

## Minutes of a meeting of the Executive held on Tuesday, 6 November 2018 in Committee Room 1 - City Hall, Bradford

Commenced 10.30 am  
Concluded 1.45 pm

### Present – Councillors

<b>LABOUR</b>
Hinchcliffe
I Khan
Ross-Shaw
Ferriby
Jabar
Farley

Observers: Councillor Mohammed Amran (Heaton), Councillor Anne Hawkesworth (Ilkley)  
and Councillor John Pennington (Bingley)

### Councillor Hinchcliffe in the Chair

#### 32. DISCLOSURES OF INTEREST

Councillor Ferriby declared a prejudicial interest in the item relating to On- Street Permit Parking Policy Review (Minute 43) as her neighbours had submitted an application for on-street permit parking, and she therefore left the meeting when the item was considered.

**ACTION:** *City Solicitor*

#### 33. MINUTES

Resolved –

**That the minutes of the meeting held on 11 September 2018 be signed as a correct record.**

#### **34. INSPECTION OF REPORTS AND BACKGROUND PAPERS**

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

#### **35. RECOMMENDATIONS TO THE EXECUTIVE**

The following recommendations were referred to the Executive:

- (1) Council Petition 16 October 2018 - Northcliffe Park – Consideration of site for a new crematorium

Resolved –

That the petition be referred to the Executive

- (2) Council Motion 16 October 2018 - Northcliffe Park is one of five sites in the district being considered for a new Crematorium as part of the Council's Bereavement Strategy

Resolved –

Council notes that:

- a) The Labour Executive is planning to make a necessary investment in bereavement facilities to meet the district's needs now and into the future. This is to ensure that all communities have access to the high-quality, caring and efficient services we all rightly expect;
- b) Nab Wood, Scholemoor and Oakworth crematoria are emitting mercury into the atmosphere and for this, the Council on behalf of Bradford pays an annual levy;
- c) Cleaner, more efficient crematoria are essential for the district in the future;
- d) A part of Northcliffe Park is one of five sites to be considered by the Executive as the location for a replacement crematorium for the Council's existing facility in Nab Wood; a part of Littlemoor Park, Queensbury is another potential location being considered. The other three sites are commercially confidential.
- e) There are very few sites suitable for a crematorium anywhere in Bradford such is the strict national legislation governing their location;
- f) The Council has commissioned a detailed feasibility study into the five sites;
- g) The Council values the parks and green spaces of Bradford and would always by preference avoid using them for this special purpose. It will always respect the decision of trustees regarding the parks.

**ACTION:**

**In receiving the Petition and the Motion on Northcliffe Park, the Executive therefore awaits the findings of the feasibility study which it will then consider along with all the facts and expressed public sentiment before a decision can be reached. This will not happen before 2019.**

***ACTION: Strategic Director Place***

- (3) PETITION - Health and Environment in Shipley – proposed alterations to road junctions at the former Branch Hotel and Otley Road/Valley Road, Shipley

**Resolved –**

**That the petition be referred to the Executive.**

**ACTION:**

**That the petition be considered at the 5 February 2019 meeting of the Executive when the consultation process for the proposed scheme is developed, and that the petitioners be advised accordingly .**

***ACTION: Strategic Director Place***

- (4) COUNCIL MOTION RE 20MPH SPEED LIMIT ZONES

Council resolves to:

Proceed to the consultation on the proposed 20mph zones and asks that the Executive receives a paper on the responses before a final decision is made.

ACTION: Strategic Director Place

**ACTION: That the Council Motion be noted.**

**36. OFSTED INSPECTION OF LOCAL AUTHORITY CHILDREN'S SERVICES (ILACS)**

The following item was included on this agenda as an exception to the Forward Plan in accordance with the provisions of Paragraph 10 (General Exception to the Forward Plan) of Part 3D of the Constitution.

The report of the Chief Executive (**Document “Q”**) provided information about the OFSTED ILACS judgement published on 29 October 2018 and the action that the Council had taken and will take in response to the judgement.

