

Public Document Pack



Department of Corporate Resources

Members of Council

Committee Secretariat

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Contact: Guy Close
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Your Ref: GC/Council

Date: 5 December 2022

Dear Councillor,

MEETING OF COUNCIL – TUESDAY, 13 DECEMBER 2022

You are requested to attend the meeting of the Council to be held in the Council Chamber - City Hall, Bradford, on Tuesday, 13 December 2022 at 4.00 pm.

The agenda for the meeting is set out overleaf.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'A. I. Ibrahim', with a long, sweeping flourish extending to the right.

Asif Ibrahim
Director of Legal and Governance

Notes:

- A webcast of the meeting will be available to view live on the Council's website at <https://bradford.public-i.tv/core/portal/home> and later as a recording.
- The taking of photographs, filming and sound recording of the meeting is allowed except if Councillors vote to exclude the public to discuss confidential matters covered by Schedule 12A of the Local Government Act 1972. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted.
- Anyone attending the meeting who wishes to record or film the meeting's proceedings is advised to liaise with the Agenda Contact who will provide guidance and ensure that any necessary arrangements are in place. Those present at the meeting should be aware that they may be filmed or sound recorded.
- The Fire Bell and Evacuation Procedure requires people to leave the building in an orderly fashion by the nearest exit, should the fire alarm sound. No one will be allowed to stay or return until the building has been checked.

Members are reminded that under the Members' Code of Conduct, they must register within 28 days any changes to their financial and other interests and notify the Monitoring Officer of any gift or hospitality received.

AGENDA

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>	<i>Disclose the interest; speak on the item <u>only</u> if the public are also allowed to speak but otherwise not participate in</i>

OR
Non-Registrable
Interests (Directly
Related)

the discussion or vote; and leave the meeting unless you have a dispensation.

Other Registrable
Interests (Affects)
OR
Non-Registrable
Interests (Affects)

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

*(a) to a greater extent than it affects the financial interests of a majority of inhabitants of the affected ward, and
(b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest;
in which case speak on the item 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 11 October 2022 be signed as a correct record (previously circulated).

(Guy Close – 07811 503906)

3. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

(Guy Close – 07811 503906)

**4. WRITTEN ANNOUNCEMENTS FROM THE LORD MAYOR
(Standing Order 4)**

(To be circulated before the meeting).

5. 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.

(Guy Close – 07811 503906)

6. EXCLUSION OF THE PRESS AND PUBLIC

To consider whether to exclude the press and public during the consideration of appendix 2 to agenda item 15, 'Pay Policy Statement Update for 2022/23' on the following grounds:

Recommended – That the press and public be excluded from the meeting during the consideration of appendix 2 to agenda item 15 'Pay Policy Statement Update for 2022/23' on the grounds that it contains exempt information within paragraph 3 (information relating to financial or business affairs) and also within paragraph 5 (information in respect of which a claim to legal professional privilege could be maintained in legal proceedings) of Schedule 12 A of the Local Government Act 1972 (as amended) and the public interest in applying this exemption outweighs the public interest in disclosing the information.

B. BUSINESS ITEMS

7. PETITIONS (Standing Order 11)

To consider up to five requests for the Council to receive petitions in accordance with Standing Orders.

- i) Residents' parking at Thornbury Drive, Bradford – Bradford Moor Ward.

If any further requests are received, in writing, by mid-day three working days before the meeting (Thursday), details will be circulated.

(Farzana Mughal – 07811 504164)

8. PUBLIC QUESTION TIME (Standing Order 13)

There are no public questions.

(Fatima Butt – 07970 411746)

**9. MEMBERSHIP OF COMMITTEES AND JOINT COMMITTEES
(Standing Order 4)**

To consider any further motions (i) to appoint members to a Committee or a Joint Committee; or (ii) to appoint Chairs or Deputy Chairs of Committees (excluding Area Committees).

That the following members be appointed:

- a) That following a reduction in membership from four members to two members, Councillors Sue Duffy and Taj Salam be confirmed as the Council's representatives on the West Yorkshire Joint Services Committee.
- b) That Councillors Shakeela Lal and Rizwana Jamil be confirmed as alternates on the West Yorkshire Joint Services Committee.

**10. REPORT BY THE LEADER OF THE COUNCIL
(Standing Order 11A)**

A written report by the Leader of Council giving an update on key issues will be circulated before the start of the meeting. There shall be a period of up to 15 minutes during which any Member of Council may ask the Leader of the Council (or a Member of the Council nominated by the Leader) a question on any matter arising out of the written report.

11. MEMBER QUESTION TIME (Standing Order 12)

To deal with supplementary questions arising from the attached questions of which written notice has been given.

Notes:

- (i) *Answers to written questions shall be circulated at the commencement of the meeting.*
- (ii) *The Lord Mayor will have regard to the list of questions and the political composition of the Council in calling on Members to put their supplementary question to the Leader of Council and Portfolio Holders.*

- (iii) *A period of up to 30 minutes shall be available for supplementary questions to Members of the Executive.*

1. Councillor Caroline Firth

Now the police have confirmed the disappointing news that Keighley police station will not be moving into the centre of the town, what does this mean for the future of the site and will it relate to the much-needed Health and Wellbeing Centre in any way?

2. Councillor Mike Pollard

In light of the identification of Diphtheria, which is highly contagious and can be fatal, in former residents of the Manston Migrant Processing Centre, would the Portfolio Holder for Healthy People and Places be so kind as to confirm what proactive measures the council has in place regarding collaboration with Together Housing, the local NHS and CCGs etc to expeditiously identify serious infections such as HIV, antibiotic resistant TB and diphtheria etc in migrants, who have or are allocated accommodation within the Bradford District?

3. Councillor Jeanette Sunderland

Following the observations reported in the Telegraph and Argus that more children are switching to packed lunches of "leftover burgers or cold food" and the Chair of the Food Standards Agency being worried that the cost-of-living crisis is in danger of "turning into a public health crisis" will the Leader of Council go further than just inspect the quality of food on offer to those children able to access a hot meal at school and make sure that all children of primary school age have a free school meal at lunch-time?

4. Councillor Matt Edwards

Following the coroner's verdict that the tragic death of Awaab Ishak eight days after his second birthday in Rochdale from chronic exposure to mould in his home, what is Bradford Council doing to ensure that a similar avoidable death does not happen in social or private housing in our district?

5. Councillor Sabiya Khan

I was very moved to witness Kevin Sinfield's heroic MND charity fundraising efforts as he passed through Bradford City's ground last month, it was a really poignant occasion. Will the Leader join me in thanking Bradford City football club for supporting this important cause?

6. Councillor Caroline Firth

The new Christmas lights in Keighley town centre look great this year. How much has Bradford Council invested on renewing the

Christmas lights in Keighley?

7. Councillor Geoff Winnard

Will the Leader of Council commit to engaging directly with all the Town and Parish Councils in our district regarding the City of Culture 2025, to ensure that we use their local knowledge of our heritage and cultural assets and networks to help develop a wide range of cultural events and a long lasting cultural legacy across the whole district?

8. Councillor Arshad Hussain

Will the Leader join me in saying well done to the men's England cricket team after their success at the T20 World Cup – in particular Adil Rashid and Harry Brook for doing our district proud.

9. Councillor Bev Mullaney

As the country experiences a terrible cost of living crisis and many families struggle with the cost of food, can the Leader confirm if we support the campaign to extend free school meals for all children?

10. Councillor Zafar Ali

In light of the fact that numerous highways and footpaths in and around Keighley are regularly full of tree leaves, often causing gullies to be blocked and placing pedestrians at risk of falling or colliding with vehicles whilst avoiding paths strewn with leaves, would the Portfolio Holder for Regeneration, Planning and Transport confirm that an additional sweeper be allocated to the Keighley area?

11. Councillor Susan Knox

Will the portfolio holder join me in welcoming the £1 million pound investment by the Arts Council in the Museum service in Bradford and the awarding of 'Portfolio status' Furthermore, can the Portfolio holder describe for residents in Eccleshill what this will mean for the Industrial Museum, particularly in terms of future investment and improvements that they can expect to see?

12. Councillor Kevin Warnes

Will the Leader of Council ensure that Bradford's Sustainable Development Partnership publishes full details of all its work streams, meetings, outcomes and actions, including agendas, minutes and decisions?

13. Councillor Nazam Azam

It's been great to see One City Park being built so quickly. How is the project proceeding and what interest have we had from potential end users of the building?

14. Councillor Aneela Ahmed

Darley Street Market is making great progress and will provide a fantastic opportunity for the many entrepreneurs across Bradford and beyond. What interest has there been from potential traders in taking up space in the new market?

15. Councillor Andrew Loy

Can the Leader of the Council confirm how government support to help Ukrainian refugees and the families hosting them under the Homes for Ukraine scheme is utilised and detail any additional support that the council offering?

16. Councillor Kausar Mukhtar

I understand the Saltaire Active Travel Neighbourhood (ATNs) has now been implemented with positive feedback from residents. What can the Portfolio Holder tell us about an ATN being planned for Tong and indeed elsewhere in the district?

17. Councillor Paul Godwin

The Council has announced Development Frameworks for areas across the district, including Keighley, Shipley and Holme Wood. What can the Portfolio Holder tell us about them and the consultation currently ongoing and what role can local councillors play in this process?

18. Councillor Falak Ahmed

Further to a 17-year-old girl being sexually assaulted on a bus from Leeds to Keighley whilst it was passing through Rodley and Greengates in Bradford and this not being the first incident of its kind and probably not the last, can the Leader of Council join me in firstly, condemning such actions against women and secondly confirm what measures Bradford Council have taken / will take to ensure the safety of women on public transport and the streets of Bradford?

19. Councillor Mohsin Hussain

Can the Portfolio Holder provide an update on the Towns Fund programmes in Keighley and Shipley, particularly around the new grant programmes that have launched such as the Capital Assistance Grant fund?

20. Councillor Mohsin Hussain

Bradford Council-run Cliffe Castle won yet another award recently – this time from Yorkshire In Bloom. What plans and investments are in the pipeline for Christmas and in 2023 for this fantastic resource for Keighley?

21. Councillor Debbie Davies

As, following on from the ride but no park announcement for the Manchester Road scheme, we now have another half a scheme which scraps the widening of Canal Road but leaves in active travel measures, can the Portfolio Holder for Regeneration, Planning and Transport confirm that cars will still be able to use the Keighley Road / Manningham Lane route as an alternative to reach the city centre as they do now and how much money is being saved by this change?

22. Councillor Malcolm Slater

It was a wonderful story to see Keighley woman Ada Thompson celebrate her 112th birthday recently as Britain's second oldest person. Will the Leader on behalf of the Council send our congratulations to Ada and her family on this fantastic milestone?

23. Councillor Nazam Azam

Does the Leader share my view that if the government really wants to level up the UK, then there must surely be no doubt at all about the need to include a new Bradford city centre station on Northern Powerhouse Rail?

24. Councillor Mike Pollard

It is understood that when Home Office allocates migrants to be accommodated in a Local Authority area, the booking falls into one of two categories: a) Designated Accommodation or b) Spot Bookings. As it is also understood that the cost of spot bookings falls to the relevant Council, would the Leader of Council please confirm whether or not we have been called upon to procure facilities under that category and if so the costs incurred by CBMDC to date?

25. Councillor Jeanette Sunderland

Given the recent announcement made by the Association of Directors of Children's Services that the Department for Education is drawing up plans for proposals for restricting agency staff use when can we expect Bradford to have a stable workforce of appropriately qualified and experienced social workers?

26. Councillor Celia Hickson

Following the news that the School Street Pilot at Newhall Park Primary School has been dropped, will the portfolio holder commit to ensuring that parking enforcement of restrictions on Broughton Avenue and surrounding roads is adequately undertaken?

27. Councillor Taj Salam

Successive Tory governments since 2010 leave a shameful legacy of cutting funding for vital local services whilst saying council tax

payers across the country can pay more to fill the gap. Will the Leader explain why she is concerned that this policy risks widening the gap between the most and least deprived parts of the country?

28. Councillor Joanne Dodds

Will the portfolio holder join me in celebrating our re-signing of the Armed Forces Covenant last month to reaffirm this council's strong support for our armed forces community?

29. Councillor Geoff Winnard

Can the Leader of the Council provide an update on the progress being made by our electoral services team to ensure that the new protections against voter fraud and the support for those with disabilities in the Election Act 2022 are in place for the 2023 District Council elections?

30. Councillor Sabiya Khan

Can I have an update on the impact of Skills House and our wider investment in skills and careers, which is so important at this time post-Covid and during extremely difficult times for the UK economy.

31. Councillor Caroline Firth

What is the current situation with Dalton Mills, which is one of the heritage gems of the Keighley East ward?

32. Councillor Paul Sullivan

In light of footage of accidents and near misses at the Zebra Crossing on Horton Grange Road going viral, could the Portfolio Holder Regeneration, Planning and Transport confirm how Vision Zero is going 6 months after adoption, in terms of reducing the number of deaths and serious injuries on our roads, particularly in relation to Safe Speeds, Safe Behaviours and Post Collision Learning and Support?

33. Councillor Fozia Shaheen

Friday 25th November marked the start of 16 Days of Action Against Gender-Based Violence. Will the portfolio holder outline what initiatives the council and partners have been supporting as part of the campaign?

34. Councillor Sally Birch

Would the Portfolio Holder for Regeneration, Planning and Transport agree to the urgent, immediate suspension of parking charges for the remainder of the run up to Christmas in Council car parks in towns and villages across the district, in order to support our local shops by encouraging residents to shop locally?

12. RECOMMENDATIONS FROM THE EXECUTIVE AND COMMITTEES (Standing Order 15) 1 - 34

To consider any recommendations arising from meetings of the Executive and Committees.

- a) At the meeting of Corporate Overview and Scrutiny Committee held on 25 October 2022, consideration was given to a report of the Chair of Corporate Overview and Scrutiny Committee, which presented the draft Annual Overview and Scrutiny report 2021-22, for adoption by Council.

Resolved – That the Annual Overview and Scrutiny Report for 2021-22 be referred to Council for adoption.

Action – Overview and Scrutiny Lead

- b) At the meeting of Governance and Audit Committee held on 24 November 2022, consideration was given to a report of the Director of Finance and IT, which presented the Treasury Management Mid-Year Review up to 30 September 2022, for approval by Council.

Resolved – That the details in Section 2 of Document “S” be noted and the report be referred to the 13 December 2022 Council meeting for adoption.

Action – Director of Finance and IT and Director of Legal and Governance

(Guy Close – 07811 503906)

13. NOTICES OF MOTION (Standing Order 17)

To consider notices of motion set out below:

13.1

Anti-social use of Fireworks

To be moved by: Councillor Julie Glentworth

To be seconded by: Councillor Zafar Ali

Council notes that:

- A seventeen year old youth from the Bradford area died in Halifax on Bonfire night, during a large scale, possibly pre-planned outbreak of firework related anti-social behaviour.
- One local resident described the scene as, “like a horror movie, just horrible” and that teenagers were still throwing fireworks at residents when emergency services had arrived, with another

stating that she leaves her home whenever teenagers are in groups with possession of fireworks.

- There was chaos in Leeds on bonfire night as jobs turned a residential street into a battleground, pelting riot police who needed helmets, shields and teargas to make multiple arrests.
- “Bradford on Duty” included harrowing scenes of emergency staff taking cover in residential areas whilst pelted with fireworks, demonstrating the scourge that fireworks can bring.
- Residents report problems throughout the year from very loud fireworks, often causing distress to children and animals.
- It is only legal to sell Category 2 & 3 Fireworks, designed for domestic use (available only to adults over 18) for less than 40 specific days per year, other than via specifically regulated outlets and Category 4 fireworks can legally only be purchased and used by professionals.
- That whilst very good work is being undertaken to test purchase in shops, with roughly 10% of licensed retailers being caught in breach and there being strong engagement between enforcement teams and retailers to provide education regarding the rules, there is much anecdotal evidence and widespread public belief that it is the clandestine and even openly advertised sale of Category 4 fireworks which is often the primary cause of the year round problems, with many people across the county and beyond, firmly believing that their use is often connected with drug related crimes.
- When Robbie Moore MP (Keighley & Ilkley) requested an urgent debate in Government time, in order to discuss year round firework related anti-social behaviour, the response made clear that whilst this is a very serious problem across a number of regions, it is not yet recognised at a national level, as for many people the use of fireworks continues to be harmless fun and enjoyment. Many remain oblivious to the danger and nuisance caused to many thousands of families.

Council resolves:

- to reach out to local and regional partners in order to work collaboratively to ascertain whether there is widespread illicit sale of Category 4 fireworks within the Bradford District, the wider county and beyond.
- to require all public firework displays within the local authority boundaries to be advertised in advance of the event, allowing residents to take precautions for their vulnerable people and animals.
- to actively promote a public and retailer awareness campaign about the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risks.
- to write to the Government urging them to introduce legislation to limit the maximum noise level of fireworks to 90dB for those sold to the public for private displays and to encourage local suppliers of

fireworks to stock 'quieter' fireworks for public displays and increase enforcement.

13.2

Community food cultivation

To be moved by: Councillor Paul Sullivan

To be seconded by: Councillor Mike Pollard

Council notes that:

- In light of food quality (including safety) and sourcing scandals in recent years, the public are keen to take more informed choices, regarding the quality, ethical production of and origins of their foods.
- Food price inflation is currently roughly 13% (at the time of typing).
- Food supply security is currently more precarious than in living memory.
- Due to a combination of geopolitical circumstances and uncontrolled world population growth, pressure on food prices is likely to be a medium to long term problem.
- The transportation and wholesale storage of food increases costs, particularly during spikes in energy prices, reduces its freshness and thus health value, whilst also sometimes needlessly increasing carbon emissions.
- The quantity of food produced overseas, but consumed by residents of the UK, sometimes contributes to the food poverty of those in the most deprived regions / nations of the world

This council resolves to:

- Embed into the Healthier People and Places agenda, the maximisation of food production by individuals and families and any community groups / local co-operatives, which can make any efficient / effective contribution towards local food self-sufficiency.
- Identify land and encourage the identification of land, appropriate for the purpose of food production (via input from Elected Ward Members / Community Groups, etc.), with each proposal requiring evidence of the support of the majority of local residents within the Parish / Town Council area and a license to operate on the land requiring public liability insurance, ground investigation surveys, tree impact assessment etc. as and where appropriate.
- Promote the initiative via the council's website and other appropriate means.

13.3

Housing Crisis

To be moved by: Councillor Matt Edwards

To be seconded by: Councillor Celia Hickson

Council notes:

- According to Shelter, over 1 million households are waiting for social homes. Last year, 29,000 social homes were sold or demolished, and less than 7,000 were built.
- More people than ever are struggling to afford a secure place to live. Yet, not enough social homes are being built. In the 2021-22 financial year, only 149 new units were provided within the Bradford District.
- There are approximately 31,500 socially rented housing units in Bradford - the vast majority of these are run by private housing associations like Incommunities, Yorkshire Housing and Clarion.
- Through Housing Options, housing is allocated to many people based on need:
 - Band 1 - Urgent Need - these include households who are owed homeless duty and those whose housing needs arise from other council service priorities / duties.
 - Band 2 – High Need - households in unsuitable housing requiring urgent re-housing
 - Band 3 – Medium Need - households in unsuitable housing but with less serious need than those in Band 2, and households with a band 1 or 2 need but with no local connection to the District.
- The average waiting time for these bands is significant - especially when considering their need. As of November there were:
 - 1191 households on the Band 1 waiting list with an average wait time of 256 days.
 - 2723 households on the Band 2 waiting list with an average wait time of 334 days.
 - 6013 households on the Band 3 waiting list with an average wait time of 223 days.
- The financial pressures on local authorities like Bradford, driven largely by twelve years of ideologically driven austerity policies, means that we are less able to tackle these problems on our own.

Council also notes that:

- Taking into account the 'Climate Crisis' and the 'Cost of Living

Crisis' there is a need to ensure that new social housing is built with the highest possible energy efficiency standards.

- A sizeable percentage of social housing tenants rely on public transport and as such social housing should be prioritised in areas where public transport connections are good.

