

**Agenda for a meeting of the Health and Social Care Overview and Scrutiny Committee to be held on Thursday, 23 November 2023 at 4.30 pm in Council Chamber - City Hall, Bradford**

**MEMBERS OF THE COMMITTEE – COUNCILLORS**

<b>LABOUR</b>	<b>CONSERVATIVE</b>	<b>BRADFORD SOUTH INDEPENDENTS</b>
Jamil (Ch) Humphreys (DCh) Ahmed Godwin Johnson Wood	Coates Nunns	Clarke

**Alternates:**

<b>LABOUR</b>	<b>CONSERVATIVE</b>	<b>BRADFORD SOUTH INDEPENDENTS</b>
<i>Firth Hayden Kauser Lintern Mitchell Rowe</i>	<i>Clarke Sullivan</i>	<i>Majkowski</i>

**NON VOTING CO-OPTED MEMBERS**

Susan Crowe      Bradford and Craven Co-Production Partnership  
 Trevor Ramsay    i2i patient involvement Network, Bradford District NHS  
                                  Foundation Care Trust  
 Helen Rushworth    Healthwatch Bradford and District

**Notes:**

- This agenda can be made available in Braille, large print or tape format on request by contacting the Agenda contact shown below.
- The taking of photographs, filming and sound recording of the meeting is allowed except if Councillors vote to exclude the public to discuss confidential matters covered by Schedule 12A of the Local Government Act 1972. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. Anyone attending the meeting who wishes to record or film the meeting's proceedings is advised to liaise with the Agenda Contact who will provide guidance and ensure that any necessary arrangements are in place. Those present who are invited to make spoken contributions to the meeting should be aware that they may be filmed or sound recorded.

- If any further information is required about any item on this agenda, please contact the officer named at the foot of that agenda item.

**From:**

Asif Ibrahim

Director of Legal and Governance

Agenda Contact: Asad Shah

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**To:**

## A. PROCEDURAL ITEMS

### 1. ALTERNATE MEMBERS (Standing Order 34)

The Director of Legal and Governance will report the names of alternate Members who are attending the meeting in place of appointed Members.

### 2. 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:*

<b>Type of Interest</b>	<b>You must:</b>
<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> <b>OR</b> <i>Non-Registrable Interests (Directly Related)</i>	<i>Disclose the interest; speak on the item <u>only</u> if the public are also allowed to speak but otherwise not participate in the discussion or vote; and leave the meeting <u>unless</u> you have a dispensation</i>
<i>Other Registrable Interests (Affects)</i> <b>OR</b> <i>Non-Registrable Interests (Affects)</i>	<i>Disclose the interest; remain in the meeting, participate and vote <u>unless</u> the matter affects the financial interest or well-being</i>

*(a) to a greater extent than it affects the financial interests of a majority of inhabitants of the affected ward, and*

*(b) a reasonable member of the public knowing all the facts would believe th.*

*it would affect your view of the wider public interest; in which case speak or 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.*

### **3. MINUTES**

**Recommended –**

**That the minutes of the meetings held on 27 July and 28 September 2023 be signed as correct records (previously circulated).**

(Asad Shah – 07970 414022)

### **4. 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.

(Asad Shah – 07970 414022)

### **5. REFERRALS TO THE OVERVIEW AND SCRUTINY COMMITTEE**

Any referrals that have been made to this Committee up to and including the date of publication of this agenda will be reported at the meeting.

## **B. OVERVIEW AND SCRUTINY ACTIVITIES**

### **6. LIVING WELL**

1 - 24

The report of the Director of Public Health (**Document “M”**) presents an update on Living Well whole systems approach to obesity and wellbeing in Bradford District. It outlines the rationale for Living Well, key elements of the approach and provides an update on the key achievements by all the direct delivery projects so far.

#### **Recommended –**

- (1) That members note the depth, breadth, and detail of the Living Well Approach to improve health and wellbeing across the Bradford District as detailed in the report.**
- (2) That members continue to support Living Well in their work and in their communities.**
- (3) That a further progress report is made in 12 months' time to this committee.**

(Rose Dunlop – 07834062144)

### **7. PROCUREMENT OF DISABLED FACILITIES ADAPTATION FRAMEWORK**

25 - 36

The report of the Strategic Director of Place (**Document \*O\***) provide of the forthcoming procurement of a framework agreement with a value, in excess of £2 million.

Bradford Council's Adaptation Team within the Department of Place (Housing Service) currently utilises a framework agreement for the delivery of major disabled adaptation work through the Council's Agency Service.

The current framework agreement has been in place since 1 April 2020 and is due to expire on 31st March 2024.

#### **Recommended –**

**That the committee notes the report and supports the continuation of the approach to procure a Bradford Council specific framework of 4 contractors, Option 1 above, providing significant benefits in terms of flexibility, risk, time management, competitiveness, supplier relationships and performance, without the need to guarantee any volume of business.**

(Alison Garlick – 01274 434512)

8. **HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2023/24** 37 - 42

The report of the Director of Legal and Governance (**Document “P”**) presents the Committee’s work programme 2023/24.

**Recommended –**

**That the Committee notes and comments on the information presented in Appendix A.**

(Caroline Coombs – 01274 432313)

THIS AGENDA AND ACCOMPANYING DOCUMENTS HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER



## Report of the Director of Public Health to the meeting of Health & Care Overview Scrutiny Committee to be held on 23 November 2023

# M

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**Subject: Living Well**

**Summary statement:**

This report presents an update on Living Well whole systems approach to obesity and wellbeing in Bradford District. It outlines the rationale for Living Well, key elements of the approach and provides an update on the key achievements by all the direct delivery projects so far.

**EQUALITY & DIVERSITY:**

Living Well has within it several components designed to ensure it is inclusive to all our communities. This past 12 months has seen the launch of the Living Well Community Health Development project which, alongside the core staff based in communities, has made grant awards to multiple community groups to ensure full inclusivity of our work programme, offers and messaging. The work programme directly contributes to Objectives 3 & 4 in the 2021 Council Equality plan.

Objective 3: Living Well actively engages with our communities to help people participate in decision-making processes, to improve the offers and services we provide.

Objective 4: We design and deliver Living Well services to be accessible, inclusive, and responsive to the needs of people and communities. We will provide information about services in a range of accessible formats so that people know what services are available.

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Sarah Muckle  
Director of Public Health

**Portfolio:**

Healthy People and Places

Report Contact: Rose Dunlop  
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**Overview & Scrutiny Area:**

Health & Care Overview Scrutiny Committee

## **1. SUMMARY**

- The report provides an overview of the progress made by the Living Well approach in recent years and highlights upcoming delivery plans for the many Living Well projects.

## **2. BACKGROUND**

- Living Well was established in 2018 following a mandate in September 2017 by the Wellbeing Board to deliver a whole systems approach to obesity to address rising levels in the district. Further details are provided in the main report attached.

## **3. OTHER CONSIDERATIONS**

- Identify any other directly or indirectly related matters.

## **4. FINANCIAL & RESOURCE APPRAISAL**

No specific financial implications identified

## **5. RISK MANAGEMENT AND GOVERNANCE ISSUES**

This is an update report on Living Well approach and there are no significant risks arising from the approach. Any issues arising will be raised with relevant senior officers including the Director of Finance and the Director of Legal and Governance.

## **6. LEGAL APPRAISAL**

There are no legal issues directly arising from this report.

## **7. OTHER IMPLICATIONS**

### **7.1 SUSTAINABILITY IMPLICATIONS**

- Living Well whole systems approach endeavours to create a self-sustaining system which promotes health and wellbeing in all that we do. Through generating a social movement, we aim to increase the sustainability of the work well beyond our direct delivery by enabling other organisations and communities to be working towards a united vision.

### **7.2 TACKLING THE CLIMATE EMERGENCY IMPLICATIONS**

- In delivering Living Well, we endeavour to ensure that within our projects we are mindful to avoid negative impacts on climate and greenhouse emissions.
- Living Well positively supports the common health and wellbeing messages which are integral to a healthy environment. These include active travel and the implementation of the Good Food Strategy which is grounded in creating a health promoting sustainable food system in Bradford District.



### **7.3 COMMUNITY SAFETY IMPLICATIONS**

- Living Well support individuals to access green spaces, take part in physical activity and use community facilities and parklands, community projects and centres, participate in and initiate community activities and take further pride in their neighbourhoods and city. This ground swell will support changes in perceptions of community safety and build health into this work already supported by the neighbourhood services to support their communities.

### **7.4 HUMAN RIGHTS ACT**

- Living Well aims to support and enable the whole of the Bradford district to make changes to promote and develop healthier lifestyles. As such, it indirectly upholds aspects of the Human Rights Act such as the right to liberty and security and the right to a private and family life and a home.

### **7.5 TRADE UNION**

No issues identified.

### **7.6 WARD IMPLICATIONS**

- Living Well is a whole systems and whole district approach to obesity and wellbeing. Activities and services will be available district wide as well as on a locality basis – each locality has a Living Well Community Health Development worker aligned to it.

### **7.7 AREA COMMITTEE LOCALITY PLAN IMPLICATIONS (for reports to Area Committees only)**

- N/A

### **7.8 IMPLICATIONS FOR CHILDREN AND YOUNG PEOPLE**

Living Well as an approach is for all ages and we also now offer home-based tailored support to children and their families to support them to achieve healthier lifestyles. The service is evidence-based and proving popular and effective in its first year of delivery.