The Leader stated that the Ofsted Inspection judgement was published last week,

and that the Executive were considering the findings to ensure that improvements are made quickly. Despite the disappointment expressed within the Ofsted report, the Leader stressed that Children Social Workers in the district were doing a fantastic job supporting families and vulnerable children.

The Chief Executive stated that there was a deep regret and a disappointment arising from the outcome of the Ofsted judgement. The outcome followed an unannounced inspection by Ofsted and although aspects such as work around CSE and missing children were praised and seen as exemplary, the overall judgement was inadequate. In the light of the Ofsted judgement the Council had moved swiftly to address Ofsted's concerns, particularly in the area of staff retention and strengthening service delivery. All said and done the imperative was to achieve the best outcomes for the children in the district, and strident measures had been put in place, including an audit of all existing cases as well as strengthening of the multi agency safeguarding hub and the front line supervisory team. As part of this improvement journey, a draft improvement plan would be considered by the Executive at its December meeting, which will give further assurances and update Members on actions taken. The Chief Executive reiterated that the judgement was a huge blow for the Council and Children's Services, however she stressed that in Bradford we had a remarkable Social Work team dealing with complex cases, and it was therefore important to acknowledge the work they were doing.

The Chief Executive added that although the Department for Education had issued a notice to improve the Council was not under statutory direction and would still retain full control of the service, however, in due course an improvement board would be put in place with an independent chair to oversee the improvements and in the meantime an officer group was already looking at the immediate issues, and it was the intention that this report would also be referred to the Children's Services Overview and Scrutiny Committee and to the Corporate Parenting Panel for further scrutiny and discussion.

The Leader reiterated that the report and recommendations needed the Overview and Scrutiny Committee and the Corporate Parenting Panel to cast their eye over it, to ensure we had the right outcomes and that we expedited our responsibilities.

The Children and Families Portfolio Holder expressed his disappointment with the Ofsted judgement and stressed that a referral would be made to Scrutiny, and that in the meantime an audit of all cases was in progress.

The Deputy Director of Children Social Care updated Members on the action his team had taken since the Ofsted judgement, including an audit of 1700 cases, of which 1200 cases had already been reviewed, referring any issues to service managers where appropriate. However it was highlighted that in reviewing the cases no child had been found to be unsafe.

In response to a question regarding the timescales for setting up the Improvement Board, it was explained that a process would be gone through as soon as possible to recruit an improvement advisor, with the Chief Executive chairing the Board in the interim. It was stressed that the Board had already met four times.

The Assistant Director stated that aspects of the multi agency work had also been

modified to ensure there was consistency in case management.

The Portfolio Holder stressed the need to champion the voice of the child and to make this a central component of the improvements going forward. The Deputy Director acknowledged that this was already part of the Action Plan and the Chief Executive added that CMT was also looking at this issue in greater detail.

In response to a question on staff retention and recruitment, the Deputy Director stated that problems with staff recruitment and retention and the rising number of children being referred, mirrored the national picture. In essence rising demand and the loss of staff were contributors, and although the introduction of a retention allowance had helped, the loss of experience staff had created a void with the current ratio being 60/40 between new/experience social workers. The Service was also trying to address the pay differential in Bradford, as this sector operated in a very competitive market.

In response to a question on staff training and support, it was pointed out that all new social workers were part of a buddy system and intensive supervision and comprehensive training was offered.

In response to a question on how staff were being supported following the Ofsted judgement, the Deputy Director stated that all staff had been briefed and that more briefing sessions were being planned. In addition an officer working group was also being set up to look at the Ofsted judgement in detail.

The Leader stated that the Portfolio would also be meeting staff in due course.

The Opposition Leader was present at the meeting and stated that he concurred with all that had been said and that concerns had been answered to address the Ofsted judgement, however he stressed that the problem should have been spotted some time ago. He added that considerable work was required in the meantime to work through the improvements that were required and that children had to be at the heart of the focus.