Council therefore resolves to:

- Accept that the situation with the provision of affordable social housing is at crisis point and that urgent action is required.
- Explore options for Bradford Council to increase the construction of its own housing stock - despite the challenging budgetary situation - and commit to providing half yearly reports to Regeneration and Environment Overview and Scrutiny Committee and annual area based reports to the five area committees.
- Set up a 'Social Housing Provision Board' made up of councillors, representatives from Bradford Council and the social housing providers operating within our district to prioritise the construction of social housing - reflecting the needs of our residents. This board would focus primarily on the redevelopment of brownfield sites.
- Ensure the Neighbourhood Teams are feeding into this by highlighting smaller sites that may be missed that are of consideration in the Local Plan and that would be suitable for affordable housing.
- Instruct the Local Plan team to report to the cross party working group that has been set up on what measures are being taken to ensure the new design code will ensure new houses in our district are being built to the highest possible energy efficiency standards.

13.4

Safer homes, improved support and a sustainable future for exempted accommodation

To be moved by: Councillor Jeanette Sunderland

To be seconded by: Councillor Brendan Stubbs

This Council believes that everyone has the right to adequate housing and that adequate housing must provide for more than four walls and a roof.

This Council notes:

- 1) There has been a significant increase in exempt accommodation in Bradford which can provide an important part of a range of supported housing.
- 2) There are now around 2000 claims on housing benefit for exempt accommodation many from people who have

experienced or are dealing with challenges that mean they have few housing options.

- 3) The Council lost £1.4 million pounds last year in Housing Benefit Subsidy.

This Council further notes:

- 4) Concerns raised in various arenas by Members of the Levelling Up, Housing and Communities Committee, housing providers, Councils, the media and the BBC etc. raising concerns ranging from the quality of the accommodation, support being offered to tenants, safety and security, concerns around clarity of ownership and excessive profits homes, poor management to concerns around ownership, the impact on local communities and anti-social behaviour.
- 5) Bradford has experience of all of this issues and evidence of good working too however it is sufficient to say that the current system is not what the District needs.
- 6) The Council has been successful in bidding for Government funding from the Supported Housing Improvement Programme to build on the outcomes and good practice from the pilots to drive up quality and value for money in supported housing.

This Council instructs the Chief Executive to:

1. Identify at a Strategic level an individual to lead on the collaboration between all of the partners to the Bradford District Partnership on the planning, commissioning and delivering of supported housing by liaising with all stake-holders and setting the cross-organisational agenda. Collaboration should include but not be limited to shared objectives and ways of working.
2. Report regularly to the appropriate Scrutiny Committee progress on the Supported Housing Improvement Programme including how this is leading to a better managed local supported housing market and how the improvements have ensured that rogue landlords cannot exploit the system to the detriment of local residents at the expense of tax-payers with specific reference to how children and those most vulnerable are protected.
3. Writes to the Secretary of State for Levelling Up, Housing and Communities requesting the implementation of:
 - a. A National Standard for Exempted Accommodation to address the premises standards, the provision of care and support and the management of both care and premises.
 - b. A Scheme of Inspection giving the Local Authority the Power to Inspect.

13.5

Supporting Bradford's Carers

To be moved by: Councillor Aislin Naylor

To be seconded by: Councillor Susan Knox

This Council notes:

- Analysis conducted by Carers UK of a GP patient survey in 2021, found that 60% of carers suffer from a long term health condition or disability themselves.
- Carers UK found that over quarter of carers said that they always or often felt lonely.
- On average 600 people a day have to leave work to take on caring responsibilities.
- Currently carers allowance is only £67.25 a week. That is £269 every four weeks to live on.
- Caring for many is a full-time job and therefore they do not have the luxury of being able to supplement their income with part time work.

This Council recognises:

- £67.25 per week for an unpaid carer is woefully inadequate compared to £351.50 a full-time employed carer on minimum wage would earn for a week of work.
- The person receiving care may receive Personal Independence Payment and/or Disability Living Allowance but that is to cover that individual's care needs, transport, and any other support they may need.
- Given the financial worries, feelings of isolation, and the lack of time to do the things they need to do, it's no surprise unpaid carers feel undervalued, and that their physical and mental health is suffering.
- Carers' Resource in Bradford provides outstanding support to carers across the district. Through their work and organisations like them carers get access to a lot of valuable information, resources, and support.

This Council resolves to:

- Increase the advertising of carers resource and other support organisations for carers, to help more carers become aware of the help and support available.
- Commit to a bi-annual campaign that raises awareness of unpaid carers and signposts where they can go to get advice, and support, through a multi-agency approach. Including NHS

- settings, pharmacy, community centres and public buildings.
- Work with GP surgeries to ensure they are aware of all unpaid carers that are on their lists.
 - Establish and support a network of be-friending service for carers.
 - Support the Liberal Democrat campaign to increase Carers' allowance by £1000 a year.

13.6

Local public services paying the price for the Government crashing the economy

To be moved by: Councillor Susan Hinchcliffe

To be seconded by: Councillor Imran Khan

Council notes:

Due to government cuts, our NHS, our Police and our Councils are facing increasing levels of need for their services. Bradford Council alone has had to find over £310m in budget cuts and savings since 2011.

The government's disastrous mini-budget of 23rd September has cost the country over £30bn, according to the independent Resolution Foundation. As a result, many families have seen their mortgages and other household costs increase considerably.

During a cost of living crisis, the like of which has not been seen in our country for 40 years, our residents will rely even more on good local services to keep them going, amid a real terms fall in wages and a UK recession predicted to be more severe than in neighbouring European countries.

Councils face a perfect storm of on-going government funding cuts, unprecedented inflation and rising demand for services. Inflation, alongside the National Pay Award and rises in the National Living Wage, will add an estimated £58.6m cost to our budget in 2023-24.

The government's over-reliance on council tax to plug the gap left by their funding cuts is counter to levelling up. When the Chancellor expects councils to increase council tax by 5%, that raises half the amount per property in Bradford than in Elmbridge in Surrey relative to size. Indicatively, if 5% raises £11m in Bradford, it would raise £22m in Elmbridge, Surrey. People in places that can least afford it, pay a higher proportion of their income on council tax than wealthier people and places.

The cross-party Local Government Association says councils face a £3.4bn shortfall in 2023-24 and £4.5bn in 2024-25. Chair of the LGA,

Conservative councillor James Jamieson, has called on government to “come up with a long-term plan to manage this crisis... reserves can only be spent once; a local service cannot be cut twice”.

Despite these challenges, our ambitions for the Bradford district remain as strong as ever and we continue to invest in good services and to stimulate economic growth and opportunities for all our residents.

Council resolves to:

- Work with the Local Government Association to continue to make the case to Government for more investment in local services.
- Stand alongside other public agencies including the NHS and the Police to push for better funding of much needed local services.
- Repeat our invitation to the Secretary of State for Levelling Up to come to Bradford district to show him first-hand the unparalleled opportunities for clean growth and the transformative regeneration our district offers.
- Deliver our ambitious clean growth and regeneration schemes at pace to ensure a strong recovery from the UK recession and to secure Bradford's position as the UK's number one levelling up opportunity.

13.7

Residents of Bradford District will not tolerate Dangerous Driving

To be moved by: Councillor Susan Hinchcliffe

To be seconded by: Councillor Nazam Azam

Council notes:

- Dangerous driving is a scourge on our district. We must eliminate death and injury on our roads.
- Local public agencies are doing lots of good work in this area including Operation Steerside to reduce speeding and other dangerous and illegal driving. For example, between September 2021 and August 2022 there were:

101 pre-planned operations

2871 Fixed Penalties, Traffic Offence Reports, Vehicle Defect reports

357 reports for summons/charges

391 vehicles seized

81 arrests

55 PSPO notices issued.

This Council applauds this work and wants to see its continuation.

- The adoption of Vision Zero in West Yorkshire, led by the West Yorkshire Mayor, will enable a whole systems approach to casualty prevention and look at pre-collision investigation and programmes

that prevent death and serious injury from occurring in the first place.

- Work with the West Yorkshire Safety Camera Partnership around the new camera deployment guidance which for the first time will enable us to install average speed cameras and will also enable us to install camera monitoring anywhere in the district where there is a need.
- Our rollout of 20mph zones around schools and urban centres.
- Continued implementation of active travel facilities such as dedicated cycleways and footpaths, School Streets and Active Travel Neighbourhoods.
- Introduction of a public space protection order for anti-social driving behaviour.
- Work with schools and community partners through our Road Safety team.
- Annual implementation of road safety infrastructure, including through Area Committees.

Council resolves to:

- Continue our strong support of the police in tackling dangerous and illegal driving through Operation Steerside.
- Implement Vision Zero at pace and report to Scrutiny on its progress.
- Support a publicity campaign in the run-up to Christmas to encourage people to keep themselves and others safe on the roads.
- Continue working with our district's MPs raising this issue on a national level.
- Ask Government to get on with the introduction of graduated driver licences so that those drivers who drive well are able to access cheaper insurance, rewarding good drivers.
- Ask Government to accelerate the legislation around the use of Noise Cameras. We are pleased to be a pilot in Keighley for the noise camera however until the Home Office has approved their use nationally roll-out cannot happen.
- Ask Government to invest more in local policing, recognising that the 20,000 new police officers being recruited nationally will only get us back to the police numbers we had before the start of the Government's austerity drive in 2010.

14. COMMUNITY GOVERNANCE REVIEW FOR CHANGES TO LOCAL COUNCIL ARRANGEMENTS IN THE HAWORTH, CROSS ROADS AND STANBURY AREA

35 - 58

To receive and consider a report from the Director of Legal and Governance presenting to full Council the recommendations from Governance and Audit Committee in relation to the Community Governance Review and recommending that Council approves the Reorganisation Order appended to the report.

Recommended – That the Council approves the Reorganisation Order attached as Appendix 3 to the report and that the Director of Legal and Governance be authorised to affix the Council’s seal to the Order to bring it into effect.

(Alice Bentley – 01535 618008)

15. PAY POLICY STATEMENT UPDATE FOR 2022/23

59 - 80

Not for Publication – Appendix 2 to the report is marked ‘Not for Publication’ on the grounds that it contains exempt information within paragraph 3 (information relating to financial or business affairs) and also within paragraph 5 (information in respect of which a claim to legal professional privilege could be maintained in legal proceedings) of Schedule 12 A of the Local Government Act 1972 (as amended) and the public interest in applying this exemption outweighs the public interest in disclosing the information.

To receive and consider a report from the Director of Human Resources presenting an amended Pay Policy Statement for the financial year 2022/23 for adoption by Council.

Recommended –

- a) That the amended Pay Policy Statement for the financial year 2022/23 as set out at Appendix 1 to the report, be approved.
- b) That the Chief Executive be given authority in consultation with the Portfolio Holder for Children’s Services, and also after undertaking consultation with the S151 Officer, the Department for Education and the Children’s Commissioner, to authorise an appropriate remuneration package in respect of the Director of Children’s Social Care and Practice.

(Anne Lloyd – 01274 432031)

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Report of the Chair of the Corporate Overview and Scrutiny Committee to the meeting of Corporate Overview and Scrutiny to be held on Thursday 15 September 2022

L

Subject:

Annual Report for Overview and Scrutiny 2021-22

Summary statement:

This report presents the Draft Annual Overview and Scrutiny Report for 2021-22.

EQUALITY & DIVERSITY:

Community Cohesion and Equalities related issues are part of the work remit for this Committee.

Clr Nazam Azam
Chair – Corporate Overview and Scrutiny
Committee

Report Contact: Mustansir Butt
Phone: (01274) 432574
E-mail: mustansir.butt@bradford.gov.uk

Portfolio:

**Corporate.
Safer and Stronger Communities**

Overview & Scrutiny Area:

Corporate

1. SUMMARY

- 1.1 This report presents the draft Annual Overview and Scrutiny report 2021-22, to be considered for adoption.

2. BACKGROUND

- 2.1 Under the Council's Constitution, the Corporate Overview and Scrutiny Committee is required to produce an annual report to Council on the activities of the Overview and Scrutiny Committees.
- 2.2 The remit of all the Overview and Scrutiny Committees covers the Council Priorities of:
- Better skills, more good jobs and a growing economy;
 - Decent homes that people can afford to live in;
 - A great start and good schools for all our children;
 - Better health, better lives;
 - Safe, clean and active communities;
 - A well-run council, using all our resources to deliver our priorities.

3. OTHER CONSIDERATIONS

- 3.1 The Annual Report gives a summary of the key activities of the Overview and Scrutiny Committees in 2021-22, key findings from the Overview and Scrutiny Survey, work carried forward into 2021-22 and a foreword from all the Overview and Scrutiny Chairs.

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 None.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 5.1 Risk Management across the Council, is a key areas of work for the Corporate Overview and Scrutiny Committee.

6. LEGAL APPRAISAL

- 6.1 None.

7. OTHER IMPLICATIONS

7.1 SUSTAINABILITY IMPLICATIONS

None.

7.2 GREENHOUSE GAS EMISSIONS IMPACTS

None.

7.3 COMMUNITY SAFETY IMPLICATIONS

A key priority of work for this Committee related to the Overview and Scrutiny of the strategies, plans, policies, functions and services directly relevant to the priority of Safer and Stronger Communities.

As well as this, the Corporate Overview and Scrutiny Committee is also the authority's Crime and Disorder Committee under the provisions of Section 19 of the Police and Justice Act 2006.

7.5 HUMAN RIGHTS ACT

None.

7.6.1 TRADE UNION

None.

7.7 WARD IMPLICATIONS

Work of this Overview and Scrutiny Committee has ward implications, but this depends on that nature of the topic.

7.9 IMPLICATIONS FOR CORPORATE PARENTING

None.

7.10 ISSUES ARISING FROM PRIVACY IMPACT ASSESMENT

None.

8. NOT FOR PUBLICATION DOCUMENTS

None.

9. OPTIONS

9.1 The Committee may wish to choose to adopt the report as proposed, or make any changes they may wish to make.

10. RECOMMENDATIONS

10.1 That the Committee adopts the proposed Annual Report with any amendments it may choose to make.

10.2 That the Annual Overview and Scrutiny Report for 2021-22 be referred to Council for consideration.

11. APPENDICES

11.1 Appendix 1 – Draft Annual Overview and Scrutiny Report for 2021-22.

12. BACKGROUND SURVEY

12.1 Overview and Scrutiny Annual Survey.

Overview and Scrutiny in Bradford



Overview and Scrutiny Annual Report 2021-22

Email: scrutiny@bradford.gov.uk



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Dear Councillor

We have the pleasure of presenting the 2021-22 Overview and Scrutiny Annual Report. This report summarises the achievements and contributions made by the Overview and Scrutiny Committees over the last 12 months.

The work of the Overview and Scrutiny Committees is a very important contributor to the delivery of Council Services in a challenging operational environment.

We would like the opportunity to acknowledge and thank all those people who contributed to and supported the work of Overview and Scrutiny and look forward to working with you during the upcoming year.

We are particularly appreciative of the Bradford District Councillors and Co-Opted Members, who sat on our Overview and Scrutiny Committees during the year.

Finally, we are pleased to note the results of the latest Overview and Scrutiny Annual Survey which continue to show positive levels of satisfaction in the overall operation of the scrutiny function. The survey is carried out each year and full details can be found on page 5.

Overview and Scrutiny Committee Chairs 2021-2022



Cllr Nazam Azam
Corporate



Cllr Rizwana Jamil
Health and Social Care



Cllr Geoff Winnard
Children's Services



Cllr Kamran Hussain
Regeneration and
Environment

Overview and Scrutiny in Bradford

Bradford Metropolitan District Council has four Overview and Scrutiny Committees.

Two of the Committees also have additional “co-opted” members.

The Committees are: -

- Corporate Overview and Scrutiny Committee;
- Children’s Services Overview and Scrutiny Committee;
- Health and Social Care Overview and Scrutiny Committee;
- Regeneration and Environment Overview and Scrutiny Committee.

And their role is to: -

- act as a “critical friend” to the Council’s leadership (the Executive) and senior officers;
- drive improvement in public services;
- enable the concerns of the public to be heard;
- consist of independently minded people who decide their own agenda and how they will do their work.

A total of 43 members and 7 Co-opted members were engaged with Overview and Scrutiny.

The Committees take a thoughtful, evidence based approach to the areas of work they address, which also includes listening to different officers, organisations and the public on topics that are of interest and / or concern to them.

Our meetings are open to the public and we always welcome contributions from people who attend our meetings or send us their views.

Overview and Scrutiny Annual Survey 2021-22

Responses – survey carried out April/May 2022

Overall response rate: 36%

Total surveyed: 207

Total number of responses (n): 75

Councillors (all): 23

Co-opted Members and officers (Council and external): 52

Number of O&S Committee meetings attended by respondents: 0-3 meetings = 70%; 4+ meetings = 30%

Comment

In line with the trend over recent years, there has been a decrease in the number of responses received. This may reflect the decrease in scrutiny activity over time and in particular, the last 2 years.

Overall, the results remain broadly stable. As in previous surveys, the area where satisfaction is lowest concerns the level of public involvement in the scrutiny function.

Results

Question	Very Satisfied	Fairly Satisfied	Neither Satisfied nor Dissatisfied	Fairly Dissatisfied	Very Dissatisfied
<i>Overall, how dissatisfied or satisfied are you with the general operation of overview and scrutiny in Bradford District?</i>	16%	44%	21%	16%	3%
<i>How dissatisfied or satisfied are you with the level of public involvement in the scrutiny process?</i>	4%	28%	43%	21%	4%

Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Don't Know
<i>O&S effectively acts as acts as critical friend to the Council's leadership, senior officers and partners</i>	12%	61%	19%	4%	4%
<i>O&S contributes to improving services in Bradford District</i>	8%	57%	16%	3%	8%

Examples of work undertaken in the past municipal year

During the year, the Committees have looked at a wide range of issues which have been of interest and concern to a wide ranging audience. Set-out below are three detailed examples of the work undertaken by the Overview and Scrutiny Committees in Bradford during the municipal year 2021-22.

Hate Crime Scrutiny Review

Corporate Overview & Scrutiny Committee undertook this scrutiny review in order to review the effectiveness of approached being undertaken by Bradford Council and its partners in addressing Hate Crime across the District, as well as recommending improvements in tackling Hate Crime across the District.

During the course of the information gathering sessions for this scrutiny review. Corporate Overview & Scrutiny Committee members have engaged widely with individuals and communities. Also consulted widely with representatives of communities who are vulnerable to prejudice, those partner organisations who are responsible for protecting and supporting victims of Hate Crime and Bradford Council Officers.

The key findings and scrutiny review recommendation centred around the following areas:

- Under reporting of Hate Crime across the District;
- A lack of understanding amongst individuals and communities, about what Hate Crime is;
- Having a more co-ordinated approach across the District to address Hate Crime;
- Resources required to support victims of Hate Crime, as well as undertaking preventative work;
- Communicating key Hate Crime messages across the whole of the District.

Members of the Corporate Overview and Scrutiny Committee will be scrutinising the progress made against the Scrutiny Review recommendations.

Covid-19 Pandemic 2020/21 – 2021/22

During the 2020/21 Municipal Year, the activity of Health and Social Care Overview and Scrutiny Committee was dominated by scrutiny of the Covid-19 pandemic. The Committee operated a rolling three-month work programme which meant that it could prioritise items that arose in a timely and flexible manner, for example the roll-out of the vaccination programme. The Committee also scrutinised and made recommendations concerning access and changes to primary care and GPs, the reopening of face-to-face advice services and the reintroduction of in-person day services for people with learning disabilities. The Committee also scrutinised broader trends around health inequalities and Covid-19 and the impact of the pandemic on the work of the sector inspectorate, the Care Quality Commission. As the pandemic has continued to have an impact on residents and services much of this activity carried forward to the 2021/22 work programme and has included scrutiny of services for carers and home support.

