



EXECUTIVE MINUTES

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MINUTES OF A MEETING OF THE EXECUTIVE HELD ON TUESDAY 23 JULY 2002 AT CITY HALL BRADFORD

Commenced	1400
Adjourned	1455
Recommenced	1500
Adjourned	1515
Recommenced	1525
Concluded	1605

PRESENT – Councillors

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT
Cooke	Berry	Sunderland
Eaton	Green	Ward
Hawkesworth	Greenwood	
Hopkins	Thorne	

Councillor Eaton in the Chair

41. DISCLOSURES OF INTEREST

- (a) The following disclosures of interest were received at the commencement of the meeting:
- (i) Councillor Greenwood disclosed a personal interest in Minutes 46, 48 and 49 as a tenant of unfurnished Council accommodation but as it was not prejudicial, he took full part in the meeting.
 - (ii) Councillors Berry, Eaton, Green and Greenwood disclosed personal interests in Minute 54 as each resided close to the A650/A657 corridor, but as it was not prejudicial, they took full part in the meeting.
- (b) During the course of the meeting Councillor Greenwood disclosed a personal interest in Minute 55 as a member of UNISON and the TGWU but as it was not prejudicial he took full part in the meeting.

42. MINUTES

Resolved -

That the minutes of the meeting held on 25 June 2002 be signed as a correct record.

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

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

44. **EXECUTIVE PORTFOLIOS**

(Executive Procedure Rules – Part 3D of the Constitution)

In accordance with Paragraph 2.1 of Part 3D of the Constitution, the Legal and Democratic Services Director reported on clarification/changes made by the Leader of Council, to the allocation of functions and services to Portfolios, as follows:

- (a) The Construction, Design and Maintenance Service located within the Community Portfolio.
- (b) Private Sector Housing located within the Community Portfolio as a part of the Department of Housing.
- (c) Markets as a whole located within the Corporate and Regeneration Portfolio, including those functions currently managed in the Department of Customer Services within the Community Portfolio.

Resolved -

That the changes be noted.

ACTION: None

45. **REMOVAL OF SURPLUS PLACES IN PRIMARY SCHOOLS – APPROVAL FOR CONSULTATION**

The report of the Education Director (**Document “AC”**) set out officer proposals for the removal of surplus places in primary schools across the District and sought approval to proceed to consultation. The Chair of Governors of Hoyle Court Primary School attended the meeting and spoke in support of the retention of that school. There followed a lengthy debate during which the Executive Member (Education Portfolio) stressed the importance of ensuring that the consultation process was carried out properly, that no decisions had been made and that officers would assist and advise groups who wished to make representations during the consultation process. Members of the Labour Group felt that the proposals which were not supported by governing bodies, should be withdrawn.

In answer to a Member’s question, the Education Director confirmed that representatives of the Church of England Diocesan Board of Education were aware of today’s meeting and had been invited to attend.

Resolved -

- (1) **That the officer proposals set out in Document “AC” be noted.**
- (2) **That the consultation process be approved.**

- (3) That those consulted be invited to submit alternative proposals to address the issue of surplus places.
- (4) That officers be instructed to offer all reasonable assistance and information to assist groups making representations during the consultation process.

OVERVIEW AND SCRUTINY AREA: *Education*

ACTION: *Education Director*

46. **OUTTURN POSITION AND FINAL ACCOUNTS FOR THE FINANCIAL YEAR ENDED 31 MARCH 2002**

The report of the Finance Director (**Document "W"**) presented details of the Council's actual revenue and capital expenditure for the year ended 31 March 2002 compared with the approved estimates. In addition the final accounts, statutory financial statements and explanatory notes were included.

