



Agenda for a meeting of the Executive to be held on Tuesday, 4 April 2023 at 10.30 am in the 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.
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- 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

(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 if</u> 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</i>

(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 not 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 21 February and 7 March 2023 be signed as a correct record (previously circulated).

(Yusuf Patel / Fatima Butt – 07970 411923 / 07970 411746)

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.

(Yusuf Patel / Fatima Butt – 07970 411923 / 07970 411746)

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).

(Yusuf Patel / Fatima Butt – 07970 411923 / 07970 411746)

B. STRATEGIC ITEMS

LEADER OF COUNCIL & CORPORATE

(Councillor Hinchcliffe)

5. QUARTER 4 FINANCE POSITION STATEMENT 2022/23

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The Director of Finance will submit **Document “BJ”** 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 February 2023. It states the Council's current balances and reserves and school balances.

Recommended -

That the Executive

- (1) Note the contents of Document “BJ” and the actions taken to manage the issues highlighted.**
- (2) Approve the change to the funding of the City Centre Regeneration, Parks Development Fund, Leeds City Region RIF, Schools 20 mph capital schemes from revenue / reserve contributions to corporate borrowing.**
- (3) Approve the following capital expenditure scheme as outlined in section 12.4 of Document “BJ”**
 - £0.4m for moorland restoration work to mitigate flooding. This scheme is already included in Reserve Schemes and will be funded by £0.2m corporate borrowing and £0.2m third party contributions and grants.**
- (4) Approve the increase in court costs charges as outlined in section 13.4 of Document “BJ”.**
- (5) Reaffirm the long standing commitment to the modified Housing Benefit scheme as outlined in section 13.5 of Document “BJ”.**

Overview and Scrutiny Committee: Corporate

(Andrew Cross – 07870 386523)

C. PORTFOLIO ITEMS

HEALTHY PEOPLE AND PLACES PORTFOLIO

(Councillor Ferriby)

6. HOUSEHOLD SUPPORT FUND AND THE COUNCIL'S APPROACH TO THE COST OF LIVING CRISIS 95 - 108

The Strategic Director, Health and Wellbeing will submit **Document “BK”** which seeks endorsement for the council's approach to the cost of living crisis including use of the latest Household Support Fund government grant for 2023/24, which will provide £11.39m to the Bradford District in 2023/24.

Recommended -

That the Executive:

- **Agree the expenditure plans for the Household Support Fund 2023/24, in line with national grant conditions.**
- **Agree the expenditure plan for the West Yorkshire Mayor's Cost of Living Emergency Fund within Bradford District.**
- **Notes the council's approach to anti-poverty and the cost of living crisis for residents.**

Overview and Scrutiny Committee: Corporate

(Iain MacBeath - 01274 432990)

REGENERATION, PLANNING & TRANSPORT PORTFOLIO

(Councillor Ross-Shaw)

7. HARDEN NEIGHBOURHOOD DEVELOPMENT PLAN 2021 - 2030 109 - 292

The Strategic Director Place will submit **Document “BL”** which reports on the Harden Neighbourhood Development Plan which has been prepared by the Harden Village Council. The Plan has now been the subject of an independent examination by Andrew Freeman of Intelligent Plans and Examinations (IPE) Ltd and his report confirms that the Plan, subject to the incorporation of a number of modifications meets the Basic Conditions outlined in legislation. He has recommended that the Plan proceeds to local referendum.

The report recommends that the Council agree to all of the proposed modifications and that the modified plan proceeds to referendum.

Recommended -

- (1) That the submitted Harden Neighbourhood Development Plan, Harden Design Code and accompanying Policies Map (Appendices 1a, 1b and 1c) is subject to the modifications (Proposed Modifications PM1 to PM12) as set out in the Examiner’s Report (Appendix 2), together with any relevant factual changes to ensure the amended Plan is correct.**
- (2) That the modified and amended Harden Neighbourhood Development Plan is subject to a local referendum in the designation neighbourhood area (the Harden Village Council area).**
- (3) That should the Plan be successful at the local referendum, the Plan should be formally made via delegated decision by the Assistant Director (Planning, Transportation and Highways) in consultation with the Portfolio Holder (Regeneration, Planning and Transport) in line with the agreed governance arrangements and within the timescales required by legislation.**

Overview and Scrutiny Committee: Regeneration and Economy

(Andrew Marshall – 01274 434050)

LEADER OF COUNCIL AND CORPORATE

(Councillor Hinchcliffe)

8. EXCLUSION OF THE PUBLIC

Recommended –

That the public be excluded from the meeting during consideration of Document “BM” the item relating to Amendments of Existing Guarantee for WYPF Admission Body 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 they were present, exempt information within Paragraph 3 and 5 (Finance or Business Affairs and Legal Privilege) of Schedule 12A of the Local Government Act 1972 (as amended), would be disclosed and it is considered that, in all the circumstances, the public interest in excluding public access to the relevant part of the proceedings outweighs the interest in publication of the report.

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

**9. AMENDMENTS OF EXISTING GUARANTEE FOR WYPF
ADMISSION BODY**

The Director of Finance will submit **Not for Publication Document “BM”** which will set out the options for the amendment of an existing guarantee provided by the Council in respect of a West Yorkshire Pension Fund admission body.

Recommended –

That the recommendations contained in Not for Publication Document “BM” be agreed.

Overview and Scrutiny Committee: Corporate

(Euan Miller 01274 434517)

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Report of the Director of Finance to the meeting of the Executive to be held on 4th April 2023.

BJ

Subject:

Qtr 4 Finance Position Statement for 2022-23

Summary statement:

This report 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 February 2023. It states the Council's current balances and reserves and school balances.

Equality & Diversity:

Services delivered and commissioned through Council resources can play a significant part in addressing inequality, improving well-being and widening access to opportunities. Both the COVID pandemic and the current cost of living crisis have had a disproportionate impact on the District, amplifying existing inequalities and threatening to generate new ones. The Council's response has sought to mitigate the disproportionate impact on our most disadvantaged and vulnerable groups of people wherever possible, and resources continue to be deployed in support of that objective.

Portfolio:

Christopher Kinsella
Director of Finance

Leader of the Council and Corporate

Report Contact: Andrew Cross
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Overview & Scrutiny Area:
Corporate

Finance Position Statement for 2022-23

1.0 INTRODUCTION

This report is the fourth monitoring report presented to Members on the Council's 2022-23 financial position. It provides the forecast revenue and capital financial position of the Council at the 31st March 2023. The report covers:

- The forecast outturn of the Council's revenue budget in 2022-23
- The forecast financial impact of inflation in 2022-23
- A statement on the Council's reserves
- An update on the Council Tax and Business Rates collection funds
- An update on the Capital Investment Plan.
- The Council's Risk Register.

2.0. MAIN FINANCIAL MESSAGES

Forecast outturn of the revenue budget in 2022-23

	Gross Budget £ms	Net Budget £ms	Total Variance £ms
Health and Wellbeing	261.0	128.0	8.0
Children's Services	530.0	152.9	50.4
Department of Place	145.5	85.8	0.3
Corporate Resources	215.0	58.6	3.4
Chief Executive	5.4	5.0	-0.4
Non-Service Budgets	6.7	5.8	0.0
General Fund	20.3	-47.6	-29.7
Total Council	1,183.8	388.5	32.0

Forecast outturn of the revenue budget in 2022-23

- 2.1 Based on a projection at January 31st 2023, the Council is forecast to **overspend** the £388.5m net revenue budget by £32.0m by March 31st 2023. This is c£5.6m less than Qtr 3/ Period 9 as outlined in section 2. Although this represents an overall improvement, it should be noted that the improvement mainly results from £7.7m of financing changes.
- 2.2 A number of mitigating actions are planned to reduce the variance further by year end. These are outlined in section 3 and have not been included in the forecast currently as they are either unquantifiable or are not assured.
- 2.3 The main variance areas continue to be Children's Social Care due to high placement costs and high levels of Agency Staff that's resulting in a variance of c£50.5m, and, and unachieved savings in Adult Social Care as outlined in prior months.

- 2.4 Further, the unbudgeted impact of inflation is currently estimated at c£28m and this is resulting in significant forecast variances across all service departments as detailed in the Departmental Commentaries (sections 4-8).
- 2.5 The inflationary impacts are largely constituted of c£12.6m of additional forecast costs associated with the 2022-23 pay award. Overall, we estimate that the pay award will cost c£18.6m compared to the £6m budgeted. The other major inflationary costs relate to energy prices, where gas and electric prices were estimated to increase by 118% by our supplier.
- 2.6 The overall financial impact of energy cost inflation on the Council's estate and street lighting is currently forecast to be c£9m over budget. There are also further knock-on impacts on our supply chain which is resulting in additional inflationary pressures. The Council budgeted for 4%, but the Treasury's latest forecast of CPI using an average of independent forecasts is now estimated at c10% in 2022, with further increases in 2023.
- 2.7 A number of mitigating actions are being worked on to reduce the forecast variance and financial pressures as outlined in the report.
- 2.8 Any year end variance would have to be bridged using reserves which are reducing at an unsustainable rate.

Change since Qtr 3

- 2.9 The overall forecast variance has reduced by c£5.4m since Qtr 3 as outlined below.

Department	Variance at last report	Variance £000s	Change in Variance from last Exec Report £000s
Childrens Services	48,908	50,506	1,598
Health & Wellbeing	7,670	7,992	322
Corporate Resources	3,120	3,406	286
Dept of Place	120	317	197
Non Service	-9	-9	0
Chief Executive	-228	-374	-146
General Fund	-21,997	-29,691	-7,694
Total	37,584	32,147	-5,437

- 2.10 The main changes since Qtr 3 include;

- A £1.6m increase in the Children's Services forecast variance to £50.5m due to a further £0.8m increase on direct payments/home support costs

for Children with Disabilities, £0.3m increase in Section 17 support costs, £0.2m increase on legal/court cost, £0.2m increase in transport cost and a £0.6m increase in Social Work service costs (mainly Agency). There is also a £0.5m favourable movement on the Education and Learning Service forecast.

- A £0.4m increase in the Health and Well Being forecast variance to £8.0m, primarily related to increased long term support expenditure within Learning Disabilities.
- A £0.2m increase in the Department of Place forecast variance to £0.3m due mainly to the following:

Sports & Culture - a £0.4m reduction in the forecast variance to £0.5m. The above movement is mainly due to an improved position for Theatres, which is now forecast to show a £0.2m underspend. This is based on the continued improvement in performance levels with income targets exceeding expectations.

Neighbourhoods & Customer Services - a £0.3m increase in the forecast underspend to £0.7m. Funding received from Public Health in support of Safer Communities / Domestic Violence has given rise to the increased underspend.

Waste, Fleet & Transport – a £0.5m reduction in the forecast underspend to £0.3m. This results from a reduction in the gain share from dry mixed recycling and increased fuel costs.

Economy & Development – a £0.3m reduction in the forecast underspend to £1.6m following a review of the income expectations and expenditure in relation to the development framework for Shipley and Keighley.

- A £7.7m increase in the General Fund underspend to £29.7m due to
 - A £5m increase in the forecast underspend associated with the Capital financing budget as result of an approved MRP policy change.
 - A £1.1m increase in income following the Government's announcement of redistributions of the Business Rates related National Levy Account surplus.
 - £2m from alternative methods for financing capital expenditure.
 - The above have been partly offset by unbudgeted costs associated with the apprentice levy, and some minor corrections related to the pay award.

Material issues not currently factored into the forecast

The c£32m of forecast variance does not however include the following which could reduce the variance by year end.

- 3.1 Should Children's Social Care or Adult Social Care manage to attract additional Health related funding in this financial year as planned, this would be a benefit.
- 3.2 The Government have recently announced an extra £200m nationally for

Discharge to Assess (discharge from hospital to be assessed by Social Care), of which the Council would typically expect to receive c£2m. £0.6m is currently included in forecasts, however the funding restrictive and it is proving difficult to identify qualifying expenditure.

- 3.3 Given the £10m proposed saving for 2023-24 associated with the Vacancy factor/ Abatement factor is going to be challenging to deliver, Council services will need to hold existing vacancies for longer. This could result in an additional small saving this year.
- 3.4 Phase 2 of the reserves review has recently completed and is reflected in current forecasts. Given the scale of the forecast overspend a phase 3 is in progress, and further unplanned use of reserves will need to be used to balance the overall budget at year end.

These mitigations should reduce the forecast variance in future periods, however there are also a number of potential pressures that could have the opposite effect:

- 3.5 Despite being well in excess of benchmarks, Children looked after, and Purchased Placement numbers have increased further, and additional Agency staff have been taken on. Should the trend continue, this would result in a further increase in the Children's Social Care variance.
- 3.6 Increases in construction inflation, and interest rates will cause significant additional pressures to the capital financing budgets. The extent is being assessed and will be factored into future forecasts. The impact will mostly be felt next year and beyond, however.
- 3.7 High inflation, and the impacts on cost of living are likely to have negative impacts on demand for services and income levels.

Departmental Commentaries

Children's Services

- 4.1 Children's Services are forecast to have a variance of £50.5m against the net budget of £152.9m by year end. This is after allocating £15.0m of additional funding to the service in 2022-23 including £7.5m of one-off funding.

The forecast variance is mainly derived from Children's Social Care related services (Children's Social Care (£21.7m) and Safeguarding & Reviewing, and Commissioning & Provision (£44.5m). Education and Learning (£0.6m). The Employment and Skills Service has a forecasted underspend of £1.3m. £15m of additional budget for Social Care has not been allocated.

Children's Social Care

- 4.2 The £21.7m forecast variance is mainly due to the following;
- 4.3 A £12.5m variance on the Social Work budget due largely to higher workloads, and the continued use of agency staff due to a shortage of staff which to some extent reflects national challenges around recruitment.
- 4.4 The amounts incurred on Agency staff have increased significantly over recent years (£4.3m in 2018-19, £11.7m in 2019-20, £17.4m in 2020-21 and £20.1m in 2021-22) and are currently running at approximately £2.1m per month.

4.5 The movement in agency social workers is shown below: -

Month	Apr 20	Sep 20	Apr 21	Sep 21	Mar 22	July 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23
Number of Agency Social Workers	129	136	170	161	164	177	179	204	206	207	208	205	211

4.6 The table below demonstrates that although effort is being made to recruit new Social Workers, the numbers of leavers exceeded the numbers of new starters both last year and this to date. It is planned that as a result of a recruitment drive to appoint Assessed and Supported Year in Employment (ASYE) newly qualified Social Workers, and international Social Workers, this trend will be reversed, with the first tranche of new starters commencing work in February as outlined below.

Description	2021/22												2022/23
	Total	Apr-22	May-22	Jun-22	Jul-22	Aug 22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Total
Starter	43	2	6	4	3	4	13	3	0	0	3	17	55
Leaver	64	2	8	5	6	5	11	8	9	2	8	1	65
Net	(21)	0	(2)	(1)	(3)	(1)	2	(5)	(9)	(2)	(5)	16	(10)

4.7 The table below shows that although there had been some progress in increasing the numbers of permanent Social Workers up to Qtr 3 (Nov) of last year, the numbers have significantly reduced since. A number of new appointments have been made in February 2023 and this is planned to continue in the coming months.

	Apr 21	Jun 21	Sept 21	Nov 21	Apr 22	Jul 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23
No of Permanent Social Workers	293	301	303	301	283	280	281	276	267	265	260	276

4.8 Benchmarking data demonstrates that the percentage of Agency social work staff in Bradford has increased significantly over the past 4 years and is significantly higher than comparators.

Agency staff as % of Social Work Workforce	2014	2015	2016	2017	2018	2019	2020	2021	2022
Bradford	4	3	4	4	12	30	34	39	46
Yorkshire and Humber	8	6	9	8	8	10	11	13	16
National	15	16	16	16	15	16	15	16	18
Statistical Neighbours	17	15	17	16	15	16	16	18	19

West Yorkshire

Bradford	4	3	4	4	12	30	34	39	46
Calderdale	7	3	0	5	2	7	3	9	14
Kirklees	4	3	26	18	6	2	0	0	0
Leeds	8	4	4	1	1	1	0	0	3
Wakefield	19	-	9	6	29	32	22	14	14

- 4.9 In addition to demonstrating that agency use is particularly acute in Bradford, the table also demonstrates that agency use has reduced from high levels in other West Yorkshire Councils that have also previously been assessed as inadequate (Kirklees & Wakefield), suggesting that there is clear scope for Bradford to follow a similar trajectory over time.
- 4.10 The Children with Disability Service also has a forecast variance on the direct payment/home support budget by £1.9m.
- 4.11 There is also a £1.4m pressure on the service legal cost budget due to court/legal counsel costs. The Post 16 team has a pressure of £1.5m on support costs for care leavers.
- 4.12 The Section 17 preventative assistance budget has a forecast variance of £1.4m, and transport costs are also forecast to be £2.1m above budget (including £0.6m in relation to staff). The Interpreting budget has a £0.1m variance, and a further £0.8m variance on support cost for children.

Safeguarding and Review, Commissioning and Provision

- 4.13 Adverse budget variances are also occurring in other areas due to continued growth in the number of Children receiving support, with very large increases in typically costlier external Residential placements and external Foster Agency placements.
- 4.14 Residential placements cost on average close to £270k per year each, and the average cost of a placement has risen dramatically from c£3,600 per week in 2020-21 to c£4,800 in 2021-22, and c£5,100 now. A recent Competition and Markets Authority report has found the purchased placements market to be dysfunctional and subject to profiteering by suppliers.
- 4.15 Additionally, the numbers of children in placements have never been higher as outlined in the table below.

Type of Placement	17-18	18-19	19-20	20-21	21-22	22-23 Feb	Avg Cost per week 2020-21	Avg Cost per week 2021- 22
Placed with Parents	117	129	150	162	166	182		
Placed for Adoption	25	26	24	35	52	38		

Friends and Families	235	301	357	372	394	432	£250	£350
Foster Parents	371	354	368	393	375	385	£519	£530
Fostering Agencies	57	88	131	164	191	264	£839	£849
Residential Care (Internal)	51	45	51	45	38	26	£3,100	£3,300
Residential Care (External)	42	42	60	70	105	159	£3,600	£4,800
Other*	62	68	90	107	125	128	£1,600	£1,850
Sub Total (Number of Children Looked After)	960	1,053	1,231	1,349	1,446	1,614		
Residence Orders	46	40	37	33	30	29	£154	£166
Adoption Orders	247	239	237	226	214	203	£270	£330
Special Guardianship Orders	320	338	364	435	473	503	£155	£168
Sub Total (Chd in Permanent Arrangements)	613	617	638	694	717	735		
Total Children Receiving Support	1,573	1,670	1,869	2,043	2,163	2,349		

, * Includes Supported Living placements, Hospital Placements and Mother/Baby placements.

4.17 Benchmarking data shows that over recent years the numbers of Children Looked After supported by Children's Social Care increased from a relatively low number per 10,000 to a relatively high number in comparison to other Councils, and growth in numbers has been significantly higher than other comparators.

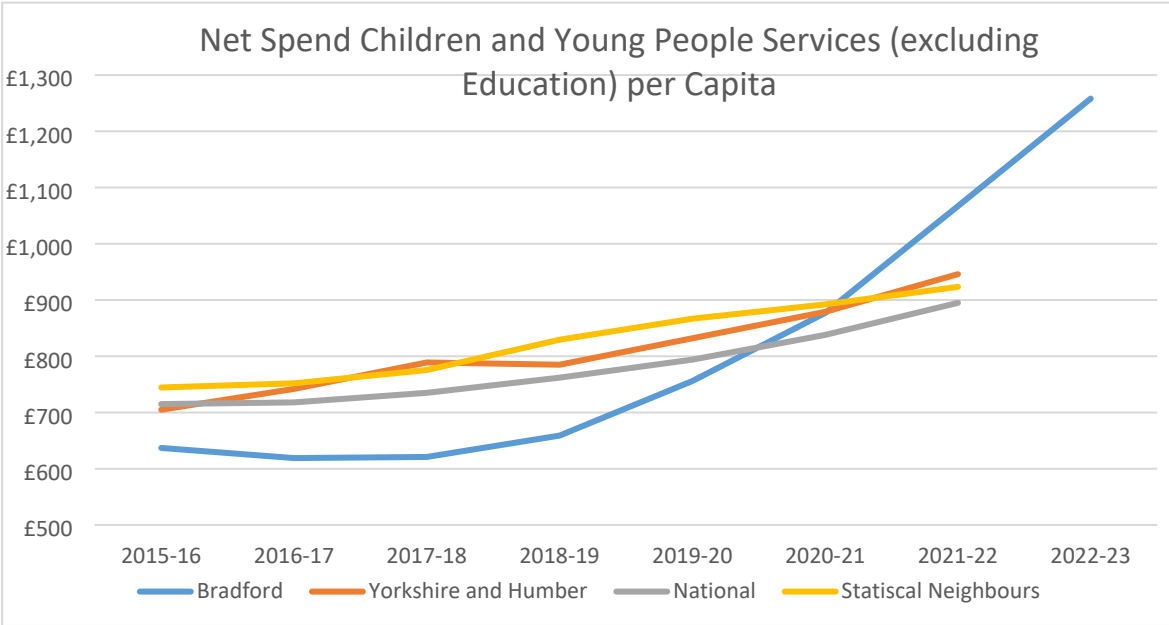
	2016	2017	2018	2019	2020	2021	2022	% Growth	Feb 2023
Bradford	61	66	70	82	87	94	103	69%	114
Yorks and Humber Avg	63	67	71	74	77	78	81	29%	
Statistical Neighbour Avg	84	87	84	87	88	90	89	6%	
National Avg	60	62	64	65	67	67	70	17%	

4.18 Bradford is also spending very disproportionate amounts on high-cost placements like Residential Care in comparison to alike Councils as outlined in the table below. The table also demonstrates very significant growth in costs in 2022-23.

Local Authorities – Spend per head of Child Population on Residential Care	16-17	17-18	18-19	19-20	20-21	21-22	% Increase 15-16 to 21-22	22-23
Bradford	£111	£105	£114	£145	£181	£236	120.6%	£380
Yorkshire and Humber	£100	£112	£120	£126	£139	£163	69.8%	
National	£96	£111	£117	£126	£142	£159	78.7%	
Statistical Neighbours	£108	£120	£134	£158	£157	£163	59.8%	

4.19 Indicatively, when applied to the c142,000 child population, Bradford is currently spending c£30m more than Statistical Neighbours pro rata to size on Residential Care provision.

4.20 As a result of high Agency staff costs, and the growth in Child Looked After placements (particularly Residential Care placements), net spend on Children and Young People per capita, has grown significantly in recent years, and is now very likely to be significantly higher than comparators.



Local Authorities	16-17	17-18	18-19	19-20	20-21	21-22	% Growth 16-17 to 21-22	F/cast 22-23
Bradford	£619	£621	£659	£756	£877	£1,067	72.4%	£1,258
Yorkshire and Humber	£742	£753	£785	£832	£875	£946	27.5%	
National	£718	£735	£762	£794	£834	£895	24.7%	
Statistical Neighbours	£752	£776	£829	£867	£887	£928	24.6%	

4.21 Indicatively, if Bradford’s current net spend on Children and Young people per capita were at the same level as Statistical Neighbours in 2021-22, the Council would have spent c£20m less per year. Given the rapid growth in spend in Bradford in 2022-23, this excess spend in comparison to benchmarks is now likely to be significantly greater.

4.22 This also demonstrates that the current scale of spend in Bradford is not inevitable, and could be reduced again in time.

4.23 As a result of the growth outlined above, the Service is forecast have a year-end variance of £44.5m.

4.24 This includes a £38.2m variance on the external purchased placement (Residential, Fostering and Post 16 & 18).

- 4.25 There is also a £0.8m variance on the Fostering Service due to the cost of placements and recent changes on fees for Kinship carers.
- 4.26 Internal residential/respite homes are currently forecasting a variance of £4.6m due to the use of agency staff, premises related costs and care cost.
- 4.27 Child Protection Services has a £0.9m variance due to the use of agency staff across the service.

Education and Learning

- 4.28 The Education and Learning Service is reporting a £0.6m variance on a £26.6m net budget. The main pressure is on the Travel Assistance Service which is forecast to spend £2.4m above budget due to increased costs in service provision. The current variance is offset by £1.8m underspend across the service from non-staffing budgets and through income generation.

Skills for Work and 14-19 Service

- 4.29 The Skills for Work/14-19 Service are forecast to underspend the £5.4m budget by £1.3m. This results from a £0.2m staffing underspend, £0.9m non recurrent additional income and £0.2m underspend on Covid recovery funding.

Mitigating Actions to reduce the overspend

- 4.30 There has been a considerable level of investment into Children Services over past few years. The 2020-21 budget included £13.625m of additional investment to address budget pressure and demographic growth. A further £2m was made available to make permanent support to the social work structure previously funded from the “one off” Children Investment Fund in 2019-20. The Council also allocated £2m per annum for two-years to support Prevention and Early Help work starting in 2020-21. Children’s Social Care also overspent by £6.4m in 2020-21, with mitigating funding having to come from other parts of the Council. There was also a further £7.125m of recurring budgeted investment in 2021-22, coupled with a £15.5m overspend with mitigating funding deriving from other parts of the Council, and c£15.8m of Covid related funding; a further £7.5m of recurring budget has been provided for 2022-23, and the creation of a £10m one off Social Care reserve of which £7.5m has been allocated to Children Services in 2022-23. The 2022-23 of £50.5m forecast overspend will also have to be mitigated by underspends and unplanned reserve use, and the recently approved budget for 2023-24, allocated a further £57m.
- 4.31 A number of positive actions have already been completed which will start to impact positively upon service provision and the financial position; these include:
- A Foster Carers report was approved at June Executive. This report sets out how we will ensure that the payments to Foster Carers is comparable with other local areas. The report recognises the importance of kinship carers and the option of Special Guardianship Orders, and ensures that appropriate payments are to be made to them. This enables an increased number of options that will be considered when placements are being determined for children in care.

- An Early Help business case has been approved which will be funded through anticipated payments by results. This will help to mitigate against children requiring statutory social care services which helps to manage demand across the service. Fewer open cases in social care ensures that the right child receives the right support at the right time.
- A business case to invest in PAUSE has been approved as invest to save. PAUSE project sets out to work with families where previous children have been removed and brought into care. The PAUSE project supports families to consider different options and to potentially make considered and different choices and decisions about pregnancy as well as about changing behaviours to support improved parenting capacity.
- 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 so that they are in one service area and under a single Head of Service. A Service Manager will oversee the Children in Care Teams alongside a Service Manager for Leaving Care. This will provide a consistent approach and smooth transition for C&YP in our care. In addition, the removal of the Children in Care Teams from the locality areas will provide increased capacity for service managers across the locality areas to manage the work flow more effectively.
- An invest to save business case to invest in Court Consultants was approved. The Court Consultants will enable the continuation of a robust oversight and consistency of reports being taken to court as part of proceedings. In addition, the Court Consultants will have a dedicated piece of work to support the review and potential requests, where appropriate, for the discharging of care orders for C&YP who are placed with parents. This will support the safe reduction of the number of children in care, which in turn will increase capacity across the service.

4.32 The service will pursue the following actions to reduce the forecast variance in 2022-23;

- 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.

4.33 Significant work is also being undertaken to set up the new Children's Company for 2023-24 including the establishment of the contract price.

4.34 The financial impact of the mitigating actions outlined above are however either not currently estimable, or there is no current evidence to show reductions in spend/additional income and are consequently not included in forecasts.

Health and Wellbeing

5.1 The Department of Health and Well-Being has a forecast variance of £8m relative to the £128m net expenditure budget, this is after allocating £4.4m of

non-recurrent funding, including £2.5m from the Social Care reserve. This is a £0.4m increase from Qtr 3, primarily related to increased long term support expenditure within Learning Disabilities (LD).

- 5.2 The forecast variance is mainly derived from previous unachieved LD demand management savings and pressure within Operational Services on long term home care costs.
- 5.3 In 2022-23 the department has additional LD demand management savings of £5.5m to achieve. In recognition that the savings are behind schedule, an additional £3m budget has been provided to alleviate some of the pressure. It is forecast that the net £2.5m will be unachieved this year. The recently approved 2023-24 budget provided £5m to take account of undeliverable Learning Disability demand management savings.

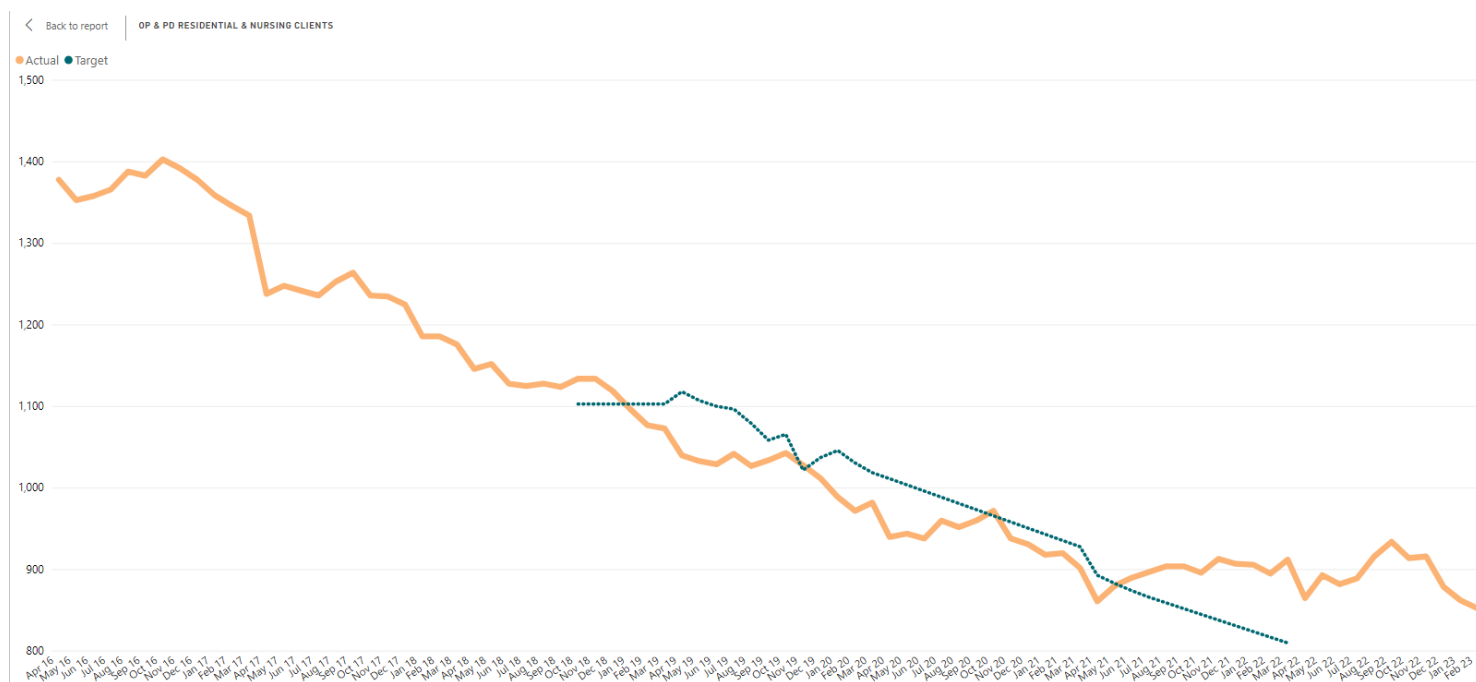
Operational Services

- 5.4 Operational Services are forecast to underspend the £62.5m net expenditure budget by £0.6m. This forecast position includes £5.9m of Discharge funding, which is helping to offset previously reported pressures on short term support and home care. In September the Government announced a £500m Adult Social Care (ASC) fund for Integrated Care Boards (ICB) and Local Authorities. The fund's aim is to enable more people to be discharged to an appropriate setting with adequate and timely social care support as required. This funding has been allocated to Adult Social Care to primarily support investment in reablement services and additional spend on home care services which are the key adult social care services supporting timely discharge from hospital. A further amount of £200m national discharge fund was announced in January 23 to support step down care beds of which the Council is forecasting to utilise £0.6m.
- 5.5 An early care fee uplift of 2%, covering the period 1st January to 31st March 2023, has been given to all Adult Social Care providers contracted by Bradford Council. This uplift is to support providers with rising utility costs, inflationary pressures and enable an early uplift to staff pay in order to help retain staff over this critical period. This early uplift has been funded by the ICB (£0.7m).
- 5.6 The new ASC Discharge fund has mitigated a £1.7m projected overspend on short term enablement, this is across externally procured enablement hours and care delivered by the in-house Enablement service. The service has continued with the model of discharge to assess and has seen an increase in the number of externally delivered hours and increased activity within the in-house Enablement Service.
- 5.7 The total recurrent pressure within Older People and Physical Disabilities long term support budgets is £5.8m, of which £4.1m has been mitigated by the ASC Discharge funding. As previously reported, Older People and Physical Disabilities long term support budgets have seen significant additional and unbudgeted expenditure as a result of the service supporting increased discharges from hospital. As a result, hospital bed blocking in Bradford is much lower than many parts of the country.
- 5.8 The table below demonstrates the year on year increase in home care hours.

	28.02.21	28.02.22	28.02.23
OP & PD Monthly Long Term Home Care Hours	108,758	109,614	114,989
OP & PD Monthly Short Term Enablement Hours*	3,284	8,860	10,095
Total	112,042	118,474	125,084

5.9 To mitigate the remaining £1.7m pressure on OP & PD budgets the service also has underspends with Mental Health long term support of £0.4m, £1.2m forecast underspend on staffing costs and non-recurrent income of £0.5m.

5.10 Although, Home Care hours, and other types of Community care have been increasing over recent years, when combined with the transformative effects of investment into short term, and preventative care, this has resulted in very significant reductions in the use of costly Residential and Nursing care from 1,403 in 2016 to 852 in February 2023 as can be seen in the chart below.



5.11 These reductions are in line with the Home First strategy, and Adult Social Care now benchmarks very well in this regard. It should however also be noted that the reductions have reached a plateau in recent months, suggesting that there is reduced scope for even further reductions.

Mitigation Actions to reduce the overspend

5.12 Operational Services will continue to pursue to the following actions to reduce expenditure on long term support;

- The long term home support forecast is based on current levels of activity and the service is optimistic that this can be reduced through increasing the number of annual reviews, continued positive outcomes from Enablement discharges, embedding strength based approaches across all teams and increasing the occupancy at the Fletcher Court Extra Care scheme.

Learning Disabilities

- 5.13 Learning Disability services are forecast to overspend the £51.4m net expenditure budget by £7.8m, this is after £2.5m of non-recurrent funding from the Social Care reserve has been applied.
- 5.14 As reported last financial year, Learning Disabilities has a recurrent pressure of c£10.3m, primarily as result of unachieved demand management savings in both 2020/21 (£3.2m) and 2021/22 (£4.3m) and continued increases in community care activity. This is particularly in relation to increased Direct Payments and Supported Living forecasts as people are Transitioning from Children's Services with complex needs and high cost packages.
- 5.15 The tables below show the proportion of people in Residential and Nursing care is reducing in line with the departmental strategy of supporting people in community settings. Although the number of people in Residential care had reduced over the past two financial years, where client numbers have reduced in residential block contracts, this currently does not result in a cash releasing saving. However, work has now commenced on transforming the remaining blocks contracts, which should have a positive impact on reducing expenditure in 2023/24.

Client Numbers	28.02.21	28.02.22	28.02.23
LD Residential Care - Purchased	137	129	135
LD Nursing Care – Purchased	21	17	16
Total Residential & Nursing	158	146	151

Community Care Client Numbers	28.02.21	28.02.22	28.02.23
LD Supported Living	442	465	484
LD Home Care	320	299	284
LD Direct Payments	488	510	533
Total	1,250	1,274	1,301

Mitigations to reduce to overspend

- 5.16 The Qtr 4 forecast is based on current levels of activity and current contracting arrangement on a number of block contacts. The following actions are on-going and should reduce the budget pressures for LD in the new financial year.
- New Choices (a newly established Special Purpose Vehicle) has been set-up to transition LD day care services to a more personalised service. A £0.2m saving has been included in the forecast and it is anticipated that there will be further reductions as a result of the baselining work that has taken place and moving service users to the framework rate.
 - Work has commenced on the transformation of the remainder of the departments block contacts (residential and nursing and respite

services) which has begun to realise savings and work will continue into 2023-24.

- 5.17 In recognition of the high value of the Learning Disabilities unachieved savings, £5m has been added back to the budget through the 2023-24 budget process.
- 5.18 The net additional 2022-23 demand management saving of £2.5m (£5.5m, offset by £3m investment budget) and a further £1.5m Demand Management saving from 2021-22 hasn't been allocated to specific budgets and although forecast to be unachieved, it has been partly mitigated by one off funding (£1.4m), unallocated demographic growth (£0.6m) and £0.2m of reserves. This is creating a further £1.8m budget pressure for the department. However, this pressure is offset by a £0.7m underspend within Commissioning and Integration, the majority of which is related to vacancy control and a further £0.2m underspend with Environmental Health.

Department of Place

- 6.1 Department of Place is forecast to overspend the £85.7m net expenditure budget (£145.4m Gross) by £0.3m. This includes inflationary pressures of £4.5m from Planning, Transportation & Highways (£3.5m – Energy Costs) and Waste, Fleet & Transport (£1.0m – waste disposal & fuel costs). This has been mitigated through the £2m use of one-off use of reserves in Economy & Development Services. £1.5m of clean air zone funding has been utilised along with a one-off rates rebate benefit of £0.6m within Museums. Sport & Culture are reporting a service pressure of £0.9m due to undelivered savings which have been offset by a reduction in costs relating to waste tonnage and vacancy management within Neighbourhood and Customer services.

Neighbourhood and Customer Services

- 6.2 The service is forecast to underspend the £19.2m net expenditure budget by £0.7m. £0.6m of the pressure comes from within Park Depots. This is due to a number of factors including the service being unable to absorb the enduring rental income targets from disposed assets, reduced capacity to generate external income and savings targets not been achieved relating to transfer of playing fields, and of assets to trusts and Town/Parish. Street Cleansing is forecast to overspend by £0.2m, largely on employee and fleet costs. These have been offset by a £0.5m over achievement of income within Uniformed Services, savings in Customer Services of £0.4m, and Neighbourhood Service £0.1m. Funding of £0.4m has been received from Public Health in support of Safer Communities / Domestic Violence.

Economy & Development Services

- 6.3 The service is forecast to underspend the £9.5m net expenditure budget (£17.1m Gross) by £1.6m. This includes a £2.0m drawdown against reserves

in support of the Service's current position. Economic Development is forecast to underspend the £3.4m net expenditure budget (£4.0m Gross) by £0.5m, due to the drawing down of reserves where necessary to deliver programmes of work.

- 6.4 Housing Services are currently showing an overspend of c£0.6m which is mainly due to existing pressures within Housing Development. This results from there being no current capital programme activity to recharge the salary budget to, and further pressures of £0.3m from premises costs and income losses.
- 6.5 Client Services are forecast to underspend by £0.2m due to vacant posts. The service is finding it hard to retain School crossings patrol staff, which is an on ongoing challenge.
- 6.6 Markets are forecasting an underachievement within their £0.8m net income budget (£1.6m Gross) of c£0.5m. This is after the drawdown of the remaining £70k held in reserves.

Planning, Transportation & Highways

- 6.7 The Service is forecast to overspend the £17.3m net expenditure budget (£25.0m Gross) by £3.9m. This is due to a significant increase in energy costs of £3.4m for Street Lighting, within Transportation & Highways. As energy has been pre purchased for 2022-23 any further increases are not expected until next financial year.
- 6.8 Development Services are forecast to overspend the £0.8m net expenditure budget (£4.8m gross) by £0.4m. This is due to a forecasted reduction of Planning Fees of £0.5m as a result of the low numbers of major applications (In comparison the Service had received £0.3m more fees at this time last year), lack of housing sites and the current economic situation.
- 6.9 The pressure on Street Lighting energy has reduced by £0.4m as the Smart Street Lighting inventories are updated and revised invoices/credit notes are processed
- 6.10 Planning & Transport Strategy is forecast to return a balanced budget.
- 6.11 The Winter Maintenance period has commenced and the operation is currently forecasting an overspend of £385k. This is due to the cold weather snap in January and the increasing cost in hire, insurance and other associated charges of winter vehicles to provide a resilient service. Any further instances of inclement weather will result in the adverse position increasing as further costs will be incurred for the use of salt and staff payments.
- 6.12 Recruitment is taking place to tackle vacant posts which support the capital programme and capital recharges.
- 6.13 The service is seeing increases in tender costs on capital schemes which are being mitigated through a range of strategies including removing schemes from the services' capital programme, reducing the scope of schemes, using Value Engineering to address increased material, labour

and plant costs as well as exploring fundamental changes to funding arrangements with the West Yorkshire Combined Authority.

Sport & Culture

- 6.14 The Service is forecast to overspend the net £5.9m net expenditure budget (£25.8m Gross) by £0.5m.
- 6.15 The main pressures the Service is facing are within Museums which is breakeven with an inherent £0.7m pressure, Libraries £0.5m, Sports Facilities £0.3m, partly offset by a £0.2m underspend in Theatres.
- 6.16 Museums are forecasting a near breakeven position; however, this is inclusive of an inherent pressure due to deferred savings from 2020-21 not being achieved. This is currently being offset by a one-off benefit of the back dated Business Rates review for Cartwright Hall, Bolling Hall, Cliffe Castle and the Industrial Museum covering the period between 2017/18 & 2021-22, totalling £0.6m. This one-off benefit is masking the structural pressures that the service is still facing in 2022-23, with the anticipated savings not being realised until 2023-24 and beyond. The Valuation Office Agency lodged an appeal against this review which should be known shortly. The rebate received saw a rates reduction to £159k in 2021-22. This has formed the basis of the forecast rateable value for 2022-23, until the appeal decision is reached.
- 6.17 The deferred budget saving included measures to reduce costs through service efficiencies and integration and remodelling of operational delivery, which will need to be reviewed as part of the medium-term recovery plan for Museums.
- 6.18 Libraries are forecasting an overspend of £0.5m the majority of this being due to deferred savings, from 2020/21, being released back into the 2022/23 budget. An investment model, which would cover this shortfall, is being drafted as part of the medium term recovery plan for the service, which will be reported to CMT linked to the Council's Localities approach to working in communities. In addition to the above £0.1m of Public Health monies has been released by Health & Wellbeing in support of the work that libraries are undertaking.
- 6.19 Theatres are forecasting an underspend of £0.2m, against their net budget of £0.4m and have continued to show cost efficiencies in all areas including staffing. The increase in income has been driven through additional funds from booking fees.
- 6.20 Sports Facilities are showing a forecast overspend of £235k in 2022-23. The following capital spend (that has been posted to Revenue) has been included in the forecast to highlight the pressure that the spend is creating. As there is currently no budget in capital to support this spend, they will need to be funded through revenue:
1. Maintenance work at Bowling Pool (see below) - £53k;
 2. Fitness equipment purchased for Keighley Gym – £63k; &
 3. Fitness equipment purchased for Manningham - £20k.

- 6.21 In addition to the above there is unbudgeted revenue maintenance (£83k) and unbudgeted but planned savings of £80k (7R1) to rationalise spending and increase income. The forecast will be amended when these savings have been mitigated by the service.
- 6.22 All buildings have now reopened and are available to the public, the customer base is growing with a strong financial recovery since returning from Covid-19 and is on the road to full recovery. However, due to operational challenges and inflation the cost of running the service has increased and historical evidence suggests that there will be a reduction in user numbers when the cost of living crisis starts to bite through the winter months, with a reasonable estimate in income downturn to be in the region of 25% for 2023/24, but at present the income is holding steady.
- 6.23 Wyke Community Village - There are issues around the ongoing management and maintenance. Work has been undertaken to identify a suitable delivery partner to take on the running of the facility the day after practicable completion. Unfortunately, and beyond the control of the service, it was necessary to re tender for an alternative operator, which has resulted in a delay of between 6 to 12 months. The service has taken over the management of the site.
- 6.24 Manningham Sports Centre will be closed from 10th February to Mid-May 2023, due to the facility requiring a complete re-wire. Staff currently working at the facility will be relocated to other departments and there will be a loss of income, due to the closure, of around £25k.

Clean Air Plan

- 6.25 The service is expected to present a balanced position at year end as all service costs will be met by monies held in reserves – ‘Roadside Nitrogen Dioxide Exceedances Grant Reserve’. The balance into 2023/24 for his reserve is expected to be c£1.2m.
- 6.26 c£4m of revenues are expected in 2022-23, and of this £1.5m of CAZ income has been earmarked to be utilised and is included in the forecast.
- 6.27 In December, the postal strike has had an impact upon PCNs being received by registered keepers within the time frame for payment. This has resulted in a significant number of delayed payments, and also a need to allow individuals longer to pay as many have received the PCN paperwork after the discount period had concluded. This has impacted the PCN revenue slightly, though signs have recovery are already showing.
- 6.28 Although this year the service costs will be met from government grant monies held in reserve, the Clean Air Zone operation is self-funding, and as such revenue will need to be set aside to cover the cost of the operation for the life of the Clean Air Zone, alongside decommissioning costs. The aim of the zone is to reduce Nitrogen dioxide levels within the district, and as this goal is achieved over time, the level of revenue generated also reduces as fewer non-compliant vehicles enter the zone, hence the need to ring fence this revenue at the earliest opportunity.

- 6.29 The current reserve balance, following draw down earlier this year is £1.228m. It is expected that further draw down will be required at year end, and the carry forward balance to next financial year will be c£1.1m. This will not be sufficient to cover the service cost next year, and will need to be supplemented by CAZ revenue.
- 6.30 Any net revenues received by the Council from the Clean Air Zone, must legally be redistributed in accordance with the Charging Scheme Order upon which the charges are levied. Until such allocations are made, all unallocated CAZ revenue will be transferred into a separate ring-fenced reserve at year end.

Waste, Fleet & Transport

- 6.31 The Waste, Fleet & Transport service is forecast to underspend the £30.2m net budget (£46.3m gross) by £0.3m due to a £0.3m underspend in Fleet & Transport Services

Waste Services

- 6.32 The forecast breakeven position within Waste Services is due to:
- £0.9m has been identified as being linked to above budgeted inflation increases. This is comprised of £0.6m for disposal costs and £0.3m associated with higher fuel costs.
 - £0.7m underspend on waste disposal staffing due to a reduction in staffing costs at the MRF, a reduction in casual employees & overtime and agency staff.
 - £0.5m underspend on disposal costs, composed of payments to the main waste contractor and payments to third party operators for collection and processing of dry, mixed recycling (DMR) waste.
 - £0.9m overspend in waste collection & recycling is mainly due to employee costs, including casual costs.
 - The waste tonnage levels during 2022-23 indicate that we have recovered from the effects from Covid and we have started to get back to similar tonnage levels to 2019. If the trend continues we should be around the 2019-20 waste tonnage by the end of 2022-23. The service is also seeing a reduction in visits to the household waste recycling centres.
 - £0.3m underspend in trade waste is due to lower than budgeted disposal costs, based on an estimated annual tonnage figure of c15,000.
 - £0.3m overachievement in Garden Waste subscriber income is forecast on the assumption that figures will be the same as for 2021-22.

Fleet & Transport Services

- 6.33 The £0.3m forecast underspend within Fleet & Transport Services is due to:
- 6.34 The underspend in Hackney Carriage & Private Hire reflects the anticipated year-end position, whereby reserves will be adjusted to produce a balanced position, which also covers year-end, departmental recharges, which are not shown as part of controllable expenditure. Revised charge-out rates for vehicle maintenance have now been confirmed and processed by Fleet Services. Further work is required to ascertain the extent of under-recovery council-wide, with forecasts being reviewed and subject to change.

Corporate Resources

- 7.1 Corporate Resources are forecast to overspend the £58.6m net budget by £3.4m, slightly up from £3.1m at Qtr 3, but down from £4.5m at Qtr 2. The majority of the overspend relates to extraordinary inflationary impacts, primarily relating to utilities costs for Council buildings.
- 7.2 Based on unit price forecasts, allowing for the estimated impact of the price freeze from 01/10 and most recent usage data, the forecast remains for energy costs to be above budget by £3.7m, this is £650k down on the £4.35m forecast as at Qtr 2. Part of this reduction is due to drawing down the remaining £385k from the energy reserve, with the remaining £265k being due to reduced volumes and is based on forecast usage after allowing for the estimated impact of the price cap.
- 7.3 However, it should be noted that this is still a best estimate and the exact situation in respect of supplier credits for the price freeze is still unknown. The eventual cost in 22-23 will depend on a number of factors, including the relative increase in standing charges compared to unit rates, the purchase prices to be paid by YPO for later tranches, taking account of the recent freeze, and usage levels, especially over the winter period. It has been estimated that, based on forecasts prices from April 23 after the current price cap is replaced with a discount scheme, the forecasts costs for 23-24 for gas & electric use in buildings will be £7.5m higher than the original 22-23 budget levels.
- 7.4 Additionally, food price inflation is adversely affecting the catering service and, whilst plans (changing menus etc) are in place to mitigate this, it is unlikely that this can be fully counteracted. Overall, the net extra inflationary impact on food costs is forecast to be £0.37m. This being subsequent to a further review after recent contract price increases from September 22.
- 7.5 Excluding extraordinary inflationary impacts and movement from reserves, the Department would otherwise have a forecast underspend of £1m. Underspends are forecast for Rev's & Ben's (£0.4m), Human Resources (£0.3m) and Finance & Procurement (£0.2m), primarily due to vacancies. These more than offset forecast overspends in Estates (£0.2m) & City Centre Catering (£0.16m). ICT forecast is for a roughly balanced position assuming pressures (increased staffing levels, data & licensing costs) are managed down via a combination of offsetting savings, a planned reduction in agency and further funding for Children's work. R&B forecast assumes any shortfall

in costs recovery income can be mitigated partly via use of identified reserves.

- 7.6 These forecasts also include the net impacts of pre-existing and ongoing pressures, including on trading with schools such as PACT HR (£0.1m), ICT (£0.4m) and rental income within Estates (£0.25m). ISG is now forecast to underspend in 2022-23, after provision of the pay award budget, as income levels have increased in line with rising costs.
- 7.7 This overall forecast overspend is also after allowing for the use of £2.7m of reserves set aside at the end of 2021-22 to cover known short term ongoing Covid related impacts. £2.3m of this relates to Council wide PPE (Personal Protective Equipment) stocks, £0.2m for ICT and £0.2m combined across other council services.

General Fund

8.1 The General Fund which provides budgets for the West Yorkshire Combined Authority, Capital Financing, and contingencies amongst others is forecast to underspend by £29.7m. The forecast underspend results from the following

8.2 A c£12.6m forecast overspend on Pay award (now forecast at c£18.6m 6.8% vs c£6m 2% budgeted),

offset by

£22.6m draw down of unbudgeted reserves following Phase 1 and 2 of the reserves review.

£2m from planning to use additional capitalisation/ capital flexibilities.

£3m in year saving from funding some Directly revenue financed capital expenditure from borrowing instead.

£3.3m Corporate Contingency,

£1.6m from reducing Bad Debt provisions following a review.

£2m from MRP saving on PFI costs.

£5m from a change in MRP methodology applied to 2022-23.

£0.3m rebate in relation to Leeds City Region business rates pool.

£0.7m from prepaying Pension contributions in 2022-23.

£1.1m from the National Levy Account Surplus

£0.4m dividend from the Leeds City Region Revolving Investment Fund.

8.3 Other mitigating actions are being explored as outlined in section 3.

Reserves

9.1 At 28 February 2023, reserves stand at £174.5m (Council £128.0m and Schools £46.5m).

Closing Balance 2020-21 £m	Closing Balance 2021-22 £m	Opening Balance 2022-23 £m	Net Movement	Balance as at 28 th February 2023 £m

Council reserves	256.5	228.2	228.2	-100.2	128.0
Schools Delegated budget	42.9	46.6	46.6	-0.1	46.5
Total	299.4	274.8	274.8	-100.3	174.5

9.2 The Council has £19.5m of General Fund reserves.

9.3 Overall, reserve levels have reduced significantly in 2022-23. £100.3m of reserves have already been drawn down in 2022-23 as outlined in Appendix 2.

9.4 Other reserves will also get drawn down at year end to pay for earmarked commitments, and any year end overspend (currently forecast at £32m) in 2022-23 will also have to be funded from reserves. The 2022-23 year end reserves are currently forecast to be sufficient to cover the needs of the 2023-24 budget only, and reserves are reducing at an unsustainable rate.

School Balances

10.1 The table below shows the School Reserves (including Schools Contingencies) position as at 31st of March 2023. The forecast is based on information submitted by schools at the end of quarter 3 of 2022-23.

	Balance 1 st April 2022		Balance 31 st March 2023		Movement	
	Nos	£000	Nos	£000	Nos	£000
Nursery	7	1,347	7	1,043	0	304
Primary	67	8,960	61	5,716	6	3,244
Secondary	6	(2,400)	4	2,687	2	(5,087)
Special	3	2,822	2	883	1	1,939
Pupil Referral Units (PRU)	1	386	1	520	0	(134)
Subtotal	84	11,115	75	10,849	9	266
School Contingency		33,825		35,665	0	(1,840)
Other Activities/Closed Schools		615		615	0	0
Total	84	45,555	75	47,129	9	(1,574)

- There are eight schools (two maintained nursery school and six primary schools) that are currently forecasting deficit revenue balances at 31 March 2023, with a combined deficit value of £0.354m.
- Nine schools have converted to academy status in 2022-23.

Capital Expenditure

11.1 The Council continues to seek to deliver a large capital programme across the District, which will provide improved facilities and infrastructure to support the delivery of the Council Plan.

11.2 The profiled resource position for 2022-23 for the Capital Investment Plan stands at £192.8m. To the end of February there has been total spend of £124.4m. A summary by service is shown below with a detailed monitor in

Appendix 3.

Directorate	Q3 Budget	Changes	Re profiled Budget 22-23	Spend 28 Feb 2023	Budget 23-24	Budget 24-25	Budget 25-26 onwards	Total
	£m	£m	£m	£m	£m	£m	£m	£m
Health and Wellbeing	3.3	0.2	3.5	1.4	2.5	3.3	4.9	14.2
Children's Services	13.6	-0.3	13.3	9.1	13.5	5.3	1.3	33.4
Place - Economy & Development Services	51.3	0	51.3	22.6	46.6	27.3	10.3	135.5
Place - Planning, Transport & Highways	57.5	0.2	57.7	31.7	72.0	37.8	119.7	287.2
Place – Other	18.9	1.9	20.8	22.6	29.0	23.1	14.7	87.6
Corp Service – Estates & Property Services	44.2	-0.1	44.1	37.0	13.8	10.4	4.9	73.2
TOTAL - Services	188.8	1.9	190.7	124.4	177.4	107.2	155.8	631.1
Reserve Schemes & Contingencies	2.6	-0.5	2.1	0	59.0	106.9	68.8	236.8
TOTAL	191.4	1.4	192.8	124.4	236.4	214.1	224.6	867.9

11.3 Overall there has been a decrease in the total budget of £17.8m to £867.9m. The main changes relate to:

- £50.965m addition for new schemes in the 2023-24 programme have been included.
- £71.4m budget for schemes have been removed / reduced as a result of the 2023-24 Budget.
- New grant funding in Sport & Culture of £1.7m for Bradford Park Avenue from the English Cricket Board.

11.4 Other changes since Qtr 3 are:

- Change in the funding of the City Centre Regeneration scheme (CS0520). It is proposed that the £2m third party compensation will be used to support revenue budgets rather than fund the in-year capital spend.
- The funding for Leeds City Region Revolving Investment Fund (RIF) (CS0265), Parks Development scheme (CS0501), and Schools 20mph Speed Limit (CS0553) is proposed to be amended from revenue contributions to corporate borrowing.

Both these changes will mean increased capital financing costs in 2023-24 due to additional Minimum Revenue Provision (MRP) charges.

11.5 Profiling the capital spend between financial years is a key challenge to ensure that the Council borrows at the most cost-effective time. In this quarter 2023-24 Budgets have been re-profiled into future years and Service managers are in the process of reviewing the profiled spend on their capital schemes but further work is required to ensure accurate profiling of the capital spend over the next four years.

11.6 It should also be noted that there remains some uncertainty linked to the impact of inflation on capital costs. Generally, inflationary forces are resulting in increased pressures on current projects and there could be higher costs compared to approved budgets. As part of the work on reviewing budget profiles this will also be considered.

Capital Programme 2022-23 Update

- 12.1 The latest forecast for expenditure for 2022-23 is £162.5m, compared to a revised budget of £192.8m. Spend to the end of February 2023 is £124.4m. A summary by service is shown below with a detailed monitor in Appendix 2.

Budget, forecast and spend to date as at 28th February for 2022-23

	Revised Budget 2022-23 £m	Annual Spend Forecast £m	Variance £m	Spend 28 February 2023 £m	Spend to date as a % of forecast %
Health and Wellbeing	3.5	2.2	1.3	1.4	63.6
Children's Services	13.3	10.2	3.1	9.1	89.2
Place - Economy & Development	51.3	32.6	18.7	22.6	69.3
Place - Planning, Transportation & Highways	57.7	59.6	-1.9	41.9	70.3
Place – Other	20.8	18.1	2.7	12.4	68.5
Corporate Resources – Estates & Property	44.1	39.4	4.7	37.0	93.9
Reserve Schemes & Contingencies	2.1	0.4	1.7	0	0
TOTAL - All Services	192.8	162.5	30.3	124.4	76.6

- 12.2 There is a forecast capital programme variance of £30.3m between the budget and the latest expenditure forecast. In Planning, Transportation & Highways forecast spend is higher than budget due to the bringing forward of spend on Street Lighting Replacement. Budget from future years will be used to fund this.
- 12.3 Overall spend is significantly higher than at this time in the previous two years but they were impacted by delays due to Covid. Scheme phasing will continue to be monitored to ensure that it is accurate and realistic.

New Capital Schemes

- 12.4 The Project Appraisal Group (PAG) has considered the following capital bids and recommends their approval by Executive for inclusion in the Capital Investment Plan (CIP).
- **Moorlands Restoration Project** £0.4m for moorland restoration work which would contribute to carbon capture and mitigate flooding from ordinary watercourse catchments on our moorland sites. The works would be funded from £0.2m corporate borrowing already included in reserve schemes in the Capital Plan and £0.2m third party contributions and grants.

Capital Resources

- 12.5 Capital receipts from the sale of fixed assets are £4m to date and the Council has met the target of £3m in capital receipts for the year. The Council has received an additional £25.0m in capital grants and contributions so far this year.
- 12.6 £15.5m of PWLB loans matured in January and March 2023 with an average

rate of interest of 6.85%. New PWLB borrowing undertaken to date is £75m with an average interest rate of 3.81%.

Council Tax and Business Rates Collection Fund

- 13.1 Council Tax and Business Rates are paid into a separate account, from which precepts (distributions) are paid to Bradford Council, the Government, the police and fire authorities.
- 13.2 Bradford will be paid over its budgeted Council Tax precept (£221.4m) in 2022-23. However, a Council Tax collection fund deficit (the difference between the amount budgeted and paid, and the amount collected) of £0.165m is forecast for 2022-23, of which the Council's share will be £0.138m. In line with the way that the national Collection Fund system operates, this will have to be factored into the 2023-24 budget and repaid to the Collection fund in 2023-24.
- 13.3 Regarding Business Rates, the Council will be paid its budgeted Business Rates of £57.1m in 2022-23. A Business Rates collection fund deficit of £1.8m is forecast for 2022-23. As with Council Tax, this forecast deficit has been factored into the 2023-24 budget to be repaid to the Collection fund in 2023-24.
- 13.4 The Council applies costs to unpaid Council Tax and Business Rates accounts to cover the sum reasonably incurred in taking action through to the Magistrates Court in line with legislation. The charges for these are recommended to rise from £70 per account in 2022-23 to £85 in 2023-24 for Council Tax and from £85 in 2022-23 to £110 in 2023-24 for Business Rates. The charges remain broadly comparable with those charged across other West Yorkshire Councils.

Housing Benefit

- 13.5 The Council has been requested by the External Auditor to reaffirm its long standing commitment to the modified Housing Benefits scheme. This is a discretionary local scheme for war pensioners which allows the Council to disregard the value of any War Disablement Pension or War Widows Pension over and above statutory disregard limits. Most Local Authorities operate this scheme which is funded by the Council and is consistent with the Council's commitment to the Armed Forces Covenant. The provision is also replicated in the Council Tax Reduction Scheme.

14.0 RISK MANAGEMENT

- The financial risks of future known and uncertain liabilities are being addressed through contingencies and provisions outlined in this report.

15.0 LEGAL APPRAISAL

- This report is submitted to the Executive in accordance with the Budget and

Policy Framework Procedure rules. There are no other legal implications arising from this report.

16.0 OTHER IMPLICATIONS

17.0 EQUALITY & DIVERSITY

None

18.0 SUSTAINABILITY IMPLICATIONS

None

19.0 GREENHOUSE GAS EMISSIONS IMPACTS

None

20.0 COMMUNITY SAFETY IMPLICATIONS

None

21.0 HUMAN RIGHTS ACT

None

22.0 TRADE UNION

None

23.0 WARD IMPLICATIONS

None

24.0 IMPLICATIONS FOR CHILDREN & FAMILIES

None

25.0 ISSUES ARISING FROM PRIVACY IMPACT ASSESMENT

None

26.0 NOT FOR PUBLICATION DOCUMENTS

None

27.0 RECOMMENDATIONS

That the Executive

27.1 Note the contents of this report and the actions taken to manage the issues highlighted.

- 27.2 Approve the change to the funding of the City Centre Regeneration, Parks Development Fund, Leeds City Region RIF, Schools 20 mph capital schemes from revenue / reserve contributions to corporate borrowing.
- 27.3 Approve the following capital expenditure scheme as outlined in section 12.4.
- £0.4m for moorland restoration work to mitigate flooding. This scheme is already included in Reserve Schemes and will be funded by £0.2m corporate borrowing and £0.2m third party contributions and grants.
- 27.4 Approve the increase in court costs charges as outlined in section 13.4
- 27.5 Reaffirm the long standing commitment to the modified Housing Benefit scheme as outlined in section 13.5

28.0 APPENDICES

- Appendix 1 Benchmark Spend by Service
- Appendix 2 Reserves Statement
- Appendix 2 Capital Investment Plan
- Appendix 3 Strategic Risk Register

29.0 BACKGROUND DOCUMENTS

- Qtr 3 Finance Position Statement for 2022-23 – Executive 31st January 2023
- Qtr 2 Finance Position Statement for 2022-23 – Executive 5th November 2022
- Qtr 1 Finance Position Statement for 2022-23 – Executive 5th July 2022
- 2021-22 Finance Position Statement – Executive 5th July 2022
- Qtr 4 Finance Position Statement – Executive 5th April 2022
- The Council's Revenue Estimates for 2022/23 – updated – Budget Council 17th Feb 2022
- 2020-21 Finance Position Statement – Executive 6th July 2021

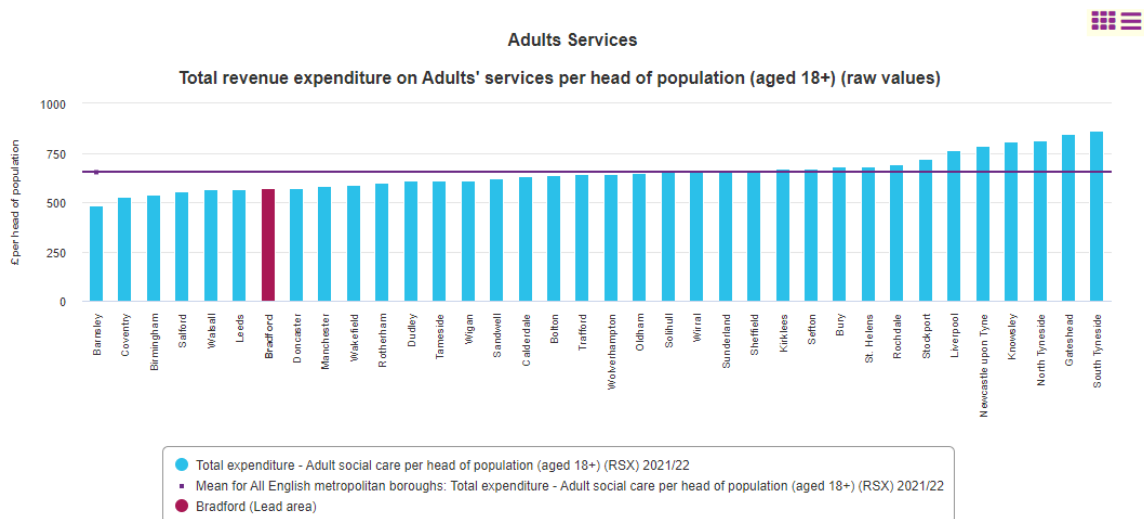
Benchmark Spend data

Appendix 1

Health & Wellbeing

Adult Services

Spend on Adult Services per head of adult population in Bradford has been low for many years. The Service has a good record of prevention, and there have been improvements in inspection outcomes in recent years

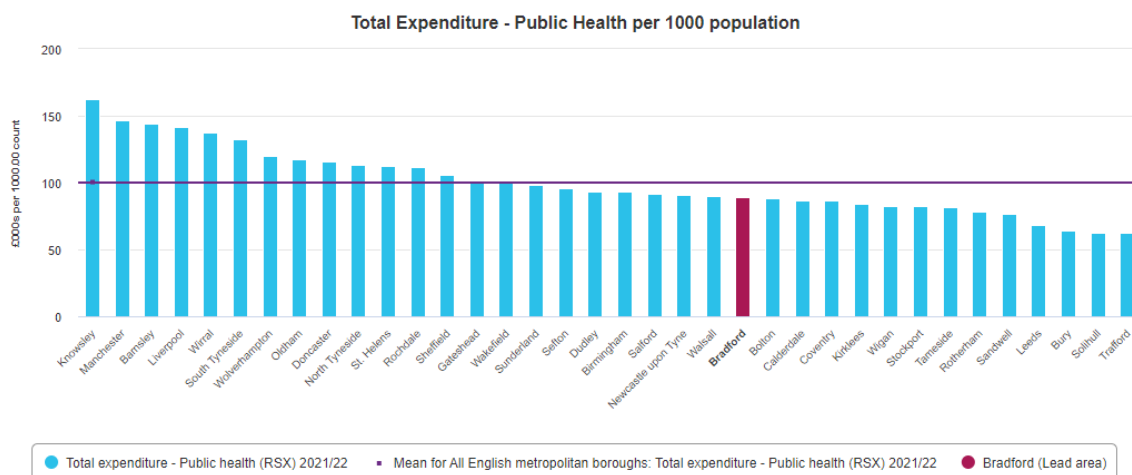


Public Health

Public Health spend is driven by the Public Health grant which is based on a national formula and distributed by Government. Spnd per 1,000 population is close to benchmark averages.

