reliance) on more expensive out of authority placements. The development of an Early Years Enhanced Specialist Provision at Hirst Wood Nursery School will go towards easing some of the key pressure points.

The proposal will expand and further develop the specialist provisions across the District enhancing the network of Special Schools, Early Years Enhanced Specialist Provisions, Additionally Resourced Centres and Resourced Provisions which form part of:

- A coherent geographical spread of provision across the District, minimising travel times;
- A dynamic network for sharing best practice and experience;
- Flexible and responsive provision to best meet the needs of Children and Young People with SEND.

Children and Young People with a range of Special Educational Needs and Disabilities will continue to be well served in Bradford. The Council is looking at the best way to offer a full range of provision locally for all children. We believe that a flexible district wide model will be able to respond effectively to local changes in demand.

Objections and comments:

Any person or organisation may submit written objections or supporting comments on the proposals by sending them to the Planning and Sufficiency Service by 8th July 2022 to the following address:

Planning and Sufficiency Lead SEND, Children's Services, 7th Floor, Margaret McMillan Tower, Bradford, BD1 1NN

Or by e-mail to SENDPlacesConsultation@bradford.gov.uk

Or follow the link to the questionnaire: <https://online1.snapsurveys.com/l6t1k3>

Or scan the QR Code to access the questionnaire



Or access a consultation meeting: these will be held virtually via TEAMS on the following dates:

Tuesday 14 th June:	10.30-11.30 am
Thursday 23 rd June:	2.00-3.00 pm
Wednesday 29 th June:	5:30pm-6:30pm

Should you wish to attend one of these meetings please send an e-mail to SENDPlacesConsultation@bradford.gov.uk to request the link for your preferred date.

SEND Evidence of Need

Evidence of Need

The Local Authority has a statutory duty to review the specialist provision available for children and young people with Special Educational Needs and Disabilities (SEND), whilst also ensuring that there are sufficient specialist places available to meet the needs of the growing SEND population.

Bradford District has experienced a significant increase in demand for Special Educational Needs and Disabilities (SEND) provision over the last 10 years. It is projected that demand will continue to grow across all sectors.

All the available data shows that there will be an on-going need to provide specialist provision for early years, primary and secondary phase children and young people with a range of special educational needs and disabilities throughout the Bradford District.

Our modelling clearly indicates that additional specialist places are required to be developed over the coming years in response to continued growth in the number of EHCPs and wider demographic changes in the school population. As can be seen throughout the report, there are many variables that affect the current and future projections of required specialist places in order to meet the needs of children and young people with SEND across the Bradford District.

Several of the below variables are referred to:

- There is a significant number of children and young people across the Bradford District on SEND Support. Projections show that a proportion of this cohort will transfer onto a EHCP in the future, therefore increasing the overall EHCP cohort.
- Increase in the number of EHCPs
- Increase in the number of EHCP assessments
- High level of occupancy in established specialist places

We forecast that once a child or young person has moved into the EHCP cohort they will remain in that cohort unless they move out of the district. By analysing the flow of children and young people across each stream of SEND provision we forecast that there will be an increase in the number of children and young people that will require access to a specialist place.

Using a growth model for EHCPs based on Joint Strategic Needs Assessment (JSNA), census and other intelligence data including the SEND Data Dashboard, the Local Authority projects that the numbers of EHCPs in Bradford will continue to increase. By calculating the number of children with an EHCP currently taking up a specialist place by type of provision, we can project the number of additional places required in the medium term.

Our modelling clearly indicates that additional SEND specialist places are required to

be developed in response to the continued growth in the numbers of children and young people with EHCPs.

Our forecast is regularly updated and tested against the latest available data including the tracking of the SEND cohort throughout all phases of education.

The total number of Education, Health and Care Plans (EHCPs) for 0-25 year olds across the Bradford District was recorded as 4,842 on 1st October 2021. This has increased from 4547 recorded in October 2020 and 3,673 recorded at January 2019.

The number of requests for Education, Health and Care Assessments was recorded at 953 between September 2020 and September 2021. This was an increase of 16.5% from the 818 requests for assessment received between September 2019 and September 2020.

Of the 4,842 children and young people (recorded as at 1st October 2021) with an EHCP, 3,317 or 68.5% were of statutory school age. The SEND cohort across the Bradford district is predominantly male, this being the trend nationwide.

The number of children and young people with an EHCP within the Bradford district continues to rise year on year, above both regional and national averages.

The high levels of occupancy of the current specialist provisions demonstrates that there is a need to develop more specialist provisions across the district in order to meet current and future demand. The development of further specialist provisions will ultimately reduce the reliance on placing children and young people with SEND, within more expensive specialist provisions outside of our Local Authority.

Using a growth model for EHCPs based on JSNA, census and other intelligence data including the SEND Data Dashboard, we project that the number of EHCPs in Bradford will continue to increase. We can project the number of additional specialist places required in the medium term by taking an average of the forecast data over the coming two years which projects the increases as follows:

- The number of primary aged children with an EHCP will rise by 5.47% each year.
- The number of secondary aged children and young people with an EHCP will rise by 10.49% each year.

From this, our current projection is that we will require an additional 100 to 120 specialist places between the academic year of 2021 to 2022. With these places being delivered across the Special School sector, Resourced Provisions and EYESPs.

Our projections further show that we will need to increase specialist places again for both the academic years 2022 to 2023 and 2023 to 2024 by 100 to 120 places each year. This is the minimum number of specialist places required to be developed in order to meet demand and to control (not increase reliance) on more expensive out of authority placements.

The three most prevalent primary needs recorded for children and young people with

an EHCP in the Bradford district are:

- Communication and Interaction Inc. Autistic Spectrum Disorder (ASD)
- Social, Emotional and Mental Health (SEMH)
- Speech, Language and Communication needs (SLCN)

The three most prevalent primary needs recorded for children and young people with an EHCP currently accessing a Bradford Special School Place are:

- Communication and Interaction Inc. Autistic Spectrum Disorder (ASD)
- Severe Learning Difficulties (SLD)
- Social, Emotional and Mental Health (SEMH)

The Local Authority's data continues to evidence that a number of key pressure points exist across the district. In order to address the key pressure points, we have identified that the following additional provision is required:

Additional Resourced Provision places for:

- Primary aged children with SEMH
- Primary aged children with Communication and Interaction including ASD
- Secondary aged children and young people with Communication and Interaction including ASD
- Secondary aged children and young people with SEMH
- EYESP places

The development of a new Early Years Enhanced Specialist Provision for 10-part time places at Hirst Wood Nursery School will go towards easing some of these pressures.

SEN Improvement Test

Sufficiency of Specialist Places for Children and Young People with Special Educational Needs & Disabilities Across our District

This document demonstrates how the proposal to improve our offer of Specialist Provision by establishing a new Early Years Enhanced Specialist Provision (EYESP) will meet the requirements of the SEN Improvement Test.

Background Information

This proposal is to establish a 10 x 0.6 place Early Years Enhanced Specialist Provision (EYESP) at Hirst Wood Nursery School which lies within the Shipley Constituency.

Bradford offers a range of educational provision to meet the needs of children and young people with Special Education Needs and Disabilities (SEND). This includes provision in both Local Authority Maintained Schools and Academy schools including:

- Mainstream Schools
- Special Schools
- Resourced Provision led by the school (RP-SL)
- Resourced Provision led by the Local Authority (RP-LA)
- Additionally Resourced Centre – (ARC-LA)
- Early Years Enhanced Specialist Provision (EYESP) led by the Local Authority

This proposal will create additional specialist places at Hirst Wood Nursery School, increasing provision across the nursery school sector. This will form part of a flexible and responsive offer of provision across the district based on the following principles:

- There is an urgent need for more specialist places in Bradford due to the increase in the number of children and young people with SEND.
- All children and young people are to be valued equally, regardless of their ability, behaviour, family circumstances, ethnic origin, gender and sexual orientation.
- All children and young people are to be provided with the best learning opportunities, environment and experience which maximises their learning.
- All children and young people are entitled to a broad, balanced and relevant curriculum which is differentiated to meet individual needs.
- The diverse special educational needs and disabilities of children and young people requires a range of flexible and varied provision.