### **7.9 ISSUES ARISING FROM PRIVACY IMPACT ASSESMENT**

None

### **8. NOT FOR PUBLICATION DOCUMENTS**

- None

### **9. OPTIONS**

No alternative options - this is an update report for members to note the depth, breadth and detail of the Living Well Approach to improve health and wellbeing across the Bradford district and for members to continue to support the approach going forward.

## **10. RECOMMENDATIONS**

(i) That members note the depth, breadth, and detail of the Living Well Approach to improve health and wellbeing across the Bradford District as detailed in the report.

➤ (ii) That members continue to support Living Well in their work and in their communities.

➤ (iii) That a further progress report is made in 12 months' time to this committee

## **11. APPENDICES**

The Living Well Report: 2023 update



**Living Well  
in Bradford District**

2023 Progress Report

## What is Living Well?

Living Well is Bradford's whole systems approach to obesity and wellbeing. Established in 2018 it is a joint initiative led by the Bradford Council and Bradford District and Craven Health and Care Partnership.

The increasing number of people living with obesity and excess weight is the outcome of not one, but hundreds of seemingly small changes to what we eat and how physically active we are in recent decades.

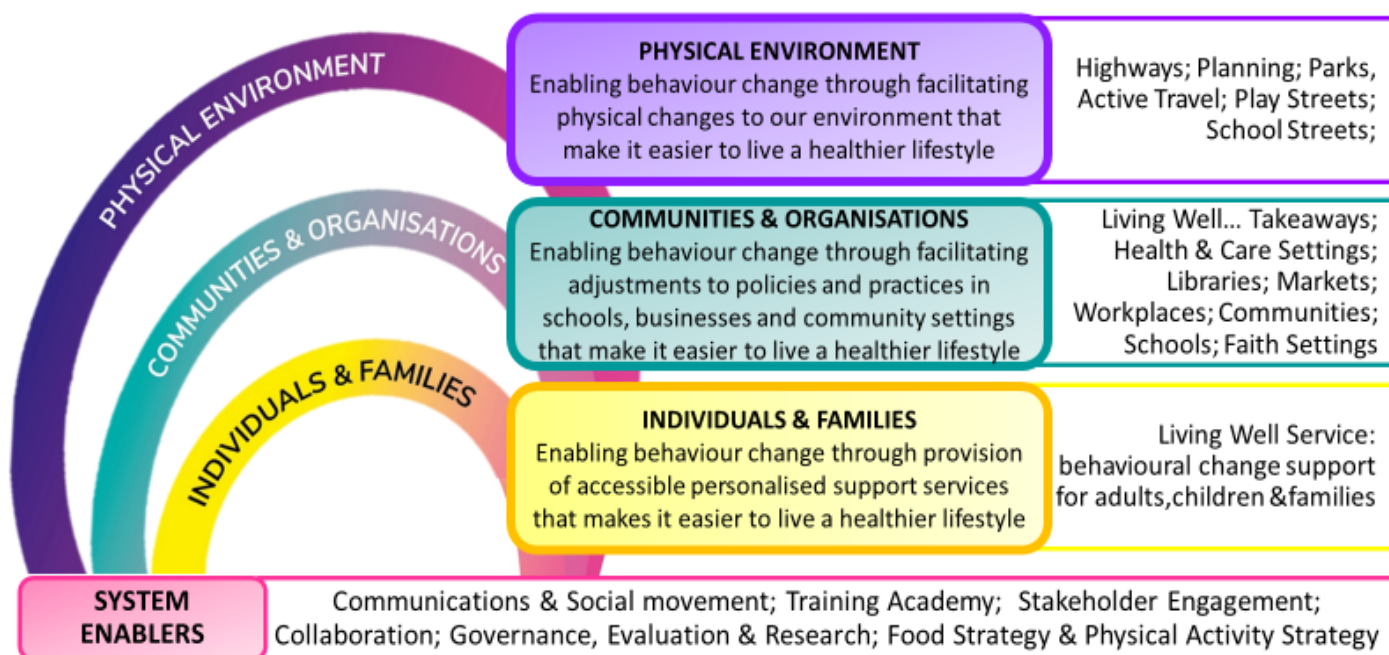
We use Living Well as an umbrella brand to coordinate collective action, create consistency, and build synergy between this broad range of activities that are all contributing towards making it easier for people living in Bradford district to have healthier and more physically active lifestyles.

### The Living Well Vision

To create a district where the places and organisations in which we live, work, learn and play are making it easier for people of all ages to live healthier and more active

## What does Living Well do?

Living Well enables the system to deliver interventions that will instigate behaviour changes to address the root cause of physical inactivity and having an unbalanced diet to make living a healthy life easier. The Living Well approach targets its efforts through four levels.



## Why do we need Living Well?

Over 67% of adults and 41.7% of children aged 10-11 in Bradford District are living with excess weight and obesity. Obesity increases a person's risk of conditions including heart disease, type 2 diabetes, asthma, hypertension, arthritis, sleep apnoea and many types of cancer. In the past effort has focussed on addressing obesity at the individual level, giving people diet plans and guidance on changing their lifestyle. Personalised support is still considered critically important for ensuring we are equipping people to navigate their way through the system in which we currently live, however this is only one element of the Living Well approach.

## What's different about a Living Well approach?

The Living Well approach is different to traditional individual focussed efforts to support those living with obesity. No single person, policy or activity has ever intended for our society to become increasingly overweight. Our approach recognises that obesity is the unintended outcome of living within a system which has developed to inadvertently default people into living a more sedentary lifestyle and eating greater volumes of food high in fats, salts, and sugars.

The rapid increase in the number of people living with excess weight has resulted from a combination of multiple and complex factors that have worked together to create a situation where it takes extraordinary levels of personal effort and resources to maintain a healthy and active lifestyle. We call these factors the root causes of obesity.

## The Living Well story so far...

Since 2018 we have engaged with hundreds of stakeholders and community members across Bradford District to map the root causes of why people have become less active and are eating an unbalanced diet in Bradford. **Together, we have identified hundreds of root causes and we set out to develop an approach guided by the latest evidence to address each root cause and work towards creating a district where it will be easier to eat a balanced diet and be physically active.**

There isn't a single solution that can bring about the necessary changes to address these root causes of obesity which come together to make living a healthy and active life so challenging. Living Well is about engaging and harnessing the potential of the entire local system to deliver work at scale to make healthier lives 'everybody's business'. It is about making the most of community assets by engaging and enabling organisations, businesses, and communities across Bradford District to develop combined actions that address the root causes of obesity and contribute towards fostering a healthier place for people to live, work, study, and play.

To make this happen, Living Well has directly delivered projects over the past 5 years to start trying to transform the system that we live in. **However, this change isn't going to happen overnight, and we can't do it alone.** As such, we now have over 200 key stakeholders actively engaged in helping to make the Living Well vision a reality. Little by little we are working towards generating the groundswell of change through creating consistent messaging, support, and tools for partners to work with under the Living Well brand. We want to see everyone from town planners to toddler groups recognising and seizing the opportunities we all have in our day to day lives towards creating a district where it is easier for people to start Living Well.

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## Individuals and Families

### Living Well Service: Adult Weight Management

Living well is working in partnership with well-known service providers to offer all adults who live in Bradford District with a BMI of 25 or more the chance to access 12 weeks' free membership to weight management programmes. The support has been designed using the psychology of behaviour change and is delivered via community groups and online platforms to help people break old habits and change their lifestyle, giving them the confidence to commit to healthier new habits, for life.

#### The story so far...

- Launch of the 'Choose What Works for You' campaign in March 2022 via Living Well's social media pages, newsletters and website, to offer a choice of provider (Weight Watchers (WW); Slimming World; Get Slim; Shape Up 4 Life).
- Ongoing promotion of the offer has seen an increase in uptake, including GP referrals.
- Based on feedback and uptake, Living Well continues to offer membership to Weight Watchers (WW) and Slimming World.
- We have seen a fantastic community response with 6,950 applications received from March 2022 to date (Oct 2023)



#### Choose what works for you



#### Coming up...

- Collaboration with the University of Bradford to explore the facilitators, barriers and motivators for men and minority ethnic groups accessing and engaging with weight management interventions. The findings will inform any future adaptation of the service offer.

### Living Well Service: Children and Families

The Living Well Service for Children and Families offers a home or community based, needs-led behavioural support programme for children aged 2-19 who are above a healthy weight and live in Bradford District. The team offer personalised support tailored to each family to enable them to develop sustained behaviours around eating a balanced diet, being physically active, sleeping well and maintaining good mental wellbeing. The service offer is key to reducing inequalities in wellbeing experienced by children and their families who need additional support to help them navigate making transitions toward healthier behaviours.

#### The story so far...

- Service was developed from a substantial grant won by Bradford Council in 2021 to deliver a unique needs led model focussed on the whole family.

- Delivery of an adjusted model for grant compliance began in 2021 focussing on children identified through the National Child Measurement Programme data.
- Full home-based offer launched Sept. 2022 focussed on the health gains from behavioural changes.
- Referrals coming from a wide range of partners including self-referrals from families.