West Yorkshire Joint Health Overview and Scrutiny Committee

At the start of the 2021/22 Municipal year, as one of two Bradford MDC representatives on the Committee, Cllr Vanda Greenwood was appointed Chair of the West Yorkshire Joint Health Overview and Scrutiny Committee. During the year the Joint Committee considered, among other things, the governance implications of the Health and Care Bill as it passed through Parliament, the constitution of the West Yorkshire Integrated Care Board, workforce issues across the health and care sector and the provision of ambulance services across West Yorkshire.

The Committee also formed a working group to consider the establishment of the Nightingale Hospital in Harrogate. The working group produced a report with a number of recommendations which included that there should be a review of intensive care capacity and an urgent review of oxygen capacity in West Yorkshire's Acute Hospitals. The report and recommendations were adopted by the Committee and were sent to Baroness Hallett in her role as Chair of UK Covid-19 Inquiry. The Chair of the Inquiry has passed the report to Solicitor's Team which is responsible for collecting evidence for the Inquiry. During the year the Committee also wrote to the Secretary of State for Health and Social Care with its views on the White Paper, *Integration and Innovation: working together to improve health and social care for all*.

Call-In

There have been no Call-Ins.

Engaging the Public

As well as publishing our agenda and reports on the internet, we now also promote our work through local media.

When scrutiny meetings are considering controversial subjects or matters of public interest, we often get several members of the public attending.

Complete Work Programmes for each Committee are available by contacting the appropriate Overview and Scrutiny Lead.

Corporate

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Children's Services

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Regeneration and Environment

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Looking Ahead

It is important that we consider the Overview and Scrutiny activity carried out this year, in order to continue to improve the way in which Overview and Scrutiny operates in Bradford.

However, there are some big challenges in the upcoming year and set-out below are some of the key areas of work for Overview and Scrutiny.

Detailed Scrutiny Reviews

Members of Corporate Overview and Scrutiny have been concerned at the level of Hate Domestic Violence across the District and have subsequently decided to undertake a Scrutiny Review into this area.

Children's Services Overview and Scrutiny agreed a programme of detailed scrutiny reviews are currently undertaking a detailed scrutiny review into Elective Home Education across the District.

At its meeting on Tuesday 15 March 2022, Council resolved that Children's Services Overview and Scrutiny undertake a detailed scrutiny review into Child Poverty in the District.

Call for Action Enquiry

Following a member request and concerns raised by residents, Corporate Overview & Scrutiny members agreed to undertake a Call for Action enquiry regarding Anti-Social Behaviour.

Ofsted Inspection of Looked after Children

Following the Ofsted Inspection, the Children's Services Committee will be closely monitoring the progress being made against the Children's Services Improvement Plan.

Establishing the Children's Trust

The Children's Services Overview & Scrutiny Committee will be scrutinising the transition to the transition to Bradford's Children's Services Company.

'Culture is our Plan' and City of Culture 2025

The Regeneration and Environment Overview & Scrutiny Committee will be scrutinising the delivery of the Cultural Strategy and the establishment of governance arrangements following the designation of Bradford District as City of Culture 2025.

Biodiversity, use of pesticides and the Local Nature Recovery Strategy

At the request of Full Council, the Regeneration and Environment Overview & Scrutiny Committee will be scrutinising the use of glyphosate herbicides by the Council and the Local Nature Recovery Strategy. The Committee will also be scrutinising the implications of the '10% net gain' of biodiversity value that will be required for all new developments as introduced by the Environment Act 2021 which is due to come into force in November 2023.

Health and Social Care Overview and Scrutiny Committee

The Committee will continue to scrutinise the implications of the Covid-19 pandemic and the impact on, and recovery of, services such as primary care GP services and waiting times for hospital treatment. In addition, Members will be scrutinising maternity services, cancer services and respiratory health, and adult social care services such as home support and services for carers.

Dentistry

The West Yorkshire Joint Health Overview and Scrutiny Committee will be scrutinising the provision of and access to dentistry services and the possible implications of the Health and Care Act 2022 on how services will be provided and organised in the future.

Report of the Director of Finance & IT to the meeting of Governance and Audit Committee to be held on 24 November 2022

S

Subject:

Treasury Management Mid-Year Review up to 30 September 2022

Summary statement:

This report shows the Council's Treasury Mid-Year Review up to 30 September 2022.

Chris Chapman
Director of Finance & IT

Report Contact: David Willis
Phone: (01274) 432361
E-mail: David.Willis@wypf.org.uk

Portfolio:
Leader of the Council and Corporate

Overview & Scrutiny Area:
Corporate

Treasury Management Review up to 30th September 2022

Background

1.1 Treasury management

The Council operates a balanced budget, which broadly means cash raised during the year will meet its cash expenditure. Part of the treasury management operations ensure this cash flow is adequately planned, with surplus monies being invested in low risk counterparties, providing adequate liquidity initially before considering optimising investment return.

The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer term cash flow planning to ensure the Council can meet its capital spending operations. This management of longer term cash may involve arranging long or short term loans, or using longer term cash flow surpluses, and on occasion any debt previously drawn may be restructured to meet Council risk or cost objectives.

Accordingly, treasury management is defined as:

“The management of the local authority's borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

1.2 Introduction

This report has been written in accordance with the requirements of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management (revised 2021).

The primary requirements of the Code are as follows:

1. Creation and maintenance of a Treasury Management Policy Statement which sets out the policies and objectives of the Council's treasury management activities.
2. Creation and maintenance of Treasury Management Practices which set out the manner in which the Council will seek to achieve those policies and objectives.
3. Receipt by the full Council of an annual Treasury Management Strategy Statement - including the Annual Investment Strategy and Minimum Revenue Provision Policy - for the year ahead, a Mid-Year Review Report and an Annual Report, (stewardship report), covering activities during the previous year.
4. Delegation by the Council of responsibilities for implementing and monitoring treasury management policies and practices and for the execution and administration of treasury management decisions.
5. Delegation by the Council of the role of scrutiny of treasury management strategy and policies to a specific named body. For this Council the delegated body is Governance and Audit Committee.

This mid-year report has been prepared in compliance with CIPFA's Code of Practice on Treasury Management, and covers the following:

- An economic update for the first six months of the 2022/23 financial year.
- A review of the Treasury Management Strategy Statement and Annual Investment Strategy.
- The Council's capital expenditure, as set out in the Capital Strategy, and prudential indicators.
- A review of the Council's investment portfolio for 2022/23.
- A review of the Council's borrowing strategy for 2022/23.
- A review of compliance with Treasury and Prudential Limits for 2022/23.

2. Economics and interest rates

2.1 Economics update

- The second quarter of 2022/23 saw signs of economic activity losing momentum as production fell, inflation increased with domestic price pressures showing little sign of abating in the near-term, and bank base rate was raised to 2.25%. The unemployment rate has fallen to a 48-year low of 3.6% due to a large shortfall in labour supply.
- The UK economy grew by 0.2% q/q in Q1 2022/23, though revisions to historic data left it below pre-pandemic levels.
- There are signs of higher energy prices creating more persistent downward effects in economic activity. Both industrial production (-0.3% m/m) and construction output (-0.8% m/m) fell in July 2022 for a second month in a row. Although some of this was probably due to the heat wave at the time, manufacturing output fell in some of the most energy intensive sectors (e.g., chemicals), pointing to signs of higher energy prices weighing on production. With the drag on real activity from high inflation having grown in recent months, GDP is at risk of contracting through the autumn and winter months.
- The fall in the composite PMI from 49.6 in August to a 20-month low preliminary reading of 48.4 in September points to a fall in GDP of around 0.2% q/q in Q3 and consumer confidence is at a record low. Retail sales volumes fell by 1.6% m/m in August, which was the ninth fall in 10 months. That left sales volumes in August just 0.5% above their pre-Covid level and 3.3% below their level at the start of the year. There are also signs that households are spending their excess savings in response to high prices. Indeed, cash in households' bank accounts rose by £3.2bn in August, which was below the £3.9bn rise in July and much smaller than the 2019 average monthly rate of £4.6bn.
- The labour market remained exceptionally tight. Data for July and August provided further evidence that the weaker economy is leading to a cooling in labour demand. Labour Force Survey (LFS) employment rose by 40,000 in the three months to July (the smallest rise since February). But a renewed rise in inactivity of 154,000 over the same period meant that the unemployment rate fell from 3.8% in June to a new 48-year low of 3.6%. The single-month data showed that inactivity rose by 354,000 in July itself and there are now 904,000 more inactive people aged 16+ compared to before the pandemic in February 2020. The number of vacancies has started to level off from recent record highs but there have been few signs of a slowing in the upward momentum on wage growth. Indeed, in July, the 3my/y rate of average earnings growth rose from 5.2% in June to 5.5%.
- CPI inflation eased from 10.1% in July to 9.9% in August, though inflation has not peaked yet. The easing in August was mainly due to a decline in fuel prices reducing fuel inflation from 43.7% to 32.1%. And with the oil price now just below \$90pb, we would expect to see fuel prices fall further in the coming months.
- However, utility price inflation is expected to add 0.7% to CPI inflation in October when the Ofgem unit price cap increases to, typically, £2,500 per household (prior to any benefit payments). But, as the government has frozen utility prices at that level for two

years, energy price inflation will fall sharply after October and have a big downward influence on CPI inflation.

- Nonetheless, the rise in services CPI inflation from 5.7% y/y in July to a 30-year high of 5.9% y/y in August suggests that domestic price pressures are showing little sign of abating. A lot of that is being driven by the tight labour market and strong wage growth. CPI inflation is expected to peak close to 10.4% in November and, with the supply of workers set to remain unusually low, the tight labour market will keep underlying inflationary pressures strong until early next year.
- During 2022, there has been a change of both Prime Minister and Chancellor. The new team (Liz Truss and Kwasi Kwarteng) did a step change in government policy and the fiscal loosening from its proposed tax cuts were likely to add to existing domestic inflationary pressures and could have potentially left a legacy of higher interest rates and public debt. Gilt yields had increased, and sterling had fallen following the “fiscal event” of the new Prime Minister and Chancellor on 23rd September 2022. Adding further upward pressure to interest rates.
- However, following the reversal of Truss/Kwarteng’s fiscal policies and Rishi Sunak’s appointment as the UK’s new Prime Minister has ushered in a period of calm in UK financial markets after the recent storm. Indeed, much of the extra political risk premia on gilts that emerged in the wake of the mini-budget on 23rd September appears to have unravelled.
- The new Chancellor, Jeremy Hunt, will unveil in his Autumn Statement on 17th November a fiscal tightening of up to £50bn by 2026/27 (1.7% of GDP) suggest that after a period in which fiscal policy has provided the economy with support, it is about to become a major drag.
- Market interest rate expectations have been pared back in recent weeks as announced fiscal policy has become less loose. And although tighter fiscal policy may go some way to reducing the upward pressure on interest rates, stickier inflation means that Bank Rate is still expected to peak at 5.00%.
- Throughout 2022/23, gilt yields have been on an upward trend. They were initially caught up in the global surge in bond yields triggered by the surprisingly strong rise in CPI inflation in the US in May. The rises in two-year gilt yields (to a peak of 2.37% on 21st June) and 10-year yields (to a peak of 2.62%) took them to their highest level since 2008 and 2014 respectively. However, the upward trend was exceptionally sharply at the end of September as investors demanded a higher risk premium and expected faster and higher interest rate rises to offset the government’s extraordinary fiscal stimulus plans. The 30-year gilt yield rose from 3.60% to 5.10% following the “fiscal event”, which threatened financial stability by forcing pension funds to sell assets into a falling market to meet cash collateral requirements. In response, the Bank did two things. First, it postponed its plans to start selling some of its quantitative easing (QE) gilt holdings until 31st October. Second, it committed to buy up to £65bn of long-term gilts to “restore orderly market conditions” until 14th October. In other words, the Bank is restarting QE, although for financial stability reasons rather than monetary policy reasons.

- Since the Bank’s announcement on 28th September, the 30-year gilt yield has fallen back from 5.10% to 3.83%. The 2-year gilt yield dropped from 4.70% to 4.30% and the 10-year yield fell back from 4.55% to 4.09%.
- There is a possibility that the Bank continues with QE at the long-end beyond 14th October or it decides to delay quantitative tightening beyond 31st October, even as it raises interest rates. So far at least, investors seem to have taken the Bank at its word that this is not a change in the direction of monetary policy nor a step towards monetary financing of the government’s deficit. But instead, that it is a temporary intervention with financial stability in mind.
- After a shaky start to the year, the S&P 500 and FTSE 100 climbed in the first half of Q2 2022/23 before falling to their lowest levels since November 2020 and July 2021 respectively. The S&P 500 is 7.2% below its level at the start of the quarter, whilst the FTSE 100 is 5.2% below it as the fall in the pound has boosted the value of overseas earnings in the index. The decline has, in part, been driven by the rise in global real yields and the resulting downward pressure on equity valuations as well as concerns over economic growth leading to a deterioration in investor risk appetite.

2.2 Interest rate forecasts

The Council has appointed Link Group as its treasury advisors and part of their service is to assist the Council to formulate a view on interest rates. The PWLB rate forecasts below are based on the Certainty Rate (the standard rate minus 20 bps) which has been accessible to most authorities since 1st November 2012.

The latest forecast on 27th September sets out a view that both short and long-dated interest rates will be elevated for some little while, as the Bank of England seeks to squeeze inflation out of the economy, whilst the government is providing a package of fiscal loosening to try and protect households and businesses from the ravages of ultra-high wholesale gas and electricity prices.

The increase in PWLB rates reflects a broad sell-off in sovereign bonds internationally but more so the disaffection investors have with the position of the UK public finances after September’s “fiscal event”. To that end, the MPC has tightened short-term interest rates with a view to trying to slow the economy sufficiently to keep the secondary effects of inflation – as measured by wage rises – under control, but its job is that much harder now.

Our PWLB rate forecasts below are based on the Certainty Rate (the standard rate minus 20 bps, calculated as gilts plus 80bps) which has been accessible to most authorities since 1st November 2012.

Link Group Interest Rate View 27.09.22												
	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25
BANK RATE	4.00	5.00	5.00	5.00	4.50	4.00	3.75	3.25	3.00	2.75	2.75	2.50
3 month ave earnings	4.50	5.00	5.00	5.00	4.50	4.00	3.80	3.30	3.00	2.80	2.80	2.50
6 month ave earnings	4.70	5.20	5.10	5.00	4.60	4.10	3.90	3.40	3.10	3.00	2.90	2.60
12 month ave earnings	5.30	5.30	5.20	5.00	4.70	4.20	4.00	3.50	3.20	3.10	3.00	2.70
5 yr PWLB	5.00	4.90	4.70	4.50	4.20	3.90	3.70	3.50	3.40	3.30	3.20	3.20
10 yr PWLB	4.90	4.70	4.60	4.30	4.10	3.80	3.60	3.50	3.40	3.30	3.20	3.20
25 yr PWLB	5.10	4.90	4.80	4.50	4.30	4.10	3.90	3.70	3.60	3.60	3.50	3.40
50 yr PWLB	4.80	4.60	4.50	4.20	4.00	3.80	3.60	3.40	3.30	3.30	3.20	3.10

2.3 Treasury Management Strategy Statement and Annual Investment Strategy Update

The Treasury Management Strategy Statement, (TMSS), for 2022/23 was approved by this Council on 24 March 2022 (Governance & Audit Committee). The underlying TMSS approved previously requires revision in the light of economic and operational movements during the year. The proposed changes and supporting detail for the changes are set out below:

	2022/23 Original	2022/23 Revised Prudential Indicator
	£m	£m
Authorised Limit	860	790
Operational Boundary	840	770
Capital Financing Requirement	831	768

2.4 The Council's Capital Position (Prudential Indicators)

This part of the report is structured to update:

- The Council's capital expenditure plans.
- How these plans are being financed.
- The impact of the changes in the capital expenditure plans on the prudential indicators and the underlying need to borrow.
- Compliance with the limits in place for borrowing activity.

2.4.1 Prudential Indicator for Capital Expenditure

This table shows the revised estimates for capital expenditure and the changes since the capital programme was agreed at the Budget. The revised estimate is based on increased scrutiny of the schemes and budget profiles within the capital programme that took place at Quarter 1.

Capital Expenditure by Service	2022/23 Original Estimate £m	Current Position 30 Sept 2022 £m	2022/23 Revised Q2 Estimate £m
Total capital expenditure	203.0	70.7	170.4

2.4.2 Changes to the Financing of the Capital Programme

The table over draws together the main strategy elements of the capital expenditure plans (above), highlighting the original supported and unsupported elements of the capital programme, and the expected financing arrangements of this capital expenditure. The borrowing element of the table increases the underlying indebtedness of the Council by way of the Capital Financing Requirement (CFR), although this will be reduced in part by revenue charges for the repayment of debt (the Minimum Revenue Provision). This direct borrowing need may also be supplemented by maturing debt and other treasury requirements.

Capital Expenditure	2022/23 Original Estimate £m	2022/23 Revised Q2 Estimate £m
Total capital expenditure	203.0	170.4
Financed by:		
Capital receipts	3.2	3.2
Capital grants	95.6	82.0
Capital reserves	0.2	0.2
Revenue	1.0	2.0
Total financing	100.0	87.4
Borrowing requirement	103.0	83.0

Projected changes to the Capital Programme have resulted in a reduced new borrowing requirement of £83m.

2.4.3 Changes to the Prudential Indicators for the Capital Financing Requirement (CFR), External Debt and the Operational Boundary

The table below shows the CFR, which is the underlying external need to incur borrowing for a capital purpose. The CFR is the total historic outstanding capital expenditure which has not yet been paid for from either revenue or capital resources. It is essentially a measure of the Council's indebtedness and so the underlying borrowing need. Any capital expenditure above, which has not immediately been paid for, will increase the CFR. The reduced borrowing requirement for actual capital spend funding in 2021/22 and estimated in 2022/23 has reduced the CFR estimate.

The table below also shows the expected debt position over the period, which is termed the Operational Boundary. This is the limit beyond which external debt is not normally expected to exceed.

	2022/23 Original Estimate £m	2022/23 Revised Estimate £m
Prudential Indicator – Capital Financing Requirement		
Total CFR	831	768
Net movement in CFR		-63
Prudential Indicator – the Operational Boundary for external debt		
Borrowing	701.5	631.9
Other long term liabilities*	138.5	138.1
Total debt (year-end position)	840	770

**Includes on balance sheet PFI schemes and finance leases*

2.4.4 Limits to Borrowing Activity

The first key control over the treasury activity is a prudential indicator to ensure that over the medium term, net borrowing (borrowings less investments) will only be for a capital purpose.

Gross external borrowing should not, except in the short term, exceed the total of CFR in the preceding year plus the estimates of any additional CFR for 2022/23 and next two financial years. This allows some flexibility for limited early borrowing for future years. The Council has approved a policy for borrowing in advance of need which will be adhered to if this proves prudent.

	2022/23 Original Estimate £m	Current Position 30 Sept 2022 £m	2022/23 Revised Estimate £m
Long term Borrowing	436.3	348.9	374.2
Other long term liabilities	138.5	138.1	138.1
Short term borrowing	0.0	38.0	20.0
Total debt	574.8	525.0	532.3
Total debt excluding short term borrowing	574.8	487.0	512.3
CFR (year-end position)	831.0		768.0

The CFR calculation is shown in the table above and the Director of Finance & IT reports that no difficulties are envisaged for the current or future years in complying with this prudential indicator.

A further prudential indicator controls the overall level of borrowing. This is the Authorised Limit which represents the limit beyond which borrowing is prohibited and needs to be set and revised by Members. It reflects the level of borrowing which, while not desired, could be afforded in the short term, but is not sustainable in the longer term. It is the expected maximum borrowing need with some headroom for unexpected movements. This is the statutory limit determined under section 3 (1) of the Local Government Act 2003.

Authorised limit for external debt	2022/23 Original Indicator £m	2022/23 Revised Indicator £m
Borrowing	721.9	651.9
Other long term liabilities	138.1	138.1
Total	860	790

The table above shows a reduction in the Authorised Limit of £70m due to the reduction in the capital programme and the associated financing.