The Council has developed a wide range of specialist provision for children and young people with a range of special educational needs and disabilities. To enable the Council to continue to meet current and future demand, existing specialist

provisions are being expanded where appropriate and new specialist provisions, including Resourced Provisions and EYESPs are being established.

Currently the Local Authority maintains five Nursery Schools across the District which deliver integrated Early Years Enhanced Specialist Provision (EYESP) for children primarily aged 2 - 5 years, but with capacity for some children aged 5+ where appropriate with a range of special educational needs and disabilities. These specialist places are delivered alongside mainstream Nursery School places. The children that access these provisions have an Education, Health and Care Plan or are undergoing assessment for an Education, Health and Care Plan. The EYESP's are led by the Local Authority Nursery Schools who receive additional funding from the local authority (specifically for the purpose of the provision). This proposal will increase the number of provisions to six and increase the geographical spread across the district.

The SEN Improvement Test

When proposing to make changes to existing SEND Provision, proposers have to meet the SEN Improvement Test and be able to demonstrate that the proposed arrangements are likely to lead to improvement in the standard, quality and/or range of educational provision for children with Special Educational Needs and Disabilities.

The required improvements of the test are as follows:

- Improved access to education and associated services including the curriculum, wider school activities, facilities and equipment with reference to the Local Authority's Accessibility Strategy.
- Improved access to specialist staff, both education and other professionals, including external support and outreach services where applicable.
- Improved access to suitable accommodation.
- Improved supply of suitable places.
- Confirmation from the schools that they are willing to receive additional children and young people with a range of Special Educational Needs and Disabilities.
- Confirmation of specific transport arrangements.
- Confirmation of how the proposal will be funded and the planning for staffing arrangements that will be put in place.

Confirmation of the requirements:

- **Improved access to education and associated services including the curriculum, wider school activities, facilities and equipment with reference to the Local Authority's Accessibility Strategy.**

The Local Authority has a statutory responsibility to keep under review the specialist provision it makes for children and young people with SEND. It has been identified that there is an urgent need for additional specialist places across all sectors within the District.

In order to meet the needs of children and young people with SEND residing within the Bradford district, it is sometimes necessary to place them within specialist

provisions outside of our Local Authority. Investment in local district placements would assist in addressing demand locally for families and decrease the reliance on more expensive out of authority placements.

This proposal will ensure further places are developed, in a timely manner, within the district. Developing local provision means better access for children and young people to be educated within their own communities.

The proposed provision will be established in order to create a specialist learning environment and supportive space for nursery aged children who have an Education, Health and Care Plan or are undergoing assessment for an Education, Health and Care Plan.

The provision will be staffed by fully trained and qualified teaching staff and teaching assistants with access to specialist support such as speech and language therapy where required.

In most cases increased access to local provision will mean that unreasonably long journeys are minimised thus enabling children and young people to reach school with reduced stress, strain or difficulty, so that they can benefit from the education provided.

This proposal will therefore lead to improved access to education and associated services, including the curriculum and wider school activities while providing improved facilities and equipment.

- **Improved access to specialist staff, both education and other professionals, including external support and outreach services where applicable.**

Within the school or schools provision, the children will enjoy the continued support of the full range of training and qualified specialist staff. They will also have access to trained teaching assistants and health and therapy service providers, where necessary to meet individual needs. Improved information routes and advice and support will be provided by the District Achievement Partnership (DAP), RP-SL /SENCO network meetings and schools will enable improved partnership working with professionals from other provisions.

The children will be able to access the curriculum according to their needs and abilities where they will be taught by qualified teachers and trained support staff. The staff will work in close co-operation and collaboration. Through economies of scale, the provision will also enable easier access to a wide range of professionals within one provision.

The proposal will therefore ensure that children with a range of special educational needs and disabilities will continue to have high-quality support from the full range of trained specialist staff. Their access to fully qualified and experienced teachers, teaching assistants and other professionals will be improved. Their opportunities will be further enhanced as the specialist staff will work more closely together, supporting each other and having access to targeted services.

- **Improved access to suitable accommodation.**

No building or alteration works are required to establish the proposed EYESP. Hirst Wood Nursery School was a former Children Centre plus and is therefore already well equipped to meet the individual needs of the children.

- **Improved supply of suitable places.**

Bradford has a strategic commitment to the development of a range of specialist provision. The purpose of this proposal is to move forward on delivering that commitment.

Despite the decrease that we have seen in the birth rate both within the Bradford district and nationally, the number of children and young people with an EHCP continues to rise. Furthermore, the percentage increase for the Bradford District between 2017 and 2021 is significantly higher than the increases within Yorkshire and the Humber and across England as a whole.

Figures for Bradford at January 21 (taken from DfE Statistical release – the SEN2 return and Census Data)

- 3.4% of all pupils in schools in Bradford were recorded as having an Education, Health and Care plan, increasing from 3.0% recorded at January 2020 and 2.8% recorded at January 2019.
- A further 12.7 % of all pupils were recorded as SEND Support, representing a decrease from 13.2 % at January 2020 and 13.8% at January 2019.
- The most common type of primary need for pupils in the Bradford District with an EHCP is for Communication and Interaction Needs including Autistic Spectrum Disorders, with 28.1% of the EHCP population in Bradford in October 21.
- This is closely followed by Social, Emotional and Mental Health (SEMH) with 21.3% for the same period

It is forecast that the number of children and young people with an EHCP will continue to rise. Increasing the number of EYESP places across the district will assist in meeting this demand.

This proposal will enhance a district wide structure of specialist provision that potentially reduces the need for children and young people to travel long distances across the city. Providing a distribution of specialist provision will enable children and young people to access a differentiated curriculum maximising the opportunities for inclusion, maintain a support network and target multi agency support.

- **Confirmation from the school that they are willing to receive additional children and young people with a range of Special Educational Needs and Disabilities.**

Any development of a LA Maintained nursery school will be undertaken in

consultation and partnership with all interested parties including the Headteacher, Governing Body and staff within the school.

- **Confirmation of specific transport arrangements.**

The current Local Authority Transport Policy for Special Educational Needs and Disabilities will apply to all children and young people as it does currently.

- **Confirmation of how the proposal will be funded and the planning for staffing arrangements put in place.**

The proposed new specialist places at Hirst Wood Nursery School will be funded from the High Needs Block, which is part of the Dedicated Schools Grant (DSG), in accordance with the annually agreed Place Plus Model (the local determined funding formula for allocating funding to schools in support of children and young people with Education Health and Care Plans).

The school will be responsible for the appointment of suitably qualified staff and resources.

The children placed in the specialist provision will be on roll of the school.