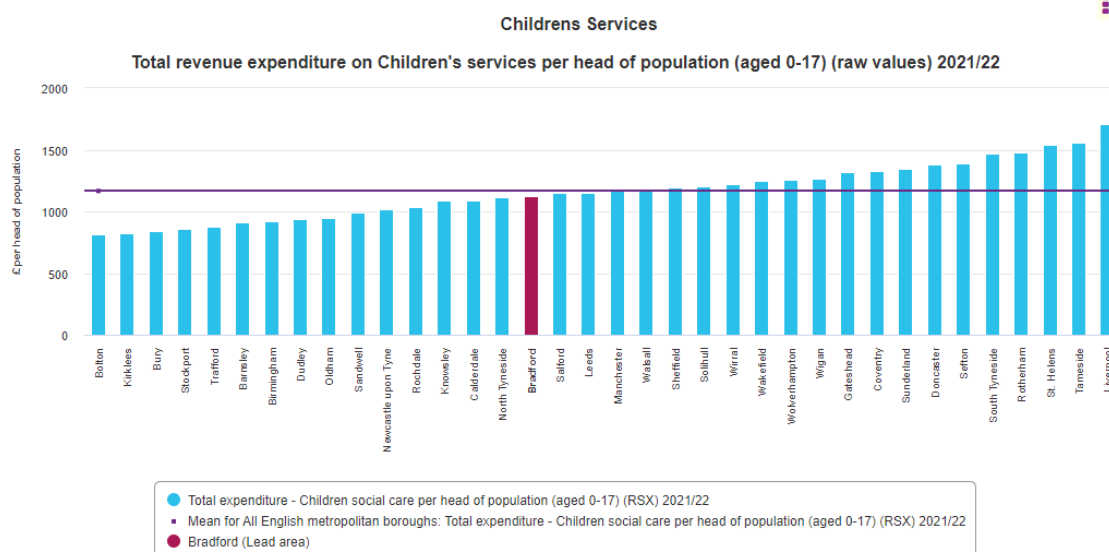


Public Health



Children's Services

Spend per head (aged 0-17) on Childrens Services was relatively low in 2021-22. As a result of growth in spend in Childrens Social Care as outlined in the Departmental Commentary (Section 4), this will likely have increased since then. The below benchmark group is in comparison to Met Councils. When compared to Childrens Statistical Nearest Neighbours, spend on Children's Services was above benchmarks in 2021-22.

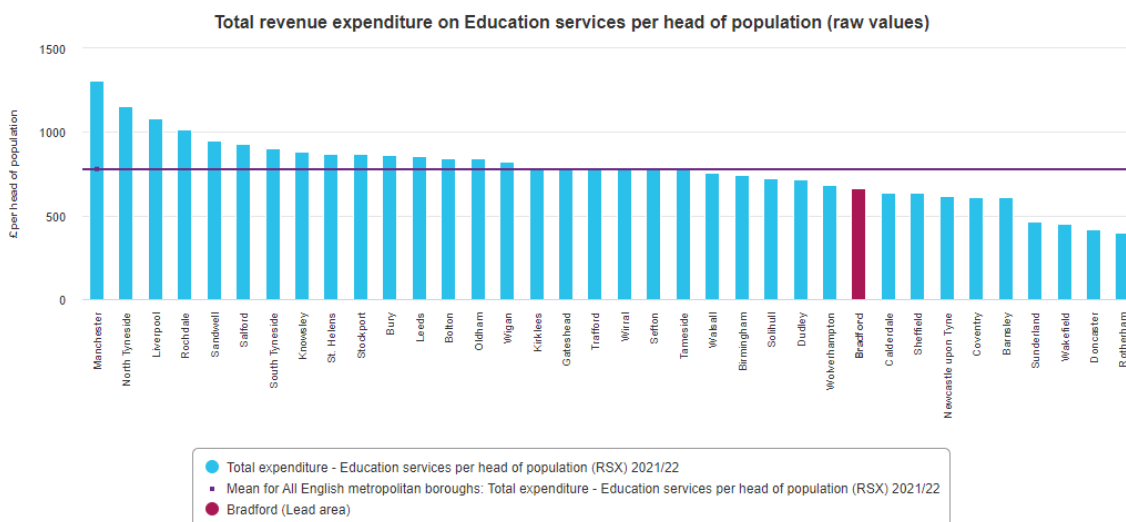


Education Services

Spend per head on Education Services is relatively low in Bradford.



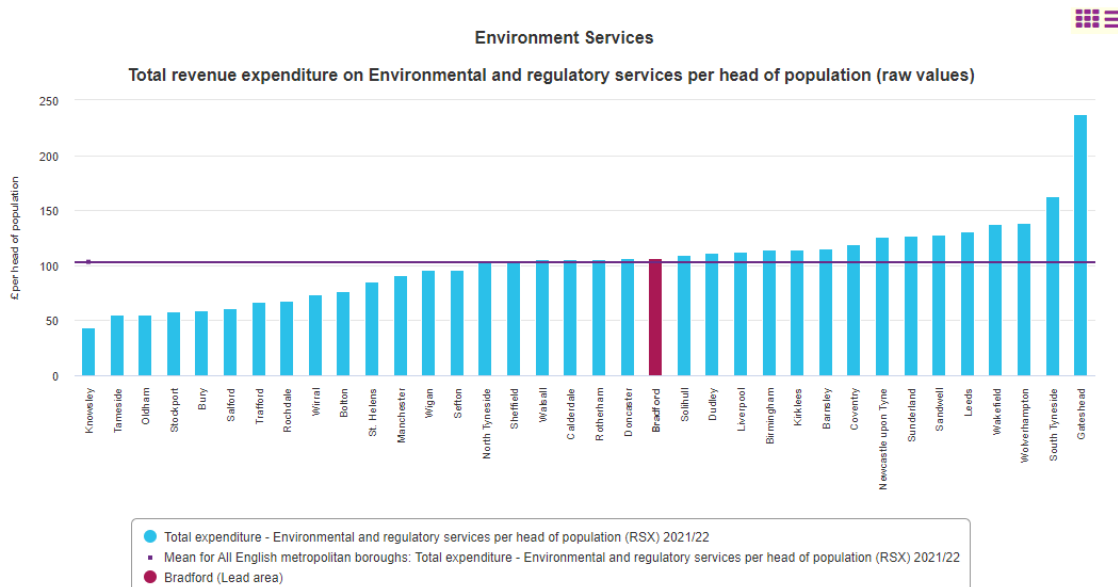
Education Services



Department of Place

Environment Services

Spend on Environment Services includes Waste Services, Bereavements, Environmental Health, Housing Standards and other regulatory services. Spend per head of population was close to the benchmark average in 2021/22.

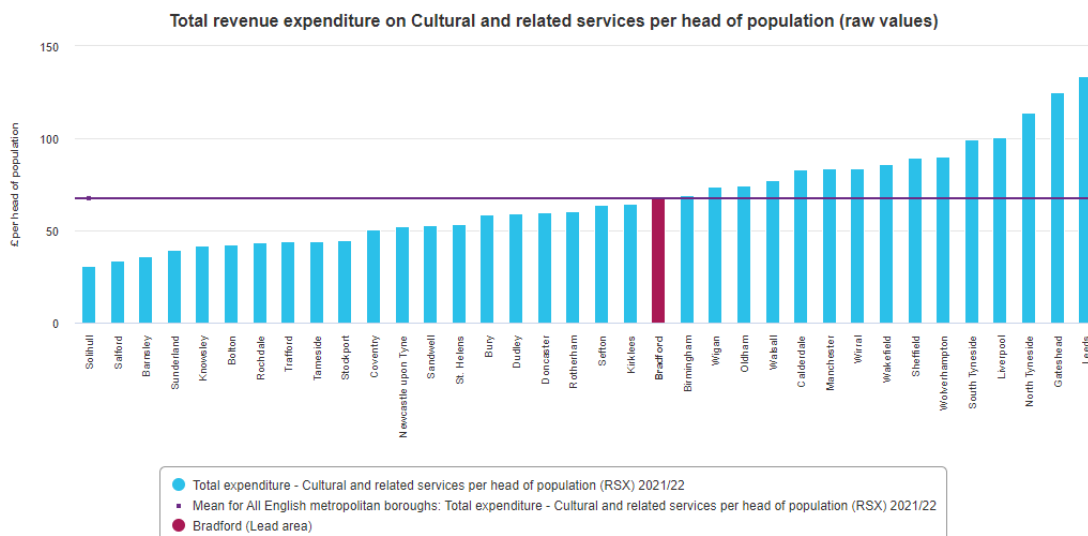


Cultural and Related Services

Spend on Culture Related services is relatively low.

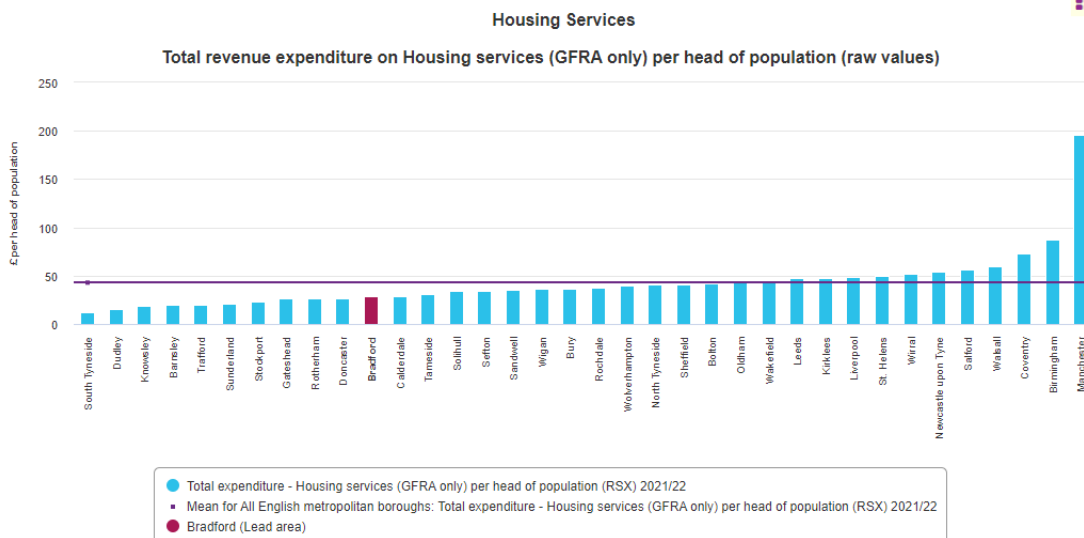


Cultural and Related Services



Housing Services

Spend per head of population on general fund related Housing Services per head of population is relatively low in Bradford

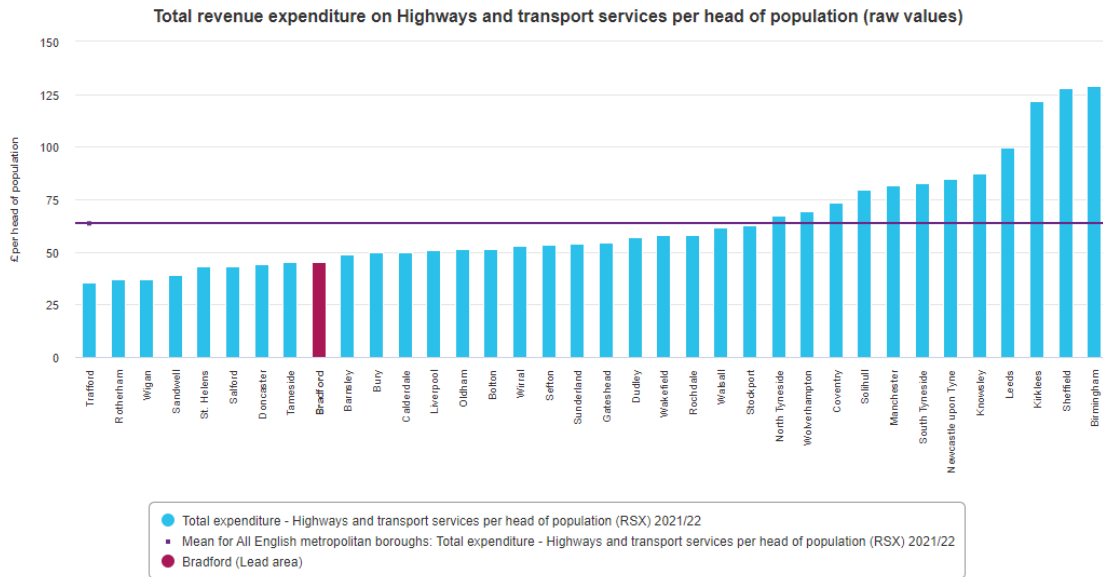


Highways and Transport Services

Spend on Highways and Transport Services is relatively low in Bradford in comparison to benchmarks

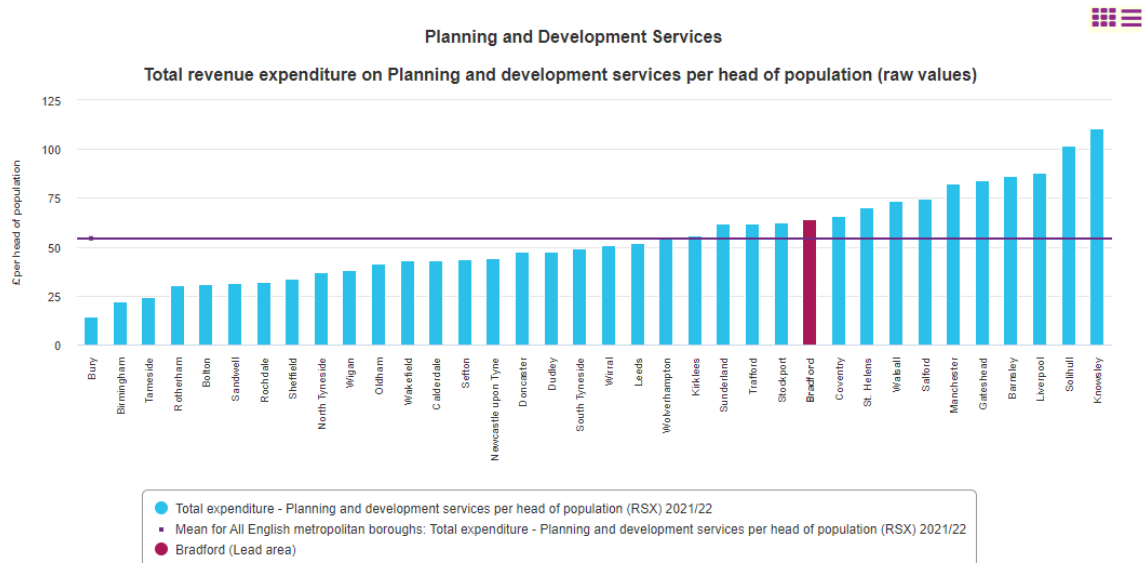


Highways and Transport Services



Planning and Development

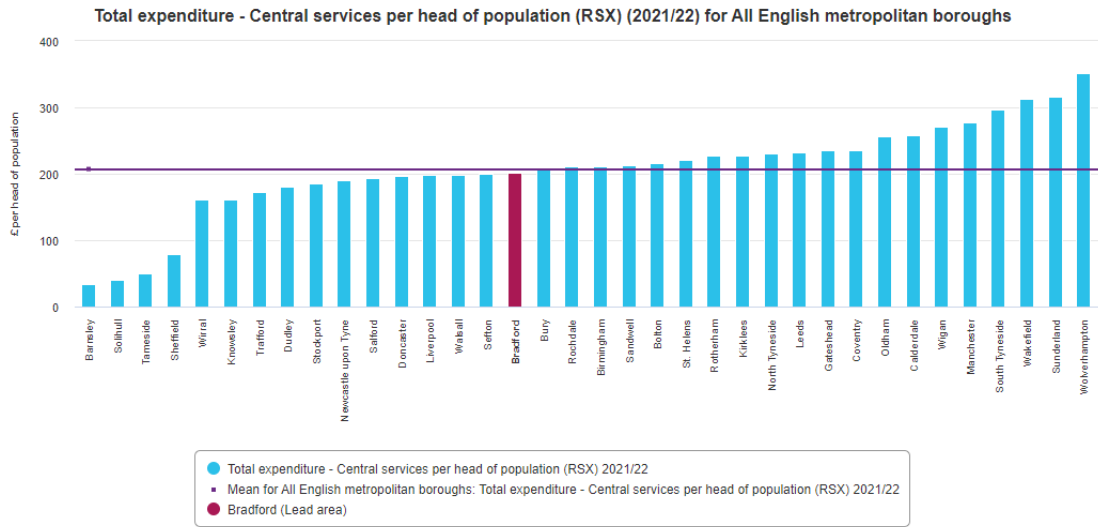
Planning and Development includes Planning, Building Control and Economic Development. Spend per head of population was slightly above the average of benchmarks in 2020-21.



Central Services

Spend on Central Services (mostly Corporate Resources and Chief Execs) per head of population was slightly lower than the average of benchmarks.

Central Services



Reserves Statement as at 28th February 2023

Appendix 2

	Opening Balance £000	Movement in 2022-23 £000	Closing Balance £000	Comments
A. Reserves available to support the annual revenue budget				
Unallocated Corporate Reserves	10,700	-10,700	0	This reserve has been earmarked as part of 2022-23 budget for Social care purposes (Adults and Children) See Social Care pressures reserve
Total available Unallocated Corporate Reserves	10,700	-10,700	0	
B Corporate Earmarked Reserves to cover specific financial risk or fund specific programmes of work.				
ESIF – STEP	746	0	746	Funding to support young and disadvantaged people into employment
Exempt VAT	3,000	-3,000	0	Amount set aside to meet the estimated cost of VAT that the Council would not be able to recover should it exceed its partial exemption limit. £1m reduction per Budget.
PFI credits reserve	490	0	490	Funding to cover outstanding potential Building Schools for the Future liabilities.
Economic Partnership Reserve	157	-157	0	To support the development of the strategic economic plan within Department of Place
Regional Growth Fund	3,611	-2,023	1,588	To support strategic plans within Department of Place
Regional Revolving Investment Fund	625	-625	0	Money set aside in 2013-14 carried forward to meet the Council's commitment to the Regional Revolving

	Opening Balance £000	Movement in 2022-23 £000	Closing Balance £000	Comments
Discretionary Social Fund	1,226	-600	626	Investment Fund. To fund a replacement local welfare scheme following the government ending its Local Welfare Assistance grant programme at 31 March 2015.
Transitional and Risk Reserve	8,135	-8,135	0	To help fund Transitional work, and cover risks.
Dilapidation & Demolition	1,377	0	1,377	At the end of a lease on a building, the Council will be liable for any dilapidations of the building. The Council also plans some demolition work.
Strategic Site Assembly	309	-309	0	Amounts to help fund strategic site acquisition.
Implementation Reserve	1,504	-12	1,492	To fund Projects associated with delivering savings plans.
Insurance Risk	4	-4	0	Reserve reduced as part of 2021-22 budget setting.
NDR (Non Domestic Rates) Volatility Reserve	1,378	-1,378	0	Additional S31 grant to offset NDR deficit resulting from govt policy Reduced as part of 2021-22 budget setting
Redundancy Reserve	3,748	0	3,748	To provide for the costs of future redundancies
Leeds City Region WYTF	421	-421	0	Contribution to WY Transport Fund
Leeds City Region Economic Development	402	0	402	Match fund for urban centre regeneration
Financing Reserve (MRP)	52,573	0	52,573	Reserve resulting from MRP policy change.
Financing Reserve 2019/20	1,000	-1,000	0	Reduced to £0 as part of 2022-23 budget
Markets Compensation	801	-311	490	Statutory compensation obligation for terminating tenancies

	Opening Balance £000	Movement in 2022-23 £000	Closing Balance £000	Comments
Finance Works Reserve	154	0	154	Reserve to fund additional project Finance Work including Collection fund improvements and CCAB apprentices
ICT Programmes Budget	475	-475	0	To fund future ICT projects
S31 Business Rate Grants Reserve	19,180	-19,180	0	Money from Govt to pay for 2020-21 Covid related collection fund deficit. Will be used in 2022-23.
Indexation Pressures Reserves	136	-136	0	Reserve to cover any in year costs above the 2% budgeted pay award.. Can be redirected pending 21-22 pay award.
Social Care Pressures Reserve	0	0	0	To be used in 2022-23 to fund Social Care pressures. £10m was added to the reserve, and has now been drawn down.
Project Feasibility Reserve	1,744	0	1,744	To fund feasibility work associated with major projects
Sub Total	103,196	-37,766	65,430	
C. Reserves to support capital investment				
Renewal and replacement	5,115	-5,115	0	General resource to fund / support the corporate funded schemes in the Capital Investment Programme. It also enables transfer of resources from capital to revenue to fund work associated with business case formation. £1m is earmarked for renewal & replacement of essential IT infrastructure
IT Renewals and replacement	0	1,475	1,475	See above
Markets	41	-41	0	Cumulative Market trading surpluses to be

	Opening Balance £000	Movement in 2022-23 £000	Closing Balance £000	Comments
				re-invested in maintaining market buildings throughout the district.
Sub total	5,156	-3,681	1,475	
D. Service Earmarked Reserves	69,227	-41,684	27,543	See over page
E. Revenue Grant Reserves	20,452	-6,303	14,149	
F General Reserves				
General Fund	19,500	0	19,500	The GF balance acts as a necessary contingency against unforeseen events. The balance represents a minimum of 5% of the Council's net budget requirement in line with guidance.
Schools delegated budget	45,555	0	45,555	Represents in the main balances held by schools as part of delegated budget responsibility. These balances are not available for Council use but are balances attributable to individual schools.
LA Education Reserve	845	0	845	
LA Admission Appeals Reserve	173	-120	53	
Sub Total General Fund Reserve & School balances	66,073	-120	65,953	
Grand total	274,804	-100,254	174,550	

Departmental Earmarked Reserves Statement at 28th February 2023

	Openin g Balance £000	Movement in 2022-23 £000	Latest Balance £000	Comments
Adult and Community Services				
Integrated Care	15,737	-15,737	0	NHS and Council monies used to support ring fenced projects and integration of health and social care
Great Places to Grow Old	112	0	112	Funding to cover management and staffing costs linked to the transformation of services for older people.
Transforming Systems	4,449	-1,961	2,488	To support the implementation of the Care Act
Public Health	59	-59	0	Help Support Living Well Service implementation
Health Improvement Reserve	282	-137	145	
H&WB Covid Reserve	426	-373	53	Remaining Covid related funding.
H&WB Work Programmes	450	-450	0	
Total Adult and Community Services	21,515	-18,717	2,798	
Children Services				
BSF Unitary Charge	9,597	0	9,597	These reserves are being built up to ensure that in the future there is sufficient money available to meet the cost of BSF annual contract payments when the PFI grant the Council receives reduces
BSF Unitary Charge Phase 2	6,795	0	6,795	See above
Travel Training Unit	354	-354	0	To provide travel training to Children with SEND to encourage independent travel.
Retail Academy (Skills for Employment)	51	0	51	Skills for work
SEND Inspection Resource	195	-195	0	To provide resource to assist with preparation for inspection.
One Workforce Reserve	464	0	464	Workforce development

	Openin g Balance £000	Movement in 2022-23 £000	Latest Balance £000	Comments
Creative Skills	27	0	27	schemes funded from Leeds City Region business rates pool. Workforce development schemes funded from LCR business rates pool.
ICE Advanced Skills	308	0	308	Training for post 16 Children through Industrial Centres of Excellence.
Sinking fund for bus replacement Reserve	125	-125	0	Reserve drawn down in 2022-23
Prevention & Early Help Investment	2,053	-2,053	0	Remaining balance of Early help budget investment
Elective Home Education	32	-32	0	
Raising Attainment - Therapeutic Approaches to Learning	457	-457	0	Covid funded
Raising Attainment - Persistence Absence	355	-355	0	Covid funded
Raising Attainment - Language Learning, Phonics, Maths & English	1,566	-1,566	0	Covid funded
Booster-Summer Classes Reserve	309	-309	0	Reserve drawn down in 2022-23
Skills House Reserve	863	-863	0	Reserve drawn down in 2022-23
Youth Offer Reserve	569	-569	0	Reserve drawn down in 2022-23
Child In Care Council (Participation Officer) Covid Reserve	35	-35	0	Covid funded
Total Children	24,155	-6,913	17,242	
Department of Place				
City centre regeneration	51	-51	0	Delivery of City Centre Growth Zone
Taxi Licensing	259	-120	139	Statutory requirement to set aside any taxi licensing surplus when setting future fees.
Theatres Box Office	285	-285	0	To fund works associated with Theatres across Bradford.
Culture Service Transition	76	-76	0	To cover costs associated with modernising the service and adopting a different service delivery model.
Torex	10	-10	0	To address e-Govt targets and improve service delivery.
Tourism Reserve	15	-15	0	To develop a new model of volunteer tourism.

	Opening Balance £000	Movement in 2022-23 £000	Latest Balance £000	Comments
Culture Company	73	-73	0	Help create a Culture Company
Museum Restoration	76	-76	0	Fund for museum improvement
HMO Licencing Scheme	566	0	566	A statutory requirement that fees can only be generated and retained within the HMO licensing function.
VCS Transformation Fund	195	-30	165	Developing peer to peer solutions to building capacity within the VCS
Tree & Woodland Planting Fund	76	-76	0	District wide Tree & Woodland planting fund as part of Woodland Strategy.
PT&H - Local Plan Reserve	470	-9	461	For Local Plan
City Park Sinking Fund	888	-738	150	Funding set aside to meet the future maintenance costs of City Park.
European Structural Investment Programme	1,463	-551	912	Match funding for ESIP
Empty Rates Relief Scheme	500	-500	0	Supporting Business Growth
Private Housing Rented Option	200	0	200	Incentives to private landlords.
Homelessness prevention	283	0	283	To fund initiatives to prevent Homelessness.
Longfield Drive Housing Scheme(Council Housing Reserve)	503	0	503	
District Tenants Federation	30	0	30	Funding committed to provide support to District Tenants Federation
Clergy House/Jermyn Court	127	-127	0	Set aside for lifetime maintenance costs of Clergy House/Jermyn Court
Fresh Start	412	0	412	Housing project focussing on offenders
Complex Needs Project	280	0	280	Project to support hard to place vulnerable homeless people
Ad:venture & community enterprise Reserve	83	-83	0	Match funding for a Leeds City Region business support project.
Economic Strategy Reserve	186	-54	132	For delivery of the Economic growth strategy.

	Openin g Balance £000	Movement in 2022-23 £000	Latest Balance £000	Comments
Bereavement Strategy	576	-576	0	Reserve to fund the Prudential Borrowing element of the Crematoria Investment Programme.
Housing Development Growth Fund	1,282	-1282	0	Approval obtained to roll over unspent monies in recognition of the need to take a strategic and planned approach to stimulating growth, delivery and spend
Housing CPNI Reserve	724	0	724	A statutory requirement that fees can only be generated and retained within the Housing enforcement function.
Well England Reserve	103	-103	0	Programme provides a range of initiatives to support Health & Wellbeing.
New Projects (Parks, Open Spaces and Libraries) Reserve	641	-441	200	
Traffic Management Permit Scheme	600	-600	0	
PT6 Implementation Traffic Enforcement Powers	93	-93	0	
Matching Towns Fund for Shipley and Keighley	324	0	324	Match funding for Towns Fund
Local Plan additional funding	300	-300	0	Funding to help complete Local Plan
Road safety	40	-40	0	
Climate change initiatives	705	-455	250	
Covid Department of Place	4,595	-4,595	0	Remaining Covid related funding
Department of Place	17,090	-11,359	5,731	
Corporate Resources				
HR - Learning & Development Reserve	854	-499	355	Changing the organisation - vision & values, recruitment & selection, development of managers, performance management, leadership & succession planning.
District Elections	255	0	255	To smooth the cost of District Elections over a four year period.
Non Council Events programme	10	-10	0	To support events put on by non-Council.
Community Support and Innovation Fund	279	-279	0	To support community led service provision and investment in initiatives that

	Openin g Balance £000	Movement in 2022-23 £000	Latest Balance £000	Comments
Subsidy Claim	600	-350	250	engage with vulnerable people. Contingent support set aside to address the fluctuations in the subsidy claims.
Revs & Bens Recovery Costs	211	-211	0	Legal fees linked to Council Tax.
ISG over achievement trading reserve	51	0	51	To support ISG
Bradford Learning Network (Broadband)	160	0	160	Balancing reserve related to Schools Broadband Contract
Emergency Planning Reserve	72	0	72	To cover costs of covering emergency/critical alert requirements
Energy unit	385	-385	0	To help smooth effect of price spikes.
Children's E2E Programme Reserve	564	0	564	
Climate change Reserve	9	-9	0	
Chief Exec's - Climate Emergency & Sustainability	185	-185	0	
Corporate Resources - Covid Impacts	2,732	-2,732	0	Remaining Covid related monies
5yr invest in Child friendly Dist up to & incl 2024/5	100	-35	65	
Total Corporate Resources	6,467	-4,695	1,772	
Total Service Earmarked Reserves	69,227	-41,684	27,543	

Capital Investment Plan

Appendix 3

CS Ref	Scheme Description	2022-23 Budget (1)	Service change	Revised 22-23 Budget	Forecast	Spend updated 28 Feb 2023	2023-24 Budget	2024-25 Budget	2025-26 Budget	2026 Onwards	Specific Grants, cap receipts, reserves	Invest to Save Funding	Corporate Borrowing	Budget Total
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Health and Wellbeing														
CS0237a	Great Places to Grow Old	1,080	0	1,080	100	22	1,500	2,500	2,961	1,124	0	0	9,165	9,165
CS0237c	Keighley Rd Residential Care Valley View	295	0	295	129	0	0	0	0	0	0	295	0	295
CS0373	BACES	818	0	818	818	761	750	750	750	0	0	0	3,068	3,068
CS0239	Community Capacity Grant	558	0	558	558	344	0	0	0	0	558	0	0	558
CS0311	Autism Innovation Capital Grant	19	0	19	0	0	0	0	0	0	19	0	0	19
CS0312	Integrated IT system	44	0	44	0	0	0	0	0	0	44	0	0	44
CS0523	Electrical work at residential homes	31	0	31	0	8	0	0	0	0	31	0	0	31
CS0532	Changing Places Toilets P1 & P2	145	-20	125	145	23	230	0	0	0	235	0	120	355
CS0535	Beckfield Resource Centre	213	0	213	175	0	0	0	0	0	0	0	213	213
CS0536	Medication and Care Records System	85	0	85	83	0	0	0	0	0	0	0	85	85
CS2000	DDA	40	0	40	35	0	50	81	0	0	0	0	171	171
CS0547	Capital Items	0	192	192	192	192	0	0	0	0	0	0	192	192
Total - Health and Wellbeing		3,328	172	3,500	2,235	1,350	2,530	3,331	3,711	1,124	887	295	13,014	14,196
Children's Services														
CS0249	Schools DRF	0	0	0	0	0	0	0	0	0	0	0	0	0
CS0287	S106 Education	0	0	0	0	0	0	0	0	0	0	0	0	0
CS0022	Devolved Formula Capital	643	0	643	643	2,622	0	0	0	0	643	0	0	643
CS0030	Capital Improvement Work	105	0	105	105	41	100	100	100	0	405	0	0	405
CS0240	Capital Maintenance Grant	6,479	0	6,479	4,077	3,060	3,194	0	0	0	9,673	0	0	9,673
CS0244a	Primary Schools Expansion Programme	842	0	842	535	235	1,000	0	0	0	1,842	0	0	1,842
CS0244b	Silsden School	651	0	651	1,500	795	600	0	0	0	1,251	0	0	1,251
CS0244c	SEN School Expansions	2,102	0	2,102	1,867	1,100	3,000	1,684	0	0	6,786	0	0	6,786
CS0362	Secondary School Expansion	669	0	669	300	270	0	0	0	0	669	0	0	669
CS0364	Capital Items Children's Services	21	0	21	21	29	0	0	0	0	21	0	0	21
CS0421	Healthy Pupil Capital Grant	44	0	44	44	0	0	0	0	0	44	0	0	44
CS0436	Children's Homes	400	0	400	400	383	0	0	0	0	0	0	400	400
CS0488	Digital Strategy	471	-371	100	30	30	100	100	0	0	0	0	300	300

CS Ref	Scheme Description	2022-23 Budget (1)	Service change	Revised 22-23 Budget	Forecast	Spend updated 28 Feb 2023	2023-24 Budget	2024-25 Budget	2025-26 Budget	2026 Onwards	Specific Grants, cap receipts, reserves	Invest to Save Funding	Corporate Borrowing	Budget Total
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
CS0500	TFD	724	0	724	600	566	500	0	0	0	0	0	1,224	1,224
CS0531	Bingley Grammar Expansion	500	0	500	20	10	3,000	1,500	1,100	0	6,100	0	0	6,100
CS0550	SEND Expansion	0	10	10	10	0	2,000	1,990	0	0	0	0	4,000	4,000
Total - Children's Services		13,651	-361	13,290	10,152	9,141	13,494	5,374	1,200	0	27,434	0	5,924	33,358
Place - Economy & Development Services														
CS0136	Disabled Housing Facilities Grant	5,686	0	5,686	5,400	4,659	3,000	4,058	4,058	4,058	8,649	0	12,211	20,860
CS0137	Development of Equity Loans	706	0	706	567	574	700	700	700	0	0	0	2,806	2,806
CS0144	Empty Private Sector Homes Strat	1,000	0	1,000	678	631	0	0	0	0	1,000	0	0	1,000
CS0250	Goitside	0	0	0	0	0	0	178	0	0	0	0	178	178
CS0496	Towns Fund Keighley & Shipley	139	0	139	139	71	0	0	0	0	139	0	0	139
CS0527	Towns Fund Keighley P2	6,646	0	6,646	3,826	635	13,946	10,100	1,500	0	32,192	0	0	32,192
CS0526	Towns Fund Shipley P2	7,061	0	7,061	3,539	205	7,763	9,065	44	0	23,933	0	0	23,933
CS0084	City Park	192	0	192	70	0	0	0	0	0	0	0	192	192
CS0085	City Centre Growth Zone	1,322	0	1,322	25	20	0	0	0	0	0	0	1,322	1,322
CS0291	One City Park	14,080	0	14,080	11,700	9,988	16,000	2,902	0	0	6,990	15,134	10,858	32,982
CS0228	Canal Road	0	0	0	0	0	100	0	0	0	0	0	100	100
CS0266	Superconnected Cities	829	0	829	0	0	0	0	0	0	0	0	829	829
CS0265	LCR Revolving Econ Invest Fund	0	0	0	0	0	658	0	0	0	0	0	658	658
CS0107	Markets	0	0	0	0	0	21	0	0	0	0	0	21	21
CS0363	Markets - City Centre	13,080	0	13,080	6,500	5,725	4,458	325	0	0	3,800	5,364	8,699	17,863
CS0411	Parry Lane	122	0	122	122	67	0	0	0	0	0	0	122	122
Total - Place - Economy & Development Services		50,863	0	50,863	32,566	22,576	46,646	27,328	6,302	4,058	76,703	20,498	37,996	135,197
Place - Planning, Transportation & Highways														
CS0178	Ilkley Moor	14	0	14	14	1	0	0	0	0	14	0	0	14
CS0285	Blight Sites	190	100	290	375	7	175	0	0	0	0	0	465	465
CS0071	Highways S106 Projects	441	0	441	250	240	0	0	0	0	441	0	0	441
CS0372	Countryside S106 Projects	150	0	150	100	86	200	0	0	0	350	0	0	350
CS0091	Capital Highway Maintenance	0	0	0	0	-3	0	0	0	0	0	0	0	0
CS0095	Bridges	3	0	3	3	4	0	0	0	0	3	0	0	3

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		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
CS0096	Street Lighting	0	0	0	92	11	0	0	0	0	0	0	0	0
CS0099	Integrated Transport	69	0	69	5	4	0	0	0	0	69	0	0	69
CS0168	Connecting the City (Westfield)	4	0	4	0	0	0	0	0	0	4	0	0	4
CS0172	Saltaire R/about Cong& Safety Works	15	0	15	15	11	0	0	0	0	15	0	0	15
CS0282	Highways Strategic Acquisitions	176	0	176	0	0	0	0	0	0	176	0	0	176
CS0293	West Yorks & York Transport Fund	8,396	0	8,396	3,558	3,297	11,322	12,937	0	89,897	122,552	0	0	122,552
CS0396	WYTF Corr Imp Projects	293	0	293	348	475	4,331	2,100	2,000	943	9,667	0	0	9,667
CS0512	Bradford Beck	1,571	0	1,571	1,571	511	1,000	450	0	0	1,511	0	1,510	3,021
CS0296	Pothole Funds	1,979	0	1,979	1,979	2,424	0	0	0	0	1,979	0	0	1,979
CS0306a	Strategic Transport Infrastructure Priorities	0	0	0	0	0	965	0	0	0	0	0	965	965
CS0302	Highways Prop Liab Redn Strat	47	0	47	0	0	0	0	0	0	47	0	0	47
CS0319	Challenge Fund	404	0	404	480	0	0	0	0	0	404	0	0	404
CS0323	Flood Risk Mgmt	532	0	532	532	458	0	0	0	0	532	0	0	532
CS0370	LTP IP3 Safer Roads	23	0	23	0	0	0	0	0	0	23	0	0	23
CS0386	Cycling & Walking Schemes LTP3	17	0	17	0	0	0	0	0	0	17	0	0	17
CS0398	Bfd City Ctre Townscape Heritage	1,397	0	1,397	1,397	1,453	1,000	0	0	0	2,224	0	173	2,397
CS0430	Hwys Maint Fund	214	0	214	214	76	0	0	0	0	214	0	0	214
CS0432	Steeton/Silsden Crossing	21	0	21	233	282	0	0	0	0	21	0	0	21
CS0450	CILS payments	106	0	106	106	106	0	0	0	0	106	0	0	106
CS0453	IP3 Safer Roads 19-20	4	0	4	0	5	0	0	0	0	4	0	0	4
CS0454	Area Comm ITS 19-20	0	0	0	24	4	0	0	0	0	0	0	0	0
CS0434	Smart Street Lighting	4,972	0	4,972	11,294	9,667	29,573	5,261	0	0	0	39,806	0	39,806
CS0455	IP4 projects	1,135	0	1,135	1,136	654	0	0	0	0	1,135	0	0	1,135
CS0456	WY Integrated UTMC Centre	0	0	0	53	0	0	0	0	0	0	0	0	0
CS0464	Ben Rhydding Railway Station Car Park	0	0	0	0	1	0	1,042	750	259	2,051	0	0	2,051
CS0467	Transforming Cities Fund (TCF)	8,267	0	8,267	8,535	4,486	0	0	0	0	2,967	0	5,300	8,267
CS0469	IP4 Safer Roads 20-21	143	0	143	143	389	0	0	0	0	143	0	0	143
CS0470	IP4 Safer Roads 21-22	635	0	635	802	127	0	0	0	0	635	0	0	635
CS0529	Safer Rds 22-23	1,165	0	1,165	1,165	301	1,164	1,164	1,164	1,164	5,821	0	0	5,821
CS0483	Motorcycle Parking	40	0	40	0	0	0	0	0	0	40	0	0	40
CS0486	Active Travel Fund Programme	1,329	0	1,329	1,256	406	0	0	0	0	1,329	0	0	1,329
CS0494	City Centre Bollards	5	0	5	5	0	0	0	0	0	0	0	5	5
CS0502	Corridor Improvement Prog (CIP2)	252	0	252	252	-198	0	0	0	0	252	0	0	252

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		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
CS0477	CCTV Infrastructure	698	0	698	698	181	0	0	0	0	0	0	698	698
CS0533	UTMC – CRSTS Traffic Mgmt System	1,150	0	1,150	1,150	831	1,150	1,150	1,150	1,150	5,750	0	0	5,750
CS0539	Traffic Management	230	0	230	230	5	0	0	0	0	0	230	0	230
CS0542	UTMC – CRSTS Traffic Mgmt System22-23	10,657	0	10,657	10,657	5,387	10,657	10,657	10,657	10,657	53,285	0	0	53,285
CS0553	Schools 20mph Zones	0	140	140	140	0	0	0	0	0	0	0	140	140
Total Place - Planning, Transportation & Highways		46,744	240	46,984	48,812	31,687	61,537	34,761	15,721	104,070	213,781	40,036	9,256	263,073
Dept of Place - Clean Air Zone														
CS0471	Clean Air Zone	10,847	0	10,847	10,771	10,227	10,335	3,000	0	0	24,182	0	0	24,182
Total Place - Clean Air Zone		10,847	0	10,847	10,771	10,227	10,335	3,000	0	0	24,182	0	0	24,182
Dept of Place - Waste, Fleet & Transport														
CS0060	Replacement of Vehicles	3,000	0	3,000	2,000	1,542	0	0	0	0	0	3,000	0	3,000
CS0517	Electric vehicles	200	0	200	70	215	608	355	18	0	0	300	881	1,181
CS0435	Sugden End Landfill Site	42	0	42	19	19	0	0	0	0	0	0	42	42
CS0415	Shearbridge Depot Security	66	0	66	0	90	0	0	0	0	0	0	66	66
CS0359	Community Resilience Grant	3	0	3	0	0	0	0	0	0	3	0	0	3
CS0497	Climate Change Initiatives – Vehicles	105	0	105	0	0	0	0	0	0	105	0	0	105
CS0503	Environmental Delivery Works	183	0	183	183	127	0	0	0	0	0	0	183	183
CS0524	Appleton House Conversion	0	0	0	0	0	0	0	0	0	0	0	0	0
CS0546	Capital Items	0	73	73	73	73	0	0	0	0	0	0	73	73
Total Place - Waste, Fleet & Transport		3,599	73	3,672	2,345	2,065	608	355	18	0	108	3,300	1,245	4,653
Dept of Place - Neighbourhoods & Customer Services														
CS0466	Parks Depots	0	0	0	5	4	0	0	0	0	0	0	0	0
CS0378	Customer Services Strategy	30	0	30	0	0	20	0	0	0	0	0	50	50
CS0506	Ilkley Parking	26	0	26	0	0	0	0	0	0	0	26	0	26
CS0510	Ilkley Footbridge	35	0	35	0	7	0	0	0	0	0	0	35	35

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		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
CS0151	Building Safer Communities	17	0	17	17	17	0	0	0	0	0	0	17	17
Total Place - Neighbourhoods & Customer Services		108	0	108	22	28	20	0	0	0	0	26	102	128

Dept of Place - Sports & Culture														
CS0487	Alhambra Theatre Lift	2	0	2	0	0	0	0	0	0	0	0	2	2
CS0162	Capital Projects - Recreation	73	6	79	79	111	15	0	0	0	19	0	75	94
CS0530	LDP (Active Bradford)	247	0	247	24	-10	400	50	0	0	697	0	0	697
CS0229	Cliffe Castle Restoration	8	0	8	3	3	0	0	0	0	3	0	5	8
CS0004	S106 Recreation	7	0	7	7	0	0	0	0	0	7	0	0	7
CS0501	Parks Development Fund	471	-82	389	389	156	0	0	0	0	389	0	0	389
CS0504	Cricket Nets	172	0	172	172	172	0	0	0	0	172	0	0	172
CS0404	Sports Pitches	160	0	160	216	216	28	0	0	0	71	0	117	188
CS0537	Silsden Park Section 106 Projects	224	0	224	0	0	0	0	0	0	224	0	0	224
CS0489	Playable Spaces	1,365	0	1,365	1,351	952	500	0	0	0	350	0	1,515	1,865
CS0403	Bereavement Strategy	9,228	0	9,228	10,000	5,809	10,025	4,200	1,000	0	0	7,000	17,453	24,453
CS0277	Wyke Community Sport Hub	1,170	0	1,170	1,470	1,217	0	0	0	0	0	0	1,170	1,170
CS0508	Theatres Website	45	0	45	45	0	0	0	0	0	45	0	0	45
CS0245	Doe Park	68	0	68	68	33	0	0	0	0	68	0	0	68
CS0459	Ilkley Lido Tank	0	0	0	0	0	0	0	0	0	0	0	0	0
CS0461	ShIPLEY Gym extension & equipment	51	0	51	0	0	0	0	0	0	0	0	51	51
CS0356	Sedbergh SFIP	118	0	118	0	71	0	0	0	0	0	0	118	118
CS0354	Squire Lane	1,228	0	1,228	900	1,027	15,000	18,510	10,000	3,700	20,000	19,410	9,028	48,438
CS0482	Marley Replacement Pitch	5	0	5	0	0	0	0	0	0	5	0	0	5
CS0458	Doe Park Drainage	40	0	40	40	39	0	0	0	0	0	0	40	40
CS0395	Ilkley Fencing - West Holme Fields	26	0	26	26	0	0	0	0	0	0	0	26	26
CS0498	Libraries IT Infrastructure	165	0	165	0	0	0	0	0	0	0	60	105	165
CS0509	Libraries (Equipment/Shelving)	172	20	192	125	121	0	0	0	0	192	0	0	192
CS0541	Levelling Up Parks – Grosvenor Park	0	85	85	85	0	0	0	0	0	85	0	0	85
CS0534	Libraries as Locality Hubs (LIF)	100	0	100	50	3	100	0	0	0	200	0	0	200
CS0543	Corn Mill Green Improvements, Steeton	0	49	49	49	0	0	0	0	0	49	0	0	49
CS0545	Capital Items	0	83	83	83	83	0	0	0	0	0	0	83	83
CS0548	Bradford Park Avenue Projects	0	1,700	1,700	590	579	0	0	0	0	1,700	0	0	1,700

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		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
CS0552	Bowling Cemetery Extension	0	0	0	0	0	2,380	0	0	0	0	0	2,380	2,380
Total Place - Sports & Culture		15,145	1,861	17,006	15,772	10,582	28,448	22,760	11,000	3,700	24,276	26,470	32,168	82,914
Corp Resources - Estates & Property Services														
CS0094	Museum Store	250	-250	0	0	0	0	0	0	0	0	0	0	0
CS0333	Argus Chambers / Britannia Hse	151	0	151	0	0	0	0	0	0	0	0	151	151
CS0475	Property Programme 20-21	0	0	0	0	11	0	0	0	0	0	0	0	0
CS0511	Property Programme 21-22	1,191	0	1,191	1,191	690	0	0	0	0	0	0	1,191	1,191
CS0528	Property Programme 22-23	2,003	0	2,003	1,500	944	2,000	0	0	0	0	0	4,003	4,003
CS0540	ISG Door Router	17	0	17	17	14	0	0	0	0	17	0	0	17
CS0460	Mitre Court CPU Property & Equip	30	0	30	103	103	0	0	0	0	30	0	0	30
CS0230	Beechgrove Allotments	0	0	0	0	0	0	0	148	0	148	0	0	148
CS0050	Carbon Management	209	0	209	209	272	0	0	0	0	0	0	209	209
CS0476	Carbon and Other Mngmt Efficiencies P2	450	0	450	450	279	800	500	750	0	0	0	2,500	2,500
CS0420	Electric vehicle charging Infr (Taxi Scheme)	659	0	659	597	452	0	0	0	0	659	0	0	659
CS0495	Bradford LAD Scheme	5,379	0	5,379	5,379	4,879	0	0	0	0	5,379	0	0	5,379
CS0381	Godwin St	10,812	0	10,812	8,000	7,530	3,000	2,000	0	0	570	15,242	0	15,812
CS0381b	Culvert	1,500	0	1,500	1,434	1,445	0	0	0	0	0	0	1,500	1,500
CS0409	Coroner's Court and Accommodation	1,015	0	1,015	350	167	0	0	0	0	0	0	1,015	1,015
CS0445	Core IT Infrastructure	2,400	0	2,400	2,400	2,804	4,000	2,360	0	0	0	0	8,760	8,760
CS0515	IT – End to End	330	0	330	330	0	0	0	0	0	0	0	330	330
CS0514	Birksland - Mail & Print Machine	72	0	72	60	60	0	0	0	0	0	0	72	72
CS0520	Regeneration Opportunity	16,500	0	16,500	16,500	16,509	2,500	5,500	4,000	0	4,000	0	24,500	28,500
CS0521	Buttershaw Youth Centre	30	0	30	30	30	0	0	0	0	0	0	30	30
CS0522	Children's Homes Capital Works	294	0	294	200	161	0	0	0	0	0	0	294	294
CS0525	Baildon Library	945	0	945	475	430	500	0	0	0	1,000	0	445	1,445
CS0544	Capital Items	0	149	149	149	149	0	0	0	0	0	0	149	149
CS0551	IT Software	0	0	0	0	0	965	0	0	0	100	0	865	965
Total Corp Resources – Estates & Property Services		44,237	-101	44,136	39,374	36,928	13,765	10,360	4,898	0	11,903	15,242	46,014	73,159

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		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Reserve Schemes & Contingencies														
CS0395z	General Contingency	439	0	439	439	0	1,000	1,000	1,000	0	0	0	3,439	3,439
CS0395x	Ilkley Fencing - West Holme Fields	0	0	0	0	0	0	0	0	0	0	0	0	0
CS0397z	Property Programme	0	0	0	0	0	2,000	2,000	4,000	4,000	0	0	12,000	12,000
CS0399z	Strategic Acquisition	0	0	0	0	0	5,000	5,000	5,000	5,000	0	20,000	0	20,000
CS0367z	King George V Playing Fields	0	0	0	0	0	0	0	0	0	0	0	0	0
CS0400z	Keighley One Public Sector Est	0	0	0	0	0	200	400	400	0	0	1,000	0	1,000
CS0402z	Canal Road Land Assembly	0	0	0	0	0	450	0	0	0	0	0	450	450
CS0401z	Depots	0	0	0	0	0	0	2,000	1,000	0	0	0	3,000	3,000
CS0485z	Advanced Fuel Centre & Vehicles	0	0	0	0	0	0	0	0	0	0	0	0	0
CS0404z	Sports Pitches	286	0	286	0	0	2,500	4,250	1,748	0	2,383	0	6,401	8,784
CS0489z	Playgrounds	587	0	587	0	0	2,750	500	0	0	1,035	0	2,802	3,837
CS0405z	City Hall	0	0	0	0	0	500	3,000	3,500	500	0	3,750	3,750	7,500
CS0408z	City Village - Top of town	0	0	0	0	0	0	2,675	0	0	0	0	2,675	2,675
CS0060z	Vehicles	0	0	0	0	0	3,000	3,000	0	0	0	6,000	0	6,000
CS0060zb	Electric vehicles/ New street cleansing	0	0	0	0	0	623	0	0	0	0	623	0	623
CS0472z	District Heating	0	0	0	0	0	0	750	750	0	0	0	1,500	1,500
CS0473z	Renewable Energy (Solar Farm)	0	0	0	0	0	1,000	3,000	1,000	0	2,000	3,000	0	5,000
CS0476z	Additional Building controls	0	0	0	0	0	0	0	0	0	0	0	0	0
CS0474z	Transforming cities fund	0	0	0	0	0	13,737	44,090	9,444	0	67,271	0	0	67,271
CS0480z	Flood Alleviation	0	0	0	0	0	85	160	155	0	200	0	200	400
CS0484z	New Reserve	0	0	0	0	0	2,000	0	0	0	0	0	2,000	2,000
2021-22 Schemes														
CS0488z	Lap tops for Children	0	0	0	0	0	200	200	0	0	0	0	400	400
CS0244z	SEND	500	-500	0	0	0	0	1,500	500	0	0	0	2,000	2,000
CS0482z	Marley Playing Field	500	0	500	0	0	0	0	0	0	0	0	500	500
CS0436z	Children's Home	0	0	0	0	0	0	0	0	0	0	0	0	0
2022-23 Schemes														
CS0060w	Vehicles	0	0	0	0	0	0	0	3,000	0	0	3,000	0	3,000
CS0395w	Contingency	0	0	0	0	0	0	2,500	0	0	0	0	2,500	2,500
CS0538w	Energy efficiency	250	0	250	0	0	500	500	500	250	0	0	2,000	2,000
CS0144w	Empty Private Sector Homes Strategy	0	0	0	0	0	1,000	1,000	1,000	1,000	4,000	0	0	4,000
CS0408	Top of Town	74	0	74	0	0	0	0	0	0	0	0	74	74

CS Ref	Scheme Description	2022-23 Budget (1)	Service change	Revised 22-23 Budget	Forecast	Spend updated 28 Feb 2023	2023-24 Budget	2024-25 Budget	2025-26 Budget	2026 Onwards	Specific Grants, cap receipts, reserves	Invest to Save Funding	Corporate Borrowing	Budget Total
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
2023-24 Schemes														
CS0395f	Children's Residential Care	0	0	0	0	0	3,000	1,400	800	0	0	0	5,200	5,200
CS0395i	Inflation Contingency	0	0	0	0	0	5,000	5,000	0	0	0	0	10,000	10,000
CS0395e	City Centre Regeneration	0	0	0	0	0	8,000	10,000	0	0	0	0	18,000	18,000
CS0395j	Area office accommodation	0	0	0	0	0	800	0	0	0	0	0	800	800
CS0395m	Bereavement Strategy – Phase 2	0	0	0	0	0	620	3,000	0	0	0	0	3,620	3,620
CS0445f	IT Programme	0	0	0	0	0	0	0	0	2,000	0	0	2,000	2,000
CS0060f	Vehicles	0	0	0	0	0	0	0	0	3,000	0	0	3,000	3,000
CS0397f	Property Programme	0	0	0	0	0	0	0	0	4,000	0	0	4,000	4,000
CS0395g	Contingency	0	0	0	0	0	0	0	0	1,000	0	0	1,000	1,000
Total - Reserve Schemes & Contingencies		2,636	-500	2,136	439	0	53,965	96,925	33,797	20,750	76,889	37,373	93,311	207,573
TOTAL - General Fund		191,158	1,384	192,542	162,488	124,584	231,348	204,194	76,647	133,702	456,162	143,240	239,030	838,433
Place – Housing Revenue Account (HRA)														
CS0237b	Keighley Rd Extra Care Fletcher Court	62	0	62	62	-194	0	0	0	0	0	0	62	62
CS0308	Afford Housing Programme 15 -18	176	0	176	0	9	0	0	0	0	176	0	0	176
Total - Housing Revenue Account (HRA)		238	0	238	62	-184	0	0	0	0	176	0	62	238
Reserve Schemes & Contingencies (HRA)														
CS0407z	Affordable Housing	0	0	0	0	0	5,000	10,000	10,000	4,224	14,430	14,794	0	29,224
Total - Housing Revenue Account (HRA)		238	0	238	62	-184	5,000	10,000	10,000	4,224	14,606	14,794	62	29,462
TOTAL - All Services		191,396	1,384	192,780	162,550	124,399	236,348	214,194	86,647	137,926	470,769	158,034	239,092	867,895

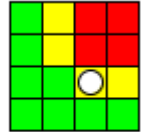
Bradford Council Strategic Risk Register



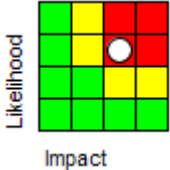
Third Quarter SRR – Fourth Quarter Review (2022-23)

Code & Title	SR 01 BCM BCM Critical facilities			Current Risk Matrix	
Description	Disruption of services and infrastructure arising from a civil contingency or business continuity incident. Critical facilities - premises, IT & communication systems, key staff resource - become unavailable				
				Likelihood	Impact
Type of Risk	District	Yes	Category	Medium	Critical
	Strategic	Yes	Risk Score	2	3
	Operational	Yes	Total Score	6	
Potential Effect of Risk	<ul style="list-style-type: none"> The Council is unable to function - some or all delivery priorities jeopardised. The Council is unable to meet its Corporate targets. The reputational risk to the Council is adversely effected. The welfare and safety of the Council's citizens is at risk. Increasing incidence and impact of service interruption events. Failure of business-critical systems. 				
Internal Controls	<ul style="list-style-type: none"> All services have in place business continuity plans which should be reviewed annually by the Head of the relevant Service and shared with the Emergency Management Team. These plans are owned by the relevant Service Assistant Director. All plans across the Council's services will be reviewed in the new financial year and will include specific risk assessments and mitigation in place for different risks. Plans identify a list of critical and statutory functions for their service (Annex A), Generic Actions (B) and Specific Action to take in relation to identified risks (C). The Emergency Management Team coordinates the Councils approach to an incident/emergency and lead on the requirements of the Civil Contingencies Act 2004 which are: to make risk assessments, create emergency plans, communicate with the public, co-operate with other responding organisations, share information with other responders, make our own business continuity arrangements and promote business continuity to businesses. This is coordinated at a regional level by the West Yorkshire Resilience Forum, made up of the Blue Lights services, 5 local authorities, MHCLG, and key utilities and partner organisations such as the Environmental Agency and Yorkshire Water. 				

	<ul style="list-style-type: none"> The 7 key duties of the CC Act are covered in key work area sub groups; a key group is the Training, Exercise and Development Group. The remit of this 'multi agency' group is to work in partnership and develop exercises where plans are tested to strengthen resilience and overcome weaknesses in via a range of scenarios, such as incidents caused by bad weather, CBRN (chemical, biological, radiological and nuclear) events, flooding, Cyber-attack, terrorist related attacks and more. These exercises are sometimes "live" and may take place in real time, but may also be table top. Different injects are added during the day and the outcomes debriefed for lessons identified which are built back into the plans. The Emergency Management Service is on call 24 hours per day, 365 days a year and are responsible for co-coordinating the Council's response to an incident or emergency situation. There is an Emergency Control Centre away from the City should there be an incident affecting these.
Assurance Mechanisms	Services' Business Continuity Plans which must be reviewed annually by the Assistant Director (or a nominated deputy) as the plan owner. These plans will be reviewed by the Emergency Management Team and Internal Audit Team.
Date Reviewed	16/12/2022
Actions / Controls under development	The Emergency planning Manager is currently working towards securing funding to fund a full time post to manage and work with Service Areas to promote and review Business Continuity Plans.
Managed By	Susan Spink
Administered By	Matthew Baggley

Code & Title		SR 02 HSG Inadequate Housing Supply			Current Risk Matrix	
Description		Changing demographics and demand pressures, changes in national policy (especially as relating to affordable housing) and a period of reduced housing construction, leads to an inadequate housing supply in terms of type, quality, accessibility and affordability. This will impede the Council's progress towards the corporate priority of decent homes that people can afford to live in. In March 2019 MHCLG published guidance which requires Local Authorities to open a Housing Revenue Account (HRA) where their stock exceeds 200 units. The HRA business plan and financial position is outstanding and we cannot plan a delivery programme until we have a clear understanding. Furthermore, work is ongoing to fully understand the impact of Covid 19 / inflationary rates on housing supply and demand.			 <p>Likelihood</p> <p>Impact</p>	
					Likelihood	Impact
Type of Risk	District	Yes	Category	Medium	Critical	
	Strategic	Yes	Risk Score	2	3	
	Operational	Yes	Total Score	6		
Potential Effect of Risk	<ul style="list-style-type: none"> Reduced scope for economic development and adverse impact on labour market due to reduced mobility and availability. Negative impact on regeneration priorities and neighbourhoods. Negative impact and wasted resources associated with a large number of empty homes. Negative impact on health priorities as inadequate housing contributes to chronic health problems, critical incidents such as falls and delays discharge back in to the community Negative impact on education priorities as inadequate housing affects children's educational attainment. Reduced performance on key indicators – net additional homes (CIS_05/ NI 154) and number of affordable homes delivered (NI 155). Negative impact on homelessness and greater use of temporary accommodation 					
Internal Controls	<ul style="list-style-type: none"> 'A Place to Call Home, A Place to Thrive, Housing Strategy for Bradford District, 2020-2030' was endorsed at Executive in January 2020 - sets out the vision, priorities, challenges and approach for meeting the housing needs of the residents of the district. It was partner led and entailed considerable consultation and a robust evidence base. Homelessness and Rough Sleeping strategy 2020-25 for the district was endorsed at Executive in January 2020 - sets out the vision, themes and priority actions identified for tackling homelessness and rough sleeping over the next five years. Will guide and influence the policies and delivery programmes of partners and stakeholders. Progress on the strategies is reported annually to Regeneration and Environment Overview and Scrutiny Committee. In February 2020, Executive approved to formally adopt the Homes and Neighbourhoods Design Guide as a Supplementary Planning Document (SPD) for use in the determination of planning applications. The purpose of the Guide will be to achieve a step change in the quality of new housing development in the District It sets a vision for "green, safe, inclusive and distinctive neighbourhoods that create healthy communities for all." Documented evidence base for Housing and Homelessness Strategy which reflects anticipated demographic and demand changes and other regular monitoring of trends such as Housing Market tracker. Number of other housing related strategies, policies and programmes setting out actions and interventions to address housing supply/ provision including the Local Investment Plan, area plans, Great Places to Grow Old programme, Empty Homes Delivery Plan and Private Sector Housing Enforcement Policy. An updated Strategic Land Assessment (SLA) has been published (February 2021) by the Planning Service alongside the recent Local Plan consultation. This illustrates the current land supply position and whether there is sufficient land is made available during the life of the Local Development Plan to meet the District's housing needs including determining whether there is a 5 year supply of deliverable housing land (as required by Government). The Brownfield Register of land available for housing was updated and published in Dec 2020. Comprehensive analysis Council's land bank / sites that have been declared surplus to develop a pipeline of sites suitable for housing; will enable us to take a strategic approach to land and assets; one that ensures best use of land to meet our strategic objectives and priorities maximises housing outputs. In August 2020, the council published an updated Housing Delivery Test Action Plan 					

	<p>(HDTAP). This identified potential barriers to housing delivery in the District and actions / proactive steps to address obstacles and promote delivery. The actions will help to ensure that our future housing needs can be met, and that our economic growth ambitions will be supported through the provision of new, quality housing. The update showed progress since 2019 HDTAP. Work is underway on a new economic strategy and this will refresh our understanding of the housing market ensuring assumptions are based on a more up to date needs analysis.</p> <ul style="list-style-type: none"> • Ongoing monitoring of external factors which may impact on housing development and improvement in the District, such as the impact of Covid19 and Brexit and the potential impact that this will have on developer confidence, general economic conditions and political/ legislative changes such as changes in the approach to provision of affordable housing. These factors taken into account and acted on in development of relevant plans and policies. • Key indicators relating to housing functions reported in the Council Plan. • Development and Enabling team working to maximise the number of new affordable homes in the District through working in partnership with Registered Providers and Homes England to attract affordable housing grant and private finance to support the delivery of new build Affordable Housing schemes. The Council has delivered over 400 affordable homes for rent to date. • Planning service ensure provision of affordable housing is maximised through Section 106 planning agreements on larger private development schemes • Housing Standards team apply the Council's statutory enforcement powers to improve the standards of accommodation in the growing private rented sector – dealt with approximately 2160 requests for assistance during 2020/21. (Work is in progress to refresh these figures for the period 2022/23). • The SHMA was updated in 2019– An addendum was produced February 2021 and this supplements the 2019 SHMA (Refresh of this will be in line with the National Planning Policy Framework). • Work with the Leeds City Region and energy providers to develop and deliver energy efficiency improvements to the District's housing stock. • Invest in a proactive programme of interventions to bring empty homes back in to use. • Allocations Policy which ensures access to social housing and supports employment mobility. Council provides Housing Options service which proactively seeks to prevent homelessness. • Private Sector Lettings Scheme developed to make better use of private rented sector in meeting housing need. • Monitoring of impacts of welfare reforms (e.g. benefits cap, roll-out of Universal Credit, Under 35s, LHA caps) ongoing, with short-term impacts mitigated via Discretionary Housing Payments (DHPs). • The Authority Annual Monitoring Report reports on both local plan progress and delivery of new homes.
Assurance Mechanisms	Study has been produced by ARC4, in support of the local plan which was published in 2019. An addendum was produced February 2021 and this supplements the 2019 SHMA (Refresh of this will be in line with the National Planning Policy Framework).
Date Reviewed	06.01.2023
Actions / Controls under development	<ul style="list-style-type: none"> • An updated Strategic Housing Market Assessment (SHMA) and Local Housing Needs National Planning Policy Framework (NPPF) July 2018 brought in significant changes in relation to housing, in particular a new national standardised method for calculating housing need + result in a reduced minimum annual housing need for the District. The Government further reviewed the standard method in a summer 2020 consultation. The final revised standard method was issued in December 2020. This increased the need figure for the District including an additional 35% uplift (allocated to the top 20 cities). The Government is reviewing its wider planning reforms including the approach to housing scale and distribution and anticipate changes in Spring 2023. • Local Plan continues to make progress with a Regulation 18 consultation on the Local Plan taking place in February/March 2021. This included a comprehensive set of proposed site allocations and a further call for sites. The consultation progressed on the basis of the meeting the need element of the current standard method housing need figure of 1704 dwellings per annum and not full requirement with the 35% on top (set for the top 20 cities). The Local Plan will progress towards a submission plan over the next 12 months. Work is ongoing to prepare the new Local Plan and this will set out how the district will grow over the next 15-20 years. • Facilitate capital investment by partner organisations in order to exploit new financial models for the supply of housing in the District. • Consideration of options for the delivery and management of affordable housing by the Council beyond the 2015-2018 Affordable Housing Programme. An internal Growth Board is in situ to govern capital investment / new models of delivery. • Progress is being made with the HRA and a report is due to Executive on the 31st January 2023.
Managed By	Angela Blake
Administered By	Jo Hinchliffe

Code & Title		SR 03 DEG Delivering Economic Growth			Current Risk Matrix	
Description		<p>Bradford Economic Growth Strategy seeks to grow the economy by £4 million with an additional 24,000 jobs and up-skilling 48,000 people to Level 3 by 2030. Provision of new, and the maintenance of new and existing infrastructure to sustain and unlock new growth is challenging, particularly where development values are low or remediation or development costs are high.</p> <p>Economic uncertainty could delay regeneration and growth impacting on strategic decisions and inward investment.</p> <p>COVID-19 impacts on the economy are significant and have resulted in the greatest economic downturn on record. OBR estimates the economy will shrink by 11% in 2020 due to the economic restrictions imposed to control the spread of the Coronavirus. Applied to Bradford this would mean a fall in the value of our economy from £9.5 billion in 2019 to a figure of £8.4 billion in 2020. Extension of restrictions into 2021 will further undermine economic growth and will lead to further jobs losses and business failures. Work is happening on a new economic strategy and these figures will be updated in-line with that programme of work.</p>				
				Likelihood	Impact	
Type of Risk	District	Yes	Category	High	Critical	
	Strategic	Yes	Risk Score	3	3	
	Operational	Yes	Total Score	9		
Potential Effect of Risk	<ul style="list-style-type: none"> Income raised through council tax and business rates and New Homes Bonus etc. is less than predicted and/or costs are higher than forecast Inability to raise funds for projects and regeneration projects not completed Potential damage to the Council's reputation and the Economic Partnership Not able to meet member, government and the public's expectations Deteriorating physical and infrastructure assets Young people are not equipped to achieve their potential within the district Business failure rate increases and unemployment increases due to the impact of Covid-19 - still in recovery and work is ongoing to define impact alongside cost of living crisis. Long term cost implications of dealing with social issues linked to economic deprivation Undermine recent progress that had seen Bradford employment rising and a closing gap with the UK on key metrics such as resident based earnings Business relocating out of the Districts. 					
Internal Controls	<ul style="list-style-type: none"> Key account management with major businesses and employers to enhance business relationships and engagement with the private sector through various networks e.g. regular Property Forum; City Region joint working; district wide events. Joint attendance with Leeds City Region at Investor events in London progresses engagement with key investors. Comprehensive Invest in Bradford website www.investinbradford.com Partnership working - supporting effective local and regional strategic partnerships e.g. West Yorkshire Combined Authority activity. Growth Deal project development and Economic Strategy in place and progress monitored. Delivery of the £1.4 billion West Yorkshire Economic Recovery Plan. Strategic planning and leadership e.g. Bradford Economic Partnership launched 6.3.18. www.madeinbradford.com Utilisation of housing investment as a key factor in regeneration e.g. to meet affordable homes targets (see separate corporate risk on Housing). Respond to Government consultations and participate on working groups focussing on key policy areas Business Development Zones studies completed for 4 areas in Bradford, Shipley, and two in Keighley Rapid deployment of Government grants to eligible businesses. This has included ensuring that £125 million of Small Business Grant Fund and Retail, Hospitality and Leisure Business Grant Fund has been paid to over 11,000 businesses throughout the crisis - the third highest amount of any city authority district in England after Birmingham and Leeds. A further £6.9 million of Local Authority Discretionary Grant funds has been paid to 639 businesses - the second highest amount after Birmingham. 					