The Leader stressed that additional resources had been put into the budget for 2018/2019 to address the issue of recruitment and retention and that the Improvement Board would be a vehicle for achieving the improvements. However in the context of increasing demand it was important to acknowledge and support the work of our Social Workers.

**Resolved -**

- (1) That the outcome of the OFSTED inspection be noted.**
- (2) That the plans to deliver rapid improvement and to offer support be noted.**
- (3) That the report be referred to the Children's Services Overview & Scrutiny Committee.**

- (4) That the Portfolio Holder for Children's Services be requested to work with officers to prepare a robust Improvement Plan with the voice of the child at its heart for the next meeting of the Executive in December 2018.
- (5) That the Chair of the Children's Services Overview & Scrutiny Committee be invited to join the formal Improvement Board.
- (6) That the Chief Executive be requested to identify an appropriate Improvement Advisor to work with the Council and to act as independent chair of the Improvement Board.
- (7) That the report be referred to the Corporate Parenting Panel.

**ACTION:** *Chief Executive*

(Children's Services Overview & Scrutiny Committee)

### 37. **STRONGER COMMUNITIES STRATEGY AND DELIVERY PLAN**

The Strategic Director Place submitted (**Document "V"**) which asked the Executive to consider the draft 'Stronger Communities Strategy' and Delivery Plan, produced by the Bradford Stronger Communities Partnership.

The Assistant Director Neighbourhoods and Customer Services explained that the proposals would enable us to take charge of our own cohesion agenda, building on the good practice already visible in Bradford.

A number of people were present at the meeting who had been instrumental on working on the strategy and devising the delivery plan, including members of the Partnership.

A Member of the Partnership and the interim chair explained how he was impressed by the work that had gone into devising the strategy and plan and that he was confident that it would deliver on the aims set out. That for him it been a privilege to serve on the steering group, and the enthusiasm of all those involved was worthy of note and this was reflected on the funding that had been secured.

The Coordinator for the Strategy stated that this would be a 5 year strategy, which set out Bradford's key challenges; that the delivery plan had been informed by local people and the views of local people had been gauged through focus groups and other means, in order to obtain a deeper understanding of the issues.

A number of programmes had already been rolled out which had improved the employment prospects of women from the South Asian community and a project linking schools with a divergent ethnic mix was also alluded to. In the immediate term the focus would be on what projects can be rolled out straight away; coordinate the English language consortium; ensure governance structures were in place; develop volunteering projects and work with the Department of Work and Pensions.

The Leader commended the pioneering work taking place and that it built on some already exceptional cohesion work taking place in the district, adding that ownership and direction were key in delivering this work.

**Resolved –**

**That having considered the Council’s public sector equality duty as set out in Document “V” the Executive:**

- (1) Notes the work carried out in the development of the Bradford Stronger Communities Strategy and Delivery Plan by the Stronger Communities Partnership.**
- (2) Supports the proposals contained in the Bradford Stronger Communities Strategy and Delivery Plan.**
- (3) Agrees to the Council adopting the role of ‘accountable body’ in relation to funding granted by the Minister for Housing, Communities and Local Government (MHCLG) to respond to the initiatives contained in the delivery plan.**

***ACTION: Strategic Director Place***

(Corporate Overview and Scrutiny Area)

### **38. ARRANGEMENTS BY THE COUNCIL AND ITS PARTNERS TO TACKLE CHILD SEXUAL EXPLOITATION**

The report of the Strategic Director of Children’s Services (**Document “U”**) provided an update to the report presented to the Council Executive on 10th October 2017 and subsequently to the District’s Area Committees regarding the issue of child sexual exploitation (CSE). It focused on the Strategic Response to CSE and how it is used by Bradford Safeguarding Children Board (BSCB) and partners in work to drive improvements across the District’s safeguarding partnership and to hold agencies to account for their work in their area.