### Coming up...

- Focus on promoting the service to increase referral levels.
- Provide a clear transparent narrative and set of materials including videos about what is offered.
- Working to ensure seamless needs-led care pathways are in place around the service for children with more complex clinical and social needs.

## Living Well Service: Bradford Encouraging Exercise in People

Bradford Encouraging Exercise in People (BEEP) is multi-agency exercise referral scheme taking referrals from GPs and other health professionals from across Bradford to increase physical activity levels and reduce sedentary behaviour in those living with long term health conditions with a view to improve overall health and better manage conditions. BEEP offers bespoke exercise plans prescribed by registered exercise professionals with a 52-week follow up support service.

### The story so far...

- Established for over 15 years in Bradford District with a strong relationship with GPs.
- Implemented the BEEP Reducing Inequalities in Communities project focussing on increasing uptake of the services for residents living in the City area.
- New self-referral pathway established.
- Partnered with MS Society to offer exercise-based support to MS patients in the community.
- Launched a new cancer pre-habilitation pilot for lung and GI cancer patients in Bradford increasing their levels of physical activity prior to treatment to improve outcomes.
- BEEP client won the active lifestyle award at the Bradford Sports Awards 2022
- Redesign and production of new Living Well BEEP resources to increase awareness and transparency of what clients can expect.



### Coming up...

- BEEP animation to be used in GP practice waiting rooms and hospital display screens and further involvement at GP practice engagement events and trialling promotional SMS texting at additional GP practices.
- Supporting health events, offering blood pressure checks and involvement in Self-care Week
- Exploring inclusion of exercise on referral into secondary care pathways



## Living Well Service: Smoking Cessation

The Living Well Service Smoking Cessation offer provides 12 weeks of behavioural support with access to pharmacotherapy for all smokers in Bradford District wanting to quit. The Service is delivered by both Living Well Advisors and Stop Smoking Practitioners in accredited primary care settings. The objective of the service is to reduce smoking rates and smoking-related health inequalities across Bradford.



### The story so far...

- Ongoing and sustained numbers accessing the service for support.
- Introduction of Quit Manager software across the service and primary care partners to increase service efficiency.
- Redesign and production of new stop smoking resources including a regular newsletter for providers of the service in primary care.

### Coming soon...

- Local smoking campaign launching in November 2023
- Addition of vapes to the pharmacotherapy offer.
- Harm Reduction approaches being trialled with clients with more complex needs
- Expansion of service to deliver on nationally allocated additional investment in smoking cessation services from April 2024 onwards

### Service user story: Steve

*In the past few years Steve has had three heart attacks, a heart bypass and needed a couple of stents. He suffers from COPD and he knows this is due to smoking. Steve found it difficult to walk upstairs without assistance and needed help bathing and dressing, which left him with little dignity.*

*Helped by the Living Well stop smoking team at Thornton Medical Centre, Steve has now managed to reduce his cigarette intake to less than three per day. He is still receiving support from a member of the stop smoking team and with this help Steve is sure he can quit!*

## Communities and Organisations

### Living Well Schools

Living Well Schools began through a 3-year funding award from the Reducing Inequalities in Communities (RIC) Schools with aims to reduce childhood obesity and health inequalities in deprived city area. The project currently delivers its offer to 30 primary schools aimed at transforming them into health-promoting environments for students, staff, and families. The offer provides a facilitated approach linking schools to resources on physical activity, nutrition, and mental health to meet their individualised needs. This enables schools and their leaders to adopt and implement services tailored to their specific needs.



### The story so far...

- 85% of RIC-LW schools stated that they have increased the amount of physical activity on offer.
- 83% of RIC-LW Schools are working towards the Food for Life award, three schools have received the Foundation Award and two have nearly completed Bronze.
- RIC-LW Facilitators have produced a Lunchbox Toolkit and Nutrition workshop series for families.
- In September 2023, 20 RIC-LW Schools signed up to receive myHappymind, a locally commissioned mental health programme for schools.
- The team are delivering nutrition workshops to parents and families at coffee mornings and parents' evenings. They deliver lunchbox sessions and educate families about healthy eating.
- Engagement in the RIC Schools project has driven desire to develop outdoor space and utilise it throughout the school day. One school successfully obtained £300,000 through funding bids to create outdoor classrooms, grow beds, and to remodel the KS1 & KS2 playgrounds.
- The Living Well Schools website was developed and launched, with the aim of being an online directory and source of support for school staff and leaders.

*"Our RIC Facilitator has expert subject knowledge and delivered many CPD training sessions at our school. He was always responsive and supportive. Due to the access to my RIC Facilitator, progress and implementation has been possible and effective".*

Cluster 1 school lead

### Coming up...



- The RIC LW Schools team will continue to support the 30 RIC schools until the end of the school year and will be part of the evaluation, development, and transition into the wider Living Well Schools project over the next 8 months.
- Full Living Well Schools project under development to ensure best of RIC-LW offer is extended in addition to work areas around poverty proofing the school day, and adversity trauma and resilience work.

- The new phase of Living Well Schools will be launching in 2024 with increased focus on collaboration between schools, service providers and community projects to maximise the impact of offerings
- Staff training, building communities of practice, hosting and attending events and empowering staff and families.
- The extended provision will comprise of a team of leads to give support to schools, new functions on the website and a system of commissioned providers for schools to access.



## Living Well Community Health Development

This programme is based on community centred approaches to reduce health inequalities and strengthen community participation for health and wellbeing. The programme aims to put communities at the heart of what we do, strengthen health promotion action at a community level and gather community insights to maximise the impact of Living Well. We take a particular focus on underserved communities to enable a joined-up approach to addressing health and social inequalities with local populations. Through our work we link frequently with wider community partners, including Neighbourhoods teams, the VCS and place-based NHS provision to share insight and expertise.

### The story so far:

- In the past 6 months we have recruited five Living Well Community Development and Engagement workers (CDWs), who are now co-located with Neighbourhood teams across each of the five localities,
- Living Well CDWs have engaged with more than 5,000 local residents in last five months through participating at 45 community health events in Bradford and more than 35,00 local residents through 28 HAF community events in parks. With each engagement we are sharing key Living Well and public health messages and increasing sign-up to the Living Well Monthly Newsletter and social media websites.
- Provision of a Living Well Community Health Development grants offer for VCSE organisations to give voice and improve health within communities of interest groups.
- Conducting focus groups and tailored engagement to inform a health needs assessment for communities of Black ethnicity in Bradford.



### Coming soon:

- Living Well Champions project development in the next six months engaging community members in becoming more active in championing Living Well in the community
- Building capacity of small community groups and reaching marginalised community of interest groups through Community Health Development grants programme

## Living Well Madrassas

In 2019, Public Health, Born in Bradford and Council for Mosques formed a unique partnership to explore the opportunities for working with Islamic religious settings to tackle inequalities in childhood obesity by supporting healthier behaviours and influencing positive social and structural change. There are 124 registered Madrassa's in Bradford district providing a significant opportunity for engagement with children from the Muslim South Asian community who experience greater levels of inequalities in excess weight. Three years of initial funding was provided through the national Local Government Association 'Childhood Obesity Trailblazer' project (2019-2021), with direct Public Health funding being used to sustain the project since 2021.



### The story so far...

- The Madrassas programme worked with Islamic religious settings to co-produce evidence-based curriculum materials and training in the form of a tailored toolkit for Islamic religious settings to implement by aligning it with national guidelines on obesity prevention and the Islamic narrative.

- The toolkit was co-produced using 80 'test and learn' sessions with 10 new place-based groups and 21 workshops on healthy behaviours.
- 15 new faith settings engaged in the project in the last 18 months.
- 17 settings received incentive funding to buy equipment and resources to enable healthy eating and physical activity provision on site.
- Multiple publications in research journals evidencing the success of the project.

### Coming up...

- Further plans to work with another 10 new settings in 23/24
- Formally launching the toolkit and sharing best practice to partners outside of Bradford District
- Sustaining the project through further Public Health investment from April 2024

## Living Well Workplaces



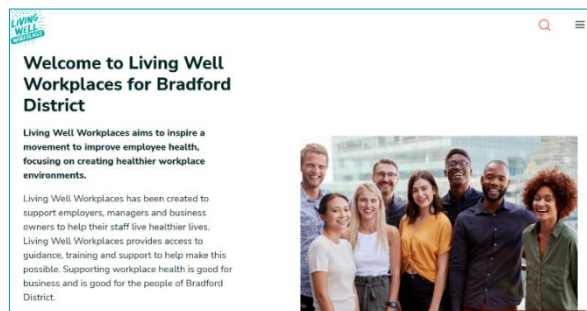
Living Well Workplaces aims to enable employers to consider how they can support the wellbeing of their workforce. We focus on supporting employers to develop policies that create a working environment that enables people to thrive at work and empowers employees to look after their wellbeing.

### The story so far...

- Launch of the Living Well Workplaces website
- Promotion of Living Well's 20-minute movement campaign to workplaces
- Development of 20 Living Well Workplace Wellbeing Promises for workplaces to choose from
- Development and launch of a quarterly newsletter with a focus on mental wellbeing.

## Coming up...

- Staff resource to support the full-scale development of the programme in 2024.
- Expansion of the Living Well Workplaces website offer to promote the broader Living Well offer and services to workplaces.



