

## Agenda for a meeting of the Corporate Overview and Scrutiny Committee to be held on Wednesday, 21 February 2018 at 5.30 pm in Committee Room 1 - City Hall, Bradford

### Members of the Committee – Councillors

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT AND INDEPENDENT	THE INDEPENDENTS
BM Smith Cooke Riaz	Warburton Arshad Hussain Watson Bacon Duffy	J Sunderland	Naylor

### Alternates:

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT AND INDEPENDENT	THE INDEPENDENTS
Mallinson Townend M Pollard	Greenwood T Hussain Thirkill Jamil Shaheen	Ward	Hawkesworth

### 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:

Michael Bowness  
Interim City Solicitor  
Agenda Contact: Yusuf Patel  
Phone: 01274 434579  
E-Mail: [yusuf.patel@bradford.gov.uk](mailto:yusuf.patel@bradford.gov.uk)

### To:

## **A. PROCEDURAL ITEMS**

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

The City Solicitor 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 may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary interest or an interest which the Member feels would call into question their compliance with the wider principles set out in the Code of Conduct. Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.*
- (2) *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.*
- (3) *Members are also welcome to disclose interests which are not disclosable pecuniary interests but which they consider should be made in the interest of clarity.*
- (4) *Officers must disclose interests in accordance with Council Standing Order 44.*

### **3. MINUTES**

**Recommended –**

**That the minutes of the meeting held on 25 January 2018 be signed as a correct record (previously circulated).**

(Yusuf Patel – 01274 434579)

#### 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.

(Yusuf Patel - 01274 434579)

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

No referrals were made at the time of the publication of the agenda.

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

#### 6. **QUARTER 3 FINANCE POSITION STATEMENT FOR 2017-18**

1 - 50

The Assistant Director of Finance and Procurement will submit a report (**Document “AC”**) which provides Members with an overview of the forecast financial position of the Council for 2017-18.

It examines the latest spend against revenue and capital budgets and forecasts the financial position at the year end. It states the Council's current balances and reserves and forecasts school balances for the year.

This report was considered by the Executive at its meeting held on 6 February 2018.

**Recommended –**

**That the Corporate Overview and Scrutiny Committee review and comment on the Qtr 3 Finance Position Statement for 2017-18.**

(Andrew Cross - 01274 436823)

**7. HOUSING BENEFIT APPEALS BUILD-UP**

51 - 66

In 2017, a Housing Benefit claimant complained to the Local Government and Social Care Ombudsman (LGO) because the Council had delayed referring their case to the First Tier Tribunal Social Entitlement Chamber.

Following its investigation, the LGO published a public interest report, which highlighted that a build-up of work prevented the complainant's case from being dealt with in a timely manner.

The Interim Director Corporate Resources will submit a report (**Document "AD"**) which sets out the role and functions of the Appeals team, the circumstances leading to the build-up of work, and the actions taken to reduce the build-up and to reduce the time taken to complete appeal cases.

**Recommended –**

**That Corporate Overview and Scrutiny Committee is being asked to note the contents of the report and the work undertaken to reduce the build-up of appeal cases.**

(Martin Stubbs - 01274 432056)

**8. DISCRETIONARY PAYMENTS**

67 - 76

The Interim Director Corporate Resources will submit a report (**Document "AE"**) which provides an update on the support provided by the Council, to financially vulnerable residents, through the Discretionary Housing Payments (DHP) scheme and the Local Welfare Assistance Scheme during the period 1 April 2017 to 31 December 2017.

**Recommended –**

**That the Committee;**

- (1) Note the contents of this report and the work that has taken place on both Discretionary Housing Payments and Local Welfare Support.**
- (2) Consider the ideas outlined in 4.3 to Document "AE" and provide any feedback for consideration by the Executive.**

(Martin Stubbs - 01274 432056)

**9. UNIVERSAL CREDIT**

77 - 100

The Assistant Director Procurement and Finance will submit a report (**Document “AF”**) which sets out progress of the roll out in Bradford, highlighting the key issues for the district and the actions taken, and planned, over the coming months and years to ensure it is implemented successfully.

This is an update of the reports that this committee received in September 2015 and December 2016 that detailed the introduction of Universal Credit in Bradford and highlighted some of the cultural, organisational and logistical challenges and concerns faced by residents, the Council and others, and the action taken to respond to these challenges.

**Recommended –**

**That Corporate Overview and Scrutiny Committee;**

- (1) Note progress made in the development of arrangements to support residents, and in responding to adverse impacts on Council service delivery.**
- (2) Consider the issues raised in this report, the likely impacts on the district’s residents, the Council, and other providers and agencies and provide any comments and views for consideration by the local delivery partnership.**

(Martin Stubbs – 01274 432056)

**10. DRAFT BRADFORD DISTRICT STRATEGIC APPROACH TO TACKLING POVERTY 2018-2020**

101 -  
128

The Strategic Director Place will submit a report (**Document “AG”**) which presents the draft Bradford District Strategic Approach to Tackling Poverty 2018-2020 along with data measures that will be used to evidence impact of activity at a District and lower levels.

**Recommended -**

**That Corporate Overview and Scrutiny Committee:**

- (1) Accept the progress made to date against the recommendation of the Corporate Overview and Scrutiny Committee of the 2 February 2017.**

- (2) **Provide their comments on the draft Strategic Approach presented.**
- (3) **Suggest other action the Committee believes the Anti-poverty Co-ordination Group should or could be taking to make a positive impact against poverty in the District.**

(Helen Johnston/Martin Stubbs - 01274 434401/432056)

**11. CORPORATE OVERVIEW AND SCRUTINY COMMITTEE - WORK PROGRAMME 2017/18** 129 -  
142

The Chair of the Corporate Overview and Scrutiny Committee will submit a report (**Document "AH"**) which sets out the Corporate Overview and Scrutiny Committee work programme for 2017/18.

**Recommended –**

- (1) **That members consider and comment on the areas of work included in the work programme.**
- (2) **That members consider any detailed scrutiny reviews that they may wish to conduct.**

(Mustansir Butt – 01274 432574)