The Leader stated that this was the annual report covering the issue of CSE which will also be considered by the respective Overview and Scrutiny Committee and by the Area Committees.

The Manager of the Bradford Safeguarding Board, officers from Children’s Services, West Yorkshire Police and Barnardos were present at the meeting, to give an overview of the work that had been undertaken in addressing the issue of CSE and respond to Members questions.

The extensive work done in this area by partner agencies was alluded to and detailed in the report, notably the appointment of a new Local Authority CSE analyst; Home Office funding secured for work trusted relationships to provide additional support to vulnerable children; Strategic Boards were now working together to tackle other complex safeguarding themes such as criminal exploitation and modern day slavery; innovative methods of raising awareness

through safeguarding stories; Bradford District Police Cyber Team were continuing to deliver training around on-line safety within the educational sector.

It was highlighted that the number of missing children was on the decline and that the early intervention work in conjunction with the Neighbourhood Policing Team was paying dividend. In addition the work of Barnardos was acknowledged and their work around disclosures and trusting relationships was alluded to.

The Leader thanked all the partners for the work done around tackling CSE, adding that Ofsted had also commended the work done and that the preventative work was crucial, as was spotting the signs to ensure children did not come to harm.

The Children's and Families Portfolio Holder echoed the above sentiments and thanked officers, the Police and Barnardos on their work and commended the partnership working taking place, adding that this crime affected towns and cities across the Country.

**Resolved -**

- (1) That the contents of Document "U" be endorsed.**
- (2) The Executive shall receive a further update on the progress of the response to child sexual exploitation in 12 months time.**
- (3) That subsequent reports will be provided to Area Committees.**

***ACTION: Strategic Director Children's Services***

(Children's Services Overview and Scrutiny Committee)

**39. HALF-YEAR PERFORMANCE REPORT**

The report of the Chief Executive (**Document "R"**) provided a summary of progress in the first half of the year against the Council's key performance indicators.

The Assistant Director for the Office of the Chief Executive stated that the KPI's captured past actions, as well as setting out key outcomes and successes, namely a plan to develop city centre markets had been approved; the number of new homes delivered in the district were now at the highest level for the last 10 years; GCSE results continue to improve with attainment levels showing positive progress, with some of our schools and academy chains performing at an exceptionally high level nationally; the Care Quality Commission published a report in June 2018 that praised Bradford Council and the local NHS for their partnership working around health and social care and that an 'Integrated Communities Partnership' had been created to develop Bradford's local response to the Government's pilot integrated communities strategy of which, Bradford was one of five pilot areas.

The Leader commented on the remarkable achievements in the context of the difficult financial situation facing the Council.



In the area of Regeneration and Transport, the Portfolio Holder remarked on the progress made in relation to Bradford Live/NEC, transport improvements and the concerted effort to address the issue of empty homes.

In the area of Education, Employment and Skills the improvements made in educational attainment levels was alluded to, and that this was a key component in improving the life chances of young people in the district.

In the area of Healthy People and Places the improvements made in residential/domiciliary care provision was alluded to; recycling rates had improved and the number of green flag accredited parks had also increased.

#### **Resolved –**

- (1) That the progress against performance metrics outlined in Document “R” be noted.**
- (2) That the new target for Safe, Clean and Active Communities outlined in paragraph 2.6 of Document “R” be agreed.**

**ACTION: Chief Executive**

(Corporate Overview & Scrutiny Committee)

#### **40. QUARTER 2 FINANCE POSITION STATEMENT FOR 2018-19**

The report of the Assistant Director of Finance (**Document “S”**) provided Members with an overview of the forecast financial position of the Council for 2018-19.

It examined the latest spend against revenue and capital budgets and forecasted the financial position at the year end. It stated the Council’s current balances and reserves and forecasted school balances for the year.

Based on the September 30 2018 projection, the Council was forecasted to overspend the £358.1m net budget by £6.1m, with the primary overspends relating to Adult Social Care, Children’s Services and the Department of Place.

