

Public Document Pack



Department of Corporate Resources

Members of Council

Committee Secretariat

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Your Ref: AT/Council

Date: 3 December 2018

Dear Councillor

MEETING OF COUNCIL – TUESDAY, 11 DECEMBER 2018

You are requested to attend the meeting of the Council to be held in the Council Chamber, City Hall - City Hall, Bradford, City Hall, Bradford, on Tuesday, 11 December 2018 at 4.00 pm

The agenda for the meeting is set out overleaf.

Yours sincerely

A handwritten signature in black ink that reads 'P. Akhtar'.

Parveen Akhtar
City Solicitor

Notes:

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

The Council's Fire Bell and Evacuation Procedure requires people to leave the building in an orderly fashion by the nearest exit, should the fire alarm sound. No one will be allowed to stay or return until the building has been checked.

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

AGENDA

A. PROCEDURAL ITEMS

1. DISCLOSURES OF INTEREST

(Members Code of Conduct - Part 4A of the Constitution)

To receive disclosures of interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

Notes:

- (1) *Members 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.*

2. MINUTES

Recommended –

That the minutes of the meeting held on 16 October 2018 be signed as a correct record (previously circulated).

(Adrian Tumber – 01274 432435)

3. APOLOGIES FOR ABSENCE

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

(To be circulated before the meeting).

5. INSPECTION OF REPORTS AND BACKGROUND PAPERS

(Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Strategic Director or Assistant Director whose name is shown on the front page of the report.

If that request is refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Adrian Tumber - 01274 432435)

B. BUSINESS ITEMS

6. PETITIONS (Standing Order 11)

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

If any requests are received, in writing, by mid-day three working days before the meeting (Thursday 6 December), details will be circulated.

(Fatima Butt - 01274 432227)

7. PUBLIC QUESTION TIME (Standing Order 13)

1 - 2

A question has been received and is set out in **Document “L”**.

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

Recommended –

That the appointment of the following voting co-opted representative to the Children’s Services Overview and Scrutiny Committee for the 2018/2019 municipal year be approved:

Parent Governor Representative: Mrs Shain Wells

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

9. REPORT BY THE LEADER OF COUNCIL

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

10. MEMBER QUESTION TIME (Standing Order 12)

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

Notes:

- (i) Answers to written questions shall be circulated at the commencement of the meeting.*
- (ii) The Lord Mayor will have regard to the list of questions and the political composition of the Council in calling on Members to put their supplementary question to the Leader of Council and Portfolio Holders.*
- (iii) A period of up to 30 minutes shall be available for supplementary questions to Members of the Executive.*

1. Councillor Vick Jenkins

Air quality is a concern for people in the Shipley Ward. Can the Portfolio Holder please inform me what actions are being taken as a result of the Council working with DEFRA to achieve the dramatic improvement in air quality that we need to see in pollution hotspots in the district?

2. Councillor John Pennington

Would the Leader of the Council provide assurance to the Full Council that any change of circumstances at Odsal Stadium and Richard Dunn are maximised to benefit council coffers and the people of Bradford and District?

3. Councillor Jeanette Sunderland

On the 1st November I was contacted by a company called Bellavail IMS who had been by the Council “to help address the issue of un-adopted roads, footways and street lighting in new developments, which have been left incomplete by developers”. As a results of this work the Council has now “successfully adopted the highway and taken responsibility for the maintenance of the highway at Meadow Road, Apperley Bridge (Bradford), enabling 84 properties with an estimated 240 – 250 residents and council tax payers now able to benefit from local services such as gritting, maintenance of street lighting and street cleansing.” “The company went on to inform me that “All works were completed at no cost to the public purse with NIL COST to the residents or the Council, which not only improves the local road conditions but also positively affects the saleability and potential value of your constituents’ properties.”

Can the Portfolio Holder advise the Council of this arrangement and how this work has been done at “no cost” and where else in the District the company has been working?

4. Councillor Martin Love

Can the Portfolio Holder for Neighbourhoods and Community Safety please tell us whether it is the police or the Council who are responsible for enforcement of breaches of HGV bans on roads throughout the district?

5. Councillor Michael Stelling

What is the Council doing to prevent the disruption of Park Services by the Travelling Community who have broken into various Park sites recently. Is the Council looking at other legal options to put a blanket ban on these areas and other Council property, to aid easier removal such as what Leeds City Council has done?