## Living Well Libraries

The aim of this project is to enable the Library Service to promote health and wellbeing in the community through training, guidance and support. Health and Wellbeing is a statutory area of focus for libraries and their work supports four key wellbeing issues: school readiness, so children can thrive at school and in life; addressing poverty; return to work; reducing social isolation.

## The story so far...

- Library service staff are accessing Living Well Academy courses to improve their health literacy and knowledge.
- Bradford Encouraging Exercise in People (BEEP) are delivering sessions in four library locations.

## Coming up...

- Looking at opportunities for Living Well Advisors to start working out of libraries across the Bradford District

## Living Well Takeaways

The aim of Living Well Takeaways is to enable takeaway businesses throughout Bradford district to look at ways they might offer healthier meal options for their customers. Living Well Takeaways offers takeaway owners and staff the opportunity to help change the way communities think about food.



## The story so far...



- Undertook 'face to face' engagement with 75 local takeaway owners and staff including interviews and focus groups.
- Engaged with a diverse range of communities and used an online survey to capture behavioural insights of 500 people who regularly use takeaways.
- Developed a research survey for Living Well Takeaways with Dr Eleanor Bryant and a behavioural psychology student from University of Bradford to gain additional insights. This was sent out to over 1,500 takeaway businesses operating across Bradford District via the Environmental Health e-bulletin & newsletters.
- Commissioned providers (Keighley Healthy Living & Participate) to work with takeaways over the next four years.

## Coming up...

- Onboarding the new providers by sharing insights gained to date and helping them to prioritise planned Living Well Takeaways work over the next 6-12 months.
- Both providers to engage and start working with 10 'test and learn' takeaway businesses to co-develop a range of offers and initiatives linked to healthier food options
- Develop a range case studies and examples of good practice for the Living Well website and work with the 'test and learn' takeaways to create a series of short films.

## Living Well Healthcare Settings

The aim of the Living Well Healthcare Settings work is to promote Living Well across hospital trusts, GP practices, pharmacies, care homes, nursing homes and voluntary sector services where we promote Living Well offers and resources to patients, staff and volunteers. Patients will be able to access Living Well services and resources either as a preventative measure or as health improvement support whilst managing their health conditions via their pathways of care. Health and care staff/volunteers will have knowledge of Living Well and will be able to advise patients on support available, as well as being able to access resources and support for themselves to aid a healthy workforce and create a health promoting environment.

## The story so far...

- Encouraged all health and care settings to sign up to the Living Well 20 Minute Movement campaign (including hospitals, care trusts, GP practices, care homes and pharmacies)
- Held engagement events across seven health and care settings.
- Living Well offers and messaging included in patient letters and online portal (several specialist) at Bradford Teaching Hospital Foundation Trust
- Worked with BEEP & GP practices to send targeted text messages encouraging patients to access Living Well services resulting in increased referrals.
- Commissioned GP practices to deliver an enhanced weight management offer for adults increasing referrals into Living Well Services



## Coming up...

- Extend engagement settings with a focus on adult social care and care homes.
- Continue to work with GP practices to test referral routes and targeted promotion of Living Well Service offers.
- Complete Living Well toolkits for each health and care setting.
- Embed Living Well service offers and resources into discharge process at Airedale General Hospital Foundation Trust
- Monitor impact of including Living Well content in patient letters and online portal at Bradford Teaching Hospital Foundation Trust

# Physical Environment

## Active Travel Social Prescribing

Bradford District was awarded £1.34 million of Active Travel England funding for a new project which aims to improve mental and physical health, and reduce disparities, through incorporating active travel within social prescribing. The pilot will focus on three areas of the district's most deprived wards where Active Travel infrastructure development plans are in place. The areas identified are Central Keighley, Manningham and Girdlington and Bradford Moor.



The ambition is to address the community-identified need for active travel support via social prescribing, particularly in under-represented groups and areas of high deprivation. Strengthening community connections to existing and future Active

Travel infrastructure intends to shift people towards active travel through wider travel choices and changes in physical activity.

### The story so far...

- Community readiness in progress
- Over 50 VCS organisations engaged.
- New team in place including one manager and two officer roles.



### Coming up...

- First delivery of Active Travel Social Prescribing before the end of the year
- Cycle Hub in Keighley to support 'learn to ride' and 'commuter' training
- Innovative e-Bike loans scheme across a pilot area
- Increase in trained cycle and walk leader to support VCS delivery and training
- Delivery of wheelchair skills course pilot

## School Streets

A School Street uses a legal traffic regulation order to restrict access to school traffic and through traffic\* at the beginning and end of the school day. The aim of School Streets is to help:

- Reduce congestion around the school
- Prevent dangerous driving, parking and turning in areas where there are lots of children and families
- Reduce air pollution (caused by engines running) and noise pollution.
- Provide a safer, calmer, happier, healthier space for children and their families
- Encourage greater physical activity (walking, cycling, wheeling and scooting) as part of the journey to and from school – even if it is only for the last part of the journey.

School Streets schemes in Bradford are currently funded as part of the Council's Active Travel Programme. When funding is confirmed (annually), schools are assessed against eligibility criteria which includes reviewing the suitability of the adjoining highway, air quality levels and existing school engagement.

### The story so far...

- In June 2021, nine schools launched their School Streets schemes using 18-month Experimental Traffic Regulation Orders. Of these initial schools, four schools have now converted to permanent schemes. In Summer 2023, two more schools launched their School Streets schemes using Experimental Traffic Regulation Orders
- Evidence from before and after traffic counts shows a reduction in the number of cars entering the school street area once the scheme has been introduced.
- There has been a lot of learning both locally and regionally about challenges including school staff capacity and safety concerns. However, despite the challenges, we are now in a far better place to help to support schools to introduce their schemes and manage their expectations accordingly.
- Through working with the pilot schools we have developed materials and resources to help them communicate effectively and regularly with their families and local residents

*\*Emergency vehicles are always allowed access and residents of the street are also issued with access permits.*

### Coming up...

- Public Health and Highways invited expressions of interest from a further tranche of suitable schools. To date, two more schools have expressed interest in implementing a School Street outside their school and site visits have been arranged with them.
- Act Early are evaluating the impact and reception of the introduction of School Streets. To date 999 pupils have completed a Health and Place Intervention Evaluation (HAPIE) tool which includes a standard measure of wellbeing, physical activity, play and street perception.
- Air Quality monitoring (using diffusion tubes) is being undertaken with Tranche 2 Schools (and their control schools). These will provide a general measure of air quality over time. A real time monitor has also been installed outside one Tranche 2 school and one control school for comparison.



## Systems Enablers

Delivering active community engagement, positive campaigns and training offers with consistent messaging under the Living Well brand to increase the capability and motivation of both the public and policy makers to create a social movement for healthier lifestyles.



## Living Well Communications and Marketing

Our aim is to raise awareness of the Living Well brand across Bradford District and create a social movement that will educate, encourage, and change people's behaviours by developing local campaigns that show how anyone can lead a healthier life. We want Living Well to become a trusted source of information through the website and via proactive and reactive social media to help make the healthy choice, the easy choice for people living in our district.

### The story so far...

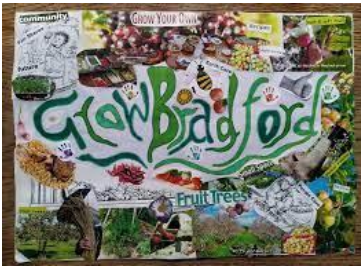
- Delivery of a highly successful 'Swap Well to Eat Well' campaign and distribution of 15,000 'Swap Well to Eat Well' information packs
- Sub campaign 'Swap your Takeaway for a 'Fakeaway'' distribution of 1,600 free 'fakeaway' recipe packs in shopping centres and 1,200 recipe packs to people accessing Bradford food pantries.
- Nominations for two prestigious awards with CIPR Pride & Comms Hero Awards CIPR PRide Awards.
- Successful delivery of the '20 Minute Movement' physical activity campaign: 80 workplaces and >20,000 adults signed-up during Phase 1; 33 Primary Schools signed-up during Phase 2; development of campaign resources for older people in Phase 3.
- Sponsorship of the Active Bradford Sports Awards 2023



### Coming up...

- Development and delivery of a Living Well 'Quit Smoking' Campaign in November 2023
- Delivery of two Self Care Week events in November 2023
- Development and delivery of a Living Well 'Sleeping Well' campaign in January 2024
- Development and delivery of a Living Well 'Community Growing' campaign in Spring 2024

## The Bradford Good Food Strategy



The Bradford District Good Food Strategy has been developed in the context of the ongoing pandemic which has highlighted and deepened a range of inequalities, including those around the cost and supply of healthy food, and food insecurity. Work on the strategy has been underway since 2020 when we established a cross cutting multi-stakeholder partnership to lead the development of the strategy and establish the vision for the districts food system. This was followed by an extensive consultation phase where we engaged with key partners and organisations across the district, finishing with a substantial community-based consultation with residents across the district.