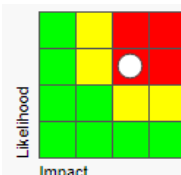
	<ul style="list-style-type: none"> Partnership response developed and survey work undertaken to establish impacts and inform response The Economic Recovery Plan agreed in January 2021 will require significant levels of Government support to address the economic challenges and opportunities presented by Covid-19 and the need to address wider economic trends such as the growth of the digital economy and the emergence of the green economy. (Work is happening on a new economic strategy) Shipley and Keighley Towns Fund Boards established and secured £58m of funding from Government. Development Frameworks have been commissioned to set the vision and ambition for the City and District and to inform future funding rounds, work is ongoing on these for Bradford City, Keighley and Shipley along with detailed master planning for the Southern Gateway. The Development Frameworks will take 9/12 months to complete. Gainshare Capacity Funding has secured which will provide additional capacity and resource to inform future strategic direction. £1.89m has been allocated to Bradford over the next 3 financial years. An Investment Plan has been submitted for the UK Shared Prosperity Fund which replaces European Funding. Bradford has a devolved allocation of £7.5m to deliver outcomes aligned to community infrastructure, business and people and skills. The District will also benefit from regionally delivered programmes. Capacity funding of £400k has also been allocated to Bradford. Four bids have been submitted into Round 2 of the Levelling Up Fund. The total of funding should these be successful is £110m.
Assurance Mechanisms	<ul style="list-style-type: none"> Relationship management - development and monitoring of benefits from key programmes such as the European Structural Investment Fund (ESIF), Homes England, West Yorkshire Transport Plan, Leeds City Region Transport Strategy and related projects, and the Local planning development framework. COVID-19 response reports into Gold / Silver / Bronze command structure.
Date Reviewed	06.01.2023
Actions / Controls under development	<ul style="list-style-type: none"> Implementation of Bradford Economic Recovery Plan and revision of the District Economic Strategy – Delivery Plan in 2021. (Work is happening on a new economic strategy completion dates currently being determined) Next steps towards delivery of the Keighley and Shipley Town Investment Plans, first business cases submitted January 22. Work ongoing and is governed by the Growth Board Implementation of the Bradford District Workforce Plan – initially a COVID-19 proposal to consider scale of Skills House offer Economic Development - service reshaping and restructure progressing. ESIF Programme engagement Maximising opportunities to attract Government funding to support regeneration and economic development activity. Development of Leeds City Region (LCR) pipeline projects; progress Towns Fund Accelerated funding projects for Shipley and Keighley, Getting Building Fund Full Business cases for One City Park, City Village Phase 1 (Markets) and Parry Lane Enterprise Zone. Development of Local Plan Initiatives developed under the Growth Deal to protect priority outcomes Leeds City Region and West Yorkshire Combined Authority action impacting on the District Support for business post Brexit with the LEP Engagement in plans for Shared Prosperity funding in order to maximise future resources Review of Strategic plans underway and employment land research commissioned to identify appropriate interventions NPR growth strategy being developed in consultation with partners. Devo funded Masterplan to be commissioned Jan 2021 – Southern Gateway Board has been established Jan 2023 to govern this work. Review of WY Combined Authority SPA's (spatial priority areas) is being progressed at WYCA. Engagement with WYCA Devolution planning and COVID-19 economic recovery workstream – WYCA Economic Recovery Plan developed and linking to Bradford Recovery Plan incorporating cultural recovery planning. From September 2022 Growth Board has been monitoring work on the new Economic Strategy and Development Frameworks.
Managed By	Angela Blake
Administered By	Jo Hinchliffe

Code & Title		SR 04 SCC Safer Cohesive Community			Current Risk Matrix	
Description		An incident occurs that leads to a rising of community tensions, possibly leading to counter action, civil unrest and criminal activity. As a consequence, there is a direct impact on managing the outcome for the council, police and partners and adverse reputational damage to the 'district'				
				Likelihood	Impact	
Type of Risk	District	Yes	Category	High	Critical	
	Strategic	Yes	Risk Score	3	3	
	Operational	Yes	Total Score	9		
Potential Effect of Risk	<ul style="list-style-type: none"> Negative impact on trust - between citizens, the Council and its partner agencies. Widening inequality. Cost of managing response is not contained within existing resources (council, police & partners). Breakdown in relationships between different community groups, leading to protracted tensions that need to be managed. Reduction in levels of community cohesion within the district. Adverse media and reputational damage for the district and key agencies. Less effective engagement with citizens and community groups. Communities believe that some sections are treated differently than others. Disproportionate adverse impact on the district's most vulnerable communities. 					
Internal Controls	<ul style="list-style-type: none"> The Stronger Communities Partnership is a Strategic Delivery Partnership reporting to the Wellbeing Board. It monitors delivery of the Council's Stronger Communities strategy. The Safer Communities Partnership is a Strategic Delivery Partnership reporting to the Wellbeing Board. It produces an annual plan to respond to emerging community safety priorities, including issues such as ASB and hate crime, which can have a bearing on community cohesion. The Neighbourhood Service supported by multi agency partners attend a series of Place Based Meetings - reporting community tensions as part of standard agenda - including police, youth service, RSLs etc. Council Wardens record issues that may lead to increased community tensions. Comprehensive action plans ensure each delivery group's objectives are achieved, evidence of effectiveness obtained and performance monitored. Police incidents which may have an impact on tension are shared with relevant partners through a weekly 'tensions monitoring' report. Hate Crime is being monitored regularly and Bradford Hate Crime Alliance is commissioned to lead and support victims. The Counter Extremism and the Prevent Strategy programme reduces risk of extremist influences creating divisions between communities. Regional factors are discussed at a West Yorkshire Level meeting. 					
Assurance Mechanisms	<ul style="list-style-type: none"> Ward based working and locality and ward plan assessments provide a regular assessment of community tensions based on above. West Yorkshire Police share their community tension monitoring with Safer Communities team. Community Safety Partnership co-ordinates a Reassurance and Engagement group that convenes on specific issues as and when needed. An annual report on the work of Safer and Stronger Communities and Prevent is considered by the Community Safety Partnership, the Wellbeing Board and the Council's Corporate Overview & Scrutiny Committee. 					

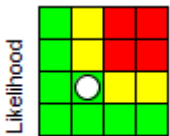
	<ul style="list-style-type: none"> The Council has invested in an additional 15 Assistant Ward Officers and 5 Stronger Communities Partnership & Engagement Officers to increase capacity for response to locality based issues and concerns and to take proactive action to bring people together and celebrate key dates for the districts communities. Area Committees and Executive now have a closer overview of locality plans and response through regular reporting mechanisms.
Date Reviewed	07- Dec -2022
Actions / Controls under development	<ul style="list-style-type: none"> New governance arrangements have recently been approved by the Wellbeing Board and the Stronger Communities Partnership is now Chaired by the Portfolio Holder for Neighbourhoods and Community Safety, who also Chairs the Community Safety Partnership Board. Together with the addition of Area Committee Chairs on the Stronger Communities Partnership there is now a strengthened connection to locality and a good 'read through' between the two strategic partnerships. A new Stronger Communities Team has been developed to increase capacity for working with communities, to provide voice and influence to under-represented groups and to help manage/mitigate the impacts of any tensions. The new team is now in place and is working well. Five Partnership and Engagement Officers will have a focus on locality and a district wide responsibility for two protected characteristics (Equality Act 2010). West Yorkshire Police share community tension monitoring report with relevant Council teams and officers. Social media continues to pose challenges with real and often 'fake news' leading to heightened tensions locally. Increased investment has been made in corporate communications and through VCS communications to promote public safety messaging and respond to inaccurate social media posts with a 'counter narratives' and training on critical thinking skills. Following an extensive consultation process a set of 'Shared Values' have been developed by the Stronger Communities team that seek to strengthen our links with one another and promote care and respect. An anti-rumour strategy is in place. Assistant Director Neighbourhoods has regular calls with senior police colleagues to discuss emerging issues.
Managed By	Ian Day Noreen Akhtar
Administered By	Jo Hinchcliffe

Code & Title		SR 06 ENV Environment and Sustainability			Current Risk Matrix	
Description		Responding to Climate Emergency by management of CO2e (Carbon Dioxide equivalent) emissions, helping to manage rising costs, resource pressures and increasing exposure to penalties as a result of demographic changes and other volume & capacity pressures, changing targets, legislation, economic and political pressures. The Clean Air Programme to achieve legal limits for air quality in the District has synergistic effects and benefits as for the CO2e Emission Reduction Programme due to the same emission sources.				
				Likelihood	Impact	
Type of Risk	District	Yes	Category	Medium	Catastrophic	
	Strategic	Yes	Risk Score	2	4	
	Operational	Yes	Total Score	8		
Potential Effect of Risk		<ul style="list-style-type: none"> • Reputational damage due to failure to meet greenhouse gas reduction targets or if identified as having poor measurement and control systems in place. • Adverse environmental and human consequences from climate change. Additional impacts on air quality and biodiversity due to GHG emission sources often cause synergistic toxic emissions • Damage to Council’s credibility as leader if district-wide targets not developed and then met. • Need to develop new partnerships with district and citizens around creative, local initiatives to enhance sustainability and create circular economies. • Need to re-prioritise and reallocate resources, including structural changes to Council’s delivery programme. • Reduced ability to promote external inward investment. • Amount of energy costs as gross figure and relative to the size of Council’s estate/ activities • Performance against corporate carbon reduction target (annual reduction in line with corporate target of net zero by 2038 with significant progress by 2030) • Performance against climate emergency declaration with implicit target of net zero carbon district by 2038 and significant progress by 2030. Additional metrics will be required to assess progress in this area. • Climate "incidents" now certain to increase in both frequency and severity. These will include surface water flooding, fluvial flooding, high winds and gales, drought, high temperatures, heat waves, cold snaps and high snowfall. • Toxic emissions from the same CO2e emission sources are likely to cause ongoing significant ill-health among residents. • Temperature severity in the District will have implications for energy use in terms of heating and cooling, including emission considerations. • Lack of robust understanding of population and other economic trends but globally expected to be significant numbers of climate refugees due to displacement from rising sea levels 77-135 cm by 2100 and water stress / drought. At the higher end of these estimates there will be much disruption in the wider Yorkshire and Humber region as low-lying settlements in the east become overwhelmed by water level rise affecting smaller towns along the Humber estuary. This is in addition to impacts in Lincolnshire and East Anglia as well as other low-lying areas of the UK. • Actions identified in corporate energy cost reduction plan not delivered. • Funding for renewable energy production and use and energy efficiency projects not available. • Funding for helping to improve district housing stock to help reduce energy wastage and provide dwellings more resilient to Climate Change not available • Wider stakeholder community under resourced to deliver on action commitments • Central Government, WYCA, Council and wider community unwilling to accept the scale of changes that are required to make the required contributions to CO2e emissions reduction. • Changing legislation, political priorities, targets. • Global insecurity causing major fluctuations in energy costs. 				

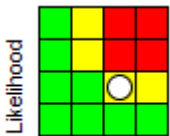
<p>Internal Controls</p>	<ul style="list-style-type: none"> • Progress on Climate Emergency flagship projects, the Council’s own CO2e emission reduction progress and Clean Air Plan delivery reported to Overview & Scrutiny • Arrangements with Yorkshire Purchasing Organisation for the monitoring of utility markets and understanding impacts of price volatility. • Use procurement processes to secure optimal price advantage in purchasing resources for instance through category management. • Sophisticated and comprehensive understanding of corporate resource use profiles and identification of business-critical resource risks in terms of supply and availability or price volatility and impacts on service budgets. • Delivering corporate resilience through sourcing renewable local resources where viable such as PV panels, District Heat Network • Delivering projects to use resources, such as energy, efficiently and where feasible reducing direct and indirect resource consumption. • Delivering projects to produce local renewable energy such as hydrogen, bio methane and solar and air/ground source power. • Implementation of the Clean Air Plan, including Clean Air Zone (CAZ).
<p>Assurance Mechanisms</p>	<ul style="list-style-type: none"> • Managing systems and processes to monitor and report on energy consumption and CO2e emissions to ensure compliance with statutory Carbon Reduction Commitment. • Carbon emissions from Council operations published annually (Scope 1 & 2), tracking progress against 2038 target from a baseline in the 2019/20 financial year. Scope 3 emissions (indirect emissions from Council activity – the most significant aspect of Council emissions) will start to be assessed and reported in line with emerging methodology. • Carbon Impact Assessments, in line with emerging WY Protocol, for all major schemes • Modelling and monitoring of transport and wider emissions & metrics through the Clean Air Plan Monitoring & Evaluation Programme • Evaluation and assessment in partnership with WYCA and the West Yorkshire Lead Environment Officer Group • Damage cost approach to air quality programme to be widened for CO2e emission reduction assessment & evaluation
<p>Date Reviewed</p>	<p>27-12-2022</p>
<p>Actions / Controls under development</p>	<ul style="list-style-type: none"> • Implementation of WY Environment and Climate Change Plan (2021-24), including various projects to be funded via gainshare and CRSTS funding, to help take the Council’s CO2e emissions to Net Zero from 2020 to 2038, with significant progress (to be defined) by 2030. • Restructure of Council resource to reallocate Clean Air Plan resource to tackle climate change and promote sustainability, including funding programmes. • Developing a Clean Growth Strategy & Implementation Plan to identify activity that will support economic development and provide a platform for inward investment in the District, while reducing harmful emissions cost effectively, through Local and District Plans and cross Department activity. • Development of Bradford Transport Strategy, including WY development of Zero Emission Transport Strategy and West Yorkshire Low Emission Strategy (WYLES). • Working with partners through developing forums to identify potential courses of action and strategies for climate mitigation and adaptation. • Working with WYCA to co-ordinate energy and carbon strategy work and to align with neighbouring district on actions and targets. • Damage cost approach to air quality programme to be widened for CO2e emission reduction assessment & evaluation. • Development of robust carbon accounting and carbon budgeting processes.
<p>Managed By</p>	<p>Andrew Whittles</p>
<p>Administered By</p>	<p>Sally Jones</p>

Code & Title		SR 07 FRS Financial Resilience and Sustainability			Current Risk Matrix	
Description		<p>A risk that the Council is unable to deliver a sustainable annual budget / medium term budget This may arise due to levels of Central Government funding or Council expenditure, income or demand pressures adversely impacting upon existing budget forecast The current live risk is the demand pressures in Childrens Services and current cost of living impacts both in terms of direct impact on Council costs and also in terms of the indirect impact upon residents and business in the District. The ongoing impact of Covid, the uncertainty of future funding, and potential return to some austerity measures post Covid The combination of past and future funding reductions and increasing service demand puts pressure on continued effective delivery of Council services and priorities.</p>				
					Likelihood	Impact
Type of Risk	District	No			Category	High
	Strategic	Yes			Risk Score	3
	Operational	Yes			Total Score	9
Potential Effect of Risk	<ul style="list-style-type: none"> Services run the risk of failing to deliver statutory / minimum standards Council could be faced with cutting non-statutory but essential services as resources get diverted to statutory services alone Budget is overspent. Suboptimal decisions could be made. Achievement of priorities delayed or not delivered. Service delivery not achieved. Challenges to governance framework. Deterioration in reputation with knock on consequences. Scarce resources may not be utilised / prioritised to maximum effect. Reduced effectiveness of Council Leadership The Council's budget & setting of Council Tax is challenged. The risk remains for future years though already being planned for through organisational review and new operating models workstream. Central Government funding is still uncertain. Service demand pressures could cause disproportionate budget pressure if not properly funded by government. Potential for S114 Decision to be made by the S151 Officer if underlying budget issues are not capable of being addressed. 					
Internal Controls	<ul style="list-style-type: none"> Council priorities reaffirmed in the Council Plan approved December 2020 and in the Medium Term Financial Strategy as regularly updated. Comprehensive financial and performance monitoring information provided to DMTs, CMT and Executive supported by value for money and activity information. Budget process fully integrated with the Authority's strategic service and value for money planning. Political engagement in place for budget process. Budget challenge sessions (Officer and Members) instituted during 2018/19 with focus on robust business case development for new proposals. Budget Challenge sessions extended to Capital schemes in 2019/20 Medium term planning extended over a six year time line, with clear assumptions outlined. However, central govt annual settlements mitigate the benefit of this. Controls on procurement and workforce changes in place Meaningful budget consultation process in place 					

	<ul style="list-style-type: none"> • Strict adherence to Reserves Policy. Reserves are forecast to be adequate for the foreseeable future. • Project Appraisal Group established to scrutinise individual capital business cases. • Covid emergency and recovery actions subject to daily CMT discussion and regular Theme led governance and decision taking processes, including clear assessment of financial implications • Member of WY Finance Group. SIGOMA; CIPFA and subscribe to Pixel financial analysis services to enhance knowledge of national finance position and enhance lobbying for funding • Governance and Audit Committee received a report on Council's compliance with the CIPFA Financial Management Code • Extension of budget monitoring processes and use of Business Intelligence reporting through DMTs • Increased monitoring of high-risk budgets, including review and monitoring of recovery action • Medium Term Financial Strategy incorporating scenario planning / forecasting / sensitivity analysis, is being continuously updated to take account of national and local funding announcements. The provisional financial settlement notification for 2023/24 was received in December which was marginally less than anticipated. • Raise financial acumen across the Council to improve decision making • Implemented Finance for Non-Finance Managers training
Assurance Mechanisms	<ul style="list-style-type: none"> • External Audit inspection of accounts and opinion. • Internal audit review of internal control mechanisms.
Date Reviewed	13 January 2023
Actions / Controls under development	<ul style="list-style-type: none"> • A range of budget mitigation actions have been identified by the Councils Corporate Management Team to mitigate budgetary impacts and mitigate the level of potential budget gap. • Work continues to identify cost mitigation actions.
Managed By	Christopher Kinsella
Administered By	Mark St Romaine

Code & Title		SR 08 INS Information Security			Current Risk Matrix	
Description		Confidential data is lost, stolen, accessed or disclosed without authority because of inadequate data security or non-observance of protocols				
					Likelihood	Impact
Type of Risk	District	No	Category	Medium	Significant	
	Strategic	Yes	Risk Score	2	2	
	Operational	Yes	Total Score	4		
Potential Effect of Risk		<ul style="list-style-type: none"> • Damage to the Council's commercial interests, reputation and ability to provide credible leadership of the district. • Risk of financial penalty. • Penalty arising from reference of data security breach to Information Commissioner. • Adverse publicity. • Loss of trust between the Council, its partners and citizens. • Required "culture change" is not achieved. • Inadequate engagement fails to deliver physical security, effective procedures or efficient processes. 				
Internal Controls		<ul style="list-style-type: none"> • Designated SIRO (Senior Information Risk Owner) –Director of Finance & IT. • 3rd tier Officers (Assistant Directors/Directors) assigned as Information Asset Owners. • Cross departmental Information Assurance Group established and regular meetings scheduled. • Regular DPO / SIRO meetings scheduled to focus priorities. • Refreshed IMAG framework launched with Information Governance Champions for each Service appointed by IAOs who collectively form the Information Assurance Operational Network (IAON). Support 3rd tier officers in meeting their IAO responsibilities. • IAO responsibilities document circulated to any new IAO's. • Monthly reporting on performance information to CMT. • Specific Data Security Incident Policy and on line reporting form in place with published guidance for Incident owners on how to investigate incidents. • IT Security Policies, guidance and procedures actively maintained and reviewed annually. • IG Improvement plan in place to ensure continued compliance with GDPR and DP Act 2018. • Risk Log approved by IAG and regularly updated. • Mandatory "Information & UK GDPR" learning for all staff with appropriate compliance monitoring. • Annual SIRO report. • Regular Information Governance reporting to CMT and Governance & Audit Committee. • Dedicated Data Protection and Records Management Officer ensure compliance with GDPR Article 30 and 37. • Dedicated SharePoint site as a central hub for all information related matters (including security) as well as key information for IAO and Service Champions. • Technological solutions enable a consistent, safe and accessible infrastructure for data - IT systems and projects enable the business while minimising risk to the confidentiality, integrity and availability of those systems. Data in use, in transit and at rest should be in line with legislative requirements and follow policy/procedure. 				

	<ul style="list-style-type: none"> • Appropriate physical security mechanisms. - Buildings are secured to a level commensurate with the nature of the data they contain. Mechanisms are in place to protect physical (paper based) information from creation to destruction. • Public Services Network (PSN) compliance achieved which is a rigorous on-going IT governance assessment. • Secure e-mail solutions in place for safe information exchange with other public service agencies and 3rd party organisations, Galaxkey in place for external emails and communicated through service DMTs and Managers Express. • Regular independent Penetration testing of IT current systems to provide assurance that suitable technical security controls are in place. • Penetration Testing on any new system as part of the project implementation phase. • 24/7 Monitoring of traffic leaving and entering the Bradford Network. • Required encryption in place. • The council has now moved from SAC B compliancy to SAC D for PCI DSS compliancy, this is where the merchants checks that we have controls in place to handle, process and store card details on our network.
Assurance Mechanisms	<ul style="list-style-type: none"> • Regular Information Governance reporting to CMT and Governance & Audit Committee. • Engagement with Information Commissioners Office with prompt reporting and liaison.
Date Reviewed	6 th December 2022
Actions / Controls under development	<ul style="list-style-type: none"> • Review of all IG and Information Security policies. • Additional mandatory learning for IAO's and Managers. • Part of two national Security initiatives one lead by NCC and one LGA. • The Council is midway through the implementation of its multi factor authentication safeguards.
Managed By	Christopher Kinsella
Administered By	Tracey Banfield / Harry Singh / Dominic Barnes-Browne

Code & Title	SR 12 ADC Adults Demographic Change			Current Risk Matrix	
Description	Ability to deliver the Adults Social Care Transformation Programme priorities is threatened by rising costs and resource pressures due to changing demographics and changing legislation.			 Likelihood Impact	
				Likelihood	Impact
Type of Risk	District	No	Category	Medium	Critical
	Strategic	Yes	Risk Score	2	3
	Operational	Yes	Total Score	6	
Potential Effect of Risk	<ul style="list-style-type: none"> • Demand for social care services is predicted to continue increasing and overspends are likely. • Budget proposals highlight this particular pressure as an ongoing concern for the Council. • There is a continuing need to re-prioritise and reallocate resources and actions have been identified in preparing budgets for coming years. • Conflict between expectations and affordability - standards of service deteriorate as a result of increasing demand and fewer resources, impacting on our ability to meet individual outcomes and legislative duties. • Lengthening waiting lists for assessments and provision of care • Increases in numbers requiring care • Increase in expectations from service users • Recruitment delays to bring in social workers and care workers <p>CQC assurance framework outcomes - This will provide addition scrutiny of our Adult social care budget spend, especially on our budget spend in relation to the needs of citizens and how we compare with our statistical neighbours.</p>				
Internal Controls	<ul style="list-style-type: none"> • Departmental Management Team (DMT) has agreed a 3-year plan, which sets out our key priorities to meet our commitments to the implementation of our Council Plan Commitments for Better Health and Better lives, which focuses on reducing demand through a greater focus on prevention and early intervention. • All DMT members have service plans in place which are aligned the 3-year plan, council plan commitments and also include our Transformation and Change work stream priorities. The Transformation priorities have also been reviewed and updated to ensure that they reflect the changes set out in the 3-year plan and also reflect the policy changes/lessons learnt from our Covid-19 related response. • DMT have made additional investment in core areas to ensure that we have adequate resources in place to meet both Transformation and Business Operational Delivery priorities e.g. Commissioning, Mental Health, Autism & Neuro Diversity, Continuous Health Care. 				

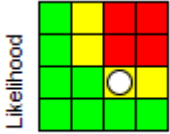
	<ul style="list-style-type: none"> Discussions continue to take place with Health partners to identify potential funding streams that could be used to alleviate some of the funding pressures on Adult Social Care due to the increase in demand for services. The service has refreshed its practice and policy quality assurance framework, and work is underway to implement the new approach through the Raising Expectation Workstream. <p>As part of the implementation of our Community Led Support Workstream we are working with public health, place and health partners to enhance our prevention and early intervention offer e.g. Living Well, Community Hubs, community director etc.</p>
Assurance Mechanisms	<ul style="list-style-type: none"> The department has implemented robust governance and performance management arrangements to oversee and maintain momentum on delivery, which include: <ul style="list-style-type: none"> Finance, Performance, Quality and Transformation workstreams (FQPT). The meeting attendees include reps from Corporate Finance Team and HR. The main aim of this meeting is to review budget position and performance management data and identify any pressure areas as well as areas of potential under spend elsewhere in the budget to mitigate and relieve problems, while also reviewing progress against key transformation and change activity which are supporting our plans to reduce budget spend and reduce demand for services. Where problems are still being identified these are highlighted in the quarterly budget monitoring reports to Members. Adult Social Care Reforms: This meeting includes service managers and has oversight of the AD preparation plans for the CQC Assurance Framework and other Social Care Reform related activity. <ul style="list-style-type: none"> Progress updates are also provided to the Corporate Programme Steering Group. Implemented the FQPT approach across the AD SMT meetings and within the Service Manager Team Meetings. We have implemented the FQPT approach across the AD SMT meeting on a monthly basis. Where required, DMT have also set up specific task and finish groups to oversee key change activity which may require support from corporate resources e.g. Financial Support Services Improvement Plan. <p>Regular performance and progress updates from these groups are provided to Corporate Services and to the Leader and Portfolio Holder highlighting potential issues raised by this pressure.</p>
Date Reviewed	03.01.23
Actions / Controls under development	<ul style="list-style-type: none"> Continue to work with Health Partners as part of the integration of health and social care agenda to examine areas where there may be overlaps or synergies that could lead to more efficient ways of working and increasing value for money. Review of population health management approach across the Health and Social Care System, which looks at how data is currently being used to help design a system that allows us to proactively improve our services and interventions to meet shared outcomes – this will include reviewing the way we currently manage the joint strategic needs assessment, neighbourhood and ward profiles and how they inform and add value to business.

	<ul style="list-style-type: none"> ▪ Implement plans to enhance our intelligence and insight building on our current feedback arrangements – this includes the Co-Production Partnership, strengthening links with the Linked In campaign overseen by the Health and Care Partnership, and a real time solution to capture the experience of the person following their engagement with the service. ▪ Ongoing Review of our continuous improvement and quality assurance frameworks to ensure that the department is prepared for the proposed changes outlined in the Government White paper, ▪ DMT leads are now working on their plans for preparing their services for the CQC Assurance Framework. This includes, undertaking a stock take against the criteria and guidance set out both within the draft framework and the Get Ready for Assurance handbook developed by the LGA-ADASS. We have developed a programme of activity to help address workforce capacity challenges both within the Department and our external partners. This work is being done alongside the Bradford Care Association, “One Workforce” Programme, and Bradford Teaching partnership.
Managed By	Iain Macbeath
Administered By	Imran Rathore

Code & Title	SR 13 DSK Delivery of Skills and Training Priority			Current Risk Matrix	
Description	Increasing budget pressure and resource constraints caused by competition for resources required for delivery of skills and training priorities. Need to deal with historical / legacy issues.				
				Likelihood	Impact
Type of Risk	District	Yes	Category	Medium	Critical
	Strategic	Yes	Risk Score	2	3
	Operational	Yes	Total Score	6	
Potential Effect of Risk	<ul style="list-style-type: none"> Lack of coordination in the efforts of various agencies involved. Lack of congruence with educational attainment objective. District becomes unattractive to businesses and employers. Loss of leadership role. Actions detailed in the Workforce Development Plan and Economic Recovery Plan are not delivered, impacting ability to fully realise the district’s ambitions for inclusive and clean growth that addresses the underlying challenge that have been exacerbated by the pandemic. Funding bodies releasing new contracts in isolation. Underspend of current funding. Education capital developments not aligned with employer need. 				
Internal Controls	<ul style="list-style-type: none"> Successor funding has been secured for 2 ESIF programmes in Bradford starting on 1st January 2022 to run until the end of 2023. This is in partnership with Leeds and Kirklees Councils. We continue to work collaboratively to explore funding opportunities arising from the Post-16 Skills and Education Bill, devolved funding and other new and existing sources. Significant amounts of SPF and Multiply funded will be passported to the Council and we are working to integrate this into the wider employment and skills offer to maximise the impact for the District. Maximus has commenced the Restart programme in the contract package area covering Bradford. Partnership meetings have been held and their partnership lead has joined the SkillsHouse Advisory Board to ensure the new provision is appropriately located within the provision landscape and accessible to those residents that it is intended for without creating duplication or unhelpful competition. We have established strong relations with EDT the National Careers Service prime contractor for the Yorkshire and the Humber area and they have been confirmed as the provider for the next three years. Skills for Work (SfW) continue to deliver Levy and Non-Levy Apprenticeships, and Education and Skills Funding Agency (ESFA) classroom and Community Learning, and are taking the lead locally on the community elements of the DfE funded adult numeracy programme, Multiply.. We have recovered participation numbers and success rates to pre-pandemic levels for our own Adult Education provision, and our Apprenticeships success rate is significantly better than national. We continue to work with other WY LAs to share and understand approaches and practice in delivering adult skills programmes. Senior management remains engaged with the Government’s devolution agenda for education and skills funding through West Yorkshire Combined Authority and Leeds City Region networks. Officers are working to shape policy, maximise funding opportunities and inform WYCA’s commissioning decision making. Significant investment in the Employment West Yorkshire programme has been approved by the WYCA Board, and we are wrking through the contracting process. This will secure the infrastructure and investment in the SkillsHpuse partnership that has been developed through existing EU and Gainshare funding as those funds taper off in the next 15 months. 				

	<ul style="list-style-type: none"> • Similar work is being undertaken through the Key Cities network, where the Deputy Leader holds the education and skills portfolio. We have now established a Key Cities Skills Network with Bradford as the secretariat. A skills conference was held in May 2022, and findings were presented at the Key Cities APPG in Westminster in the Autumn. • Continuation of implementation of Post-16 Review recommendations overseen by post-16 Board with regular progress reporting. Partnership dialogue, enabled by the Council, is ongoing with a number of providers to develop the approach to improving academic provision in the North of the District. This needs to be carefully managed so as not to impact the wider mix and balance of provision for the post-16 phase. Three applications have been submitted for 1619 Free Schools in the DfE latest funding round – as only 15 schools maximum will be funded nationally (for all age ranges) it may be none are successful but we have worked with providers to understand their offer and start to build links with other providers in the area, although there has been some initial resistance. • Future Boost through funding allocated by the Executive has supported Youth and outreach work, sport and leisure activity, work experience for NEET young people and to enhance the IAG and transition support including a focus on transition support for young people with SEN. Good practice from this and the £500k Community Renewal Fund pilot programme, Building Our Future, is now being incorporated into the future delivery models. • SkillsHouse Advisory Board in place to oversee and shape the upscaling of the partnership model, use of the Gainshare funding and the Kickstart programme. The last of the Kickstart placements finished in November and success was celebrated at a well-attended Awards ceremony. Young people from the programme are still being supported to progress into positive destinations. So far the progression rate into employment is considerably better than national DWP programmes and European funded provision. • The Employment and Skills Board has been refreshed and relaunched with Will Richardson, Regional Partner at PWC taking on the responsibility of Chair. The Board will have strategic oversight of the employment and skills approach locally as well as acting as a regional and national voice for the District's provision and partners.
Assurance Mechanisms	Bradford Employment and Skills Board established and has oversight of the delivery of the Workforce Development Plan and the employment and skills elements of the Economic Recovery Plan; the Portfolio holder is Chair of the Board.
Date Reviewed	20-Dec-2022
Actions / Controls under development	<ul style="list-style-type: none"> • Senior management remain engaged with the Combined Authority regarding the devolution to WYCA of the Adult Education Budget and other skills funding such as the pilot Community Renewal Fund which we have successfully delivered in the District. Officers are working to inform future policy, principles and processes through DoDs and the WYCA Employment and Skills Committee commissioned review of the AEB implementation. Work is being undertaken through the Key Cities network, where the Deputy Leader holds the education and skills portfolio to develop the employment and skills network to both identify and promote good practice and engage with the national policy debate. • LA holds keep in touch with heads of post-16 in schools, colleges, and other independent learning providers work across our post-16 partnership to continue to build on recent improvements on academic grades at Level 3 and supported the opening of the two new post-16 free schools which will reported strong results from their first cohort of A Level completers this Summer. We continue to develop options for A Level provision in the North of the District where Keighley College is developing an academic offer to complement existing provision, and other partners are exploring options through national funding and capital developments. • The LA is working through differing partnerships in the implementation of Workforce Development Plan collaboratively, developing a more strategic approach to understanding the market so the skills system can operate more effectively to meet changing business needs. This will consider how we secure improve outcomes at Level 3 and higher skills that are better aligned with local economic need. • The Council, will work towards, all of our workforce having or working towards Level 2 qualification, with the aspirational that our staff who do not hold a Level 3 qualification will work towards achieving one; • The Council is developing an inclusive recruitment approach to be managed through SkillsHouse that will pilot new approaches to recruitment of posts at Band 8 and below, ensuring equality of opportunity across disadvantaged groups and communities. • Explore approaches to using the Apprenticeship Levy and other funding to develop a support package for the employment of care Apprentices in SMEs locally, particularly targeting Level 1/3. • Seeking an improved public funding settlement, through national channels building on devolution, to facilitate the up-skilling of people of working age. • Build a careers and technical education system to increase access to jobs with career advancement potential and that delivers the experiences and technical skills to secure entry to work and advance through in-work training.

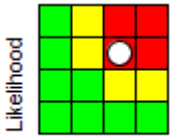
	<ul style="list-style-type: none">Initiation of the Academy within the Health and Social Care Economic Partnership's One Workforce programme will focus on the career progression and skills development of people already working in the Health and Social Care sector in the District. The partnership has launched a new website to underpin this activity. As our largest sector in terms of jobs this has the potential to have a significant impact on residual low skills issues.
Managed By	Phil Hunter
Administered By	Matt Findull

Code & Title	SR 14 SND SEND Services			Current Risk Matrix	
Description	<p>Between 7 and 11 March 2022, Ofsted and the Care Quality Commission (CQC) conducted a joint inspection of the local area of Bradford to judge the effectiveness of the district in implementing the disability and special education needs reforms as set out in the Children and Families Act 2014.</p> <p>The Ofsted inspection identify the following 5 areas of significant weakness</p> <ol style="list-style-type: none"> 1. Poor communication between stakeholders across education, health and care. 2. The variable quality of EHC plans, including plans which do not fully describe the provision that children and young people with SEND need. 3. The inconsistent delivery of the 0 to 19 health visiting, school nursing and specialist nursing services. 4. Children and young people wait too long for assessments, treatment and diagnosis. There is insufficient support for children and young people with SEND who are waiting for provision, services, diagnosis or equipment. 5. Education, health and care services do not work together well. The arrangements for joint commissioning are underdeveloped. <p>The LA provided a Written Statement of Action (WSOA) Plan to address the above areas of weakness on the 21st of September 2022 that has been approved by Ofsted. The WSOA will be monitored every 90 days and the first meeting will be on the 06.01.2023.</p>			 <p>Likelihood</p> <p>Impact</p>	
				Likelihood	Impact
Type of Risk	District	Yes	Category	Medium	Critical
	Strategic	Yes	Risk Score	2	3
	Operational	Yes	Total Score	6	
Potential Effect of Risk	<ul style="list-style-type: none"> • The CYPs SEND needs may not be effectively met. • The Local Authority may not meet its statutory obligations. • Negative impact on Local Authority’s reputation with CYP/parents & schools. 				
Internal Controls	<p>Following the inspection, the district was asked to develop a written statement of action that sets out the 5 areas of significant weakness will be addressed. Action is the plan will be delivered through 5 work streams that takes a lead on each of the 5 areas. The members of the work streams include health, social care, parents, college and schools. These work stream report into the SEND Strategic Partnership Board.</p>				
Assurance Mechanisms	<ul style="list-style-type: none"> • SEND Strategic Partnership Board (SSPB) established with clear ToRs providing governance over the four operational workstreams. • Quarterly progress review meetings are held with the DfE and NHSE. • The SSPB reports to the district wide Children and Families Partnership board that provides governance. 				
Date Reviewed	07.12 2022				
Actions / Controls under development	<ul style="list-style-type: none"> • Development of Local Area SEF and improvement plan with supporting data and evidence across the Local Area-reviewed quarterly by SEND Strategic Partnership Board. • Development of a Health Data Dashboard to feed into LA dashboard. • Coproduction and engagement plan across the Local Area. • Continue to develop the multi-agency quality assurance work. 				
Managed By	Niall Devlin				

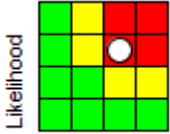
Administered By	Caroline Levene
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Code & Title		SR 15 OIP Ofsted Improvement Plan			Current Risk Matrix		
Description		The pace of change has been too slow following the inspection in September 2018. Although the local authority is making progress in improving services for children in need of help and protection in some discrete areas of practice the pace; consistency and sustainability of improvement remains a risk. The most recent Ofsted Inspection in November/December 2022 highlighted that whilst there has been improvement at pace in the last 12 months, the improvements have not been enough since the 2018 inspection					
				Likelihood		Impact	
Type of Risk		District	No	Category		High	Critical
		Strategic	Yes	Risk Score		3	3
		Operational	Yes	Total Score		9	
Potential Effect of Risk		<ul style="list-style-type: none"> • Poor reputation • High turnover of workforce at all levels • Inconsistent service to service users • Financial • Slow progression of improvement, particularly due to size of improvement team to drive and deliver on improvement 					
Internal Controls		<ul style="list-style-type: none"> • Improvement Board: The Children’s Services Improvement Board is chaired by Steve Walker, DfE appointed commissioner. The Board continues to scrutinise the improvement work. • Improvement Plan: The Improvement plan has 12 focus areas – Integrated Front Door (David Thorpe Implementation), Early Help, Help and Protection including Children with Disabilities, Edge of Care, Children Looked After and Leaving Care, Voice and Influence, Conditions for Success, Sufficient and Stable Workforce, Practice Improvement, Partnership, Resource and Support Functions and Performance and Management QA. There are detailed plans for some of the projects with project and service leads and Project Action Groups are in place to deliver on the plans. The remaining projects are being scoped and detailed plans are being developed. • Children’s Service Improvement Team: The Improvement Team remains a small team with only 3 substantive members of staff (2 Practice Improvement Co-ordinators and 1 HoS for Business Support and Practice Improvement). The Improvement Team also has an Interim Director of Improvement (till March 2023) and an Interim Improvement Consultant (funded by DfE through Leeds till March 2023). With 12 strands of improvement work identified, some of which are branching off into more than 1 plan, the team needs to increase • Conversations Based Approach for Referrals: The Conversations Based Approach was launched in Bradford in November 2022, this was following the research of Professor David Thorpe and finding that in Bradford, 60% of referrals were leading to NFA and no support for families, even though they have undergone the highest level of intervention. Early data is showing us that contacts have increased (which is positive) but the number of contacts leading to a referral and intervention has significantly decreased, therefore, Social Workers are able to focus on and work with children and families who need it. This means that caseloads for Social Workers will reduce to a more manageable level and they will have the time for self-development in order to improve practice and deliver a consistent service to children and families. Becoming a Social Worker in Bradford also becomes more attractive when trying to recruit. • Internal Audits: Audit activities continue across all parts of the Service with identified recommendations and learning, this has recently been stepped up due to the low number of returns. • External Audit: Children’s Services continue to commission a number of external audits in different parts of the Service with identified recommendations and learning. Most recently within Children with Disabilities and the Integrated Front Door. 					

	<ul style="list-style-type: none"> • Ofsted: Initial feedback from the most recent full ILACS Ofsted Inspection in November/December 2022 highlighted areas requiring continued improvement and these have all been integrated into the Improvement Plans for each area of focus/project and are being worked on, when the final report is received, anything missed will be added. All Project Improvement Plans have been updated to link back to source so these are easily trackable. • Partnership: The DCS and Senior Managers continue to engagement with partners in building more positive relationships, this will allow the resetting of the professional relationship with partners making open frank discussions more positive. Partners continue to be included in improvement activities. • Recruitment and Retention: The Sufficient and Stable Workforce Improvement Plan is currently being refreshed following completion of many elements of the first phase plan. Ceriph, who developed the Bring Heart Campaign and micro-site for recruitment continues to work with Children's Services and are moving onto phase 2 of their plan of having in service ambassadors and having Social Media presence, a workshop is taking place 16th December to further enhance this. The first cohort of overseas recruits are due to start mid-February 23 with their training programme starting before they arrive in early January 23. Recruitment events have been set up for February with specific focuses, one being for residential and the other for experience Social Workers. The Service has successfully recruited permanence Service Managers. The Service are taking steps to centralise Practice Supervisors and for them to no longer case hold so they can focus on Practice Improvement to mirror the same role in other LA's increasing Bradford's likelihood of successful permanent recruitment in a competitive market. The Management factuality is due to launch in February 23 with further factuality's for Community Resource Workers, Business Support, Early Help, Fostering and Youth Justice Service to Follow. The next retention payment for established staff is due to be paid in March 2023. • Improved use of vital signs and performance data: Vital signs reporting has been reviewed with links into Leeds to support this. This will enable front line managers to address performance issues more promptly to address compliance with key indicators. • Children and young people's voice and influence: The 3 children's forums to enable children and young people to share their voice on service delivery continues to be utilised. The forums are Young Voice (aged 6-10), Youth Voice (aged 11-15) and Your Voice (aged 16-25). As well as feeding in to service delivery improvement, our young people are involved in developing Corporate Parenting workshops, the recruitment of practitioners and foster carers and developing the training for practitioners and they are involved in commissioned consultation.
Assurance Mechanisms	<ul style="list-style-type: none"> • Future Ofsted Inspections • Independent auditing of casework
Date Reviewed	16 January 2023
Actions / Controls under development	Plan Inspection Timetable
Managed By	Picklu Roychoudhury
Administered By	Lisa Turner

Code & Title	SR 16 EAT Educational Attainment			Current Risk Matrix	
Description	Failure to improve academic outcomes for children and young people resulting in lack of competitiveness in the workforce and in accessing further and higher education. Associated impact on culture and employment creation.				
				Likelihood	Impact
Type of Risk	District	Yes		Category	High
	Strategic	Yes		Risk Score	3
	Operational	Yes		Total Score	9
Potential Effect of Risk	<p>Low attainment at the end of KS4 and 5 reducing employment and FE/HE opportunities. Low attainment in KS1&2 means reduced levels of progress into KS4&5 Bradford as a place to teach and to learn becomes unattractive and a cycle of less good teaching continues to impact on life chances for young people. External public examinations were taken this year for the first time since the pandemic. In the previous 2 years it has been some internal school or centre based assessments.</p> <p>Outcomes 2021/22 academic year for Key Stage 2;</p> <ul style="list-style-type: none"> Outcomes in reading are static compared to before the pandemic. The gap between Bradford and national averages has not reduced In mathematics, outcomes have declined compared to 2019 and the gap with national has increased to 2018 levels. In grammar, punctuation and spelling, outcomes have declined compared to 2019 and the gap with national has increased to 2018 levels. Writing outcomes have declined since 2019 and the gap between Bradford and national averages has increased In the combined reading/writing/maths outcomes have declined since 2019 and the gap between Bradford and national averages has increased <p>For KS4;</p> <ul style="list-style-type: none"> Attainment outcomes at KS4 have declined as had been expected given the changes to the assessment regime during the pandemic. Outcomes remain lower than national and the gap between Bradford and national has not closed. Girls continue to outperform boys. At attainment 8 girls achievement is 6% higher than boys and this is higher than the national gap. This is also the case for attainment 9-4. For attainment 9-5 the gap is 6% which is the same as national The gap between pupils with SEND and other pupils is 23% for attainment 8. This is the same as the national figure. At Basics 9-4 and Basics 9-5, the difference between pupils with and without SEN is lower in Bradford than the national average. The gap between disadvantaged and non-disadvantaged pupils is 14% for attainment 8. This is 1% lower than the national average. At Basics 9-4 and Basics 9-5, the difference between disadvantaged and other pupils is also lower in Bradford than the national average. Pupils whose first language is English outperform pupils whose language is not English by 1% in Attainment 8. Nationally, those pupils whose language is not English outperform pupils whose first language is English by 2%. At Basics 9-4 and Basics 9-5, the picture is similar with pupils whose first language is English outperforming pupils whose language is not English by 4% and 2% respectively. The national average picture is that, those pupils whose language is not English outperform pupils whose first language is English by 1% and 3% respectively. 				
Internal Controls	Schools are autonomous institutions and academies are independent of LA control. Internal controls from Education and Inclusion exist in terms of offering visits to all schools and academies to provide a quality assurance mechanism for the service. This is not compulsory and is dependent on the quality of relationships between the service and schools in an increasingly fragmented educational landscape. Systems and processes exist to support and monitor the LA maintained schools including risk assessments and close monitoring with performance targets.				

Assurance Mechanisms	Strategic mechanisms to limit this include meetings with CEOs, DfE, RSC , and LA councillors and officers to continue partnership working and dialogue wherever possible.
Date Reviewed	11/1/23.
Actions / Controls under development	<ul style="list-style-type: none">• Improved level of staffing for school improvement posts to add capacity to the monitoring and challenge function for LA maintained schools. Through a traded service this will be offered to all schools and academies.• Partnership working with DfE Education Improvement Area to bring about improvements in the least well performing academies and schools• Improved targeting of DfE Targeted School Improvement Grant reserves to ensure that rapid improvement is brought about in LA maintained schools through the School Improvement Support Programme• Raising attainment strategy funding will seek to support identification and targeted programmes to help C&YP improve their attainment at Key stages 1 and 2. This funding will end in July 2023.
Managed By	Sue Lowndes
Administered By	Caroline Levene


Code & Title	SR 17 CSI Children Safeguarding Incident			Current Risk Matrix	
Description	A high-profile safeguarding failure occurs caused by inadequate governance procedures or non-observance of protocols; significant increases in demand and inability to recruit and retain suitably qualified staff. Inadequate Ofsted judgment exacerbates challenges described and demonstrates that the risk level is high. Areas of risk in the Ofsted report include MASH/Front Door; placement sufficiency; social work practice; management and QA.			 <p>Likelihood</p> <p>Impact</p>	
				Likelihood	Impact
Type of Risk	District	No	Category	High	Critical
	Strategic	Yes	Risk Score	3	3
	Operational	Yes	Total Score	9	
Potential Effect of Risk	Harm to an individual. Damage to the Council's reputation				
Internal Controls	<p>The principles pressures remain</p> <ol style="list-style-type: none"> 1. A stable and competent workforce 2. The growing population of Looked after children and the attendant financial placement cost pressures on the budget. <p>We have appointed 3 new permanent Service Managers and we have begun permanent recruitment of social workers from abroad 15 of whom will arrive later in January 2023. They will be given a period of induction and introduction to the systems in the UK and in Bradford. We will also assist them to integrate and support them to settle and feel welcome. This will complement the current campaign to recruit within the UK. However, workforce stability is fragile and as a service we remain heavily reliant on agency social work staff which continues to be unstable in that workers can leave at short notice and it remains a significant pressure on the budget. Since engaging a number of project teams across the service this has led to an overall reduction of average caseloads to about 18 children. Some of this work is very intensive and complex and a further reduction will support practice and outcomes for children.</p> <p>The family Court Division has begun to implement its plans for Compliance Courts whereby the Courts will more publically hold local authorities and other parties to account for delays in Court proceedings and this potentially could become a reputational risk for the authority if we fail to meet timescales without clear reasons for delay.</p> <p>We continue to experience some challenges in ensuring that assessments, plans, visits to children and Reviews are completed on time mainly due to workforce pressures. Recruitment of staff is moving forward, UK, International and Social work Academy each contributing to this.</p> <p>Continuous oversight and scrutiny of children's risks is undertaken by managers on a daily basis to ensure we are prioritising those in greatest need or at greatest risk appropriately. An audit regime which allows managers at all levels to consider the quality of practice and the impact of our interventions on children and families.</p> <p>Supervision of staff is not yet fully consistent due to staff changes and remains a priority for senior managers.</p> <p>We do not have sufficient fostering, residential or specialist placements in Bradford causing us to place a significant numbers of children in independent fostering Agencies and private residential homes placing some elevated risks to children when they are placed a long way from home and further demand on the overstretched budget as charges from providers has increased. As before this continues to be a pressure for us. The looked after children population has increased to over 1500 children and the complexity of need has and we have also increased post Covid.</p>				

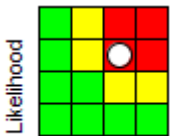
	<p>Audits continue to be completed but at a slightly improved level because of staff and manager turnover. This continues to be a focus for managers. We have engaged external social work auditors to support the development of first line managers to improve practice across the service.</p> <p>The lessons from Monitoring visits continued to be shared and implemented across the service.</p> <p>We have restructured part of the service bringing the children in care teams together under 1 head of service and this has now incorporated the Leaving Care service bringing a clearer focus on Children in public Care.</p>
Assurance Mechanisms	<p>The Bradford Partnership (Safeguarding) has carried out a Section 11 Audit of the safeguarding arrangements.</p> <p>Tight Performance Management Systems and clear lines of Management and Accountability Systems in place. Comprehensive Child Protection Training Strategy in place for all operational staff. We have a programme of induction and training for all staff.</p> <p>Ofsted undertook a full ILACS inspection of children's social care services from Mid-November to early December. The report will be published at the end of January 2023.</p> <p>We continue to recruit to Head of Service and Service manager roles and we have had some success in recruiting social workers from overseas.</p> <p>We have established a social work academy which will bring a steady supply of qualified social workers into the service. We have just initiated the 3rd cohort (20) following the successful completion of the 2 previous cohorts. It is proving effective and popular.</p> <p>BSCB has implemented enhanced safeguarding procedures across member agencies in the district including a review of children missing education and a review of the CSE Team. We maintain a focus with the Police on children who go missing from care or from home.</p>
Date Reviewed	13 January 2023
Actions / Controls under development	<p>A CSE Action Plan has been shared with partners.</p> <p>The action plan following the SH National Panel report is being worked on and nearing completion.</p> <p>Our Outcomes Improvement Action Plan is being shared with senior managers to enable the development of underpinning action planning to support the delivery of the wider outcomes.</p> <p>The implementation of the Trust is imminent and this will help to settle the workforce some of whom have felt unsettled.</p> <p>The service has extra capacity supported by the Commissioner and DCS to bring about improvements.</p>
Managed By	David Johnston
Administered By	Caroline Levene

Code & Title	SR 18 COV Covid Multiple Outbreaks			Current Risk Matrix	
Description	COVID-19 infections could rise locally causing multiple outbreaks across the District that could leave to further waves of infection. This could lead to reintroduction of control measures, one of which could be further lockdown scenarios				
				Likelihood	Impact
Type of Risk	District	Yes	Category	High	Critical
	Strategic	Yes	Risk Score	3	3
	Operational	Yes	Total Score	9	
Potential Effect of Risk	<ul style="list-style-type: none"> Increased number of fatalities Further pressure on local hospitals Slower economic recovery Breakdown in community cohesion 				
Internal Controls	COVID-19 Outbreak Control Plan written, exercised and published online. The plan includes Joint Working Agreements for how to deal with outbreaks in different groups and settings, overseen by the Outbreak Management Board.				
Assurance Mechanisms	On-going monitoring of COVID-19 cases, admissions and deaths in the District				
Date Reviewed	20-Dec-2022				
Actions / Controls under development	<ul style="list-style-type: none"> CBMDC staff encouraged and supported to WFH where possible Support the NHS-led programme to deliver COVID-19 vaccination at scale and to mitigate inequalities. Continue existing work with partners on health inequalities, prevention and health improvement. 				
Managed By	Sarah Muckle				
Administered By	Tariq Mohammed				

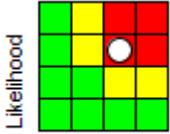
Code & Title		SR 19 Shortage of staff within the external care market.			Current Risk Matrix	
Description		Ability to secure care and support from external providers is threatened due to staff and skills shortage, which can impact adversely on the level and quality of care provision.				
				Likelihood	Impact	
Type of Risk		District	No	Category	Very High	Critical
		Strategic	Yes	Risk Score	4	3
		Operational	Yes	Total Score	12	
Potential Effect of Risk		<ul style="list-style-type: none"> • Inability to secure care and support from external providers will lead to: • Increase in hospital admissions due to a lack of properly-staffed care homes or care provision not being met within individual own home • Delays from hospitals, creating additional pressure within the hospital – bed blockages • Increase in waiting lists for support • Safeguarding risks arising from care needs not being met • LA not being able to meet its statutory duties leading to CQC challenge and potential judicial review – leading to potential financial penalties and reputational both financial and reputational damage. 				
Internal Controls		<ul style="list-style-type: none"> • Health and Social Care Partnership have agreed a new priority people workstream, which look at creating an integrated approach to align workforce development activity. This builds on the work done through the One Workforce Programme. • ASC workforce strategy now developed. • BradfordCares webportal launched which provides an overview of the work undertaken by Council and Independent Care Providers, and the job opportunities available. • One workforce portal launched which acts a repository of training and other support measures to help providers recruit and retain staff. • Working with the University of Bradford to ensure that Social Work and Occupational Therapy courses are aligned to the approach undertaken by Bradford Council, while also ensuring robust support measures are in place for new qualified staff. 				

	<ul style="list-style-type: none"> • Using Skills House to support and coordinate recruitment for Health and Social Care System • Coordinated approach to pool resources from students and potential individuals who have been laid off together with potential workers from sectors impacted by redundancies due to the end of the furlough scheme. • Working with Skills for Care for care to develop and roll out training for new workers. We are also working on developing a workforce strategy, while we have also worked on strengthening relationships across the system through better engagement – the recent summit has helped with this.
Assurance Mechanisms	<p>CQC Inspections DMT Adult Social Care Reform - monthly DMT Finance, Performance, Quality and Transformation – monthly Raising Expectation Steering Group</p>
Date Reviewed	03.01.23
Actions / Controls under development	<ul style="list-style-type: none"> • Workforce lead post agreed to take forward the activities and actions detailed in the workforce strategy – JP to be developed graded ad recruited to. • Financial and other incentives to support reduction in staff turnover under consideration; working with BCA on coproducing local solutions and regular discussion at regional commissioner network meetings • Ongoing recruitment campaigns – to promote recruitment opportunities. • Work is underway to reduce the external enablement delivered through the home care market – this should help to manage the long term support better. • We are developing proposals for a new workforce academy that will further strengthen how we upskill people to take on roles within the system. • We are undertaking a detailed exercise on our cost of care, which will look to balance and support market sustainability.
Managed By	Jane Wood
Administered By	Imran Rathore


Code & Title	SR 20 EHE Elective Home Education			Current Risk Matrix	
Description	At September 2020 there were 484 children recorded as EHE. This number increased over the following three months to more than 800. Many of the families may not have opted for EHE due to a genuine philosophical desire to home educate. Although some pupils have since returned to school rolls, other pupils have been removed from school rolls so the number consistently remains above 700. Temporary funding for this through Raising Attainment is due to end and therefore significant further risk is possible if there is no response to information that suggests children are not receiving education. Huge churn is seen; in the academic year 2021/2022, 387 children became electively home educated and 414 were ended (back at school, no longer school age or left the district).				
				Likelihood	Impact
Type of Risk	District	No	Category	Medium	Critical
	Strategic	No	Risk Score	2	3
	Operational	Yes	Total Score	6	
Potential Effect of Risk	Welfare and safety of children is compromised. If children are removed from school roll to home educate, some safeguards are missing. 43% of the children removed from roll since September 2020 have previous children's social care involvement. This demonstrates some potential level of vulnerability across the cohort. Officers cannot insist on seeing the children and so some of the children will remain unseen, particularly if their parents submit a report on the education provision which is considered suitable.				
Internal Controls	Funding was secured for a temporary increase in staffing from June 2021, with two Elective Home Education Officers and a Senior honorarium for increased supervisory capacity. This has been extremely proactive, with increased and faster informal enquiries. There are still at least 3 Education Safeguarding Officers who are spending time on EHE cases, despite significant work on education safeguarding for the Safeguarding Partnership and Ofsted complaints about schools. The increased funding has allowed officers to proactively meet with schools and families who are considering EHE in order to make sure intentions and responsibilities are clear. This work is at risk of ending if Raising Attainment funding does not continue, and therefore the risk of the council not meeting statutory requirements around identifying and supporting children who are not in receipt of education will return.				
Assurance Mechanisms	Officers conduct informal enquiries of families. If there is information to suggest that the child is not in receipt of a suitable home education then a formal process is begun. This will consist of ultimately a School Attendance Order, prosecution and referral to Children's Social Care for neglect of education.				
Date Reviewed	12/12/22				
Actions / Controls under development	Continuous engagement with the DfE who have this as a key focus Increased positive working between EHE team and the Integrated Front Door to ensure safeguarding where the EHE team believe the child is not being educated				
Managed By	Sue Lowndes				
Administered By	Kate Hopton, Caroline Levene				

Code & Title	SR 21 TRI Terrorist Incident			Current Risk Matrix	
Description	National terrorist incident threat level is at Substantial and Strategic Security is a concern.			 Likelihood Impact	
				Likelihood	Impact
Type of Risk	District	Yes	Category	High	Critical
	Strategic	Yes	Risk Score	3	3
	Operational	Yes	Total Score	9	
Potential Effect of Risk	<ul style="list-style-type: none"> Preparation to implement new Protect Duty legislation is inadequate to meet Government expectations The Council is unable to respond effectively to a major incident and function some or all delivery priorities jeopardised. The Council is unable to meet its duties and responsibilities. The reputational risk to the Council is adversely effected. The welfare and safety of the Council's citizens is at risk. Increasing incidence and impact of service interruption events. Business-critical systems are impacted. 				
Internal Controls	<ul style="list-style-type: none"> The Strategic lead for security is the Strategic Director Corporate Services responsible for organisational protective security as a whole. The Threat from terrorism is ever present and changeable so policies, systems and plans need regular review. Security Policy documents, security management plans and building security is reviewed every time the threat level changes and appropriate measures are put in place. These cover securities of: personnel, buildings, information, resources and supply chains, business continuity and resilience and emergency incident plans Senior Managers undertake training appropriate to their roles and responsibilities and use the ACT app (Action Counters Terrorism) and JESIP App Critical Systems and Services are identified threats, risks and vulnerabilities and have business continuity plans in place and accessible in case of incidents. The Council has responded to the Protect Duty Consultation 2021. The Council in partnership with West Yorkshire Police have a Contest Board for Prepare and Protect and have a Prevent Action Plan 2020-2022 with the Safer Partnership. The National Risk Register is reviewed annually or when changes are announced. The Council reviews its top 3 risks quarterly at regional level with the West Yorkshire Resilience Forum. The Emergency Management Team coordinates the Councils approach to an incident/emergency and leads on emergency plans and liaison with partners and stakeholders; CT Police, CPNI, NACTSO All Councils are still waiting for the Protect Duty Legislation to become law. The Emergency Planning Team are working with John Chambers, Police Counter terrorism to ensure we are prepared when the legislation comes in. 				
Assurance Mechanisms	Security policy statement and security strategy and organisational security framework.				
Date Reviewed	16/12/22				

Actions / Controls under development	<ul style="list-style-type: none"> • The Council continues to develop a clear understanding of threat sources that have the intent, capability and opportunity to impact on its operation, assets and service delivery. • Protect Duty - The Council is part of a North East of England pilot to develop organisational and Bradford District readiness for forthcoming Protect Duty legislation including Partner and stakeholder engagement • ACT and SCaN Training needs to be rolled out to all departments delivered at an appropriate level for staff, it may become a mandatory requirement. • Security induction training is being reviewed, Information Assurance training is mandatory for all staff. • The Council is developing and implementing security minded communications on its website and media outlets. • Training and testing the security framework, plans and readiness. • The Emergency planning Manager is requiring a new post to manage the security risks and the protect duty with funding to be determined.
Managed By	Susan Spink
Administered By	Matthew Baggley

Code & Title		SR 22 COL Cost of Living Crisis			Current Risk Matrix	
Description		Available resources to support lower income households may be insufficient to meet cost of living where price rises in basic essential consumer goods and services (i.e. food and energy) outstrip wage / benefit rises.			 <p>Likelihood</p> <p>Impact</p>	
				Likelihood	Impact	
Type of Risk	District	Yes	Category	High	Critical	
	Strategic	Yes	Risk Score	3	3	
	Operational	Yes	Total Score	9		
Potential Effect of Risk		<ul style="list-style-type: none"> • Increase in poverty and debt in the District. One in 5 of our working age families already live in relative poverty and 2 in 5 children under 15 live in relative poverty. Those living in poverty are affected most by cost of living impacts as they spend a higher proportion of their income on food/fuel • Local economy is impacted. • Inflation is at a 40 year high and some areas may become unsustainable as disposable income is reduced (e.g. local markets and business). • Potential for rise in crime, homelessness, demands on Council crisis services, and on health services in particular mental health services. • Risk of lower collection levels of Council Tax, Business Rates and Sundry Debts, and increased resource demand on debt collection services, as households and businesses prioritise other debts • Effect on lower paid Council staff could result in them being less able to meet their potential (under nourished, cold, worried about finance). • Around £1 in every £5 of public spending is spent dealing with the effects of poverty. 				
Internal Controls		<ul style="list-style-type: none"> • Occupational Health support for staff and signposting to other agencies providing support and advice. • Holiday Food and Activities programme in the school holidays • Household Support Fund of £11.4m in 2022/23 to support residents with the cost of food and fuel. Council Tax Energy Rebate to assist with fuel costs £150 Bands A- D together with a discretionary fund to support those on low incomes with top up payments • Credit Union membership of 9,000 • Food Bank provision across the District • Local Welfare Assistance programmes such as the Assisted Purchase Scheme and the Fuel Top Up scheme • Funding of Welfare and Debt Advice across the District – this has been subject of a re-tendering exercise in Autumn 2022 to ensure the service is sustained over the medium term • Warm Homes, Healthy People network to assist with energy efficiency measures and advice • Improving take up of Healthy Start vouchers and Free School Meals • Community 'Warm Spaces' initiative to provide a warm place and hot drink in libraries, community centres, church halls etc over the period Oct 2022 to March 2023. 				
Assurance Mechanisms		<ul style="list-style-type: none"> • Low income groups and those living in poverty are one of our protected characteristics when conducting Equalities Impacts Assessments. • All policies and strategies are assessed to ensure they work towards reducing poverty (the socio- economic duty) • Corporate Plan addresses initiatives to improve financial inclusion, protecting the most vulnerable, better housing, health and education • Wellbeing Board • The Anti- Poverty Strategy was approved by the Executive in November 2022. 				