2.4.5 Borrowing

The Council's capital financing requirement (CFR) for 2022/23 is expected to be below the original forecast of £831m. The CFR denotes the Council's underlying need to borrow for capital purposes. If the CFR is positive the Council may borrow from the PWLB or the market (external borrowing), or from internal balances on a temporary basis (internal borrowing). The balance of external and internal borrowing is generally driven by market conditions. The Council has current long term borrowings of £487m and has utilised cash flow funds in lieu of borrowing. This is a prudent and cost-effective approach in the current

economic climate but will require ongoing monitoring in the event that any upside risk to gilt yields prevails.

The capital programme is being kept under regular review due to the effects of inflation and shortages of materials and labour. Our borrowing strategy will, therefore, also be regularly reviewed and then revised, if necessary, in order to achieve optimum value and risk exposure in the long-term.

£15.5m of PWLB (Public Works Loan Board) loans are due to mature in January and February 2023 with an average rate of interest of 6.125%. New PWLB borrowing undertaken to date includes £20m in April and £10m in October with an average interest rate of 3.19%.

Short term borrowing of £38m has also been undertaken at interest rates ranging between 1.85% and 3.20%. All these loans mature before March 2023 with the exception of £10m which matures in September 2023. Based on current capital spend forecasts it is anticipated that more borrowing will be undertaken during this financial year.

The Council has two Lender Option Borrower Option (LOBO) loans, totalling £14.3m that have a call date within the next few months. Due to the current volatility and increasing borrowing rates within the market, these loans could possibly have the interest rate increased at the call date. The Council would then have the option to accept the increased interest rate or repay the loans. The treasury team will monitor this situation and report back to the Governance & Audit Committee at a future date on any loans that have been repaid.

PWLB maturity certainty rates (gilts plus 80bps) year to date to 30th September 2022

Gilt yields and PWLB rates were on a generally rising trend throughout H1 2022, the exception being a short rally in gilts in July/August. However, they rose exceptionally sharply towards the end of September.

The 50-year PWLB target certainty rate for new long-term borrowing started 2022/23 at 2.20% and finished the half year at 4.80%, albeit Link forecast rates to fall back to 3.10% by the end of September 2025.

- The current PWLB rates are set as margins over gilt yields as follows: -
 - **PWLB Standard Rate** is gilt plus 100 basis points (G+100bps)
 - **PWLB Certainty Rate** is gilt plus 80 basis points (G+80bps)
 - **PWLB HRA Standard Rate** is gilt plus 100 basis points (G+100bps)
 - **PWLB HRA Certainty Rate** is gilt plus 80bps (G+80bps)
 - **Local Infrastructure Rate** is gilt plus 60bps (G+60bps)

2.4.6 Debt Rescheduling

Debt rescheduling opportunities have been very limited in the current economic climate and following the various increases in the margins added to gilt yields which have impacted PWLB new borrowing rates since October 2010. No debt rescheduling has therefore been undertaken to date in the current financial year.

However, now that the whole of the yield curve has shifted higher there may be better opportunities in the future, although only prudent and affordable debt rescheduling will be considered.

2.4.7 Compliance with Treasury and Prudential Limits

It is a statutory duty for the Council to determine and keep under review the affordable borrowing limits. During the half year ended 30th September 2022, the Council has operated within the treasury and prudential indicators set out in the Council's Treasury Management Strategy Statement for 2022/23. The Director of Finance & IT reports that no difficulties are envisaged for the current or future years in complying with these indicators.

All treasury management operations have also been conducted in full compliance with the Council's Treasury Management Practices.

2.5 Annual investment strategy

The Council will aim to achieve the optimum return (yield) on its investments commensurate with proper levels of security and liquidity and with the Council's risk appetite. In the current economic climate, it is considered appropriate to keep investments short term to cover cash flow needs, but also to seek out value available in periods up to 12 months with high credit rated financial institutions.

Creditworthiness

Significant levels of downgrades to Short and Long Term credit ratings have not materialised since the crisis in March 2020. In the main, where they did change, any alterations were limited to Outlooks.

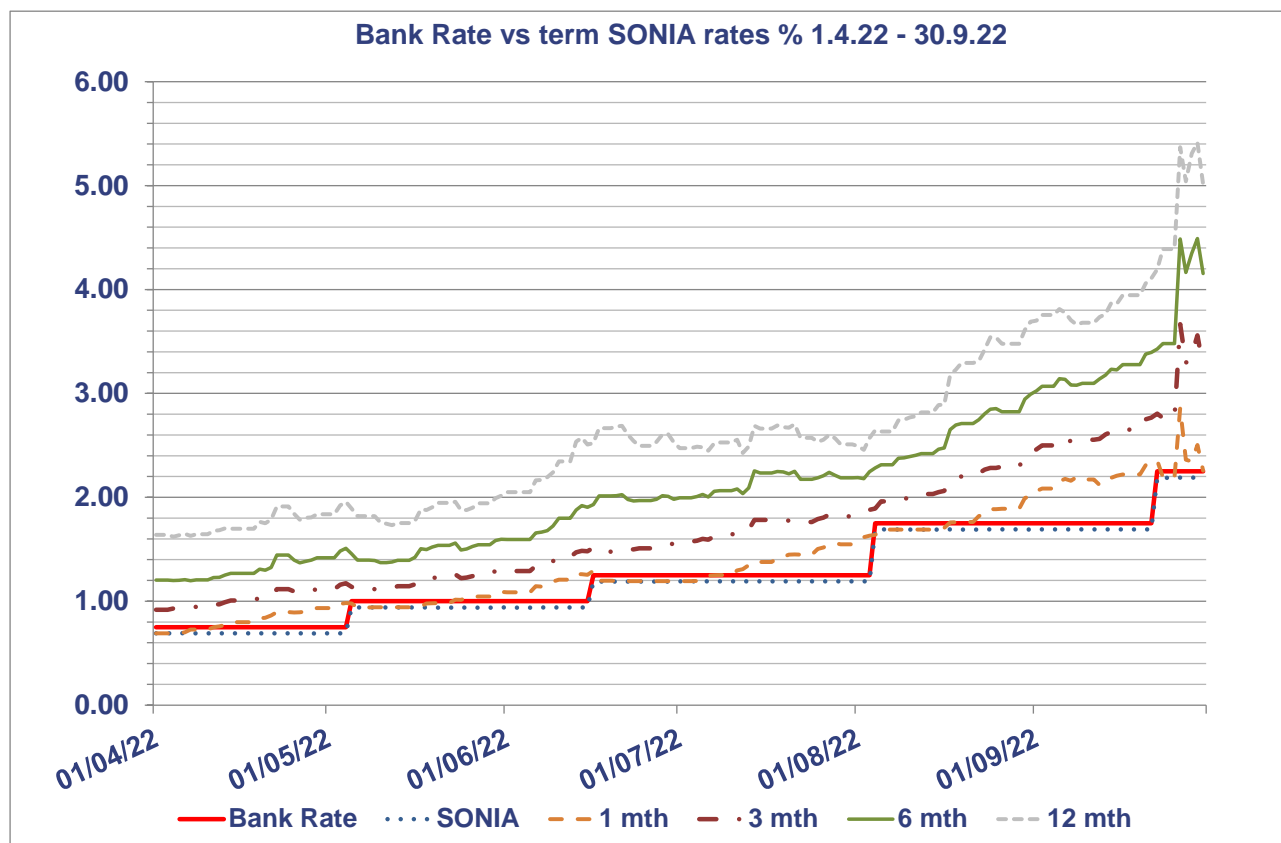
Investment Counterparty criteria

The current investment counterparty criteria selection approved in the TMSS is meeting the requirement of the treasury management function.

Investment balances

The Council held net £55.3m of investments as at 30th September 2022 (£149.1m at 31st March 2022) and the investment portfolio yield for the first 6 months of the year is 0.94% against a benchmark of 1.21%.

Investment rates during period ended 30th September 2022



QUARTER ENDED 30/9/2022						
	Bank Rate	SONIA	1 mth	3 mth	6 mth	12 mth
High	2.25	2.19	2.86	3.67	4.49	5.41
High Date	22/09/2022	30/09/2022	26/09/2022	26/09/2022	29/09/2022	29/09/2022
Low	0.75	0.69	0.69	0.92	1.20	1.62
Low Date	01/04/2022	28/04/2022	01/04/2022	01/04/2022	07/04/2022	04/04/2022
Average	1.28	1.22	1.39	1.70	2.12	2.62
Spread	1.50	1.50	2.17	2.75	3.29	3.79

As illustrated, the Council underperformed the benchmark by 0.27 bps. The Council's budgeted investment return for the year to date is expected to be below budget.

Approved limits

Officers can confirm that the approved limits within the Annual Investment Strategy were not breached during the period ended 30th September 2022.

2.6 Other areas for consideration

2.6.1 None

3. Other Issues

3.1 No new issues

4. Financial and Resources Appraisal

4.1 The financial implications are set out in section 2 of this report.

5. Risk Management and Governance Issues

5.1 The principal risks associated with treasury management are:

Risk: Loss of investments as a result of failure of counterparties.

Mitigation: Limiting the types of investment instruments used, setting lending criteria for counterparties, and limiting the extent of exposure to individual counterparties.

Risk: That the Council will commit too much of its investments in fixed term investments and might have to recall investments prematurely resulting in possible additional costs or new borrowing (Liquidity risk).

Mitigation: Ensuring that a minimum proportion of investments are held in short term investments for cash flow purposes.

Risk: The level of investments and surplus cash is higher than needed to fund short term timing differences.

Mitigation: Cash flow forecasting and capital expenditure monitoring.

Risk: Increase in the net financing costs of the Council due to borrowing at high rates of interest.

Mitigation: Planning and undertaking borrowing and lending in light of assessments of future interest rate movements, and by undertaking mostly long term borrowing at fixed rates of interest (to reduce the volatility of capital financing costs).

Risk: Higher interest rates increase borrowing making it more difficult to self-finance capital schemes. Debt servicing becomes less affordable and less sustainable and crowds out revenue spend.

Mitigation: To pause, delay or defer capital schemes. Also review opportunities to borrow in the future at current interest rates.

Risk: Return on non-treasury investments lower than expected.

Mitigation: Review and analysis of risk prior to undertaking non-treasury investments.

Risk: The Council's Minimum Revenue Policy charges an insufficient amount to the Revenue Estimates to repay debt.

Mitigation: Align the Minimum Revenue Policy to the service benefit derived from the Council's assets.

Risk: Associated with cash management, legal requirements and fraud.

Mitigation: These risks are managed through:

- Treasury Management Practices covering all aspects of Treasury management procedures including cash flow forecasting, documentation, monitoring, reporting and division of duties.
- All Treasury management procedures and transactions are subject to inspection by internal and external auditors. The Council also employs external financial advisors to provide information on market trends, credit rating alerts, lending criteria advice and investment opportunities.

Risk: Anticipated borrowing is lower than expected because the 2022/23 capital programme is underspent. This is explained in more detail below, together with the actions being taken to reduce these risks:

Mitigation: The Council is required to set a balanced budget for its revenue estimates; so in broad terms, income received will match expenditure over the 2022/23 financial year. The 2022/23 revenue estimates cause only temporary cash flow differences, for example when income is received in a different month to when the expenditure is incurred.

However, the 2022/23 capital budget will cause a cash flow shortfall in the long term, which generates a borrowing requirement. While some of the capital budget is funded immediately, mainly with Government grants, other elements are not funded initially, leading to the cash flow deficit that requires borrowing.

Managing borrowing is part of the Treasury Management role. To help in its management, the Treasury Strategy identifies the element within the capital budget that is not funded straightaway, to anticipate the Council's borrowing requirement.

However, when the capital budget is underspent, the Council has a lower borrowing requirement than anticipated. This risk is managed in practice because the Council only borrows when there is an actual cash flow shortage. The uncertainty around spend against the capital budget makes cash flow management more difficult. For example, it is less likely that the Council would take advantage of a short-term fall in interest rates, without more certainty around the timing of any borrowing need. Actions that have taken place to manage the risks relating to this uncertainty in the timing of capital spend are: Councillor and Officer challenge sessions on the capital budget; increased scrutiny of the capital forecasts in the quarterly monitoring, and the collection of additional documentation around the critical paths of individual schemes.

6. Legal Appraisal

6.1 Any relevant legal considerations are set out in the report

7. Other Implications

7.1 Equality & Diversity – no direct implications

7.2 Sustainability implications – no direct implications

7.3 Green house Gas Emissions Impact – no direct implications

7.4 Community safety implications – no direct implications

7.5 Human Rights Act – no direct implications

7.6 Trade Unions – no direct implications

7.7 Ward Implications – no direct implications

7.8 Implication for Children & Families – no direct implications

7.9 Issues arising from Privacy Impact Assessment– no direct implications

8. Not for publications documents

8.1 None

9. Recommendations

9.1 That the details in Section 2 be noted by the Governance and Audit Committee and passed to Full Council on the 13th December for adoption.

10. Appendices

Appendix 1 Prudential and Treasury Indicators as at 30 September 2022

Appendix 2 Borrowing Rates

Appendix 3 Approved Countries for Investment as at 30 September 2022

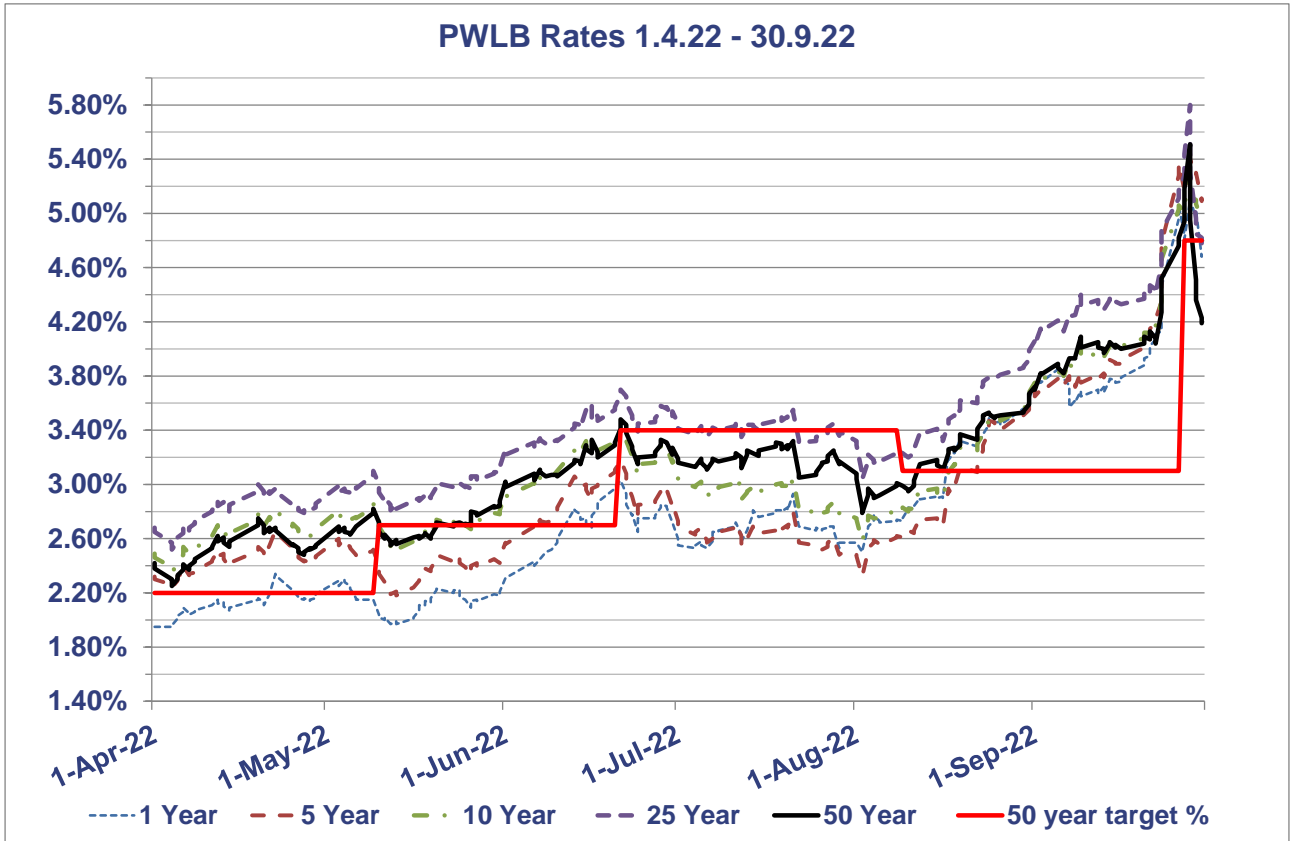
APPENDIX 1: Prudential and Treasury Indicators as at 30th September 2022

Treasury Indicators	2022/23 Budget £m	(Apr - Sept) Actual £m
Authorised limit for external debt	£860	£790
Operational boundary for external debt	£840	£770
Gross external long term debt	574.8	487
Upper limit for principal sums invested over 365 days	£20	£0

Maturity structure of fixed rate borrowing -	Upper Limit	(Apr-Sept) Actual
Under 12 months	20%	4%
12 months to 2 years	20%	2%
2 years to 5 years	50%	9%
5 years to 10 years	75%	16%
10 years and above	90%	69%

Prudential Indicators	2022/23 Q2 Budget £m	2022/23 Revised Estimate £m
Capital expenditure (Revised Q2 Budget)	170.4	166.5
Capital Financing Requirement (CFR)	831.0	768.0
Ratio of financing costs to net revenue stream	15.3%	14.7%

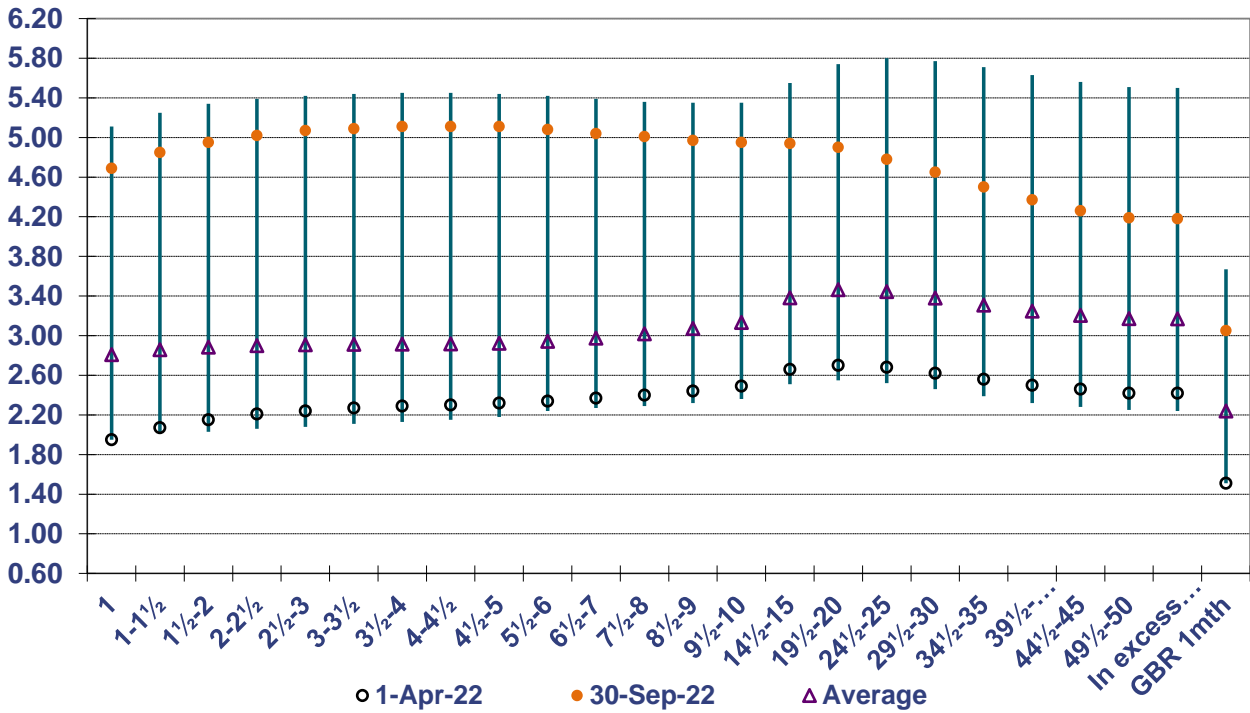
APPENDIX 2: Borrowing rates



HIGH/LOW/AVERAGE PWLB RATES FOR 01.04.22 – 30.09.22

	1 Year	5 Year	10 Year	25 Year	50 Year
Low	1.95%	2.18%	2.36%	2.52%	2.25%
Date	01/04/2022	13/05/2022	04/04/2022	04/04/2022	04/04/2022
High	5.11%	5.44%	5.35%	5.80%	5.51%
Date	28/09/2022	28/09/2022	28/09/2022	28/09/2022	28/09/2022
Average	2.81%	2.92%	3.13%	3.44%	3.17%
Spread	3.16%	3.26%	2.99%	3.28%	3.26%

PWLB Certainty Rate Variations 1.4.22 to 30.9.22



APPENDIX 3: Approved countries for investments as at 30th September 2022

Based on lowest available rating

AAA

- Australia
- Denmark
- Germany
- Luxembourg
- Netherlands
- Norway
- Singapore
- Sweden
- Switzerland

AA+

- Canada
- Finland
- U.S.A.