The strategy is governed by a new sustainable food partnership which is made up of over 50 local partners and the four key outcomes of the strategy are:

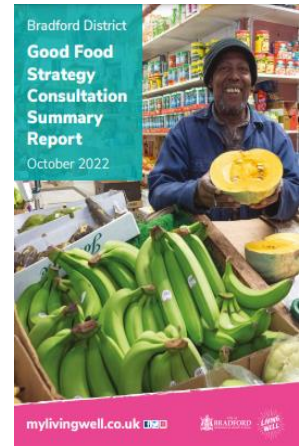
- 1) Creating an Eating Well Culture
- 2) Tackling food insecurity
- 3) Community led growing.
- 4) Creating a sustainable food system for all

### The story so far...

- Investment into local communities for 'community led growing' grants.
- Launched the 'Food for Life' award and 'Food Savers'
- Commissioned 'Grow Bradford' to lead on the community led growing workstream.
- Commissioned Leeds University to co-produce a healthy and sustainable markets charter to be implemented at the new Darley Street Market
- Funding provided to revamp 30 allotments to stimulate local growing.
- Funding to 'Trees for Cities' and 'Fruit Works' to enhance growing at local schools.
- Research produced on vertical farming feasibility and on Halal 'Farm to Fork' potential.
- Working with Food Standards Agency to improve school food.

### Coming up...

- A 'Food Symposium' to formally launch the strategy and enable advocacy across the system (13th November 2023)
- Community led food growing campaign to launch in Spring 2024
- The launch of an advocacy toolkit
- Establishing a plan of how to support anchor institutions with food procurement.
- Establishing a consensus statement on Ultra Processed Food
- Working with York University on climate friendly food for school meals



## The Bradford Physical Activity Strategy

The Bradford Physical Activity Strategy is our district's plan for promoting physical activity and creating a culture of movement. It provides a clear roadmap for action, outlining the steps that we need to take to increase physical activity levels across the community. Underpinned by an extensive engagement with residents, partners and multiple stakeholders, this strategy is the culmination of the overwhelming interest and participation.



The nine priorities of the new strategy are as follows:

- Active schools, children, and young people
- Neighbourhoods and communities
- Sport and active recreation
- Health and social care
- Workplaces and workforce
- Greenspace
- Built environment.
- Active travel



### The story so far...

- Successfully bid for the Active Travel Social prescribing national programme to develop active travel communities.
- New School Streets being delivered in the district to support communities being active on their home street
- New sports facility (Wyke)
- Growth of the Living Well faith settings work with Madrassas
- Launch of the Creating Active Schools framework in 50 schools
- Launch of an interactive and intuitive physical activity search portal powered by 'open data'
- Launch of the JU:MP app to support teenagers with being active called 'Best Life'



### Coming up...

- Formal launch of the new Bradford Physical Activity Strategy and finalising the action plan
- Co-developing plans for the ongoing growth of the Sport England local delivery pilot (JU:MP) to use its learnings to support wider district areas
- Formulating an approach to advocacy and embedding work across the wider council
- Expanding the Living Well Schools programme



## Living Well Academy

The Living Well Academy aims to help individuals, communities, and organisations across the district to access health improvement-based learning and training. The focus of the training on offer is to offer support to:



- 1) members of the public in improving their own health and wellbeing
- 2) system stakeholders including employers, schools, health and care staff understand how they can make changes to help others live healthier lives.

### The story so far:

- Creation of the Living Well Academy website which has supported promotion to reach a wider audience and increase in recruitment.
- Trained 293 people by delivering 28 mental health courses.; Trained 172 people by delivering 14 Royal Society for Public Health courses. Developed and trained 90 Bradford Council Respect Allies with a shortened one hour 'Introduction to Mental Health' training.
- Delivered bespoke Mental Health First Aid Aware course to various Bradford Council teams including Neighbourhood Wardens, Council Wardens, and Elected Members
- Developed and delivered training to support the '20 Minute Movement' campaign.
- Developed, delivered, and piloted the Living Well Making Every Contact Count (MECC) training

### Coming soon:

- Roll out Living Well Making MECC training to our core training offer.
- Develop bite size training sessions on key topics e.g., healthy eating, physical activity.
- In process of developing a short training package to deliver learning on key skills and knowledge areas for Living Well Champions and Living Well Stakeholder Engagement
- Offer additional Adult Mental Health First Aider courses due to high demand.

## Living Well Collaborative Network

The Living Well Collaborative is where we come together to deliver our whole systems approach in partnership with all our stakeholders. The group facilitates an opportunity to 'join up the dots' across the system by building capacity, disseminating key messages and sharing good practice. The group currently has 60+ members from across the multi- sectoral system.

### The story so far:

- Held six-weekly Living Well Collaborative Network meetings showcasing the work of our partners in delivering work on the Living Well approach and updating partners on the delivery projects within the Living Well team.
- Regular face to face partner events to develop as a group and for informal networking.

### Coming soon:

- Refresh our Living Well Collaborative Network to increase ownership across the system to enable us to expand on our existing group of partners.

## Living Well Strategic Engagement

Strategic Engagement work sits at the core of Living Well and strives to enable the system to take action. Our ambition is to build positive and supportive relationships across sectors, organisations, and partnerships. In doing this, we hope to engage key decision makers in the system and give them sufficient knowledge of the potential opportunities of their position to deliver strategic and policy change around improving health behaviours, as well as the tools, support, and motivation to allow them to feel shared ownership of Living Well. Through doing this work under the umbrella of Living Well, this aims to create co-ordinated actions that start to tackle the root causes of obesity and disrupt the system that perpetuate unhealthy lifestyles. Strategic Engagement is also responsible for providing robust and transparent governance arrangements for the purpose of providing leadership, assurance, scrutiny and oversight of the development and delivery of Living Well initiatives and achievement of core outcomes.

### The story so far...

- Created a governance system for the Living Well Steering Group to ensure that the programme is accountable. Meetings held every six weeks and highlight reports are produced for all delivery projects including quarterly data reports and a programme risk register.
- Delivered a session at the Annual District Partnership event with other enabler programmes to understand how we can best support the District Partnerships to systematically consider the implications of health, wellbeing, inequalities, and social determinants in their delivery.
- Ensured Living Well representation on the 13 community partnerships and five 'Act as One' priority programmes and agreed three key areas to focus on joint delivery.
- Showcased Living Well at regional, national, and international knowledge sharing events, conferences and peer-to-peer learning events.
- Developed new connections with the culture sector including the role of Arts in Improving Wellbeing and Bradford City of Culture 2025

### Coming up...

- Develop an action plan for partnership with the other Wellbeing system enablers including focussed work with a select number of District Partnerships groups to integrate Living Well into their programme delivery, policy and practice.
- Deliver a 'Living Well: learning from systems working' workshop at the Reducing Inequalities Alliance event in November 2023
- Showcase Living Well projects delivered by partners at the Celebrate as One awards in October 2023
- Create a new Culture and Health Network which brings partners together across the culture and healthcare sectors, to maximise the Bradford City of Culture 2025 and integrate wellbeing and culture through services (e.g., social prescribing)

## Living Well Research and Evaluation

Embedding research and evaluation into Living Well as an integral component creates the opportunity to measure what is happening, supports feedback and aids decision making.

### The story so far...

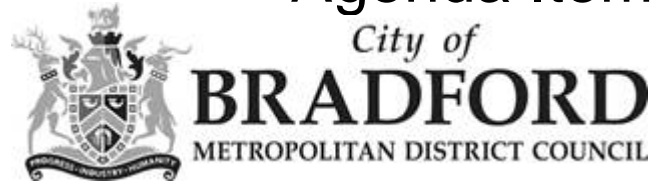
- Mapping of Living Well stakeholders and partner organisations across the local system
- Designing and piloting a comprehensive survey to explore the capacity and action of strategic partners in addressing the local causes of obesity.
- Developing a framework for monitoring all Living Well projects and outputs
- Supporting Living Well Children and Families Service with data collection and evaluation
- Ripple Effect Mapping workshops with Living Well Schools and Living Well Workplaces
- Several abstracts accepted for national and internal conferences, and presentation given at the EASO Congress on Obesity in Dublin May 2023
- Established a good collaboration with University of Bradford which has enabled MSc students to undertake research on Living Well Takeaways and Living Well Adult Weight Management work and provided a Careers presentation for Psychology and Health students.



### Coming up...

- Refresh Living Well's detailed logic models to reflect ongoing delivery and demonstrate how we're pursuing outcomes within a whole system approach.
- Writing collaborative journal papers with other academics from national institutions about Ripple Effect Mapping within Whole Systems Approaches and Reflections on Embedded Research
- Using research and evaluation to support the development of the Children and Families Living Well Service





## **Report of the Strategic Director of Place to the meeting of the Health and Social Care Overview and Scrutiny Committee to be held on 23 November 2023**

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### **Subject:**

**Procurement of Disabled Facilities Adaptation Framework**

### **Summary statement:**

This is a report provided for information to advise members of the forthcoming procurement of a framework agreement with a value, in excess of £2 million.

Bradford Council's Adaptation Team within the Department of Place (Housing Service) currently utilises a framework agreement for the delivery of major disabled adaptation work through the Council's Agency Service.

The current framework agreement has been in place since 1 April 2020 and is due to expire on 31st March 2024.

### **EQUALITY & DIVERSITY:**

This report relates to the procurement process rather than the individuals who will benefit from the works carried out. Equalities have been considered and the conclusion is that it has no impact to protected characteristic groups.

The improvement of housing conditions in the District for people with disabilities will have a positive impact on those groups and individuals who suffer multiple disadvantages associated with their housing conditions.