Date Reviewed	5 January 2023
Actions / Controls under development	<ul style="list-style-type: none">• The Government has announced that the Household Support Grant fund will be extended in 2023/24.• Widening of low cost food offer for the District is currently under consideration including signposting our staff to this support.• The Council is a referral partner for the Money Adviser Network to signpost residents to free debt advice.• Determination of the allocation of Council Tax Support fund announced by the Govt in December 2022 for the year 2023/24.
Managed By	Caroline Lee
Administered By	Mark St Romaine

Code & Title	SR 23 SUP Supply Chain Risk			Current Risk Matrix	
Description	Inability to source key supplies and services (including energy) as a result of current fiscal and economic circumstances.				
				Likelihood	Impact
Type of Risk	District	No	Category	Medium	Critical
	Strategic	Yes	Risk Score	2	3
	Operational	Yes	Total Score	6	
Potential Effect of Risk	Council unable to source essential goods and services and hence unable to effectively discharge functions and responsibilities and/or deliver services effectively. Supply costs increase above budget provision (overlap with Financial Resilience and Sustainability risk).				
Internal Controls	CSO 20 - Exceptions provisions.				
Assurance Mechanisms	<ul style="list-style-type: none"> Active and competitive supply chain for majority of council goods and services. Number of national frameworks available that could be drawn down upon if needed. Supply chain currently not adversely impacted to degree it impacts ability for council to deliver services; main impact is that supply chain is responding by increasing charges especially in relation to cost of living impacts. 				
Date Reviewed	4 January 2023.				
Actions / Controls under development	Ongoing Recruitment for the Procurement Service. A temporary head of Procurement is scheduled to start in post on 16 January 2022.				
Managed By	Christopher Kinsella				
Administered By	Mark St Romaine				

Code & Title	SR 24 HUM Human Capital, Diversity and Talent Management			Current Risk Matrix	
Description	There continues to be a shortage of professional and skilled staff within the employment market leading to recruitment and retention difficulties to key posts.			<p>Likelihood</p> <p>Impact</p>	
				Likelihood	Impact
Type of Risk	District	Yes	Category	High	Significant
	Strategic	Yes	Risk Score	3	2
	Operational	Yes	Total Score	6	
Potential Effect of Risk	Inability to recruit in key disciplines could have a significant impact on the Council's ability to deliver services and support the Council's ambitions within the financial resources available.				
Internal Controls	<ul style="list-style-type: none"> The update for Q2 2022/23 stipulates that 439 young people started on a Kickstart placements across the Council, however, since Q2, it has been identified that the Council did use other Gateways to secure Kickstart placements and the correct figure is 767. The commitment by CMBDC was for 920 kickstart opportunities. There were 6,529 referrals received from DWP. The total number of starters which were set up on SAP was 767 of which 201 ended early (anything from 1-6 months were from other Gateways) and 566 completed the 6-month kickstart placement. The largest take up was in Business Admin support and continued to be a popular choice for young people. We are unable to report on the full extent of the Council's success at local level, as DWP are yet to present to Government, therefore the update in March 2023 from DWP is not guaranteed. From the information that we hold, we know that 85 of our Council Kickstart placements have moved on to permanent employment from our scheme. Full monitoring of 'leavers' is not fully processed across the council due to the lack of information provided by the individuals when resigning from the Council. There isn't a centralised leavers process which could have captured this data. The Council commenced a graduate scheme in November 2020. Three graduates were recruited as part of the National Graduate Development Programme (NGDP) in November 2020 and January 2021. A further 3 NGDP graduates were recruited in September 2022 and a further 2 graduates were recruited in October 2022. The 3 graduates from Nov 2020 and 2021 are no longer on placement. (1 gained permanent employment in the Council). Placements are offered across Departments with each graduate completing four placements in the two-year period they are with the Council. A review of Agency/consultancy workers is underway and hard to fill roles further identified with consideration of market data, supplements, wider attraction strategy and workforce planning so pipelines are identified and established. 				
Assurance					

Mechanisms	
Date Reviewed	14 December 2022
Actions / Controls under development	<ul style="list-style-type: none"> • We are using the apprenticeship levy to develop existing and new skills including those in professional and skilled roles. The 252 Live Council apprentices are made up of 44 apprentices in maintained schools, 37 new starters in the Council and 171 existing Council staff. The most popular apprenticeship jobs roles/sector qualifications for the 44 apprentices in schools are Early Years (50%), Teaching Assistant/Teacher (30%) Business Admin, Management and IT (16%), Production/Hospitality (4%) • Council apprenticeships are in: Adult Care (15%), Management (24%), Building, Construction, Civil Engineering, Trades etc (16%) Children and Young People (6%), Production/Hospitality (16%), Business Admin/Customer Service (6%) Social Work (8%), Finance, IT, Procurement (3%) other specialised apprenticeship training (6%) • In Children’s Services the apprenticeship programme links into “grow own and we are focussed on attracting and retaining social workers through a dedicated “bring heart” campaign and microsite, and are developing an ambitious ASYE academy to grow our own given the national shortages of experienced Level 3 Social Workers, are recruiting international Social Workers and Students and are partnering with the University. • We are working on developing an internal graduate scheme, better suited to organisational need, as well as a scheme for West Yorkshire Pension Fund and considering routes for other key areas across the Council as well as linking in with initiatives across our public sector system at a place level. • It is intended that a review of Pay and Allowances will take place during 2023-24. • A review of the employee benefits offer is well underway with an implementation date of April 2023, as well as mapping our Employee Value Proposition and the procurement of a new recruitment system are all in scope and progressing. • Appointment of temporary HR resourcing specialists to provide strategic and operational support to senior managers; reviewing recruitment challenges, identify skills shortages and developing recruitment and retention strategies and associated initiatives. Including: <ul style="list-style-type: none"> • Whether posts can be converted to apprenticeships, graduate/placement opportunities • Reducing reliance on Agency/Consultancy workers • Developing initiatives for growing our own staff in order to resolve current and future recruitment challenges • Role composition and market supplements • Assist hiring managers with scoping recruitment campaigns and sourcing candidates, ensuring advertising channels are appropriate and reach a wide and diverse range of applicants and that the CBMDC brand is promoted consistently through all resourcing and recruitment activity.
Managed By	Anne Lloyd
Administered By	Emma Lawer

Code & Title	SR 25 Digital Switchover - Adult Social Care operations.	Current Risk
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			Matrix	
Description	<p>The main providers of the analogue network OpenReach and VirginO2 are working to migrate from the existing analogue telephone network (PSTN) to a fully digital network (Voice over Internet Protocol) by 2025. This means that in 2025 the old analogue network will be switched off, with all calls being handled via the digital 'Voice over internet Protocol' (VOIP) network.</p> <p>Our existing telecare infrastructure relies upon analogue networks to communicate between the alarm and pendant in a persons home and the alarm receiving centre based at cornerstones. We currently have approximately 8000 people who could potentially be left without a working alarm.</p>			
			Likelihood	Impact
Type of Risk	District	Yes	Category	High
	Strategic	Yes	Risk Score	3
	Operational	Yes	Total Score	9
Potential Effect of Risk	<p>Impact on H&WB</p> <ul style="list-style-type: none"> Approximately 8000 citizens currently have a safe & sound pendant & alarm, the digital switchover may result in these people being unable to contact support services in the event of a fall or crisis, potentially resulting in a risk to life. This risk is increasing as more analogue infrastructure is replaced. Funding will need to be found to replace existing analogue alarms with digital equivalents Citizens are at risk of being the target of scams or fraudulent activity relating to the switchover The lack of national coordination from Communication Providers has resulted in challenges managing and understanding when existing safe & sound users are migrated to digital <p>Wider Corporate concerns</p> <ul style="list-style-type: none"> The digital switchover will not just impact on telecare users but on every household and business across the Bradford district that uses a phone line. It is anticipated the switchover will impact on monitored smoke alarms, burglar alarms, lifts, chip and pin machines, traffic lights, CCTV etc. Due to the industry led nature of the switchover, local and national communications about the switchover have been limited in comparison to the government led drive preceding the TV digital switch. There is minimal support to citizens to understand how the switchover will impact them, whether they're a telecare user or not, with potentially a large cohort of vulnerable people being left unsure of how to proceed. Given the Councils role in supporting local businesses and safer communities, should the Council be assuming a role in providing clarity and support across the district. At this moment without detailed mapping activity it is unclear to what extent the impact of the switchover and will require a detailed coordinated impact assessment across the Council. 			
Internal Controls	<p>Digital Switch over plan now in place, which includes the following work streams:</p> <ul style="list-style-type: none"> Telecare Alarm Receiving Centre (ARC) Migration – this will include tender for new supplier Communication and awareness – this will care for telecare user, council staff and partners on key implications. We will also need to work up Advice, guidance, policy on installing on digital infrastructure/if find customers box left unplugged Analogue to Digital Strategy – this will include: Baseline assessment of current users, develop proactive support offer for customers undergoing switch, develop and agree policy for use of SIM enabled alarms and implement strategy for replacing A2D alarms and proactive monitoring of call handshakes. 			
Assurance Mechanisms	<ul style="list-style-type: none"> DMT Care Reform - monthly DMT Finance, Performance, Quality and Transformation – monthly TEC Steering Group - monthly 			

Date Reviewed	03.01.23
Actions / Controls under development	<ul style="list-style-type: none">• Further discussions with Corporate ICT to align activity to ensure we have a joined up approach across the Council.
Managed By	Imran Rathore
Administered By	Imran Rathore

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Report of the Strategic Director Health & Wellbeing to the meeting of Executive to be held on 4 April 2023

BK

Subject:

Household Support Fund and the Council's Approach to the Cost of Living Crisis

Summary statement:

To seek endorsement for the council's approach to the cost of living crisis including use of the latest Household Support Fund government grant for 2023/24, which will provide £11.39m to Bradford District in 2023/24.

EQUALITY & DIVERSITY:

Anti-poverty work is a key component of realising the Council's equality objectives, combating disadvantage and increasing the life chances of all protected groups. Low income is a locally agreed protected characteristic. This work has been developed with local communities, empowering people and a commitment to openness, transparency and involvement, to address health inequalities in keeping with the objectives set out statute.

Iain MacBeath
Strategic Director Health & Wellbeing

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Portfolio: Healthy People and Places

Overview & Scrutiny Area: Corporate

1. SUMMARY

- 1.1 Poverty and the cost of living crisis is impacting families, communities and organisations and creating a new poverty landscape. In Bradford we know we have higher deprivation, lower overall educational attainment and lower quality housing stock and the district will be impacted more by poverty. The new strategy aims to address this. It sets out an ambitious vision, based on achieving four core goals: protection, prevention, pathways and participation. The accompanying action plan is based around seven work themes; each with plans, actions and outcomes.
- 1.2 Our strategy aims to protect our most vulnerable and poorest communities through the cost of living crisis and, in the longer term, provide people with pathways out of poverty and help prevent people falling into poverty.

2 BACKGROUND

- 2.1 The cost of living crisis is being driven both by higher prices, especially energy, fuel and food, and a real-terms fall in incomes. Whilst the Government have provided for an energy price cap, including a £400 payment to all households in October 2022, fuel bills have risen by more than 50% and have become a large proportion of household expenditure; leaving many households in fuel poverty.
- 2.2 The latest report from the Joseph Rowntree Foundation, 'UK Poverty 2023', gives a similar picture to previous reports in terms of the groups most likely to be in poverty. The reduction in average income also caused the relative poverty line to fall. Poverty for families receiving Universal Credit or equivalents remained very high, at 46%. Poverty rates continued to be highest for people in the social rented and private rented sectors, and much higher for households including a disabled person or an informal carer.
- 2.3 Families with three or more children still clearly had the highest poverty rate by family size. Nationally around half of all people in households headed by someone of Bangladeshi ethnicity were in poverty in 2020/21, with rates for people in households headed by someone of Pakistani or Black ethnicity also having very high poverty rates of more than 4 in 10. In Bradford District, we also have high rates of poverty in households headed by someone of white ethnicity in specific geographies.

3 BRADFORD'S ANTI-POVERTY STRATEGY

- 3.1 Since the adoption of the strategy in October 2022, there has been a commitment from system partnerships including the NHS, voluntary, community and faith sector leaders and the wider public sector to adopt the strategy and work in partnership to support the households most at risk in Bradford District.
- 3.2 The strategy sets the following vision: "By working together, we want to make sure that Bradford District is a place where everyone, regardless of background, can realise their potential and lead fulfilling and prosperous lives free from the scarring effects of poverty and inequality."

- 3.3 To realise this vision, the strategy joins up all district wide work under four goals:
- **Prevention:** through early intervention and support which helps to build the resources, skills and capacity our people and communities need to avoid falling into poverty
 - **Protection:** from the harms of poverty through maximising income, minimising expenditure and providing access to goods, services and opportunities that ensure our poorest citizens can live a decent and secure life
 - **Pathways:** to help people out of poverty through providing clear pathways that develop the skills, capacities, jobs and opportunities through which people can prosper. For example, ensuring digital inclusion, developing the skills necessary to progress in the workplace and providing decent, well paid jobs
 - **Participation:** to ensure our poorest citizens can take part in the full social, political, economic and cultural lives of their communities. This means expanding the public realm – providing goods, services and facilities that ensure all our citizens can participate in their communities.
- 3.4 To work toward these goals, there are seven work themes. The themes are designed to read across to the District Plan and key district wide strategies. The themes are:
- Financial inclusion
 - A great start and a great education
 - Better skills, good jobs and a growing economy
 - Better health, better lives
 - Better housing and inclusive and sustainable communities
 - Supporting vulnerable groups
 - Participation and voice
- 3.5 At the District’s Wellbeing Board in December 2022, leaders asked that where possible, a greater emphasis should be placed on the ‘prevention’ and ‘pathways’ goals in the strategy whilst continuing to ‘protect’ and encourage ‘participation’ from communities most impacted by poverty and the cost of living crisis.

4 WHAT HAVE WE DONE? Oct 2022–Mar 2023

Delivering the Household Support Fund (HSF).

- 4.1 This is a national grant from the Government that is locally designed and delivered. Introduced in October 2021, initially for six months, it has since been extended twice. In total, almost £17m worth of support has been delivered from October 2021 to March 2023 in Bradford and District.
- 4.2 Grant conditions for the October to March 2023 phase of the fund were announced in the last week of September 2022 (see Appendix A) and a plan was formulated based on a needs analysis, feedback from previous schemes and councillor involvement. The latest tranche of funding has fewer grant conditions but an element of the scheme must have an application process for those experiencing the greatest hardship.

Household Support Fund Projects from October – March 2023 (6 months):

- **Voluntary and Community Sector Funding (£1.1m).** Focused on food provision, around 100 voluntary and community organisations have been mobilised across the district. They have been tasked with working with vulnerable/disadvantaged families in need of food and are providing healthy food hampers both for collection and by direct delivery.
- **Warm Spaces Initiative (£230k).** Over 170 local groups with premises signed up to the branding and intentions of this initiative over the winter months and thousands of local people have been involved as volunteers or recipients. Applications for a one-off £500 or £1,000 grant enabled them to provide access to a warm space and hot drink for local people.
- **Support for our foodbanks (£300k).** Funding provided to Storehouse to ensure foodbanks are able to support our most vulnerable residents. There is a specific focus on supporting the faith sectors and underrepresented groups such as BAME, LGBT, refugee and asylum seekers and Roma communities.
- **Smaller schemes for specific groups (£510k).** We have identified specific groups of people who will need additional support and have partnered with VCS organisations to provide a specific offer. These include family carers with Bradford Carer's Resource, school uniform savers with the Credit Union (570 families saved last year), Warm Homes, Child Safe Sleeping with Baby Bank, care leavers and a fuel assistance / white goods scheme with an application process for those most in need through the council's Revenues and Benefits Service.
- **Direct assistance with Fuel Costs (£3.55m).** The majority of the grant was spent on direct payments to support low income households with the cost of energy and food. The scheme made a payment of £65 to all households in receipt of council tax reduction towards increased fuel costs with an additional £20 one-off payment per child in the household for food. Post office vouchers for both sums were posted in December 2022 – or by direct BACS for customers where bank details were known.

Welfare Assistance and Advice

- 4.3 A £2m funding package has been provided to recommission welfare advice services across the district and reconfigure how such advice and guidance is provided. Public Health commissioners are funding a comprehensive information, welfare advice and guidance service. The West Yorkshire Mayor announced a cost of living crisis scheme in October 2022 and the £220k received by Bradford District was added to these contracts to augment the huge increase in demand for welfare benefits advice.

Cost of Living Public Information Campaign

- 4.4 75,000 copies of the Bradford cost of living guide booklet was printed and distributed widely across the District from October 2022 in partnership with CABAD. The booklet and its associated mobile website was adopted by partners and has been short-listed for a national award.

Financial Inclusion

4.5 In addition, we supported a range of projects aimed at maximising people's incomes and reducing the costs they face. In the longer term, we aim to bring all projects together into one, coherent and complimentary district wide financial inclusion strategy. Key projects:

- **Bradford Credit Union:** continues to develop its membership – now at 9,000. Of these, 2,500 members would face total financial inclusion without the support of the credit union. The credit union, supported by the Council and working with a range of partners, has developed and continues to develop a range of schemes.
 - For the academic year 2021-2022 a Uniform Savers project supporting 285 families has been running. This has been nationally acclaimed.
- **Poverty Proofing the School Day:** this project is currently running with 18 schools and is developing ways of reducing the costs of schooling for our poorest communities.
- **Warm Homes/Health People:** this programme combines national and local funding and has been extended for 2022-2025.

5. HOUSEHOLD SUPPORT FUND 2023/24

4.6 A fourth tranche of this national grant was announced in late 2022, with grant conditions for councils published in February 2023 (see excerpt in Appendix A). It is proposed to continue with the successful schemes that have demonstrated impact in Bradford District thus far – and introduce a new targeted scheme for foster carers. This £11.39m grant (similar funding as received previously) is for a 12-month period rather than two 6-month periods, so it is proposed to provide ONE larger direct payment to low income households in December 2023 to assist with food and fuel costs over winter.

4.7 A new scheme for 2023/24 offers support to foster carers:

- **Supporting Bradford's foster carers with fuel costs - £330k over 12 months** – to allow for two £300 direct payments for Bradford Council's 550 foster carer families in April and December to support with the cost of fuel bills.

4.8 The previous Household Support Fund schemes supported a notional 90% of spend against the Anti-Poverty Strategy's 'protection' goals with 10% against 'prevention' goals. The latest plan shows a respective 80% and 20% approximately - a small shift towards more preventative schemes proposed during 2023/24 with short term monies.

Table 1: Description of schemes planned for 2023/24 Household Support Fund

HSF 2023/24 Scheme Name	Scheme Description	Anti-Poverty Strategy Goal (anticipated)	Previous six month Oct 22 – Mar 23	Full Year 2023/24
Local Voluntary and Community Sector Funding	Focused on food provision, around a 100 voluntary and community organisations are tasked with working with vulnerable / disadvantaged families in need of food and are providing healthy food hampers. Additional resources provided for cost of food and increased activity levels.	80% Protection 20% Prevention	£1.1m	£3.2m
Additional support for our foodbanks	Funding provided to Storehouse to ensure foodbanks are able to support our most vulnerable residents. There is a specific focus on supporting the faith sectors and underrepresented groups. An alternative funding stream of £150,000 will be available to food banks who do not use Storehouse to claim up to £10k for the year to buy suitable provision.	66% Protection 33% Prevention	£0.3m	£0.8m
Welcoming Spaces (summer) / Warm Spaces (winter) Initiative	This will provide for smaller community and faith organisations not delivering as part of the funding provision above to apply for a one-off £500 or £1,000 grant to enable them to provide access to a warm space for local people.	50% Protection 50% Prevention	£0.23m	£0.46m
Smaller schemes for specific groups at risk of poverty	We have identified specific groups of people who will need additional support and have partnered with VCS organisations to provide a specific offer. These schemes allow us to trial prevention schemes for consideration about future-funding on the basis of reduced demand elsewhere in the council:			
	Bradford Carer’s Resource (inc PH contribution)	100% Protection	£0.05	£0.10m
	Warm Homes, Healthy People	100% Prevention		£0.04m
	Child Safe Sleeping with Baby Bank	100% Prevention	£0.03	£0.146m
	Support for Care Leavers	100% Prevention	£0.02	£0.04m
	Fuel top-up assistance / essential household goods scheme with an application process for those most in	100% Protection	£0.20	£0.75m

HSF 2023/24 Scheme Name	Scheme Description	Anti-Poverty Strategy Goal (anticipated)	Previous six month Oct 22 – Mar 23	Full Year 2023/24
	need.			
	Supporting Bradford's foster carers with fuel costs	100% Protection	Nil	£0.33m
	Support for local VCS projects through Area Committees	100% Prevention	Nil	£0.181m
Direct payments for fuel costs	The remainder of the grant will be spent on direct payments to support low income households with the cost of energy and food. To ensure we support as many people as we can, this scheme will make one Winter payment of around £110 plus £25 per child.*	100% Protection	£3.55m	£5.24m

*Indicative figure, depending on caseload at the time and any underspending schemes prior to Dec 2023 will have funding diverted here to increase the household direct payment for fuel costs.

West Yorkshire Mayor Cost of Living Fund

- 4.9 In addition to the national Household Support Fund, the West Yorkshire Mayor is making £439,000 available to Bradford & District schemes to alleviate the cost of living crisis for local residents. It is proposed to distribute this funding, augmented by funding from the Household Support Fund as set out in Table 1 to the voluntary, community and faith sector through Bradford & Districts existing Area Committees. These five Area Committees are chaired by elected members and it is proposed that they are tasked with distributing monies to projects to support local needs in line with HSF grant conditions.
- 4.10 The cost of living fund will also cover the cost of the Credit Union schemes. These are:-
- Family loans project with Bradford Credit Union - £80,000 over 12 months. Small family loans of up to £500 for households who would usually be considered high risk for credit and may turn to loan sharks. This will give the opportunity for the Credit Union to analyse repayments and adjust their risk scores for the future.
 - Uniform Savers Project. £40,000 over 12 months to operate an extension of the current scheme to create savings schemes to support with the cost of uniforms.

6. FINANCIAL & RESOURCE APPRAISAL

- 4.11 Proposals will be funded from the Household Support Fund 2023/24. The Household Support Fund is a Department for Work and Pensions grant of £11.39m from April 2023 - March 2024 with grant conditions, all of which are met in the plan described above.
- 4.12 Executive should note the Household Support Fund is short term grant funding to March 2024 and on its expiry the schemes will no longer be funded and therefore activities will need to cease unless alternative funding is identified.
- 4.13 The West Yorkshire Mayor has also signalled an intention to continue funding cost of living crisis schemes in 2023/24, with an anticipated £439,000 of funding being provided from May 2023 - April 2024.

7. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 4.14 Final grant determination documents for the Household Support Fund were received by councils in mid-February 2023. A Grant Offer Letter from the Mayor's Office was received on 5 December 2022. A governance structure is in place to monitor spending and reconcile expenditure with partners.

8. LEGAL APPRAISAL

- 4.15 There are no direct legal implications arising from the report. The creation of an anti-poverty strategy will assist the Council in meeting its statutory obligations to residents in need of support.
- 4.16 Any such strategies that allow the Council to meet needs and reduce future needs in a more cost-effective way is a recognition of the Council's fiduciary duty to act prudently and in a financially responsible manner.

9. OTHER IMPLICATIONS

- 4.17 Experiencing financial hardship and poverty has an impact on emotional health and wellbeing and hence on motivation, quality of life and opportunity. This strategy will support intervention at the appropriate level to provide financial support where needed, either directly or through our partner organisations. The strategy aims to support and empower individuals to build their own resilience through accessing support.

10. SUSTAINABILITY IMPLICATIONS

- 4.18 No sustainability implications arise from the recommended decisions.

11. GREENHOUSE GAS EMISSIONS IMPACTS

- 4.19 No greenhouse gas emissions implications arise from the recommended decisions

12. COMMUNITY SAFETY IMPLICATIONS

- 4.20 There is a correlation between deprivation and areas of our district that experience the highest level of crime. This has increased the need for focus on prevention of poverty within the district's new strategic approach.

13. HUMAN RIGHTS ACT

- 4.21 The Anti-Poverty strategy is a key priority to mitigate inequalities caused by financial deprivation and poverty. The strategy sets out the long term vision for the city working with partners to improve the lives of all those living in the city and is centred on tackling poverty and inequality. The proposed strategy offers an opportunity to adopt a more personalised and empowering approach to engage with individuals and groups to ensure accessibility to services offered and remove barriers to accessing support and advice. The key principles of the strategy will ensure the diverse needs of the residents of our city are met, leaving no one behind.
- 4.22 Establishing the Anti-Poverty Strategy 2022 embeds a collaborative approach based on work with local communities, empowering people and a commitment to

involvement, to address the cost of living crisis and greater inequalities which is in keeping with the Human Rights Act 1998.

14. TRADE UNION

4.23 No trade union implications arise from the recommended decisions in this report.

15. WARD IMPLICATIONS

4.24 The Anti-Poverty Co-ordination Group will work directly with Council officers with a direct remit for developing and monitoring ward action plans.

16. AREA COMMITTEE ACTION PLAN IMPLICATIONS (for reports to Area Committees only)

4.25 As at Section 5.4 above, Area Committees will be provided with funding to distribute to local schemes with the proposed criteria listed.

17. IMPLICATIONS FOR CHILDREN AND YOUNG PEOPLE

4.26 Children in Care are one of a number of groups most affected by poverty and reduced life chances. The report identifies specific measures to support children in care and care leavers. The lump sum payment also supports children in low income households.

18. ISSUES ARISING FROM PRIVACY IMPACT ASSESMENT

4.27 None.

19. NOT FOR PUBLICATION DOCUMENTS

4.28 None.

20. OPTIONS

4.29 See recommendations below.

21. RECOMMENDATIONS

4.30 Executive are recommended to:

1. Agree the expenditure plans for the Household Support Fund 2023/24, in line with national grant conditions.
2. Agree the expenditure plan for the West Yorkshire Mayor's Cost of Living Emergency Fund within Bradford District.

3. Note and comment on the council's approach to anti-poverty and the cost of living crisis for residents.

22. APPENDICES

- Appendix A – Excerpt from grant conditions for HSF 2023/24
- Appendix B – Grant conditions for the Mayor's Cost of Living Emergency Fund

23. BACKGROUND DOCUMENTS

[Household Support Fund: guidance for local councils - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/household-support-fund-guidance-for-local-councils)

APPENDIX A – GRANT CONDITIONS FOR THE HOUSEHOLD SUPPORT FUND 2023/24 AND WEST YORKSHIRE

The expectation is that The Fund should be used to support households in the most need; particularly those who may not be eligible for the other support government has recently made available but who are nevertheless in need and who require crisis support. This includes the Cost of Living Payments and the energy support we are providing for 2023/24 set out on [17 November 2022](#) (information on these schemes can be found at Annex A).

For the Cost of Living payments this may include, but is not limited to, people who are entitled to but not claiming qualifying benefits, people who are claiming Housing Benefit (HB) only and people who begin a claim or return to payment of a benefit after the relevant qualifying date. There may be groups who are vulnerable to rising prices even though they are supported through these schemes, for example large families or single-income families. It is important to stress that The Fund is intended to cover a wide range of low income households in need including families with children of all ages, pensioners, unpaid carers, care leavers and disabled people.

Energy bills may be of particular concern to low income households during the period of The Fund and Authorities should prioritise supporting households with the cost of energy. Support which can make a quick but sustainable impact on energy costs is particularly encouraged; for example, the insulation of hot water tanks, fitting draft excluders to a door, or replacing inefficient lightbulbs or white goods. The Fund can also be used to support households with the cost of food and water bills, essential costs related to energy, food and water, and with wider essential costs. The Fund can additionally be used to support housing costs where existing housing support schemes do not meet this need.

Authorities should also consider providing support to disabled people in their area. Disabled people in particular may be facing acute challenges due to the disproportionate impact that rising costs bring for the additional services they need in order to manage their conditions, remain independent and avoid becoming socially isolated. For example, some disabled people may have increased utility bills due to the usage of equipment, aids or adaptations associated with their disability. They may also have additional heating, water or transport costs. Authorities are therefore strongly encouraged to explore ways in which this group may be supported.

Authorities should also consider providing support to people with caring responsibilities in their area. People with caring responsibilities may be facing acute challenges incurred through their fulfilling these responsibilities for vulnerable citizens due to the disproportionate impact that rising costs may bring for the additional services they need. For example, they may have additional heating, water or transport costs. Authorities are therefore encouraged to explore ways in which this group may be supported.

Authorities have the ability to deliver the scheme through a variety of routes including providing vouchers or cash to households, making direct provision of food and goods, or issuing grants to third parties. Every area must operate at least part of their scheme on an

application basis - in other words, residents should have the opportunity to come forward to ask for support. There is flexibility on exactly how this can be run, including through third parties rather than directly by the Authority. We expect Authorities to offer application-based support throughout the duration of The Fund, either continuously over the majority of The Fund Period or in regular intervals throughout the scheme.

APPENDIX B – EXCERPT FROM GRANT CONDITIONS FOR THE MAYOR’S COST OF LIVING EMERGENCY FUND

In accepting the Grant, the Partner Council agrees to the following conditions:

1. The Grant shall be used to provide emergency local services and support during the cost of living crisis, specifically food banks/parcels, warm places/ banks, and advice and support such as mental health and debt.
2. The nature and blend of the services and support delivered using the Grant is to be locally determined following approval by the Combined Authority and commissioned through the local Voluntary, Community, and Social Enterprise (“**VCSE**”) sector.
3. The target beneficiaries of the funded support are to be the following:
 - a. workless households (i.e. those households where at least one person is aged 16 to 64 and is either unemployed or economically inactive), and
 - b. those experiencing in-work poverty.
4. A minimum of 732 unique target beneficiaries in total are to be supported, and appropriate and legally compliant systems for keeping a record of this information must be in place.



Report of the Strategic Director of Place to the meeting of Executive to be held on 4 April 2023

BL

Subject:

Harden Neighbourhood Development Plan 2021 to 2030

Summary statement:

This report concerns the Harden Neighbourhood Development Plan which has been prepared by the Harden Village Council. The Plan has now been the subject of an independent examination by Andrew Freeman and his report confirms that the Plan, subject to the incorporation of a number of modifications meets the Basic Conditions outlined in legislation. He has recommended that the Plan proceeds to local referendum.

The report recommends that the Council agree to all of the proposed modifications and that the modified plan proceeds to referendum.

EQUALITY & DIVERSITY:

The Harden Neighbourhood Development Plan has been developed via extensive community engagement and consultation over a number of years, with local people, groups and others with an interest opportunity to contribute to it and its contents. A key requirement is that the plan meets European Union obligations including the Convention on Human Rights (as well as the Human Rights Act 1998). Details of how it complies with them is set out the accompanying Basic Conditions statement. It concludes that, in general, the policies and proposals will not have a discriminatory impact on any particular group of individuals. The appointed independent Examiner did not disagree with this.

Richard Hollinson
Assistant Director (Planning,
Transportation and Highways)

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E-mail: andrew.marshall@bradford.gov.uk

Portfolio:

Regeneration, Planning and Transport

Overview & Scrutiny Area:

Regeneration and Economy

1. SUMMARY

- 1.1. This report concerns the Harden Neighbourhood Development Plan (the Plan), prepared by Harden Village Council (the Village Council).
- 1.2. The Plan has been developed over several years and has been subject to extensive community consultation and engagement. City of Bradford Metropolitan District Council (CBMDC) officers have provided assistance and input to the Plan.
- 1.3. In accordance with legislation, the Plan has been the subject of an independent examination by Andrew Freeman of Intelligent Plans and Examinations (IPE) Ltd, a suitably qualified and experienced examiner. His report confirms that the Plan has met all relevant legal requirements and that, subject to a number of modifications, meets the Basic Conditions for neighbourhood plans. These Basic Conditions are set out in legislation and summarised below at paragraph 2.18.
- 1.4. One of these conditions is that it should be in general conformity with the strategic policies set out in the development plan for Bradford district. The Examiner recommends the modified plan proceeds to a local referendum.
- 1.5. This report recommends that the Council agree to all of the proposed modifications and that the modified plan proceeds to a referendum in the Town Council area.
- 1.6. Should a simple majority in favour of the plan be achieved in the referendum, it would then be “made” (adopted) and become part of the statutory development plan for Bradford District. Currently, this consists of:
 - Core Strategy DPD (July 2017);
 - Bradford City Centre Area Action Plan (December 2017);
 - Shipley and Canal Road Area Action Plan (December 2017);
 - Waste Management DPD (October 2017);
 - Saved policies of the Replacement Unitary Development Plan (May 2005); and
 - Adopted Neighbourhood Development Plans – Addingham (January 2020); Burley in Wharfedale (May 2018); Haworth, Cross Roads and Stanbury (June 2021); Ilkley (June 2022); Oxenhope (June 2022); Steeton with Eastburn and Silsden (June 2021).
- 1.7. The Plan would then be used by CBMDC officers and elected members in making decisions on planning applications within the Harden Village Council area.

2. BACKGROUND

- 1.1 The Localism Act 2011 (the 2011 Act) gives communities the opportunity to shape

how their areas grow and develop through the use of a number of tools. One of these tools is the production of a neighbourhood plan, which when formally “made” will form part of the statutory development plan for the local authority area.

- 1.2 Neighbourhood plans cannot be used to stop development and should not promote less growth than the levels set out in the Local Plan or undermine its strategic policies. Plans also cannot deal with strategic planning matters or other excluded matters such as mineral extraction.
- 1.3 The scope and detailed content of plans is determined by the community. The plan can be a means of setting out more detailed policies for their community over and above the Local Plan, to start to shape the choices over the use of land and the designation of land for housing, employment or community uses. They should only cover land use planning issues.
- 1.4 Whilst Neighbourhood Plans are produced by relevant qualifying bodies, there is also a significant role for Local Planning Authorities. In addition to a general legal duty to support (usually by the provision of advice and feedback, sharing of information and evidence etc.), the Council is required to issue the draft plan for Regulation 16 consultation, organise and fund an independent examination of the plan, as well as, organise and fund a referendum (assuming the examination finds that the plan meets legal requirements and a number of Government defined ‘basic conditions’).
- 1.5 Under the 2011 Act, the Town Council is considered to be Qualifying Body for the purposes of neighbourhood planning. In line with the provisions of the 2011 Act and the Neighbourhood Planning (General) Regulations 2012 (as amended) (the 2012 Regulations), the Town Council have prepared a neighbourhood plan for their area.
- 1.6 The starting point for the Plan was the decision taken by the then Harden Parish Council in June 2012 to prepare a neighbourhood plan for their area. An initial application to have their parish area formally designated as a “neighbourhood area” for the purposes of preparing a neighbourhood development plan was submitted to CBMDC on 26 June 2017. This was subject to a four-week public consultation exercise (10 July to 7 August 2017). The application was approved by CBMDC’s on 30 August 2017.
- 1.7 The Plan has been prepared and developed between 2014 and 2021. This has involved a mixture of community and stakeholder engagement and evidence gathering during this period, including consultation on an initial draft plan in September 2019. The result of this work was the publication of a Draft Plan for consultation under Regulation 14 of the 2012 Regulations (see below).
- 1.8 A Pre-Submission Draft Plan was prepared and issued for a formal six-week consultation under Regulation 14 of the 2012 Regulations. This took place between 28 February and 11 April 2021, and was led by the Village Council.
- 1.9 CBMDC officers, under the duty to support, have worked constructively with the

Town Council. This has involved providing advice and support for the neighbourhood plan, including providing formal comments, where necessary. The Village Council have been supported by professional planning consultants in preparing the Plan. Details of the consultation process are included in the Consultation Statement submitted alongside the Plan.

- 1.10 Following the consultation under Regulation 14 (see paragraph 2.8), the plan was amended, where appropriate based on the responses received, with a final draft Plan being prepared.
- 1.11 The final draft of the Plan, Design Code and Policies Map together with the required supporting documents (Basic Conditions Statement, Consultation Statement and Strategic Environmental Assessment/Habitat Regulations Assessment Screening Report, as well as a Non-Designated Heritage Assets Assessment evidence base document) was submitted to CBMDC in February 2022. This was issued for a formal consultation (under Regulation 16) between 20 June and 15 August 2022. The submitted neighbourhood plan is included at Appendix 1a to this report.
- 1.12 The Plan sets out a vision for the future growth and development of the Harden area up to 2030 together with ten aim/objectives relating to a number of topic areas. It also contains twenty-two planning policies that seek to deliver the vision and aims/objectives. They also seek to address a number of local issues identified through community engagement and evidence gathering as well as seeking to inform development proposals. There are also a number of community actions, which are non-land use planning related.
- 1.13 The planning policies cover:
 - Housing
 - Transport and movement
 - Community facilities and services
 - Green spaces
 - Heritage; and
 - Business and employment
- 1.14 The plan does not make any allocations for housing. However, it does seek to safeguard/protect several community/recreation facilities as well as a number of key views. It also designates a number of Local Green Spaces (LGS).
- 1.15 As highlighted, above, CBMDC undertook a formal seven-week consultation on the Draft Plan and its associated documents. During the consultation, a total of 19 representations were received from 8 respondents, including statutory bodies, local residents and the development sector. CBMDC also submitted a number of formal comments (37 in total) as part of this process.
- 1.16 Many of the representations were general in nature and related to specific matters that neighbourhood plans should considered as well as offering guidance on the content of the plan itself. More specific representations were made in relation to

individual policies.

1.17 In line with legislation, the Plan must be the subject of an independent examination undertaken by a suitably qualified and experienced person, independent of the Council. Andrew Freeman of Intelligent Plans and Examinations (IPE) Ltd was appointed to this role. The examination took place in January and February 2023, with his final report being issued to CBMDC and the Village Council on 22 February 2023.

1.18 The Examiner's role is to ensure that the Plan has been prepared in line with, and complies with relevant legislation and meets the Basic Conditions¹. The Basic Conditions are:

- having regard to national policies and advice contained in guidance issued by the Secretary of State, it is appropriate to make the neighbourhood plan;
- the making of the plan contributes to the achievement of sustainable development;
- the making of the neighbourhood plan is in general conformity with the strategic policies of the development plan for the area of the authority;
- the making of the neighbourhood plan does not breach, and is otherwise compatible with, European Union (EU) obligations; and
- prescribed conditions are met in relation to the plan and the prescribed matters have been complied with in connection with the proposal for the neighbourhood plan. The following prescribed condition relates to neighbourhood plans:
 - Regulation 32 of the 2012 Regulations (as amended by the Conservation of Habitats and Species and Planning (various amendments) Regulations 2018) sets out a further basic condition in addition to those set out in the primary legislation: that the making of the neighbourhood development plan does not breach the requirements of Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulations 2017.

1.19 The Examiner was provided with copies of the submission documents – Submission Draft Plan, Basic Conditions Statement, Strategic Environmental Assessment/Habitat Regulations Assessment Screening, Habitat Regulations Assessment and Consultation Statement – together with all representations (see paragraphs 2.15 and 2.16, above) received as part of the formal Regulation 16 consultation.

1.20 He gave full consideration to the contents of the submission draft plan, supporting documentation and the various issues raised by the representations received

¹ The Basic Conditions are set out in the Paragraph 8(2) of Schedule 4B to the Town and Country Planning Act 1990 (as amended)

together with the responses provided by CBMDC and the Village Council in response to his questions. His assessment is set out in his report.

- 1.21 The Examiner concluded that, subject to a number of modifications to the Plan's policies and reasoned justification, the Plan meets the Basic Conditions (see paragraph 2.18) and that once modified should proceed to referendum. The Examiner's report is included at Appendix 2 and includes a schedule of proposed modifications.
- 1.22 The Council's officers have considered the Examiner's report and consider that it is a thorough and professional assessment of the Plan and the issues raised by respondents. The conclusions made are reasonable and justified and it is considered that the proposed modifications to the Plan should be made. It is therefore proposed that the Neighbourhood Plan proceeds to referendum in line with the changes set out in the Examiner's Report.
- 1.23 The referendum would be organised by the Council's Elections Unit and would apply to the area covered by the Neighbourhood Plan which is the whole of the Harden Village Council area. The Examiner has confirmed and recommended that the referendum should cover this area and that there are no reasons to extend the referendum to areas beyond that covered by the Plan.
- 1.24 If members accept this recommendation a Decision Statement (as required under Regulation 18 of the 2012 Regulations) would be issued and published to that effect and preparations for the referendum would commence. The precise date will be determined in collaboration with the Council's Elections Unit.
- 1.25 Should the referendum result in a "yes" vote, the agreed Governance arrangements (agreed by Executive on 9 March 2012 and updated on 6 February 2018) would mean that the Assistant Director (Planning, Transportation & Highways) in consultation with the Portfolio Holder (Regeneration, Planning & Transport) would decide whether to "make" the Plan.
- 1.26 In the event of a "yes" vote the Council are required in law to make the Plan unless it considers that this would breach or be incompatible with any EU obligation or any Convention Rights. Therefore, subject to a simple majority in favour of the Plan, the Plan would become "made" which means it would become a part of the statutory development plan for the Neighbourhood Plan area.

3. OTHER CONSIDERATIONS

- 1.1 Once "made", the Plan will ensure planning decisions reflect the priorities and aspirations of the local community. It will contribute to the achievement of well-designed quality developments.
- 1.2 In line with Community Infrastructure Levy (CIL) Regulations 2010 (as amended), 15% of CIL income is passed directly to those parishes or towns where development has taken place (known as the neighbourhood proportion), subject to

the cap set in national CIL regulations. This will increase to 25% in any areas with an adopted neighbourhood plan

- 1.3 Payment of the neighbourhood proportion takes place in October (for CIL monies received by the CIL charging authority between 1 April and 30 September in any financial year) and April (for monies received between 1 October and 31 March).
- 1.4 The making of the Plan, should it be successful at referendum will allow the Village Council to secure 25% of any CIL payments for qualifying developments such as new homes and this money will be able to be spent on local priorities and infrastructure in line with the CIL Regulations. The Village Council will have responsibility for spending CIL monies and is therefore required to account for it. They are required to report this and publish the details.
- 1.5 Section 70(2) of the Town and Country Planning Act 1990 (as amended) provides that a local planning authority must have regard to a post-examination draft neighbourhood development plan, so far as material to the relevant planning application.

4. FINANCIAL & RESOURCE APPRAISAL

- 1.1 The cost of preparing a neighbourhood plan will be partly met by the local planning authority and partly by the Qualifying Body (the Town/Parish Council or neighbourhood forum). The main financial and resource implications for the Council in discharging its statutory duties in relation to neighbourhood planning under the Localism Act are:
 - Arranging and covering the costs of independent examinations (usually between £5,000 and £10,000);
 - Arranging and holding the referendum; and
 - Officer time in providing expertise and advice to Qualifying Bodies on neighbourhood plans.
- 1.2 The exact cost of each will vary depending on the complexity of the contents of the neighbourhood plan being developed, whether the examination is conducted via written representations or a public hearings and the area to be covered by the referendum. The cost of recent neighbourhood plan examinations in Bradford District have an average cost of around £6,600.
- 1.3 In order to assist Local Planning Authorities (LPAs) with neighbourhood planning, the Government has put in place a programme of financial support. As of April 2021, LPAs can claim:
 - £5,000 for the first five neighbourhood areas designated; and

- £20,000 when the decision statement detailing their intent to send the neighbourhood plans for referendum (as set out under Regulation 18 of the 2012 Regulations). Previously this was done when the referendum date was set.
- 1.4 Accordingly, the Council will submit a claim for £20,000 to cover the costs of the examination and referendum later this year.
 - 1.5 Qualifying bodies can apply for support in preparing neighbourhood plans via the Department for Levelling Up, Housing and Communities' (DLUHC) Supporting Communities in Neighbourhood Planning programme. This makes some grant funding available to neighbourhood plan groups to contribute to the costs incurred in preparing plan. This can be in the order of £10,000 per neighbourhood area, subject to meeting eligibility criteria.
 - 1.6 DLUHC also offer direct professional planning support to communities to assist them in preparing neighbourhood plans via Locality, who manage the programme on their behalf. This may take the form grant funding or technical support.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 1.1 The report sets out the implications of the recommendations being approved including the associated costs of holding a referendum.
- 1.2 The main risks are that the Plan may not receive more than 50% yes votes in the referendum and that its adoption is subject to a legal challenge/review.
- 1.3 The Neighbourhood Plan has been prepared in line with the legal and regulatory framework as well as the governance arrangements agreed by Executive in October 2012 and subsequently revised in February 2018.

6. LEGAL APPRAISAL

- 1.1 The legal requirements associated with neighbourhood planning as they apply to the Local Planning Authority and the Qualifying Body are set out in the report above.
- 1.2 The Neighbourhood Plan has been prepared in line with Town and Country Planning Act 1990 (as amended by the Localism Act 2011), and the Neighbourhood Planning (General) Regulations 2012 (as amended).
- 1.3 The Examiner concluded that, subject to a number of modifications to the plan's policies and reasoned justification, the Plan meets the Basic Conditions (see paragraph 2.18) and other legal requirements, and that once modified should proceed to referendum. The Examiner's report is included at Appendix 2 and includes a schedule of proposed modifications.

7. OTHER IMPLICATIONS

7.1 SUSTAINABILITY IMPLICATIONS

As set out in the National Planning Policy Framework (2021), the purpose of the planning system is to contribute towards the achievement of sustainable development. This is reflected on one of the Basic Conditions (see paragraph 2.18) that it must comply with. A further Basic Condition is that the plan must comply with relevant European Union obligations (that have been retained as part of UK law) including the Strategic Environmental Assessment (SEA) Directive. Both are discussed in the accompanying Basic Conditions Statement.

The Plan was subject to an SEA Screening Assessment, which concluded that a full SEA was not required. The Screening Assessment was published alongside the draft plan. The Examiner did not disagree with this assessment. In addition, it is required that the plan is in general conformity with the adopted Core Strategy DPD (which itself was subject to sustainability appraisal).

Achieving the Plan's vision can be viewed as helping to secure sustainable development within the Harden Village Council and Bradford District areas.

7.2 GREENHOUSE GAS EMISSIONS IMPACTS

The Plan notes that the Village Council had declared a climate emergency and had identified a number of commitments to take action to address it. The Plan includes a range of policies that seeks to improve Harden's resilience to the effects of climate change, reduce carbon emission and promote healthy and active communities.

Objective 1 seeks to improve resilience to the effects of, and take urgent action against, the climate emergency, working towards becoming a sustainable and low-carbon village.

Policy HNPD1 seeks to ensure that new development is of a high level of sustainable design and construction, as well as optimised for energy efficiency, target zero carbon emissions.

Policy HNPD8 promotes that the provision of electric vehicle charging points within new housing development. The plan notes that increasing the use of electric vehicles can help to reduce carbon emissions.

The Harden Design Code also requires developments to be built to maximise energy efficiency and sustainability, aiming for low, or zero carbon homes

7.3 COMMUNITY SAFETY IMPLICATIONS

The Harden Design Code seeks to ensure that new developments are designed to promote and enhance safe and convenient movement and accessibility that prioritises people, active travel and access to public transport. It includes specific

guidance on building orientation to ensure passive surveillance as well as streets that prioritise the movement of people including the provision of safe walking/cycle routes and active frontages

7.4 HUMAN RIGHTS ACT

One of the Basic Conditions (see paragraph 2.18, above) is that the neighbourhood plan must be compatible with European Union obligations including the European Convention on Human Rights (the Convention). The Basic Conditions Statement, prepared by the Qualifying Body and published as part of the formal consultation, sets out how the Plan is compatible with the Convention and the Human Rights Act 1998.

The Plan has been prepared and consulted upon in accordance with relevant planning legislation and Government regulations. The Plan has been subject to extensive consultation over an extended period and at multiple stages. Those who had concerns about the content of the Plan had the right to make representations and those were fully considered by the Examiner.

The Examiner has concluded that he had no reason to disagree with the contents of the Basic Conditions Statement in relation to this matter.

7.5 TRADE UNION

There are no trade union implications.

7.6 WARD IMPLICATIONS

The Neighbourhood Plan relates specifically to the Harden Village Council area, which forms part of the Bingley Rural electoral ward. The policies and proposals are described in this report (see above) and set out in the Plan (see Appendix 1)

Should the Plan be subject to a successful referendum, it will be formally made and used by CBMDC officers and elected members as part of determining planning applications within the Harden Village Council area.

7.7 AREA COMMITTEE ACTION PLAN IMPLICATIONS (for reports to Area Committees only)

Not applicable.

7.8 IMPLICATIONS FOR CHILDREN AND YOUNG PEOPLE

There are no corporate parenting issues.

7.9 ISSUES ARISING FROM PRIVACY IMPACT ASSESMENT

With regard to the public consultation the General Data Protection Regulation

(GDPR) principles relating to individuals' data and rights under the Data Protection Act 2018 are being respected.

7.10 EQUALITY ACT 2020, SECTION 149

In writing this report due regard has been taken of the need to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity between different groups and foster good relations between different groups.

8. NOT FOR PUBLICATION DOCUMENTS

1.1 None

9. OPTIONS

1.1 The Executive is request to consider the following options:

1.2 **Option 1 (Recommend):** in accordance with the guidance set out in this report, endorse the modifications recommended by the Examiner and approve the amended plan to be subject of a local referendum in the Harden Village Council area (the neighbourhood area).

1.3 Selecting this option will ensure the timely progression of the Harden Neighbourhood Development Plan through its remaining statutory stages. This includes the local referendum and formal adoption as part of the statutory development plan for the District (in the event of a successful referendum). Once formally adopted, it will permit its use in determining planning applications within the neighbourhood area.

1.4 It would be consistent with discharging CBMDC's duty to support local communities with neighbourhood planning.

1.5 **Option 2:** do not endorse the modifications recommended by the Examiner and do not approve the amended plan to be subject of a local referendum in the Harden Village Council area (the neighbourhood area).

1.6 Selecting this option would delay or curtail the timely progression of the Harden Neighbourhood Development Plan through its remaining statutory stages. This includes the plan not being subject to a local referendum and formal adoption as part of the statutory development plan for the District.

1.7 It would not be consistent with discharging CBMDC's duty to support local communities with neighbourhood planning.

10. RECOMMENDATIONS

1.1 **That the submitted Harden Neighbourhood Development Plan, Harden Design Code and accompanying Policies Map (Appendices 1a, 1b and 1c) is subject**

to the modifications (Proposed Modifications PM1 to PM12) as set out in the Examiner's Report (Appendix 2), together with any relevant factual changes to ensure the amended Plan is correct.

- 1.2 That the modified and amended Harden Neighbourhood Development Plan is subject to a local referendum in the designation neighbourhood area (the Harden Village Council area).
- 1.3 That should the Plan be successful at the local referendum, the Plan should be formally made via delegated decision by the Assistant Director (Planning, Transportation and Highways) in consultation with the Portfolio Holder (Regeneration, Planning and Transport) in line with the agreed governance arrangements and within the timescales required by legislation.

11. APPENDICES

- [Appendix 1a: Harden Neighbourhood Development Plan \(2021 to 2030\)](#)
- [Appendix 1b: Harden Neighbourhood Development Plan \(2021 to 2030\) – Design Code](#)
- [Appendix 1c: Harden Neighbourhood Development Plan \(2021 to 2030\) – Policies Map](#)
- [Appendix 2: Harden Neighbourhood Development Plan – Examiner's Report](#)

12. BACKGROUND DOCUMENTS

- 1.1 A number of background documents have been used to inform this report. All are published and readily available to the public. These include:
 - [Town and Country Planning Act 1990 \(as amended\)](#)
 - [Localism Act 2011 \(as amended\)](#)
 - [Neighbourhood Planning \(General\) Regulations 2012 \(as amended\)](#)
 - [National Planning Policy Framework \(NPPF\) \(2021\)](#)
 - [Harden Neighbourhood Development Plan \(2021 to 2030\), Design Code and Proposed Policies Map](#)
 - [Harden Neighbourhood Development Plan – Basic Conditions Statement](#)
 - [Harden Neighbourhood Development Plan – Strategic Environmental Assessment \(SEA\) and Habitat Regulations Assessment \(HRA\) Screening](#)

[Report.](#)

- [Harden Neighbourhood Development Plan – Statement of Community Consultation.](#)

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HARDEN VILLAGE NEIGHBOURHOOD PLAN
DRAFT FOR SUBMISSION
2021- 2030

FOREWORD BY CHAIR

“In June 2017, the Village Council decided to start the process of writing a Neighbourhood Plan for Harden. A grant was obtained and a consultant appointed to take the work forward with members of the Neighbourhood planning Team.

We embarked on this project because we wanted to secure the future of the village as a good place to live for its present and future residents. It was clear that residents hugely valued the environment of the village and had chosen to live here because of its unique characteristics but they also had concerns that future developments should enhance rather than harm what they valued .

At every stage we have surveyed and consulted residents about how they saw the future of our village and how we develop a vision for the future.

This draft Plan, along with other documents and evidence about development design, housing requirements, green spaces, transport infrastructure, local businesses, local facilities and non-listed heritage assets will now be put out to a six week consultation to village residents.”

Gerwyn Bryan - Chair of Harden Village Council

Kay Kirkham - Chair of the Neighbourhood Plan Group

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HARDEN NEIGHBOURHOOD PLAN POLICIES

Housing

HNDP1	Sustainable design and renewable energy
HNDP2	Housing mix
HNDP3	High quality design
HNDP4	Homeworking
HNDP5	Building for a Healthy Life & Accessible Homes
HNDP6	High speed broadband

Transport and movement

HNDP7	Harden to Bingley active travel
HNDP8	Electric vehicle charging points
HNDP9	Parking solutions
HNDP10	Pedestrian and cycle connections

Community facilities and services

HNDP11	Community Infrastructure Levy
HNDP12	Community energy schemes
HNDP13	Community services and facilities
HNDP14	Enhancing the village centre

Green spaces

HNDP15	Green infrastructure
HNDP16	Harden wildlife and habitat network
HNDP17	Tree planting
HNDP18	Local Green Spaces

Heritage

HNDP19	Heritage
HNDP20	Stone walls
HNDP21	Key views

Business and employment

HNDP22	Business and employment
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THE CLIMATE EMERGENCY

Harden became one of the first rural communities in Yorkshire to declare a climate emergency. In declaring a climate emergency the Village Council has committed to:

- Put the emergency at the forefront of discussions and decision-making, ensuring negative environmental impact is avoided, minimised or mitigated.
- Establish a set of actions and commitments for working with and supporting local residents, groups and businesses to be more sustainable, progress against which will be assessed regularly.
- Call on the Government and Bradford Council to provide the resources and powers so that our village can make its contribution to the UK's carbon reduction targets and help avert the emergency.

The Neighbourhood Plan has a range of policies that will seek to improve Harden's resilience to the effects of climate change, reduce carbon emissions and promote healthy and active communities.

A Village Action Plan is being produced by Harden Village Council to outline and deliver projects and initiatives that are outside the remit of the Neighbourhood Plan. The Village Council and local community will seek to deliver these in parallel to the Neighbourhood Plan.

COVID-19

Work on the Neighbourhood Plan commenced in 2018 before the global pandemic but during 2020 and 2021 the Neighbourhood Planning group sought to ensure that the Plan reflects and promotes some of the issues the pandemic has raised that has both affected and improved our lives over the last few years.

This includes:

- Access to and maintenance of green spaces for leisure and recreation
- Improved broadband connectivity to support homeworking and learning
- Space to facilitate homeworking
- Community facilities and services
- Improved walking and cycling routes



VISION

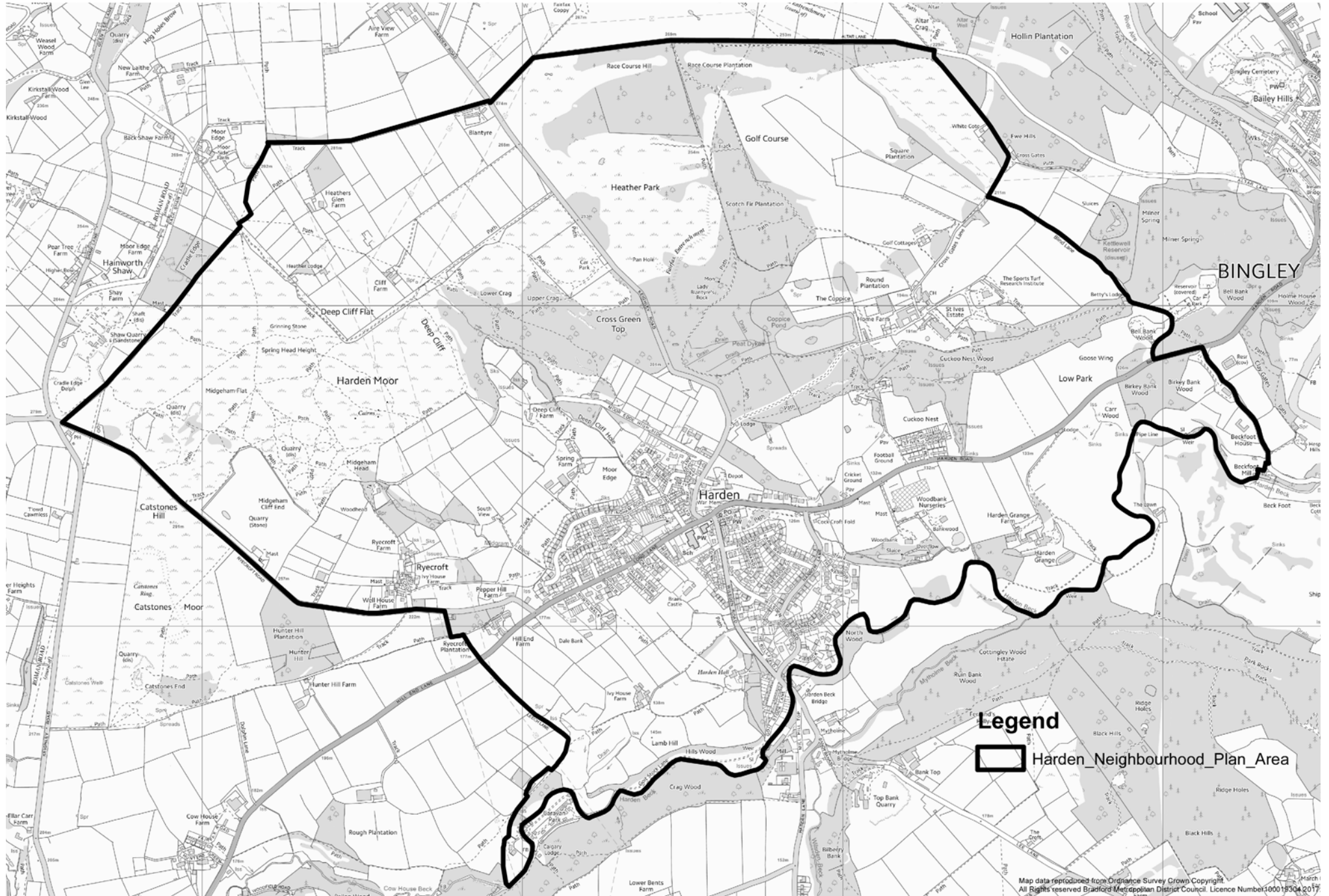
Harden will be a vibrant, inclusive, sustainable rural community, with attractive green spaces and high quality housing and facilities, making it a desirable place for people to live and enjoy, now and into the future.

01

INTRODUCTION

1. INTRODUCTION

- 1.1 The Harden Neighbourhood Plan covers the whole of the Civil Parish of Harden as indicated on the Boundary Map opposite.
- 1.2 The Neighbourhood Plan Area was formally approved by City of Bradford Metropolitan District Council (Bradford Council) on Wednesday 30 August 2017 in accordance with the Localism Act, 2011, and the Neighbourhood Planning (General) Regulations, 2012.
- 1.3 The Neighbourhood Plan has been produced on behalf of Harden Village Council in accordance with the above-mentioned statutory provisions together with guidance contained in the National Planning Policy Framework, (“NPPF”) and Planning Practice Guidance (“PPG”) issued by the Ministry of Housing, Communities and Local Government (MHCLG).
- 1.4 The strategic planning policy background to the Neighbourhood Plan is provided by the adopted Bradford Council Core Strategy (2017), Bradford City Centre Area Action Plan, Shipley and Canal Road Area Action Plan, the Waste Management DPD, and the Bradford Homes and Neighbourhoods Design Guide.
- 1.5 The Neighbourhood Plan covers the same period as the Bradford Council Core Strategy to 2030.



1.2 PROCESS & TIMELINE

Following the designation of the Harden Neighbourhood Plan boundary a project group was set up comprising Village Councillors and residents to help progress work on the Neighbourhood Plan.

A brief timeline outlining the key stages of the Neighbourhood Plan is below:

August 2017	Designation of Neighbourhood Plan boundary
August 2018	Appointment of consultants Integreat PLUS
September 2018	Development of project timeline
September 2018	Initial community engagement
November 2018	Development of vision, aims and objectives
November 2018	Evidence gathering
March 2019	Developing draft Neighbourhood Plan
September 2019	Continued community engagement
March 2020	Transport assessment
March 2020	Independent Housing Needs Assessment
March 2020	Development of Harden Village Design Code
April 2020	Development of draft Neighbourhood Plan

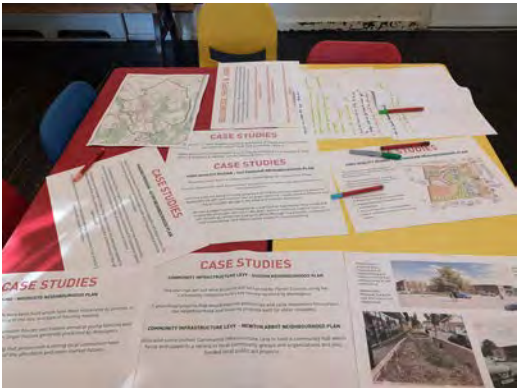
A summary of the engagement and consultation activities that inform and support the plan is outlined below:

- September 2018 - Initial engagement to gain an understanding of key issues and local aspirations
- September 2018 Online and physical survey - completed by 84 people
- September 2018 - Drop-in event attended by 30 people
- November 2018 - Community feedback session
- Project group meetings to develop vision, aims and objectives and initial policies
- August 2019 - Initial draft plan produced
- September 2019 - Consultation on initial draft plan through online and physical feedback
- September 2019 - Drop-in event received 42 representations covering a wide range of issues

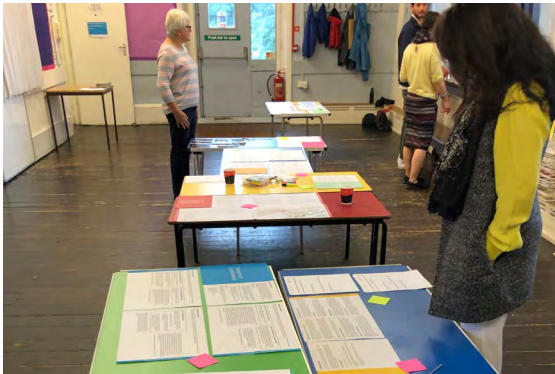
Local businesses, groups and organisations including the school, nursery and church have been directly consulted with and encouraged to share their views including those of their staff, members and family.