Resolved –

- (1) That the action taken by the Finance Director to transfer savings in the year of £2,710,000 to the Change Programme Reserve and to transfer the balance of £504,000 for school reorganisation supernumerary costs into the Schools Reorganisation Reserve, be approved.
- (2) That the increase in the capital cost of the scheme "Capitalisation of Highways' Maintenance", noted at Appendix 5 to Document "W", be approved.
- (3) That it be recommended to Council that the statutory financial statements and explanatory notes for 2001-02 set out in Appendix 6 of Document "W", be approved.
- (4) That it be noted that the 2001- 02 overspend of the Department of Marketing and Communications relates mainly to two particular items of a non-recurring nature, as reported previously to the Executive as part of the budget exceptions process, namely:
 - Inherited over-commitment on salaries budgets arising as part of the formation of the new Department of Marketing and Communications; and
 - Losses incurred by the Council's Print Unit which had to be funded by the Department of Marketing and Communications.
- (5) That the reported Department of Marketing and Communications overspend in 2001-02 therefore be charged to the General Fund balance on the understanding that:
 - The inherited salaries overspending will not recur in the current or future years; and

- That there will be no further losses arising from the Print Unit and that the Director of Marketing and Communications be instructed to bring a report to the Executive in November 2002 detailing the outcome of the procurement process for print services currently underway.

OVERVIEW AND SCRUTINY AREA: *Corporate*

ACTION: *Finance Director*

Marketing and Communications Director

Legal and Democratic Services Director (item (3) reference to Council)

47. ANNUAL TREASURY MANAGEMENT REPORT

The report of the Finance Director (**Document “X”**) showed the Council’s Treasury Management activities for the year ended 31 March 2002.

Resolved –

That the Annual Treasury Management Report be noted, and the proposed amendments to the Treasury Policy Statement as shown in paragraph 7.3 of Document “X” be approved.

OVERVIEW AND SCRUTINY AREA: *Corporate*

ACTION: *Finance Director*

48. FINANCIAL FORECAST AND RISK ANALYSIS – A REVIEW OF THE COUNCIL’S FINANCIAL POSITION FOR THE YEARS 2003/04, 2004/05 AND 2005/06

The report of the Finance Director (**Document “Y”**) presented the Council’s financial forecast and an assessment of financial risk for General Fund Revenue Account services over the three years commencing 2003-04 in order that members could give consideration to the development of a medium term financial strategy within the context of the Corporate Plan.

Resolved –

- (1) That the contents of Document “Y” be noted.
- (2) That following the adoption by the Council of the Corporate Plan, it is recognized that it is now essential that the Council develops a medium term financial strategy to restructure the Council’s spending in line with its expressed priorities, including the financing of the renewed commitment to substantially increase school budgets over the next three years.
- (3) That, in giving consideration to the development of such a strategy the following be noted:
 - The impact of the base budget and resource forecasts reported by the Finance Director;

- The potentially positive impact on future resources of the Chancellor of the Exchequer's Comprehensive Spending Review announcement of 15 July 2002; and
- That the actual resources available to the Council over the next three years will be heavily impacted upon by changes in the grant distribution system. The Government issued a consultation paper on proposed changes in July 2002. It is expected that further information will be made available on proposed changes following the consultation period. The review, with the possibility of wide-scale changes in the method of grant distribution, means that the Council is currently undertaking its financial planning in an environment of exceptional uncertainty.

(4) That following the end of the consultation period, the Finance Director be instructed to report back to the Executive on:

- The latest estimate of the effect on the three-year financial forecast of the possible changes to the grant distribution system, the comprehensive spending review and the incorporation into the base revenue budget of the Corporate Plan commitment to inject an extra £4 million per annum into school budgets; and
- The options available to the Council to identify additional resources to further support the delivery of the priorities set out in the Corporate Plan.

OVERVIEW AND SCRUTINY AREA: *Corporate*

ACTION: *Finance Director*

49. BUDGET EXCEPTION REPORTING 2002-2003

The report of the Finance Director (**Document "Z"**) identified departments and services that were projecting overspendings on their approved revenue budgets and/or deficits on trading undertakings in 2002-2003 and their proposed remedial action.

In response to a Member's question regarding the worrying increase in the number of children being looked after by the Council, which was a large contributory factor in the Department of Social Services overspend, the Social Services Director indicated that the situation was being monitored in consultation with the Social Services Inspectorate and the Council's auditors.