AA

- France

AA-

- Belgium
- Hong Kong
- **U.K.**

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Report of the Director of Legal and Governance to the meeting of Council on Tuesday, 13 December 2022

Subject:

Community Governance Review for changes to Local Council arrangements in the Haworth, Cross Roads and Stanbury area.

Summary statement:

At its meeting on 22 September 2022, Governance and Audit Committee considered the Community Governance Review regarding the proposal to dissolve the current Haworth, Cross Roads and Stanbury Parish Council and establish two new Local Councils in Haworth & Stanbury, and Cross Roads. This report presents to full Council the recommendations from Governance and Audit Committee in relation to the Community Governance Review and recommends that Council approve the Reorganisation Order appended to the report.

EQUALITY & DIVERSITY:

One of the fundamental considerations that Bradford Council has had to have regard to through the Community Governance Review process, is to ensure that community cohesion is not impacted as a consequence of the Review and any decision arising from it. No impacts have been revealed.

In line with the Public Sector Equality Duty, any disproportionate impacts on protected characteristic groups were also considered. An equality impact assessment was undertaken and no impacts were identified. Consideration has also been given to those with low income/low wage due to payment of a precept, but those affected by the proposal already pay a precept to the current Parish Council so the proposal does not present a change to this.

Asif Ibrahim
Director of Legal and Governance

Portfolio:

Corporate

Report Contact: Alice Bentley
Phone: 01535 618008
E-mail: alice.bentley@bradford.gov.uk

Overview & Scrutiny Area:

Corporate

1. SUMMARY

At its meeting on 22 September 2022 Governance and Audit Committee considered the Community Governance Review regarding the proposal to dissolve the current Haworth, Cross Roads and Stanbury Parish Council and establish two new Local Councils in Haworth & Stanbury, and Cross Roads. This report presents to full Council the recommendations from Governance and Audit Committee in relation to the Community Governance Review and recommends that Council approve the Reorganisation Order appended to the report.

2. BACKGROUND

- 2.1 A Local Council is a tier of local government. It can be known as a parish, town, community or village council. It has members (councillors) elected by the people who live in its area. It has a clerk, who is an employee of the Local Council and who looks after the administration of its activities. A Local Council is an independent organisation and its decisions, assets and liabilities are solely its own responsibility.
- 2.2 In Bradford there are currently 20 Local Councils. They are supported by regional and national associations – Yorkshire Local Councils Association, and National Association for Local Councils. Funding is sometimes available from these bodies to support people in the set up of a new Local Council.
- 2.3 Local Councils are responsible for setting their own precept with Bradford Council acting only as the billing authority. The precepts charged by the Local Councils in the Bradford District vary for band D households from £13.50 per year in Wrose, to £82 per year in Burley-in-Wharfedale.

Bradford Council working with Local Councils

- 2.4 To help manage relations and outline how Bradford Council and Local Councils aim to work together, a Charter was first produced and approved by Executive in 2006 and has most recently been updated in May 2015.
- 2.5 The Charter includes agreements on general communications, liaison activity, elections, financial arrangements, town planning and relevant parts of the Localism Act 2011 such as neighbourhood planning and standards committee arrangements. For example:
 - Bradford Council must respond to enquiries from Local Councils within five working days.
 - Bradford Council arranges liaison meetings with Local Council representatives to discuss shared issues.
 - Local Councils are consultees on planning applications that affect the people who live in their area, giving them direct communications from Bradford Council and the opportunity to provide views on relevant planning matters.
 - An explanation is provided on financial arrangements around precepting options available should a service be transferred from Bradford Council to a Local Council, as well as routine administration matters.
 - Bradford Council should ensure that Local Councils are included in any consultation activity taking place which impacts on their geographical area.
 - Arrangements and responsibilities for elections are also included.

Community petition

- 2.6 In February 2022, City of Bradford Metropolitan District Council (the Council) received a petition from a group of residents proposing the aforementioned changes to local council arrangements. The Council undertook a Community Governance Review (CGR) of polling districts 29D, 29E, 29H, 29J and 29K.
- 2.7 The petition area contained 5339 local government electors at the date the petition was submitted, and therefore required at least 401 signatories to be valid. The petition attracted 412 valid signatures, and triggered a Community Governance Review in accordance with the Local Government and Public Involvement in Health Act 2007. The aim of the review is to ensure that local governance arrangements are secured which deliver effective and convenient local government, which reflect the identities and interests of the community in that area. Councils should take into account other influential factors, including the impact of community governance arrangements on community cohesion, and the size, population and boundaries of a community.
- 2.8 Maps identifying the areas of the proposed new parishes are attached in Appendix 1.

Community Governance Review

- 2.9 The first requirement of a community governance review is to set out Terms of Reference outlining how that review will be run. The Terms of Reference were agreed by Governance and Audit Committee on 14 July 2022.

Consultation process

- 2.10 In order to determine the interest of local people in the proposed changes to local council arrangements, the consultation was facilitated by the Keighley Area Coordinator's Office. The following opportunities were made available for people to make their representations.
- a) A letter, survey and fact sheet was sent to all households in the area (see Appendix 2).
 - b) Postal communications were sent to stakeholders in the area (including businesses, schools and community organisations).
 - c) Three public drop in sessions were run in July and August covering each of the 3 villages in the area – these ran from 4 - 7.30pm and were done on different days of the week, spread across the 6-week consultation period.
 - d) Information has been available on the Bradford Council website including an online survey, factsheet and a link to The Good Councillor's Guide.
 - e) The opportunity has been given to write to the Council using a freepost address or emailing a managed inbox.
 - f) QR (Quick Reference) link to the survey which is an internationally recognised way of allowing people to access web pages by scanning the code with their phone or device.



3. OTHER CONSIDERATIONS

Consultation considerations

- 3.1 The Council was obliged by law to conduct a community governance review once a valid petition was received, and as part of that review, the recommendations made by the petitioners had to be addressed. Having carried out the community governance review, the Council must take into account any representations received in connection with the review in deciding what recommendations to make, and must publish its recommendations as soon as practicable after formulating them. In addition, the DCLG (Department for Communities and Local Government) guidance requires the Council to take into consideration the views of not only those who live in the area but those who work or have an interest in the area.
- 3.2 Throughout the consultation Council officers sought the views of individuals, answered questions and provided standard information, but as the decision making body, deliberately did not seek to influence or support any particular view. The consultation was open for anyone to respond to, though its promotion was kept local with contact made with residents, businesses, and other establishments operating in the area. People were asked to provide their views on the proposal as a means of providing elected members, as decision makers, with reasons for and against.
- 3.3 As the community governance review undertook a qualitative consultation and was not a referendum, the numbers responding for or against cannot statistically be used to validate a result, as individuals could have responded on more than one occasion. This report therefore also focuses on providing an analysis of views provided, to enable decision makers to take a balanced view of the legal tests in the Local Government and Public Involvement in Health Act 2007.
- 3.4 “The Act places a duty on principal authorities to have regard to the need to secure that any community governance for the area under review reflects the identities and interests of the local community in that area, and that it is effective and convenient; relevant considerations which influence judgements against these two principal criteria include the impact on community cohesion, and the size, population and boundaries of the proposed area.”

Level of responses

- 3.5 Over the 6-week period of consultation 457 representations were made via online survey or return of paper survey, with the numbers of responses to the different consultation formats as follows:
- Web survey - 334
 - Paper survey – 123
- 3.6 In addition 91 members of the public attended the drop in sessions. There were 61 emails received however, many of the email responses appear to be from people who had already responded but have sent a further email setting out their reasons for supporting the proposal so email responses are not included in the percentages above. Nevertheless, it may be worth noting that of 61 emails, one was opposed to the proposal, the rest stating reasons why they were in favour.

- 3.7 There were more responses in favour of a new Local Council (80.96%) than there were against (19.04%). Analysis of where respondents live show that 65.77% of the total respondents were from Cross Roads, with 28.23% from Haworth, 3.72% from Stanbury and 3.28% other or don't live in the area, these may work or have another interest in the area. Of those responding in favour of the proposal, 71.89% of these live in Cross Roads, 21.35% in Haworth, 3.4% from Stanbury and 3.51% do not live in the area. Of those responding against the proposal, 57.47% are from Haworth, 34.48% from Cross Roads, 5.75% are from Stanbury and 2.3% do not live in the area.
- 3.8 Neighbouring Parish Councils were contacted inviting their views but no responses were received.

Summary of comments in support of a new Local Council

- 3.9 Some of the main reasons given in support of the proposed new Local Council arrangements have been grouped and summarised as:
- It will give more control and more say for the local areas
 - The village requirements and priorities are very different
 - People want more control of spending and budgets in the separate areas
 - Cross Roads could be considered separate from Haworth rather than being overlooked
 - It would make local planning easier
 - The area has grown in population size since first set up
 - There would be a better balance of councillors
 - The current area is too large
 - It would mean people could concentrate on local events, needs and voices more.
- 3.10 Many of the supporting comments were around local people having more voice in the community in a smaller area. Some respondents felt that issues could be better managed and more local priorities met, also that Cross Roads is sometimes overlooked in favour of the larger, or more well-known, Haworth. Many of those in support favoured Cross Roads being a standalone Parish Council so local people would have more say in what goes on in Cross Roads, with many expressing the feeling that current arrangements favour Haworth.
- 3.11 Further to this, many respondents felt that Haworth & Stanbury and Cross Roads were very different villages, with Haworth having a large business and tourism focus, whereas Cross Roads is seen by many respondents as a 'traditional' residential village. Many people also drew comparisons with other local villages of a similar size to Cross Roads, who have their own local councils, such as Oxenhope, Denholme, Cullingworth, and how well they operate on a very local level.
- 3.12 The current Haworth, Cross Roads and Stanbury Parish Council have also issued a statement in support of the CGR and proposal. They have voted unanimously in favour of the proposals and cited reasons as the differences between the villages becoming more prevalent, that the three villages cover a large and diverse area which they feel would be better served by two Councils and that they believe that the villages need their own Council just as villages such as Oxenhope, Cullingworth, Wilsden and Harden already have. It also refers to the current make up the Parish Council with Cross Roads

only having two seats out of 12, which they state is disproportionate to the size of the village. They conclude with their intention that the two Councils would continue to work together on key issues but would be free to set their own agenda in the best interest of their villages.

Summary of comments against a new Local Council

3.13 Some of the main reasons given against the proposed new Local Council arrangements have been grouped and summarised as:

- Proposal is divisive
- The current arrangements are working well as they are
- It would affect house prices
- It adds an additional layer of bureaucracy
- There would be additional costs to run two councils
- There would be more strength to advocate when together
- It’s already difficult to fill Councillor vacancies

3.14 Many of the comments against a new Local Council mentioned that things were working well as they are so don’t see a need to change it. Some people felt that the proposal adds a further level of bureaucracy and cited additional costs of running two councils. Some people whose postal address is Haworth but who live in the Cross Roads area responded that the proposal would affect house prices.

Local Council ward boundaries and numbers of local councillors

3.15 The proposal being considered is that the current ward boundaries included in the Parish of Haworth, Cross Roads and Stanbury are not altered but are, in effect, split and for 29H to make up the Parish of Cross Roads, and 29D, 29E, 29J and 29K make up the Parish of Haworth and Stanbury.

3.16 The guidance provided by the Department for Communities and Local Government has been applied to the number of electors and level of local councillor representation, to ensure that the proposals fall within the tolerance levels provided.

3.17 The table below outlines the suggested wards along with the electorate number and consequent recommendation of numbers of local councillors for each Local Council ward:

Haworth and Stanbury Parish Council

Proposed Local Council ward name	Polling district reference	Number of electors	Proposed number of local councillors
Haworth [Mytholmes Side to Changeagate]	29D	903	2
Stanbury	29E	241	1
Haworth [Brow Side]	29J	965	2

Haworth [Central Haworth to Marsh Boundary]	29K	913	2
Total	N/A	3022	7

Cross Roads Parish Council

Proposed Local Council ward name	Polling district reference	Number of electors	Proposed number of local councillors
Cross Roads	29H	2322	7
Total	N/A	2322	7

Ordinary Year of Elections

- 3.18 Ordinary parish elections are held once every four years, with all councillors being elected at the same time. New parish electoral arrangements usually come into force at ordinary parish elections. The current standard four-year electoral cycle last held ordinary parish elections in 2019 and is to hold them every four years after 2019.
- 3.19 In the case of a new Cross Roads Parish Council and Haworth and Stanbury Parish Council, if approved, it is recommended, in line with the Communities and Local Government guidance, that elections be held in May 2023 along with the District Council elections and schedule of when ordinary Parish Council elections are next due to take place. There would not need to be any amendment to the term of new parish councillors elected in May 2023 as this is in line with the schedule of Parish Council elections.

Recommendation from Governance and Audit Committee

- 3.20 The Governance and Audit Committee met on 22 September 2022 and resolved that it be recommended to Council:
- To dissolve Haworth, Cross Roads and Stanbury Parish Council and establish two new Local Councils in the same area – as a consequence of meeting the tests in the Local Government and Public Involvement in Health Act 2007, be supported.
 - That with no significant opinion on the boundaries, the new Local Councils follow the boundary as proposed and set out in the Community Governance Review Terms of Reference.
 - The new Local Councils be named Cross Roads Parish Council and Haworth and Stanbury Parish Council, as set out in the petition received in February 2022.
 - The Local Council areas be split into wards, in the case of Haworth and Stanbury, as outlined at paragraph 3.17 of Document J, along with the suggested numbers of local councillors per Local Council ward be supported.
 - Note that it is a requirement of the 2007 Act that the Council must make available a document setting out the reasons for the decisions it has taken at the conclusion of a community governance review and to publicise those reasons

- The final approval for the dissolving of the current Parish Council and establishment of two new Local Councils in Cross Roads and Haworth and Stanbury area be referred to Council at the earliest opportunity.

Reorganisation Order

- 3.21 A proposed draft reorganisation order is attached as Appendix 3. This draft Order deals with matters prescribed by law, including the areas, names, calculation of budget requirements, parish councils, elections, number of parish councillors, wards, annual meeting and transfer of property.

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 As previously stated Local Councils are independent bodies who run their own affairs. However, Bradford Council acts as the billing authority for any precept charged by Local Councils. The Bradford Council and Local Council Charter sets out all other arrangements on mutual financial arrangements.
- 4.2 Local town and parish councils normally set their own precepts to cover their annual expenditure. This is then collected on their behalf by Bradford Council as part of the annual Council Tax bill. However, if the order for their establishment is approved, the new Parish Councils will have no elected members until after elections in May 2023 so the new parish councils will be unable to set its own precept for 2023-24. Therefore, should full Council approve the Order it will, at the same time, set a budget for the first year of the new parish councils.
- 4.3 Appendix 4 sets out the details of the proposed budgets for Cross Roads Parish Council, and Haworth & Stanbury Parish Council in their first year. The draft budgets have been agreed by Haworth, Cross Roads and Stanbury Parish Council at their full meeting on 28th November 2022 and are based on a proportion of band D properties of 41.58% in Cross Roads (29H) and 58.42% in Haworth and Stanbury (29D, 29E, 29J and 29K). At the same Parish Council meeting, it was agreed that any remaining funds held by Haworth, Cross Roads and Stanbury Parish Council on 31st March 2023 will be divided by the same proportionate split. The existing Parish Council have also agreed the apportioning of any other assets such as laptop and other equipment.
- 4.4 As the new Local Councils would only be formally constituted after the first elections are held (in May 2023), should the new Local Councils be formed, Bradford Council will set a 2023-24 local precept on the two Councils' behalf at the Council Budget Meeting in February 2023.
- 4.5 A precept figure cannot be included in the report at this stage as the council tax base for the next financial year has not yet been set. In setting the precepts, the Council will be guided by the proposed budgets drawn up by the existing Haworth, Cross Roads and Stanbury Parish Council, and which were approved in principle at the full Parish Council meeting on 28th November 2022.
- 4.6 Haworth, Cross Roads and Stanbury Parish Council currently employ a clerk, village warden, toilet attendant and one casual toilet attendant. As the employer, Haworth, Cross Roads and Stanbury Parish Council are legally required to make the necessary

arrangements for redundancy or transfer under TUPE arrangements of the employees.

- 4.7 The ongoing costs to Bradford Council in relation to Local Councils are through the costs of running elections and through its Standards Committee arrangements for dealing with alleged breaches of that Council's Members Code of Conduct.
- 4.8 Full details of the election cost arrangements are held within Appendix 3 of the Bradford Council and Local Council Charter – <https://www.bradford.gov.uk/media/4129/bradford-council-and-local-councils-charter-2015.pdf>
- 4.9 This requires it to meet the full cost of the first election of a new Local Council and subsequently 100% of the costs of polling stations and count stations of elections held on the same day as Council elections. Local Councils will pay 50% of shared costs (excluding the costs of polling stations and counting stations) and 100% of wholly attributable costs. Local Councils will pay 100% of the costs of stand-alone elections.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 5.1 Decisions on the recommendations of Community Governance Reviews are required to be taken by full Council.

6. LEGAL APPRAISAL

- 6.1 The power to take decisions about the creation of Local Councils and their electoral arrangements is delegated to principal councils under part 4 of the Local Government and Public Involvement in Health Act 2007.
- 6.2 Where a parish has 1000 or more local government electors (as here), the review must recommend that the parish should have a council by virtue of S94 of the 2007 Act.
- 6.3 In undertaking the review, the Council must have due regard to the relevant parts of the Local Government and Public Involvement in Health Act 2007, the relevant parts of the Local Government Act 1972 and the Guidance on Community Governance Reviews issued by the Department for Communities and Local Government and the Local Government Boundary Commission.
- 6.4 Following the recommendations of Governance and Audit Committee on 22 September 2022, the next step in the process is for Council to consider giving formal approval for the Reorganisation Order attached as Appendix 3 to this report.

7. OTHER IMPLICATIONS

7.1 SUSTAINABILITY IMPLICATIONS

- 7.1.1 There are no sustainability implications from the options to either implement or not approve a new Local Council.

7.2 GREENHOUSE GAS EMISSIONS IMPACTS

- 7.2.1 There are no greenhouse gas emission impacts from the options to either implement or not approve a new Local Council.

7.3 COMMUNITY SAFETY IMPLICATIONS

7.3.1 There are no community safety implications from the options to either implement or not approve a new Local Council.

7.4 HUMAN RIGHTS ACT

7.4.1 There are no human rights implications from the options to either implement or not approve a new Local Council.

7.5 TRADE UNION

7.5.1 None

7.6 WARD IMPLICATIONS

7.6.1 There would be some impact on Worth Valley ward, as should the changes to the Local Council arrangements be recommended, there would be an additional body for Bradford Council and Keighley Area Committee to consult with on local issues, although it already consults with the existing Parish Council covering the same area.