Glossary

RP-SL - Resourced Provision school led

RP-LA - Resourced Provision local authority led

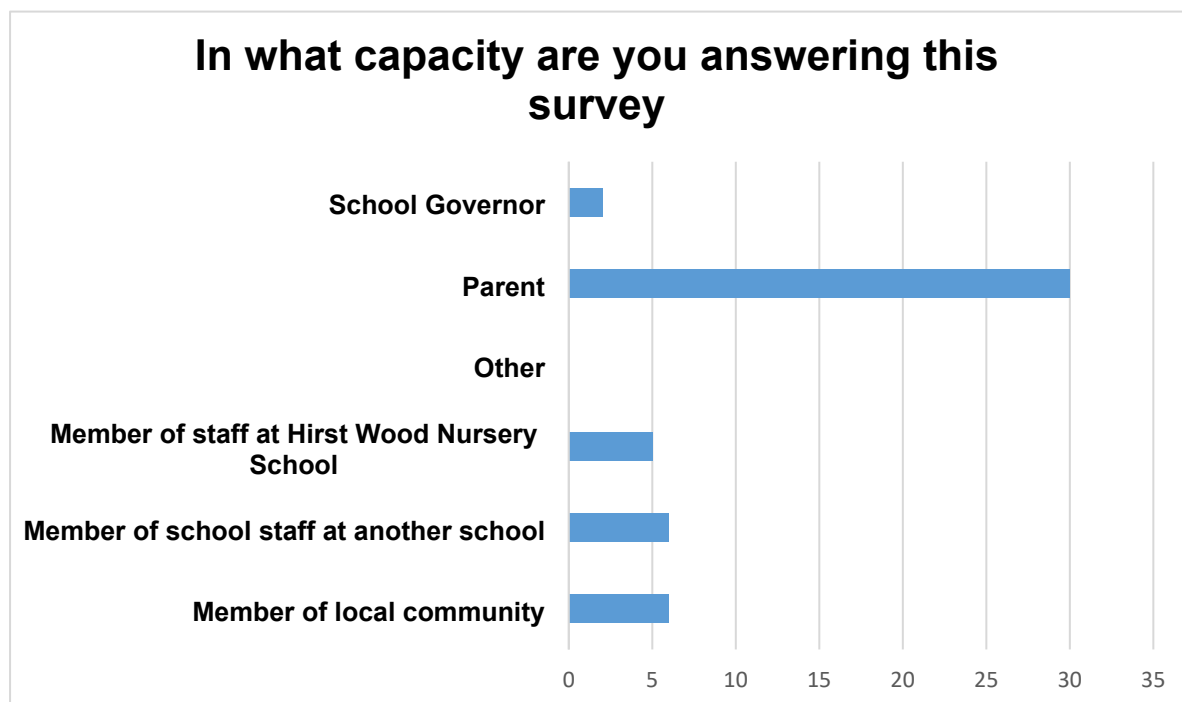
ARC-LA - Additionally Resourced Centre local authority led

EYESP - Early Years Enhanced Specialist Provision

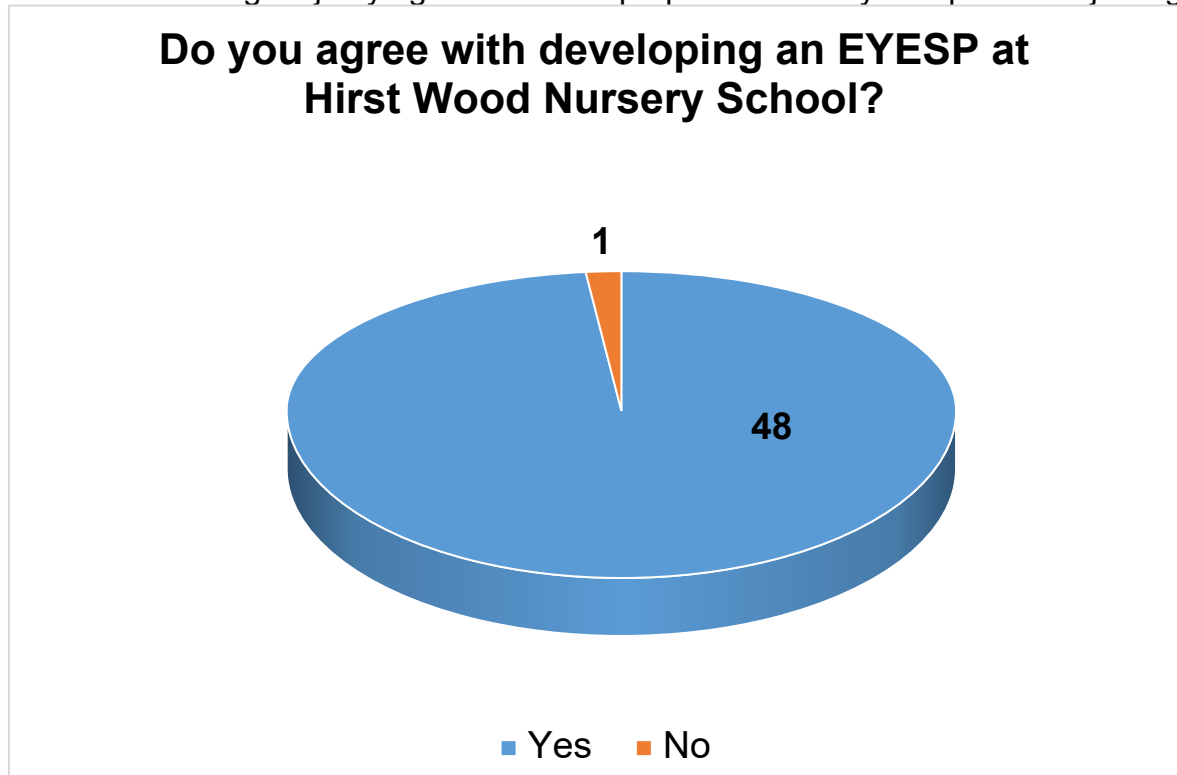
Consultation Outcomes

Pre-Consultation

This was limited to families with children already attending Hirst Wood Nursery school. There was a total of forty-nine respondents to the online pre-consultation.



The overwhelming majority agreed with the proposal with only one person objecting



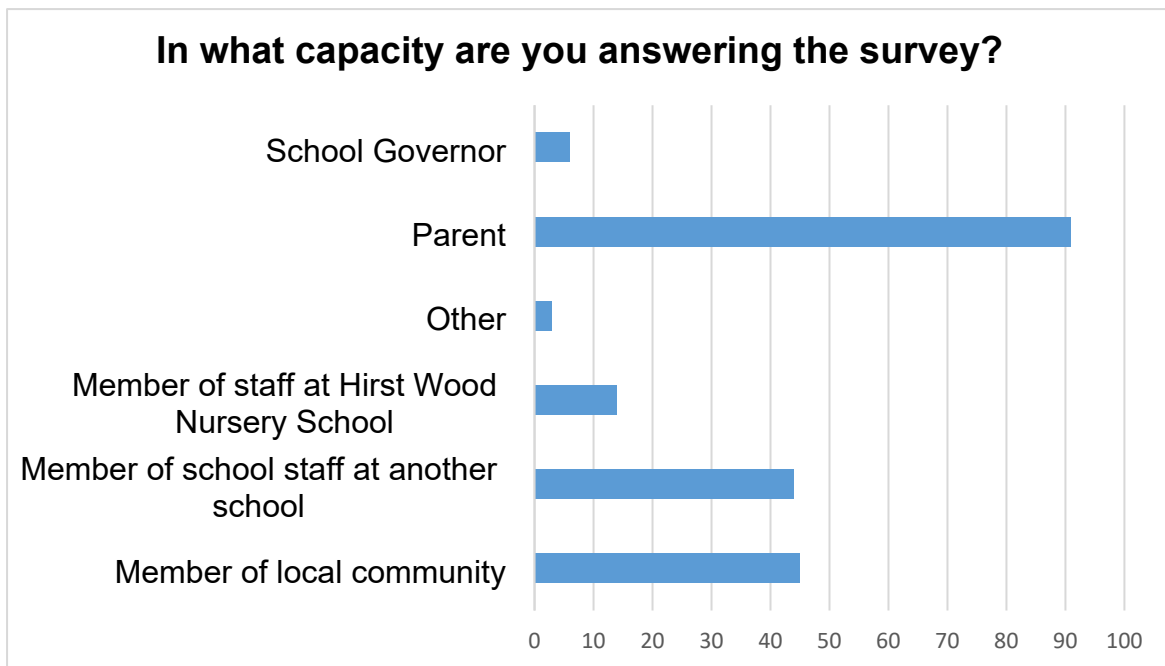
Eleven respondents left a further comment as set out in the table below:

In Favour of Establishing EYESP	Respondent Type	Comment
No	Parent	I don't feel this is a good idea as this will impact other children and staff. This move will effect everything the setting will no longer be the same, which is a big loss and a shame.
Yes	Parent	As a parent of three, two children with additional needs and one who currently attends Hirstwood nursery school and has been officially "offset" from primary school so that they can stay at Hirstwood nursery I fully back this motion. Hirstwood nursery staff and particularly the SENCO / head teacher are very knowledgeable with SEN children but also supporting their needs and helping the families of the children, helping to access the right support and giving guidance , safety and security to the families and children.
Yes	Member of local community	amazing!!
Yes	Parent	THEY'RE FANTASTIC WITH INCLUSION, ABSOLUTELY SUPPORT THIS
Yes	Parent	definitely
Yes	Parent	amazing news, they do a fantastic job
Yes	Member of local community	Absolutely brilliant idea
Yes	Parent	fab
Yes	Member of school staff at another school	Hirst Wood has always had excellent provision for children with SEND so it makes perfect sense to create additional EYESP places there.
Yes	Member of school staff at another school	The other nursery schools who have EYESP's have shown the model to be highly successful so this is an excellent idea.
Yes	School Governor	the provision of specialist places for our youngest children is overstretched and Hirst Wood's offer would help to ease that and provide proven quality education to meet the needs of our vulnerable young children.

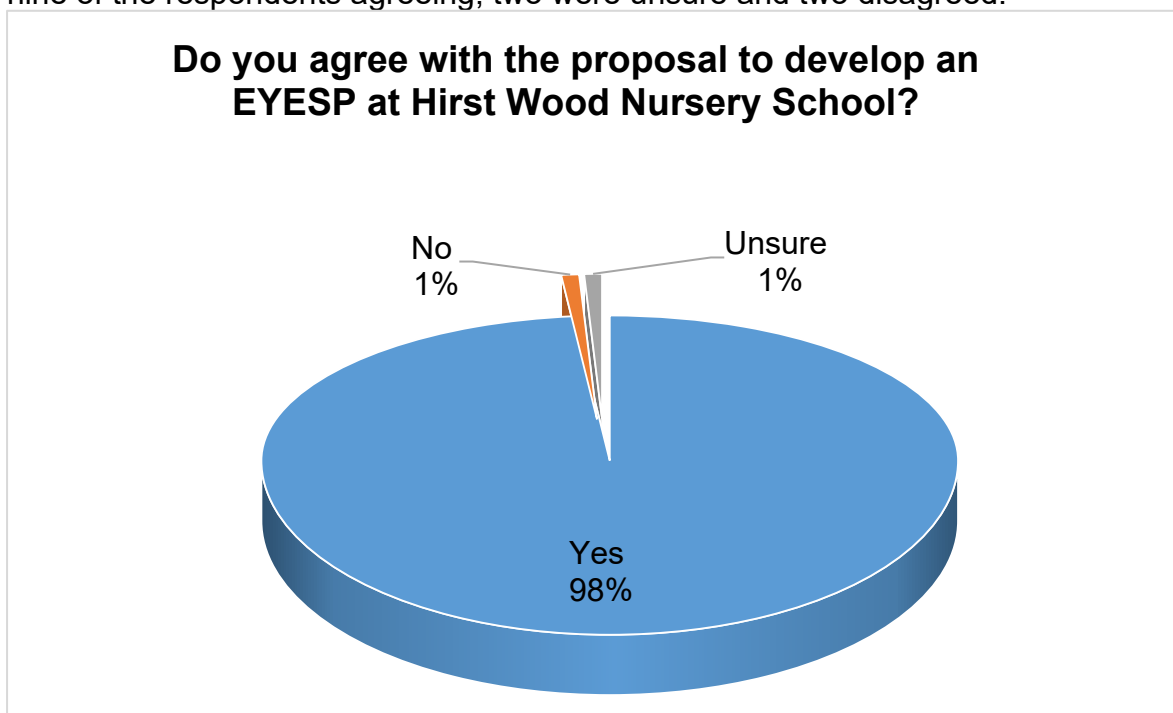
Statutory consultation

The survey and supporting documents were sent to the consultees listed in Appendix B.

A total of two hundred and three people responded to the on-line survey. No other form of response was received.



The overwhelming majority supported the development with one hundred and ninety nine of the respondents agreeing, two were unsure and two disagreed.



Forty nine respondents left further comments as set out in the table below :

In Favour of Establishing EYESP	Respondent Type	Comment
No	Parent	The current number of challenging children already takes toll on the rest of pupils, turning initially keen children into upset and stressed ones, making everyday drop offs emotional for everyone. I don't think another 5 children per class is feasible.
No	Parent	I don't know how will affect my child with having more children in his class. He has mild autism and it could get too much for him if more children are added
Unsure		I personally feel it is better to have SEN children in their own setting with specialist teachers who are trained to work with their specialist needs. It may become complicated for staff to work between SEN children and those who don't have the needs. Also the interaction between children of SEN and those who don't have SEN may confuse the children as to their development. E.g. if they are learning and see a child who can't do such and such, will that hinder their development by learning not to do things as the SEN child? Also some SEN children can have conditions which may confuse the other children further such as e.g. if they are hitting the teacher as I have heard some do in SEN schools. Then again I am all for equality and diversity and fairness and don't believe in being prejudice against anyone especially those with SEN or disabilities. I believe they deserve to be treated fairly and properly. My concerns above were purely based on confusion to the other children and if it could affect their development and what they learn. So if there was a way to manage it e.g. the SEN children were in a different room and dealt with by different specialist SEN teachers who are trained to help and deal with the SEN children's needs then I wouldn't mind if there was this extra unit in the nursery. So for me there are points on both sides being why I'm unsure.
Yes	Member of local community	I feel this EYESP would be a huge assets to the community and a necessity to support families locally .
Yes	Parent	Amazing idea, outstanding provision and staff - absolutely support it
Yes	Member of school staff at another school	They do fantastic inclusion and the commitment to the children is exemplary
Yes	Member of local community	Always been a beacon in Bradford's educational context, well deserved recognition
Yes	Parent	My child had needs and their skills are great, never too much trouble to help family

Yes	Member of local community	I went here, best place ever for kids of all types to be helped and encouraged
Yes	Parent	Best school ever, whole heartedly support it
Yes	Parent	This would be a great provision for the local families who require specialist provision for their children. Hirst Wood nursery and children's centre already provides an excellent provision for our children under the leadership of Mrs Taylor who is dedicated to giving our children the best EY outcomes. The opportunity to have EYESP at Hirst Wood would be so beneficial to the school community .
Yes	Parent	Hirst Wood Nursery have given great support for our Daughter's needs.
Yes	Parent	I think more SEND places are needed across Bradford as a whole so more being made local is very welcome.
Yes	School Governor	Hirst wood have always provided an extremely inclusive and supportive provision, it would be amazing if this could be recognised through awarding EYESP places, the community would further benefit from this wonderful provision.
Yes	Parent	Amazing for the children, they are doing this every day anyway
Yes	Member of local community	The children can't get a better education, fantastic place for everyone
Yes	Other	When I was Headteacher there we had 16fte resourced places for children with complex needs. The building, learning environment and, most importantly, the expertise and experience, of the staff, make Hirstwood an excellent setting for this proposal.
Yes	Member of school staff at another school	I feel it will be of great benefit to the community and school to create this specialist provision, which is very much needed.
Yes	Member of local community	This would have been a great benefit for my son, had it been available when he was younger
Yes	Member of staff at Hirst Wood Nursery School	Was a resourced nursery in the past with a great team hope to be the same again.
Yes	Member of school staff at another school	This will work really well and go somewhere to meeting the high level of needs in the LA Hirst Wood did have resourced provision for many years and was highly valued
Yes	Member of local community	I think it would be a brilliant enhancement to the school and wider community.
Yes	Parent	Fantastic, great school and staff - this will be an asset to Bradford's children
Yes	School Governor	Hirst Wood has a long standing reputation for providing high quality, inclusive early years care and education. It currently already caters for children with significant additional needs. I strongly recommend the approval of establishing the enhanced provision.