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David Shepherd  
Strategic Director, Place

### **Portfolio:**

**Healthy People and Places**

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### **Overview & Scrutiny Area:**

**Health and Social Care**

## 1. SUMMARY

- 1.1 This is a report provided for information to advise members of the forthcoming procurement of a framework agreement with a value, in excess of £2 million.
- 1.2 Bradford Council's Adaptations Team within the Department of Place (Housing Service) currently utilises a framework agreement for the delivery of major disabled adaptation work through the Council's Agency Service.
- 1.3 The current framework has been in place since 1st April 2020 and is due to expire on 31<sup>st</sup> March 2024. Procurement of a replacement framework is required to ensure the delivery of adaptations and to comply with Procurement Legislation and Contract Standing Orders.

## 2. BACKGROUND

- 2.1 The Council Plan – Priorities and Principles 2021-2025 identifies seven priority outcomes. The Decent Homes priority outcome sets out an ambition for everyone to have a comfortable home which meets their needs and helps them lead fulfilling lives. This includes supporting residents to live independently and ensuring that elderly and vulnerable people can access specialist housing that meets their needs. The Better Health, Better Lives priority outcomes also focuses on supporting people to lead long, happy and productive lives and supporting vulnerable children and adults to remain safe and secure.
- 2.2 The principal strategy for health and wellbeing is the "Connecting people and place for better health and wellbeing - A Joint Health and Wellbeing Strategy for Bradford and Airedale, 2018-2023". The focus of the strategy is to create a sustainable health and care economy that supports people to be healthy, well and independent, subsequently summarised as ensuring people are happy, healthy and at home. The provision of major adaptations using Disabled Facilities Grants which enable disabled people, their families and carers to retain independence whilst remaining in their own homes clearly contributes to this vision.
- 2.3 Under the *Housing Grants, Construction and Regeneration Act 1996* the Authority has a statutory duty to deliver Disabled Facilities Grants (DFG). The current maximum mandatory grant is £30,000.
- 2.4 Since 2015/16 government funding for Disabled Facilities Grants has been incorporated into the Better Care Fund (BCF) but continues to be paid directly to the Council as an annual government fund grant for Disabled Facilities Grants. The DFG Grant is a fully audited allocation. Disabled Facilities Grants are funded through annual government funding.
- 2.5 Since 2020-21 Bradford has received an annual government funding allocation of £5,137,133, per year. In 2023-24, the authority has received an initial allocation of £5,137,133 and an additional in year allocation of £448,266, which was received in September 2023. All local authorities received the additional in year allocation. The total allocation in Bradford for 2023-24 is £5,585,399.



- 2.6 Government guidance to the DFG legislation\* has identified that it is good practise for local authorities to provide an agency service to offer practical help with building works for vulnerable clients (whether homeowners or tenants). In particular, the guidance explains that delivery through agency services can enable a better service to applicants and allow the authority to better control standards of work and regulatory compliance, as part of a regular monitoring and vetting process.  
(\*Disabled Facilities Grant (DFG) delivery: Guidance for Local Authorities in England, Department for Levelling Up, Housing & Communities/Department of Health & Social Care, published March 2022).
- 2.7 The Council's Housing Service provides an in-house Agency Service to DFG applicants which completes the necessary paperwork for clients, organises the adaptation works and oversees the on-site contract management of the works. Housing Technical Officers co-ordinate and project manage this service, but the delivery of construction works is procured.
- 2.8 In the majority of cases grant applicants choose to use the in-house Agency Service to organise and deliver the works for them (approximately 80%).
- 2.9 The report is principally concerned with the procurement of the framework of contractors that are appointed to carry out the adaptation works overseen by the Agency Service.
- 2.10 Bradford has an increasing older population. From 2011 to 2021, the number of people aged 65+ has grown by 20% and the number of people aged 85+ has grown by 13%. It is useful to compare the percentage increase with the rest of the population. From 2011 to 2021 the total population of the Bradford District grew by 5% (Office for National Statistics, Mid-year Population Estimates 2012- 2022).

The most recent population projections published by the Office for National Statistics (ONS) in 2020 use 2018 population estimates as a basis for their calculations. These show that by 2025 the 65+ population will have grown by 13% and the 85+ population will have grown by 11%. By 2030 the 65+ population will have grown by 24% and the 85+ population will have grown by 17%. By 2035 the 65+ will have increased by 34% and the 85+ population will have grown by 47%. The total population is projected to grow by 2% by 2025, 3% by 2030 and 4% by 2035.

The 2021 census asked people whether illness or disability limited their day-to-day activities 'a little' or 'a lot' or not at all. 18% of people aged 65 plus said that they felt that their day-to-day activities were limited 'a little' and 18% felt that their day-to-day activities were limited 'a lot'. 22% of people aged 85+ said that they felt their activities were limited 'a little' and 33% felt that their day-to-day activities were limited 'a lot'. This compares unfavourably with the general population, 9% said that their activities were limited 'a little' and 8% said their activities were limited 'a lot.'

- 2.11 Bradford has continued to see a high level of demand for DFG in recent years. Although there was a dip in referrals during Covid the demand now exceeds pre-Covid levels. At the time of the last report to committee in 2019, Housing was receiving an average of 46 new referrals per month. During 2022-23 the average number of referrals received per month was 48. However, over the first six months of 2023-24 we have seen an increase, with an average of 63 new cases per month

- being referred to Housing from Occupational Therapy. We are expecting this average to increase further/significantly as increased resources are being applied in Occupational Therapy to complete assessments, meaning that Housing is receiving more DFG referrals.
- 2.12 Over the years we have seen an increase in the complexity of cases referred by Occupational Therapy, meaning that the adaptations required are more complex and cost more. Due to medical advances, individuals with complex health conditions are living longer and being supported to live at home. Meaning that much more complex adaptations are required.
- 2.13 We are also seeing an increase in the number of referrals where adaptations are required for two, or even three disabled people in the same household. This is partly due to multi-generations living in the same household, whereby there may be an elderly relative who requires access to facilities, but also a younger member of the household who also requires adaptations. This is also due to the incidence of hereditary conditions, meaning that we can have siblings/relatives living in a household who each have the same condition requiring adaptations.
- 2.14 Over the last ten years we have also seen an increase in the number of referrals for safety works for children and young people. This is usually for clients with neurodivergence and the increase in referrals is due to an increased recognition and diagnosis of these conditions.
- 2.15 In the light of the continued high level of demand for major adaptations, limited staff resources and limited availability of public funds, there remains pressure to ensure that we use those resources effectively. By re-tendering the Council can maximise opportunities to ensure quality and value for money. By competing on price and quality it is not just a means of saving on costs, but the Council seeks to maintain/raise quality standards.
- 2.16 Research shows that investing in major adaptations as a preventative measure improves outcomes for individuals and provides considerable efficiency savings, for example: Increased safety and reduced hospitalisation of elderly/disabled clients; reduced need for publicly funded care home provision; reduced need for social care provision. In addition, there are substantial well-being benefits to clients through their being able to maintain their independence, confidence, autonomy, retained dignity and family/community relationships. This is in line with the Council's 'Home First' vision and the ambition in the Joint Health and Wellbeing Strategy for people to remain independent and able to live at home and in their communities for as long as they wish.
- 2.17 "Prevention" is a guiding principle enshrined within the Care Act 2014 which aims to improve people's independence and well-being. The Care Act establishes a statutory duty on local authorities to provide or arrange services that help prevent people in their area developing needs for care and support or delay people deteriorating such that they would need ongoing care and support.

### **3. REPORT ISSUES**

- 3.1 Bradford Council utilises a framework agreement for the delivery of disabled adaptation works through the Agency Service. The current framework agreement has

been in place since 1 April 2020 and is due for renewal at the end of March 2024.

- 3.2 The framework is used to deliver disabled adaptations for those clients who have signed up to use the agency service. The role of the contractor is to carry out the construction works, as specified by the Council Officer.

Typical works include: removing baths and installing level access showers; constructing level access ramps/shallow steps; widening door openings; installing specialist equipment, such as wash dry WCs, shower/changing stretchers and high low baths; installation of accessible kitchen facilities; safety works, safety fencing and safe play areas. (The construction of extensions is not covered by this framework).

- 3.3 The Council has had a framework agreement for the delivery of adaptation works in place since 2004. Lessons learnt through the project management of the frameworks have been incorporated in progressive tenders.

- 3.4 The current framework (2020-2024) consists of eight contractors with the top four scoring contractors (based on cost/quality scores) receiving the orders on a rotational basis. The four reserve contractors can then be called upon to fulfil the absence of one of the four main contractors, in the event of any unforeseen circumstances. Every twelve months all eight contractors are required to re-submit their pricing information, so that the Council can re-evaluate and re-score the contractors. This means that the four top scoring contractors who receive the orders in each year, can change from year to year.

- 3.5 A framework of eight contractors (where the top scoring four contractors receive the work orders for that year) enables the Council to manage risk. This means that if one contractor goes into administration or other unforeseen circumstances arise, then the Council can quickly mobilise one of the other contractors to pick up the cases and complete adaptations. We have experience of this happening on a previous framework and we were able to put contingency measures in place with minimum disruption to clients and officer time (staff resources). There is also the provision in the framework to give orders to the fifth contractor on the framework, should the volume of orders warrant it.

- 3.6 The advantage of requiring the contractors to re-submit their most competitive tender prices every twelve months ensures the Council achieves value for money.