6. Councillor Kamran Hussain

Can the Portfolio Holder tell me what has been the impact of the Homelessness Reduction Act in Bradford and what particular challenges do we face with partners in ensuring that we are meeting people’s needs?

7. Councillor Michelle Swallow

Would the Portfolio Holder advise if she agrees that carers who care for sick family members in their own homes are saving the social care system significant resources and does she agree that if family carers were not able to care in the ways they do, adult social care would be in an even more perilous state?

8. Councillor Debbie Davies

As the 'Science and Technology based business park' at Otley Road, Baildon was meant to provide over 700 high-tech jobs and include a hotel, restaurant and shops and eight years on there is no sign of the hotel, restaurant or shops, could the Portfolio Holder for Regeneration, Planning and Transport, provide an update on the number of jobs and how many of these are classed as "high-tech"?

9. Councillor Michelle Swallow

Would the Portfolio Holder advise if she would consider supporting requests to the Government to increase the support for Carers through the increase of Carer's Allowance from £64.60 per week to a rate which is more comparable to a living wage?

10. Councillor Michelle Swallow

Would the Portfolio Holder please advise how many Houses of Multiple Occupation (HMOs) there are in the District, how many separate residents there are in these HMOs and of these how many have been inspected and require improvements to minimum acceptable standards?

11. Councillor Mike Pollard

Can the Leader of the Council confirm what Wakefield Council (which an Officer recently described as having "impressive Council Tax collection rates") does differently in collecting Council Tax and how long have we been working with them to try and improve our collection rates in Bradford?

12. Councillor Michelle Swallow

How many households in the District are in rent arrears and unable to top up the difference between either the Housing Benefit or for those on Universal Credit Housing Element and are facing eviction this winter?

13. Councillor David Ward

Will the Portfolio Holder provide a breakdown of Permanent Exclusions by school in 2017/18 and for the beginning of 2018/19?

14. Councillor Michelle Swallow

What steps is the Council taking to prevent homelessness?

15. Councillor Jackie Whiteley

Can the Portfolio Holder for Regeneration, Planning and Transport, please confirm that in seeking to raise parking charges across the district, a full cost benefit analysis has been conducted with regard to the possible affect on high street shops and the potential loss of business rates should shops cease to trade and furthermore does this proposal conflict with Policy EC5 of the adopted Core Strategy which seeks to sustain and enhance the vitality and viability of centres across the district? (Retail studies [EB/034-036])

16. Councillor Ralph Berry

Does the Leader share my frustration and anger about the situation with Wibsey park lodge?

17. Councillor Ruth Wood

Given the frustrations caused while roadworks are being carried out, can the Portfolio Holder outline how the Council manages roadworks through the Yorkshire Common Permit Scheme, whether there have been any benefits through this and what more can be done to minimise the impact?

18. Councillor Andrew Senior

Can the Portfolio Holder for Regeneration, Planning and Transport, provide an update on what he is doing to secure the future of Queensbury tunnel, which would potentially be the longest underground cycle/walkway in England?

19. Councillor Hassan Khan

Can the Portfolio Holder give an update on the Opportunity Area scheme and what activities it's doing to improve educational standards?

20. Councillor Abid Hussain

Can the Portfolio Holder give an update on the Industrial Centre of Excellence in Keighley and how it is helping young people to get the skills and qualifications they need to secure good jobs?

21. Councillor Brendan Stubbs

Can the Portfolio Holder give details on the recent drive to ensure hot food take aways were correctly licensed to operate beyond 11pm, how many businesses were targeted, how many applied for a license and finally what action is being taken to ensure compliance from those who have not applied for a license?

22. Councillor Hassan Khan

What are our plans for investment and support for skills in the Bradford District to prepare for the future after Brexit?

23. Councillor Robert Hargreaves

Given the number of new houses being built in rural and semi-rural areas, can the Portfolio Holder for Regeneration, Planning and Transport, inform the Council of when we will have in place a comprehensive strategy, informing investment in the new / improved infrastructure, such as sewers, highways, school places, GP and dental services etc, required to accommodate the many thousands of new houses that the Controlling Group wishes to see built across the district?

24. Councillor Mohammed Shafiq

Can the Leader tell us who the winners of the staff awards were this year and does she agree with me that it is vital that we take time to thank council staff for the work they do for the residents of the district,

particularly in these difficult times?