**HARDEN
NEIGHBOURHOOD PLAN**
**SUMMARY OF CONSULTATION
HELD SEPTEMBER 2019**



**HARDEN
NEIGHBOURHOOD PLAN**
**SUMMARY OF INITIAL
ENGAGEMENT**



1.3 ENGAGEMENT

1.3.1 To date there have been 168 representations made at various engagement exercises split between physical copies of surveys, online comments and surveys and by attendees at drop-in events.



168 REPRESENTATIONS

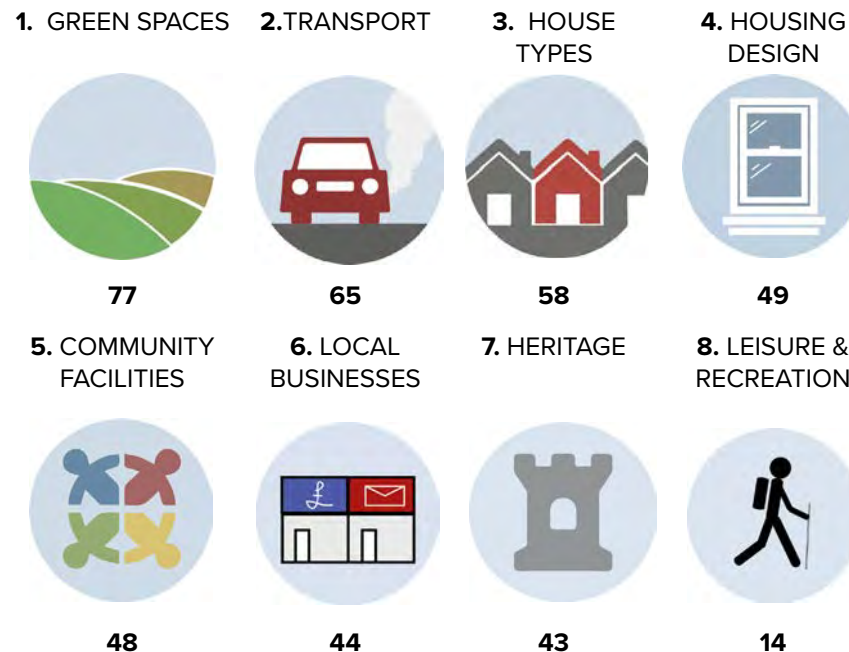
1.3.2 The engagement exercises identified broad themes which have been discussed by the steering group over a series of meetings supported by an independent town planning consultant from Integreat PLUS.

1.3.3 A full copy of the results of initial engagement can be found on the Village Council website along with minutes of all meetings.

www.hardenvillagecouncil.gov.uk

WHAT ISSUES SHOULD THE PLAN COVER

1.3.4 In the survey respondents were asked what issues they feel the plan should cover. 83 people responded to this question.

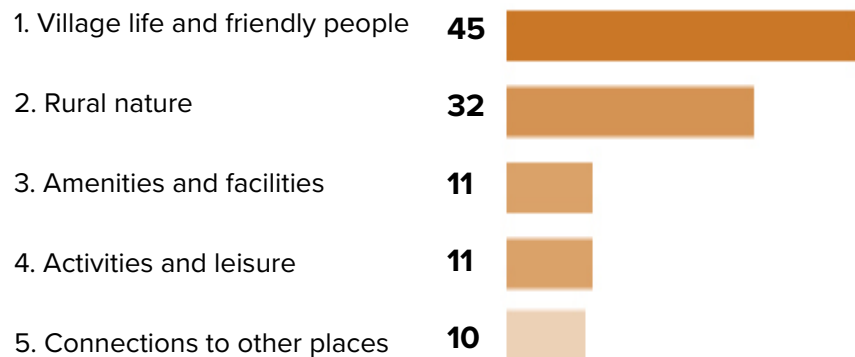


1.3.5 The results of this question were discussed and six key themes incorporating the identified issues were developed. They are:

- Housing
- Transport & Movement
- Green Spaces & Natural Environment
- Community Facilities, Services & Leisure
- Business & Employment
- Heritage

WHAT DO YOU VALUE THE MOST ABOUT HARDEN?

1.3.6 Respondents were asked what they value the most about Harden. 83 people responded to this question.



1.3.7 The most popular responses received relate to residents' enjoyment of and appreciation for the rural nature of the village and its character.

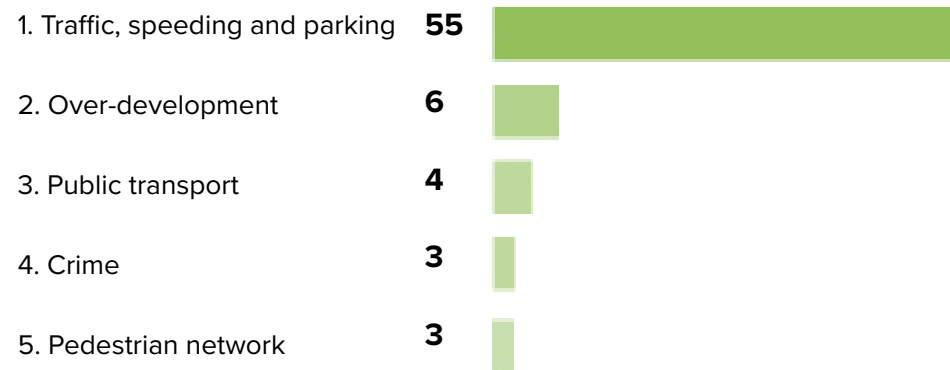
1.3.8 Other responses include appreciation for its amenities and facilities, the opportunities for recreational activities and leisure pursuits, and connections to nearby villages, towns and cities.

1.3.9 The Neighbourhood Plan responds to these comments by producing a register of local amenities and facilities which it seeks to protect to ensure vital community facilities continue to serve the local population.

1.3.10 A Village Character Assessment and Design Code has been produced which assess and details the distinctive character and qualities of the village. This will be used by developers to ensure that new developments respond to the character of the village.

WHAT DO YOU LIKE LEAST ABOUT HARDEN?

1.3.11 Respondents were asked what they like least the about Harden. 83 people responded to this question.

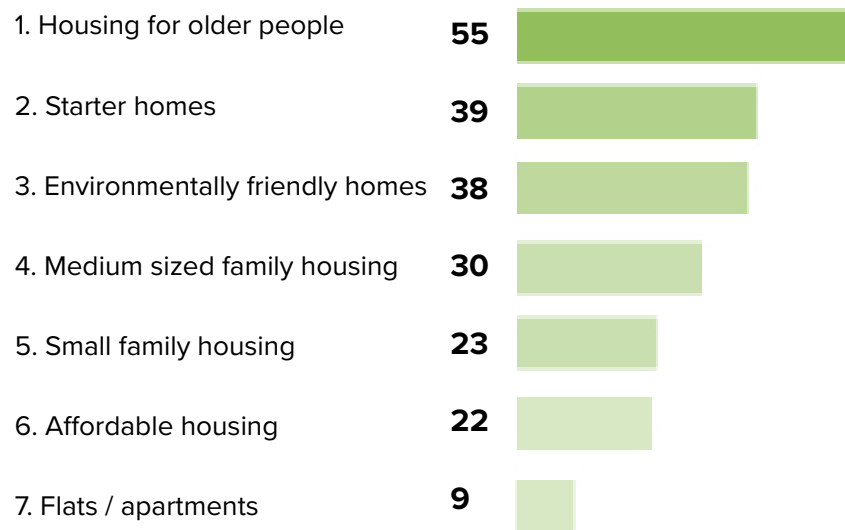


1.3.12 Overwhelmingly the most common response relates to traffic, speeding and parking. The Neighbourhood Plan is limited in its scope to address these issues but does contain both policies and design guidance which seek to address these issues. A transport assessment has been undertaken on behalf of Harden Village Council, which includes a set of recommendations to improve pedestrian and cycle safety and to reduce traffic speeds. The Neighbourhood Plan references these proposals and it is anticipated Harden Village Council will work with key stakeholders to assess the viability of the proposals and seek to deliver them.

1.3.13 The walking and cycling network is also covered in the Neighbourhood Plan and seeks to ensure new developments connect with and where required enhance the network. Over-development is addressed in the Harden Design Code.

WHAT TYPES OF NEW HOUSING IS NEEDED?

1.3.14 Respondents were asked what types of new housing are needed in Harden. 75 people responded to this question.



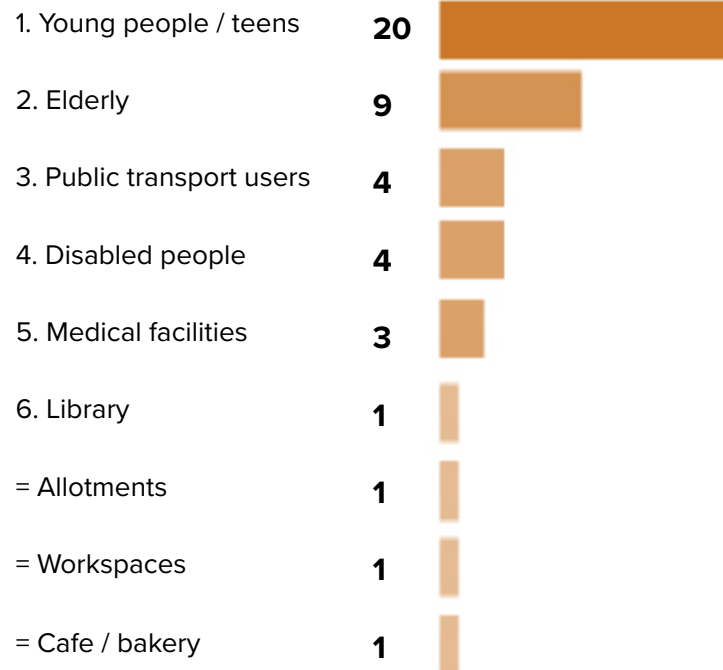
1.3.15 To provide additional evidence to support the results of community engagement an independent Housing Needs Assessment has been undertaken which has identified that:

- A greater proportion of smaller properties are needed
- Harden has a higher proportion of people aged over 65 when compared to the district and England so a greater number of appropriate properties are required
- A high proportion of large properties already exist in the village and new developments of large properties should be resisted

These points are addressed in policy HN2P2.

GROUPS THAT LACK SERVICES OR FACILITIES

1.3.16 Respondents were asked what groups of people lack services or facilities locally. This question was answered by 64 people.

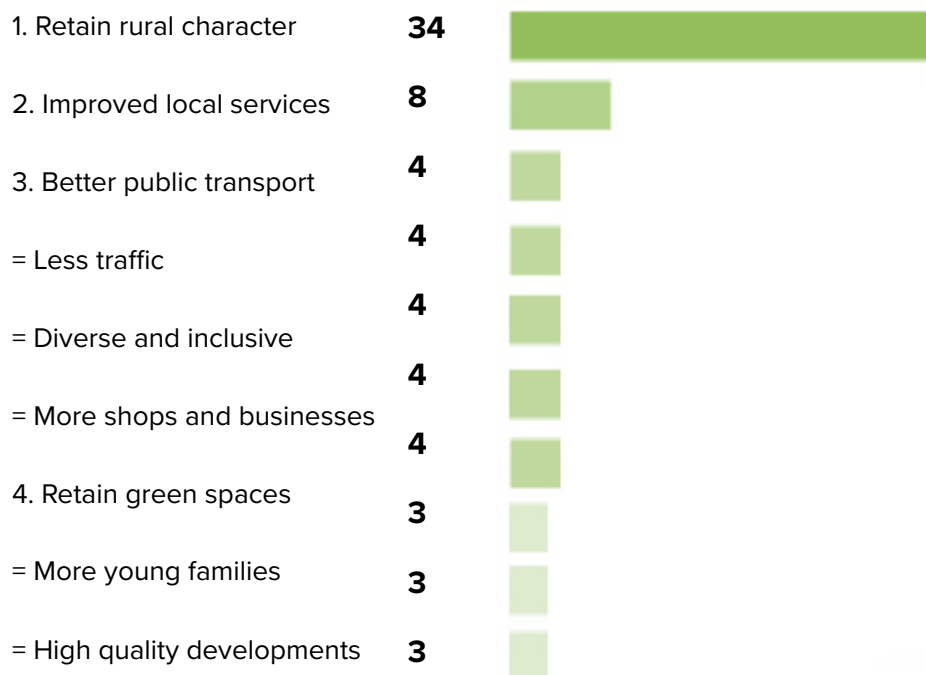


1.3.17 The Neighbourhood Plan has responded to this by including policies which seek to provide new facilities and services for the groups mentioned.

1.3.18 Where it is not appropriate to include proposals as a policy, they have been included as part of the Village Action Plan.

HARDEN IN 15 YEARS

1.3.19 People were asked what they thought Harden should be like as a village in 15 years' time. 81 people responded to this question.

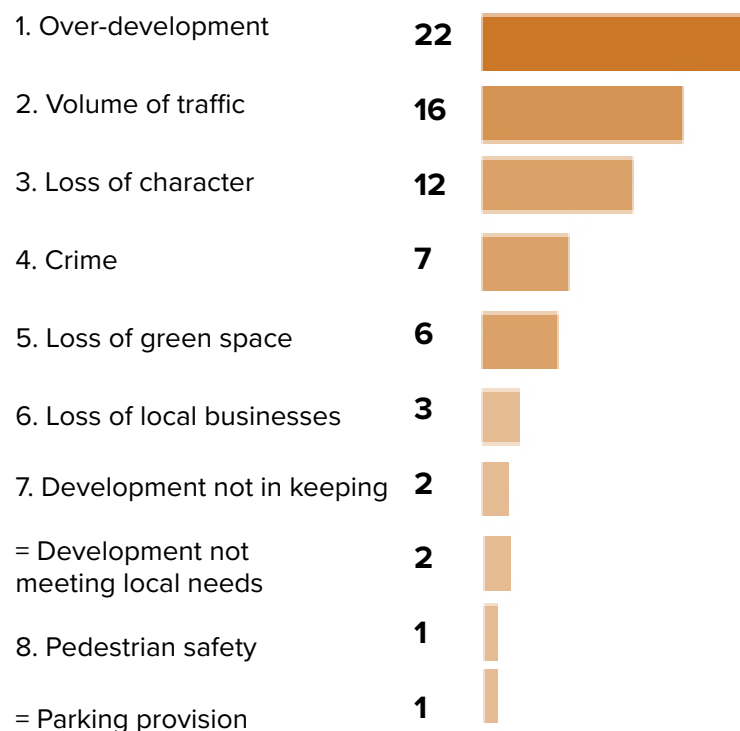


1.3.20 The Neighbourhood Plan has responded to this by producing a Village Character Assessment and Design Code which details sets out key principles for new development so that they are of high quality and retain the character of the village. The aims and objectives are informed by these responses and policies to promote increased services and businesses are also included.

1.3.21 The Neighbourhood Plan seeks to retain key green spaces by designating them as Local Green Spaces, which are to be protected from development.

CONCERNS ABOUT THE FUTURE OF HARDEN

1.3.22 People were asked what, if any, concerns they had about the future of Harden. This was answered by 76 people.



1.3.23 The Neighbourhood Plan has assessed these comments and has taken steps where possible to ensure that these concerns have been addressed through either planning policy, design guidance or through village projects.

ENGAGEMENT ACTIVITIES

1.3.24 In addition to the engagement survey, community drop-in events were held in the summer of 2018 and the summer of 2019 to discuss a variety of themes and issues with local people.

1.3.25 A full summary report has been produced which can be found on the village council website.

1.3.26 Short summary of summer 2018 drop-in event comments:

- Better pedestrian footpaths needed to Bingley and to Wilsden
- Improvements to crossing at St. Ives entrance & mini roundabout
- Improved signage needed on walking routes
- Smaller housing needed for young families and older households wishing to down-size
- Parking provision and visitor parking key in new schemes
- Worries about strain on local services (doctor & schools)
- Improved broadband coverage is needed
- Support for small businesses and shops (cafe, bakery etc)
- Support for shared workspace, workshops, small business units
- Encourage greater mix of residents throughout the village
- Suggestion of using unused school field as car park

1.3.27 The points raised above have been considered by the project group, and where appropriate have been included in either the Neighbourhood Plan, Design Code, or as a Village Project.

1.3.28 Short summary of summer 2019 drop-in event comments:

- Greater reference to climate emergency in Neighbourhood Plan
- Vision should include retaining character of village
- Housing for the elderly is desperately needed
- All new houses should have solar panels, insulation and rainwater storage
- Bungalows are needed (or accessible homes)
- Protect key views
- Car parking and addressing speeding are important
- Improved and safer walking routes needed, especially near busy roads
- Greater use of existing buildings to benefit the community
- More facilities and recreational opportunities for young people and families
- Take over management of the old dam and improve biodiversity
- Green spaces must be protected
- Wildlife corridors are really important
- Encourage more tree planting throughout the village
- Preserve the village's heritage
- Dry stone walls are very important to the character of Harden
- Allotments and community gardening is needed
- Safety really important for pedestrians, especially for young people

1.3.29 The points raised above have been assessed by the project group and where appropriate have been included in either the Neighbourhood Plan, the Design Code, or as a Village Project.

1.4 NEIGHBOURHOOD PLAN VISION

“A vibrant, inclusive, sustainable rural community, with attractive green spaces and high quality housing and facilities, making it a desirable place for people to live and enjoy, now and into the future.”

NEIGHBOURHOOD PLAN AIMS & OBJECTIVES

1. Improve resilience to the effects of, and take urgent action against, the climate emergency, working towards becoming a sustainable and low-carbon village.
2. Ensure that new housing meets local needs both now and in the future.
3. Promote high quality design in all new developments, which responds to and reinforces local character and is built to high levels of sustainable design and performance.
4. Conserve and enhance green spaces, heritage assets and the character of the village for everyone to enjoy now and in the future, including access and amenity, and provision of allotments/community gardening.
5. Improve pedestrian and cycle infrastructure and support and enable greater use of sustainable and healthy transport methods, and greater mobility for all.
6. Work towards better management of parking issues in the village centre that negatively affect the community.
7. Encourage new leisure and recreational opportunities, especially for young people.
8. Protect existing facilities, and support the expansion and development of new community facilities in line with local needs and aspirations.
9. Protect existing businesses and encourage appropriate new business activity.
10. Encourage better, high-speed internet coverage.

02 HOUSING

2.0 INTRODUCTION

2.0.1 By 2030 Harden will receive around 100 new houses as part of the housing allocation in Bradford Council's adopted Core Strategy.

2.0.2 It is important that new housing in Harden not only meets the present needs of the community but is also designed and built to address the future challenges we face.

2.1 COMMUNITY ENGAGEMENT IDENTIFIED THAT:

- The design of new housing was the 3rd most important issue for the Neighbourhood Plan to address.
- The type and size of new housing was the 4th most important issue for the Neighbourhood Plan to address.
- The most popular types and sizes of housing suggested by members of the community are: housing that is suitable for older people, environmentally friendly housing, houses aimed at first time buyers, and medium sized family housing.
- At the drop-in event there were several suggestions that more smaller properties are required for small families or older people wishing to downsize.

2.2 KEY OBJECTIVES

- Ensure new housing is inclusive, accessible and designed to meet the needs of an ageing population, and the changing needs of residents
- Secure a mix of house types and sizes to meet local needs
- Build low-carbon, energy efficient and sustainable homes
- Develop well designed homes and neighbourhoods that respond to and reinforce the distinctive character of Harden, including enhancements to existing properties

POLICY HNDP1: SUSTAINABLE DESIGN & RENEWABLE ENERGY

New development should aim to meet a high level of sustainable design and construction and be optimised for energy efficiency, targeting zero carbon emissions. This includes the provision of on-site energy generation from renewable sources.

Proposals should be accompanied by a visual impact assessment that demonstrates renewable energy provisions would not cause visual harm and/or do not detract from the visual amenity of its location.

Where appropriate, developments should include sustainable drainage systems (SuDS) and rainwater harvesting to help mitigate flooding and alleviate surface water. Best practice and examples are provided in the Harden Design Code and should be referred to in applications.

2.2.1 This policy seeks to ensure new homes in Harden are energy efficient and include the provision of renewable energy technologies. This can contribute to lower energy consumption and therefore lower fuel costs for occupants.

2.2.2 Harden has declared a climate emergency and the project group feel it is necessary to include a policy which signals the intention of the village to help address this by supporting renewable energy provision where appropriate.

2.2.3 At initial engagement 58 people felt the Plan should cover design of new housing and 38 people felt Harden needed more environmentally friendly homes.

This policy seeks to achieve aims & objectives



This policy aligns with CBMDC adopted core strategy 2017 policy HO9

POLICY HNDP2: HOUSING MIX

New housing developments of 10 or more dwellings will be required to provide a mix of house types and sizes to meet the needs of the local community including:

- a minimum of 35% dwellings of no more than 2 bedrooms;
- a minimum of 30% 3 bedrooms

The remainder of the mix can be determined by the applicant to ensure the proposal is viable and meets local needs.

Only if it can be clearly demonstrated through robust, up-to-date local housing need and market evidence, will an alternative mix be permitted if the above mix is not viable.

2.2.4 An independent Housing Needs Assessment (HNA) has been produced for the village which identified the need to secure a higher proportion of smaller properties within the plan period. Whilst the HNA has stated that the Neighbourhood Plan should seek to secure 28% 1 bed, 22% 2 bed and 50% 3 bed properties the Neighbourhood Plan has reduced these figures to provide more flexibility to applicants whilst still securing smaller properties.

2.2.5 This policy seeks to ensure new developments provide a mix of house types and sizes to meet the needs of the local community.

This policy seeks to achieve aims & objectives

2

This policy aligns with CBMDC adopted core strategy 2017 policy HO8

POLICY HNDP3: HIGH QUALITY DESIGN

New development, and extensions and alterations to existing properties, should respond to and reinforce the defining characteristics of its local area including: scale, massing, materials, layout, and architectural detailing.

Applicants should refer to the Harden Design Code and demonstrate in any planning application how its principles have been incorporated.

2.2.6 This policy seeks to ensure that new housing developments are designed so that they respond to and reinforce the character of Harden and address key local issues.

2.2.7 At initial engagement the design of new housing was the 3rd most popular response when asked what issues the Neighbourhood Plan should cover.

2.2.8 The Harden Design Code covers a range of issues and sets acceptable design parameters for new development. The document should be read in conjunction with Bradford Council supplementary planning documents Homes and Neighbourhoods: A guide to designing in Bradford.

This policy seeks to achieve aims & objectives **3**

This policy aligns with CBMDC adopted core strategy 2017 policy DS1

POLICY HNDP4: HOMEWORKING

Applicants should demonstrate how proposals for residential development can support and facilitate homeworking.

2.2.9 This policy recognises that more people are choosing or being asked to work from home, especially self employed people, older people, and those in rural areas (Financial Times 2014). This trend is likely to continue in the future and it is felt that appropriate space to facilitate homeworking is required.

2.2.10 Space to facilitate homeworking does not necessarily mean the provision of a dedicated office space or spare/additional room within the property. It could mean ensuring there is enough space in habitable rooms to include a desk, chair and storage. This has been highlighted as a key issue during the Covid-19 pandemic as many people have been working from home in inadequate working conditions.

2.2.11 As working practices continue to change more people are likely to be working from home and ensuring that homeworking can be comfortably accommodated in properties is essential. Yorkshire has the smallest average room sizes in England in new developments, and England has the smallest average room sizes in Europe in new developments (RIBA Case for Space 2011). It is essential that rooms are large enough to accommodate the necessary furnishing and artefacts to not only support general living but also homeworking.

This policy seeks to achieve aims & objectives **2** **9**

This policy aligns with CBMDC adopted core strategy 2017 policies EC4, TR1

POLICY HN5: BUILDING FOR A HEALTHY LIFE & ACCESSIBLE HOMES

New housing developments of 10 or more dwellings should be accompanied by a Building for a Healthy Life assessment that demonstrates the proposals will result in high quality sustainable development.

All new homes are encouraged to be developed to Accessible and Adaptable Dwellings Standards.

2.2.12 Building for a Healthy Life (BHL) is a set of 12 development principles that contribute to creating well-designed homes and neighbourhoods. These principles are scored on a traffic light system. Schemes that score 9 or more green out of 12 will qualify for Building for a Healthy Life accreditation. Contact the local Design Network partner (Design Yorkshire, managed by Integreat Plus) to request a BHL review (fees apply).

2.2.13 Accessible and Adaptable Dwellings Standards recognises that homes are not always suitable or adaptable for the changing needs of residents throughout their life. This incorporates design criteria that can be applied universally to new homes. Whilst there can be costs associated with building to these standards, the costs can be reduced by designing these criteria early in the design process.

2.2.14 Harden has a higher proportion of residents aged over 65 when compared to the district and to England and this is set to increase within the plan period. Lifetime Homes principles and design guidance are included in the Harden Design Code.

This policy seeks to achieve aims & objectives

2 3

This policy aligns with CBMDC adopted core strategy 2017 policy HO9

POLICY HN6: HIGH-SPEED BROADBAND

All new housing development should be designed to connect to high quality communications infrastructure.

Support will be given for proposals that help to provide improved or additional connectivity for the village as a whole, providing other material planning considerations are satisfied.

2.2.15 Advanced, high quality and reliable communications infrastructure is essential for economic growth and social well-being.

2.2.16 There is an increase in people choosing or being asked to work from home and enhanced communications infrastructure can support this. The Covid-19 pandemic has highlighted the importance of this both nationally and locally.

This policy seeks to achieve aims & objectives

2 9 10

This policy aligns with CBMDC adopted core strategy 2017 policy PN1

03 TRANSPORT & MOVEMENT

3.0 INTRODUCTION

3.0.1 Harden aspires to being a community where people can access opportunities easily, and get around in healthy and sustainable ways, benefiting themselves, others and the environment. The community wants to be well-connected to employment, education and leisure opportunities, while also reducing traffic noise, pollution and congestion, especially by enabling more people to walk, cycle and use public transport.

3.1 KEY OBJECTIVES

- Work towards better management of traffic, speeding and parking issues that negatively affect the community.
- Improve pedestrian and cycle infrastructure and support and enable greater use of sustainable and healthy transport methods, and greater mobility for all.

This part of the plan will also contribute to these wider aims:

- Encourage and support more sustainable living, striving towards being carbon-neutral.
- Preserve and enhance green spaces and heritage assets for everyone to enjoy now and in the future.

3.2 KEY ISSUES

Community engagement, consultation, and discussions by the Neighbourhood Planning group, and a review of local data and wider evidence identified five issues to focus on:

- Public transport links
- Traffic volume, noise and pollution
- Speed and safety
- Problem parking
- Pedestrian connectivity

POLICY HNDP7: HARDEN TO BINGLEY ACTIVE TRAVEL

Enhanced walking and cycling infrastructure connecting Harden to Bingley is required and will be sought.

3.2.1 This policy gives support to the provision of enhanced walking and cycling connections from Harden to Bingley – Harden’s closest major conurbation. At present the primary connection along Harden road is meagre, and in places is unsafe and unwelcoming. To the east of Woodbank Nurseries only the southern side of the road has pavements.

3.2.2 The width of the pavement is narrow and restricts users to travel in single-file. People with pushchairs, wheelchair, or mobility scooters are unlikely to be able to use the route safely at all.

3.3.3 Walking or cycling along Harden Road can also be intimidating due to the high speed and volume of traffic. This policy supports the aims and objectives of the plan by seeking to provide safer and healthier options of travel to Bingley, which boasts public transport connections to the wider area.

3.3.4 It is anticipated that this will be scoped and delivered by a local project involving the Village Council and other key stakeholders such as landowners. The NDP is unable to provide an indicative route at this time.

This policy seeks to achieve aims & objectives **5**

This policy aligns with CBMDC adopted core strategy 2017 policies PN1 (E.4), TR1 (E)

POLICY HNDP8: ELECTRIC VEHICLE CHARGING POINTS

Support is given to new housing developments that provide on-site electric vehicle charging points.

3.3.5 To promote more sustainable travel habits the Neighbourhood Plan supports and encourages the inclusion of electric vehicle charging points in new housing developments. The preferred location of these is outside of the property.

3.3.6 It is expected that the use of electric vehicles will increase in the near future and Harden aims to secure the infrastructure needed to support this. Increased use of electric vehicles can help reduce carbon emissions and reduce the noise of traffic which are contained in the aims and objectives for the Plan.

This policy seeks to achieve aims & objectives

- 1
- 2
- 5

This policy aligns with CBMDC adopted core strategy 2017 policy TR1

POLICY HNBP9: PARKING SOLUTIONS

New residential developments should comply with design guidance contained in the plan to produce design-led street layouts and parking solutions that provide:

- high quality and secure on-site cycle storage,
- the minimum expected amount of parking spaces in line with Bradford Council standards, and appropriate visitor parking bays, where necessary,
- garages and driveways to the rear or side of properties in the same style as the house they serve, with suggested internal dimension of the garages 3.5m x 6m and driveways a minimum of 3.5m in width.

3.3.7 Applicants should refer to Bradford Council’s Homes and Neighbourhood Design Guide SPD which includes advise on parking provision as part of new developments. Engagement responses cited problem parking as a key issue in the village and new residential developments should not exacerbate the problem.

3.3.8 Some garages locally are not large enough to store cars - so the Plan proposes internal dimensions in line with Lifetime Homes standards that will enable residents to park and enter/exit the vehicle both on the driveway and in the garage. This policy responds to the aims and objectives of the Plan by promoting and enabling more sustainable travel habits through the inclusion and promotion of pedestrian and cycle infrastructure whilst also aiming to reduce issues around problem or inconsiderate parking through requiring adequate parking and garaging solutions.

This policy seeks to achieve aims & objectives 2 3 5

This policy aligns with CBMDC adopted core strategy 2017 policy TR2

POLICY HNBP10: PEDESTRIAN & CYCLE CONNECTIONS

All new developments will be expected to connect with existing footpaths and cycle paths, where available, and where possible, improve the network. Developments should allow for safe and convenient pedestrian and cycle movement to local facilities, shops, schools and public transport connections.

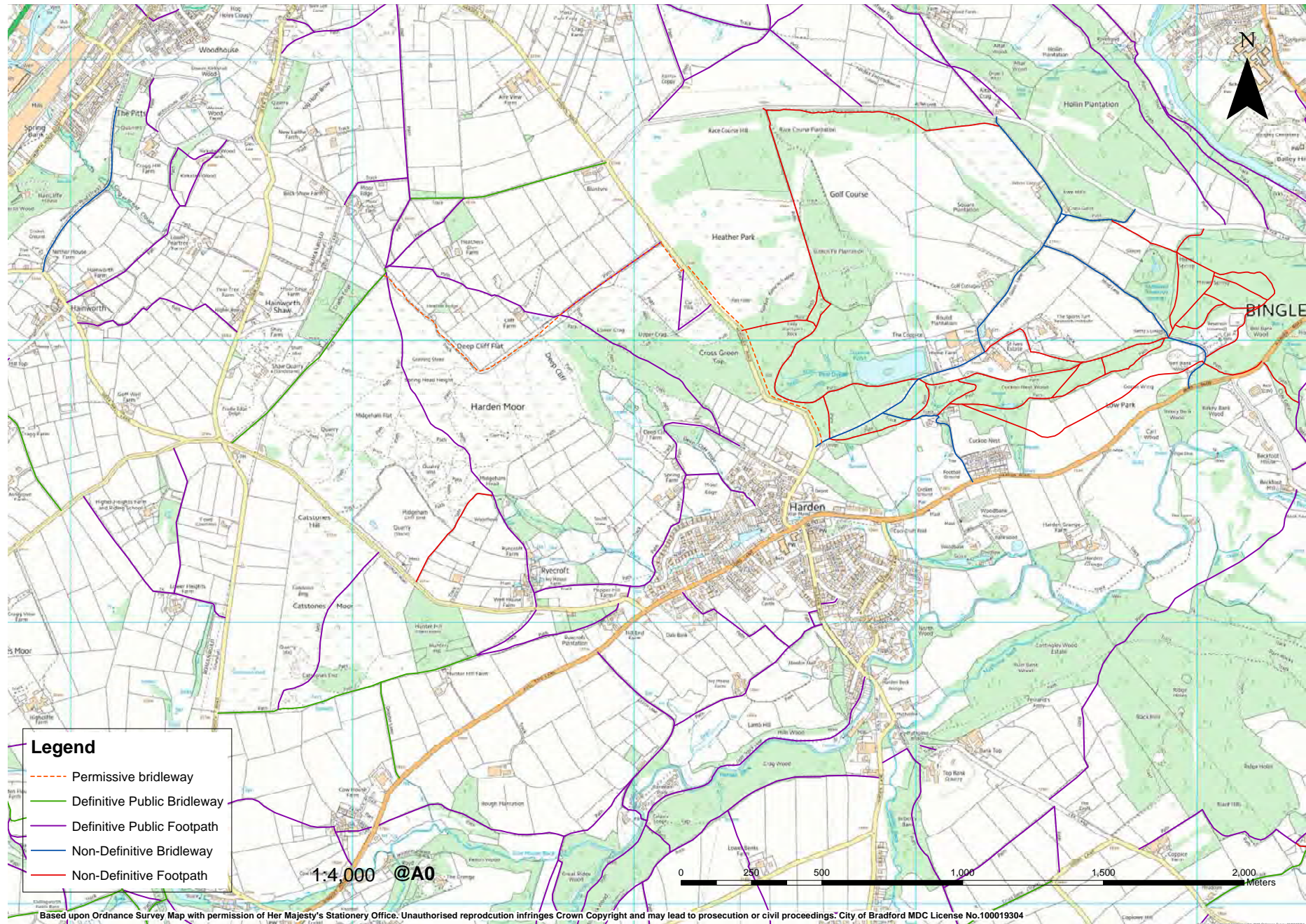
3.3.9 This policy seeks to ensure that new developments are well connected to pedestrian and cycle connections. It responds to the aims and objectives of the plan which promote safe and convenient pedestrian and cycle movement throughout the village and to the wider area.

3.3.10 A map of definitive and non-definitive footpaths and bridleways can be found overleaf.

This policy seeks to achieve aims & objectives 5

This policy aligns with CBMDC adopted core strategy 2017 policy PN1

Map of Footpaths and Bridleways



04 COMMUNITY FACILITIES & SERVICES

4.0 INTRODUCTION

4.0.1 Harden has a variety of services and facilities that are valued by the local community. The Neighbourhood Plan is seeking to retain and, where possible, enhance these facilities so that they can continue to serve the community and help reduce the need for residents and visitors to travel outside of the village to access amenities and services. The Plan also supports the creation of new services and facilities in Harden to help meet the changing needs of the community.

4.1 KEY OBJECTIVES:

- Protect existing community facilities and services
- Support the expansion of existing facilities or the development of new facilities or amenities
- Encourage projects that would improve the village's resilience to climate change and/or help reduce the village's carbon footprint
- Encourage new recreational and leisure opportunities
- Improve pedestrian and cycle infrastructure and promote greater use of sustainable transport methods and healthy mobility opportunities for people of all ages and abilities

4.2 COMMUNITY ENGAGEMENT IDENTIFIED THAT:

- Through the initial survey, amenities and facilities was the 3rd most popular response when asked what people value the most about Harden.
- 48 people said that they felt the plan should cover community facilities and services.
- Improved community services was the 2nd most popular response when asked what Harden should be like in 15 years.

POLICY HNDP11: COMMUNITY INFRASTRUCTURE LEVY

A portion of Community Infrastructure Levy (CIL) money will be used to fund the development, improvement and maintenance of walking and cycling routes, in addition to other identified village projects, which are outlined in the Harden Village Action Plan.

4.2.1 This policy seeks to allocate a portion of CIL funds to maintain and enhance local walking and cycling routes throughout the village. The Plan objectives seek to promote more sustainable and healthier travel choices and to enable this improvements to the local network of footpaths and cycleways are needed.

4.2.2 Throughout initial engagement respondents cited high quality green and open spaces as one of the Village’s key assets and the Plan is keen to maintain, and where possible, enhance access to these amenities. Footpaths and cycleways are highly valued and well used by residents and visitors alike for leisure and recreational purposes.

4.2.3 The Neighbourhood Plan Project group is working with local stakeholders to undertake regular condition surveys of key routes to identify where maintenance and improvements may be required. This policy is also in recognition of the restricted resources and competing priorities of Bradford Council which would usually be responsible for these actions.

4.2.4 Any proposed improvements to public rights are to be considered in consultation with the Council Countryside and Rights of Way Officer.

This policy seeks to achieve aims & objectives **4** **5** **8**

This policy aligns with CBMDC adopted core strategy 2017 policy PN1

POLICY HNDP12: COMMUNITY ENERGY SCHEMES

Proposals for community renewable energy generation, storage and distribution schemes are supported and encouraged providing:

- the siting and scale is appropriate to its setting and position in the landscape;
- it does not create unacceptable impact on a feature of natural or biodiversity importance;
- it does not have unacceptable impact on amenities of residents.

4.2.5 Harden is aiming to become a low-carbon village and community renewable energy schemes have the potential to contribute to reducing the village’s carbon footprint through the generation and use of clean energy in homes and businesses.

4.2.6 The Plan seeks to strike a balance between any impact on the landscape resulting from the development of renewable energy infrastructure and the many benefits such schemes would bring.

This policy seeks to achieve aim & objective **1**

This policy aligns with CBMDC adopted core strategy 2017 policy EN6

POLICY HNDP13: COMMUNITY FACILITIES & SERVICES

Existing Facilities

There is a presumption in favour of the protection of existing community facilities and public houses. Where planning permission is required, the change of use of existing community facilities and public houses, as listed below, will only be supported for other health, education or community type uses (such as community halls, local clubhouses, schools, public houses and children’s day nurseries).

When a non-community use (e.g. housing) is proposed to replace, either by conversion or re-development, one of the facilities listed below such development will only be supported when one of the following can be demonstrated:

- a) The proposal includes alternative provision, on a site within the locality, of equivalent or enhanced facilities. Such sites should be accessible by public transport, walking and cycling and have adequate car parking; or
- b) Where facilities are considered to be no longer needed or suitable for continued community facility use, satisfactory evidence is put forward by the applicant that, over a minimum period of 12 months, it has been demonstrated, through active marketing of the site, that there is no longer a need or demand for the facility.

The facilities to be protected are listed as follows and shown on the Policies Map:

- A - Harden Pharmacy
- B - Golden Fleece Inn

- C - Harden Memorial Hall
- D - St Saviour’s Harden
- E - Harden Congregational Church
- F - Harden Post Office / Off licence
- G - The Fresh Approach / Off licence

New Facilities

Where new community facilities are proposed they should be in accessible locations for those seeking or needing to access the sites by walking, cycling and public transport, include off-street car parking to CBMDC standards and be of good quality sustainable design as set out in the policies of this plan and other development plan documents.

4.2.7 Harden village centre provides a range of local shops, services and a pub. Paragraph 28 of the NPPF states that plans should ‘promote the retention and development of local services and community facilities in villages, such as local shops, meeting places, sports venues, cultural buildings, public houses and places of worship.’

4.2.8 The existing facilities in the village provide for local day-to-day needs, provides some local employment and economic activity, and being centrally located, are in reasonable walking distance to most residents. It is acknowledged that some of the facilities listed, depending on their Use Class (under the Use Classes Order), may enjoy permitted development rights that allows change of use to other uses without needing a separate planning approval.

This policy seeks to achieve aims & objectives



This policy aligns with CBMDC adopted core strategy 2017 policy PN2

Community facilities identified as Policy HNPD13



POLICY HNPD14: ENHANCING THE VILLAGE CENTRE

Proposals to enhance the appearance and functionality of the village centre including improvements to:

- Public realm, street furniture and hard landscaping;
- Green infrastructure;
- Pedestrian and cycle safety;
- Parking management;

are encouraged and will be supported.

4.2.9 The village centre is severed by the junctions of Wilsden Road, Long Lane and Harden Road making the immediate environment car dominated and unwelcoming for pedestrians wishing to access local shops and facilities. There is a long-standing issue with problem parking that impinges on the pedestrian environment due to the lack of suitable parking spaces in the village centre for people wishing to visit local shops.

4.2.10 An enhanced public realm could create a more pleasant and desirable village centre that encourages greater use of local shops, especially by people on foot or bicycle. This could be achieved through a rationalisation of parking coupled with the inclusion of planters and street furniture to demarcate and protect.

This policy seeks to achieve aims & objectives 5 6 8

This policy aligns with CBMDC adopted core strategy 2017 policy PN2

05 GREEN SPACES

5.0 INTRODUCTION

5.0.1 Harden has a rich variety of natural assets and open and green spaces that contribute to the health and wellbeing of residents and visitors, in addition to supporting biodiversity. This includes ancient and semi-natural woodlands, moorlands, meadows, water courses, grasslands, and pastures. Many of these sites are designated as Local Wildlife Sites and fall within the Local Wildlife Network due to their importance in supporting flora and fauna.

5.0.2 These spaces support recreational and leisure activities and contribute greatly to the tranquillity and rural character of Harden.

5.1 COMMUNITY ENGAGEMENT IDENTIFIED THAT:

- The rural nature, countryside and green spaces were the 2nd most popular response to what people like most about Harden.
- Green spaces was the most important issue when people were asked what the Neighbourhood Plan should cover.

5.2 KEY OBJECTIVES:

- Protect and, if possible, enhance green spaces and natural assets
- Secure green infrastructure as part of new developments and protect existing green infrastructure provision
- Encourage the connection of separate green spaces in Harden to create a series of interlinked natural assets into the wider environment forming wildlife and biodiversity corridors

Some of the proposals or projects identified in this section could be delivered locally through volunteer groups or other organisations as part of the Harden Village Council Plan.

DOMESTIC & NEIGHBOURHOOD



SETTLEMENT EDGE



LOCAL WILDLIFE NETWORK



Examples of green infrastructure at different scales in Harden

POLICY HN15: GREEN INFRASTRUCTURE

New developments are strongly encouraged:

- to include provision of green infrastructure, and where possible, connect with the existing Wildlife Habitat Network and/or Local Wildlife Sites;
- not to sever existing green infrastructure networks including Local Wildlife Sites or the Wildlife Habitat Network;
- to achieve biodiversity net gain;
- include green infrastructure that supports and enables the free movement of wildlife such as hedgehog gaps, and include boxes for bats, birds and insects.
- to ensure that the design and management of green infrastructure respects and enhances the character and distinctiveness of an area with regard to habitats and landscape types. Planting that is beneficial for pollinators and wildlife is preferred.

5.2.1 Green infrastructure is a broad-term used to describe natural and semi-natural features of all scales within and between towns and villages from street trees and planting up to rivers, woodland and moorland.

5.2.2 Bradford Council Strategic Core Policy SC6 considers Green Infrastructure as land which already contributes towards, or has the potential to contribute towards the following:

1. Retention, creation and enhancement of important habitats and ecological networks.
2. Resilience to climate change and sustainable design.
3. Important attributes of natural green space, connectivity to other green spaces and a local need for open space.
4. Valued landscapes and local distinctiveness and amenity, particularly within the urban core.
5. Historic parks and landscapes and the setting for heritage assets.
6. Improving opportunities for walking, cycling and horseriding, establishing strategic green links and enhancing the rights of way network in urban and rural parts of the district.

This policy seeks to achieve aims & objectives

4

This policy aligns with CBMDC adopted core strategy 2017 policy EN2, SC6,

5.2.3 Harden includes many sites that are designated as Local Wildlife Sites or are within the Local Wildlife Network as well as falling under other classifications of green infrastructure.

Local Wildlife Sites:

- Harden Moor
- Deepcliffe Wood
- St Ives Estate
- Goit Stock Wood & Grasslands
- Harden Beck
- Cuckoo Nest Wood

Wildlife Habitat Network:

- St Ives Estate
- Woodbank
- Harden Grange
- Cuckoo Nest Wood

Managed green space for local leisure and recreation:

- Harden Park
- Harden Cricket Pitch
- Harden Football Pitch

Water:

- Harden Beck
- Midgram Beck
- The Coppice Pond

Historic setting:

- Green space surrounding Ryecroft Conservation Area

KEY OBJECTIVES

- Connect or reconnect areas of green infrastructure to enable wildlife to move more freely and for humans to enjoy a greater series of interconnected green spaces
- Provide spaces for leisure, recreation and relaxation contributing to and improving mental and physical wellbeing
- Enhancement of a site's multi-functionality and ability to play a key role in climate change adaption and mitigation, carbon capture, improve wildlife and biodiversity benefits, increased food production, and improved water management and flood risk
- Encourage enhancement of sites in line with their strategic objectives in relation to habitats and species. This might include promoting the planting of native broad-leaved trees, planting that is beneficial to pollinators or the inclusion of bat and bird boxes or hedgehog gaps between properties or physical boundaries
- Deliver green infrastructure provision at a variety of scales from domestic, street, neighbourhood, village, district and regional levels

POLICY HNDP16: HARDEN WILDLIFE & HABITAT NETWORK

Proposals that provide biodiversity enhancements to green spaces in Harden, including connecting or reconnecting separate spaces, especially on the following sites, are encouraged and will be supported:

Local Wildlife Sites & Wildlife Habitat Network sites:

- St Ives Estate
- Harden Moor
- Deepcliffe Wood
- Harden Beck
- Goit Stock wood and grasslands

Biodiversity enhancements should be undertaken in accordance with the biodiversity objectives for each site to ensure its enhancement is appropriate for the species, habitat and landscape classification.

5.2.4 Harden has a rich variety of natural assets including Harden Moor and Deepcliffe Wood, Goit Stock Wood and its Grasslands, St Ives Estate, and Harden Beck. These sites play an important role in supporting biodiversity locally and regionally. They are home to species such as brown trout that breed in Harden Beck, kestrels and willow warblers on Harden Moor, and a wide-range of species at St Ives including deer, badgers, foxes, tawny and little owls, greater spotted woodpeckers, fresh water shrimps and a variety of bats.

5.2.5 The connection and reconnection of green spaces, especially to Local Wildlife Sites and sites within the Wildlife Habitat Network, can help to create wildlife corridors that support the movement of fauna throughout the area.

5.2.6 There are also opportunities to create a series of interlinked green spaces that can contribute to local recreational and leisure activities. The sites play an important role in contributing towards physical and mental health, flood mitigation, and air and water quality. These are expected to be delivered either as part of new developments or through the Harden Village Action Plan. Opportunities to work with neighbouring farmers and landowners to achieve these benefits on surrounding privately owned land will be sought.

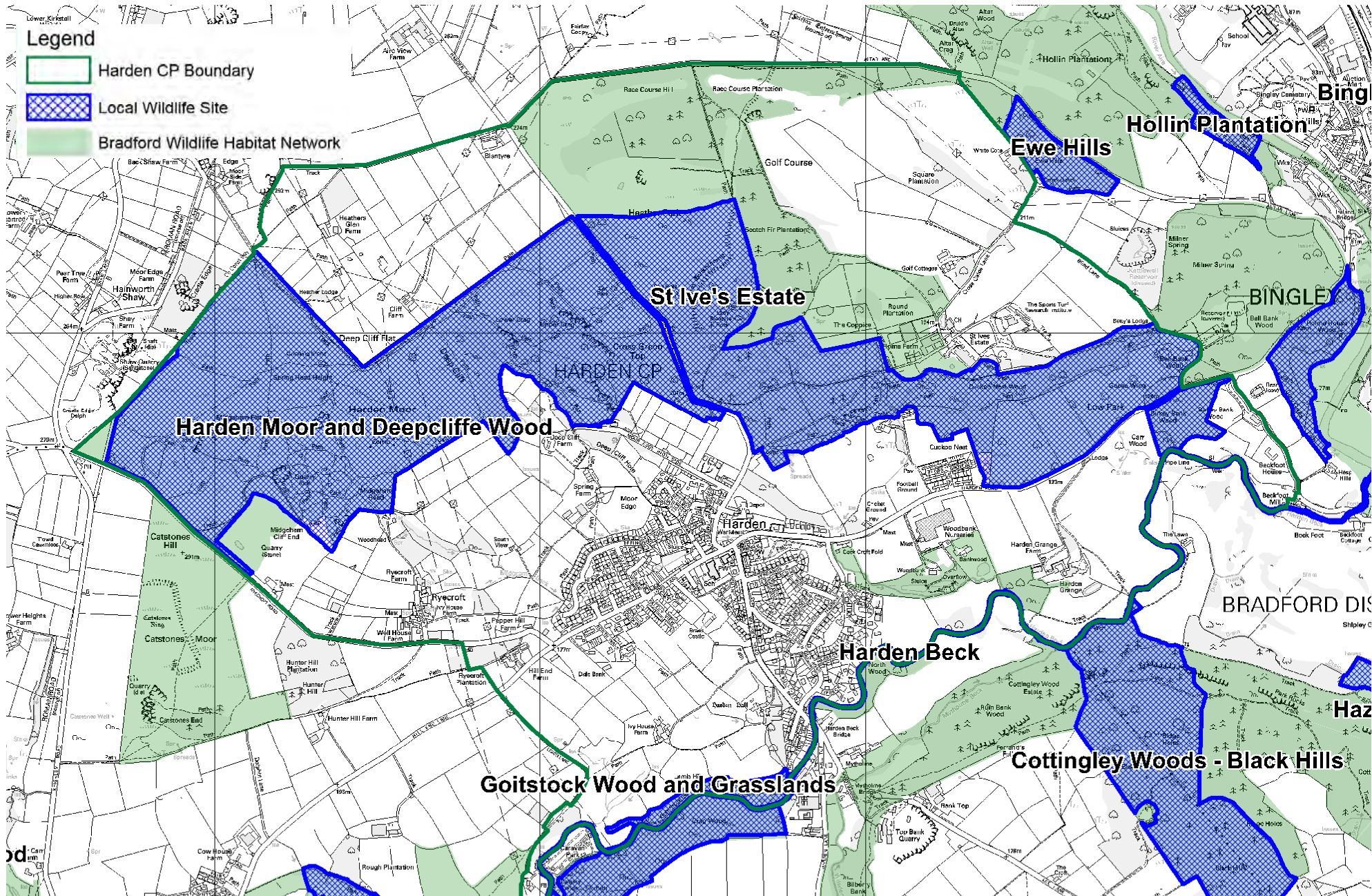
This policy seeks to achieve aims & objectives

4

This policy aligns with CBMDC adopted core strategy 2017 policy EN2, SC6



Harden's natural environment provides opportunities for foraging.



POLICY HN17: TREE PLANTING

Existing mature trees should be retained as part of any proposed development. Where possible new developments should include tree planting.

New trees should be matched to the site and climatic conditions, with a preference towards native species. These should respect and enhance the biodiversity, character, and distinctiveness of an area with regard to habitats, landscape types and the surrounding built environment.

Any trees which are proposed to be removed due to development should be replaced at a ratio of at least 3:1.

5.2.7 It is expected that local groups, either existing or possible future groups, will liaise with landowners and identify suitable sites for new tree planting in addition to raising funds, obtaining grants and undertaking the work and ongoing management.

5.2.8 The current climate emergency requires urgent attention and planting new trees can help to mitigate against some of these impacts. It is worth noting that management of Harden Moor is ongoing to provide carbon capture and flood management through the restoration of peat. This is supported and encouraged.

5.2.9 Benefits from tree planting include:

- reducing air pollution
- absorbing CO2 from the atmosphere
- providing shade and shelter
- helping to mitigate against flooding
- improving mental and physical wellbeing
- creating vital homes for wildlife.

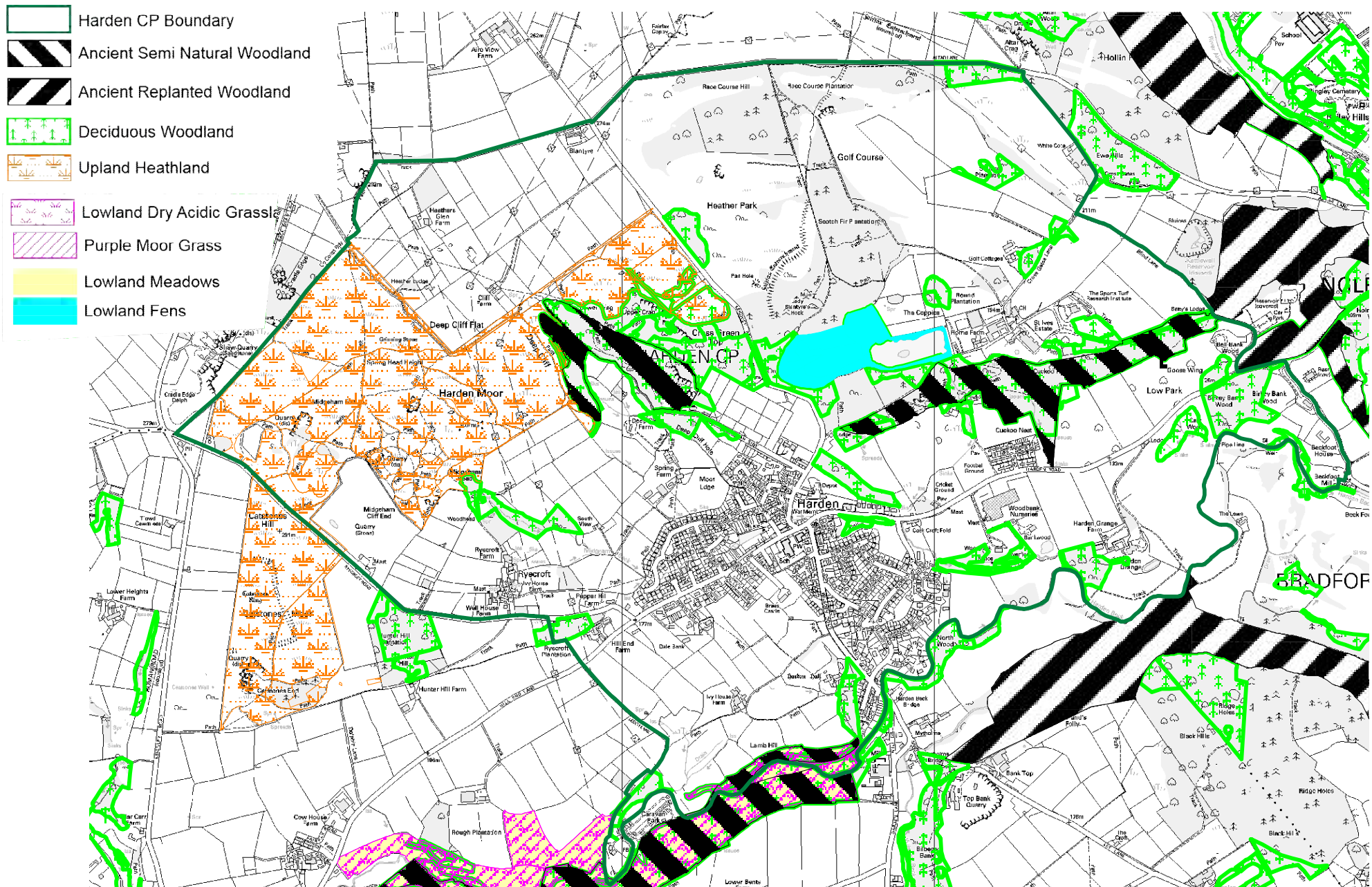
5.2.10 Initial engagement identified that:

- The rural nature, countryside and green spaces were the 2nd most popular response to what people like to the question 'What do people like most about Harden?'
- Green spaces was the most important issue when people were asked what the Neighbourhood Plan should cover.

This policy seeks to achieve aims & objectives

4

This policy aligns with CBMDC adopted core strategy 2017 policy EN5



POLICY HNBP18: LOCAL GREEN SPACES

The following spaces, as identified on the policies map, are to be designated as local green spaces, and therefore protected from future development.

- A) Mill pond and surrounding woodland
- B) Memorial Park off Harden Road
- C) Cricket ground off Harden Road
- D) Football pitch off Harden Road
- E) Village Green space at Highfell Grove

The enhancement of these sites to improve access, amenity, leisure and recreational opportunities, wildlife or biodiversity opportunities is supported and encouraged.

5.2.11 Full Local Green Space (LGS) assessments have been undertaken and are included in the appendix to this plan. Sites which have been filtered out are also included in the appendix.

5.2.12 Whilst these site are protected from development, development will be considered if:

- The land becomes surplus to requirements
- The loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quality and quantity in a suitable location
- The development is for alternative sports and recreation provision, the benefits of which clearly outweigh the loss of the current or former use.

5.2.13 Local Green Spaces are designated sites that are protected from development due to the contribution they make to the local area. There is specific criteria for designating sites so not all green spaces will be suitable for Local Green Space listing. The listing criteria is shown below:

5.2.14 The designation should only be used:

- where the green space is in reasonably close proximity to the community it serves;
- where the green area is demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife;
- and where the green area concerned is local in character and is not an extensive tract of land.

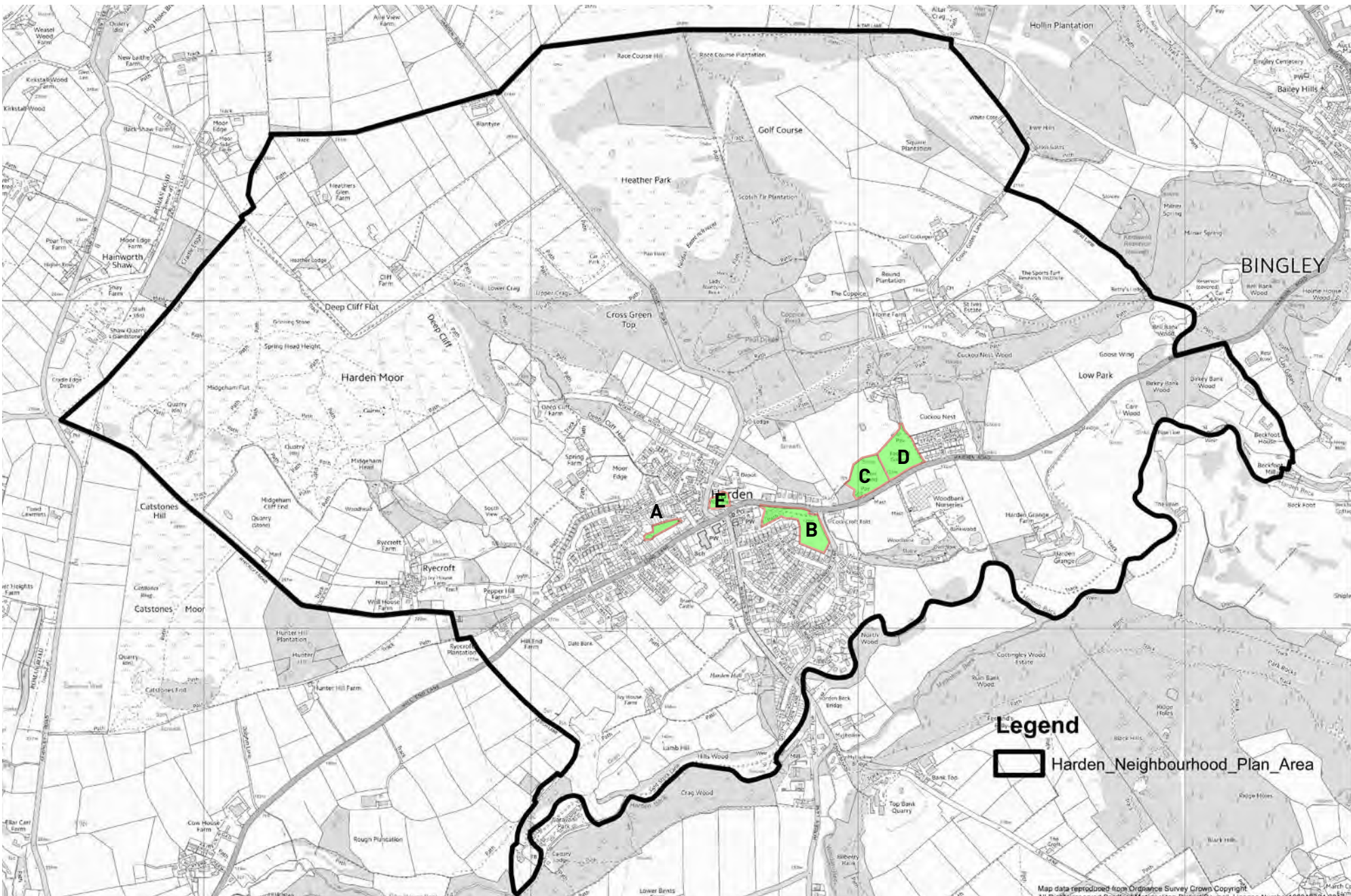
5.2.15 These green spaces have been suggested by members of the steering group and have been assessed against the criteria set out in the National Planning Policy Framework and National Planning Practice Guidance.

This policy seeks to achieve aims & objectives

4

This policy aligns with CBMDC adopted core strategy 2017 policies EN1

MAP OF PROPOSED LOCAL GREEN SPACES



06 HERITAGE

6.0 INTRODUCTION

6.0.1 Excavations on Leech Lane led to discoveries of pottery, coins and elephant ivory which suggest Harden was once a Roman settlement around 150 AD. The first written record of Harden is in the Domesday Book of 1086 written as 'Hateltone' or 'Hateltun. Presently, there are some examples of buildings dating back to the 17th century with many more examples from the 18th and 19th centuries.

6.0.2 Harden, like many settlements in the area was predominantly home to agricultural workers, and later, mill workers. Many of these buildings are still present today, although most now serve alternative uses, such as residential and have been altered over time, meaning many no longer contain all of their original architectural features.

6.0.3 The Neighbourhood Plan seeks to protect heritage assets, and supports their sensitive enhancement and restoration. Listed buildings and monuments are sufficiently covered and protected by national and local planning policy so these are not addressed in this section.

6.1 COMMUNITY ENGAGEMENT IDENTIFIED THAT:

- 43 people felt the Neighbourhood Plan should promote heritage and conservation
- Retaining the character of the village was the most popular response when people were asked what Harden should be like in 15 years with 34 responses

6.2 KEY OBJECTIVES

- Conserve local heritage and ensure new developments are in keeping with the local character
- Promote sensitive enhancement and /or restoration of non-designated heritage assets

ST IVES ESTATE

6.2.1 St Ives Estate is a 550 acre Grade II Listed historic park and gardens containing a variety of buildings of historical interest. The estate is highly valued locally and regionally as a place of recreational, ecological and heritage value.

6.2.2 St Ives estate is a Local Wildlife Site and is within the Bradford Wildlife Habitat Network. The estate comprises ancient semi-natural woodland, deciduous woodland, and lowland fens which support a variety of flora and fauna. Within the estate are locally significant artefacts such as Lady Blantyre's Rock and the William Busfeild Ferrand Obelisk Monument - two memorials built in honour of former residents of the estate.

6.2.3 St Ives is well used by residents and visitors – attracting around 300,000 visitors annually including walkers, bird watchers, anglers, horse riders. The estate includes public amenities such as a large children's play area, a café, and public toilets.

6.2.4 There are 14 listed buildings or monuments within the estate including Old Harden Grange a country house dating back to early to mid 17th Century and St Ives Mansion House dating back to mid to late 19th Century. Also within the estate are residential properties, several business premises, St Ives golf course, and St Ives discovery centre.