Yes	School Governor	I am confident that opening a new 10 place EYESP at Hirst Wood Nursery school will be beneficial to both the Nursery school and the wider community, providing parents and families with high quality provision, education and care for some of our more vulnerable young children.
Yes	Parent	This would be a fantastic opportunity for the community
Yes	Member of school staff at another school	Well-deserved recognition for a highly inclusive school, absolutely support it - thank you for making it happen
Yes	Member of school staff at another school	OUTSTANDING PRACTICE, THEY SHOULD BE RECOGNISED FOR ALL THAT THEY DO - A STANDOUT SCHOOL IN BRADFORD
Yes	Parent	If miss Taylor thinks it's right then I trust her - she's all for everyone's children
Yes	Parent	I feel that Hirst Wood NS&CC would be very well placed to provide this provision. The setting is already highly inclusive, well-resourced and employs excellent staff and as such I feel that all children who attend the provision will benefit from the enhanced provision proposal.
Yes	Parent	Didn't know it meant extra staff, please ignore last comment
Yes	Parent	Hirst Wood seem very well placed to deliver this provision.
Yes	Parent	No further comments
Yes	Member of staff at Hirst Wood Nursery School	I have previously worked in another enhanced provision and would whole heartedly recommend them. They enable all children to play and learn together and help each other. It enables children with SEN to attend a nursery local to them whilst at the same time having access to specialist staff.
Yes	Parent	Extra staff makes all the difference so yes - ignore last one submit
Yes	Parent	This sounds like a fantastic idea!
Yes	Parent	My daughter started this nursery in January and was very shy and unsure at first, her teacher decided to involve my child in All Aboard Project that is directed at kids who need additional support with either speech or language or emotional. They needed help with the emotional side of thing (confidence, inclusivity of SEND kids) and this has brought her out of her shell, he loves going to nursery now while before it was a struggle (crying screaming basic attachment issues, he even says that she cannot wait for to go to nursery. For the teacher to recognise her need and being able to implement resources to help my child was something that we always be grateful for as it makes them happier and our life much easier on a daily basis. I think to enable the school to help other kids who have more advanced special needs that my child is a necessity.
Yes	Parent	It will be beneficial for both the school and most especially the children

Yes	Parent	Definitely with extra money and staff
Yes	Parent	Brilliant idea
Yes	Parent	Read the SEND report, this absolutely needs to happen ASAP
Yes	Parent	Definitely after recent inspection of council services
Yes	Member of school staff at another school	Absolutely, we visited last week, they are amazing
Yes	Member of school staff at another school	Fantastic school for ALL children
Yes	Member of local community	Besets school ever
Yes	Member of local community	Hirst Wood Nursery School is highly regarded & respected in the local community and would be able to deliver excellent enhanced specialist provision in its wonderful setting. I wholly support the proposal to meet children's needs in the best possible way.
Yes	Parent	Fab place, always have been
Yes	Member of local community	Education needs more
Yes	Member of local community	There is a significant number of children with special requirements. This is simply not being met.

Council Response

Should the proposal be approved specialist staff will be employed in order to meet the particular needs of the children attending the provision.

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MINUTES OF THE MEETING OF THE WEST YORKSHIRE COMBINED AUTHORITY HELD ON THURSDAY, 23 JUNE 2022 AT MEETING ROOM 1 - WELLINGTON HOUSE, LEEDS

Present:

Mayor Tracy Brabin (Chair)	West Yorkshire Combined Authority
Councillor Susan Hinchcliffe	Bradford Council
Councillor Matthew Morley (Substitute)	Wakefield Council
Councillor Stewart Golton (Substitute)	Leeds City Council
Councillor James Lewis	Leeds City Council
Mark Roberts (Substitute)	Leeds City Region Local Enterprise Partnership
Councillor Shabir Pandor	Kirklees Council
Councillor Rebecca Poulsen	Bradford Council
Councillor Matthew Robinson	Leeds City Council
Councillor Andrew Waller	City of York Council

In attendance:

Ben Still	West Yorkshire Combined Authority
Caroline Allen	West Yorkshire Combined Authority
Brian Archer	West Yorkshire Combined Authority
Melanie Corcoran	West Yorkshire Combined Authority
Liz Hunter	West Yorkshire Combined Authority
Dave Pearson	West Yorkshire Combined Authority
Alan Reiss	West Yorkshire Combined Authority
Angela Taylor	West Yorkshire Combined Authority
Ian Parr	West Yorkshire Combined Authority

1. Membership of the West Yorkshire Combined Authority

The Mayor summarised the appointments of members to the Combined Authority, consisting of five West Yorkshire constituent council members, three political balance members, one member appointed by the non-constituent council, and their substitutes. The Mayor also noted the continued appointment of Cllr James Lewis as Deputy Mayor.

The Mayor noted the proposed appointment of Mark Roberts as the LEP Member of the Combined Authority and Mandy Ridyard as the substitute LEP Member.

Resolved::

(a) that the following be noted:

- the position of Mayor as Chair of the Combined Authority by virtue of that office,
- the ongoing appointment of the Deputy Mayor by the Mayor,
- the appointment of Constituent Combined Authority Members and their Substitutes by the Constituent Councils, and
- the appointment of the Non-Constituent Council Member and Substitute by York City Council, as set out in Appendix 1 to the report.

(b) that Mark Roberts be appointed as the LEP Member of the Combined Authority, and Mandy Ridyard as the Substitute LEP Member.

(c) that the Non-Constituent Council Combined Authority Member may exercise one vote as follows:

- on the Leeds City Region Partnership Committee (an advisory committee), and
- at any other Combined Authority meeting (including any decision-making committee or sub-committee to which the Non-Constituent Council Combined Authority Member is appointed) only in respect of any decision which gives rise to a direct and significant financial liability for the Non-Constituent Council.

(d) that the Substitute Non-Constituent Council Combined Authority Member may exercise the voting rights granted to the Non-Constituent Council Combined Authority Member, when acting in the absence of the Non-Constituent Council Member.

(e) that the LEP Member may vote at any meeting of the Combined Authority (including any committee or sub-committee to which the LEP Member is appointed) on any decision, subject to the following exceptions:

- decision-making in relation to budget and levy setting; and
- the adoption of any implementation plans appended to the Local Transport Plan which relate specifically to the Combined Authority's area (that is, West Yorkshire).

(f) that the Substitute LEP Member may exercise the voting rights granted to the LEP Member, when acting in the absence of the LEP Member.

2. Apologies for Absence

Apologies for absence were received from Cllr Holdsworth, Cllr Jeffery, and Cllr Swift

3. Declarations of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

4. Exempt Information - Possible Exclusion of the Press and Public

Resolved: That in accordance with paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, the public be excluded from the meeting during consideration of Appendix 3 to Agenda Item 17 and Appendix 1 to

Agenda Item 19 on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information and for the reasons set out in the report that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

5. Minutes of the Meeting of the Combined Authority held on 17 March 2022

Resolved: That the minutes of the meeting of the West Yorkshire Combined Authority held on 17 March 2022 be approved and signed by the Chair.