- 3.7 The quality / price split for the evaluation of the current tender is 70% price / 30% quality, in order to achieve maximum value for money.

- 3.8 Other advantages of a framework agreement of four contractors are as follows:

- Creates a schedule of rates for each contractor. This speeds up the process significantly as there is no need to individually tender each job.
- We are able to build up working relationships with the contractors, which has in the past enabled us to: trial new products to save money or make changes to systems/ processes to streamline delivery.
- Contractors are required to liaise with lift and specialist equipment companies to co-ordinate their work with the installation of lifts and to order/arrange the installation of specialist equipment. The framework arrangement allows the

contractors to create links and build relationships with these companies to improve efficiencies and service to the clients.

- The framework arrangement provides us with the flexibility to respond to increased numbers of work orders, as the number of referrals for DFG has increased. There is also the provision in the framework to give orders to the fourth contractor on the framework should the volume of orders warrant it.

- 3.9 The Agency service generates income for the Council to subsidise the revenue costs of delivering the service.
- 3.10 The length of the framework agreement is three years, with the option to extend for one year.
- 3.11 Based on the uptake of the agency service over the life of the current framework agreement, to date (1 April 2020 to 30 September 2023), the total framework spend for all the framework contractors is £5.59M

However, the number of new referrals received and adaptations delivered was significantly reduced during the Covid pandemic, which occurred during this period. Following the Covid pandemic there has also been a significant increase in the cost of materials and labour. The spend for the period 1 October 2022 to 30 September 2023, is £2.49M.

Based on the spend (period 1 October 2022 to 30 September 2023) through the framework of £2.49M and factoring in the increased number of new DFG referrals over the last six months, the new framework is estimated to be worth £2.6M per annum over a three year framework period (£7.8M over 3 years) not including the optional one year extension period.

This is subject to capital funding being available in subsequent years and the uptake of the agency service by user.

- 3.12 The proportion of clients choosing to use the agency service increased significantly in 2007 following a process improvement exercise. Pre-2007 the uptake was 38% of client using the agency, the level of uptake increased and has remained at a fairly static level since that time, around 80%. In the majority of cases grant applicants choose to use the in-house Agency Service to organise and deliver the works for them, in 2022-23 the uptake was 80%. The figure for the first five months of 2023-24 (1 April 2023 to 31 August 2023) the figure has risen to 91%.
- 3.13 The value of the framework is dependent on the number of clients choosing to use the agency service. It is written into the framework agreement documentation that the volume of orders to contractors is subject to funding being available and uptake of the service by clients. Work will be allocated to the four contractors on a strictly rotational basis and not on contract value.

#### **4. FINANCIAL & RESOURCE APPRAISAL**

- 4.1 This framework is to provide a framework of four contractors to carry out disabled facilities grant works on behalf of the Council, for grant applicants who have chosen to use the Council's in-house Agency Service to organise the delivery of the works

for them.

This arrangement significantly reduces the amount of time required to identify and procure a contractor on an individual case basis. This enables Housing to deliver the DFG programme in a more timely manner and reduces the risk of losing funding if we do not utilise the grant allocation in year.

The framework provides a schedule of rates for each of the contractors. This prevents the need to go out to individual tender, thus reducing processing times.

Improvements to the overall process and reductions in costs through smarter procurement have meant that the Council has been able to deal with more clients, using the same budget but in a shorter time.

- 4.2 The staffing resources that are required to performance manage and oversee the contract delivery, as well as overseeing the day-to-day management of the works (ie. quality of works, compliance with deadlines, etc) are already provided for within the Housing Service.
- 4.3 The volume of work allocated to contractors will depend on the number of Disabled Facilities Grant (DFG) referrals received from Occupational Therapy and the uptake of the Agency Service by service users.
- 4.4 Government funding for the DFG is incorporated into the Better Care Fund (BCF). In 2022-23, the Council received a total allocation of £5,137,133. The Council has received a total allocation of £5,585,399 in 2023-24. This comprises of an initial allocation of £5,137,133 and an additional allocation of £448,266 which was received in September 2023.
- 4.5 The time taken to deliver a DFG can vary depending on the complexity of the adaptations. The process can take time for adaptations which are highly complex. Statute dictates that once approved, the grant applicant has 12 months to carry out the eligible works, so it is necessary to retain funding to honour the commitment.
- 4.6 The Council has also made corporate capital resources available in the corporate capital programme should the government grant be insufficient to meet the level of demand for DFGs.

## **5. RISK MANAGEMENT AND GOVERNANCE ISSUES**

- 5.1 The framework agreement has previously been tendered in the same way on four cycles, so officers have experience of managing this type of contract arrangement. There are eight suppliers on the current framework with the top scoring four contractors (based on cost / quality scores) receiving the orders on strict rotational basis. Every twelve months the eight contractors are required to re-submit their cost information against the schedule of rates. The contractors receiving the works orders can therefore change from year to year. If one of the contractors goes into administration, then there are other contractors who can take on those work orders.
- 5.2 It is made clear in the agreement that the work orders are subject to the uptake of the service by clients and funding being available. Therefore, the Council does not

guarantee any volumes of work by the framework, providing no financial commitment.

- 5.3 Contractors are managed by officers in the Housing Service to ensure that any issues/risks relating to them not delivering a satisfactory level of service or non-conformance are mitigated. A suspension and removal process is incorporated into the framework to assist in managing contractors.
- 5.4 Governance is in place for both for the management of the framework within the Housing Service (Department of Place) and also in relation to contractor management through the Council's Contractor Review Group.

## **6. LEGAL APPRAISAL**

- 6.1 Disabled Facilities Grants are given by the Council under Part I of the Housing Grants, Construction and Regeneration Act 1996. If an individual or someone living in an individual's property is disabled they may qualify for a Disabled Facilities Grant towards the cost of providing adaptations and facilities to enable the disabled person to continue living there.
- 6.2 As stated in the report, "Prevention" is a guiding principle enshrined within the Care Act 2014, which aims to improve people's independence and well-being. The Care Act establishes a statutory duty on local authorities to provide or arrange services that help prevent people in their area developing needs for care and support or delay people deteriorating such that they would need on-going care and support.
- 6.3 The establishment of a framework agreement of this value requires compliance with EU procurement legislation, in the form of the Public Contracts Regulations 2015. Regulation 33 sets out the process for setting up a framework agreement, and this and all relevant regulations will be adhered to. Failure to comply could lead to legal challenge incurring costs, delays and reputational damage to the Council.
- 6.4 Framework agreements are a routine procurement method.

## **7. OTHER IMPLICATIONS**

### **7.1 SUSTAINABILITY IMPLICATIONS**

- 7.1.1 The Council's work to install major adaptations in the homes of people with disabilities supports the objective of making use of existing resources to provide housing where wherever possible rather than using new materials to construct new housing. Significant CO<sub>2</sub> emissions occur through construction which may be avoided or minimised by adapting existing housing stock.
- 7.1.2 We expect contractors to design their services to be as efficient and cost effective as possible, such as effective travel management, practical use of office / base accommodation and recycling of waste.

### **7.2 TACKLING THE CLIMATE EMERGENCY IMPLICATIONS**

Significant CO<sub>2</sub> emissions occur through construction which may be avoided or minimised by adapting existing housing stock.

### **7.3 COMMUNITY SAFETY IMPLICATIONS**

The provision of major adaptations can increase the independence of people with disabilities and significantly improve their quality of life so making them feel more secure in their communities.

### **7.4 HUMAN RIGHTS ACT**

No direct implications under the Human Rights Act 1998 have been identified.

It is noted that the Human Rights Act 1998 makes it unlawful for any public body to act in a way that is incompatible with an individual's human rights. Where an individual's human rights are endangered, Local Authorities have a duty to balance those rights with the wider public interest and act lawfully and proportionately. For this report, the most relevant right, to be considered, from the 16 covered in the Human Rights Act (1998) are:

*“the right to respect for private and family life”*

*“the right to peaceful enjoyment of your property”* (if this were interpreted broadly as enjoyment of one's home)

*“the right to freedom from inhuman and degrading treatment”*

*“the right not to be discriminated against in respect of these rights and freedoms”.*

### **7.5 TRADE UNION**

None.

### **7.6 WARD IMPLICATIONS**

None.

### **7.7 AREA COMMITTEE LOCALITY PLAN IMPLICATIONS (for reports to Area Committees only)**

Not applicable.

### **7.8 IMPLICATIONS FOR CHILDREN AND YOUNG PEOPLE**

The Council has a statutory duty to provide major adaptations for any eligible person assessed as requiring access to essential facilities. Major adaptations are often provided for disabled children and this could include children for whom the authority has a corporate parenting responsibility. All applications are dealt with in line with the legislation and are given the option to use the agency service to deliver the works, as appropriate.

### **7.9 ISSUES ARISING FROM PRIVACY IMPACT ASSESMENT**

The Housing Service routinely completes Privacy Impact Assessments in line with legislation where there is a change in policy and / or practice. Any issues identified

through those assessments are then addressed.

## 8. NOT FOR PUBLICATION DOCUMENTS

None.