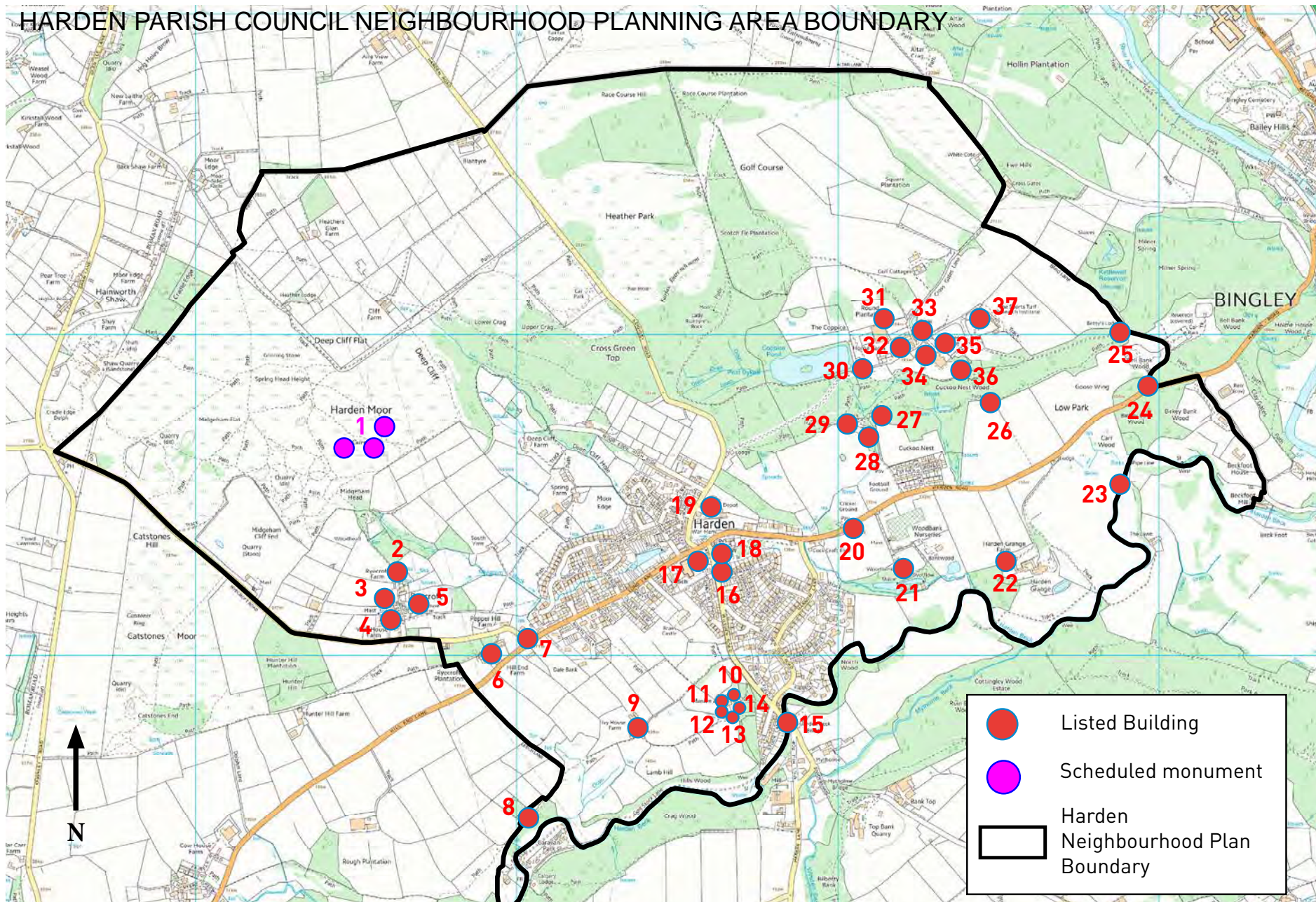
6.2.5 The Neighbourhood Plan will work closely with Bradford Council and the many stakeholders involved in the estate, including the Friends of St Ives, a local group promoting activities on the estate, whilst aiming to conserve its traditions.



6.2.6 List of listed buildings / monuments

1. Cairns
2. Ryecroft Farmhouse
3. Barn immediately to the north of no.13 Ryecroft
4. 13 Ryecroft
5. Ivy House Farmhouse (Ryecroft)
6. Hill End farmhouse
7. Hostel Stone
8. Goit stock cottages
9. Ivy House Farmhouse (Harden)
10. Harden Hall
11. Garden wall and mounting block attached to south front of Harden Hall
12. Entrance gatepiers and wall with balcony attached to barn approximately 10 metres east of Harden Hall
13. Barn approximately 10 metres east of Harden Hall
14. Barn approximately 25 metres south east of Harden Hall
15. Harden Beck Bridge
16. Harden Wesleyan Methodist Church
17. Harden War Memorial
18. Harden Congregational Church
19. 2-3 Crowther Fold
20. Ferrands Stone
21. Wood Bank
22. Stable block architecture Harden Grange Farm
23. Footbridge over Harden Beck
24. Entrance gate piers to St Ives Estate
25. Betty's Lodge
26. Barn Low Park
27. Outbuilding approximately 15 metres north east of number 3 Cuckoo Nest
28. Steps, gate piers and flanking walls to front of Cuckoo Nest
29. Cuckoo Nest
30. Footbridge approximately 10 metres east of coppice pond
31. Dutch barn to rear of the home farm building at St Ives
32. Wall to rear of the cottage at Old Harden Grange forming walled garden
33. The cottage attached at right angles to north west corner of Old Harden Grange
34. Wall attached to south front of the cottage at Old Harden Grange
35. Old Harden Grange
36. St Ives Mansion House
37. The stable block used by Turf Research Institute

HARDEN PARISH COUNCIL NEIGHBOURHOOD PLANNING AREA BOUNDARY



POLICY HNPD19: HERITAGE

New developments will be expected to respect and protect non-designated heritage assets and their settings. The level of protection should be commensurate to the level of designation of the asset.

The development or alteration of a non-designated heritage asset should be undertaken sensitively, respecting the historical and architectural integrity of the buildings. Proposals to restore non-designated heritage assets and original features will be supported, providing all other material planning considerations are satisfied.

The following buildings and structures are to be included as Non-designated heritage assets (refer to Harden Neighbourhood Plan Non Designated Heritage Assets Assessment document for methodology and justifications) :

1. Old Police House, Keighley Road
2. 1, 1a, 3, 5, 7, 9 Keighley Road & 10, 12 Long Lane
3. Telephone Box, off Keighley Road/Long Lane
4. St Saviour's Church, Long Lane
5. Harden Primary School, Long Lane
6. Shops adjacent to the Golden Fleece Public House, Long Lane
7. The Golden Fleece Public House
8. 23 – 37 Lane End
9. Spring Row
10. Cockcroft Fold, Harden Road
11. Cockcroft Old Mill, near Harden Beck
12. Moor Edge High Side
13. Park View Terrace, Moor Edge
14. Stone Terrace, Moor Edge
15. 1-5 Anthony Lane
16. Old Oak Farm, Anthony Lane
17. 4, 6, 8, 10, 12, 14, 16, 18 Harden Brow
18. 1 Bradley Square
19. 2 Keighley Road
20. Memorial Hall, Wilsden Road
21. Harden Park Lodge, Harden Park
22. 3-15 Wilsden Road
23. Hard Hill Houses
24. Field Head, Wilsden Old Road
25. Barn adjoining Field Head Farm, Wilsden Old Road
26. 19-21 Wilsden Old Road
27. Former Wesleyan Chapel 25 Wilsden Old Road
28. Chapel House, 23 Wilsden Old Road
29. Old Rectory, Wilsden Old Road
30. The Barn, Wilsden Old Road
31. Beck Cottage, Wilsden Old Road
32. 1-10 Harden Beck
33. 40-80 Long Lane
34. 132-146 Long Lane, including former Black Bull public house
35. Braes Castle off Long Lane
36. Shackleton House Farm, off Long Lane
37. Pepper Hill Farm, Ryecroft Road

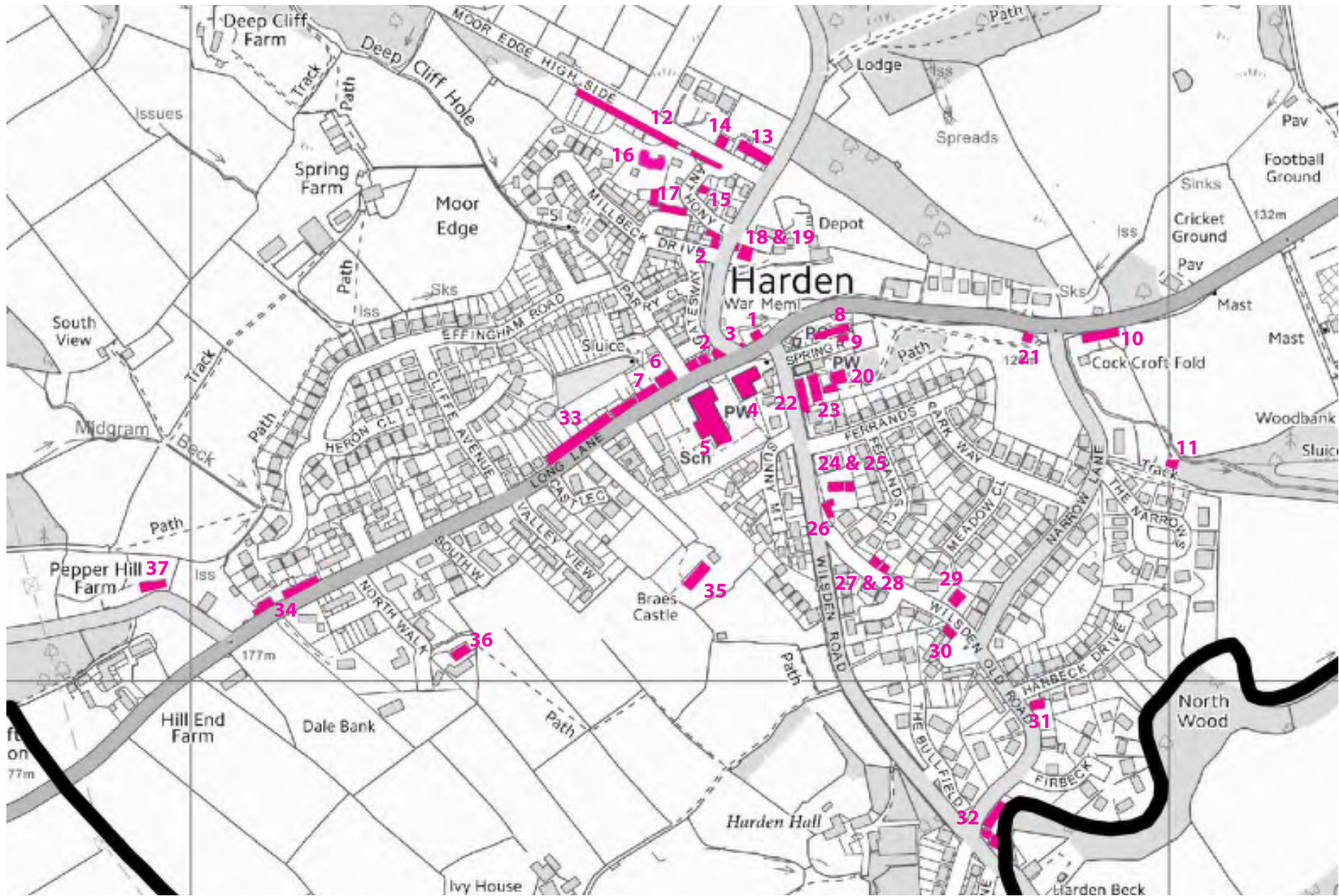
6.2.7 This policy seeks to protect heritage assets from development and supports their sensitive enhancement and restoration. 43 people felt the plan should include policies that promote heritage and conservation at the initial engagement exercises. This is a non-exhaustive list and may be added to in the future.

This policy seeks to achieve aims & objectives

3

4

This policy aligns with CBMDC adopted core strategy 2017 policies PN1, EN3



POLICY HNDP20: STONE WALLS

Stone walls, including areas of historic dry-stone wall should be retained and restored using local stone and traditional techniques wherever possible in new developments or in refurbishments.

6.2.8 Dry stone walls are a defining feature of Harden that contributes to the rural character of the village. This policy seeks to ensure that existing stone walls are retained, wherever possible, where planning permission is required.'

6.2.9 For over 300 years quarrying was prominent on the western edge of Harden Moor with many quarrymen residing in the hamlet of Ryecroft. Yeadonian Sandstone quarried here was used to build many local buildings and dry stone walls. Stone was also quarried in Harden to help build Saltaire.

6.2.10 Engagement exercises identified that:

- Dry stones walls are a defining characteristic of Harden that are locally valued
- 43 people felt the plan should include policies that promote heritage and conservation at the initial engagement exercises.

This policy seeks to achieve aims & objectives

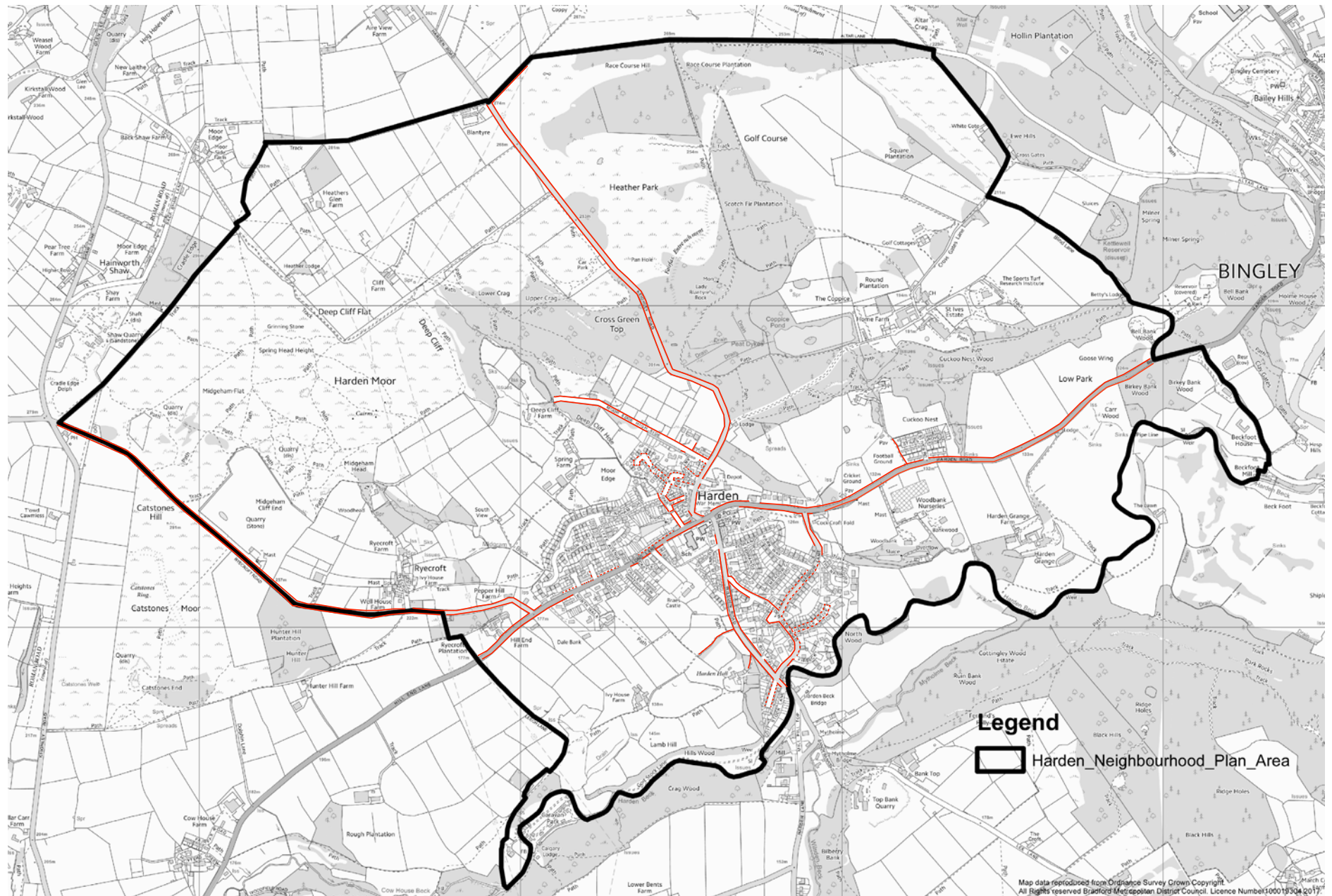
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This policy aligns with CBMDC adopted core strategy 2017 policy EN3



MAP OF EXISTING STONE WALLS



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POLICY HNDP21: KEY VIEWS

The views and vistas within Harden village and into Harden village should be retained. Development affecting these views and vistas should be designed in such a way so as not to have a significant adverse impact on their visual quality and amenity. Applications should demonstrate any impact development proposals may have on the views identified below:

1. view south from Harden Road
2. view north from Harden Road
3. panoramic view from Harden Moor
4. views south from Rycroft
5. view south from Long Lane towards Wilsden

6.2.11 The local topography and landscape provide many great views and vistas of the surrounding area. These are highly valued by residents and visitors and contribute to the rural character of Harden.

6.2.12 The views included in this policy have been suggested by members of the project group. A key view assessment has been undertaken using the Rycroft Conservation Area appraisal and the Wilsden Landscape Character Supplementary Planning Document, and is contained in the evidence base and appendix to the Neighbourhood Plan. The views included in this policy are non-exhaustive and may be added to or amended in the future.

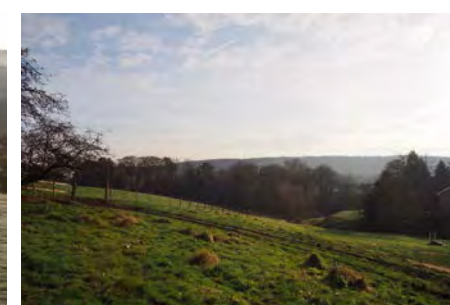
6.2.13 Initial engagement identified that:

- The rural nature, countryside and green spaces were the 2nd most popular response to what people like to most about Harden.
- Green spaces was the most important issue when people were asked what the Neighbourhood Plan should cover.

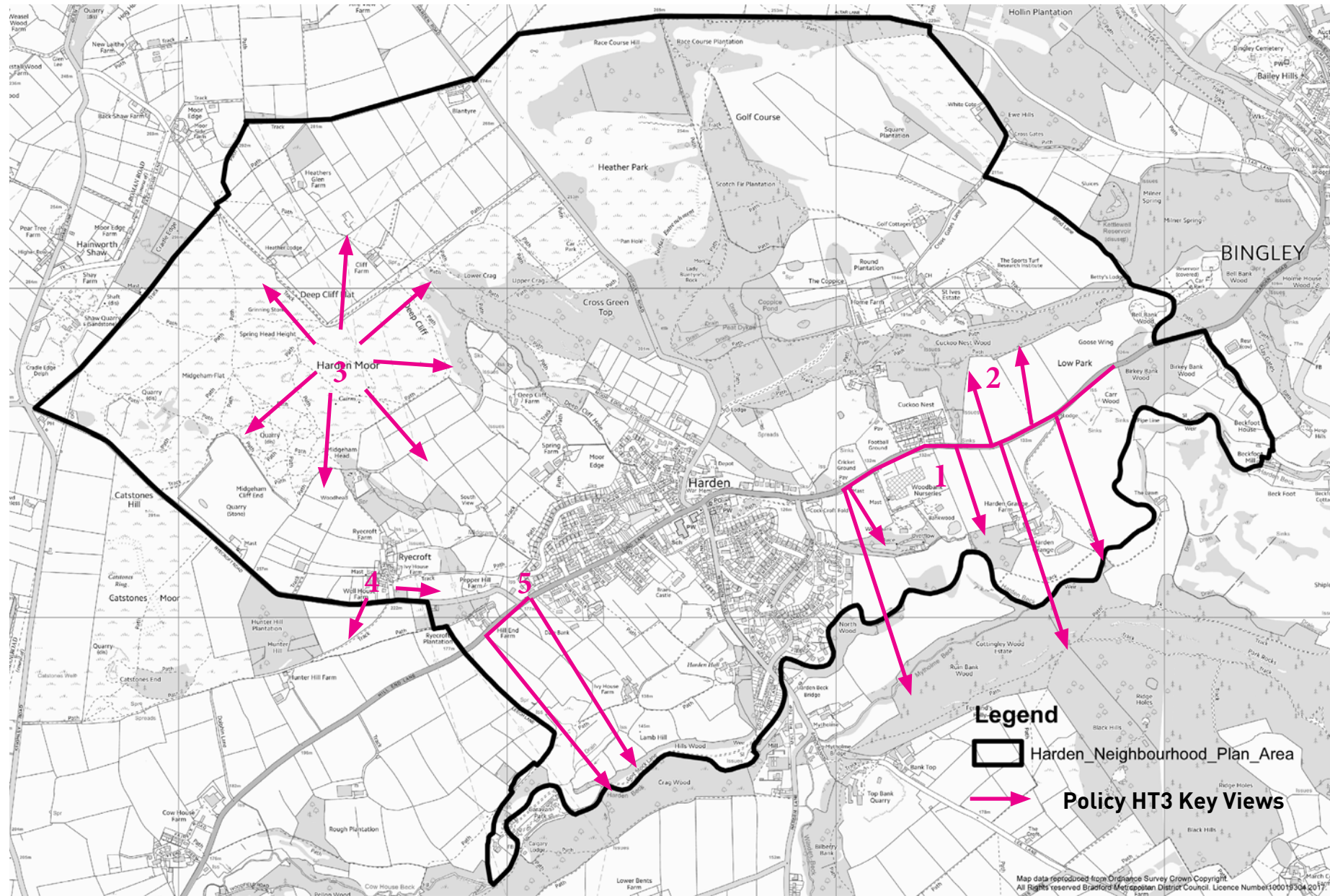
This policy seeks to achieve aims & objective

4

This policy aligns with CBMDC adopted core strategy 2017 policy EN3



KEY VIEWS/VISTAS



07 BUSINESS & EMPLOYMENT

7.0 INTRODUCTION

7.0.1 Harden like many rural communities has seen a decline in traditional industry over the last century. The majority of working residents commute to work outside of the parish to nearby towns and cities.

7.0.2 There are many small businesses within the village that contribute to and support the daily lives of residents although these usually employ only small numbers of staff.

7.1 COMMUNITY ENGAGEMENT IDENTIFIED THAT

- There is demand locally for new workspaces such as workshops, small offices or shared workspaces
- Residents have requested additional provision of shops, such as a cafe or bakery

7.2 KEY OBJECTIVES

- Promote Harden as a location for small businesses
- Encourage additional provision of local amenities such as shops
- Secure new workspaces such as shared offices of workshops

POLICY HN22: BUSINESS & EMPLOYMENT

Support is given for new small-scale commercial enterprise and businesses, especially those that would provide convenience and/or reduce need for residents and visitors to travel outside of the parish (cafe, shops etc) and improve sustainability.

Support is given to the reuse of former agricultural or mill buildings, providing all other material planning considerations are satisfied.

Support is given to the development of shared office space or co-working spaces, providing all other material planning considerations are satisfied.

7.2.1 The Neighbourhood Plan supports and encourages local economic growth in a variety of existing and emerging sectors. Retail and convenience premises (use class E (a)) are encouraged to support the day-to-day needs of the community, which can help reduce the need to travel outside of the village for essential items.

7.2.2 Shared office/co-working spaces (Use class E (c ii & iii)) can help to support self-employed and remote workers who operate primarily in the digital sector.

7.2.3 The NDP recognises that many existing properties benefit from permitted development rights and are able to change use class without planning permission.

This policy seeks to achieve aims & objectives

9

This policy aligns with CBMDC adopted core strategy 2017 policy PN2

08 MONITORING & DELIVERY

8.0 INTRODUCTION

Harden Village Council intends to monitor the progress and appropriateness of the Neighbourhood Plan and its content on an annual basis to the end of the plan period, once formally adopted. In addition to any statutory monitoring that will be undertaken by CBMDC, HVC wishes to track whether the plan has a positive impact on planning decisions and whether its objectives are being realised.

A monitoring group will be formed, comprising members of HVC to undertake this study and it is anticipated they will liaise closely with CBMDC where required to access data.

The purpose of the Monitoring Group is:

- to ensure that the aims and objectives contained within the Neighbourhood Plan are being delivered, working alongside a variety of partners if necessary, in a coordinated, cohesive manner and in a timely fashion; and
- to review the application of the policies by the Planning Authority in their determination of planning applications. HVC's Planning and Development Committee will however remain a consultee on all applications within the Plan Area.

HVC will work closely with the relevant stakeholders, including CBMDC and residents to help deliver and realise local projects identified within the Plan. These may be delivered through CIL monies received, grant funding or a combination of both.

Annual monitoring of the HNBP will be undertaken by HVC with assistance from CBMDC.

This will be done by assessing each application received within the Plan Area along with the following information:

- Officer reports
- Enforcement activity
- Appeal decisions
- Planning decision notices

Each policy will be listed in a table that identifies how many times each policy has been used, the issues it helps to address, the issues it does not address, and comments on how it might be better addressed in the future.

This will help to establish the rate of HNBP Policy compliance to determining the following:

- Have recent applications and approvals complied with HNBP policies?
- Reasons for departing from policy
- Effectiveness of HNBP policies
- Ineffectiveness of HNBP policies

Each year HVC will reflect on the current context and applications determined to help establish if the plan aims are being achieved.

Data and methodology

The following data will be collected to help assess the effectiveness of HNBP policies:

- Mix of house types on new schemes of 10 or more dwellings
- Number of Building for a Healthy Life assessments undertaken on new proposals and their scores
- Number of new homes built to Accessible Dwellings standards
- Number of new housing developments that comply with parking standards and garage dimensions
- Number of new homes with dedicated homeworking space
- Impact on key views as result of development and the supporting assessments included as part of application

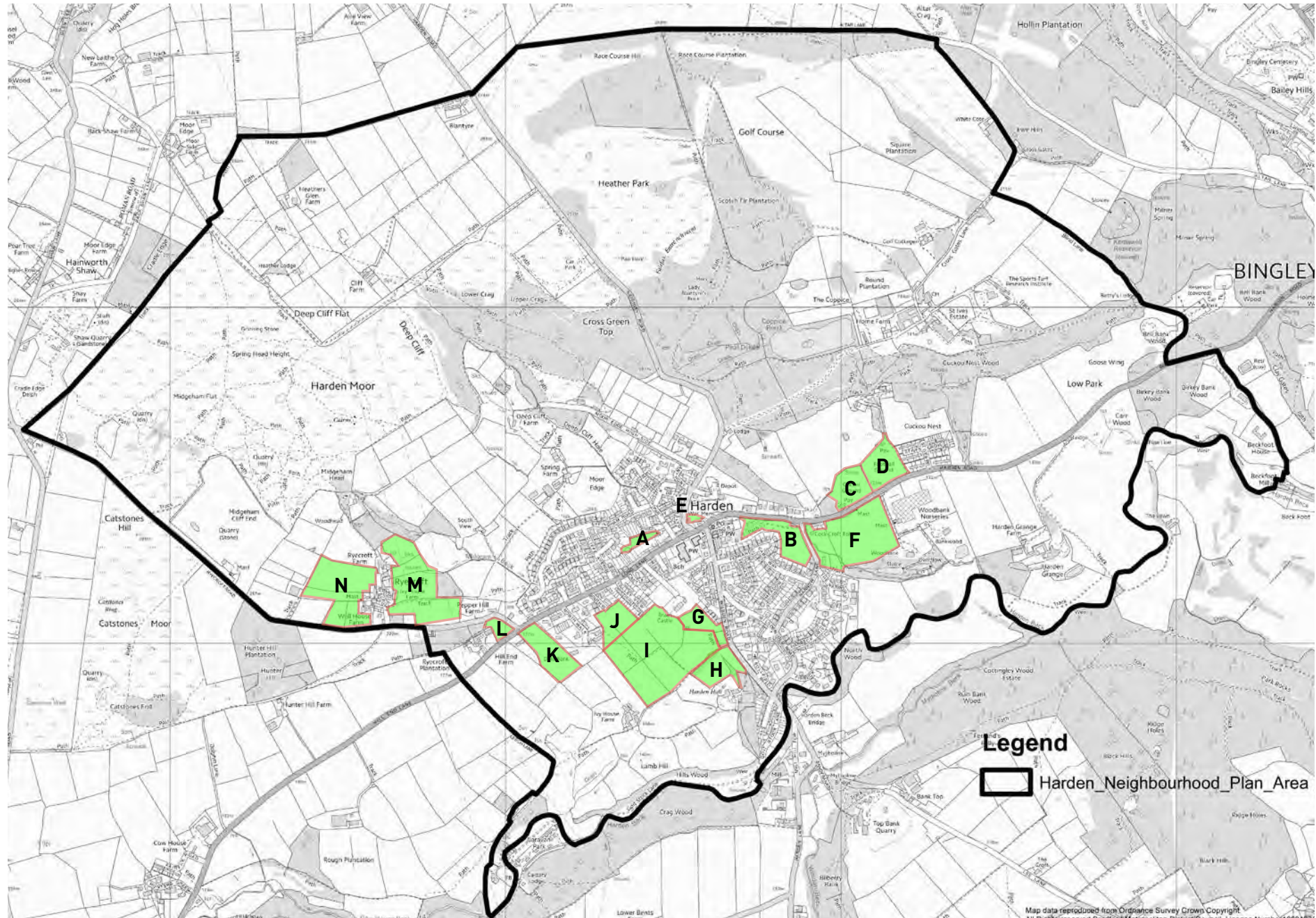
Changes to national or local planning policy will be monitored to assess the impact on HNBP policies which may then be revised in future updated versions of the HNBP.

09 APPENDIX

APPENDIX

- 9.1 Local Green Space assessments
- 9.2 Heritage assessment form
- 9.3 Key view assessment

9.1 MAP OF ALL GREEN SPACES ASSESSED



Summary: Table showing local green space assessment

	LOCAL GREEN SPACE ASSESSMENT: A
Site name & reference letter	Midgram Beck Millpond (Ref. A)
Location	Beck and millpond north of Long Lane
Size (hectares - ha)	0.1ha
Proximity to community served (ref NPPF 100a)	The site is in the village centre and is therefore in close proximity to the community it serves.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	The site is a millpond which forms part of Midgram Beck. Whilst not designated the millpond has some level of landscape significance. The site contributes to wildlife and biodiversity locally.
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character and is not an extensive tract of land.
Summary Assessment	The site provides many wildlife and biodiversity benefits despite not being a designated wildlife site. Improved management of the site, perhaps by local volunteers could improve the quality of the site and provide additional benefits to the local wildlife population.
Recommendation	DESIGNATE AS LOCAL GREEN SPACE



Summary: Table showing local green space assessment

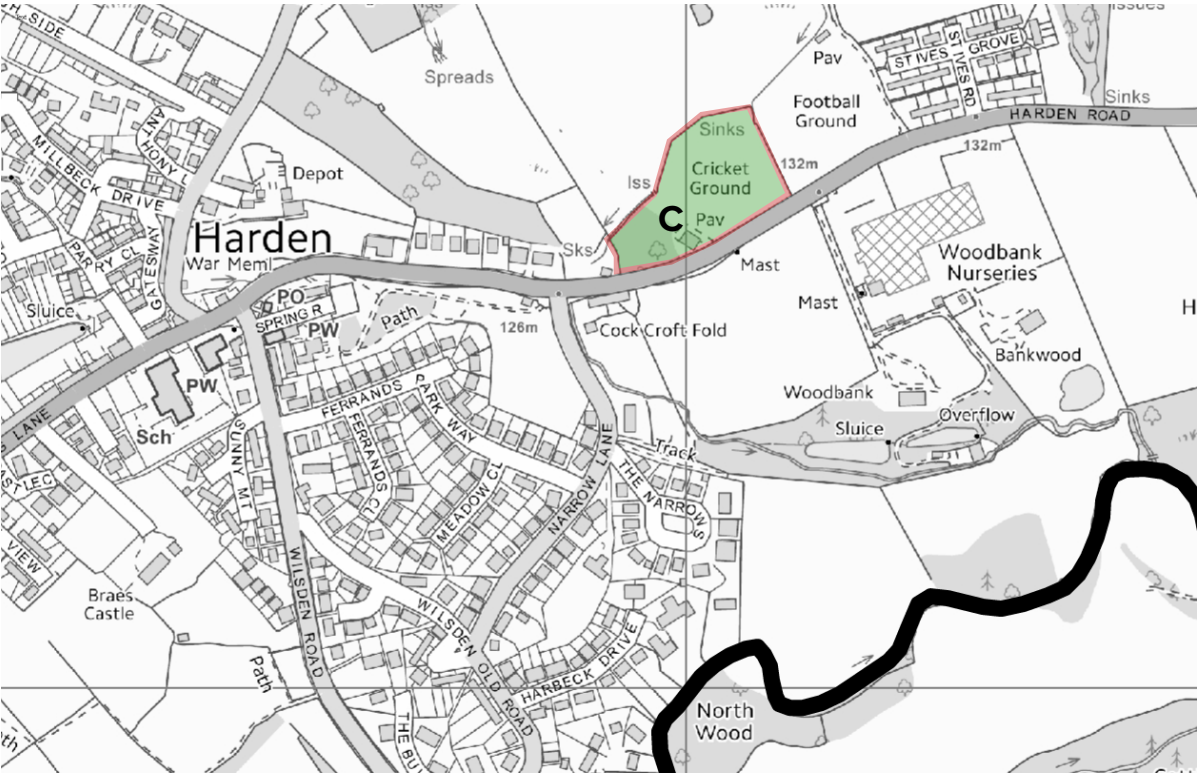
	LOCAL GREEN SPACE ASSESSMENT: B
Site name & reference letter	Harden Park (Ref. B)
Location	South of Harden Road, west of Narrow Lane
Size (hectares - ha)	1.5ha
Proximity to community served (ref NPPF 100a)	The site is within close proximity to the community it serves. There are residential properties immediately to the south and west of the site.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	<p>The site provides a high level of recreational value. Within the site is a children's playground equipped with play equipment. This is well-used by young people, especially those that use the nearby nursery facilities.</p> <p>The site is popular with dog walkers, cyclists and is also used for informal sport and leisure activities.</p> <p>The site is not a designated wildlife site but still contributes to wildlife and biodiversity through its provision of mature trees, hedges and shrubs.</p>
Local in character / not an extensive tract of land (ref NPPF 100c)	<p>The site is local in character. The boundary of the park is made from traditional stone.</p> <p>The site is not an extensive tract of land.</p>
Summary Assessment	The site has a high level of recreational value and is popular amongst the local community. The provision of play equipment is well-used and the rest of the site provides informal sports and leisure opportunities.
Recommendation	DESIGNATE AS LOCAL GREEN SPACE

LOCAL GREEN SPACE ASSESSMENT



Summary: Table showing local green space assessment

	LOCAL GREEN SPACE ASSESSMENT: C
Site name & reference letter	Harden Cricket Ground ref. C
Location	North of Harden Road
Size (hectares - ha)	1.6ha
Proximity to community served (ref NPPF 100a)	The site is 450m east of the village centre and has residential properties to the east and west of the site. The site is within close proximity to the community it serves.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	<p>The site has a high level of recreational value and accounts for one of the few sporting facilities within the village. Harden Cricket Club has 6 active teams, including 3 youth teams.</p> <p>There is an area within the cricket club grounds measuring 0.3ha of mature planting and vegetation. Whilst this is not a designated wildlife site, it is 169m north of the Bradford Wildlife Habitat Network site near Woodbank, and is 230m south of St Ives which is a Local Wildlife Site and within the Bradford Wildlife Habitat Network. There is potential for this area of the site to contribute to wildlife and biodiversity given its location and proximity to other sites.</p>
Local in character / not an extensive tract of land (ref NPPF 100c)	<p>The site is local in character. It is bounded by traditional stone walls.</p> <p>It is not an extensive tract of land.</p>
Summary Assessment	The site contributes greatly to recreational opportunities locally and therefore has a high level of recreational value. There is also potential for the site to positively contribute to local wildlife and biodiversity. The site is within the Green Belt but it is agreed that given the site's recreational value it is important to specifically designate them as LGS.
Recommendation	DESIGNATE AS LOCAL GREEN SPACE



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Summary: Table showing local green space assessment

	LOCAL GREEN SPACE ASSESSMENT: D
Site name & reference letter	Harden Football Ground (ref D)
Location	North of Harden Road
Size (hectares - ha)	1.1ha
Proximity to community served (ref NPPF 100a)	The site is 490m east of the village centre and has residential properties to the east and immediately to the west of the site. The site is within close proximity to the community it serves.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	The site has a high level of recreational value and accounts for one of the few sporting facilities within the village. The ground is well used by Wilsden Juniors AFC.
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character. It is bounded by traditional stone walls. It is not an extensive tract of land.
Summary Assessment	The site contributes greatly to recreational opportunities locally and therefore has a high level of recreational value. The site is within the Green Belt but it is agreed that given the site's recreational value it is important to specifically designate them as LGS.
Recommendation	DESIGNATE AS LOCAL GREEN SPACE



Summary: Table showing local green space assessment

	LOCAL GREEN SPACE ASSESSMENT: E
Site name & reference letter	Village Green Space at Highfell Grove (ref E)
Location	Highfell Grove off Keighley Road
Size (hectares - ha)	2.6ha (approx)
Proximity to community served (ref NPPF 100a)	The site is in the village centre and is therefore in close proximity to the community it serves.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	It is expected the site will provide recreational opportunities to local residents once complete.
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character and is not an extensive tract of land.
Summary Assessment	As indicated in the planning application for the nearby dwellings, the land will be safeguarded as village green space. Because of this it is appropriate to designate the site as local green space.
Recommendation	DESIGNATE AS LOCAL GREEN SPACE



Summary: Table showing local green space assessment

	LOCAL GREEN SPACE ASSESSMENT: F
Site name & reference letter	Woodbank (Ref. F)
Location	Land south of Harden Road
Size (hectares - ha)	3.1 ha
Proximity to community served (ref NPPF 100a)	The site is east of the village centre and is in close proximity to several residential properties. The site is within close proximity to the community it serves.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	The site bounds Woodbank which is part of the Bradford Wildlife Habitat Network and at its southern edge borders Midgram Beck. Because of its siting next to the BWHN the site possesses a richness of wildlife. To the south east of the site is Woodbank, a grade II listed property so the site also contributes to the setting of a historically significant building.
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character and is not an extensive tract of land. The northern site boundary is made of traditional stone walls. The site enables key distant views of the wider landscape and near views of Woodbank (BWHN)
Summary Assessment	The site shares a border with Woodbank which is part of the Bradford Wildlife Habitat Network and therefore contributes greatly to the richness of wildlife in the area. Species spotted on the site include herons, deer, buzzards and grey wagtails. The site also contributes to the setting of grade II listed Woodbank and would contribute in the aim of connecting green spaces and wildlife sites within the village to provide greater connectivity and movement for wildlife, however the site is within the green belt and there is no additional benefit in allocating this site as LGS.
Recommendation	DO NOT DESIGNATE AS LOCAL GREEN SPACE

LOCAL GREEN SPACE ASSESSMENT



Summary: Table showing local green space assessment

	LOCAL GREEN SPACE ASSESSMENT: G
Site name & reference letter	West Wilsden Road (Ref. G)
Location	Land west of Wilsden Road
Size (hectares - ha)	0.6ha
Proximity to community served (ref NPPF 100a)	The site is located to the southwest of the village centre and is in close proximity to the community it serves.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	The site provides no recreational value, historic significance or landscape significance. There is no evidence to suggest the site is rich in wildlife.
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character and is bounded by traditional stone walls. The site is not an extensive tract of land.
Summary Assessment	The site fails to meet the assessment criteria. The site is within the green belt and there would be no additional benefit in designating this site as a Local Green Space.
Recommendation	DO NOT DESIGNATE AS LOCAL GREEN SPACE



Summary: Table showing local green space assessment

	LOCAL GREEN SPACE ASSESSMENT: H
Site name & reference letter	North Harden Hall (Ref. H)
Location	Land north of Harden Hall
Size (hectares - ha)	1.1ha
Proximity to community served (ref NPPF 100a)	The site is located to the southwest of the village centre and is in close proximity to the community it serves.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	The site possess recreational value as the site contains a designated footpath that links up with the wider village network supporting walkers and leisure pursuits. The site is within the green belt. The site is not a designated wildlife site. There is no evidence to suggest there is a richness of wildlife.
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character and is bounded by traditional stone walls. The site is not an extensive tract of land.
Summary Assessment	The site fails to meet the assessment criteria. The site is within the green belt and there would be no additional benefit in designating this site as a Local Green Space.
Recommendation	DO NOT DESIGNATE AS LOCAL GREEN SPACE



Summary: Table showing local green space assessment

	LOCAL GREEN SPACE ASSESSMENT: I
Site name & reference letter	West of Braes Castle (Ref. I)
Location	Land south and west of Braes Castle
Size (hectares - ha)	5.4ha
Proximity to community served (ref NPPF 100a)	The site is located to the southwest of the village centre and is in close proximity to the community it serves.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	The site contains a designated footpath which is highly valued by residents as this contributes to leisure and recreational activities locally. The site is not a Local Wildlife Site nor is it within the Bradford Habitat Wildlife Network. The site is currently in the green belt.
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character. At 5.4ha the site is not necessarily an extensive tract of land but is made up of several smaller fields.
Summary Assessment	Despite the presence of a footpath, the site scores poorly against the assessment criteria. Given the site is currently within the green belt, there would be no additional benefit in designating this as a Local Green Space.
Recommendation	DO NOT DESIGNATE AS LOCAL GREEN SPACE



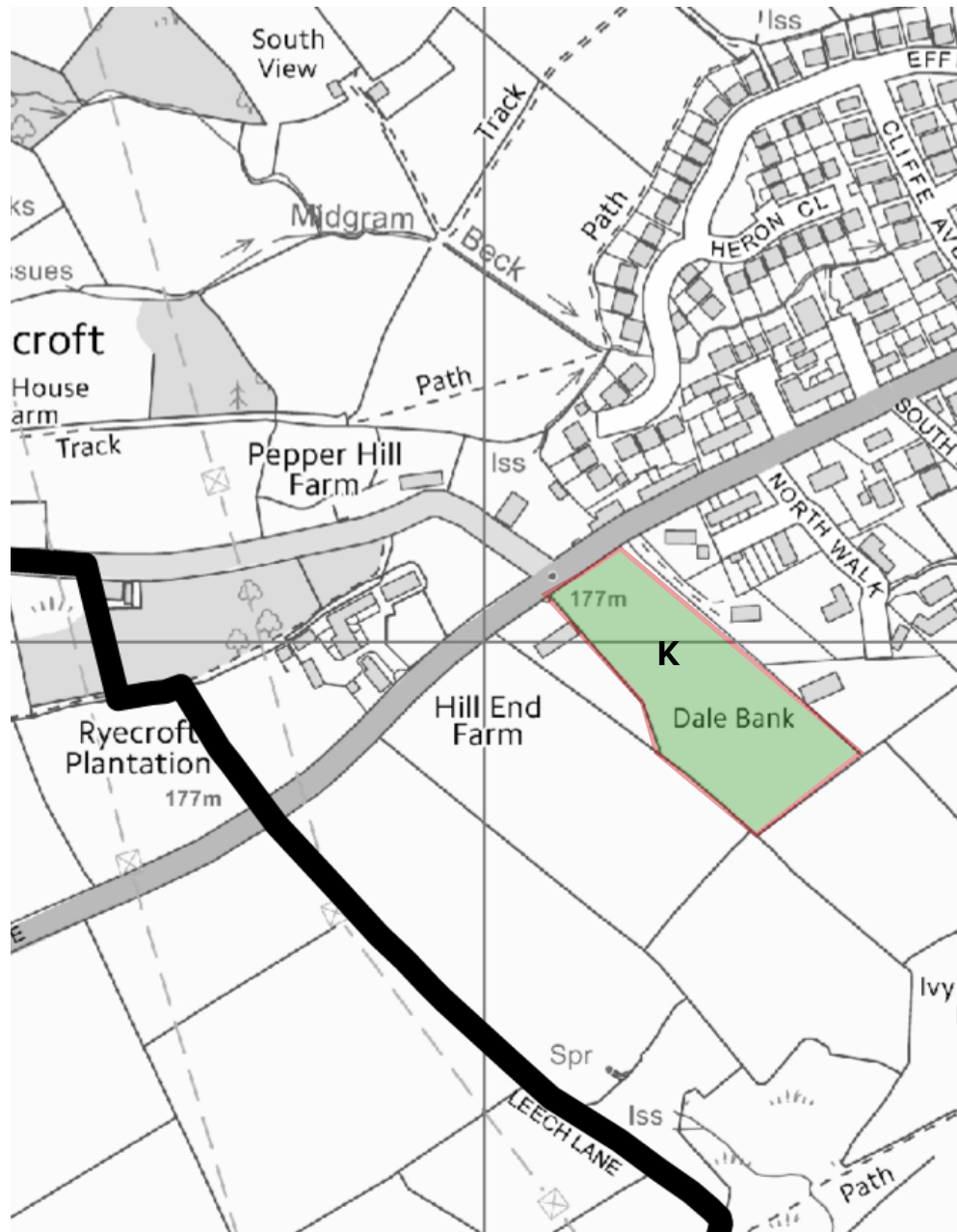
Summary: Table showing local green space assessment

	LOCAL GREEN SPACE ASSESSMENT: J
Site name & reference letter	South Walk (Ref. J)
Location	Land south of South Walk
Size (hectares - ha)	0.82ha
Proximity to community served (ref NPPF 100a)	The site is located at western edge of the settlement boundary. The site has properties immediately to the north, east and west. The site is in close proximity to the community it serves.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	The site contains a designated footpath which is highly valued by residents as this contributes to leisure and recreational activities locally. The site is not a Local Wildlife Site nor is it within the Bradford Habitat Wildlife Network.
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character is not an extensive tract of land.
Summary Assessment	Despite the presence of a footpath, the site scores poorly against the assessment criteria. The site is one of several sites to be assessed by Bradford Council as a potential housing allocation. This site is also designated as Safeguarded Lane in the RUDP.
Recommendation	DO NOT DESIGNATE AS LOCAL GREEN SPACE



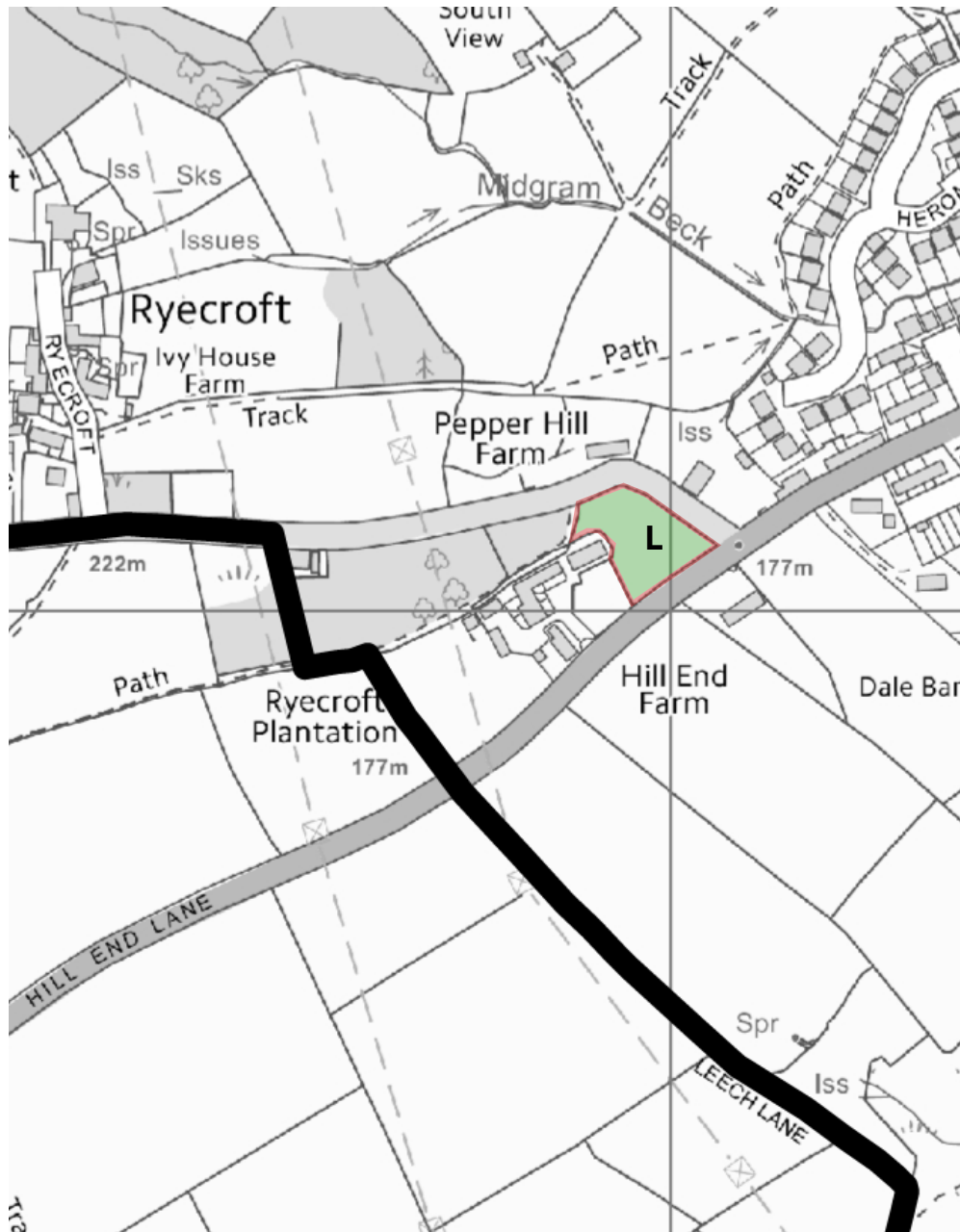
Summary: Table showing local green space assessment

	LOCAL GREEN SPACE ASSESSMENT: K
Site name & reference letter	Dale Bank (Ref. K)
Location	Land south of Long Lane, east of Dale Bank
Size (hectares - ha)	1.4ha
Proximity to community served (ref NPPF 100a)	The site is located at western edge of the settlement boundary. The site has properties immediately to the east and one property immediately to the west. There are several properties to the northeastern corner of the site. The site is therefore within reasonable proximity to the community.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	The site is within the green belt. The site is not within the Bradford Wildlife Habitat Network nor it is a Local Wildlife Site. The site has a high level of landscape value and richness of wildlife. Local residents have reported sightings of owls, deer, bats, and pheasants. It is also used to graze cattle.
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character and is bounded by traditional stone walls. The topography of the site is local in character. The site is not an extensive tract of land.
Summary Assessment	The site is within the green belt and there is no additional benefit in allocating this site as LGS.
Recommendation	DO NOT DESIGNATE AS LOCAL GREEN SPACE



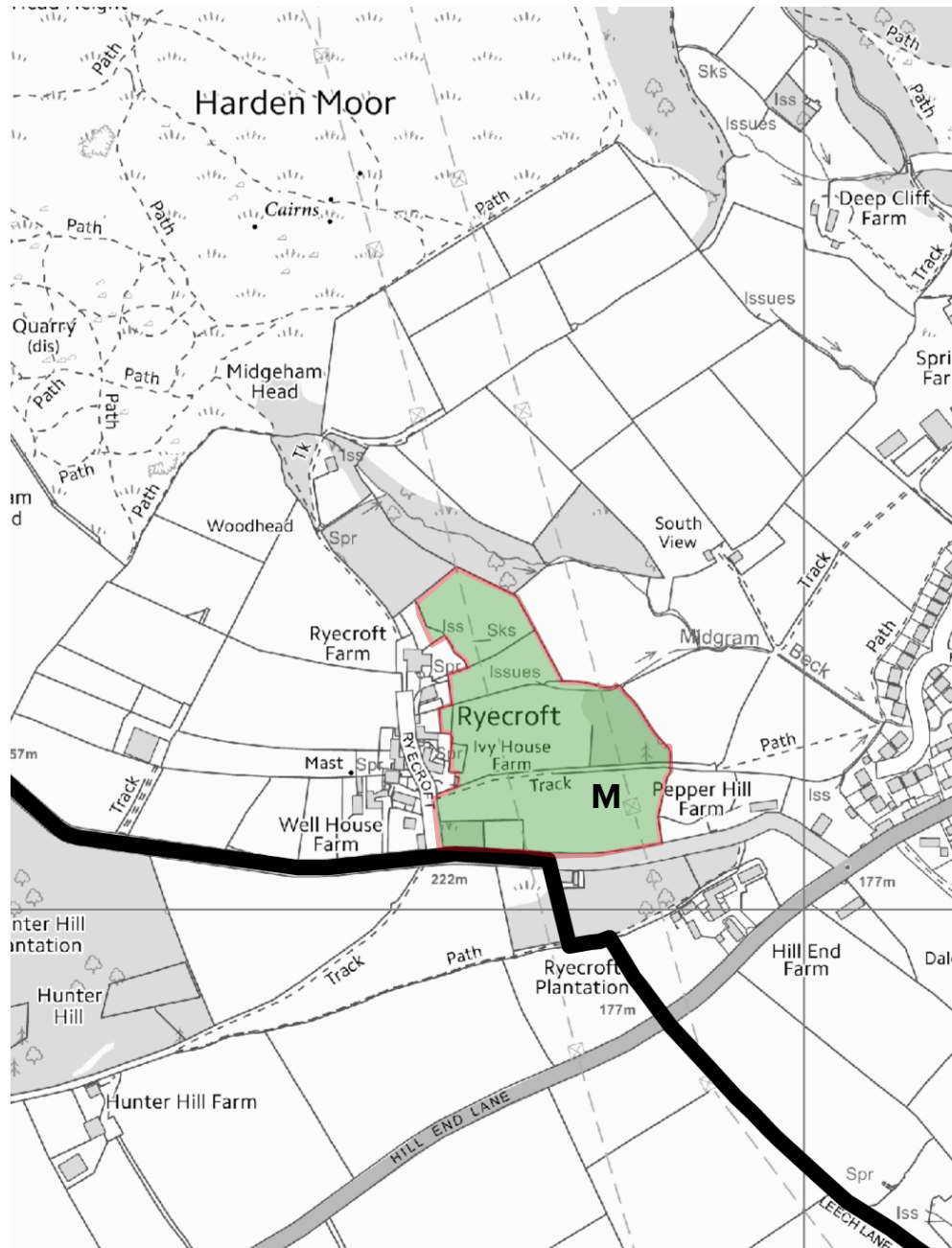
Summary: Table showing local green space assessment

	LOCAL GREEN SPACE ASSESSMENT: L
Site name & reference letter	Hill End Lane corner (Ref. L)
Location	Corner of Hill End Lane and Ryecroft Road
Size (hectares - ha)	0.31ha
Proximity to community served (ref NPPF 100a)	The site is located at the settlement edge, but is immediately bounded by residential properties on all four sides.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	The site is within the green belt. To the east of the site on the Ryecroft Road and Hill End Lane junction is grade II listed Hostel Stone and to the west is the grade II listed Hall End Farmhouse. The openness of the site contributes to the setting of these two listed buildings/structures.
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character and is bounded by traditional stone walls. The topography of the site is local in character. The site is not an extensive tract of land.
Summary Assessment	The site contributes to the historic setting and maintains the openness around Hall End Farmhouse and the Hostel Stone, however the site is within the green belt and there is no additional benefit in allocating this site as LGS.
Recommendation	DO NOT DESIGNATE AS LOCAL GREEN SPACE



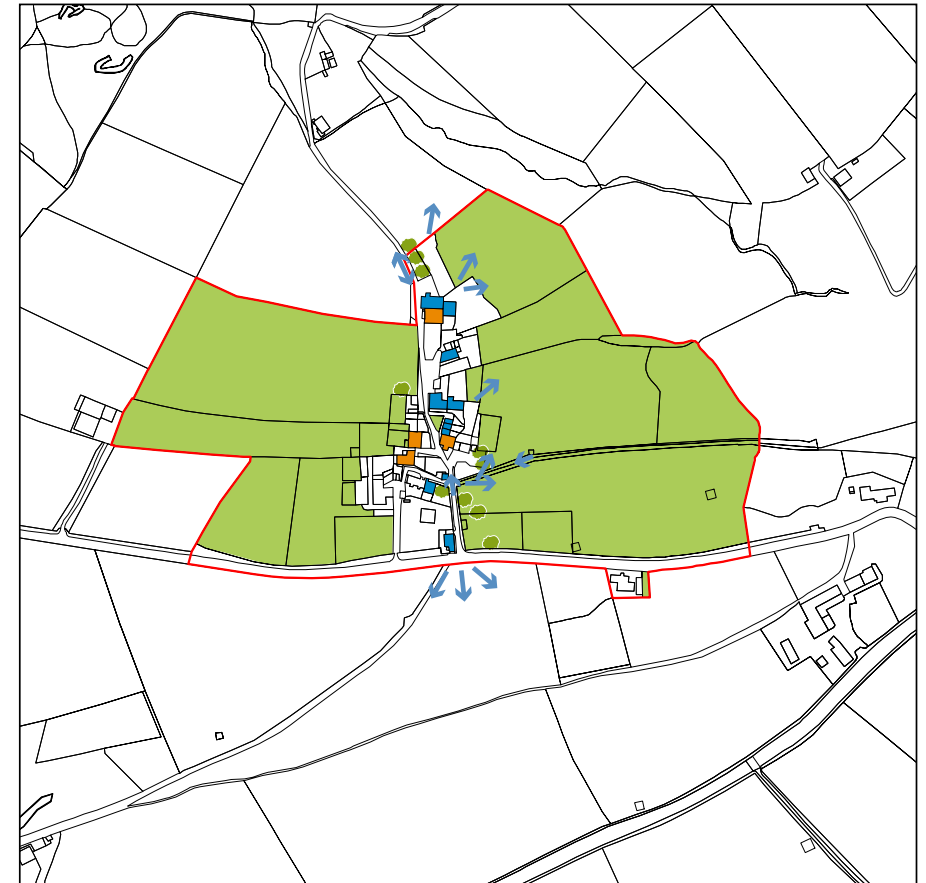
Summary: Table showing local green space assessment

	LOCAL GREEN SPACE ASSESSMENT: M
Site name & reference letter	Ryecroft east (Ref M.)
Location	North of Ryecroft Road, east of Ryecroft
Size (hectares - ha)	4.4ha
Proximity to community served (ref NPPF 100a)	The site is within Ryecroft which is a small settlement 1km west of Harden village centre. Within Ryecroft is around 15 residential properties.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	The site is historically significant as it forms a key part of the Ryecroft Conservation Area and is listed as a Key Open Space in the Conservation Area Appraisal and as an 'area making a positive contribution to character'. The site contributes to the setting of both listed and key unlisted buildings. The site contains and enables several identified Key Views and Vistas and several important trees.
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character as it positively contributes to the defining character of the Ryecroft Conservation Area. The boundary treatments are traditional stone walls. The site is not an extensive tract of land.
Summary Assessment	The site is historically significant and positively contributes to the character of the area. This is recognised in the Ryecroft Conservation Appraisal which classifies the sites as a Key Open Space and includes Key Views / Vistas and important trees, however there is no additional benefit in allocating this site as LGS. The site is also within the Green Belt.
Recommendation	DO NOT DESIGNATE AS LOCAL GREEN SPACE



Ryecroft Conservation Area

Open Spaces, Trees, Views, Listed and Key Unlisted Buildings



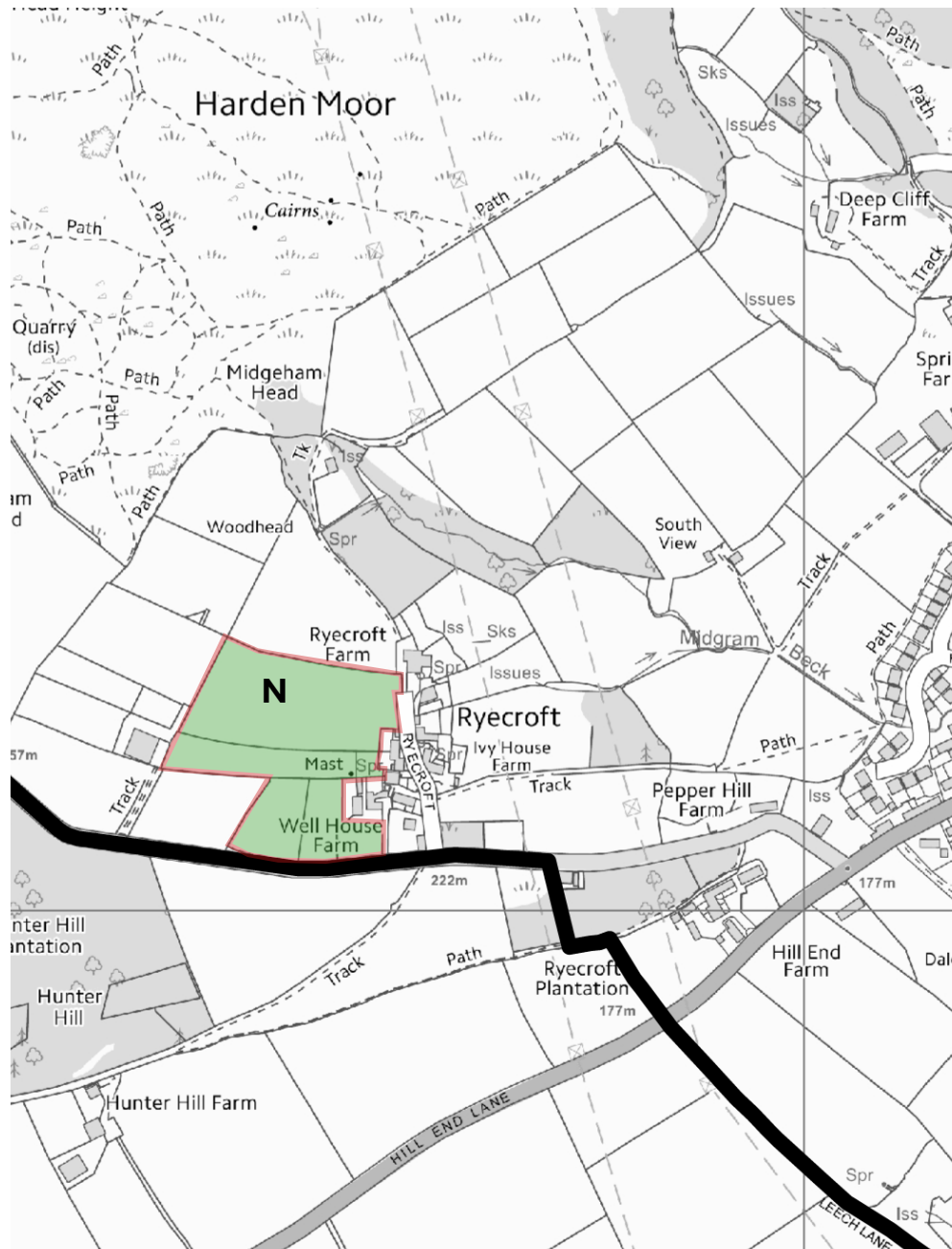
Key

- Conservation Area Boundary
- Key open space
- Important tree(s)
- ↗ Key view or vista
- Listed building
- Key unlisted building

NB This map does not identify key trees individually, but merely indicates where there is at least one important tree.

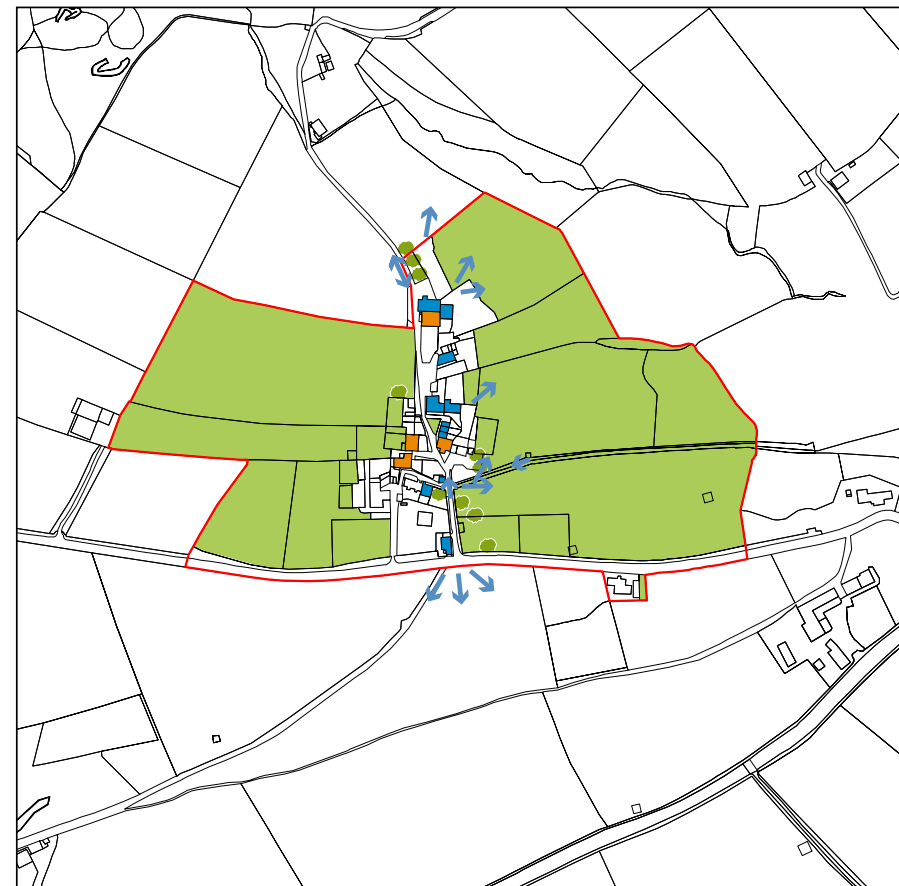
Summary: Table showing local green space assessment

	LOCAL GREEN SPACE ASSESSMENT: N
Site name & reference letter	Ryecroft west (Ref N.)
Location	North of Ryecroft Road, west of Ryecroft
Size (hectares - ha)	2.9ha
Proximity to community served (ref NPPF 100a)	The site is within Ryecroft which is a small settlement 1km west of Harden village centre. Within Ryecroft is around 15 residential properties.
Landscape significance, Historic significance, Recreational value, Wildlife richness (ref NPPF 100b)	The site is historically significant as it forms a key part of the Ryecroft Conservation Area and is listed as a Key Open Space in the Conservation Area Appraisal and as an 'area making a positive contribution to character'. The site contributes to the setting of both listed and key unlisted buildings.
Local in character / not an extensive tract of land (ref NPPF 100c)	The site is local in character as it positively contributes to the defining character of the Ryecroft Conservation Area. The boundary treatments are traditional stone walls. The site is not an extensive tract of land.
Summary Assessment	The site is historically significant and positively contributes to the character of the area. This is recognised in the Ryecroft Conservation Appraisal which classifies the sites as a Key Open Space, however there is no additional benefit in allocating this site as LGS. The site is also within the Green Belt.
Recommendation	DO NOT DESIGNATE AS LOCAL GREEN SPACE



Ryecroft Conservation Area

Open Spaces, Trees, Views, Listed and Key Unlisted Buildings



Key

- Conservation Area Boundary
- Key open space
- Important tree(s)
- Key view or vista
- Listed building
- Key unlisted building

NB This map does not identify key trees individually, but merely indicates where there is at least one important tree.