25. Councillor Kevin Warnes

Can the Leader of Council assure us that non-stunned meat is only being served in our district's schools to children whose parents/carers have provided written consent linked to their faith and therefore opted into the provision of these meals?

26. Councillor Vick Jenkins

Can the Leader join with me in congratulating a care home in Shipley ward for its Outstanding grade in its recent CQC inspection having only been open for one year?

27. Councillor John Pennington

Can the Portfolio Holder for Regeneration, Planning and Transport, advise colleagues whether, now that Red Route Corridors (road markings) no longer require special approval, will the Council consider introducing them outside schools?

28. Councillor Hassan Khan

I really welcome the increased emphasis on being tough on dangerous drivers in the district. Can the Leader give us an update on how Operation Steerside is going?

29. Councillor Aneela Ahmed

Can the Portfolio Holder let us know the latest progress on the development of the former Odeon building?

30. Councillor Alun Griffiths

For each of the last three years 2016, 2017, 2018 how many notices of motion were submitted by each political group on the council and how many of these (by political group) were moved straight to the vote under Standing Order 19?

31. Councillor Tess Peart

Does the Portfolio Holder agree that whilst one can never be complacent the recent Ofsted report identified strengths within the council and partners in tackling the heinous crime of child sexual exploitation?

32. Councillor Debbie Davies

Would the Portfolio Holder for Regeneration, Planning and Transport, put residents' minds at rest by confirming that there are no plans to charge people, who currently have free resident parking permits, for them in the future?

33. Councillor Carol Thirkill

Can the Portfolio Holder tell us what steps he is taking to ensure the voice of the child is heard throughout this Council?

34. Councillor Simon Cooke

Could the Leader of the Council provide colleagues with an update as

to where we are at with key regeneration schemes, such as, BD1, St. John's, Keighley College, Jacob's Well, Richard Dunn and Odsal Stadium?

35. Councillor Jeanette Sunderland

At the last meeting of Council I asked what action was being taken to address the on-going potential safeguarding concerns arising from the limited capacity to conduct direct payment audits for social care clients? The reply did not address the question, you said you would follow up my supplementary question however I do not seem to have had a reply. Is there a proper process in place to deal with all clients or their nominated persons in receipt of direct payments and are there any remaining safeguarding concerns?

36. Councillor Jackie Whiteley

Does the Leader of the Council accept that by reducing the grant to Town and Parish Councils, as per the Controlling Group's budget proposals, residents of certain parts of the District will affectively receive a stealth tax in order to maintain the services which they receive?

37. Councillor Debbie Davies

As we were told at July's Full Council meeting that a report would be available in September detailing the success or otherwise of the appointment of the Teacher Recruitment and Retention Strategy Manager, can the Portfolio Holder for Education, Employment & Skills, confirm whether this report is now available?

38. Councillor David Ward

Using the January census point, will the Portfolio Holder show the number of new Elective Home Educated children for the years 2015-2016 to 2017-18 by school attended immediately prior to commencing Elective Home Education?

39. Councillor Robert Hargreaves

Can the Portfolio Holder provide an update on the feasibility studies and subsequent consultations process for the possible crematoria at Littlemoor Park, Queensbury, Northcliffe Park, Shipley etc and can he confirm whether the Council has bought the site of the former Branch Pub in Shipley, in order to improve access to the possible Northcliffe Park facility?

11. RECOMMENDATIONS FROM THE EXECUTIVE AND COMMITTEES (Standing Order 15)

11.1 RECOMMENDATION FROM THE LICENSING COMMITTEE - PROPOSED STATEMENT OF LICENSING PRINCIPLES 2019/22 UNDER THE GAMBLING ACT 2005

At the meeting of the Licensing Committee on 21 November 2018 the Assistant Director Waste, Fleet and Transport Services presented a report (**Licensing Committee Document "B"**) setting out the outcome of a public consultation exercise on the

Statement of Licensing Principles for the District, as required by the Gambling Act 2005, and proposed a final draft for adoption by Council.