The Leader stated that the £6.1m overspend would still have to be balanced by the year end as the Council could not operate on a deficit. She alluded to the continued impact of austerity on the Council and that the Government had not made any announcements to address the shortfall in social care funding, and that a case would continue to be made through the Local Government Association to lobby Government on this issue.

In response to a question on how services were attempting to balance the budget,

it was explained that services were taking a number of actions to address the budget shortfall, including vacancy control, category spend as well as oversight from Overview and Scrutiny Committee.

The Leader of the Opposition Group was present at the meeting and stated that the Government was supporting the Council, and it was therefore important to work with Government to get the right funding level. He also raised a word of caution on the proposed demolition of the former M&S building on Darley Street as the original proposal was for refurbishment only, adding that demolition would result in significant additional costs to the Council.

The Leader stated that the Council was managing its finances well, despite the cuts to its funding and that raising revenue was a key component in ensuring that we had the additional revenue to spend on our priorities, and that in relation to the Markets proposals, demolition of the former M&S building was a more sustainable proposition for the long term viability of the markets.

**Resolved –**

- (1) That the contents of this report and the actions taken to manage the forecast overspend be noted.**
- (2) That the creation of a new £0.5m reserve to support the implementation of the Prevention & Early Help structure from April 2019 be approved.**
- (3) That the following capital expenditure schemes be approved:**
  - **£0.35m for Highways IT Equipment to be funded from a revenue reserve in advance of funding being reclaimed from the West Yorkshire Transport Fund.**
  - **£0.057m for the relocation of the Bradford Soup Run, to be funded from the capital receipt.**
- (4) That the following has now been reviewed by PAG after approval by Executive in July 2017 be noted:**
  - **An additional £4.7m for the redevelopment of the City Centre Markets.**
  - **The relocation of the Coroner’s premises to a new, purpose built Coroner’s Court and office accommodation.**

***ACTION: Assistant Director of Finance***

(Corporate Overview and Scrutiny Committee)

**41. OLDER PEOPLE'S ACCOMMODATION ACROSS THE DISTRICT AS PART OF IMPLEMENTING THE HAPPY, HEALTHY AND AT HOME VISION**

The report of the Strategic Director of Health and Wellbeing (**Document “T”**) outlined progress made and proposed plans in the implementation of the integrated system vision Happy, Healthy and at Home, in relation to accommodation and support services for older people. The Care Quality

Commission (CQC) system review, completed in February 2018, found there was a clear shared and agreed purpose, vision and strategy described across the system. The vision was articulated throughout all levels of the system. CQC found that the next steps for the system will be to translate the vision into detailed modelling and operational practice.

The proposed plans outlined in the report were in line with enhancing partnerships and integrated service provision to support older people (including people living with dementia) to remain independent for as long as possible and have choice and control about how they live their lives.

In welcoming the proposals, the Leader commended the Service on its efforts to reduce the number of older people requiring hospital care and that this Council was one of the top performing authorities in this area.

**Resolved -**

- (1) That the business case be completed for the development of a 50-bedded short-term care home on the former site of Neville Grange in Saltaire which is in line with the Bradford integrated health and care partnership community beds strategy implementation plan. The business case is subject to approval at the Council's Project Assurance Group and by the Strategic Director Health and Wellbeing in consultation with the Portfolio holders for Healthy People and Places, and Regeneration, Planning and Transport.**
- (2) That the plan to develop integrated needs assessment based on wards and constituencies across the Bradford District to be used by the Council, NHS, and other partners as the basis for planning housing developments for older people and market development of the care market be endorsed.**

**The needs assessment will map:**

- **demographic profile – older people, learning disabilities, physical disabilities, mental health**
- **health needs profile by Locality**
- **GP practice location/population**
- **current provision of social care paid for by the LA, support at home, extra care, nursing and residential care and day services**
- **voluntary and Community service assets, including community capital assets owned by the Council.**

***ACTION: Strategic Director of Health and Wellbeing***

(Health and Social Care Overview & Scrutiny Committee)

**42. STATEMENT OF COMMUNITY INVOLVEMENT REVIEW**

The Statement of Community Involvement (SCI) sets out how and when the community will be involved in preparing Local Plan documents for the District including Neighbourhood Plans, as well as how they will be consulted on planning applications.