## 9. OPTIONS

9.1 Whilst Option 1 below is established best practice, and remains the recommended approach, for the delivery of disabled adaptations through the Disabled Facilities Grant programme Agency Service, there are alternative options to the Framework contract described in Section 3 of this report. The advantages and disadvantages of the established framework arrangements versus the alternative options are described below:

### 9.2 Option 1 – Framework of 4 Contractors (with a reserve of 4 further contractors)

The framework arrangement requires disabled facilities grant adaptation works to be carried out in occupied domestic premises, having experienced staff who understand the client's needs and have experience of the work / specialist equipment.

#### Advantages

- Time to appoint a contractor for each individual project, and consequently the overall waiting time for the client, is reduced once the framework is established.
- Allows the Council to tailor its requirements to meet its specific needs, such as: deadlines for commencing and completing works.
- Requirement to re-submit prices for schedule of work on annual basis enables competitive pricing for works.
- No volume of usage guaranteed.
- Framework mitigates this risk of contractors going into administration.
- Provides a known supply base.
- As the supply base is smaller it can be performance managed more effectively.
- Option to go to the reserve contractors should there be performance issues.
- Offers best value for money, ensures options of contractors, timely delivery of works and safeguards clients.

#### Disadvantages:

- Closed framework does not allow new contractors to join.
- Officer time required to procure the framework.

### 9.3 Option 2 – Batch Tenders (Group work together into small batches of individual jobs)

#### Advantages

- Open market allows new entrants as potential suppliers/contractors.
- 'Real-time' competition and up to date costs of materials and labour driven by the market.
- More attractive to smaller companies.



## Disadvantages

- Increases processing time for DFGs whilst accumulating a batch of cases and waiting for tenders to be returned.
- Previous experience of such procurement demonstrated contractors often deliver cases consecutively, rather than in parallel / tandem.
- Due to the volume of cases, involves considerable officer time to administer. (Time required to tender, evaluate and engage the contractor for each individual project).
- Larger supply / contractor base, which is more difficult to performance manage.
- Limited availability of experienced contractors of an appropriate size.
- Need to increase staffing levels to manage the contractors.
- Whilst the risk of challenge is not eliminated and there remains processes to follow for call offs, the risk of challenge to separate batch tender processes is higher.

### 9.4 Option 3 – Utilising existing framework agreements or contracts held by other organisations

#### Advantages:

- Does not require Bradford Council officer time to prepare and implement.
- Ongoing management / maintenance of the framework is carried out by others.
- Potential for wider range of contractors (depending on who the organisation is and where it is based) and increased competition.

#### Disadvantages:

- Not guaranteed to provide a Bradford supply base.
- There would be a lack of direct management and control of the supply base.
- Currently no other framework agreements or contractors available that offer the provisions required to deliver disabled adaptations in the Bradford district.
- Bradford Council has less /or no control over the establishment of the framework agreement or contract and therefore is compliance with legislation, leading to unknown risk.

### 9.5 Option 4 – Partnership with one contractor

#### Advantages:

- The partnership provides a known supply base.
- The Council can performance manage one contractor more effectively.
- Time to allocate each individual project is reduced once the partnership is established.
- Procuring using a partnership arrangement will allow Housing to tailor its requirements to meet its specific needs, such as: deadlines for commencing and completing works.

#### Disadvantages:

- Introduces significant risk should the contractor go into administration. (The Council has experienced this previously). This leaves the Council with no contractor to carry out outstanding orders, leaves existing cases unfinished / partially finished and results in a backlog of cases whilst securing a new contractor/partner.
- No option of reserve contractors.
- Any risk of delays impacts directly and significantly on a vulnerable client base, not to mention the reputational damage to the Council.
- Concerns regarding best value for money, due to lack of competition when partnering with one contractor.
- Due to the volume of work the contractor would need to be large and consequently inflated costs due to large company overheads.
- Risk relating to one contractor dealing with volumes of work (and peaks and troughs) and therefore the danger that works are not delivered in a timely manner for the Council's clients.
- Closed market does not allow new contractors to join.
- Officer time required to procure the partnership and manage subsequent risks.
- Not guaranteed to provide a Bradford supplier.

## **10. RECOMMENDATIONS**

That the committee notes the report and supports the continuation of the approach to procure a Bradford Council specific framework of 4 contractors, Option 1 above, providing significant benefits in terms of flexibility, risk, time management, competitiveness, supplier relationships and performance, without the need to guarantee any volume of business.

## **11. APPENDICES**

None provided.

## **12. BACKGROUND DOCUMENTS**

None provided.



**Report of the Director of Legal and Governance to the meeting of the Health and Social Care Overview & Scrutiny Committee to be held on 23 November 2023**

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**Subject: HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2023/24**

**Summary statement:**

This report presents the Committee's work programme 2023/24

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**Portfolio:**

**Healthy People and Places**

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1. **Summary**

1.1 This report presents the work programme 2023/24.

2. **Background**

2.1 Each Overview and Scrutiny Committee is required by the Constitution of the Council to prepare a work programme (Part 3E – Overview and Scrutiny Procedure Rules, Para 1.1).

3. **Report issues**

3.1 **Appendix A** of this report presents the work programme 2023/24 which was adopted by the Committee at its meeting of 27 July 2023. It lists issues and topics that have been identified for inclusion in the work programme and have been scheduled for consideration over the coming year.

3.2 Best practice published by the Centre for Governance and Scrutiny suggests that ‘work programming should be a continuous process’<sup>1</sup>. It is important to regularly review work programmes so that important or urgent issues that come up during the year are able to be scrutinised. In addition, at a time of limited resources, it should also be possible to remove projects which have become less relevant or timely. For this reason, it is proposed that the Committee’s work programme be regularly reviewed by Members throughout the municipal year.

3.3 It should also be noted that overview and scrutiny can take place outside of formal meetings, for example in informal meetings, visits and by requesting information in the form of briefing notes.

4. **Options**

4.1 Members may wish to amend and / or comment on the work programme at **Appendix A**.

5. **Contribution to corporate priorities**

5.1 The Health and Social Care Overview and Scrutiny Committee Work Programme 2023/24 should reflect the priority outcomes of the Council Plan, in particular, ‘Better Health, Better Lives’ and ‘Living with Covid-19’<sup>2</sup>. It should also reflect the guiding principles of the Joint Health and Wellbeing Strategy for Bradford and Airedale ‘Connecting people and place for better health and wellbeing’ and the priorities set out in the West Yorkshire Integrated Care Strategy<sup>3</sup>.

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<sup>1</sup> Hammond, E. (2011) *A cunning plan?* p. 8, London: Centre for Public Scrutiny

<sup>2</sup> Our Council Plan: Priorities and Principles 2021-25 <https://www.bradford.gov.uk/councilplan>

<sup>3</sup> West Yorkshire Integrated Care Strategy

[https://www.wypartnership.co.uk/application/files/8516/7846/6187/West\\_Yorkshire\\_Integrated\\_Care\\_Strategy.pdf](https://www.wypartnership.co.uk/application/files/8516/7846/6187/West_Yorkshire_Integrated_Care_Strategy.pdf)

6. **Recommendations**

- 6.1 That the Committee notes and comments on the information presented in **Appendix A**
- 6.2 That the Work Programme 2023/24 continues to be regularly reviewed during the year.

7. **Background documents**

- 7.1 The Constitution of the Council

8. **Appendices**

- 8.1 **Appendix A** – Health and Social Care Overview and Scrutiny Committee work programme 2023/24

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# Democratic Services - Overview and Scrutiny

## Appendix A

### Health and Social Care O&S Committee

Scrutiny Lead: Caroline Coombes tel - 43 2313

#### Work Programme

Agenda Items	Description	Report Author	Comments
<b>Wednesday, 6th December 2023 at City Hall, Bradford</b>			
<b>Chair's briefing 16/11/23. Report deadline 22/11/23</b>			
1) Mental health and mental wellbeing	Annual update	Sasha Bhatt	Resolution of 15 Dec 2022
2) Adult Safeguarding	To include operational information	Darren Minton / Rob Studzinski	Resolution of 2 June 2023
<b>Thursday, 1st February 2024 at City Hall, Bradford</b>			
1) Re-imagining Day Services	Update - to include service user input	Julie Robinson-Joyce	Resolution of 15 Dec 2022
2) Preparation for adulthood and transitions pathways from children to adult services	Update - to include service user input	Elaine James	Resolution of 27 Jan 2021
<b>Thursday, 29th February 2024 at City Hall, Bradford</b>			
1) Development of community diagnostic provision	Update	Helen Farmer	Resolution of 24 Nov 2022
2) Bradford District Health and Care Partnership Board	Annual update. Chair and Place Lead to be invited to attend	James Drury	Resolution of 22 Mar 23
3) Public Health 0-19 Children's Service	Performance update	Sarah Exall	Resolution of 16 Feb 2023
4) *PROVISIONAL* Keighley Community Health and Wellbeing Centre	Update, to include information on the community engagement and involvement plan and services to be delivered from the Centre	Robert Maden / Victoria Simmons	Resolution of 27 July 23
<b>Thursday, 14th March 2024 at City Hall, Bradford</b>			
1) Health and Wellbeing Commissioning Update and Intentions - Adult Social Care	Annual report	Holly Watson	Fulfils requirement of contract standing orders for contracts with a value above £2m
2) Respiratory Health	To include covid update	Jorge Zepeda	Resolution of 16 Feb 2023
3) Adult autism pathway and assessment and diagnosis service	Progress update to include demographic data	Walter O'Neill	Resolution of 22 Mar 23

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