Recommended –

- (1) That, with the addition of “(the impact on families)” at the end of paragraph 8.5 (iv) to the Proposed Statement of Licensing Principles 2019-2021, Appendix 1 to Licensing Committee Document “B” be adopted and published as the District’s Statement of Licensing Principles pursuant to the Gambling Act 2005.**
- (2) That the Assistant Director Waste, Fleet and Transport Services be given delegated authority to approve any necessary amendments of a minor or drafting nature prior to formal publication.**
- (3) That the Assistant Director, Waste, Fleet and Transport Services, be requested to review the Statement of Licensing Principles pursuant to the Gambling Act 2005 on an annual basis and provide a report to the Committee when the Licensing Fees are reviewed each year.**

(Tracy McLuckie – 01274 432209)

11.2 ANY FURTHER RECOMMENDATIONS

To consider any recommendations arising from meetings of the Executive and Committees held after the publication of this agenda and prior to the Council meeting.

(Adrian Tumber – 01274 432435)

12. NOTICES OF MOTION (Standing Order 17)

To consider the attached motions of which notice has been given.

12.1 NEW TO YOU

To be moved by Councillor Rebecca Poulsen
Seconded by Councillor Debbie Davies

Council notes that:

The waste disposal budget is overspent by a colossal £3million and ways need to be found to save money.

We are all keen to encourage more recycling and re-use of goods for the sake of the environment and to save money.

People often dispose of items, e.g. through house clearances, which are perfectly usable.

The Secretary of State for the Environment recently suggested that residents should be able to take home items from household waste sites that they can make use of.

Council resolves:

To consider ways to reduce the waste disposal budget overspend as a matter of urgency.

To investigate how Council owned household waste sites could reduce the amount of waste going to landfill via measures such as allowing residents to take as well as bring unwanted items, educating residents in minor issues such as changing a fuse etc and encouraging the start up of "New to You" recyclers to benefit needy residents and council budgets.

12.2 ACTION ON DIABETES

To be moved by Councillor Naveed Riaz
Seconded by Councillor Russell Brown

This Council notes that:

The prevalence of diabetes makes it a major public health issue. Based on figures from 2016, it was estimated that around 3.8 million people in the UK are living with diabetes; this represents almost 9% of all people over the age of 16. The cost implications of diabetes are enormous. It costs the NHS around £10 billion per annum to treat diabetes; this is almost 10% of the annual NHS budget.

Awareness of these facts needs to be raised more publicly within the area covered by Bradford Council.

It needs to be noted that our strategy for diabetes requires two very different strands, relating to the two different types of diabetes, Type 1 Diabetes and Type 2 Diabetes, as these are quite different conditions. The policy strategy developed for responding to Type 2 Diabetes will be focused around increasing public engagement and awareness of the condition. Type 2 Diabetes is the far more common form of diabetes, accounting for around 90% of people with diabetes. The policy strategy developed for Type 1 Diabetes will focus on the services for those living with the condition, seeking to improve treatment and care by providing a new, radical and innovative approach to the management of the condition.

This Council resolves to:

Take a lead in developing a strategy for Bradford to respond to the diabetes epidemic, seeking to produce a comprehensive collaborative policy which will implement measures to increase awareness of

diabetes and improve diabetes services.

Increase awareness of Type 2 Diabetes, developing and piloting innovative public engagement strategies, with an emphasis on targeting hard to reach communities with a high prevalence of the condition.

In collaboration with appropriate partners, conduct a feasibility study into the provision of a service for people with Type 1 Diabetes, incorporating the opportunity to trial Insulin Pump Therapy, as a routine option rather than a treatment of last resort.

12.3 EXTREME POVERTY

To be moved by Councillor Jeanette Sunderland
Seconded by Councillor Brendan Stubbs

This Council notes the findings of the 'Statement on Visit to the United Kingdom, by Professor Philip Alston, United Nations Special Rapporteur on extreme poverty and human rights'.

12.4 JOURNEY TO EXCELLENCE IN CHILDREN'S SOCIAL CARE

To be moved by Councillor Susan Hinchcliffe
Seconded by Councillor Adrian Farley

Council believes that:

- The welfare of the 4,000 children in our care is of utmost importance to us as councillors. It is the absolute right of our children to lead happy and fulfilled lives and the council should enable them to do so.

The Council therefore is sorry that Children's Services were found wanting in the recent Ofsted inspection:

- Ofsted held a full inspection of Children's Services from Monday 17th until Friday 28th September 2018 under its new 'ILACS' (Inspection of Local Authority Children's Services) framework.
- Ofsted's judgements were as follows:
 - The impact of leaders on social work practice with children and families – Requires improvement to be good
 - The experiences and progress of children who need help and protection – Inadequate
 - The experiences and progress of children in care and care leavers – Requires improvement to be good.
 - Overall effectiveness – Inadequate
- Ofsted identified a number of key areas for improvement which are set out in the report. These include: the response

to risk; prioritisation; social work practice and supervision; the response to children with specific vulnerabilities; and multi-agency child protection work.