9.2 Non-Designated Heritage Assets Assessment

A table showing the Non-designated heritage assessment criteria.

The criteria used to assess potential non-designated heritage asset is informed by the criteria provided by Historic England.

<https://historicengland.org.uk/images-books/publications/local-heritage-listing-advice-note-7/>

The criteria is summarised below.

Non-designated heritage assets assessment template	
Criterion	Description
Age	The age of an asset may be important criterion, and the age range can be adjusted to take into account distinctive local characteristics of building traditions.
Rarity	Appropriate for all assets, as judged against local characteristics
Aesthetic Interest	The intrinsic value of an asset relating to local styles materials or any other distinctive local characteristics
Group Value	Groupings of assets with clear visual design or historic relationship
Archeological Interest	The local heritage asset may provide evidence about past human activity in the locality, which may be archeological - that is in the form of buried remains - but may also be revealed in the structure of buildings or in a manmade landscape. Heritage assets with archeological interests are the primary source of evidence about the substance and evolution of places, and of the people and cultures that made them.
Archival Interest	The significance of a local heritage asset of any kind may be enhanced by a significant contemporary or historic written record.
Historical Association	The significance of a local heritage asset of any kind may be enhanced by a significant historical association of local or national note, including links to important local figures.
Designated Landscape Interest	The interest attached to locally important designated landscapes, parks and garden which may relate to their design or social history. This may complement a local green space designation, which provides special protection against development for green areas of particular importance to local communities for their current use.
Landmark Status	An asset with strong communal or historical associations, or because it has especially striking aesthetic value, may be singled out as a landmark within the local scene.
Social and Communal Value	Relating to places perceived as a source as local identity, distinctiveness, social interaction and coherence sometimes residing in intangible aspects of heritage, contributing to the 'collective memory' of place.
Property name / number / address	
Location	

9.3 Key views assessment

Harden Key Views Assessment for Harden Neighbourhood Plan

This document provides an assessment of key views in Harden that are included in Harden Neighbourhood Plan policy HN21 Key Views.

The views included in this policy have been suggested by members of the project group. In total around 20 views were suggested but the majority of these have been discounted due to lack of evidence or the extremely low probability that the views identified would be impacted by future development.

This assessment has been undertaken using the Wilsden Landscape Character Supplementary Planning Document and the Ryecroft Conservation Area Appraisal and is supported by images where possible.

1. View south from Harden Road

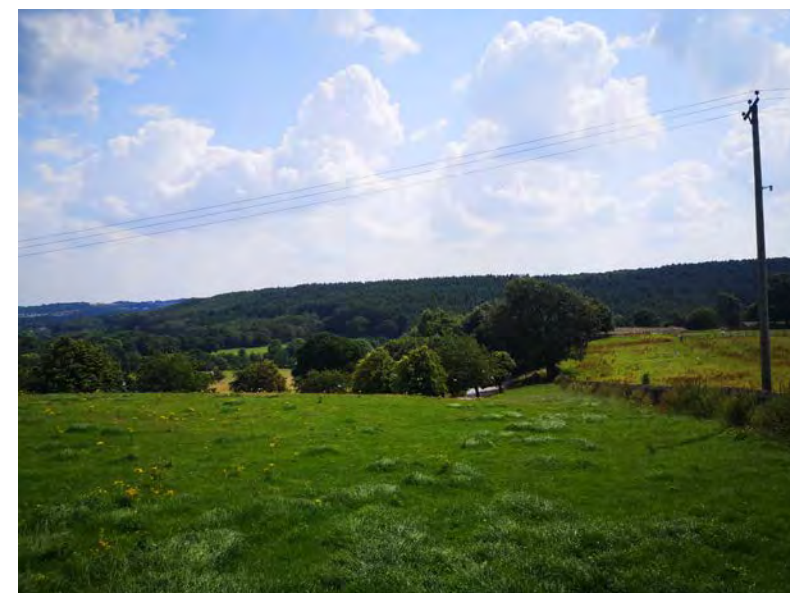
Coordinates from 53.84363, -1.85471 to 53.841509, -1.865748

View south over Harden Grange Farm (Listed stable block) towards Harden Beck, Ruin Bank Woods, and Cottingley Woods. Forming part of the Wilsden Landscape character area the view from here is that of a rolling valley incised by Harden Beck and up again to woodland to the south. Harden Beck, Ruin Bank Woods and Cottingley woods are all Local Wildlife Sites that contribute greatly to local visual amenity. This view is typical of the area and is a great example of the local landscape character. In view are farmed pastures with traditional stone wall boundaries set against a backdrop of the wider landscape and woodlands.

“Cottingley Woods form an important skyline in views from Airedale. They are a dominant element in the landscape and being positioned on the brow of the hillside, and as substantial wood inclines, they make an important contribution to the character of Airedale as well as that of Wilsden.” From the Wilsden Landscape Character Supplementary Planning Document

‘The view south east and south west from the parkland around the Bingley to Harden Road shows the wooded incline leading into the wooded valley which runs across the mixed upland pasture.’ From the Wilsden Landscape Character Supplementary Planning Document

View south from Harden Road



9.3 Key views assessment

2. View North from Harden Road

Coordinates 53.84508, -1.85169 to 53.84287, -1.85883

View north from Harden Road over Low Park towards St Ives and Cuckoo Nest. All three are Local Wildlife Sites that contribute greatly to local visual amenity. Again the topography being typical of the area providing views up the landscape northwards. In view are farmed pastures with traditional stone wall boundaries set against a backdrop of the wider landscape and woodlands of St Ives.

View north from Harden Road



9.3 Key views assessment

3. Panoramic view from Harden Moor

The panoramic view from Harden Moor looking east and south encapsulates the character of the Wilsden area, showing the wooded valleys running up to the three villages. Elevation and topography allows panoramic views over landscape towards other settlements. Harden Moor has three stone cairns that are scheduled monuments; one is a small ring cairn – a prehistoric ritual monument of 13m diameter and two smaller round cairns, which were burial mounds from the Bronze Age. The view south west over Catstones Moor, Hunter Hill Plantation (Bradford Wildlife Habitat Network sites) towards Cullingworth has been identified as a key view.

The view South towards Crag Wood, Goit Stock Wood and Harden Beck (Local Wildlife Sites and in the Bradford Wildlife Habitat Network) has also been identified as a key view.

Panoramic views from Harden Moor



9.3 Key views assessment

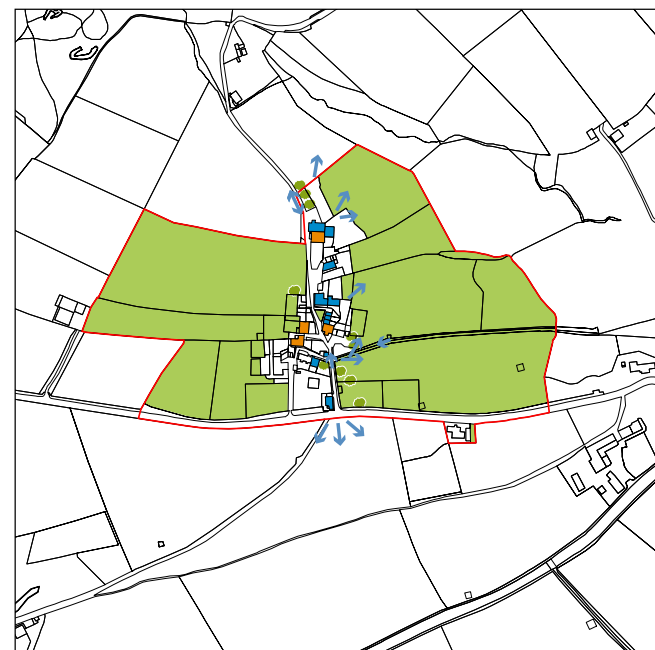
4. Views south from Ryecroft

Listed as key views in the Ryecroft Conservation Area Appraisal and in the Wilsden Landscape Character SPD.

The view from Ryecroft Road near Catstones Hill south-west towards the mixed upland pasture of Lees Moor portrays the dominance of the field pattern in the landscape where the patchwork of stone walls stands out on the gently sloping terrain. This is a typical key characteristic of the local landscape.

Ryecroft Conservation Area

Open Spaces, Trees, Views, Listed and Key Unlisted Buildings



 Conservation Area Boundary	 Listed building
 Key open space	 Key unlisted building
 Important tree(s)	 Key view or vista

NB This map does not identify key trees individually, but merely indicates where there is at least one important tree.

Views from Ryecroft



9.3 Key views assessment

5. View south from Long Lane towards Wilsden

Coordinates 53.838668739514986, -1.8790085684061433 and 53.83809378136715, -1.880407464956992

The elevation and topography provides uninterrupted views southwards, over Goit Stock Woods and Harden Beck towards Wilsden which incises the valley and then rises up again. The landscape is dominated by pasture which is divided by traditional stone walls and/or hedgerows and vegetation.

View south from Long Lane





HARDEN VILLAGE DESIGN CODE

“ Rich in historic memories, too, is this delightfully sequestered little valley, upon which, had space permitted, a hundred instead of a dozen pages might well have been written... ”

Chronicles and stories of old Bingley, pg 357 (Harden)
Harry Speight, 1896



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Identifying local character	p.26
Green infrastructure	p.30
Urban structure and built form	p.36
Street scene	p.42
Materials and detailing	p.48
Practicalities of the home	p.54
Summary of design code	p.60

HDC 1 - MATERIALS

Properties should be built using local stone, elements of white or light coloured render are acceptable as a secondary materials or when used on key or landmark buildings or elevations within a scheme. Pointing on stonework should be lighter in colour than the stone itself and should be recessed between the courses. Alternative materials and finishes will only be acceptable where they complement the existing palette of materials.

HDC 2 - HEIGHTS

Properties should be generally 1, 1.5 or 2 storeys. 2.5 or 3 storeys are acceptable if the proposal works sensitively with the topography and landform.

HDC 3 - VIEWS & VISTAS

Developments should work with the topography and land-form to ensure key views and vistas of and into the wider landscape are maintained and framed/celebrated.

HDC 4 - GREEN INFRASTRUCTURE

The Green Infrastructure principles set out in this document should be integral to design proposals. Proposals should achieve biodiversity net gain, include green infrastructure at different scales, and align with the wider environmental and biodiversity objectives for the area.

HDC 5 - MOVEMENT & ACCESSIBILITY

Developments must be designed to promote and enhance safe and convenient movement and accessibility that prioritises people, active travel, and access to public transport. This should be at all scales, from dwellings to street to the wider environment.

HDC 6 - SUSTAINABILITY

Developments should be built to maximise energy efficiency and sustainability, aiming for low, or zero carbon homes. Proposals should include on-site renewable energy provision.

INTRODUCTION

What is a Design Code?

The Harden Village Design Code is a supporting document to the Neighbourhood Plan that:

- Sets out design expectations for all forms of development
- Gives design guidance relating to best practice
- Provides character assessments of the village, highlighting its distinctive qualities
- Gives a historical overview of how the village has evolved over time
- Reinforces the aims and objectives of the Neighbourhood Plan

The document does not intend to stifle innovative, creative and contemporary design, nor does it prescribe a duplication of historic design in Harden. Development should be of its time, but should reference and complement its setting and context.

Why produce one for Harden?

The aim of the Design Code is to ensure that any future development and change in the parish is based on an understanding of the area's past and present. It draws attention to what is special about the buildings, open spaces and settings of Harden and Ryecroft, giving residents a say in the future of their village, by producing guidance on respecting these qualities.

How has it been produced?

The Design Code has been produced on behalf of the residents of the parish with the full support of Harden Village Council. It is the result of public consultation including public meetings, workshops and exhibitions, and draws upon the detailed findings of a local heritage assessment.

How will it work?

This Design Code describes how Harden has evolved to how it is today and highlights the qualities that residents value. It is intended to be a practical tool capable of influencing decisions affecting design and development in the village.

The Design code sets out acceptable design parameters and details how the key aims and objectives of the neighbourhood plan can be achieved. The Design Code and Harden Neighbourhood Plan should be read in conjunction with Bradford Council Planning Policy, and the Homes and Neighbourhoods: A guide to designing in Bradford supplementary planning document.

Who is it for?

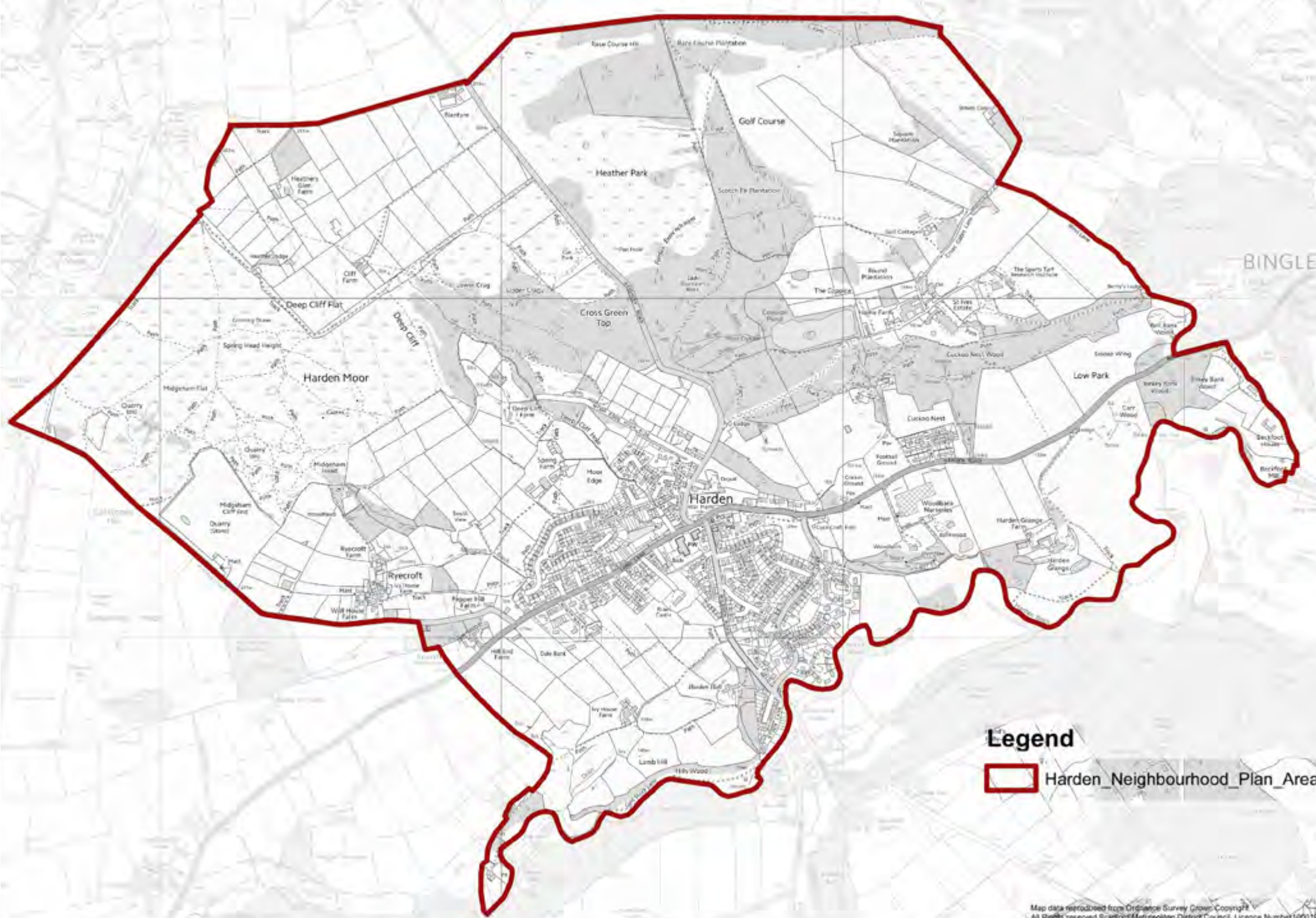
The Design Code should be used by developers, applicants and homeowners to ensure that their proposals respond to and reinforce the defining characteristics of the village and addresses key local concerns. It will also assist Harden Village Council and Bradford Council (Bradford Council) in commenting on and determining the design quality of applications in the village.

What does it cover?

The document contains sections on:

- the landscape setting of the village,
- the evolution of the village,
- the pattern of the settlements,
- identifying local character
- open spaces and green corridors,
- the form and style of buildings.

Each section concludes with a number of Design Guidelines. Taken together with the accompanying text, plans and appendices, these guidelines provide details of the qualities that define the character of Harden.



Legend
 Harden_Neighbourhood_Plan_Area

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THE LANDSCAPE AND SETTING

Harden is situated within the 'Wilsden' Character Area. The Wilsden character area is a sheltered, settled landscape dominated by the three principle settlements of Harden, Wilsden and Cullingworth which nestle in the concave landform of sheltered hollows and dips.

Farmsteads are scattered throughout the landscape but are often large, and extended with modern farm buildings. It is a well wooded area with significant, sometimes dominant, mixed plantations interspersed with actively farmed pastures, surrounded predominately by stone walls. Parkland also contributes significantly to the landscape and there are small outcrops of gritstone moorland around Harden Moor.

The Wilsden character area is made up from a mixture of seven landscape types, with mixed upland pasture forming the dominant element within the landscape, dissected by large and significant tracts of wooded incline and wooded valley landscape types. Parkland also covers a large proportion of the character area; with gritstone moorland, upland pasture and enclosed pasture also occurring in isolated pockets. In addition there are three settlements within this character area.





Boundary of the St Ives Estate within the plan area boundary.

Woodland

The area to the north of the Harden settlement comprises largely of areas of deciduous woodland, including areas of Ancient & Semi-Natural Woodland in Cuckoo Nest Wood (1) and by Deep Cliff (2). There are also smaller more fragmented pockets of woodland within the village boundary.

The Scotch Fir Plantation (3) and Race Course Plantation (4) are two areas of mixed evergreen conifer and deciduous woodland.



Moorland

Harden Moor (1) is an expanse of moorland that lies north of the village. The moor encompasses stretches of heather, pockets of woodland and former quarry workings. Historically, Harden Moor occupied the high ground between Bingley, Keighley, Cullingworth and Harden, but when the St Ives Estate was created, a large swathe of Harden Moor was taken over. Harden Moor was enclosed in 1855.

The area of moorland to the east of Keighley Road (2), known as Heather Park, was said to include the remains of the Civil War Fairfax Entrenchment and were consequently excluded from agricultural or forestry use by William Ferrand, an owner of the St. Ives Estate.



Grassland

The St Ives Estate contains some notable areas of grassland. These are predominately contained within a golf course or improved for agricultural purposes and so are of limited ecological value.

Enclosed Fields

The settlement area of Harden is surrounded by small fields, enclosed by hedgerows. This landscape is most evident to the south west of the village (1). Historically, the pastures came right into the heart of the village, reflecting the traditional balanced relationship between the farmland and the settlement, however this has been fragmented.

Open Fields

Fields to the north west of the village and around Ryecroft (1), and those to the north of Harden Moor (2) tend to be larger, more regularly shaped, and with limited natural field boundaries, reflective of more modern farming techniques.



Wildlife Sites

Harden includes many sites that are designated as Local Wildlife Sites or are within the Bradford Wildlife Habitat Network as well as falling under other classifications of green infrastructure.

Local Wildlife Sites:

- Harden Moor
- Deepcliffe Wood
- St Ives Estate
- Goit Stock Wood & Grasslands
- Harden Beck
- Cuckoo Nest Wood

Bradford Wildlife Habitat Network:

- St Ives Estate
- Woodbank
- Harden Grange
- Cuckoo Nest Wood

Water

- Harden Beck
- The Coppice Pond
- Midgram Beck
- The Mill Pond



1



2



3

- 1. The Coppice Pond
- 2. St Ives Woodland
- 3. Harden Moor

Open Green Space

Harden contains a variety of other green spaces which are not designated wildlife sites but that still contribute to supporting wildlife and biodiversity, leisure and recreation, and the character of the village.

Managed green space for local leisure and recreation:

- Harden Park
- Harden Cricket Pitch
- Harden Football Pitch

Historic setting:

- Green space surrounding Ryecroft Conservation Area

The network of footpaths and bridleways.



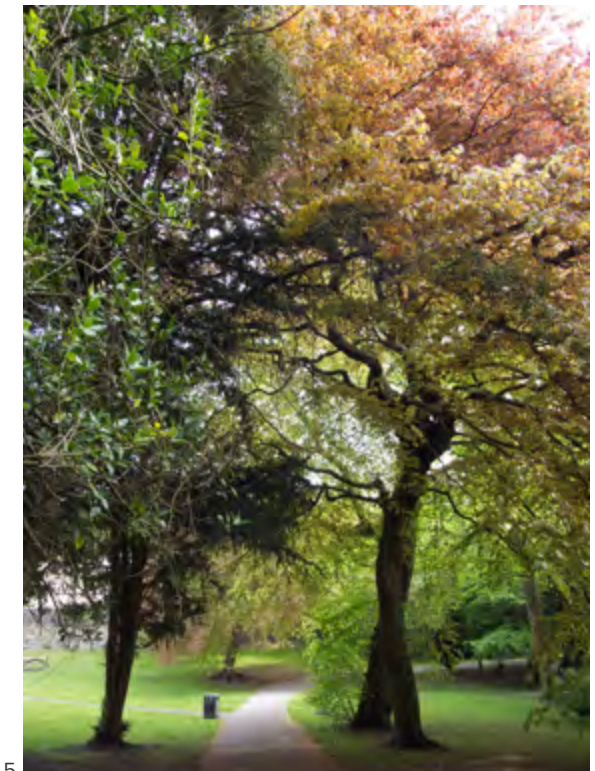
1



2



3



5



4

- 1. Harden Park
- 2. Fields looking SE of Ryecroft
- 3. Path between Moor and St Ives
- 4. Path south of Long Lane
- 5. Harden Park path

THE EVOLUTION OF HARDEN VILLAGE CENTRE

The first evidence of settlement in and around the village of Harden dates back to the Bronze Age. On the moor above the village are two extensive groups of Bronze Age burial mounds, dating from 1400-1000BC.

Two Roman roads ran through Harden, bisecting the village. One crossed the beck at the site of the bridge by the Malt Shovel, went up past Harden Hall and onto the moor where its remains can be seen by the Guide Inn.

Throughout the Roman and Saxon periods which followed there was probably a more or less permanent settlement on the site of Harden but little remains to be seen, although Bingley parish church has Saxon origins. It is not until the Domesday Book of 1086 that we get the first documentary record of Harden under the name of Hateltone or Hatel-tun (rock valley), part of the manor of Bingley, held by Gespatric an Earl under Edward the Confessor and consisting of three hamlets.

Documentary evidence shows a small farming community existed on the site of the hamlet of Rycroft by the 13th century, with the hamlet further developing in the 17th century.

The village of Harden developed further during the 19th and early 20th centuries, with the Wesleyan Chapel being built in 1813, the Congregational Church in 1865 and the Parish Church in 1892. The 1801 census records 306 houses in the village for 1,550 adult residents.





c.1933



c.1964

c.1976



c.2020

> c.1850

By 1850, Harden consisted of isolated farmsteads and country homes, clusters of agricultural and early industrial buildings, and rows of workers' terraces.

Significant local buildings on this map include:

- Braes Castle
- Shackleton House (now demolished)
- Harden Hall
- Springfield House (now Memorial Hall)
- Cock Croft Fold
- Cock Croft Mill
- Wood Bank
- Crowther Fold

Also included are distinctive terraced worker houses in the centre of the village on Long Lane, Wilsden Road, Harden Brow Lane.



1



2



3



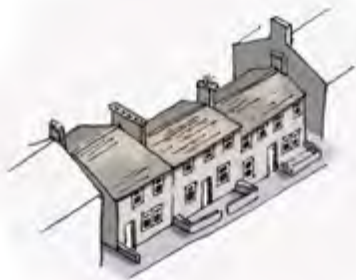
4



5



Original farmsteads, with small clusters of buildings, reflect Harden's relationship to the farming landscape, and are intimately linked to historical patterns of fields and settlement in the landscape.



As village industries built a series of terraces were constructed to house the growing population of workers near to the mills and quarries.



> c.1890

By 1890 several civically important and prominent buildings had been built in Harden such as:

- Harden Wesleyan Chapel (1853) (1)
- Harden Congregational Church (1865) (2)
- Harden School (3)
- St Saviour's Church (4)
- Terraces of Moor Edge High Side (5)
- Harden Mill on Keighley Road (now demolished) (6)





> c.1933

The most significant change to the 1933 Ordnance Survey map of Harden is the development of Wilsden Road (1), which bypassed what is now known as Wilsden Old Road.

Construction materials and architectural styles remained broadly similar with previous development in Harden, using local stone and traditional house types such as terraced properties and the occasional large detached house.

New residential properties by 1933 include:

- Progress Avenue (2)
- Wilsden Old Road terraces (3)
- Glen View (4)
- Valley View (5)





> c.1964

By 1964 Harden had begun to change, with the development of new estates, new architectural styles and materials were introduced which depart from the historic style of the area.

Some properties built within this time often included brick and render, rather than local stone. New houses would also introduce different forms and scales of development including bungalows, chalet bungalows and an increase in detached properties.

New developments include:

- Effingham Road (1)
- Goit Stock Terrace (2)
- Harbeck Drive (3)
- Ferrands Park Way (4)
- Narrow Lane (5)
- Meadow Close (6)
- New estate outside of the village centre, St Ives Road, Place and Grove (7)





> c.1976

The 1976 Ordnance Survey map shows an further increase in development in Harden.

These developments continued the trend of introducing new house types, architectural styles and materials.

Predominantly new developments comprised bungalows and detached properties, with no or few terraced properties built.

New development up to 1976 include:

- Extension of Ferrands Park Way (1)
- The Narrows (2)
- Firbeck (3)
- Ferrands Close (4)
- Infilling along Long Lane (5)
- Cliffe Avenue (6)
- Poplar Grove (7)





> c.2020

New developments are generally more in-keeping with the traditional housing stock than those built in the 1960s and 1970s.

These properties are generally built using similar stone and reference historic building types such as the terrace and modern reinterpretations of the townhouse.

Architectural detailing and styles also reference the more traditional styles found in Harden.

Examples of this include:

- Granic Mews (1)
- Highfell Grove (2)
- Milbeck Drive (3)
- Parry Close (4)
- Effingham Road extension (5)





IDENTIFYING LOCAL CHARACTER

Design decisions should be based on the results of local character assessment which should be undertaken as part of a site and context appraisal.

Designers of new housing developments or extensions and alterations to existing buildings should spend time in the local area to gain a critical understanding of its distinctive qualities at an early stage in the design process. Good design draws upon local characteristics, either as a direct reference or as a thoughtful response to it. This should be demonstrated in a planning application.

Identifying local character overview:

Density and form

Proposals should complement their context by making use of the surrounding built and natural environment to inform the layout and massing of the scheme.

Views

Important views such as heritage assets, listed buildings or views of the surrounding countryside should be identified and retained.

Vernacular design - Details, materials, colours

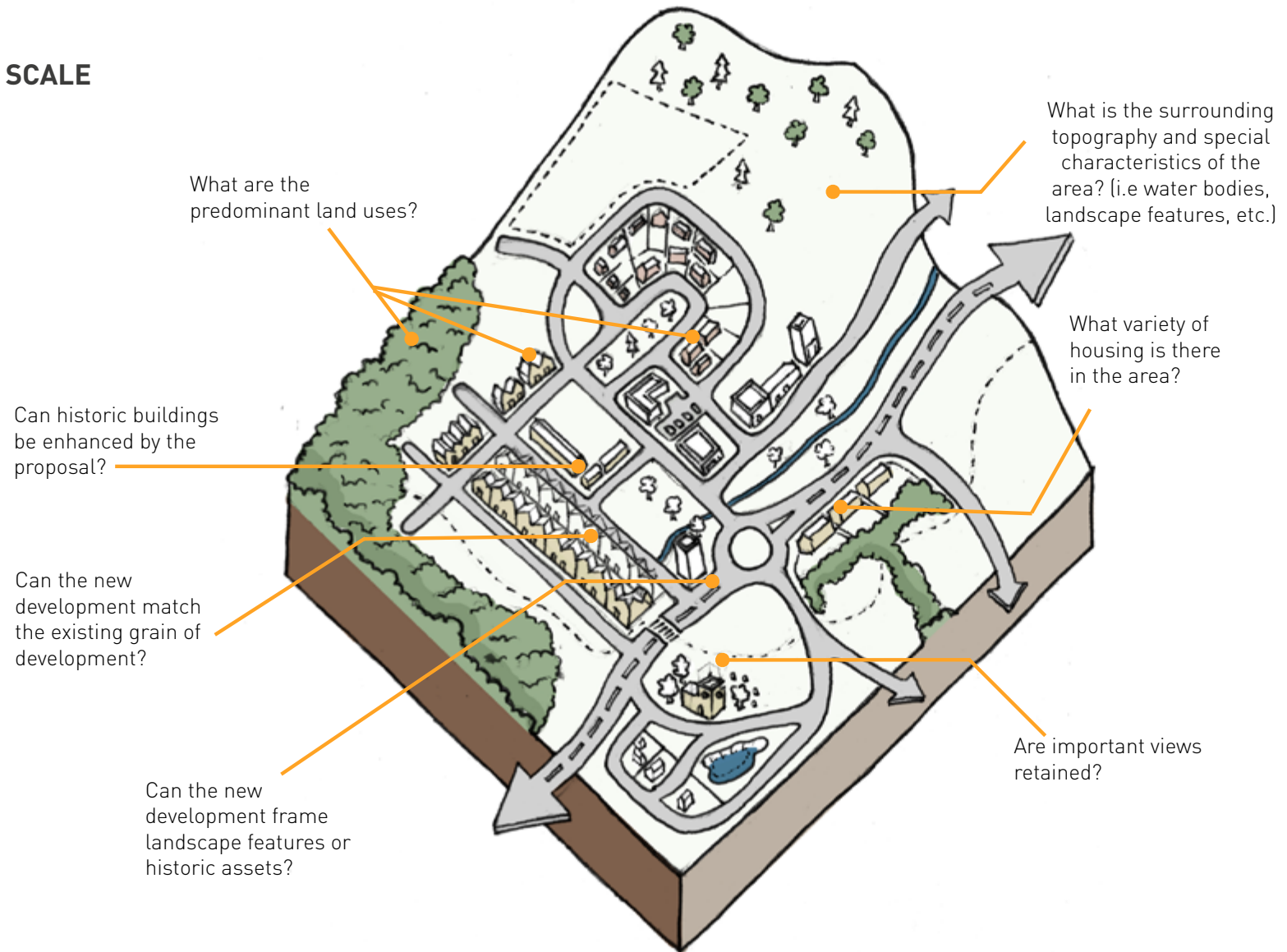
New development should respect local characteristics such as building forms, materials, traditions and street patterns, and use these characteristics to inform the design response.

Identifying local character general principles:

- Proposals should be sensitive to the characteristics of the local area, and identify patterns of building forms, details, layouts and boundary treatments
- Density, scale and massing should reinforce the existing character of Harden
- Understanding past change is the key to continuing the narrative of place into the future
- A study of typical local building materials and practice will allow developers to identify the recurring details that contribute to the character of a place
- Topography of the site and its surrounding area should inform the density and layout of a scheme and must be taken into account from an early stage in the design process

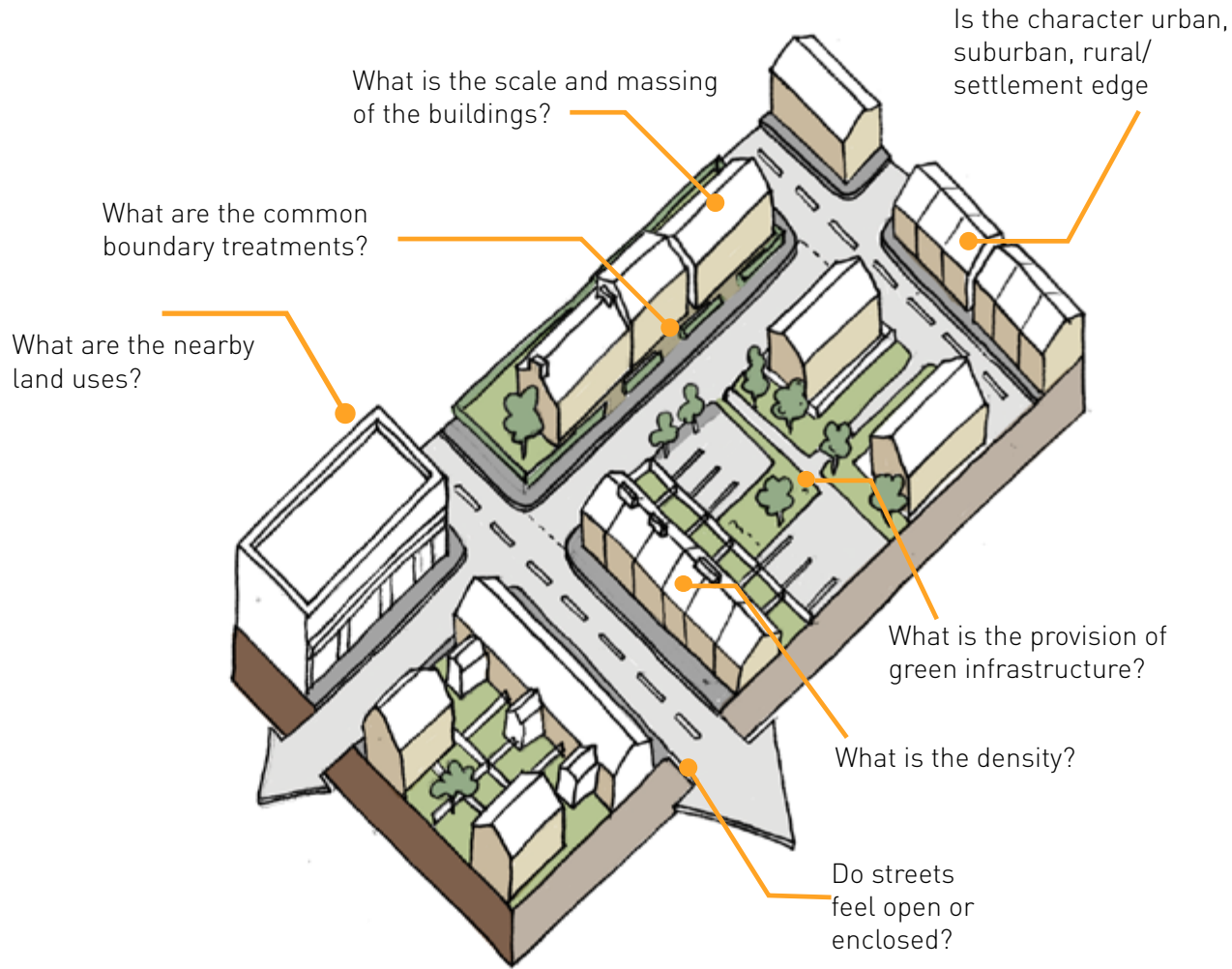
NEIGHBOURHOOD SCALE

Ask yourself...



STREET SCALE

Ask yourself...



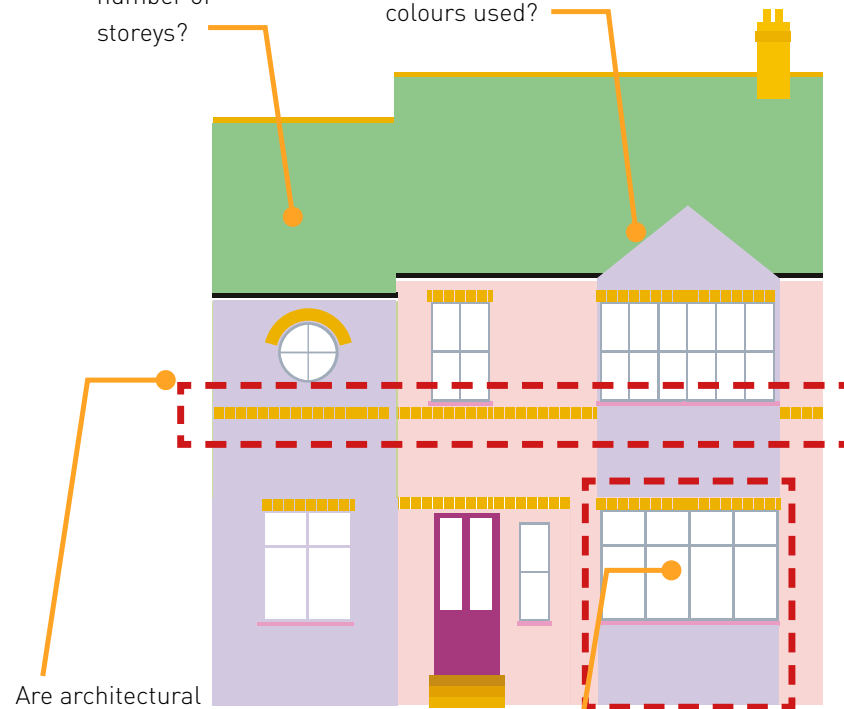
Examples of street character throughout Harden

BUILDING SCALE

Ask yourself...

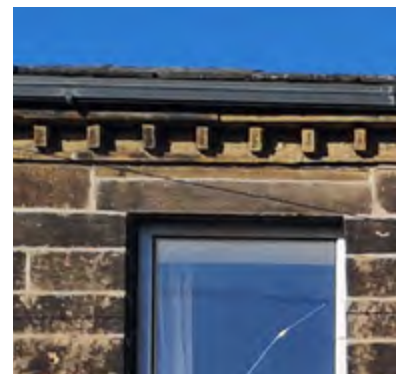
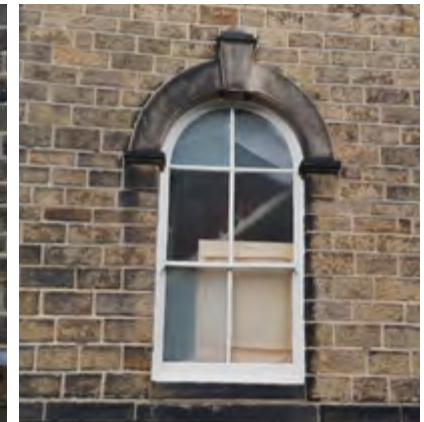
What is the prevailing number of storeys?

What are the common materials and colours used?



Are architectural details repeated in surrounding buildings?

What are the predominant form of porches / dormer windows, bay windows?



GREEN INFRASTRUCTURE & SUSTAINABILITY

Green infrastructure is a broad-term used to describe natural and semi-natural features of all scales within and between towns and villages from street trees and planting up to rivers, woodland and moorland.

Bradford Council Strategic Core Policy SC6 considers Green Infrastructure as land which already contributes towards, or has the potential to contribute towards the following:

1. Retention, creation and enhancement of important habitats and ecological networks
2. Resilience to climate change and sustainable design
3. Important attributes of natural green space, connectivity to other green spaces and a local need for open space
4. Valued landscapes and local distinctiveness and amenity, particularly within the urban core
5. Historic parks and landscapes and the setting for heritage assets
6. Improving opportunities for walking, cycling and horseriding, establishing strategic green links and enhancing the rights of way network in urban and rural parts of the district

GREEN INFRASTRUCTURE CHECK LIST

- Does the proposal enhance and/or connect with existing or planned pedestrian and cycle infrastructure?
- Does the proposal connect with existing green infrastructure including Local Wildlife Sites and/or the Bradford Wildlife Habitat Network?
- Does the proposal include planting that maximises biodiversity such as native trees and hedgerows?
- Does the proposal include flood mitigation infrastructure such as Sustainable Drainage Systems (SuDS)?
- Does the proposal include space for play and recreation?
- Does the proposal include space for food growing and/or community gardening?
- Does the proposal include infrastructure to support wildlife such as bat and bird boxes and hedgehog gaps in garden walls and fences?
- Does the proposal align with and reinforce local character with regard to habitats and species?
- Does the proposal contribute towards the setting of a historic park or heritage asset?

Key Objectives

- Achieve biodiversity net gain
- Connect or reconnect areas of green infrastructure to enable wildlife to move more freely and for humans to enjoy a greater series of interconnected green spaces
- Provide spaces for leisure, recreation and relaxation contributing to and improving mental and physical wellbeing
- Enhancement of a site's multi-functionality and ability to play a key role in climate change adaption and mitigation, carbon capture, improve wildlife and biodiversity benefits, increased food production, and improved water management and flood risk
- Maximise biodiversity and achieve biodiversity net gain. This might include promoting the planting of native broad-leaved trees, planting that is beneficial to pollinators or the inclusion of bat and bird boxes or hedgehog gaps between properties or physical boundaries
- Deliver green infrastructure provision at a variety of scales from domestic, street, neighbourhood, village, district and regional levels.

Gardens

Gardens and the mature vegetation within them should be retained to ensure that each building has an attractive, verdant setting.

Front gardens can contribute strongly to the character of each street and provide the setting to each building. Gardens create space between and around buildings allowing views across the area and beyond to the rural landscape. Front gardens should be provided with lawns, tree planting, hedges and only small areas of hard surfacing either aggregate or paving.

Where hard-surfacing for car parking in front gardens is necessary, it should be screened from view of the street by trees and hedge planting.

Proposals that provide SuDS solutions and permeable paving are preferable.

Public Realm

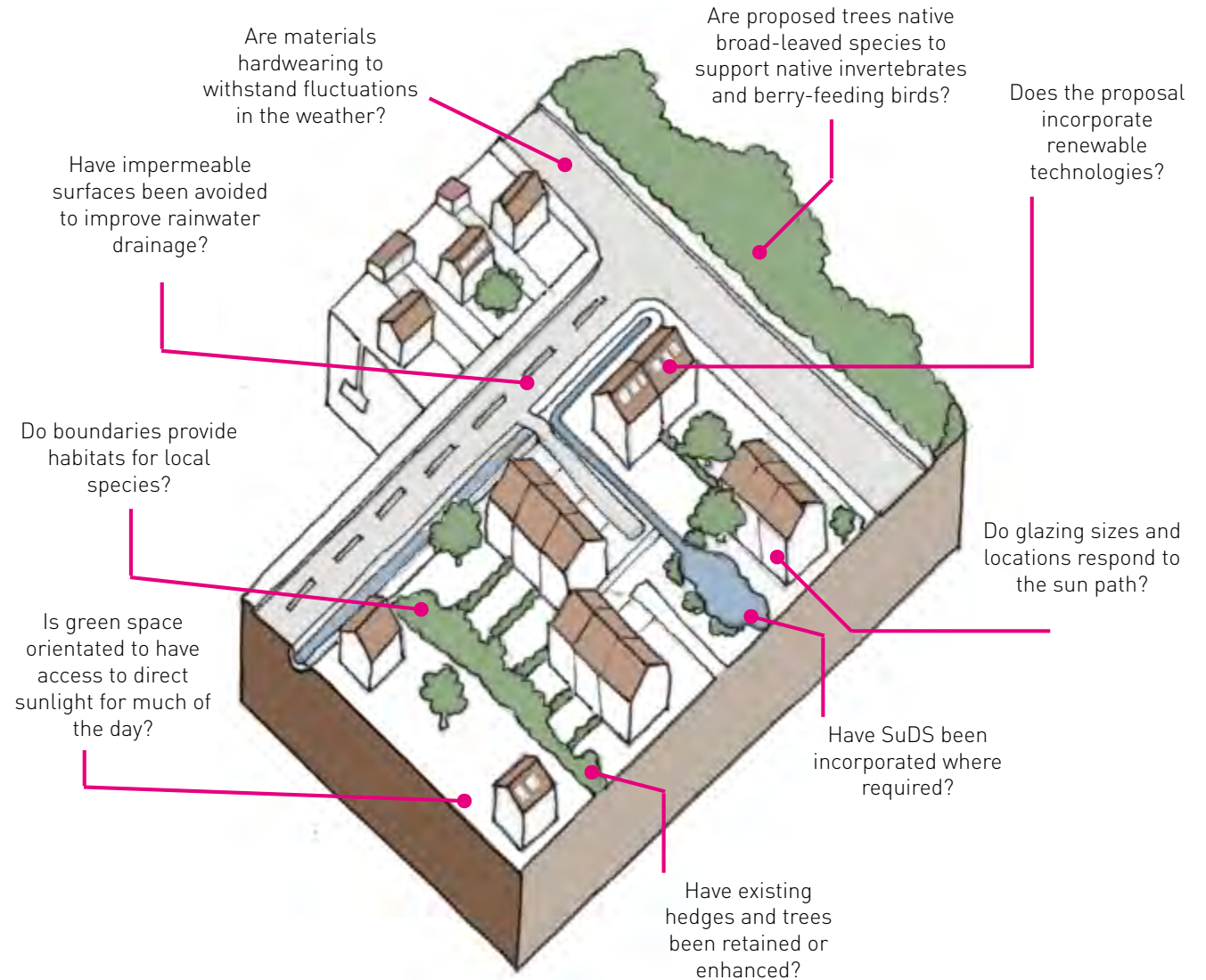
Public realm or communal green space should be provided in development plots to contribute to the provision or enhancement of green space in the area.

Trees

Mature trees should be retained. Where loss to development is unavoidable, they should be replaced at a ratio of 3:1. Retention of all trees and hedgerows, especially along property boundaries is vital. If trees and hedges do need to be removed, they should be replaced within the site. New trees should be disease and climate resilient and ideally native species.

Sustainable design general principles:

- New developments should avoid impermeable surfaces that do not allow for drainage of surface water run-off
- New dwellings should avoid creating north-facing habitable rooms and overuse of north facing glazing that is likely to make homes cold in the winter
- New sustainable habitats should be created in appropriate locations, and existing habitats protected and where possible, enhanced
- The choice of plants and trees should be considered in relation to the microclimate, orientation, geology and maintenance requirements and in relation to their ability to support biodiversity
- New developments should be designed to be sustainable in the widest sense of the word, in accordance with the National Planning Policy Framework



Sustainability

An important factor in good design is the sustainability of the proposal. All new developments should promote high levels of sustainability which can reduce carbon emissions, increase energy efficiency, and lead to healthier and happier communities.

Fabric first best practice

The orientation of the dwelling and the location of the fenestration should maximise the benefits of passive solar gain.

Renewable technologies

Technologies that help developments generate, store and distribute electricity sustainably, or reduce the amount of resources a dwelling requires are a requirement for new housing in Harden.

Successful planting

Planting details must be carefully considered so that the species being introduced are appropriate to the context and climate and their management and maintenance is also considered.

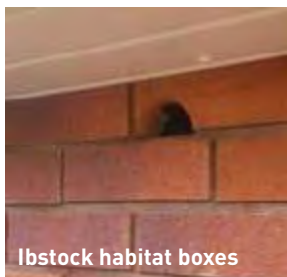
Biodiversity

Wildlife habitats should be created throughout the proposal and should include a strategy for maintenance. At the initial site and contextual appraisal local species and habitats should be identified which can help to inform the design and type of infrastructure needed to support it.

Supporting Habitats

Harden is home to a complex and varied ecosystem. Development should minimise impact on the natural environment by providing adequate space for wildlife. This should include integral bat boxes, bird houses and nesting boxes that are discreet and low maintenance.

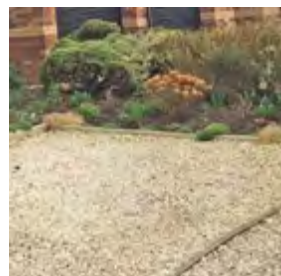
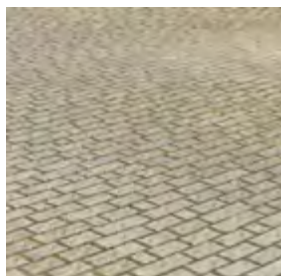
The design of the elements should be in a material to match the building. Existing hedges and planting should be protected and new planting encouraged.



Permeable Surfaces

Increased surface runoff from new hard surfaces should be discouraged to manage flooding. Impermeable surfaces such as tarmac should therefore be avoided. Porous surfaces such as cobbles, stone setts and gravel are all in evidence in Harden and new surfaces should use complementary materials and colours in keeping with the village.

New alternatives such as grasscrete should be considered as alternatives where a greener finish is required.



Sustainable Drainage

Where possible, small areas of water storage should be promoted in new and existing gardens to manage surface run off. Rain gardens store and filter water, slowing discharge to main water courses.

Proposals of all scales must take steps to minimise flood risk. SuDS describe various strategies designed to drain surface water efficiently and sustainably.





URBAN STRUCTURE AND BUILT FORM

The urban structure and built form of Harden has evolved over time reflecting its changing function from farming community, to mill village to present day. Historically Harden comprised isolated farmsteads, manor houses and agricultural and industrial premises, including worker cottages.

The urban structure of these buildings started organically and unplanned which is demonstrated through informal clusters of related building types such as farmsteads.

As the village developed over time the urban structure changed with the introduction of new building layouts, building types and forms. Organic clustering of development was replaced with planned suburban development which has changed the historic character of the area. Residential buildings now tend to sit in more generous plots, with the majority of contemporary dwellings being detached homes.

Some new developments have referenced and reinterpreted the historic urban structure of the village.

This can be seen in the building arrangement and layout, and in the mixture of house types including terraced properties.

Dwelling Types

The 2011 census showed that there were 826 households in Harden Village, living in the following house types.

- 327 detached houses
- 216 semi detached houses
- 257 terraced houses
- 25 flats.

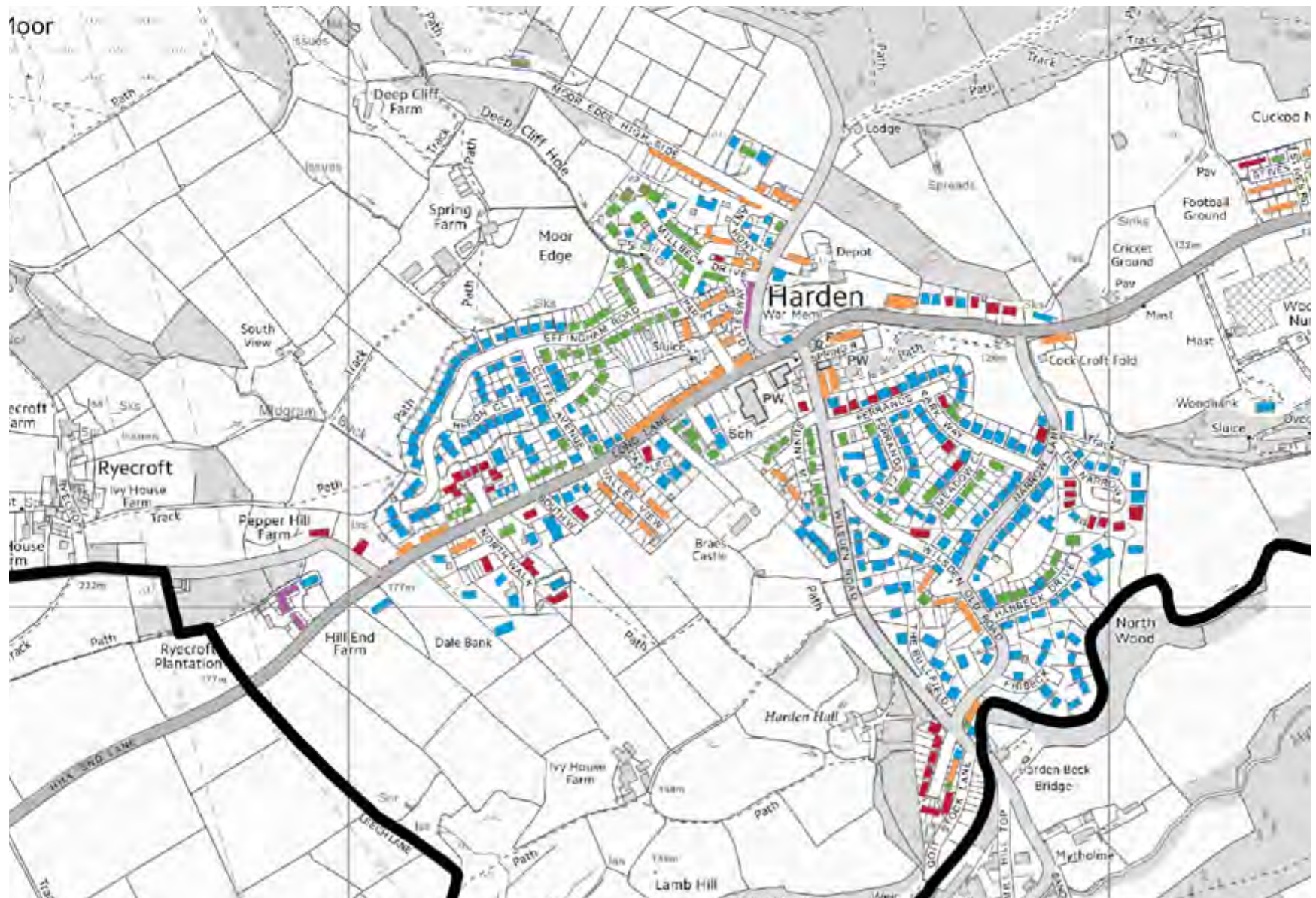
Compared with Bradford District, Harden Village is notable for having nearly 3 times the Bradford average of detached homes.

Unusually for a village, the number of terraced houses is above the national average, reflecting the historically industrial history of the village and West Yorkshire region generally.

Harden village has a very low proportion of purpose built flats, about a sixth of what would typically be expected across Bradford.

New developments should reflect housing type needs as required by Neighbourhood Plan policies H2 & H5.





- TERRACES
- SEMI-DETACHED
- DETACHED
- BUNGALOWS
(1 & 1.5 STOREYS)
- FLATS/APARTMENTS/
- OTHER

Scale & Massing

New development will be more likely to integrate successfully with the settlement if the scale, height and massing of new buildings demonstrates consideration for the context of the original buildings within the area.

Buildings should not be designed in isolation. Whether they are of traditional or contemporary design, buildings should be part of a design concept for the whole site. This will need to be explained in a Design and Access Statement accompanying the planning application.

Position

New development and alterations to existing buildings, shall respect the position of existing buildings relative to the street and within the plot.

The proportions of proposed houses should match adjacent houses of the same building type.



Height & Roofline

New houses that respect the existing height and follow the roofline of adjacent houses should be encouraged. Similarly proposed extensions are more likely to be successful if they do not exceed the height or footprint of the original building.

Roofs should be designed to reflect the style of the proposed development and its context. Careful attention should be paid to roofing materials, pitch, eaves and verge details and the inclusion of chimney stacks or other features that project above the ridge line.

Properties should be generally 1, 1.5 or 2 storeys. 2.5 or 3 storeys are acceptable if the proposal works sensitively with the topography and landform.

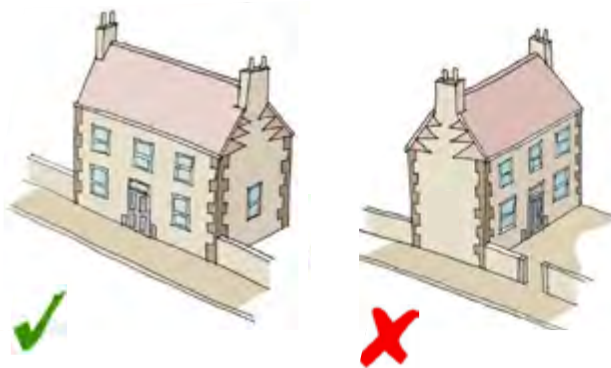
HDC
2



Orientation

Generally, houses should be orientated so that the principal elevation faces the main street. Presenting a blank gable end to the street should be avoided to ensure that there is activity and passive surveillance to the street. Orientation should reflect the character of its local area. However there are some examples of older properties in Harden with side elevation that front the street.

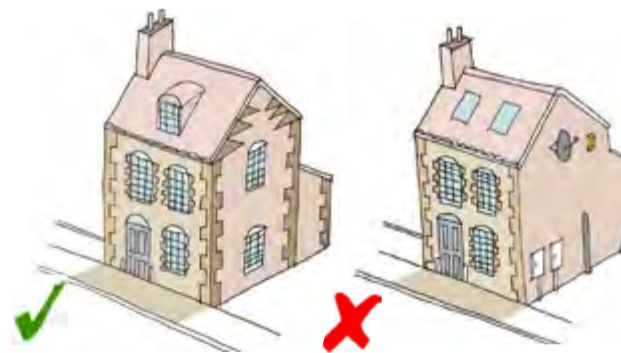
This orientation will also help to define streetscapes more clearly and enclose space more successfully. Orientation should be considered to maximise opportunities for increased internal daylight and the inclusion of renewable energy technologies.



Elevations

All elevations of new houses should be treated as important and include fenestration. This will avoid a visual clash between the front of the house and the side. Unsightly elements such as meter boxes, satellite dishes and pipework should be designed and located to minimise the impact on the elevation.

Skylights should not be included on roofs facing the street. Instead, dormer windows will be acceptable to provide natural light and contribute to the skyline of the street.

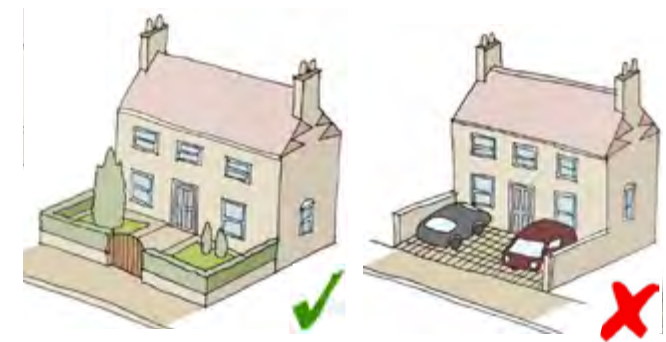


Frontages

Where a house is to be set back from the pavement, the resulting space should be adequately planted and greened to contribute to the rural character of the village.

The inclusion of front parking should be avoided in both existing and new properties.

The boundary treatments to gardens are important contributors to the character of the village and should be maintained.



Streets for People

Streets, shared spaces and parking areas must be designed to meet the needs for all members of the community and should not prioritise vehicular movement at the expense of pedestrians and cyclists. There should be a focus on a range of flexible areas that meet a range of needs and mitigate potential conflict between different users.

Streets for people overview:

- Prioritising people
- Carriageway widths
- Speed restraint
- Green infrastructure
- Active frontages
- Street lighting
- Parking outside the curtilage

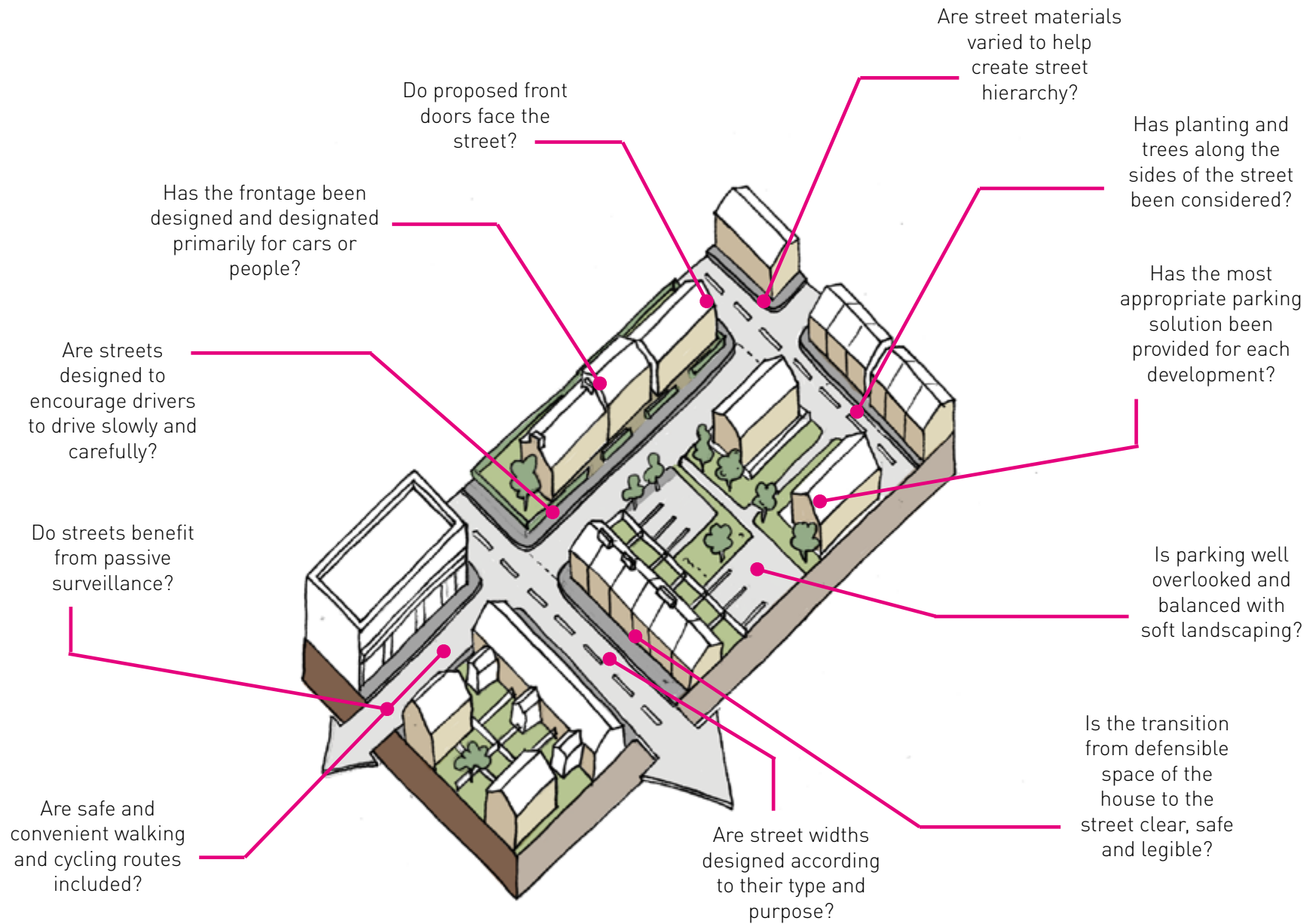
Usually, using a variety of parking treatments and solutions (both within and outside the curtilage) will create more capacity and avoid over-dominance of parking in any particular area.

Street design and materiality

Proposals are encouraged to incorporate materials that are visually attractive, require minimum maintenance, and are in keeping with the specific local character of the area.

Streets for people general principles:

- Streets should support and encourage sustainable and healthy travel, including the provision of electric vehicle charging points
- All fronts of buildings, including front doors should face the street
- Streets should be designed in such a way that encourages drivers to drive slowly and carefully
- A variety of parking solutions that are appropriate to the context should be used
- Parking should be well overlooked, and if possible residents should be able to see their car from their home
- On-street parking should be balanced with trees and soft landscaping to balance the visual impact of parked cars on the streetscape
- Existing green and blue infrastructure should be integrated into the layout of the development
- Streets should be multi-functional with areas of blue and green infrastructure where appropriate



THE STREET SCENE

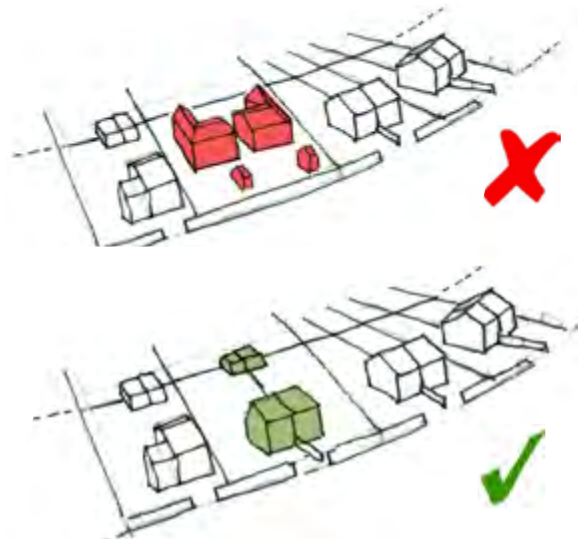
Given the way Harden has evolved over 300 years the village contains a variety of neighbourhoods and streets with their own distinct character and identity. New development should always be informed by a site and contextual appraisal to influence the design response, ensuring that new development responds to and reinforces the character of its area.

The Neighbourhood Plan and Design Code is keen to ensure that new development responds to and reinforces the character of Harden whilst being sensitive to its defining qualities. New development should also seek to achieve the aims and objectives set out in both documents.