6. Mayor's Announcement

The Mayor provided an overview of the work undertaken in her first full year as the Mayor of West Yorkshire, working with councillors and West Yorkshire Combined Authority staff on key issues including pandemic recovery, improving the transport network, tackling the climate emergency, improving the safety of women and girls, and promoting culture and creative industries.

The Mayor highlighted efforts to introduce a maximum single bus fare of £2 and a maximum day fare of £4.50. New lower emission buses, bus routes, and the Big Bus Conversations with communities will target the return of passengers after a difficult post-pandemic recovery.

The Mayor noted that ongoing Arriva bus strikes have severely impacted areas across Wakefield, Dewsbury, Heckmondwike, Rothwell, Kippax and other parts of South Leeds, and expressed frustration that a deal had not yet been reached. The Mayor informed members she had maintained dialogue with both sides and urged them to reach an agreement with a fair outcome for drivers.

The Mayor acknowledged the ongoing rail strike which had affected travellers across the country, noting the need for the Government to do their part in reaching a resolution.

Significant progress has been made regarding the Climate with initiatives undertaken including installing solar panels and living roofs on Combined Authority assets; engaging over two-hundred businesses to find greener solutions; and piloting retrofitting programmes in some of the most in-need social housing in the region.

The first Climate and Environment Plan was launched in Autumn 2021, setting out actions for delivery over the next 3 years. The carbon impact of schemes will be assessed as a part of the Assurance Process to ensure that carbon impacts are measured, understood and form part of the decision-making process.

Other schemes will be delivered in the coming years including the addition of zero-emission buses to the fleet, and a number of support programmes for businesses. The Mayor noted that there is still a large amount to be done to achieve the Combined Authority's ambitions, however it is a start to build upon

towards that goal.

7. Committee Arrangements and Appointments

The Combined Authority considered a report of the Director of Corporate and Commercial Services in respect of committee arrangements and appointments:

- To appoint committees of the West Yorkshire Combined Authority (the Combined Authority).
- To appoint or co-opt members onto the Combined Authority's committees.
- To grant voting rights to some members of the Combined Authority's committees.
- To appoint the Chairs and Deputy Chairs of the Combined Authority's committees.
- To confirm the continuing appointment of Independent Persons.

It was reported that since publication of the agenda papers, the following changes to nominations had been advised:

- Councillor Caroline Firth to replace Councillor Ruth Wood as the Bradford nominee to the Transport and Infrastructure Scrutiny Committee.
- Councillor Sinead Engel to replace Councillor Suhail Choudry as a Bradford member of the Transport Committee.
- Councillor Rachel Melly is nominated as the York nominee to the Corporate Scrutiny Committee.
- Professor Simon Pringle to step down from the Transport Committee, and a new private sector LEP Board representative to be notified in due course.

In addition, a request was made that authority be given to the Head of Legal and Governance Services to make any changes to committee membership as required in accordance with any nominations from councils during the municipal year to enable membership changes to be made without delay.

Resolved:

(a) That, in relation to appointment of committees –

(i) That the following statutory committees be appointed on the terms of reference set out in the relevant Appendix attached to the submitted report:

- Governance and Audit Committee (Appendix 1)
- Corporate Scrutiny Committee (Appendix 2)
- Economy Scrutiny Committee (Appendix 3)
- Transport/Infrastructure Scrutiny Committee (Appendix 4)

(ii) That the following decision-making committees be appointed, on the terms of reference set out in the relevant Appendix attached to the submitted report:

- Business, Economy and Innovation Committee (**Appendix 5**)
- Climate, Energy and Environment Committee (**Appendix 6**)
- Culture, Heritage, and Sport Committee (**Appendix 7**)
- Employment and Skills Committee (**Appendix 8**)
- Finance, Resources and Corporate Committee (**Appendix 9**)
- Place, Regeneration and Housing Committee (**Appendix 10**)
- Transport Committee (**Appendix 11**)

(b) That in relation to the appointment of committee members the Combined Authority -

(i) appoints its members to the Governance and Audit Committee, as set out in Appendix 12 to the submitted report, together with Joanna Wardman and Debbie Simpson as independent members of the Governance and Audit Committee for this municipal year.

(ii) appoints its members to each of the decision-making committees, as set out in Appendix 12 to the submitted report.

(iii) appoints members to the overview and scrutiny committees, as set out in Appendix 12 to the submitted report subject to the following revisions:-

- Councillor Caroline Firth to replace Councillor Ruth Wood as the Bradford appointment on the Transport and Infrastructure Scrutiny Committee.
- Councillor Rachel Melly to replace Councillor Fiona Fitzpatrick as the York appointment to the Corporate Scrutiny Committee.

(iv) co-opts members to each of its committees, as set out in Appendix 12 to the submitted report subject to the following revisions:-

- Councillor Sinead Engel to replace Councillor Suhail Choudhry as the Bradford appointment on Transport Committee
- Professor Simon Pringle to step down from the Transport Committee

(c) That, in relation to voting rights for committee members, (in addition to any member of the Combined Authority on the committee exercising one vote) -

(i) That any Independent Member of the Governance and Audit Committee shall be a voting member of that committee.

(ii) It be noted that any member of a constituent council appointed to an overview and scrutiny committee has one vote and that this may be exercised in their absence by their substitute.

(iii) That any Co-optee from a Constituent Council on any ordinary decision-making committee shall be a voting member of that committee (and of any sub-committee to which they may be appointed by that committee).

(iv) That any Co-optee who is Deputy Chair of a committee shall be a voting member of that committee (and of any sub-committee to which they may be

appointed by that committee)

(d) That, the Combined Authority:

(i) appoints the Chairs and Deputy Chairs to committees as set out in Appendix 12 to the submitted report.

(ii) asks each decision-making committee to designate an Inclusivity Lead for the municipal year.

(e) That Ian Brown and Carolyn Lord continue as Independent Persons in relation to complaints concerning allegations of a breach of the Combined Authority's Members' Code of Conduct on the existing terms for remuneration, until the Combined Authority's annual meeting in 2023.

(f) That the Head of Legal and Governance Services be authorised to make any changes to committee membership required in accordance with any nominations from councils during the municipal year.

8. Representation on Outside Bodies

The Combined Authority considered a report of the Director of Corporate and Commercial Services regarding Combined Authority representation on outside bodies.

Resolved: That the appointments to the outside bodies for the municipal year 2022/23 as detailed in Appendix 1 to the submitted report be approved.

9. Officer Arrangements

The Combined Authority considered a report of the Director of Corporate and Commercial Services in respect of the Combined Authority's Officer Delegation Scheme for Non-Mayoral Functions.

Resolved: That the Officer Delegation Scheme in relation to Non-Mayoral Functions, attached as Appendix 1 to the submitted report be approved.

10. Constitutional Arrangements

The Combined Authority considered a report of the Director of Corporate and Commercial Services in relation to the Authority's constitutional arrangements in so far as they were not addressed elsewhere on the agenda.

Resolved:

(a) That the Combined Authority approves:

- The minor amendments to Constitution documents as set out at Appendix 1,
- The amendments to the Contracts Standing Orders, as attached at Appendix 2,

- The amendments to the Conflicts of Interest Policy, as attached at Appendix 3, and,
- The amended Conflicts of Interest Protocol – loans or grants to businesses, as attached as Appendix 4.
- The remaining, unamended Constitution documents for the next municipal year

11. Corporate Governance Code and Framework

The Combined Authority considered a report of the Director of Corporate and Commercial Services seeking approval of the Corporate Governance Code and Framework.

Resolved: That the Corporate Governance Code and Framework be approved

12. Members' Allowances Scheme

The Combined Authority considered a report of the Director of Corporate and Commercial Services in respect of the Members' Allowances Scheme.

Resolved: That the Members' Allowances Scheme attached as Appendix 1 to the submitted report, as amended including the revisions highlighted in yellow at paragraphs 3 and 4 of the Scheme be adopted for the municipal year 2022 – 2023.

13. Scrutiny Annual Report 2021/2022

The Combined Authority considered a report of the Director of Corporate and Commercial Services on the scrutiny annual report 2021/22.

The Mayor expressed thanks to the members of the Scrutiny Committees for their work holding the Combined Authority and herself to account, with processes that are well ahead of other Mayoral Combined Authorities.

Resolved: That the annual report summarising the work undertaken by the overview and scrutiny committees in 2021/22 be noted.

14. Calendar of Meetings 2022/2023

The Combined Authority considered a report of the Director of Corporate and Commercial Services setting out a proposed calendar of meetings for 2022/2023.

Resolved:

(a) That the dates of meetings for the LEP Board as agreed by the LEP Board at its annual meeting be noted, and

(b) That the calendar of meetings of the Combined Authority and its

committees for 2022-23 as detailed in Appendix 1 to the submitted report, be approved.

15. Capital Spending and Project Approvals

The Combined Authority considered a report of the Director of Delivery on the progression of, and funding for a number of schemes.

Officers summarised four key schemes for progression through the assurance progress and approval of funding.

West Yorkshire zero emission bus programme

This scheme sets out to introduce between 179 and 245 zero-emission buses across West Yorkshire, increasing the percentage of zero emission vehicles from 2% to 19%. The project will be undertaken in stages for the different West Yorkshire regions, and will include the associated infrastructure for zero emission vehicles.

Members welcomed the addition of zero-emission vehicles, but questioned the vision for beyond 2025 for the remainder of the current fleet. Questions were also raised regarding the use of buses cross-boundary, and how it will be assured that buses are utilised on routes and would not be sitting idle for extended periods. Officers responded that further Government funding would be sought before 2025 and beyond which would allow for further development of the fleet. Agreements have been made with operators to ensure continuous use of the buses in the case of disruption to regular routes or future strike action. Agreements have also been made with neighbouring authorities that buses can be utilised across boundaries wherever necessary to minimise disruption.

It was questioned how the bus funding will be managed, and what the overall benefit will be for the passengers and also the Combined Authority. Officers explained that the funding scheme is operated by the Government, and will make up the difference between the cost of a diesel bus and a zero-emission bus. Operators will buy the buses and there are conditions attached to determine how the buses are used. There are still some issues to resolve to identify outcomes, though the initial benefit will be the reduction of carbon emissions across the network.

Members commented on the wide gap in support for London compared to other authority areas, and the need to continue to lobby for more equitable transport policies. Particular issues included the suitability of the geography outside of London to support electric vehicles, and the relative lack of existing infrastructure to meet the growing demand for electric vehicles.

Members requested further information regarding the Carbon Impact Assessment Tool Kit referenced in the report. Officers noted that the Tool Kit has been published and considered by the members of the Climate, Energy and Environment Committee, and will be brought to the next meeting of the Combined Authority. Workshops will be held with members and officers regarding how the Tool Kit will be implemented within the decision-making

process.

Kirklees year of music 2023

Officers outlined the project, which aims to deliver a one-year programme of musical events, and a further three-year programme of community projects. The events will promote regional music and artists to a wider audience, aiming for the widest possible community participation. The aim is to engage 400,000 individuals across all events, and a further 40,000 online. The Chair noted the project will help to develop the skills pipeline leading towards Bradford City of Culture 2025.

A641 Bradford to Huddersfield

Officers summarised the outline of the scheme to improve bus and active travel provisions for an eight-mile stretch between Huddersfield and Bradford. Travel times for bus users will be reduced, and access to Brighouse rail station will be improved.

Members noted that national policies often favour motorists over buses and other greener methods of travel, which highlights the need for co-operative work to achieve positive outcomes. Members asked how the scheme would affect the levels of carbon emission compared to the present. Officers confirmed that with schemes such as this, the disruption to traffic can cause more congestion and slightly increase carbon emissions, however over the longer term the emissions are lowered through greater use of active travel and fewer vehicles on the road. Cheaper bus fares and greener buses will play a large role in reducing the carbon emissions.

Members suggested the need to use some of the gainshare funds to ensure previous schemes are completed fully, instead of being scaled back in favour of new schemes that may also not see full completion.

Skills connect

Officers summarised the aim of the scheme to deliver training courses for adults in employment to further their skills. The scheme supports businesses by allowing staff to meet their current and future needs. Courses are developed in partnership with businesses, and though they are unaccredited will be at level 3 and above standard. The subject matter of courses can be flexible and quickly implemented to respond to market needs. Training will be available for 4,500 learners, and by engaging with local authority partners to target under-represented groups the widest possible number and diversity of participants can be reached. The age of eligible learners will be extended to capture those who are returning to work after a career break or parental leave, and those who are earning the real living wage will also be eligible.

Members noted the positive aspects of improving workers' skillsets, and raised the need for employers to also invest in their staff to encourage their development. Members questioned the fields for which training would be delivered and requested that data is made available to show what training is being delivered and to how many people. Officers responded that there will be

training programmes for green jobs, as well as jobs in new and developing technological fields that can provide long-term positive impacts to the workplace. The list of training is not prescriptive so it can meet the needs of employers whenever they arise.

Resolved:

(a) In respect of the West Yorkshire Zero Emission Bus Programme, the Combined Authority approves that:

(i) The West Yorkshire Zero Emission Bus (ZEB) programme proceeds through decision point 2 (strategic outline case) and work commences on activity 4 (full business case).

(ii) An indicative approval to the Combined Authority's contribution of £49,565,171 is given. The total programme cost is £81,161,738.

(iii) Future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report. This will be subject to the scheme remaining within the tolerances outlined in the report.

(b) In respect of the Kirklees Year of Music, the Combined Authority approves that:

(i) The Year of Music 2023 scheme proceeds through decision point 2 to 4 (business justification) and work commences on activity 5 (Delivery).

(ii) Approval to the Combined Authority's contribution of £850,000 is given. The total scheme value is £5,485,757.

(iii) The Combined Authority enters into a funding agreement with Kirklees Council for expenditure of up to £850,000.

(iv) Future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report and where required, any change requests are delegated to the Culture, Sports, Arts and Creative Industries Committee. This will be subject to the scheme remaining within the tolerances outlined in the report.

(c) In respect of the A641 Bradford to Huddersfield Corridor, the Combined Authority approves that:

(i) The A641 Bradford to Huddersfield Corridor scheme proceeds through decision point 3 (outline business case) and work commences on activity 4 (full business case).

(ii) Indicative approval to the Combined Authority's contribution of £75,540,000 is given. The total scheme value is £109,138,000.

(iii) Additional development costs of £8,072,441 are approved in order to progress the scheme to decision point 4 (full business case), taking the total scheme approval to £10,857,441

(iv) The Combined Authority enters into an addendum to the existing Funding Agreement with Calderdale Council for expenditure of up to £10,857,441 (v) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report. This will be subject to the scheme remaining within the tolerances outlined in this report.

(d) In respect of Skills Connect, the Combined Authority approves:

(i) The change request to the Skills Connect scheme to broaden the group of people that adult retraining is delivered to, and the sectors it supports, and to extend the delivery timeframe to March 2025.

(ii) Future approvals are made in accordance with the assurance pathway and approval route outlined in this report and where required, any change requests are delegated to the Employment and Skills Committee. 211 This will be subject to the scheme remaining within the tolerances outlined in this report.

16. West Yorkshire Investment Strategy Revisions

The Combined Authority considered a report of the Director of Strategy, Communications and Policing seeking approval to revisions to the West Yorkshire Investment Strategy.

Officers outlined the revisions made to the West Yorkshire Investment Strategy, which was agreed in June 2021 and informs how the Combined Authority spends money and the projects they are invested in. The revisions take into account new investment opportunities to maximise potential, and were made in consultation with key partners and local authorities. The revisions include a greater focus on the climate emergency, with all projects demonstrating how they meet the target of net zero carbon by 2038, as well as tackling inequalities wherever possible.

Resolved: That the Combined Authority approves the revisions to the West Yorkshire Investment Strategy.

17. UK Shared Prosperity Fund

The Combined Authority considered a report of the Director of Strategy, Communications and Policing providing an update on the UK Shared Prosperity Fund and seeking a number of approvals.

Officers summarised the purpose and scope of the UK Shared Prosperity Fund, and the request for authorisation for the Managing Director to submit the bid on behalf of the Combined Authority. The bid is made up of two parts, with £68million for the core fund, and a further £12million for the 'Multiply' programme to address low adult numeracy skills. Both bids will be submitted before the end of July 2022, and a further update will be presented at the July Combined Authority meeting.

Members discussed the report. To enable Members to discuss the contents of the exempt appendix 3 of the report, and in accordance with the resolution

taken earlier in the meeting, press and public left the room and webcasting was paused whilst the discussion took place. Following this, the meeting returned to public session.

Resolved:

(a) That the purpose and scope of the UK Shared Prosperity Fund, and the responsibilities of the Combined Authority as the designated Lead Authority as defined by Government be noted.

(b) That the creation of the advisory West Yorkshire UKSPF Local Partnership Group be noted.

(c) That the Managing Director be authorised to finalise and submit the Local Investment Plan to Government for Multiply, part of the UKSPF, on behalf of the Combined Authority, in consultation with the Mayor and partner authority Leaders.

(d) That the Managing Director be authorised to finalise and submit the Levelling Up Fund Round 2 bid as set out in paragraphs 2.24-2.29 of the submitted report, on behalf of the Combined Authority, in consultation with the Mayor and partner authority Leaders, and that the use of up to £4m of gainshare to support the bid be approved.

18. Future Arrangements for the Leeds City Region Local Enterprise Partnership

The Combined Authority considered a report of the Managing Director which provided an update on the current position regarding LEP Integration and sought comments on the draft West Yorkshire Integration Plan.

The Mayor summarised the outcomes of the Levelling Up White Paper which clarified the future role of LEPs and how they are integrated within their local democratic institutions.

Officers noted that the Combined Authority already has a long and successful history of working with private sector businesses, and LEP has strong input into advice and decision-making. The Combined Authority is already close to the government approved model, and a strong private sector voice strengthens links between the Combined Authority and other private sector business. The future of LEP integration was discussed at the LEP annual meeting. Officers clarified that the LEP board is advisory and does not make decisions, however they can advise decision making and its members are represented on the other thematic committees.

Members welcomed the commitment between the public and private sectors and expressed a desire to further build on the partnership and encourage more diverse decision making. The importance of engaging LEP members was emphasised, and LEP members were encouraged to use their networks to seek new opportunities for funding and development for the region.

Resolved:

- (a) That the content of the paper and the proposed future arrangements for the LEP be noted.
- (b) That comments made by members be taken into account in finalising the Integration Plan.
- (c) That authority is delegated to the Managing Director of the Combined Authority to finalise the Integration Plan in line with comments received and to submit the Plan to government ahead of the deadline in July.

19. Adult Education Budget Update and Flexibilities

The Combined Authority considered a report of the Director of Economic Services updating Members on progress with the devolved Adult Education budget and seeking approval for two planned flexibilities which constitute a departure from the published West Yorkshire AEB Strategy.

The Mayor introduced the report and the aims of the Adult Education budget to support 55,000 learners through a range of educational programmes. Members welcomed the support provided by the Adult Education Budget, and highlighted the need for flexibility to address skills shortages across the region and particularly for bus drivers. Officers confirmed that support has been provided to training partners to deliver bus driver training, and that 100% of the participants in such training had been successful in entering a bus driving job.

Members questioned the availability of future funding and requested feedback from learners regarding their experience. Officers confirmed that future funding is available as the budget is devolved to the region, and that feedback is regularly obtained from learners.

Resolved:

- (a) That progress made so far in Year 1 with AEB delivery and plans to improve the efficacy of the funds in year 2 be noted.
- (b) That the two Funding rule amendments as set out at paragraph 2.17 of the submitted report be approved.

20. Equality, Diversity, and Inclusion

The Combined Authority considered a report of the Director of Strategy, Communications and Policing which provided an update on the work to embed equality, diversity and inclusion into the work of the Combined Authority and sought approval to adopt definitions of Antisemitism and Islamophobia/Anti-Muslim prejudice.

Officers explained the aim of the Combined Authority to embed equality, diversity, and inclusion as key principles that inform work undertaken throughout the region. Adopting the definitions of islamophobia and antisemitism as set out in the report is one method by which the goals of

equality, diversion, and inclusion can be progressed. Adopting the definitions is considered best practice, and they have already been adopted by several other authorities.

Officers acknowledged there is always more work to be done to meet EDI targets and to represent the region's diverse communities. The targets will be set out in strategy and action plan from early autumn.

Resolved:

(a) That the progress made to embed EDI through the work of the Combined Authority be noted.

(b) That the Combined Authority adopts the definitions of Islamophobia and Antisemitism as proposed in the submitted report.

21. Organisational Evolution

The Combined Authority considered a report of the Managing Director setting out proposed next steps to revisions to the Authority's operating model and seeking agreement to changes to the Directorate configuration.

Officers summarised the report outlining the proposed next steps of the Combined Authority's operating model. The Combined Authority has grown to an organisation with over 700 staff, and has also become a Mayoral Combined Authority which has brought about significant changes. A review of officer capacity has been undertaken and has identified structural changes which will allow the Combined Authority to operate as effectively as possible, including an additional tier of directors and the introduction of a Chief Operating Officer role. The restructure will increase capacity and see the Combined Authority switch from a process-based model towards an outcome-based model. It will also make decision-making and accountability more transparent across the organisation.

Members raised that additional management is not always the answer, however the need to meet targets is important to ensure the effective delivery of business. It was questioned how the new roles would increase the staff budget. Officers responded that capital programmes have approximately doubled over previous five years to around £280million, but staff levels have not increased in parallel. The change to the staff structure would be relatively low, but update reports with more detail will be brought before the Combined Authority in future meetings.

Resolved:

(a) That the proposal to move from a 'process' to an 'outcome/mission' based operating model be endorsed.

(b) That the change of role title from the current 'Managing Director' to 'Chief Executive' be approved.

(c) That the revised Director roles and new posts of Executive Director

Transport and Chief Operating Officer (working title) as set out in Appendix Two to the submitted report be approved in principle, noting that the specific areas of responsibility for each role, particularly within the functions reporting to the proposed Chief Operating Officer, may be subject to change.

(d) That the creation of one additional Director post, bringing the total number of senior management roles from eight to nine be approved noting that two of these roles will occupy an additional tier between the current director roles and the Chief Executive.

(e) That the deletion of the current director posts in line with the Management of Change process and timeline, pending revision of the Role Profiles and key accountabilities to align to the new structure be approved.

(f) That the next steps as set out in paragraph 2.44 of the submitted report be endorsed and that the approval of final director Role Profiles and gradings be delegated to the Finance, Resources and Corporate Committee.

22. Minutes for Information

Combined Authority members were presented with a summary of published minutes to note.

Resolved: That the minutes and notes of the Combined Authority's committees and panels were noted.

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