- Ofsted's report found good practice in some areas which are set out in the report, such as in the council's handling of child sexual exploitation.
- Ofsted's report also found that the council recognised and responded to a significant increase in demand for services across all areas and major challenges in the recruitment and retention of social workers, however these actions have not yet delivered the sustained improvements that are required.

We are extremely disappointed in the inspection judgement and we have acted quickly to initiate the improvement plan. Ofsted will monitor our progress regularly and we will be subject to a full re-inspection within two years. Key actions and milestones, as set out in the report to Executive on 4th December, include:

- Ensure the voice of the child is at the heart of everything we do.
- A full review of cases (1,700 files) has already been completed post-Ofsted at the request of the Leader and Portfolio Holder. The capacity of the quality assurance team has also been strengthened.
- Establishment of the Children's Social Care Improvement Board once membership and Terms of Reference are approved by both DfE/Ofsted and Executive.
- Produce a draft Statement of Action for discussion at the Ofsted planning meeting.
- Submit a full Statement of Action (Deadline for submission: 4th February 2019).
- Support a monitoring visit (which will take place three months after our publication of inspection i.e. January). Quarterly monitoring will continue until we have an inspection and move into a different pathway (i.e. are requires improvement to be good or above)

This Council:

- Tasks the Interim Strategic Director of Children's Services to oversee rapid and sustainable improvement in children's social care.
- Tasks the Interim Strategic Director to provide quarterly updates to the Children's Services Overview & Scrutiny Committee.

- Tasks the Chief Executive to write to Government calling for a national pay scale for social workers which would benefit the sector and ultimately the children it supports.
- Acknowledges the dedication and commitment of frontline social workers in the Bradford District. They are valued for the work they do and need to be well supported to carry out their roles effectively.
- Will continue to make the case to Government for increased levels of funding for Children's Social Care given significant rising demand and costs reflecting our children's need.

12.5 COUNCILS AT 'BREAKING POINT' DUE TO GOVERNMENT CUTS

To be moved by Councillor Susan Hinchcliffe

Seconded by Councillor Imran Khan

This Council supports the national 'Breaking Point' campaign which states that:

- Local authorities have faced £16 billion of cuts since 2010
- Government cuts mean councils have lost 60p out of every £1 (60%) since 2010
- Government cuts have seen over 500 children's centres and 475 libraries close, while an ageing population and growing demands mean adult social care faces a funding gap of £3.5 billion
- Lord Gary Porter, the Conservative Chair of the LGA, has said "councils can no longer be expected to run our vital local services on a shoestring"
- Pressures on councils are increasing – last year councils were forced to spend an extra £800 million on vital services to protect children
- After almost a decade of government cuts to local authorities many are facing a crisis in funding – Northamptonshire County Council has already gone bust and others could follow, with the National Audit Office warning that one in 10 English local authorities with responsibility for social care could run out of reserves within three years

Council further notes:

- Bradford Council has had to identify £262m of cuts and savings since 2010 due to the government cuts.
- In common with other local authorities we face a significant budget gap (£28.8m in 2020/21) unless Government acts to restore funding and introduce a new sustainable model for

local government.

- Government needs to provide bridge funding in the coming years for areas with a low council tax and business rates base to enable a fair transition.

This Council resolves:

- To back the Breaking Point campaign.
- To lobby the Government in our call to restore significant additional funding to make local services sustainable and to reflect the Government's stated position that austerity has ended.
- To increase the profile of the essential work done by council staff to support our calls over the next 12 months for Government to recognise the urgent need for funding.

12.6 TACKLING MODERN DAY SLAVERY - COMMITTING BRADFORD COUNCIL TO THE CO-OPERATIVE PARTY'S CHARTER AGAINST MODERN SLAVERY

To be moved by Councillor Susan Hinchcliffe

Seconded by Councillor Abdul Jabar

This Council notes:

- Though slavery was abolished in 1833, there are more slaves today than ever before in human history. Figures from the International Labour Organisation (ILO) suggest that there are more than 40 million people in modern slavery across the world, with nearly 25 million held in forced labour.
- There were 3,805 victims of modern slavery identified in the UK in 2016. A rising number but still well below the 10,000 and 13,000 potential victims estimated by the Home Office.
- Modern Slavery is happening nationwide. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment. This can include sexual and criminal exploitation.