Resolved –

- (1) That the contents of Document "Z" be noted.
- (2) That it be noted that the Department of Social Services is currently projecting an overspending as reported in paragraph 3 of Document "Z" and:
 - (a) The remedial action proposed by the Social Services Director as detailed in Appendix 1 to Document "Z" to reduce the projected overspending, be approved.
 - (b) The Social Services Director be required to take all necessary actions to address any remaining projected overspending.

- (3) That all other Directors continue to take action to ensure that their departmental net expenditure is contained within budget.

OVERVIEW AND SCRUTINY AREA: Corporate
ACTION: All Directors

50. BEST VALUE REVIEW OF TOURISM

Previous reference: Regeneration and Culture Overview and Scrutiny Committee,
 Minute 63 (2001/02)

The Regeneration and Culture Overview and Scrutiny Committee on 18 March 2002, had considered the Best Value Review of Tourism and had resolved as follows:

1. *That the Best Value Review of Tourism report be supported and approved.*
2. *That a Service Improvement Plan be brought to a future meeting of the Committee in response to the recommendations made in the report.*
3. *That it be recommended to the Executive Committee that Tourism should be recognised as a corporate priority for the Council in delivering the 20/20 Vision as set out in the report.*
4. *That it be recommended to the Executive Committee that there is a need for the budget in 2003/2004 and subsequent years to be sufficient to implement the recommendations of the Best Value Review of Tourism.*

The report of the Scrutiny and Performance Management Director (**Document "AA"**) presented the findings of the Best Value Review of Tourism and the Executive was invited to consider the Review in the light of the recommendations of the Regeneration and Culture Overview and Scrutiny Committee.

Resolved –

- (1) **That the District Tourism Strategy be approved.**
- (2) **That the strategic recommendations of the Best Value Review of Tourism, excluding recommendations 2 and 3, be approved.**
- (3) **That it be noted that Tourism is identified as a priority in the Corporate Plan approved by the Council on 16 July 2002.**
- (4) **That, in order to meet the current year costs identified, £100,000 be allocated from balances for this purpose and £254,000 be built into the base revenue budget for 2003-04 onwards.**

OVERVIEW AND SCRUTINY AREA: Regeneration and Culture
ACTION: Scrutiny and Performance Management Director

51. **MARKETS EVENTS – FUTURE PROPOSALS**

The report of the Customer Services Director (**Document “AB”**) sought the approval of the Executive to host a Continental Market in the urban space around the Oastler Shopping Centre in Central Bradford in October 2002. The report also sought outline approval to commence work on the hosting of an International Market Festival in Bradford in summer 2004 to support the District’s Capital of Culture bid.

Resolved –

That the contents of Document “AB” be approved and officers be authorised to:

- (i) Host a Continental Market in October 2002 in Bradford City Centre.**
- (ii) Commence work on a bid submission to host the International Market Festival in Bradford in Summer 2004.**
- (iii) Report back to the Executive in 3 months’ time, with a full financial and logistic report that details how the delivery of the event will be achieved.**

OVERVIEW AND SCRUTINY AREA: *Corporate*

ACTION: *Customer Services Director*

52. **ODSAL STADIUM**

Previous reference: Minute 35 (2002/03)

Resolved –

That consideration of this matter be deferred to the next meeting of the Executive on 30 July 2002.

OVERVIEW AND SCRUTINY AREA: *Regeneration and Culture*

ACTION: *Assistant Chief Executive (Regeneration and Environment)*

53. **BRADFORD CITY CENTRE – REVIEW OF TRANSPORT OPPORTUNITIES IN THE WESTERN SECTOR OF THE CITY**

The report of the Transportation, Design and Planning Director (**Document “AD”**) informed the Executive of the results of a study by consultants for the Council identifying perceived problems in the western sector of the city and the possible options the authority might wish to pursue in addressing these problems.

The study process consisted of three elements - an assessment of the means available to improve safety and security for Bradford University/College campus area, consultation with local organisations as to the transport related problems in the study area, and an initial assessment of the potential options available to address these problems.

The study had identified potential means to create significant improvements to the University/College campus area, the major concerns of local organisations in the area and directions for the authority to pursue to address these concerns.