There are general principles to inform the design and siting of new development, replacement dwellings and extensions and alterations to existing properties. This sections demonstrates how any type of new development will be expected to respond to the street scene and contribute to creating well-designed, safe, and liveable streets and neighbourhoods.

Building Line

The set back of new buildings should respect the existing building line along the street, any new or infill development should be built to respond to its neighbours building line to add coherence to the street scene. Dwellings should not be set in front of the existing building line nor should they be behind the neighbours' building line.



Replacement Dwellings

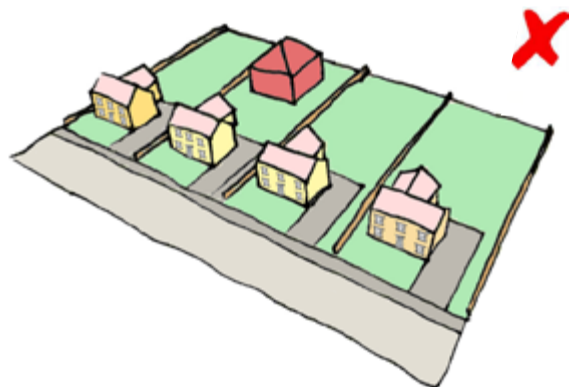
Where replacement dwellings are being constructed they should respond to the defining characteristics of their immediate context. Building heights, plot widths, building lines, and scale and massing should be respected and referenced. This should be informed by a robust site appraisal that details the characteristics and built form of the surrounding context.

Generally replacement dwellings up to 130% of the footprint of the original dwelling will be accepted providing the proposal complies with other relevant policies and design criteria.

Backland Development

Where properties could potentially accommodate new developments there can be issues with this including impacts on residential amenity, loss of light and privacy. Back-land development can also compromise existing and historic building lines, layouts and streetscapes. Loss of green infrastructure such as gardens and vegetation are other issues arising from back-land development.

This may mean that back-land development is considered inappropriate if the proposals would negatively impact the character and quality of the area.



Infill

Infill development can be integrated provided the design and layout of the new buildings respect the traditional street scene and character of the village.

New houses in existing streetscapes should take reference from surrounding building heights, being no taller than the tallest and no shorter than the shortest. This will help to maintain and enhance the proportions, rhythm and character of the adjacent buildings and contribute more successfully to the street as a whole.

Where more than one house is proposed as infill, each property should aim to be individual in its approach to referencing the surroundings, avoiding repetition.



too short

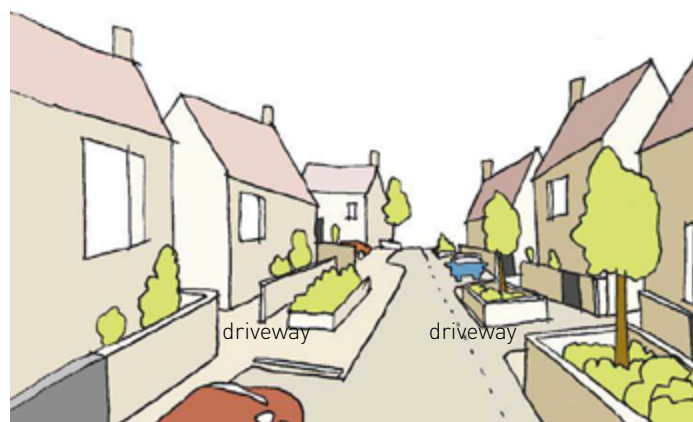


too high

Parking

The relationship between new housing development and parking is an important contributor to the success and liveability of the scheme.

- Car parking should be designed and managed to ensure adequate provision for residents and visitors, to minimise the likelihood of conflicts and to prevent parked vehicles from blocking emergency access or obstructing or endangering people on foot or bicycles.
- Design should minimise the physical and visual impact of cars on people and the environment and design for equal priority amongst streets users.
- Unregulated on-street parking (such as on verges and kerbs) should be designed out by the arrangements of paving and carriageway, and by providing adequate spaces for each dwelling.
- Parking strategies should allow buildings to define streets rather than driveways. In this regard, a strong building frontage should be encouraged as part of a defined street section.
- Parking location should allow for the possibility of defined and green front gardens.
- Parking surfaces should be permeable and minimise surface run-off.



Views & Vistas

Views and vistas into and of the surrounding landscape is a defining characteristic of Harden.

Buildings tend to be located and orientated to help frame views of the wider landscape, working with the topography and landform.

Streets often frame key views as shown opposite.

Development proposals should undertake an assessment of key views and seek to retain, and frame these views wherever possible. This should include glimpses and vistas between buildings, and distant views from street level, working with the topography of the site.

Key views and vistas have been identified in the Harden Neighbourhood Plan under policy HN21.



Level Changes

The topography of Harden is a defining characteristic that informs the built environment.

The way in which buildings respond to the topography of Harden is generally through stepping down along level changes.

This is especially true of terraced properties and long blocks such as the properties on Keighley Road.

The extent of the step varies, depending on the gradient.

In some cases dwellings are grouped into larger blocks which step down as a group to the next group below, rather than a level change for each individual property within the row. This can be seen on the row of properties at the north-eastern end of Moor Edge High Side.



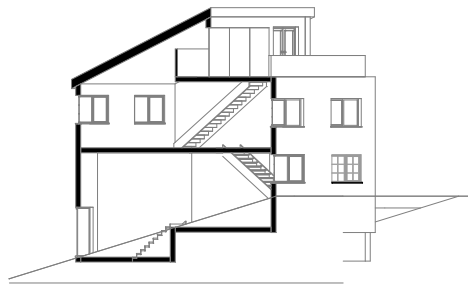
Figure 1 highlights how basement level parking can be achieved by working positively with the topography of the site. From the principle elevation the building appears 2 storey with a dormer in the attic yet the design allows all 4 floors of the property to be used by occupants.



The principle elevation of properties on Moor Edge High Side are 2 storeys at street level and 3 storeys to the rear.



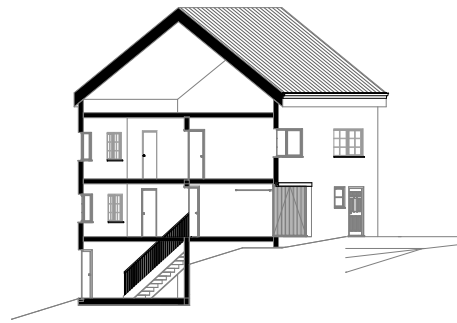
Figure 2 demonstrates how proposals can work with the gradient of sites to produce split level housing.



Properties use the ground level for parking bays and bin storage as well as for ground level access.



Figure 3 shows how level access can be achieved on a sloping site including an integrated garage and basement for storage or ancillary uses in the basement, also with level access.



A property on Keighley Road uses the topography of the land to achieve 3 storeys whilst maintaining a consistent roof line with its adjoining 2 storey property.



MATERIALS AND DETAILING

The materials and architectural detailing used throughout Harden contribute to the character of the area and the local vernacular. It is therefore important that the materials used in proposed development are of a high quality and reinforce the local distinctiveness of the area. Development proposals should demonstrate that the palette of materials has been selected based on an understanding of the surrounding built and natural environment.

A palette of materials and details has been included on the pages overleaf, however a study of the immediate vernacular should be undertaken and recorded as part of any application process.

Properties should be built using local stone, elements of white or light coloured render are acceptable as a secondary materials or when used on key or landmark buildings or elevations within a scheme. Pointing on stonework should be lighter in colour than the stone itself and should be recessed between the courses. Alternative materials and finishes will only be acceptable where they complement the existing palette of materials.

HDC
1

New Build Materials

Use locally appropriate materials. Materials proposed for the use in new builds should complement those used in the village. A typical palette in Harden includes rubble stone, sandstone, timber painted windows, clay and slate roof tiles, and simple stone door surrounds or pediments.

Historically, the choice of wall materials in Harden was largely dictated by those materials that could be sourced locally, and this largely comprised sandstone for walls. In more recent times the range of materials has broadened. The design palettes overleaf illustrates some of the materials used across the village.

New buildings should propose materials based on the existing building or surrounding vernacular. Proposals for innovative and complementary material options should also be encouraged.

Extensions and Repair

Materials used for the repair or alteration of buildings, for new buildings, and for surfacing and boundaries should complement the existing high quality palette of materials that typifies the character of the area. Materials proposed for the use in building extensions shall complement those used in the existing building.

Use locally appropriate materials. Materials proposed for the use in building extensions shall complement those used in the existing building.

Differing materials on an extension or a different design approach may result in a development appearing incongruous. Whilst, exceptionally, an extension may intentionally be designed to be contrasting, such an approach will need to be carefully justified and its success will rely on a high quality design.

Windows

Windows in new houses should complement the pattern and scale of windows reflected in local architectural detailing.

The choice of paint colour for windows can have a dramatic effect on the appearance of a building. Paint colours should respect traditional, local colours. Muted and natural tones are most appropriate.

Doors

Doors can be noticeable features and, as with windows, they can have a dramatic impact on the appearance of a property. Doors should be simple and well-proportioned; pastiche of historical designs should be avoided.

Detailing

Architectural detailing in new development shall typically display elements that balance with those on existing traditional buildings in terms of interest, scale and texture and form.

Traditional elements often include detailing around windows including cills, quoins and masonry detailing, door surrounds or porches and timber framed, sash windows. Attention to high quality architecture and architectural detailing which avoids pastiche is encouraged.

Material Palette

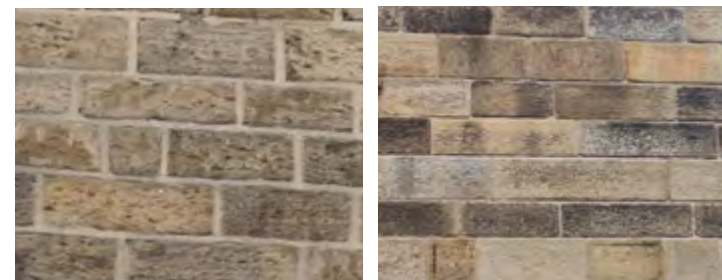
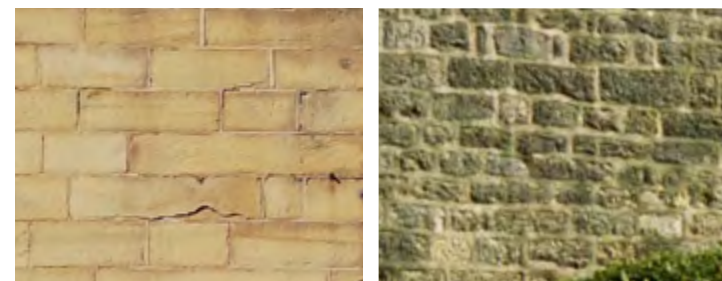
The 1852 Ordnance Survey shows several sandstone quarries throughout Harden. Historically the majority of buildings in Harden were built using local sandstone. This has a distinctive yellowy-brown hue which has a tendency to darken to an almost black colour over time when exposed to polluted air.

Different finishes relate to the period in which the buildings were constructed. 17th century structures tend to be built of roughly dressed rubble; 18th century and early 19th century buildings of hammer dressed stone, and later 19th century buildings of hammer dressed stone with ashlar stone.

The pointing of stone buildings can have a dramatic impact on the appearance and character of the building. Traditionally stonework would have been pointed with a slightly lighter colour of mortar than the stone itself and recessed between the courses.

There are now many examples of rendered properties in Harden which are generally white or off-white in colour. Some properties render single elevations whilst others are completely rendered.

Roof tiles historically would be made from stone slate and modern developments should try to match this material and colour.



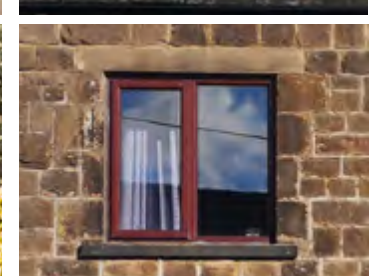
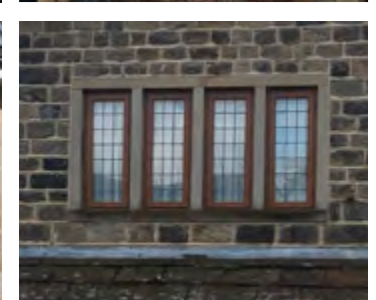
Windows

There are a variety of window styles and treatments throughout Harden which have changed in line with architectural styles over the years.

Traditionally window frames would be timber supported by stone lintels, mullions and jambs. Timber frames are encouraged in new developments as opposed to UPVC window frames.

There are many examples of dormer and bay windows throughout Harden. Generally domestic properties would include square or rectangular windows which are well proportioned and symmetrical in rhythm with the rest of the windows, or other adjoining properties.

Larger civic or commercial properties in Harden would often be decorated with more ornate window detailing such as the arched windows of the Congregational Church or the Wesleyan Chapel.



Doors

There are a variety of different styles and types of door in Harden. These vary given the scale and nature of each building.

Some terraced worker properties would include simple recessed doors supported by stone lintels and jambs.

Larger properties or civic buildings might include porches, and decorations such as kneelers, headers or other architectural detailing.

These key design features best fit the historic character of the area, and inappropriate replacements that do not fit aesthetically can have a significant detrimental impact on the overall character.



Boundaries

Boundary treatments are predominantly dry stone walls or stone walls built using mortar. Traditionally this would be made from local stone. Some properties used dressed stone and other use rough stone. Where dressed stone is used, these are usually coupled with stone coping.

In many cases stone walls are coupled with hedgerows or planting. There are some examples, such as terraced properties where the property is close to the curtilage where low stone walls are coupled with railings to create appropriate defensible space.

There are a limited number of boundary treatments that use hedges and or timber fences.



PRACTICALITIES OF THE HOME

The way homes are designed can positively or negatively shape the way in which people live their daily lives.

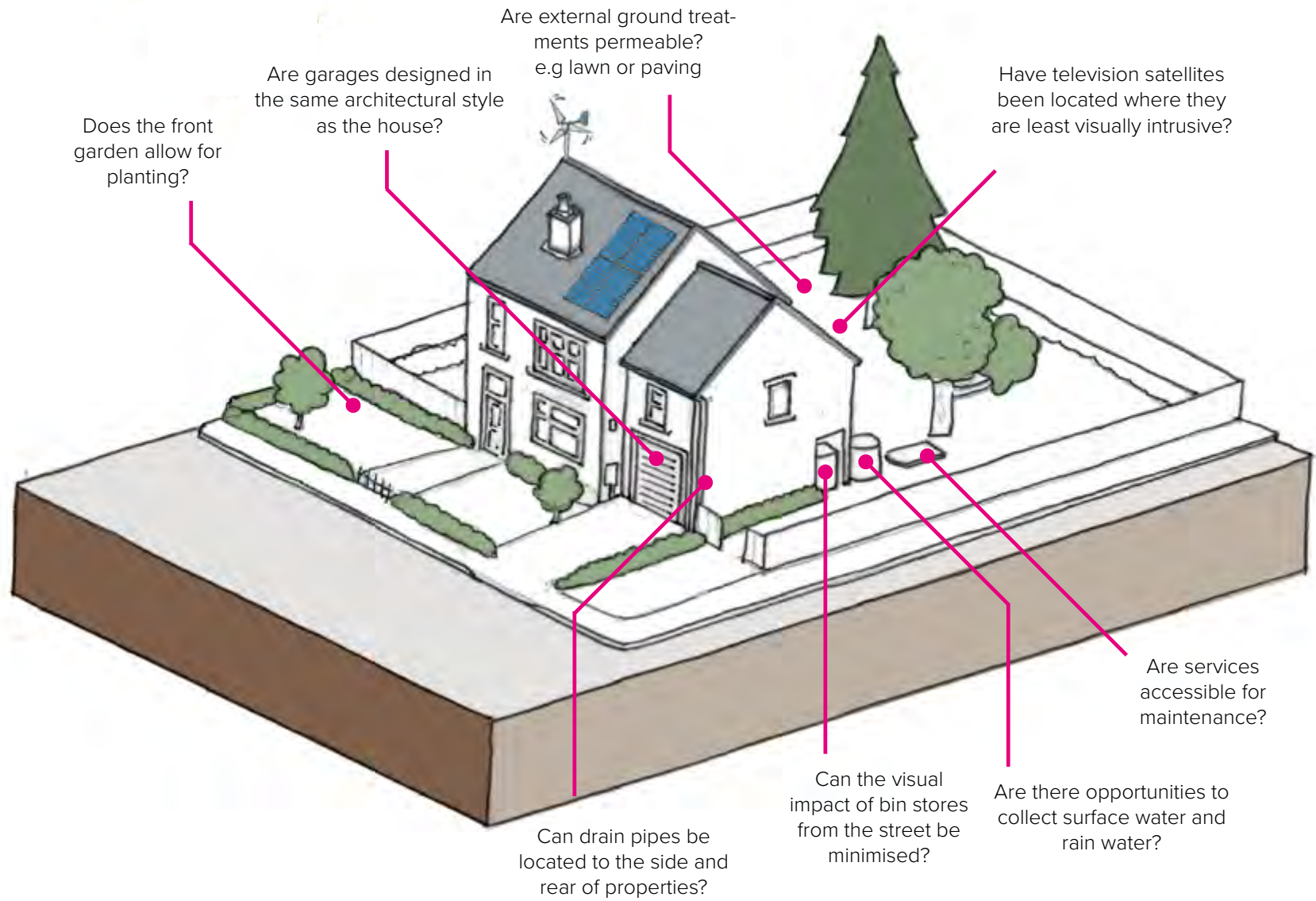
Service infrastructure and practicalities of the home should be considered as a key part of the design process to ensure homes and streets function properly and support safe and convenient living.

Parking, access, storage, renewable energy provision and property maintenance are key functions and infrastructure that, if designed poorly, can cause visual clutter, detract from the streetscene and inconvenience residents and visitors.

This section demonstrates how service infrastructure can be designed in a way that supports the needs of users whilst contributing to a high quality public realm and neighbourhood.

Practicalities of the home - general principles:

- Front gardens must not be designed for parking alone
- Residents should have secondary access to their rear garden without having to walk through the home
- Bin stores should be located where they are convenient for residents as well as for refuse collectors, but their visual impact from the street should be minimised
- Telephone, radio and television systems should be integrated, and servicing should be located to minimise visual impact from the street
- Hard landscaping for parking at the fronts of houses should be permeable



Parking in the curtilage

Parking within the curtilage of a property helps prevent cars from dominating the street scene. However, if hard landscaping is not well considered and is not balanced with areas of soft landscaping then building frontages can be overbearing and can exacerbate issues with water run-off and potential flooding.

Drainage and other services

Services such as satellite dishes or aerials, drain pipes and water storage infrastructure should be well-integrated or hidden to reduce their visual intrusion.

Storage

New properties should provide secure storage for cycling equipment. Cycle and bin stores should be integrated into the garden and screened from the street.

Bin storage must be adequately provided for with each dwelling having sufficient space for 3 bins. Adequate space must be available for bins to be wheeled to collection points easily.

Accessible and adaptable dwellings standard

Harden Neighbourhood Plan encourages new housing developments to include dwellings that are accessible and adaptable. This is to ensure that properties are inclusive, accessible and suitable for the changing needs of occupants throughout their life.

The areas accessible and adaptable dwellings standards are concerned with are:

1. Parking (width and widening)
2. Approach to dwelling from parking (distance, gradient and widths)
3. Approach to all entrances
4. Entrances
5. Communal stairs and lifts
6. Internal doorways and hallways
7. Circulation space
8. Entrance level living space
9. Potential for entrance level bed-space
10. Entrance level WC and shower drainage
11. WC and bathroom walls
12. Stairs and potential through-floor lift in dwelling
13. Potential for fitting of hoists and bedroom / bathroom
14. Bathrooms
15. Glazing and window handle heights
16. Location of service controls

These are explained in the following illustrations.

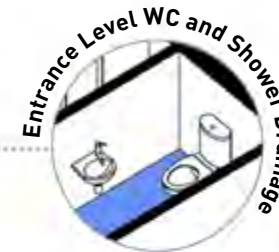
Glazing and Window Handle Heights

To allow a reasonable view from the living spaces, the windows glazing should start no higher than 800mm above floor level. There should also be potential for a 750mm wide approach route to the window to enable a wheelchair user access.



Bathrooms

An accessible bathroom, providing ease of access, should be provided in each dwelling, close to a main bedroom either on the ground floor or on a level with potential for access by a through floor lift.



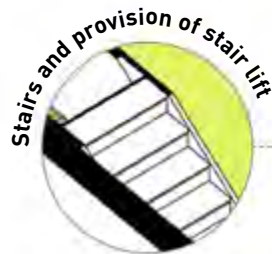
Where an accessible bathroom is not provided on the entrance level of a dwelling, the entrance level should have an accessible WC compartment, with potential for a shower to be installed.



The minimum clear opening width of any doorway within a dwelling, when the approach to the door is 'head on' is 750mm.

Circulation space

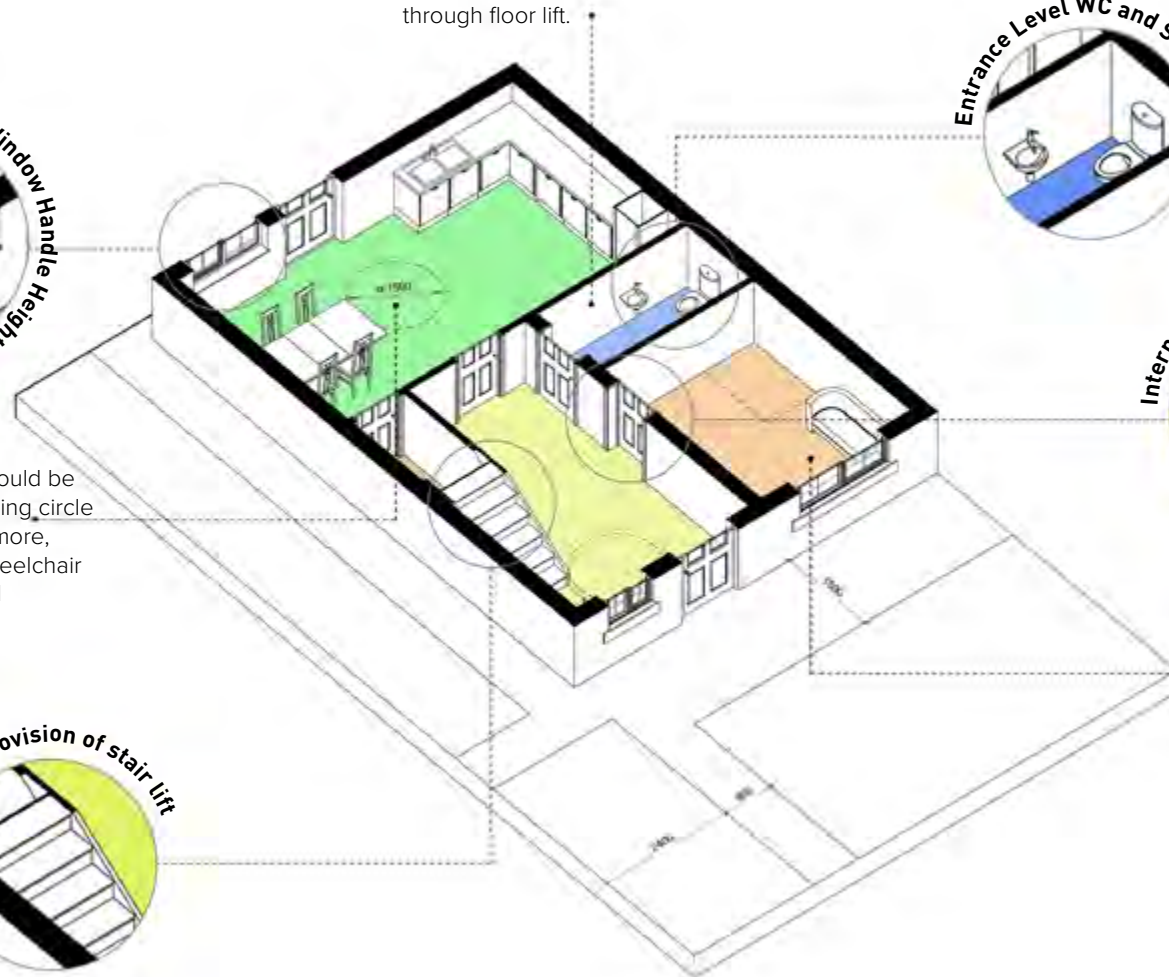
Living rooms/ dining areas should be capable of having a clear turning circle of 1500mm diameter. Furthermore, basic circulation space for wheelchair users should be implemented elsewhere.



The existing stairs should have the potential for stair-lift installation without significant alteration or reinforcement. A clear width of 900mm should be provided on the stairs.

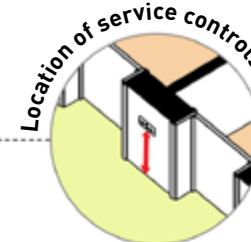
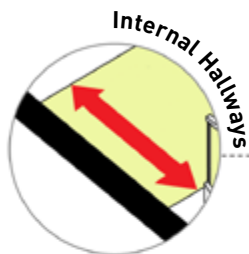
Potential for entrance level bed-space

In dwellings with two or more storeys, with no permanent bedroom on the entrance level, there should be space on the entrance level that could be used as a convenient temporary bed-space.

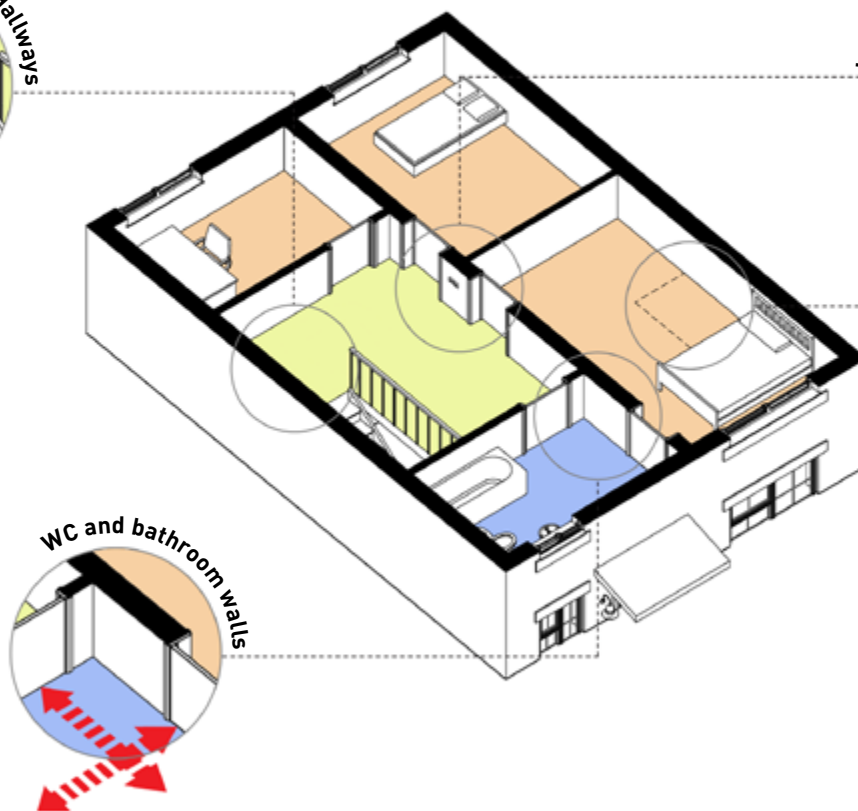


First Floor

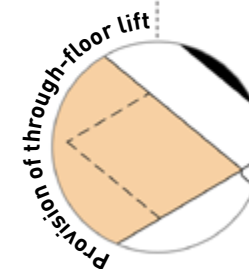
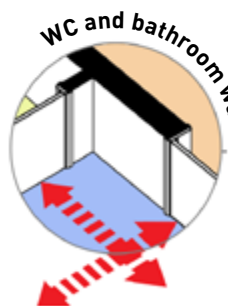
Movement in hallways and through doorways should be as convenient to the widest range of people. If the dwelling provides adequate door opening widths the minimum width of any hallway/ landing in a dwelling is 900mm.



Location of service controls should be within a height band of 450mm to 1200mm from the floor level and at least 300mm away from any internal room corner.

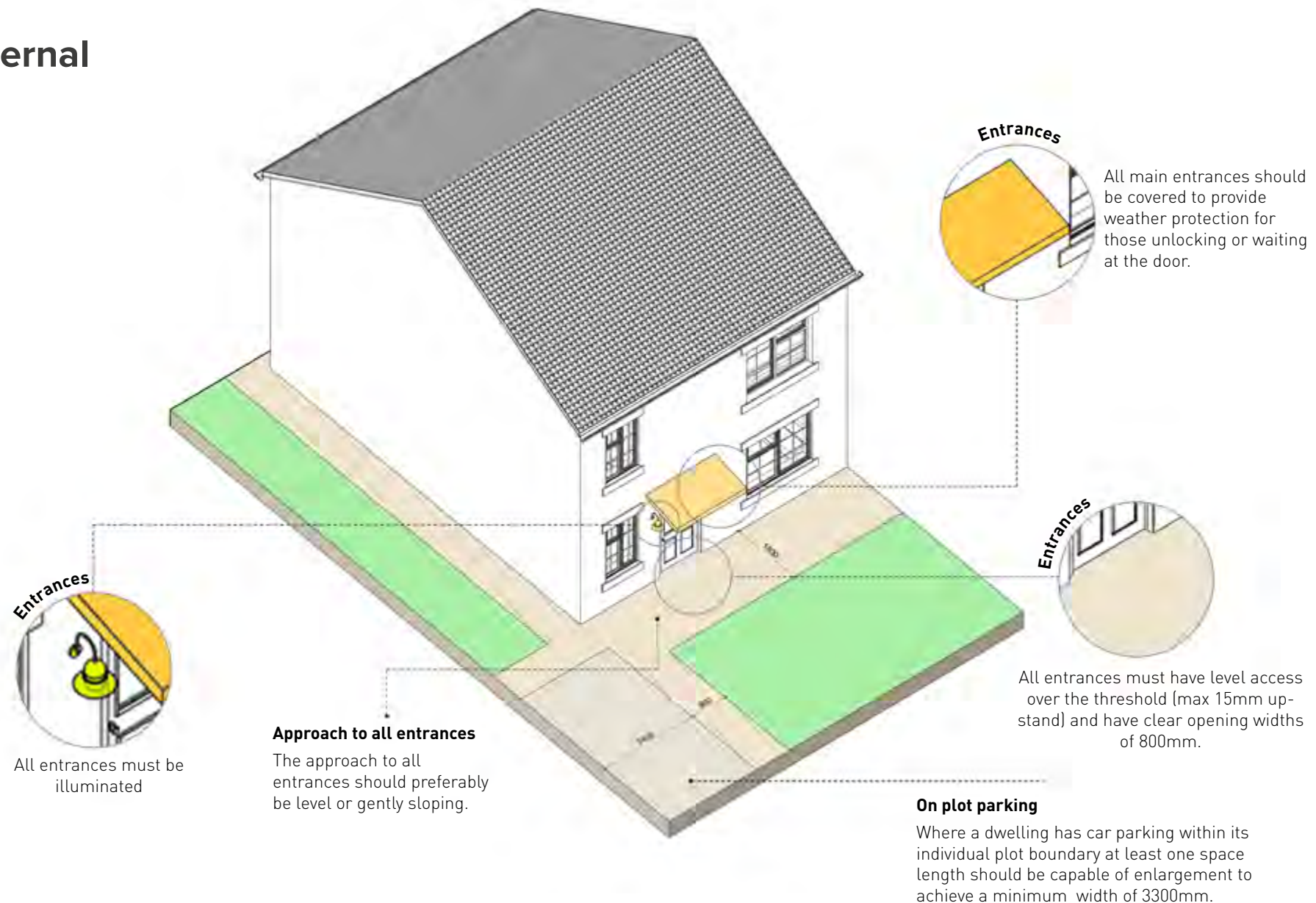


Walls in all bathrooms and WC compartments should be capable of firm fixing and support for adaptations such as grab rails.



A suitable identified space for a through the floor lift from the entrance level to a storey containing a main bedroom and bathroom is required. The minimum space allocated should be 1000mm x 1500mm.

External



SUMMARY

The preceding sections to the Design Code have demonstrated and described:

- **The evolution of Harden**
- **The character and defining qualities of Harden**
- **The landscape character of the village**
- **Key development principles and objectives**

Applicants will be expected to conform with the principles set out in the document and demonstrate how development proposals respond to and reinforce these principles and the character of the village.

A Design Code has been produced which briefly sets out acceptable design parameters for new development in Harden. These points should be carefully considered and form an integral part of any design proposal to ensure that new development responds to the character of the area whilst achieving the aims and objectives of the village.



HDC 1 - MATERIALS

Properties should be built using local stone, elements of white or light coloured render are acceptable as a secondary materials or when used on key or landmark buildings or elevations within a scheme. Pointing on stonework should be lighter in colour than the stone itself and should be recessed between the courses. Alternative materials and finishes will only be acceptable where they complement the existing palette of materials.

HDC 2 - HEIGHTS

Properties should be generally 1, 1.5 or 2 storeys.

2.5 or 3 storeys are acceptable if the proposal works sensitively with the topography and landform.

HDC 3 - VIEWS & VISTAS

Developments should work with the topography and land-form to ensure key views and vistas of and into the wider landscape are maintained and framed/celebrated.

HDC 4 - GREEN INFRASTRUCTURE

The Green Infrastructure principles set out in this document should be integral to design proposals. Proposals should achieve biodiversity net gain, include green infrastructure at different scales, and align with the wider environmental and biodiversity objectives for the area.

HDC 5 - MOVEMENT & ACCESSIBILITY

Developments must be designed to promote and enhance safe and convenient movement and accessibility that prioritises people, active travel, and access to public transport. This should be at all scales, from dwellings to street to the wider environment.

HDC 6 - SUSTAINABILITY

Developments should be built to maximise energy efficiency and sustainability, aiming for low, or zero carbon homes. Proposals should include on-site renewable energy provision.

Harden Neighbourhood Development Plan Proposed Policies Map 2021-2030

Policy HNPD13 Community facilities and services

- A. Harden Pharmacy
- B. Golden Fleece Inn
- C. Harden Memorial Hall
- D. St Saviour's Harden
- E. Harden Congregational Church
- F. Harden Post Office / Off licence
- G. The Fresh Approach / Off licence

Policy HNPD18 Local Green Spaces

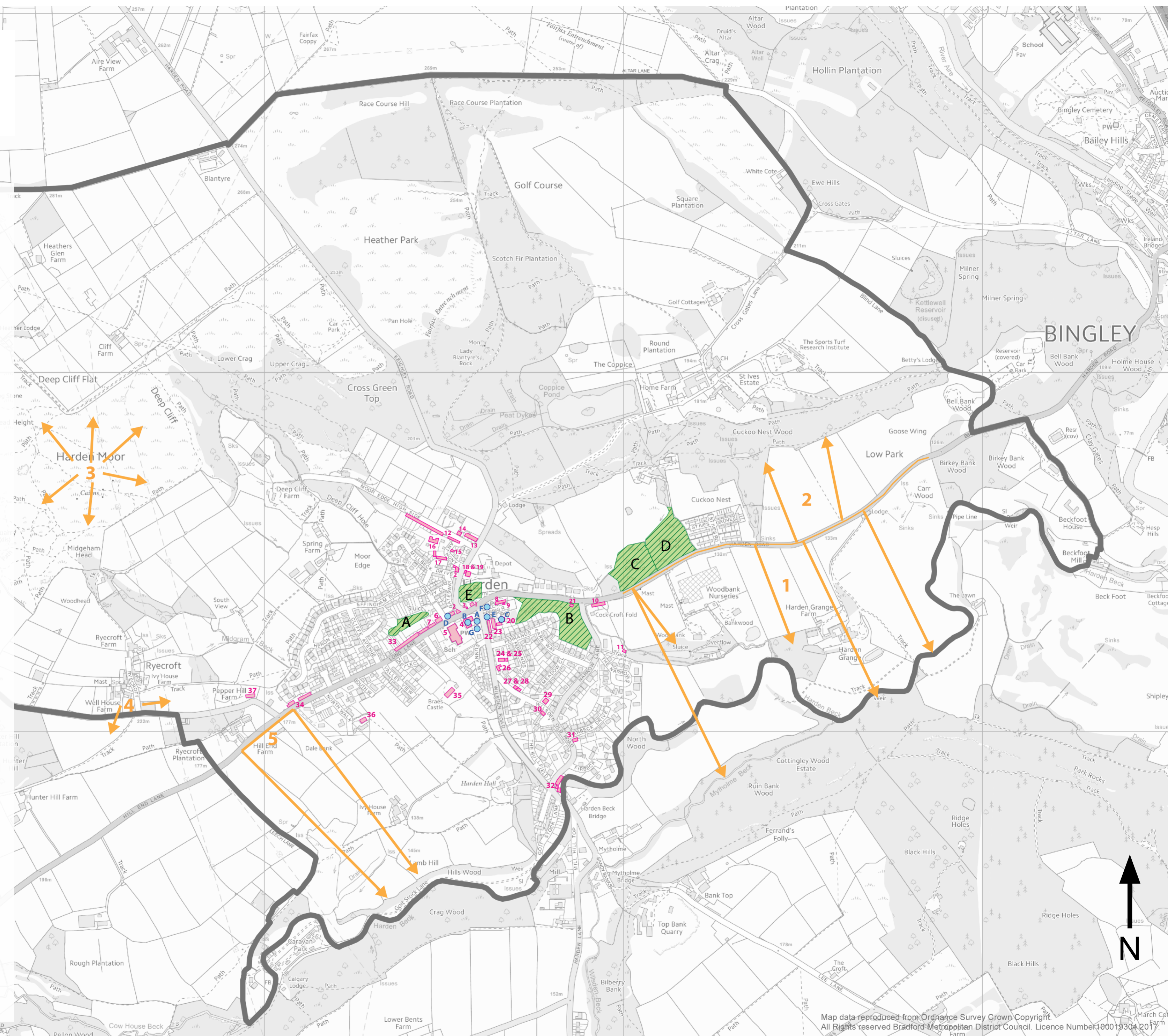
- A. Mill pond and surrounding woodland
- B. Memorial Park off Harden Road
- C. Cricket ground off Harden Road
- D. Football pitch off Harden Road
- E. Village Green space at Highfell Grove

Policy HNPD19 Heritage

- 1. Old Police House, Keighley Road
- 2. 1, 1a, 3, 5, 7, 9 Keighley Road & 10, 12 Long Lane
- 3. Telephone Box, off Keighley Road/Long Lane
- 4. St Saviour's Church, Long Lane
- 5. Harden Primary School, Long Lane
- 6. Shops adjacent to the Golden Fleece Public House, Long Lane
- 7. The Golden Fleece Public House
- 8. 23 - 37 Lane End
- 9. Spring Row
- 10. Cockcroft Fold, Harden Road
- 11. Cockcroft Old Mill, near Harden Beck
- 12. Moor Edge High Side
- 13. Park View Terrace, Moor Edge
- 14. Stone Terrace, Moor Edge
- 15. 1-5 Anthony Lane
- 16. Old Oak Farm, Anthony Lane
- 17. 4, 6, 8, 10, 12, 14, 16, 18 Harden Brow
- 18. 1 Bradley Square
- 19. 2 Keighley Road
- 20. Memorial Hall, Wilsden Road
- 21. Harden Park Lodge, Harden Park
- 22. 3-15 Wilsden Road
- 23. Hard Hill Houses
- 24. Field Head, Wilsden Old Road
- 25. Barn adjoining Field Head Farm, Wilsden Old Road
- 26. 19-21 Wilsden Old Road
- 27. Former Wesleyan Chapel 25 Wilsden Old Road
- 28. Chapel House, 23 Wilsden Old Road
- 29. Old Rectory, Wilsden Old Road
- 30. The Barn, Wilsden Old Road
- 31. Beck Cottage, Wilsden Old Road
- 32. 1-10 Harden Beck
- 33. 40-80 Long Lane
- 34. 132-146 Long Lane, including former Black Bull public house
- 35. Braes Castle off Long Lane
- 36. Shackleton House Farm, off Long Lane
- 37. Pepper Hill Farm, Ryecroft Road

Policy HNPD21 Key Views

- 1. Views south from Harden Road
- 2. Views north from Harden Road
- 3. Panoramic views from Harden Moor
- 4. Views south and east from Ryecroft
- 5. View south from Long Lane towards Wilsden



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Report on Harden Village Neighbourhood Plan 2021 – 2030

An Examination undertaken for the City of Bradford Metropolitan District Council with the support of Harden Village Council on the submission version of the Plan.

Independent Examiner: Andrew S Freeman BSc(Hons) DipTP DipEM FRTPI

Date of Report: 22 February 2023

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Main Findings - Executive Summary

From my examination of the Harden Village Neighbourhood Plan (the Plan) and its supporting documentation, including the representations made, I have concluded that subject to the policy modifications set out in this report, the Plan meets the Basic Conditions.

I have also concluded that:

- the Plan has been prepared and submitted for examination by a qualifying body – Harden Village Council;
- the Plan has been prepared for an area properly designated – Harden Neighbourhood Plan area (figure on Page 7 of the Plan);
- the Plan specifies the period to which it is to take effect – 2021 to 2030; and
- the policies relate to the development and use of land for a designated neighbourhood area.

I recommend that the Plan, once modified, proceeds to referendum on the basis that it has met all the relevant legal requirements.

I have considered whether the referendum area should extend beyond the designated area to which the Plan relates and have concluded that it should not.

1. Introduction and Background

Harden Village Neighbourhood Plan 2021 - 2030

- 1.1 Harden is a village and civil parish in Yorkshire run at parish level by Harden Village Council. It falls within the City of Bradford Metropolitan District Council, Bradford being sited some 10km away to the southeast. The village is centred on the B6429 between Cullingworth, 2km to the southwest, and Bingley, a similar distance to the northeast. There are extensive areas of moorland and other open land within the parish particularly to the north of the village.
- 1.2 Harden was designated as a neighbourhood area by Bradford Council in August 2017. The following plan preparation involved informing exercises, engagement exercises and consultation exercises. The submitted Plan represents several years of work by those involved. It includes a broad vision, 10 aims and objectives and 22 policies under six topic headings.

The Independent Examiner

- 1.3 As the Plan has now reached the examination stage, I have been appointed as the examiner of the Harden Village Neighbourhood Plan by

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the City of Bradford Metropolitan District Council with the agreement of Harden Village Council.

- 1.4 I am a chartered town planner and former government Planning Inspector with over forty years' experience. I have worked in both the public and the private sectors. I am an independent examiner and do not have an interest in any of the land that may be affected by the draft Plan.

The Scope of the Examination

- 1.5 As the independent examiner I am required to produce this report and recommend either:
- (a) that the neighbourhood plan is submitted to a referendum without changes; or
 - (b) that modifications are made and that the modified neighbourhood plan is submitted to a referendum; or
 - (c) that the neighbourhood plan does not proceed to a referendum on the basis that it does not meet the necessary legal requirements.
- 1.6 The scope of the examination is set out in Paragraph 8(1) of Schedule 4B to the Town and Country Planning Act 1990 (as amended) ("the 1990 Act"). The examiner must consider:
- Whether the plan meets the Basic Conditions;
 - Whether the plan complies with provisions under Section 38A and Section 38B of the Planning and Compulsory Purchase Act 2004 (as amended) ("the 2004 Act"). These are:
 - it has been prepared and submitted for examination by a qualifying body, for an area that has been properly designated by the local planning authority;
 - it sets out policies in relation to the development and use of land;
 - it specifies the period during which it has effect;
 - it does not include provisions and policies for 'excluded development'; and
 - it is the only neighbourhood plan for the area and does not relate to land outside the designated neighbourhood area.
 - Whether the referendum boundary should be extended beyond the designated area, should the plan proceed to referendum.
 - Such matters as prescribed in the Neighbourhood Planning (General) Regulations 2012 (as amended) ("the 2012 Regulations").

- 1.7 I have considered only matters that fall within Paragraph 8(1) of Schedule 4B to the 1990 Act, with one exception. That is the requirement that the Plan is compatible with the Human Rights Convention.

The Basic Conditions

- 1.8 The “Basic Conditions” are set out in Paragraph 8(2) of Schedule 4B to the 1990 Act. In order to meet the Basic Conditions, the neighbourhood plan must:
- have regard to national policies and advice contained in guidance issued by the Secretary of State;
 - contribute to the achievement of sustainable development;
 - be in general conformity with the strategic policies of the development plan for the area;
 - be compatible with and not breach European Union (EU) obligations (under retained EU law)¹; and
 - meet prescribed conditions and comply with prescribed matters.
- 1.9 Regulation 32 of the 2012 Regulations prescribes a further Basic Condition for a neighbourhood plan. This requires that the making of the neighbourhood development plan does not breach the requirements of Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulations 2017.²

2. Approach to the Examination

Planning Policy Context

- 2.1 The Development Plan for this part of the Metropolitan District of Bradford, not including documents relating to excluded minerals and waste development, includes the Bradford Core Strategy Development Plan Document (adopted July 2017) and saved policies from the Replacement Unitary Development Plan (July 2020 Schedule). In addition, Bradford Council is preparing a single Bradford District Local Plan. The Submission Draft is due to be published later this year.
- 2.2 The planning policy for England is set out principally in the National Planning Policy Framework (NPPF). The Planning Practice Guidance (PPG) offers guidance on how this policy should be implemented.

¹ The existing body of environmental regulation is retained in UK law.

² This revised Basic Condition came into force on 28 December 2018 through the Conservation of Habitats and Species and Planning (Various Amendments) (England and Wales) Regulations 2018.

Submitted Documents

- 2.3 I have considered all policy, guidance and other reference documents I consider relevant to the examination, including those submitted which comprise:
- the Harden Village Neighbourhood Plan 2021-2030 (Draft for Submission);
 - a map which identifies the area to which the proposed Neighbourhood Development Plan relates (figure on Page 7 of the Plan);
 - the Statement of Community Consultation, September 2021;
 - the Basic Conditions Statement, August 2021;
 - the Harden Village Design Code, undated;
 - the Non Designated Heritage Assets Assessments, 2020;
 - the Strategic Environmental Assessment (SEA) Screening Report & Habitats Regulations Assessment (HRA) Screening Report Determination Statement, August 2021, prepared on behalf of Harden Village Council;³
 - all the representations that have been made in accordance with the Regulation 16 consultation;
 - the request for additional clarification sought in my letter dated 16 January 2023 and the responses dated 30 January 2023 and 2 February 2023 from Bradford Council and Harden Village Council respectively.⁴

Site Visit

- 2.4 I made an unaccompanied site visit to the Neighbourhood Plan Area on 2 February 2023 to familiarise myself with it and visit relevant sites and areas referenced in the Plan and evidential documents.

Written Representations with or without Public Hearing

- 2.5 This examination has been dealt with by written representations. I consider hearing sessions to be unnecessary as the consultation responses clearly articulate the objections to the Plan and present arguments for and against the Plan's suitability to proceed to a referendum.

³ View at: <https://www.bradford.gov.uk/planning-and-building-control/planning-policy/neighbourhood-areas/?Folder=Harden\HardenReg16>

⁴ View at; <https://www.bradford.gov.uk/planning-and-building-control/planning-policy/neighbourhood-areas/?Folder=Harden\HardenReg17>

Modifications

- 2.6 Where necessary, I have recommended modifications to the Plan (**PMs**) in this report in order that it meets the Basic Conditions and other legal requirements. For ease of reference, I have listed these modifications separately in the Appendix.

3. Procedural Compliance and Human Rights

Qualifying Body and Neighbourhood Plan Area

- 3.1 The Harden Village Neighbourhood Plan has been prepared and submitted for examination by Harden Village Council which is a qualifying body for an area designated by the City of Bradford Metropolitan District Council on 30 August 2017.
- 3.2 It is the only Neighbourhood Plan for Harden Parish and does not relate to land outside the designated Neighbourhood Plan Area.

Plan Period

- 3.3 The Plan specifies clearly the period to which it is to take effect, which is from 2021 to 2030.

Neighbourhood Plan Preparation and Consultation

- 3.4 Details of plan preparation and consultation are set out in the Village Council's Statement of Consultation, September 2021. Designation as a neighbourhood area was made by Bradford Council on 30 August 2017. Initial engagement with the local community took place, in earnest, in September 2018 and included on-line and physical surveys.
- 3.5 There followed a number of engagement sessions including a drop-in event, a community feedback session and project group meetings to develop a vision, aims and objectives, and initial policies. An initial draft Plan was published in August 2019 followed by consultation on-line and through physical feedback as well as through a drop-in event. A timeline of engagement activity is set out in Section 1.3 of the Village Council's Statement of Consultation.
- 3.6 Formal consultation under Regulation 14 was carried out between 28 February 2021 and 11 April 2021. Details of the representations made, and actions taken, are set out in Section 1.7 of the Statement of Consultation. Some 35 comments are recorded from three individuals as well as from Historic England and Bradford Council.
- 3.7 The Regulation 16 stage ran from 20 June to 15 August 2022. As well as the comprehensive comments from Bradford Council, responses were

received from some nine different parties representing statutory consultees and residents.

- 3.8 I am satisfied that, at both the Regulation 14 and the Regulation 16 stages, the consultation process met the legal requirements and there has been procedural compliance. Regard has been paid to the advice on plan preparation and engagements in the PPG.

Development and Use of Land

- 3.9 The Plan sets out policies in relation to the development and use of land in accordance with Section 38A of the 2004 Act.

Excluded Development

- 3.10 The Plan does not include provisions and policies for “excluded development”.

Human Rights

- 3.11 Harden Village Council is satisfied that the Plan does not breach Human Rights (within the meaning of the Human Rights Act 1998). From my independent assessment, I see no reason to disagree.

4. Compliance with the Basic Conditions

EU Obligations

- 4.1 The Neighbourhood Plan was screened for Strategic Environmental Assessment (SEA) by Integreat Plus on behalf of Harden Village Council, which found that it was unnecessary to undertake SEA. Having read the Strategic Environmental Assessment Screening Report, I support this conclusion.
- 4.2 The Harden Village Neighbourhood Plan was further screened for Habitats Regulations Assessment (HRA), which also was not triggered. There are two European designated nature sites within a 10km radius of the Neighbourhood Plan area, the South Pennine Moors Phase 2 Special Protection Area (SPA) and the South Pennine Moors Special Area of Conservation (SAC) but no significant environmental effects are anticipated. Natural England agreed with this conclusion.⁵ From my independent assessment of this matter, I have no reason to disagree.

⁵ See Section 10.2 of the Screening Report Determination Statement.

Main Issues

4.3 Having regard for the Harden Village Neighbourhood Plan, the consultation responses and other evidence, and the site visit, I consider that there are five main issues relating to the Basic Conditions for this examination.

These concern:

- Housing;
- Transport and Movement;
- Green Spaces;
- Heritage; and
- Business and Employment.

4.4 Before I deal with the main issues, I have a few observations to make with regard to the representations. First, the Harden Village Neighbourhood Plan should be seen in the context of the wider planning system. This includes the Bradford Core Strategy as well as the NPPF and PPG. It is not necessary to repeat in the Neighbourhood Plan matters that are quite adequately dealt with elsewhere.⁶ Having said that, there may be scope to give emphasis to matters particularly relevant in the context of Harden.

4.5 Secondly, the Neighbourhood Plan does not have to deal with each and every topic raised through the consultation. In this regard, the content of the Neighbourhood Plan and the scope of the policies is largely at the discretion of the qualifying body, albeit informed by the consultation process and the requirements set by the Basic Conditions.

4.6 Thirdly, my central task is to judge whether the Neighbourhood Plan satisfies the Basic Conditions. Many of the representations do not demonstrate or indicate a failure to meet those conditions or other legal requirements. Similarly, many of the suggested additions and improvements are not necessary when judged against the Basic Conditions.

4.7 The following section of my report sets out modifications that are necessary in order to meet the Basic Conditions. Some of the proposed modifications are factual corrections.⁷ Others are necessary in order to have closer regard to national policies and advice. In particular, plans should be succinct and contain policies that are clearly written and unambiguous.⁸ In addition, the policies should be supported by appropriate evidence.⁹

⁶ See NPPF, Paragraph 16 f).

⁷ Modifications for the purpose of correcting errors is provided for in Paragraph 10(3)(e) of Schedule 4B to the 1990 Act.

⁸ NPPF, Paragraphs 15 and 16 d).

⁹ PPG Reference ID: 41-041-20140306

Issue 1 – Housing

- 4.8 Policy HN1P:1 relates to sustainable design and renewable energy. There is reference to “new development”, “proposals” and “developments”; but the focus of the policy is intended to be housing schemes.¹⁰ The wording of the policy needs to be changed to make this clear.
- 4.9 On a further point of clarity, the first paragraph of the policy refers to “on-site energy generation from renewable sources”. The Village Council has in mind PV (solar) panels, air/ground source heat pumps or small wind turbines.¹¹ A paragraph should be added to the explanatory text by way of clarification.
- 4.10 The policy continues by indicating that proposals (for energy generation) should be accompanied by a visual impact assessment to demonstrate an absence of visual harm or visual amenity. There is no evidence to suggest that a visual impact assessment would be necessary in all cases. To ensure a proportionate approach, amendment of the text is necessary.
- 4.11 In the final paragraph of the policy, sustainable drainage systems are called for “to help... alleviate surface water”. However, the purpose is to reduce the likelihood of flooding caused by surface water run-off.¹² Correction of the text is needed.
- 4.12 On a final note regarding sustainable design and renewable energy, the policy makes reference to best practice and examples as provided in the Harden Design Code. However, applicants would also need to have regard to Bradford Council’s Homes and Neighbourhoods Design Guide Supplementary Planning Document as well as the National Design Guide and the National Model Design Code.¹³ These documents should be added to the text of the policy.
- 4.13 Necessary amendments to Policy HN1P1 are set out in proposed modification **PM1**. These will provide clarity and accordance with the evidence and ensure the Basic Conditions will be met.
- 4.14 Policy HN1P2 sets out the housing mix that will be required in new housing developments of 10 or more dwellings. However, the policy relates to market housing. The mix will not apply to affordable housing.¹⁴ For clarity, the policy should reference new market housing development as in proposed modification **PM2**.
- 4.15 Concerning Policy HN1P3 (High Quality Design), and in common with Policy HN1P1, there should be amendment to refer to *residential*

¹⁰ See Village Council’s answers to my questions, 2 February 2023.

¹¹ See Village Council’s answers to my questions, 2 February 2023.

¹² See Village Council’s answers to my questions, 2 February 2023.

¹³ See comments of Bradford Council submitted at the Regulation 16 stage.

¹⁴ See Village Council’s answers to my questions, 2 February 2023.

development and extensions as well as to other sources of design guidance. Proposed modification **PM3** refers.

- 4.16 Policy HNPD6 has the title "High-Speed Broadband". However, this is misleading since the policy is intended to apply to all types of high-quality communications infrastructure.¹⁵ Clarity would be added through a change in the policy title (proposed modification **PM4**).

Issue 2 – Transport and Movement

- 4.17 Policy HNPD7 (Harden to Bingley Active Travel) states that enhanced walking and cycling infrastructure connecting Harden to Bingley is required and will be sought. However, it is not clear how the policy will be given effect.
- 4.18 I saw from my site visit that improved connectivity between Harden and Bingley would be desirable. As appropriate, developer contributions could be sought¹⁶ and/or a scheme progressed through the parish's share of any Community Infrastructure Levy funding. Amended wording is recommended to cover eventualities and to add clarity (proposed modification **PM5**). This specific reference to Harden to Bingley Active Travel would be in addition to provisions on the Community Infrastructure Levy set out in Policy HNPD11.

Issue 3 – Green Spaces

- 4.19 Policy HNPD16 (Harden Wildlife & Habitat Network) calls for biodiversity enhancements to be undertaken "in accordance with the biodiversity objectives for each site". However, there is no certainty as to where such objectives are to be found.¹⁷ In the circumstances, an alternative form of wording is needed consistent with the desire to ensure enhancement appropriate to the species, habitat and landscape classification. Proposed modification **PM6** refers.
- 4.20 Policy HNPD17 concerns tree planting. Amongst other things, where trees are proposed to be removed due to development, the policy calls for replacement to take place at a ratio of at least 3:1. Whilst often desirable, there is no evidence to indicate that this will be practical in all cases. The policy needs to allow for the practicalities of the situation as in proposed modification **PM7**.
- 4.21 Under Policy HNPD18, five sites are to be designated as Local Green Space where they would be "protected from future development". However, Paragraph 103 of the NPPF states that policies for managing development should be "consistent with those for Green Belts". Green Belt policy would be less restrictive in the sense of allowing for development that is "not

¹⁵ See Village Council's answers to my questions, 2 February 2023.

¹⁶ This is envisaged by the Village Council. See answers to my questions, 2 February 2023.

¹⁷ See Village Council's answers to my questions, 2 February 2023.

inappropriate” or where very special circumstances can be demonstrated. In the absence of any evidence to the contrary, the wording of the NPPF should be used.

- 4.22 Of the five sites proposed for designation as Local Green Space, two are within the Green Belt in any event (Cricket Ground off Harden Road (Site C)) and Football Pitch off Harden Road (Site D)). Advice in guidance issued by the Secretary of State says that “consideration should be given to whether any additional local benefit would be gained by designation as Local Green Space”.¹⁸ I appreciate that there is a desire to recognise the sites’ local importance. However, I consider that existing Green Belt policy gives adequate protection and that these sites should not be designated.
- 4.23 I am satisfied that the Mill pond and surrounding woodland, the Memorial Park off Harden Road and the Village Green space at Highfell Grove proposed as Local Green Space generally meet the criteria for designation as set out in the NPPF and should be capable of enduring beyond the end of the Plan period.
- 4.24 Appropriate recognition to national Green Belt policy and guidance is given through proposed modification **PM8** and the Basic Conditions would be met.

Issue 4 – Heritage

- 4.25 Policy HNDP19 is entitled “Heritage” and deals with non-heritage sets and their settings. I agree that the buildings and structures listed in nos. 1-37 should be included in the policy as non-designated heritage assets. However, whilst the scope of the policy is at the discretion of the Village Council, it is important that the policy is consistent with and reflects the NPPF and the Core Strategy on this subject. As such, amendment is necessary to recognise the expectation of preserving, protecting and enhancing such assets; also to reference the need for a balanced judgement having regard to the scale of any harm or loss and the significance of the asset (see proposed modification **PM9**).
- 4.26 Policy HNDP21 (Key Views) is designed to retain views and vistas from Harden Village and to avoid significant adverse impacts from related development. Key views are named in the policy and are depicted on the Policies Map. Two of these (view south from Harden Road and views south from Ryecroft) show views that extend beyond the boundary of the Neighbourhood Plan’s designated area.
- 4.27 As a matter of fact, policies within the Neighbourhood Plan can only address development within the designated area.¹⁹ This needs to be made clear in the wording of the policy. In addition, views beyond the

¹⁸ PPG Reference ID: 37-010-20140306.

¹⁹ Section 38A(2) of the 2004 Act.

designated area should not be shown on the Policies Map. Appropriate amendments are included in proposed modification **PM10**. In all other respects, I endorse the identification of the 5 views in the policy.

Issue 5 - Business and Employment

- 4.28 Policy HN22 concerns business and employment. Under the opening paragraph, there is support for new small-scale enterprise and businesses especially those that would “provide convenience”. Unlike the other parts of the policy (where there is reference to other material planning considerations being satisfied), the support is unqualified.
- 4.29 Two amendments are needed, first to clarify the meaning of “provide convenience” and secondly, as intended,²⁰ to caveat the proposed level of support. Such amendments are addressed in proposed modification **PM11**.

Other Policies

4.30 There remain a number of policies that have not been the subject of commentary in the above report. These are:

- Policy HN4: Homeworking
- Policy HN5: Building for a Healthy Life & Accessible Homes
- Policy HN8: Electric vehicle charging points
- Policy HN9: Parking solutions
- Policy HN10: Pedestrian and cycle connections
- Policy HN11: Community Infrastructure Levy
- Policy HN12: Community energy schemes
- Policy HN13: Community services and facilities
- Policy HN14: Enhancing the village centre
- Policy HN15: Green infrastructure
- Policy HN20: Stone walls

4.31 To a greater or lesser extent, these topics are covered in NPPF Sections 5 (Delivering a sufficient supply of homes), 6 (Building a strong, competitive economy), 8 (Promoting healthy and safe communities), 9 (Promoting sustainable transport), 14 (Meeting the challenge of climate change, flooding and coastal change), 15 (Conserving and enhancing the natural environment) and 16 (Conserving and enhancing the historic environment). I find that there has been regard for national policy and that the Basic Conditions have been met.

Other Matters

4.32 All policy areas have been considered in the foregoing discussion. With the modifications that I have recommended, the Plan would meet the Basic Conditions. Other minor changes²¹ (that do not affect the Basic

²⁰ See Village Council’s answers to my questions, 2 February 2023.

²¹ PPG Reference ID: 41-106-20190509.

Conditions), including those suggested by Bradford Council, as well as consequential amendments, corrections and up-dates, could be made prior to the referendum at the Councils' discretion.

5. Conclusions

Summary

- 5.1 The Harden Village Neighbourhood Plan has been duly prepared in compliance with the procedural requirements. My examination has investigated whether the Plan meets the Basic Conditions and other legal requirements for neighbourhood plans. I have had regard for all the responses made following consultation on the Neighbourhood Plan and the evidence documents submitted with it.
- 5.2 I have made recommendations to modify a number of policies and text to ensure the Plan meets the Basic Conditions and other legal requirements. I recommend that the Plan, once modified, proceeds to referendum.

The Referendum and its Area

- 5.3 I have considered whether or not the referendum area should be extended beyond the designated area to which the Plan relates. The Harden Village Neighbourhood Plan as modified has no policy or proposals which I consider significant enough to have an impact beyond the designated Neighbourhood Plan boundary, requiring the referendum to extend to areas beyond the Plan boundary. I recommend that the boundary for the purposes of any future referendum on the Plan should be the boundary of the designated Neighbourhood Plan Area.

Overview

- 5.4 It is evident that a considerable amount of time and effort has been devoted to the development and production of this Plan and I congratulate those who have been involved. The Plan should prove to be a useful tool for future planning and change in Harden over the coming years.

Andrew S Freeman

Examiner

Appendix: Modifications

Proposed modification number (PM)	Page no/ other reference	Modification
PM1	Page 17	<p>In the first paragraph of Policy HN1P1, insert "housing" between "New" and "development".</p> <p>Add a paragraph to the explanatory text following the policy giving examples of on-site energy generation from renewable resources.</p> <p>Amend the start of the second paragraph of the policy so as to read: "As appropriate to their scale, energy generation proposals in housing schemes...".</p> <p>In the third paragraph of the policy, replace "and alleviate surface water" with "reduce the likelihood of flooding caused by surface water run-off".</p> <p>In the third paragraph of the policy, after "Harden Design Code", change the text to read: "and the Homes and Neighbourhoods Design Guide Supplementary Planning Document which should be referenced in applications. Regard should also be had to the National Design Guide and the National Model Design Code."</p>
PM2	Page 17	<p>In the opening of Policy HN1P2, insert "market" between "New" and "housing developments".</p>
PM3	Page 18	<p>In the opening of Policy HN1P3, insert "residential" between "New" and "development".</p> <p>In the second paragraph of the policy, after "Harden Design Code", change the text to read: "and the Homes and Neighbourhoods Design Guide Supplementary Planning Document and demonstrate in any planning application</p>

		how their principles have been incorporated. Regard should also be had to the National Design Guide and the National Model Design Code.”
PM4	Page 19	Change the title of Policy HNDP6 to “High Quality Communications Infrastructure”.
PM5	Page 21	At the end of Policy HNDP7, replace “will be sought” with “contributions in accordance with the Community Infrastructure Levy Regulations 2010 will be sought where appropriate”.
PM6	Page 32	In the final paragraph of Policy HNDP16, replace “biodiversity objectives for” with “nature and status of”.
PM7	Page 34	Change the opening of the third paragraph of Policy HNDP17 so that it reads: “Where practical, any trees”.
PM8	Page 36	In Policy HNDP18, end the first sentence at “local green spaces”. Add a second sentence: “Development will be managed in a manner consistent with Green Belt policy”. In the policy (and elsewhere), delete the reference to Site C) Cricket ground off Harden Road and Site D) Football pitch off Harden Road.
PM9	Page 42	Replace the opening paragraph of Policy HNDP19 with the following: “New developments will be expected to preserve, protect and enhance non-designated heritage assets and their settings. In weighing applications that directly or indirectly affect non-designated heritage assets, a balanced judgement will be required having regard to the scale of any harm or loss and the significance of the heritage asset.”
PM10	Page 46	In the opening sentence of Policy HNDP21, before “should be retained”, insert “, within the boundary of the Neighbourhood Plan,”.

		On the Policies Map, amend the arrows showing views 1 (south from Harden Road) and 4 (south from Ryecroft) so that they do not extend beyond the Neighbourhood Plan boundary.
PM11	Page 49	At the opening of Policy HNDP22, replace "Support" with "Subject to all other material planning considerations being satisfied, support". Replace "provide convenience" with "support the day-to-day needs of the community".

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