8. NOT FOR PUBLICATION DOCUMENTS

8.1 None.

9. OPTIONS

9.1 Option 1 – approve the Reorganisation Order attached as Appendix 3 to this Report.

9.2 Option 2 – refuse to approve the Reorganisation Order attached as Appendix 3 to this report.

10. RECOMMENDATIONS

10.1 That the Council approve the Reorganisation Order as attached as Appendix 3 to this report and that the Director of Legal and Governance be authorised to affix the Council's seal to the Order to bring it into effect.

11. APPENDICES

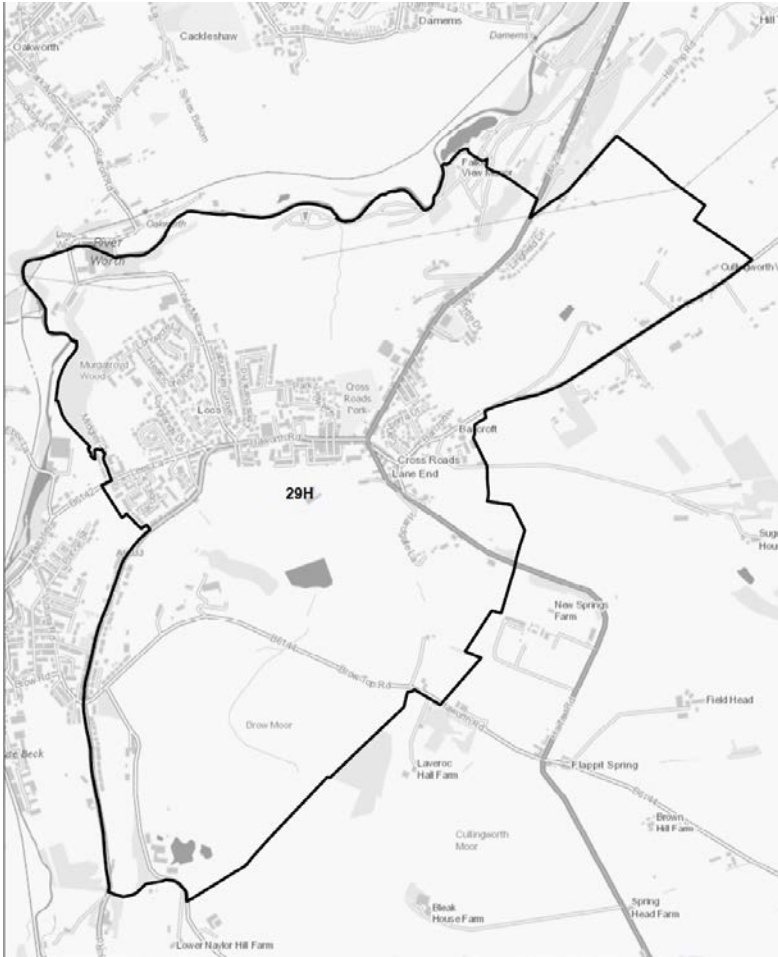
- Appendix 1 – Maps referred to in the Haworth and Stanbury and Cross Roads Parish Council (Reorganisation of Community Governance) Order 2022
- Appendix 2 – Letter to householders with consultation details and fact sheet
- Appendix 3 – Reorganisation Order
- Appendix 4 – Details of proposed budgets for Cross Roads Parish Council, and Haworth & Stanbury Parish Council.

12. BACKGROUND DOCUMENTS

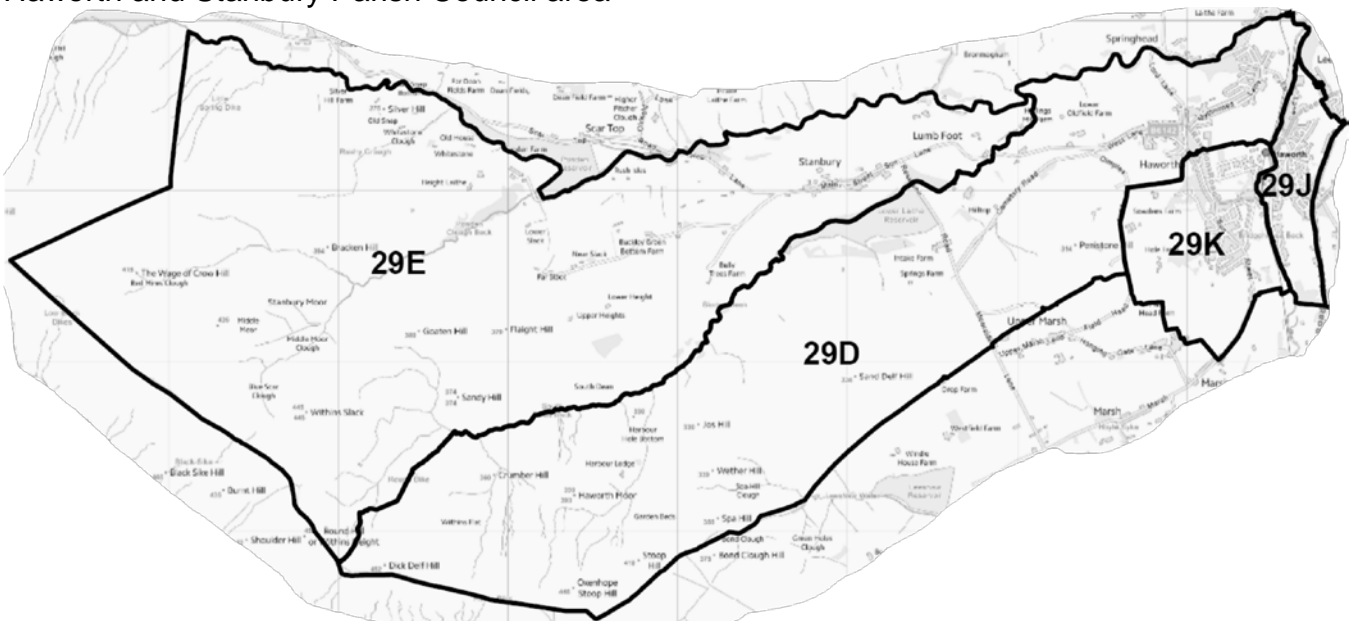
- 12.1 Report of the Director and Legal and Governance to the meeting of Governance and Audit Committee on Thursday 22 September 2022, document 'J', Community Governance Review of Local Council Arrangements in Haworth, Cross Roads and Stanbury.
- 12.2 Report of the City Solicitor to the meeting of Governance and Audit Committee on 14 July 2022, document 'G', Terms of Reference for a Community Governance Review for the Dissolving of Haworth, Cross Roads and Stanbury Parish Council and Creation of Cross Roads Parish Council and Haworth and Stanbury Parish Council.
- 12.3 Community Governance Review Guidance – Department for Communities and Local Government, and The Local Government Boundary Commission
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/8312/1527635.pdf
- 12.4 Local Government and Public Involvement in Health Act 2007
<http://www.legislation.gov.uk/ukpga/2007/28/contents>

MAPS REFERRED TO IN THE REORGANISATION OF COMMUNITY GOVERNANCE ORDER 2022

Cross Roads Parish Council area



Haworth and Stanbury Parish Council area



LETTER TO HOUSEHOLDERS WITH CONSULTATION DETAILS AND FACT SHEET

Department of Place

The Resident

Keighley Area Co-ordinator's Office
 The Lodge
 Cliffe Castle Depot
 Spring Gardens Lane
 Keighley
 BD20 6LH

Email: keighleyareacoordinatorsoffice@bradford.gov.uk

Date: July 2022

Dear Resident

HAVE YOUR SAY**Proposal for changes to the local Parish Council arrangements for Haworth, Stanbury and Cross Roads areas.**

Bradford Council is now undertaking a consultation to establish whether the people of Haworth, Cross Roads and Stanbury want the current Haworth, Cross Roads and Stanbury Parish Council to be dissolved, and for two new Parish Councils of Haworth & Stanbury Parish Council, and Cross Roads Parish Council to be established.

This consultation (known as a Community Governance Review) is taking place because Bradford Council received a formal petition from a group of residents requesting the changes to local council arrangements, as described above.

A parish or community council is a statutory body that is democratically elected. It can serve an area ranging from a small rural community to towns and small cities. It is independently run and raises a precept (a form of Council Tax) from the local community to spend on local priorities.

A fact sheet providing more information on parish councils, what they are and what they can do is included with this letter. A copy of the formal Community Governance Review Terms of Reference is available on the Council's website.

www.bradford.gov.uk/consultations/current-consultations/consultation-and-engagement/ (within 'Haworth, Cross Roads and Stanbury Community Governance Review').

To help Bradford Council reach a decision on whether the current structure is dissolved and two new Parish Councils are established, we need to hear the views of local people. We encourage you therefore to get in touch. You can do this in a number of ways:



- By completing our online survey – available at www.bradford.gov.uk/consultations/current-consultations/consultation-and-engagement/ or by scanning the QR code opposite

- By completing the enclosed survey and posting it to us using the following address details:
 - On the front of your envelope please write only **FREEPOST BRADFORD COUNCIL** (the new Royal Mail system requires no further address details)
 - On the back of your envelope please write **Haworth, Stanbury and Cross Roads – local Parish Council arrangements**

- By emailing us at keighleyareacoordinatorsoffice@bradford.gov.uk

- By attending one of our drop in sessions (below) where you can meet Bradford Council officers:

Venue	Date	Time
Lees Methodist Church, Haworth Road, Cross Roads, BD22 9DL	Thursday 28 th July	4pm – 7.30pm
St Gabriel's Church, Main St, Stanbury, BD22 0HB	Tuesday 2 nd August	4pm – 7.30pm
West Lane Baptist Church, West Lane, Haworth, BD22 8EN	Wednesday 24 th August	4pm – 7.30pm

The consultation will last until 26th August 2022, after which a decision will be made.

We very much hope you will take this opportunity to share your views with us to help the Council decide whether to dissolve the current Haworth, Cross Roads and Stanbury Parish Council, and establish two new Parish Councils of Haworth & Stanbury Parish Council, and Cross Roads Parish Council.

Yours sincerely

Alice Bentley
Ward Officer

PROPOSED CHANGES TO LOCAL COUNCIL ARRANGEMENTS IN HAWORTH, CROSS ROADS AND STANBURY.

Fact Sheet

Why is Bradford Council undertaking a review/consultation?

Having received a petition from a group of residents asking for the dissolving of Haworth, Cross Roads & Stanbury Parish Council, and creation of Haworth & Stanbury Parish Council and Cross Roads Parish Council, Bradford Metropolitan District Council is conducting a Community Governance Review under the Local Government and Public Involvement in Health Act 2007.

What is a Community Governance Review?

A Community Governance Review provides an opportunity for Bradford Council to review and make changes to local governance within an area. This will be supported by a consultation with local people. The aim of the review is to ensure that local governance continues to be effective and convenient, that it reflects the people and interests of local communities and considers the views of local people. The recommendations arising from the Community Governance Review should deliver improved community engagement, more cohesive communities and better local democracy.

What is a community council?

A community council is a tier of local government. It can be known as a parish, town, community or village council. Most community councils are non-political. It has members (councillors) elected by the people who live in its area. It has a clerk, who is an employee of the community council and who looks after the administration of its activities.

The range of services and amenities a community council can provide varies enormously. A community council is an independent organisation and its decisions, assets and liabilities are solely its own responsibility.

What can a community council do?

A community council does not replace Bradford Council, but it can provide additional services in its area. A community council's powers could include the provision of allotments, street cleaners, public toilets, seasonal events, youth activities, management of public gardens, play areas and community centres and the allocation of grants to local organisations.

A community council is a consultee on planning applications that affect the people who live in its area. Bradford Council planners will take the views of a community council into account when making their decisions, although they don't have to agree with them. A community council could also access additional sources of funding specifically aimed at parish or town councils.

The people who run a community council

As well as a paid clerk (often part time), the community council requires a number of local volunteers to stand as community councillors to represent the people of the community. These volunteers do not need to be a member of a political party. The number required will be established through the Community Governance Review, but in other areas it varies from 5 to 30.

Do community councillors get paid or receive allowances?

No, community councillors do not get paid or receive any allowances for the work they do.

Raising money for a community council

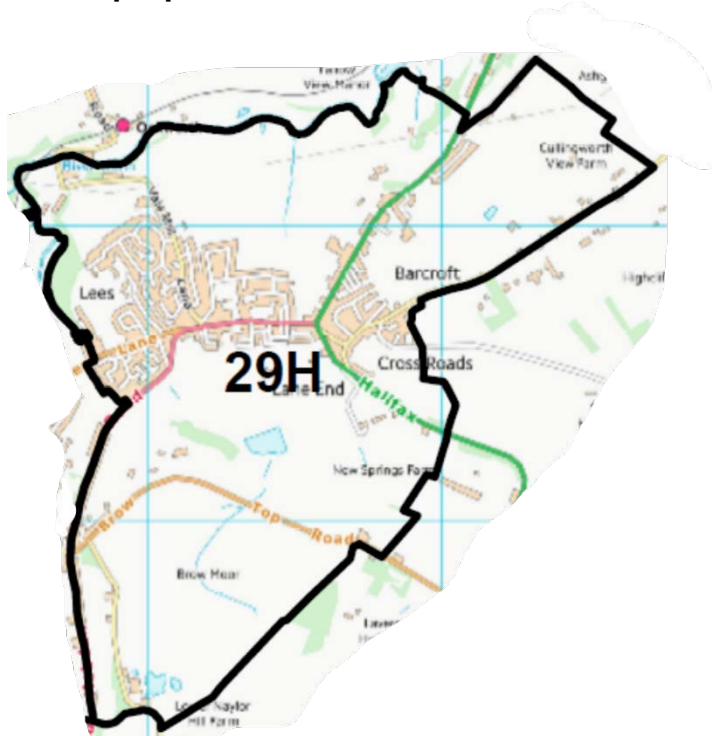
A community council raises money by charging a precept to all households in the area. This is in addition to any Council Tax paid to Bradford Council, the Police and Fire Authorities. The community council is required to set its own budget annually and Bradford Council is notified of how much is to be raised through the precept. This is then added to your Bradford Council Tax bill and will vary depending on the Council Tax band of your home. The community council does not charge businesses any additional money. The money raised by a community council can only be spent for the benefit of people living in the area of that community council.

Annual changes to the precept are not capped by Central Government (in the way that a percentage limit is applied to Council Tax). This means that the amount can be increased/decreased by the community council to meet its agreed budget.

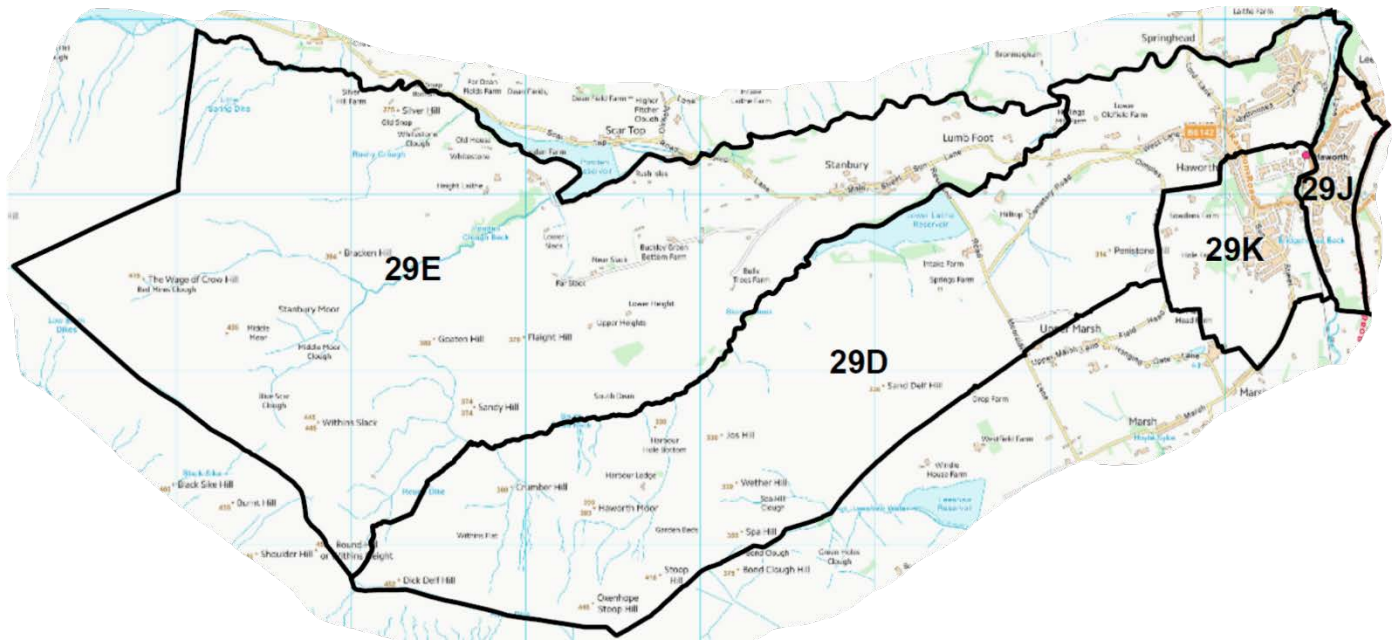
What happens next?

At the end of the consultation period and after all the responses have been analysed, if Bradford Council decides to dissolve the current Parish Council and create two new local councils, it could appoint a shadow council, to help establish the new community councils' finances, the arrangements for the election of councillors and the first meeting. Following this, the community councils will be left to run their own affairs. In this case, where one Parish Council already exists, it may be that this acts as the 'shadow' Council(s) until the first elections.

A map of the proposed area for Cross Roads Parish Council



A map of the proposed area for Haworth & Stanbury Parish Council



REORGANISATION ORDER

LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN HEALTH ACT 2007

**Haworth, Cross Roads & Stanbury Parish Council
(Reorganisation of Community Governance)
Order 2022**

Made [] December 2022

Coming into force in accordance with Article 1

The City of Bradford Metropolitan District Council (“the Council”) in accordance with Section 82 of the Local Government and Public Involvement in Health Act 2007 (“the 2007 Act”) has undertaken a community governance review and made recommendations dated 13 December 2022.

The Council has decided to give effect to those recommendations and, in accordance with Section 93 of the 2007 Act, has consulted with the local government electors and other interested persons and has had regard to the need to secure that community governance reflects the identities and interests of the community and is effective and convenient.

The Council has had regard to the Guidance on Community Governance Reviews issued under Section 100 of the 2007 Act.

The Council makes the following Order in exercise of the powers conferred by Sections 86, 98 and 240(10) of the 2007 Act.

Citation and Commencement

1. (1) This Order may be cited as the Haworth, Cross Roads & Stanbury Parish Council (Reorganisation of Community Governance) Order 2022.
- (2) It shall come into force on 1 April 2023.
- (3) Article 9 shall come into force on the ordinary day of election of councillors in 2023.

Interpretation

2. In this Order “map” means the maps marked “Maps referred to in the Haworth, Cross Roads & Stanbury Parish Council (Reorganisation of Community Governance) Order 2022” and deposited in accordance with Section 96(4) of the 2007 Act and any reference to a numbered sheet is a reference to the sheet of the map which bears that number;

“new parish” means the parishes constituted by article 4 being Haworth and Stanbury Parish Council and Cross Roads Parish Council

“ordinary day of election of councillors” has the meaning given by Section 37 of the Representation of People Act 1983; and

“registration officer” means an officer appointed for the purpose of, and in accordance with, Section 8 of the Representation of the People Act 1983.

Effect of Order

3. This Order has effect subject to any agreement under Section 99 (agreement about incidental matters) of the 2007 Act relevant to any provision of this Order.

Constitution of New Parishes

4. (1) A new parish, comprising the area outlined with a red line on the map named Haworth and Stanbury Parish Council, shall be constituted within the Bradford District.
 - (2) The name of the new parish shall be Haworth and Stanbury Parish Council.
 - (3) A new parish, comprising the area outlined with a red line on the map named Cross Roads Parish Council, shall be constituted within the Bradford District.
 - (4) The name of the new parish shall be Cross Roads Parish Council.

Calculation of Budget Requirement

5. (1) For the purposes of regulation 3 of the Local Government Finance (New Parishes) (England) Regulations 2008 there is specified in relation to the parish of Haworth and Stanbury the sum of £62,007.00.
 - (2) For the purposes of regulation 3 of the Local Government Finance (New Parishes) (England) Regulations 2008 there is specified in relation to the parish of Cross Roads the sum of £44,133.00.

Parish Councils for the Parishes of Haworth and Stanbury, and Cross Roads

6. (1) There shall be a parish Council for the parish of Haworth and Stanbury.
 - (2) The name of that Council shall be "Haworth and Stanbury Parish Council".
 - (3) There shall be a parish Council for the parish of Cross Roads.
 - (4) The name of that Council shall be "Cross Roads Parish Council".

Elections for the Parishes of Haworth and Stanbury, and Cross Roads

7. The election of all parish councillors for the parishes of Haworth and Stanbury and Cross Roads shall be held simultaneously on the ordinary day of election of councillors in 2023.

Number of Parish Councillors for the Parish of Haworth and Stanbury

8. The number of councillors to be elected for the parish of Haworth and Stanbury shall be 7.

Number of Parish Councillors for the Parish of Cross Roads

9. The number of councillors to be elected for the parish of Cross Roads shall be 7.

Wards of the Parish of Haworth and Stanbury and Numbers of Parish Councillors

10. (1) The parish of Haworth and Stanbury shall be divided into four wards which shall be named Haworth [Mytholmes Side to Changegate], Stanbury, Haworth [Brow Side] and Haworth [Central

Haworth to Marsh Boundary].

- (2) Each ward shall comprise the area designated on the map by reference to the name of the ward and polling district and demarcated by black lines as in Appendix 1.
- (3) The number of councillors to be elected for each parish ward shall be Haworth [Mytholmes Side to Changegate – 2, Stanbury – 1, Haworth [Brow Side] – 2 and Haworth [Central Haworth to Marsh Boundary – 2.

Wards of the Parish of Cross Roads and Numbers of Parish Councillors

11. (1) The parish of Cross Roads shall be a single un-warded parish which shall be named Cross Roads Parish Council.
- (2) The ward shall comprise the area designated on the map by reference to the name of the ward and polling district and demarcated by black lines as in Appendix 1.
- (3) The number of councillors to be elected for the parish ward shall be Cross Roads – 7.

Annual meeting of Parish Councils

12. The annual meeting of the new parish councils in 2023 shall be convened by the Director of Legal and Governance of the Council. The meetings shall take place no later than 14 days after the day on which the councillors elected to the new parish councils take office.

Electoral Register

13. The registration officer for the Council shall make such rearrangement of, or adaptation of, the register of local government electors as may be necessary for the purposes of, and in consequence of this Order.

Transfer of Property, Rights and Liabilities

14. The land, property, rights and liabilities described in Schedule 1 shall transfer from the Parish Council of Haworth, Cross Roads & Stanbury to the Parish Council of Haworth and Stanbury on 1 April 2023.

Order Date

15. 1 April 2023 is the order date for the purposes of the Local Government (Parishes and Parish Councils) (England) Regulations 2008.

Sealed with the common seal of the Council this day [] December 2022

Schedule 1

LAND AND PROPERTY TO BE TRANSFERRED

Property Description	No	Street	Locality	Town/City	Post Code
West Lane Allotments	18	West Lane	Haworth	Haworth	BD22 8DT
Rawdon Road Allotments	25	Rawdon Road	Haworth	Haworth	BD22 8DW
West Lane Public Conveniences	2	West Lane	Haworth	Haworth	BD22 8EE

**DETAILS OF PROPOSED BUDGETS FOR CROSS ROADS PARISH COUNCIL AND
HAWORTH & STANBURY PARISH COUNCIL**

Any set-up costs for the two new parish councils will be covered by the amount remaining in the existing parish council account on 31st March 2023.

Below are the proposed budgets as agreed by Haworth, Cross Roads and Stanbury Parish Council at its meeting on 28 November 2022.

Haworth and Stanbury Parish Council – 2023 – 2024 proposed budget

<u>Administration</u>	2023/24
Member's Allowance (£100 x 7)	£700.00
Chair's Allowance	£300.00
Salaries	£13,000.00
Outsourced Payroll	£500.00
Office Rental	£0.00
Room Hire (Meetings) including Virtual Meeting software	£500.00
YLCA Subscription	£950.00
Subscription - Other	£300.00
Printing, Stationery, Postage and Telephone	£700.00
Travel & Subsistence	£100.00
Audit (Internal)	£945.00
Audit (External)	£300.00
Training (Staff & Members)	£400.00
Insurance	£1,500.00
Newsletter	£1,000.00
IT Fund	£1,000.00
Contingencies	£1,000.00
SUB TOTAL	£23,195.00
<u>Operation & Service Delivery</u>	
Service Delivery	£8,132.00

Toilet Development Fund	£10,000.00
Toilet Staffing	£6,180.00
Christmas Tree Fund	£500.00
Projects Fund	£7,000.00
	£ -
	£ -
Environment Committee Budget	£6,000.00
General Grant Fund	£1,000.00
SUB TOTAL	£38,812.00
TOTAL EXPENDITURE (A)	£62,007.00
<u>Income</u>	
Government Grant	£ -
Transfer from Reserves	
TOTAL INCOME (EXC. PRECEPT) (B)	£ -
TOTAL PRECEPT (A-B)	£62,007.00

Band D Equivalent	£45.01
Number of Households	1320
Percentage Increase/Decrease	£ -

Cross Roads Parish Council – 2023-2024 proposed budget

<u>Administration</u>	
Member's Allowance (£150 x 7)	£1,050.00
Special Responsibility Additional Allowance (Chairman)	£350.00
Salaries	£10,500.00
Room Hire (Meetings) including Virtual Meeting software	£1,500.00
YLCA Subscription	£945.00

Printing, Stationery, Postage and Telephone	£500.00
Travel & Subsistence	£100.00
Audit	£500.00
Training (Staff & Members)	£300.00
Insurance	£1,500.00
Newsletter	£200.00
IT Fund	£1,000.00
Promotion & Marketing	£188.00
SUB TOTAL	£18,633.00
<u>Operation & Service Delivery</u>	
Toilet Running Costs	£2,000.00
Toilet Staffing	£6,000.00
Christmas tree and lights	£5,000.00
Projects	£12,500.00
SUB TOTAL	£25,500.00
TOTAL EXPENDITURE (A)	£44,133.00
<u>Income</u>	
Transfer from Reserves	TBC
TOTAL INCOME (EXC. PRECEPT) (B)	£ -
TOTAL PRECEPT (A-B)	£44,133.00

Band D Equivalent	£45.31
Number of Households	974
Percentage Increase/Decrease	



Report of the Director of Human Resources to the meeting of the Council to be held on 13 December 2022

Subject:

Pay Policy Statement Update for 2022/23

Summary statement:

In accordance with the Localism Act 2011 Local Authorities are required to produce and publish a Pay Policy Statement for each financial year. The Pay Policy Statement must be approved by full Council before publication. Full Council approved the 2022/23 Pay Policy Statement on 15 March 2022. Local authorities may be resolution amend their pay policy, and must then publish the amended policy. Amendments to the Council's Pay Policy are required to provide for appointments to the Children's Trust, and alterations to senior roles in the Council following job evaluation and benchmarking.

Equality & Diversity:

An Equality Impact Assessment is not required as the Pay Policy Statement does not include proposals for new or changing policies, services or functions.

Anne Lloyd
Director of Human Resources

Portfolio:

Corporate

Report Contact: Anne Lloyd
Director of Human Resources
Phone: (01274) 432031
E-mail: anne.lloyd@bradford.gov.uk

Overview & Scrutiny Area:

Corporate

1. SUMMARY

- 1.1 Sections 38 – 43 of the Localism Act 2011 require the Authority to produce a policy statement that covers a number of matters concerning the pay of the Authority's staff, principally its Chief Officers and the Authority's lowest paid employees.
- 1.2 This amended Pay Policy Statement for the year 1 April 2022 to 31 March 2023 has been produced taking into account the relevant requirements of the Localism Act 2011 and having regard to the statutory guidance issued by the then Department for Communities and Local Government (DCLG) in February 2012 and the supplementary guidance issued in February 2013 both entitled 'Openness and accountability in local pay: Guidance under section 40 of the Localism Act 2011' ("the Guidance") together with the Local Government Transparency Code 2015 where applicable.
- 1.3 Full Council approved the Pay Policy Statement for 2022/23 on 15 March 2022 and an updated Pay Policy Statement for 2022/23 on 12 July 2022.
- 1.4 This report provides details of the proposed amendments to Pay Policy Statements for the financial year 2022/23 to reflect appointments to the Chief Investment Officer, West Yorkshire Pension Fund and the re-grade and re-titling of the Deputy Director of Children's Social Care post from Assistant Director 1 to Director 1 and re-name of the post to Director of Children's Social Care and Practice to reflect the role as it will transition and TUPE transfer into the Bradford Children and Families Trust. The proposed amended Pay Policy also reflects the appointment of the Chief Executive of the Bradford Children and Families Trust, at a salary of £170 000, who will transfer to the Trust on 1 April 2023. This follows the previous report to the meeting of Council on 12 July 2022 which authorised an appropriate remuneration package to be offered following consultation.

2. BACKGROUND

- 2.1 Section 38 of the Localism Act 2011 requires local authorities to publish a Pay Policy Statement for each financial year.
- 2.2 The Pay Policy Statement must:
 - Be produced annually in time for the start of each financial year and be approved by a resolution of full Council (the power cannot be delegated). The 2022/23 Pay Policy Statement must be prepared and approved before 31 March 2022. Any amendments required to the Pay Policy Statement in year must also be considered by full Council.
 - Be published which must include publication on the Council's website, as a minimum, soon after approval or amendment.
 - Set out the Authority's policies on a range of issues particularly relating to its chief officers and lowest paid employees.
 - Be complied with.

The Guidance also states that:

- Full Council be offered the opportunity to vote on salary packages of £100k pa or more in respect of new appointments and severance packages of £100k or more.

2.3 The Pay Policy Statement must set out the Authority's policy relating to:

- The level and elements of remuneration for each Chief Officer, which includes salary, any charges, fees or allowances, benefits in kind, bonuses, the use of performance related pay, increases and additions to remuneration, remuneration on recruitment and the approach to the payment of Chief Officers ceasing to be employed by the Authority.
- The remuneration of the lowest paid employees in the workforce.
- The relationship between the remuneration of Chief Officers and other employees.
- The publication of and access to information relating to remuneration of Chief Officers.

2.4 The provisions of the Localism Act 2011 do not apply to employees of schools maintained by the Authority and therefore they are not within the scope of the Pay Policy Statement.

2.5 Chief Officers are defined in the Pay Policy Statement as the posts of Chief Executive, Strategic Directors, Directors, Deputy Directors and Assistant Directors.

2.6 The Pay Policy Statement must be approved by a resolution of the full Council before it comes into force.

2.7 The proposed amended **Pay Policy Statement for 2022/23** can be found at **Appendix 1**. The proposed amended Statement is based on the approved 2022/23 Statement which has been amended in relation to the following:

2.7.1 The pay multiple has been calculated based on the pay awards effective from 1 April 2022 that have recently been agreed. The value of the 'pay multiple' between the highest paid salary and the median earnings figure of the whole of the Council's workforce has reduced from 8.8:1 to **7.9:1**

*NB. The pay multiple is **not** based on the lowest paid employee nor the simple average salary but it is based on the median earnings figure ie the 'mid-point'.*

2.7.2 The national pay awards effective from 1 April 2022 have now been agreed and therefore all salaries quoted in the pay policy statement are based on salary levels at 1 April 2022.

2.7.3 Revised salary bandings for the application of LGPS employee pension contribution rates are from 1 April 2022 in Appendix A of the Pay Policy Statement.

- 2.8 The post of Deputy Director of Children’s Social Care has been retitled as Director of Children Social Care and Practice to better reflect the remit and responsibilities of the role as they will be as the role transitions to the Bradford Children and Families Trust. Following evaluation, the role has been evaluated at Director 1. Members are asked to note in relation to the proposed recruitment to the post of Director of Children's Social Care and Practice of the Children’s Trust, as previously mentioned in the report to Council dated 12 July 2022, there have been discussions between the Council, the Department for Education, the Children’s Commissioner, and the Chair of the Board of the Trust, re the remuneration package necessary to attract suitable candidates. The view is that the Council’s salary scales will not adequately reflect the remuneration package that the market is likely to dictate in order to attract suitable candidates for this role. However, it has not yet been possible to arrive at a firm view re the appropriate remuneration package. Accordingly, it is proposed that delegated authority be given to the Chief Executive, in consultation with the Portfolio Holder for Children’s Services, and also after undertaking consultation with the S151 Officer, the Department for Education and the Children’s Commissioner, to authorise an appropriate remuneration package in respect of the post of Director of Children’s Social Care and Practice at the Trust. It should be noted that the post holder will transfer to the Trust on 1 April 2023.
- 2.9 The post of Chief Investment Officer, West Yorkshire Pension Fund is a unique and highly skilled investment role, as such it has proved difficult to recruit to and market salary benchmarking data has supported a higher level of remuneration than the job evaluation outcome would suggest. As a consequence, the remuneration of the Chief Investment Officer, West Yorkshire Pension Fund is proposed as a spot salary of £199,999 to facilitate this position being filled by a sufficiently qualified and experienced individual.
- 2.10 The average salary of the candidates that met the essential criteria for the role was circa £234,000 per annum with all but one candidate being offered an annual bonus as part of their remuneration package, averaging at 100% on top of their basic salary. The job advertisement when graded at a lower salary initially failed to attract a suitable calibre of individual with adequate experience in the investment field; this being a highly specialist role in a clearly defined market. The feedback initially was that the salary for this post should exceed £200,000 per annum and a benchmarking exercise was undertaken by Proventure to support to facilitate the recruitment process.
- 2.11 The senior team in West Yorkshire Pension Fund currently lacks senior investment experience which is a highly specialised area and is outsourced at much greater cost in other similar funds around the country. The majority of UK pension funds outsource their investment management to 3rd party fund managers. The 3rd party fund managers charge a fee which is typically calculated as a % of the assets under management with additional performance fees payable if pre-agreed performance targets are met over given timeframes. The terms would vary depending upon the type of assets and the size of the mandate. This charging model would typically mean the fees payable to a 3rd party manager are significantly in excess of the costs of managing investments in-house, particularly if investment performance is strong. In house management is the lower cost option, evidenced by DLUHC statistics in cost per scheme member. The additional spend of £250k for this appointment would have moved the March 2022 WYPF outturn from £10,455k to

£10,705k, and cost per member from £33.97 to £34.78. Within that total the investment cost would have increased from £17.25 to £18.06. This would leave WYPF almost £12 per scheme member better off than the next lowest cost fund at £30 per scheme member, a saving of over £3.6m per annum.

3. FULL COUNCIL CONSIDERATION

- 3.1 Full Council will consider this report and the proposed amended Pay Policy Statement at **Appendix 1** on Tuesday 13 December 2022.

4. OTHER CONSIDERATIONS

- 4.1 The Council may, by resolution of the full Council, amend this Pay Policy Statement during the course of the year to which it relates.

5. FINANCIAL & RESOURCE APPRAISAL

- 5.1 There are financial and resource implications arising from the report, which are summarised below. Both posts have been reviewed and evaluated in accordance with the Hay job evaluation scheme and have been evaluated at Director 1, salary range £112,611 - £123,678.
- 5.2 The Director Children's Social Care and Practice post is an existing post within the structure which has been regraded and retitled to reflect that amended duties required of the post-holder as the role transitions into the Bradford Children and Families Trust. The posts will support the overall improvement of children's services.
- 5.3 The additional remuneration for the Chief Investment Officer post within West Yorkshire Pension Fund is also to be met within existing budget provision and, after market research, is within reasonable market value for such a role.
- 5.4 The West Yorkshire Pension Fund is a separate ring-fenced account outside the Council's core management accounts and is funded from the management and administration budget within the West Yorkshire Pension Fund accounts across five Local Authorities and 441 other bodies, not from Bradford Metropolitan District Council's base budget and Council Taxpayers.
- 5.5 As per Section 9 of the Pay Policy, it is requested that Full Council approve the spot salary of £199,999 per annum for the post of the Chief Investment Officer. by approving the amended Pay Policy appended to this report as appendix 1.

6. RISK MANAGEMENT & GOVERNANCE ISSUES

- 6.1 The posts have been graded using the Hay job evaluation and grading scheme which is the scheme agreed for Chief Officers to ensure this sits within the parameters of the Council's Pay Policy.

7. LEGAL APPRAISAL

- 7.1 The Authority is under a statutory duty to prepare and publish a Pay Policy Statement for the financial year 2022/23 and each subsequent financial year pursuant to the requirements set out in sections 38-43 of the Localism Act 2011.

The Pay Policy Statement should be approved by a resolution of the Authority before it comes into force. The Authority must have regard to the Guidance referred to in this report in preparing and approving the Pay Policy Statement together with the provisions of the Local Government Transparency Code 2015 where applicable. Under S39(4) of the Localism Act 2011, the Council can amend its pay policy statement, including after the beginning of the financial year to which it relates.

8. OTHER IMPLICATIONS

8.1 SUSTAINABILITY IMPLICATIONS

Not applicable.

8.2 GREENHOUSE GAS EMISSIONS IMPACTS

Not applicable.

8.3 COMMUNITY SAFETY IMPLICATIONS

Not applicable.

8.4 HUMAN RIGHTS ACT

No implications arising from this report.

8.5 TRADE UNION

There is no formal requirement to consult about the Pay Policy Statement however it will be shared with the recognised Trade Unions for information.

The Pay Policy Statement brings together the Authority's existing policies which have been subject to consultation where required.

8.6 WARD IMPLICATIONS

Not applicable.

8.7 IMPLICATIONS FOR CHILDREN AND YOUNG PEOPLE

Not applicable.

8.8 ISSUES ARISING FROM PRIVACY IMPACT ASSESMENT

None.

9. NOT FOR PUBLICATION DOCUMENTS

Appendix 2 is marked Not for Publication on the grounds that it contains exempt information within paragraphs 3 and 5 of Schedule 12A Local Government Act 1972

10. OPTIONS

- 10.1 The production and publication of a Pay Policy Statement is a statutory requirement under the Localism Act 2011 for the financial year 2022/23 and each subsequent financial year. By resolution of the full Council, the Council may amend this Pay Policy Statement during the course of the 2022/23 financial year.

11. RECOMMENDATIONS

- 11.1 That the amended Pay Policy Statement for the financial year 2022/23 as set out at Appendix 1 to this report, be approved.
- 11.2 That the Chief Executive be given authority in consultation with the Portfolio Holder for Children's Services, and also after undertaking consultation with the S151 Officer, the Department for Education and the Children's Commissioner, to authorise an appropriate remuneration package in respect of the Director of Children's Social Care and Practice.

12. APPENDICES

Appendix 1: Proposed amended Pay Policy Statement 2022/23.

Appendix 2: This appendix is marked not for publication on the grounds that it contains exempt information within paragraphs 3 and 5 of Schedule 12A Local Government Act 1972

13. BACKGROUND DOCUMENTS

- Openness and accountability in local pay: Guidance under section 40 of the Localism Act 2011, February 2012. [Openness & Accountability in Local Pay - Feb 2012](#)
- Openness and accountability in local pay: Guidance under section 40 of the Localism Act 2011 (Supplementary Guidance) February 2013. [Openness and Accountability in Local Pay - Feb 2013](#)
- Local government transparency code 2015
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/408386/150227_PUBLICATION_Final_LGTC_2015.pdf

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AMENDED PAY POLICY STATEMENT FOR THE FINANCIAL YEAR 2022/2023

Amended Statement of Pay Policy for the year 1 April 2022 to 31 March 2023

1. Introduction

Sections 38 – 43 of the Localism Act 2011 require the Authority to produce a policy statement that covers a number of matters concerning the pay of the Authority's staff, principally its Chief Officers and the Authority's lowest paid employees. This pay policy statement meets the requirements of the Localism Act 2011 and takes account of the guidance issued by the Secretary of State for Communities and Local Government in February 2012 and the supplementary guidance issued in February 2013 both entitled "Openness and accountability in local pay: Guidance under section 40 of the Localism Act" together with the Local Government Transparency Code 2015 where applicable.

This pay policy statement does not apply to employees of schools maintained by the Authority and is not required to do so.

In accordance with the provisions of the Localism Act 2011 this pay policy statement is required to be approved by a resolution of the Authority before it comes into force.

Once approved by the full Council, this policy statement will come into immediate effect, superseding the previous 2022/23 pay policy statement, which was itself previously amended on 12 July 2022 and will be reviewed annually.

2. Definitions used in this Pay Policy Statement

All the posts below are collectively referred to as **Chief Officer**.

- **Chief Executive**, who is the Authority's **Head of the Paid Service** under section 4(1) Local Government and Housing Act 1989.
- **Statutory Chief Officers**, which in this Authority are:-
 - Strategic Director - Children's Services**
 - Strategic Director - Health & Wellbeing** who is the Authority's designated Director of Adult Social Services.
 - Director of Finance & IT** who is the Authority's Chief Finance Officer under section 151 Local Government Act 1972 and section 6 Local Government and Housing Act 1989
 - Director of Legal & Governance** who is the Authority's Monitoring Officer under section 5 Local Government and Housing Act 1989.
 - Director of Public Health**
- **Non-statutory Chief Officers and Deputy Chief Officers**, which in this Authority are:-

All other Strategic Directors, Directors, Deputy Directors and Assistant Directors, and the Chief Executive of the Children's Trust.

The **Lowest Paid Employees** are defined as employees paid on Spinal Column Point 1 of the National Joint Council (NJC) for Local Government Services pay scales. This definition has been adopted as it is the lowest level of remuneration attached to a post in this Authority (see section 5 below).

3. The Overall Approach to Pay and Remuneration

The Authority's overall approach to pay and remuneration for its employees is based on:

- Ensuring that the overall remuneration aligns with: -
 - The responsibilities and accountabilities of particular posts
 - Market norms for the local government and public sectors
 - Pay levels in the local area, including neighbouring public sector employers.

The Authority seeks to maintain this overall approach by carefully monitoring pay data provided by the Joint Negotiating Committees (JNCs) for Chief Officers and Chief Executives of Local Authorities, Local Government Association/Employers and other pay surveys.

4. Policy on Remunerating Chief Officers

Policy on Remunerating the Chief Executive

The Chief Executive is employed pursuant to the terms and conditions of employment of the Joint Negotiating Committee (JNC) for Chief Executives of Local Authorities as amended and supplemented by local agreements, decisions and the rules of the Council.

The Authority recognises that the role of Chief Executive is to lead the Authority's workforce, has the greatest level of accountability and so warrants the highest pay level in the Authority.

When setting the remuneration for the Chief Executive the Authority will compare the current salary of the post with comparable salaries for Chief Executives at councils of a similar size, type and location. Specialist advice will normally be sought on an appropriate starting salary.

The Chief Executive is employed on a defined salary (not a grade range) and this salary is increased in accordance with any nationally agreed pay awards as determined by the national Joint Negotiating Committee for Chief Executives of Local Authorities.

Salary of the Chief Executive as at 1 April 2022 is £199,472 p.a. which has been increased in accordance with the nationally agreed pay award as determined by the national Joint Negotiating Committee for Chief Executives of Local Authorities.

Policy on Remunerating Other Chief Officers

Chief Officers are employed pursuant to the terms and conditions of employment of the Joint Negotiating Committee (JNC) for Chief Officers as amended and supplemented by local agreements and decisions.

Grades for Chief Officer posts are determined through job evaluation which is a systematic way of determining the value of a job in relation to other jobs in the organisation and provides an analytical approach to evaluating the job value through allocating points to different factors (responsibilities and duties) of the job role, the total score of which equates to a grade range within the Authority's pay and grading structure for Chief Officers. These grade ranges are set out below.

A grade range consists of a number of incremental salary points through which employees may progress until the top of the grade is reached. Progression within each grade range will normally be by annual increment at 1 April each year until the top of the grade range is reached.

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The grades and salary ranges as at 1 April 2022 are:

Strategic Director 1	£146,016 – £152,987 (SD1)
Strategic Director 2	£120,454 - £132,073 (SD2)
Director 1	£112,611 - £123,678 (Dir 1)
Assistant Director 1	£102,674- £108,602 (AD1)
Assistant Director 2	£ 90,821- £102,674 (AD2)
Assistant Director 3	£ 78,970- £ 90,821 (AD3)

All the posts referred to as ‘Chief Officer’ for the purpose of this pay policy statement and the respective salary ranges are attached at Appendix B.

Other Aspects of Chief Officer Remuneration

Other aspects of Chief Officer remuneration covered by this pay policy statement include the policies in respect of recruitment, pay increases, performance related pay, earn back (withholding an element of base salary related to performance), bonuses, ex gratia payments, honoraria (payment for increased duties and responsibilities), termination payments and re-employment when in receipt of a Local Government Pension Scheme (LGPS) pension or a redundancy/severance payment. These matters are addressed in the schedule that is attached to this pay policy statement at **Appendix A**.

Public Health

Following the transfer of responsibility for public health to local authorities on 1 April 2013, those employees of the NHS assigned to the area transferring, transferred to the employment of the Authority and remain on their current terms and conditions of employment including salary and membership of the NHS pension scheme.

There are a number of the Public Health Consultants who report to the Director of Public Health on NHS pay rates which fall within the pay ranges assigned to JNC Chief Officers within the Council. As such, some or all of this pay policy statement may not apply to them.

Tax Avoidance Measures

All chief officers are remunerated via monthly salary payments through PAYE. Appropriate tax and national insurance deductions are made in accordance with HMRC regulations and there are no arrangements in place for the purpose of minimising tax payments.

Where the Council is unable to recruit senior managers, or there is a need for interim support to provide cover for a substantive Chief Officer role, the Council will, where necessary, consider engaging individuals under a “contract for service”. These will be sourced through a relevant procurement process ensuring the Council is able to demonstrate the maximum value for money benefits from competition. In these cases, appropriate tax and national insurance deductions will be assessed and deducted as required in accordance with HMRC regulations.

5. Policy on Remunerating the Lowest Paid Employees in the Workforce

Pay levels for specific posts are determined through a job evaluation system. Job Evaluation is a systematic way of determining the value of a job in relation to other jobs in the organisation. The job evaluation scheme provides an analytical approach to evaluating the job value through allocating points to different factors (responsibilities and duties) of the job role, the total score of which equates to a grade within the Authority’s pay and grading structure. The Authority uses the National Joint Council Local Government Services Job

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Evaluation Scheme (the NJC Scheme) to evaluate all posts on Bands 1 to 8 (this covers spinal column points 1 to 22 of the NJC pay spine.)

The pay levels are increased in accordance with any nationally agreed pay awards as determined by the National Joint Council (NJC) for Local Government Services.

Remuneration of Lowest Paid Employees

- a. The lowest pay point in this Authority as at 1 April 2022 is spinal column point 1 which relates to an annual full time salary of £20,258 p.a. and can be expressed as an hourly rate of pay of £10.50. This pay point and salary is the lowest pay point routinely used by the Authority for its substantive roles determined by the Authority as part of its pay and grading structure for employees employed on Local Government Services Terms and Conditions. This is the definition of the “lowest paid employees” adopted by the Authority for the purposes of this Pay Policy Statement and is only increased in accordance with any nationally agreed pay awards as determined by the NJC for Local Government Services. This did not have an impact in the last year as the NJC rate of pay for SCP1 was subsequently increased to the same level of £10.50 per hour from 1st April 2022.
- b. There is no bonus pay.
- c. Additional allowances or other payments are made in connection with an employee’s pattern of hours e.g. shift work, but these are only paid in accordance with the terms and conditions of employment that have been negotiated and agreed through appropriate collective bargaining mechanisms (national or local) or as a consequence of Authority decisions.
- d. There are no benefits in kind.
- e. Redundancy payments are paid in accordance with the Authority’s Discretionary Compensation Policy. [Discretionary Compensation Policy.doc](#)
- f. Based on the application of the job evaluation process, the Council uses the nationally negotiated, National Joint Council (NJC) pay spine as the basis for its local grading structure for all posts graded up to and including Band 8 (this covers spinal column points 1 to 22 of the NJC pay spine.)

6. Policy on the Relationship between Chief Officer Remuneration and that of Other Staff

This section sets out the Authority’s overall approach to ensuring pay levels are fairly and appropriately dispersed across the organisation, including the current pay multiple which applies within the Authority.

The Authority believes that the principle of fair pay is important to the provision of high quality and well-managed services and is committed to ensuring fairness and equity in its remuneration practices. The Authority’s pay policies, processes and procedures are designed to ensure that pay levels are appropriately aligned with, and properly reflect, the relative demands and responsibilities of each post and the knowledge, skills and capabilities necessary to ensure that the post’s duties are undertaken to the required standard, as well as taking account of relevant market considerations, if necessary. This includes ensuring that there is an appropriate relationship between the pay levels of its senior managers and of all other employees.

The Local Government Transparency Code 2015 requires the Authority to publish its ‘pay multiple’, i.e. the ratio between the highest paid salary and the median average salary of the

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whole of the Authority's workforce. Guidance issued under the Localism Act 2011 recommends that the 'pay multiple' is included in the Authority's pay policy statement.

From 1 April 2022 the highest paid salary in this Authority is £199,472 p.a. which is paid to the Chief Executive. The median average salary in this Authority (not including employees in schools maintained by the Authority) is £25,409 p.a. The ratio between the two salaries, the 'pay multiple' is 7.9:1. This Authority does not have a policy on maintaining or reaching a specific 'pay multiple', however the Authority is conscious of the need to ensure that the salary of the highest paid employee is not excessive and is consistent with the needs of the Authority as expressed in this pay policy statement.

7. Approval of New Posts with a Salary Package of £100,000 p.a. or more

All the posts referred to as 'Chief Officer' for the purpose of this pay policy statement and the respective salary ranges are attached at Appendix B.

The Authority will ensure that full Council must approve any salary package of £100,000 p.a. or more before it is offered in respect of a new post not listed in Appendix B or if it is proposed to pay more than the top of the salary range for an existing post in Appendix B (excluding pay awards) unless paragraph 9 of this pay policy statement applies. This does not apply to offers of appointment made to employees employed in schools maintained by the Authority. The salary package will be defined as base salary, routinely payable allowances and any benefits in kind that are due under the contract.

8. Severance Payments for Chief Officers

If the Council is considering making a severance payment to a Chief Officer the decision as to whether such a payment should be made will be taken by Staffing Committee or a sub-committee of Staffing Committee both of which are sub-committees of full Council provided that if the proposed severance payment is £100,000 or more, (excluding accrued pension rights) then the decision as to whether the payment should be made will be taken by full Council.

9. Flexibility to Address Recruitment Issues for Vacant Posts

In the vast majority of circumstances, the provisions of this pay policy statement will enable the Authority to ensure that it can recruit effectively to any vacant post. There may be exceptional circumstances when there are recruitment difficulties for a particular post and where there is evidence that an element of the overall remuneration is not sufficient to secure an effective appointment. This pay policy statement recognises that this situation may arise in exceptional circumstances and therefore a departure from this policy can be implemented without having to seek full Council approval for a change of the pay policy statement. Such a departure from this pay policy statement will be expressly justified in each case and will be approved through an appropriate Authority decision making process.

10. Amendments to the Policy

If a major change to this pay policy statement is considered to be appropriate during the year, then a revised draft pay policy statement will be presented to full Council for consideration.

11. Policy for Future Years

This pay policy statement will be reviewed each year and will be presented to full Council

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each year for consideration in order to ensure that a policy is in place for the Authority prior to the start of each financial year.

12. Publication

The Authority will publish this pay policy statement on its website (www.bradford.gov.uk) as soon as is reasonably practicable after it has been approved by Council. Any subsequent amendments to this pay policy statement made during the financial year to which it relates will also be similarly published. The Authority currently publishes information on Chief Officer Remuneration in its Annual Statement of Accounts in accordance with the requirements of the Accounts and Audit Regulations 2015 and the Local Government Transparency Code 2015 [Statement of Accounts | Bradford Council](#)

Other Aspects of Chief Officer Remuneration

Aspect of Chief Officer Remuneration	Authority Policy
Recruitment	The post will be advertised and appointed to at the appropriate approved salary grade and salary range for the post in question (as set out in Section 4 and Appendix B) unless there is good evidence that a successful appointment of a person with the required skills, knowledge, experience, abilities and qualities cannot be made without varying the overall remuneration. In such circumstances a variation to the remuneration package may be appropriate under the Authority's pay policy statement and any variation will be approved through the appropriate decision making process. The Authority has a relocation scheme that provides assistance to all new employees including Chief Officers meeting the relocation criteria up to a maximum of £8,000.
Pay Increases	The Authority will apply any pay increases that are determined by relevant national negotiating bodies.
Performance Related Pay	The terms of the contract of employment do not provide for performance related pay.
Earn-Back (Withholding an element of base salary related to performance)	The terms of the contract of employment do not provide for an element of base salary to be withheld related to performance. Any areas of underperformance are addressed in accordance with relevant Authority procedure.
Bonuses	The terms of the contract of employment do not provide for the payment of bonuses.
Ex-Gratia Payments	The Authority does not make ex gratia payments.
Honoraria	Honoraria payments are additional payments paid to employees for increased duties and responsibilities. Honoraria will only be considered where employees take on additional duties and responsibilities beyond the remit of their substantive role and would be subject to approval through the appropriate decision making process.
Expenses	The Authority pays reasonable out-of-pocket expenses actually incurred.
Local Government Pension Scheme (LGPS)	<p>The Authority provides access to the Local Government Pension Scheme for Chief Officers in accordance with the statutory provisions of the scheme.</p> <p>The employer's contribution rate for all Authority employees who are members of the LGPS is currently 17.1% (at 1 April 2022) of salary and is set by actuarial valuation of the West Yorkshire Pension Fund every 3 years. How much employees pay themselves in pension scheme contributions depends on how much they earn. The employee contribution rates from 1 April 2022 are:</p> <p>Employees earning up to £15,000 contribute 5.5% Employees earning between £15,001 and £23,600 contribute 5.8% Employees earning between £23,601 and £38,300 contribute 6.5% Employees earning between £38,301 and £48,500 contribute 6.8% Employees earning between £48,501 and £67,900 contribute 8.5% Employees earning between £67,901 and £96,200 contribute 9.9% Employees earning between £96,201 and £113,400 contribute 10.5% Employees earning between £113,401 and £170,100 contribute 11.4% Employees earning more than £170,101 contribute 12.5%.</p>

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Aspect of Chief Officer Remuneration	Authority Policy
Termination Payments and payment of pension benefits on termination	<p>There are no separate provisions for termination payments for Chief Officers. Redundancy payments will be paid in accordance with the Authority's Discretionary Compensation Policy.doc</p> <p>The Authority has agreed written policies on how it will apply any discretionary powers it has under the LGPS regulations. The Authority's policies are provided at LGPS Pension Discretion Policy Statements. There are no separate policies for Chief Officers.</p> <p>Other than payments referred to above the Authority's policy is not to make any other termination payments, other than where it has received specific legal advice to the effect that a payment may be necessary in appropriate cases to eliminate risk of successful legal claims or to settle legal proceedings against the Authority.</p>
Election Fees	<p>The Chief Executive receives fee payments pursuant to his/her appointment as Returning Officer at national elections. The fees paid in respect of national elections vary according to the size of the electorate and number of postal voters and are calculated in accordance with an allowance set by central government. Fee payments for national elections are, in effect, not paid by the Authority as the fees are reclaimed.</p> <p>The Chief Executive does not receive any additional payment for the role of Returning Officer for local government elections.</p> <p>Separate payments set by the Authority are made to the Director of Legal & Governance as Deputy Returning Officer, in accordance with the same principles for the Returning Officer as described above.</p> <p>The amounts paid are published on the Authority's website in the Annual Statement of Accounts in accordance with the requirements of The Accounts and Audit Regulations 2015. Statement of Accounts Bradford Council</p>
Re-employment of Chief Officers in receipt of a LGPS Pension or a redundancy/ severance payment	<p>The Authority is under a statutory duty to appoint on merit (section 7 Local Government and Housing Act 1989) and has to ensure that it complies with all appropriate employment and equalities legislation. The Authority will always seek to appoint the best available candidate who has the skills, knowledge, experience, abilities and qualities needed for the post. The Authority will therefore consider all applications from candidates to try to ensure the best available candidate is appointed. If a candidate is a former employee in receipt of a LGPS pension or a redundancy payment this will not rule a candidate out from being re-employed by the Authority. If a former employee leaves the Authority by reason of redundancy the individual cannot be reappointed to their old post as it will not exist. The Authority will apply the provisions of the Redundancy Payments (Continuity of Employment in Local Government, etc.) (Modification) Order 1999 regarding the recovery of redundancy payments where appropriate. Pension Regulations also contain provisions to reduce pension payments in certain circumstances to those in receipt of a pension who return to work within the local government service.</p>
Car allowance payment	Chief Officers will be paid Car Allowances in accordance with HMRC rates.
Provision of Mobile Telephones/Communication device/ICT equipment	Where appropriate these will be provided for business use and any work related costs will be met by the Authority.
Professional subscriptions	A professional subscription is only paid if membership is required by statute.

SENIOR MANAGEMENT STRUCTURE AND SALARY RANGES AT 1 April 2022

JOB TITLE	GRADE	SALARY RANGE
Chief Executive	CEX	£199,472
SD Corporate Resources	SD1	£146,016 - £152,987
SD Children's Services	SD1	£146,016 - £152,987
SD Health & Wellbeing	SD1	£146,016 - £152,987
SD Place	SD1	£146,016 - £152,987
CHIEF EXECUTIVE'S OFFICE		
Managing Director of West Yorkshire Pension Fund	SD1	£144,091 - £151,062
Chief Investment Officer	Spot Salary	£199,999
AD of Investments (UK, Overseas, Alternatives) (3)	AD3	£78,970 - £90,821
AD Finance, Admin and Governance	AD3	£78,970 - £90,821
AD Office of the Chief Executive	AD2	£90,821 - £102,674
CORPORATE RESOURCES		
Director of Legal & Governance	AD1	£102,674 - £108,602
Director of Finance & IT	Director 1	£112,793 - £123,678
Director of Human Resources	AD1	£102,674 - £108,602
AD Revenue & Benefits	AD3	£78,970 - £90,821
AD Estates & Property	AD2	£90,821 - £102,674
CHILDREN'S SERVICES		
Director Children's Social Care and Practice	Director 1	£112,611 - £123,678
Deputy Director Education & Learning	AD1	£102,674 - £108,602
AD Performance, Commissioning & Partnerships	AD2	£90,821 - £102,674
HEALTH & WELLBEING		
AD Operational Services	AD2	£90,821 - £102,674
AD Commissioning & Integration	AD2	£90,821 - £102,674
Director of Public Health	AD1	£102,674 - £108,602
Programme Director Mental Health Temp 0.65FTE	AD2	£59,034 - £66,738
AD of Adults with Disabilities	AD2	£90,821 - £102,674
PLACE		
AD Waste, Fleet & Transport Services	AD2	£90,821 - £102,674
AD Sport & Culture	AD2	£90,821 - £102,674
AD Neighbourhoods & Customer Services	AD2	£90,821 - £102,674
AD Economy & Development Services	AD2	£90,821 - £102,674
AD Planning, Transportation & Highways	AD2	£90,821 - £102,674
Air Quality Programme Director (Temporary)	AD3	£78,970 - £90,821
Bradford Children's Trust		
Chief Executive	Spot Salary	£170,000

Pay Policy Statement

JOB TITLE	GRADE	SALARY RANGE
Director of Finance & Resources	Director 1	£112,611 - £123,678

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By virtue of paragraph(s) 3, 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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