Resolved –

- (1) That the results of this study be accepted as an independent assessment of conditions in this sector of the city and the options that are available to the Council to address issues arising from these investigations.
- (2) That the promotion and implementation of a package of measures to provide improved safety for the University/ College campus area, be supported in principle.
- (3) That officers be authorised to assess further and in more detail options:
 - to reduce traffic activity in the Westgate and Godwin Street areas of the city centre, and
 - to provide a new road link between Thornton Road and Westgate.

and to report on progress in these matters to the Executive in spring 2003.

OVERVIEW AND SCRUTINY AREA: *Environment*

ACTION: *Transportation, Design and Planning Director*

54. **A650/A657 CORRIDOR MULTI-MODAL IMPROVEMENTS STUDY**

The report of the Transportation, Design and Planning Director (**Document “AE”**) presented the results of consultation with residents of the Aire Valley area of the district affected by current and future transport problems along the A650 and the A657.

The consultation process contained three elements: initial consultation with local organisations; interactive public consultation events held at 6 venues; and a public questionnaire distributed to some 60,000 properties. However, concern was expressed that some households affected had not received the questionnaire.

Nevertheless, the consultation had identified a strong level of public opinion for two of the strategy options presented within the questionnaire. It was considered that these two options should be developed further with extensive public participation.

Resolved –

- (1) That the results of this independent study be accepted as an indicative representation of public opinion within the A650/A657 Corridor.
- (2) That whilst the Executive is concerned that questionnaires were not provided to each household affected, however, given the need for urgent action, officers be instructed to pursue those options for which the results of the independent study indicate the highest levels of public support.
- (3) That the majority of public support for investment in public transport and major traffic management improvements (Option B) be recognised and the development of a transport strategy for the corridor be directed to schemes of this nature.

- (4) That the level of support for investment in new carriageway construction within the corridor be also recognised.
- (5) That officers re-evaluate the historic nature of previous construction proposals in this corridor linking the new Bingley Relief Road to the road system south of Shipley and Saltaire. In this re-evaluation, consideration to be given to the identification of possible and affordable highway improvements which could be utilised to provide enhancement for private car use without a detriment to public transport and other road users. These improvements also be required to be evaluated against current conditions in the corridor and Bradford's strategic transport aims and objectives.
- (6) That a further report on the results of this re-evaluation be submitted to the Executive in Spring 2003.

OVERVIEW AND SCRUTINY AREA: *Environment*

ACTION: *Transportation, Design and Planning Director*

55. **CUSTOMER SERVICES AND E-GOVERNMENT – DEVELOPING MODERN ACCESS TO SERVICES**

The report of the Customer Services Director (**Document "AF"**) drew together the recommendations of the Customer Service Strategy, improvements required to provide modern and effective telephone access to the Council and highlighted the connections with the Council's e-Government Strategy.

Resolved –

- (1) That the Corporate Customer Services Strategy at Appendix 3 to Document "AF" be approved.
- (2) That the Corporate Customer Services Strategy Action Plan at Appendix 2 to Document "AF" be approved and that the Customer Services Director report on progress at 6 monthly intervals to Overview and Scrutiny Committee (Corporate).
- (3) That funding of £144,000 in 2002/03 and £280,000 in 2003/04 be allocated to the base budget of the Customer Services Department to resource the staffing requirements to develop and support specific initiatives within the strategy.
- (4) That funding of £134,000 in 2002/03 and £260,000 in 2003/4 be allocated to the base budget of the Customer Services Department to provide 12 FTE posts to staff the Benefit's Call Centre.

OVERVIEW AND SCRUTINY AREA: *Corporate*

ACTION: *Customer Services Director*

56. **HOMELESSNESS ACT 2002**

The report of the Housing Director (**Document "AG"**) advised members of the provisions of the Homelessness Act 2002 and the Statutory Instrument Homelessness (Priority Need for Accommodation) (England) Order 2002.

Resolved –

- (1) **That a report on the service demands and resource implications be submitted to the Executive 6 months after the implementation of the homelessness provisions of the 2002 Act.**
- (2) **That proposals be developed for the provision of emergency accommodation for homeless young single people.**

OVERVIEW AND SCRUTINY AREA: *Social Care and Housing*

ACTION: *Housing Director*

Chair