This Council believes:

- That action needs to be taken to raise awareness of modern slavery and the fact that it is happening all over the UK.
- That the current support for victims is not sufficient and needs to go beyond the 45 days they are currently given by the Government.
- That councils have an important role to play in ensuring their contracts and supplies don't contribute to modern day

slavery and exploitation.

This Council resolves:

- To adopt the Co-operative Party's Charter against Modern Slavery to ensure our procurement practices don't support slavery.

The Charter

Bradford Council will:

1. Train its corporate procurement team to understand modern slavery through the Chartered Institute of Procurement and Supply's (CIPS) online course on Ethical Procurement and Supply.
2. Require its contractors to comply fully with the Modern Slavery Act 2015, wherever it applies, with contract termination as a potential sanction for non-compliance.
3. Challenge any abnormally low-cost tenders to ensure they do not rely upon the potential contractor practising modern slavery.
4. Highlight to its suppliers that contracted workers are free to join a trade union and are not to be treated unfairly for belonging to one.
5. Publicise its whistle-blowing system for staff to blow the whistle on any suspected examples of modern slavery.
6. Require its tendered contractors to adopt a whistle-blowing policy which enables their staff to blow the whistle on any suspected examples of modern slavery.
7. Review its contractual spending regularly to identify any potential issues with modern slavery.
8. Highlight for its suppliers any risks identified concerning modern slavery and refer them to the relevant agencies to be addressed.
9. Refer for investigation via the National Crime Agency's national referral mechanism any of its contractors identified as a cause for concern regarding modern slavery.
10. Report publicly on the implementation of this policy annually.

13. APPOINTMENT TO THE POST OF STRATEGIC DIRECTOR CHILDREN'S SERVICES

59 - 72

Council is asked to approve the proposal to appoint to the position of Strategic Director Children's Services on the salary package set out in the report of the Chief Executive (**Document "O"**) in accordance with Article 4 of the Council's Constitution, Section 7 of the Council's Pay Policy Statement 2018/19 and the Officer Employment Procedure Rules.

Recommended -

That the proposal to appoint to the position of Strategic Director Children's Services on the salary package as detailed in paragraph 2.6

of Document "O" and in accordance with Article 4 of the Council's Constitution, Section 7 of the Council's Pay Policy Statement 2018/19 and the Officer Employment Procedure Rules be agreed.

(Mandy Hill – 01274 432214)

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

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L

PUBLIC QUESTION TIME

Question

I am Richard Outram, President of the University of Bradford Peace Society and Secretary of the Oldham Pledge to Peace Forum.

The European Pledge to Peace was launched in November 2011 in the European Parliament to encourage civil society organisations, including local authorities, to become signatories and deliver an action plan for peace within their own communities or across the nations of Europe. The initiative is the only one of its kind which is both continent wide and specifically endorsed by the European Union, and its express purpose is to help promote a 'culture of peace' throughout Europe through practical action. Although many local authorities elsewhere in Europe have become signatories of the Pledge, most especially in Italy, Oldham Metropolitan Borough Council is the only unitary authority to do so in the United Kingdom.

Bradford is well known as a city of peace. It is home to the world's most renowned Peace Studies Department at the city's University and home also to the only Peace Museum in the United Kingdom. Can I therefore ask the Leader if the current Administration would be prepared to work with me to ensure that Bradford City Council fittingly becomes the second local authority in the UK to sign the Pledge?

Answer

I'd like to thank Mr Outram for taking the time to bring this question because at a time where views on both the national and international stages are becoming increasingly polarised and where opinion is increasingly divided, it is important to recognise the importance of the things that we do to bring people together, promote tolerance and to create an environment which fosters dialogue between people from different backgrounds, recognising that our diversity represents a strength.

As a District, we do a great many of those things, often pioneering new approaches and connected to wider national and international initiatives;

- The Stand Up Speak Out Make a Difference Programme works with schools to challenge prejudice. Pupils are encouraged to develop their critical thinking skills and empathy for others.
- Bradford is home to a nationally recognised schools linking project
- The People Can initiative is building on our strong and active civil society by connecting more and more people to opportunities through which they can make a difference to their communities through being neighbourly, volunteering, and taking local action.