The Current SCI was adopted in 2008 and has been reviewed and updated to take account of changes in national policy and legislation, as well as local circumstances. The revised SCI was published for comment in August – September.

The report of the Strategic Director Place (**Document “W”**) set out the representations received and the Councils response. The Executive was recommended to approve the Revised Statement of Community Involvement.

The Assistant Director Transportation, Design and Planning explained that in the context of national changes, the SCI set out how we would involve local communities in developing the Local Plan.

**Resolved -**

**That the Revised Statement of Community Involvement contained in Appendix 2 to Document “W” be approved and published on the Council’s web site.**

***ACTION: Strategic Director Place***

(Regeneration and Environment Overview and Scrutiny Committee)

#### **43. ON-STREET PERMIT PARKING POLICY REVIEW**

The Council’s current policy on Permit Parking was last updated by the Executive in 2001. A review was required to ensure that the policy reflected current residential and business on-street parking needs and also encompassed lessons learnt through promoting and administering permit parking schemes in the Bradford district in recent years. The report of the Strategic Director, Place (**Document “X”**) sought approval for a revised On-Street Permit Parking policy.

The Leader stressed that community engagement was instrumental in ensuring the new policy worked in practice.

The Senior Highways Engineer stated that in agreeing a permit parking scheme, officers would look at the level of support for a scheme, and that a more rigorous consultation process would also be undertaken.

**Resolved -**

- (1) That the proposed revised policy for the consideration and provision of on-street permit parking places as detailed in Appendix 2 of Document “X” be approved.**
- (2) That the authorisation of exceptions to the core policy criteria sits with the Area Committee and the Strategic Director – Place in**

**conjunction with the Portfolio Holder for Regeneration, Planning & Transport.**

***ACTION: Strategic Director Place***

(Regeneration and Environment Overview & Scrutiny Committee)

**44. EXTENSION OF THE MANDATORY LICENSING SCHEME FOR HOUSES IN MULTIPLE OCCUPATION (H.M.Os)**

The purpose of the report of the Strategic Director of Place (**Document “Y”**) was to inform members of the changes introduced to the mandatory licensing scheme for Houses in Multiple Occupation (HMOs) under the Licensing of Houses in Multiple Occupation (Prescribed Description) (England) Order 2018 and Licensing of Houses in Multiple Occupation (Mandatory Conditions of Licences) (England) Regulations 2018 and to agree the approach that the Council will take relating to the fees and charges for licences under the scheme.

In welcoming the proposals the Leader stated that the proposals would improve housing standards in this sector.

The Portfolio Holder thanked officers for the work they had done to identify the homes that fall within the remit of the scheme.

**Resolved -**

- (1) That Option 3, contained in Document “Y” be approved and:**
- (2) That Mandatory HMO licensing be implemented in line with statutory requirements.**
- (3) That any scale of charges are subject to an annual increase in line with inflation.**
- (4) That the Executive delegates to the Strategic Director, Place in consultation with the Portfolio holder for Regeneration, Planning and Transport the authority to make decisions about any amendments to the Council’s HMO license fees.**

***ACTION: Strategic Director of Place***

(Regeneration & Environment Overview and Scrutiny Committee)

**45. MINUTES OF THE WEST YORKSHIRE COMBINED AUTHORITY**

That the minutes of the meeting of the West Yorkshire Combined Authority held on 2 August 2018 be received.

Chair

**Note: These minutes are subject to approval as a correct record at the next meeting of the Executive.**

THESE MINUTES HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER