

Agenda for a meeting of the Executive to be held on Tuesday, 31 January 2023 at 10.30 am in Council Chamber - City Hall, Bradford

Members of the Executive – Councillors

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|---------------------|
| 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.

From:

Asif Ibrahim

Director of Legal and Governance

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To:

A. PROCEDURAL ITEMS

1. DISCLOSURES OF INTEREST

1 - 6

(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:

Disclosable Pecuniary Interests

Disclose the interest; not participate in the discussion or vote; and leave the meeting unless you have a dispensation.

Other Registrable Interests (Directly Related)

Disclose the interest; speak on the item only if the public are also allowed to speak but otherwise not participate in the discussion or vote; and leave the meeting unless you have a dispensation.

OR
Non-Registrable Interests (Directly Related)

Other Registrable Interests (Affects)

Disclose the interest; remain in the meeting participate and vote unless the matter affects the financial interest or well-being

OR
Non-Registrable Interests (Affects)

*(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 only if the public are also allowed to speak but otherwise do not participate in the discussion or vote; and leave the meeting unless you have a dispensation.

- (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 meeting held on 6 and 14 December 2022 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. MEETINGS OF COUNCIL AND THE EXECUTIVE 2023/24

7 - 12

The Director of Legal & Governance will submit a report (**Document “AO”**) which recommends a schedule of ordinary meetings for Council and the Executive for the Municipal Year 2023/24.

Recommended –

- (1) That the schedule of meetings of the Executive for 2023/24 as set out in appendix 1 to Document “AO” be approved.**
- (2) That it be a recommendation to the annual meeting of Council that the ordinary meetings of Council for 2023/24 as set out in appendix 1 to Document “AO” be approved.**

Overview & Scrutiny Committee: Corporate

(Fatima Butt/Yusuf Pate I- 01274 432777/4579)

6. 2023-24 BUDGET UPDATE

13 - 96

The Director of Finance will submit a report (**Document “AP”**) which provides the Executive with an update on the 2023-24 budget position following national announcements outlined in the Provisional Local Government Settlement (20th December 2022), and the impact following the setting of the Council Tax and Business rates bases for 2023-24.

The report also provides a revised estimate of inflationary pressures in 2023-24, and an update on estimated savings associated with changing the Minimum Revenue Provision Policy following further review.

It also identifies issues and uncertainties which could still have a bearing on the final size of the budget for 2023-24 and future financial years. This includes for example the agreement of the contract price for the new Bradford Children’s and Families Trust.

The report also outlines responses that have been received to the consultation so far. Executive will need to have regard to this report when considering the recommendations to make to Council at their

meeting on 21st February 2023 in advance of Budget Council on the 23rd February 2023

Recommended –

Executive is asked to:

- (1) **Note the contents of Document “AP” and to have regard to the information contained within this report when considering the recommendations to make to Council on a budget for 2023/24 at their meeting on 21 February 2023.**
- (2) **In accordance with Section 149 of the Equality Act 2010, to have regard to the information contained in Appendix B and the Annex to Appendix B to Document “AP”, together with the equality assessments when considering the recommendations to make to the Council on budget proposals for 2023-24.**

Overview & Scrutiny Committee: Corporate

(Andrew Cross – 07870 386523)

7. QUARTER 3 FINANCE POSITION STATEMENT 2022/23

97 - 186

The Director of Finance will submit a report (**Document “AQ”**) which provides Members with an update on the forecast year-end financial position of the Council for 2022-23.

It outlines the revenue and capital budgets and the year-end financial position based on information at the end of December 2022. It states the Council’s current balances and reserves and school balances.

Recommended –

That the Executive note the contents of this report and the actions taken to manage the issues highlighted.

Overview & Scrutiny Committee: Corporate

(Andrew Cross – 07870 386523)

C. PORTFOLIO ITEMS

EDUCATION, EMPLOYMENT AND SKILLS PORTFOLIO & DEPUTY LEADER

(Councillor I Khan)

8. **DETERMINATION OF PRIMARY AND SECONDARY ADMISSION ARRANGEMENTS** 187 - 230

The Strategic Director of Children's Services will submit a report (**Document "AR"**) which asks the Executive to determine Primary and Secondary admission arrangements for 2024/2025.

Recommended –

- (1) **That the Executive approve the Primary and Secondary Admission Arrangements for 2024/25.**
- (2) **That the Executive approve the Primary and Secondary Co-ordinated Admissions Scheme for 2024/25.**
- (3) **That the Executive approve the In-Year Co-ordinated Admissions Scheme for 2024/25.**
- (4) **That the Executive note the proposed changes to the admission arrangements for own admission schools for 2024/25 listed in Appendix E.**
- (5) **That the Executive note the Published Admission Numbers for 2024/25 contained in Appendix G.**

Overview & Scrutiny Committee: Children's Services

(Rachel Phillips)

9. **PROPOSED CHANGES TO PUBLISHED ADMISSION NUMBERS AT TWO MAINTAINED PRIMARY SCHOOLS** 231 - 250

The Strategic Director Children's Services will submit a report (**Document "AS"**) which sets out a reduction in the Published Admission Numbers at Eldwick Primary School & Steeton Primary School.

Recommended –

- (1) **That the Executive approve the proposal to reduce the Published Admission Number (PAN) at Eldwick Primary School from 75 to 60 from 1 September 2024.**

- (2) That the Executive approve the proposal to reduce the Published Admission Number (PAN) at Steeton Primary School from 45 to 30 from 1 September 2024.

Overview & Scrutiny Committee: Children's Services

(Emma Hamer - 01274 439535)

**REGENERATION, PLANNING & TRANSPORT
PORTFOLIO**

(Councillor Ross-Shaw)

10. OPENING OF HOUSING REVENUE ACCOUNT AND ASSOCIATED MATTERS

251 -
258

The Strategic Director of Place will submit a report (**Document "AT"**) which sets out progress towards opening a Housing Revenue Account (HRA) with effect from April 2023 and to seek approval to the annual rent increase, service charges and level of HRA reserve to be established upon opening.

Recommended –

That Executive;

- (1) **Formally approve the establishment of a Housing Revenue Account with effect from April 1 2023.**
- (2) **Approve a rent increase of 7% - to be applied from 1st April 2023 in respect of the council's housing stock of 406 units.**
- (3) **Approves the transfer of housing reserves of £503k from General Fund to HRA.**
- (4) **Approve the service charges to apply to the council stock of 406 units from April 1 2023 as set out below:**
 - (i) **Extra Care £51.39 per week**
 - (ii) **General needs £1.20 - £10.27 per week (dependent upon property type)**
- (5) **Note progress on the development of the draft HRA Business Plan.**

Overview & Scrutiny Committee: Regeneration & Environment

(Alan Lunt - 01274 434748)

11. MINUTES OF THE WEST YORKSHIRE COMBINED AUTHORITY

To receive the minutes of the meeting(s) of the West Yorkshire Combined Authority held on 21 October 2022 ([Please click here for minutes link](#)).