- Our Hate Crime Alliance is working to free the District from hate crime in order to be a true home to everyone irrespective of race, disability or sexual or religious preferences.
- City of Sanctuary is celebrating the contribution of those who seek sanctuary here from conflict and persecution, and is challenging myths, misinformation and negative stereotypes.
- Bradford was among the first UK cities to welcome refugees from the Syrian conflict.
- As part of the Still Human, Still Here campaign we are supporting work to end the destitution of refused asylum seekers in the UK
- Membership of the Intercultural Cities Network is connecting Bradford to international best practice in ensuring that diversity represents a social, cultural and economic asset.

The Stronger Communities Strategy for Bradford District sets out what partners, working together, will seek to achieve to strengthen our approaches to working with communities. The Strategy recognises Bradford's diversity as a powerful asset and is the primary vehicle through which we will continue to build cohesion, understanding and opportunity based on four pillars – getting on, getting along, getting involved and feeling safe.

The financial challenge facing the Council is immense. The team working on these issues is already stretched to the limit and simply does not have the capacity to support this initiative. Under those circumstances, it would be remiss of me to agree to sign a pledge in which the deployment of the team's resources beyond what I have summarised here is implicit.

However we do support the fundamental values of human dignity, freedom and equality that underpin the Pledge to Peace – which is why as a Council, we already do so much to promote them. While I cannot commit to signing the pledge, I will ask the Council officers leading on related agendas to ensure that the Department of Peace Studies and the Peace Museum are kept aware of our work going forward and connected to opportunities to contribute.

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THE LEADER OF COUNCIL'S REPORT TO THE MEETING OF COUNCIL ON 11 DECEMBER 2018

Yorkshire Devolution – Jake Berry meeting

West Yorkshire Leaders were invited to go and meet with the Northern Powerhouse Minister, Jake Berry last week in Westminster. This was a constructive meeting where the Minister listened to our arguments for One Yorkshire Devolution. He was still to meet with North Yorkshire leaders but once that meeting had taken place, the Minister committed to writing to us formally to give the Government's view of the One Yorkshire Devolution Proposal. We look forward to further communications. Only by Government continuing an active dialogue with us can we ever reach the deal we need for the region.

Children's Ofsted

Members will now be aware of the judgement of the Children's Services Ofsted Inspection which found that one of the three measures that Ofsted use, namely the one entitled "The experiences and progress of children who need help and protection", was judged Inadequate. This means that the overall judgement has to be Inadequate. The Council is sorry that services are not of the standard that our most vulnerable children deserve. Robust action plans are being drafted and changes have already been implemented to get on us the path to improvement. We welcome the new Interim Director of Children's Services, Gladys Rhodes White OBE. She and Cllr Farley met with Ofsted yesterday who were checking on our progress. Ofsted have confirmed we are addressing the right issues. The finished plan is due to be submitted for their approval in early February.

LEP Review

The Government has determined that no LEP (Local Enterprise Partnership) should have overlapping boundaries with another LEP area. This means that the Leeds City Region current arrangement where some authorities in North Yorkshire are part of the Leeds City Region LEP can no longer continue. As a result, after talks with the North Yorkshire and York Local Enterprise Partnership the two LEPs have decided to come together in a merger. This means we will be part of a bigger economic footprint which should also have more clout with Government. Details of the merger will be worked out over the coming months.

Visit by Sir John Armitt, Chair of the National Infrastructure Commission

On 8th November I welcomed Sir John Armitt to Bradford to discuss with him how important it is for the northern and national economy that the district has the right infrastructure investment. We took Sir John on a tour round the city centre showing him the Interchange and Forster Square stations. We also included discussions around digital and flooding. Infrastructure is not just about transport. Representatives from the other West Yorkshire Local Authorities then joined us for a roundtable discussion in the afternoon.

Meeting with Clive Maxwell, Director General for HS2 and Northern Powerhouse Rail in the Department for Transport

I went last week to London to meet with the above to set out the case for Northern Powerhouse Rail coming to Bradford City Centre. Whilst I was there I also

advocated for our neighbours across West Yorkshire for their transport priorities. The Director General listened with interest but was keen to see the Strategic Outline Business Case from Transport for the North which should be submitted in the New Year.

Meeting with Rishi Sunak, Parliamentary Under Secretary of State with responsibility for Fair Funding Review

In this Chamber we have discussed on a number of occasions that the Fair Funding Review for Local Government is a critical element of Government Policy which could be hugely harmful to Bradford district if it doesn't respect those factors which impact on Bradford's costs. As a result of the council motion I sought and achieved a meeting with the Minister responsible for the review. I spoke to him about Bradford's cost pressures; about our extensive rural areas; as well as the acute disadvantage that some people in Bradford are suffering. I was clear that the district and its young people have huge potential if Government will join with us in investing. The Minister was positive in his feedback and confirmed our belief that the Spending Review next year is the best opportunity for sustainable funding for local government to be provided.

Provisional Local Government Finance Settlement delayed

Due to the Brexit shambles in Government the Local Government Finance Settlement that was due to be released on 6th December 2018, has been delayed. Given that the Brexit debate has been postponed by the Prime Minister we are assuming that the Local Government Finance Bill will now be heard. However at the time of writing no such announcement had yet been made. The Council has nevertheless had to start its consultation on its own budget. This consultation runs until 27th January.

Appointment of Lord Mayor for 2019/20

I am pleased to advise that the Labour Group is nominating Cllr Doreen Lee (Keighley East) to serve as Lord Mayor next year with Cllr Shabir Hussain (Manningham) as Deputy Lord Mayor. They have both served the district well for a number of years as ward councillors and both have previously taken prominent roles within the council. Cllr Lee, as Councillor for Keighley East will be the third consecutive Keighley Councillor to hold the position. I congratulate them both wholeheartedly on their nominations, I'm sure they will have a great year.

QUESTIONS TO THE LEADER

Councillor Pennington

A couple of small items here. The big topics. I know it is our Government but I have to ask this question, have you had any indication from Jake Berry about the time scale of (a) his meeting with the North Yorkshire Leaders and more importantly a response to the devolution issue.

Councillor Susan Hinchcliffe

So he said in a short term so I am hoping for something before Christmas although to be honest with everything happening in Parliament at the moment I suppose I should perhaps have under expectations of that. He was meeting I think the North Yorkshire Leaders by telephone in the end because there is quite a lot of them. Obviously you have got the District Councillors to consider as well so I think that was

a telephone conference call but I am hoping for something back in the next few weeks. I just really welcome the dialogue so we can start having a conversation. He was asking us questions about the deal and the economic geography that we were choosing and also talking about the road map of how we get there. So with some practical conversations there that we can build on I am hoping that just builds to get something in the end. What I also raised was can we have an extension to the growth deal as well and he seemed warm to that. Following that up in writing to see if we can progress that further.

Councillor Pennington

Getting Ministers to focus on Bradford which is where I am coming from. You also had a meeting with Rishi (Sunak) regarding spending reviews. Did you get any response from him or was it again a grey area or is he going to beat the drum for Bradford to get some more investment?

Councillor Hinchcliffe

Of course he is a Yorkshire MP which helps actually. So he was constructive in his listening. He would not commit to anything of course because he cannot do so without going through Parliament. I also pitched to him that we have applied for the business rates pool again this year with Leeds City Region but also North Yorkshire in together and we will find out about that when the local government settlement comes through whether we have been successful in that or not. That will not mean a huge amount but it will mean probably another £1.5 million into the budget which we obviously as you will see from the budget we desperately need. So I am hoping for a positive response from that but we will have to wait and see. It is about making sure that our voice is heard. Obviously the County Council's network I think has been quite successful in talking about the reality, the cost of reality, but I did point out of course that Bradford District is a geography that includes rurality in terms of the rural areas around the district but also those urban areas where we have considerable challenges when it comes to children adult social care as well. He gave us the opportunity to pitch that and left him with comprehensive notes about the figures to back up our arguments and that is not all. We will have to keep going back and keep pitching but it is good to have our voice heard at that level so that when the decision is made hopefully it will be done with our comments ringing in his ears.

Councillor Pennington

Finally Lord Mayor this is one I have to raise. The Ofsted report. Now we have got the Strategic Director who has left. We have got Gladys Rhodes White in as an Interim which we welcome. I think we are in capable hands there but are there likely to be any further recriminations against officers on the next tier down. Just one person going is not going to necessarily solve the problem and also are we going to have any recriminations politically?

Councillor Hinchcliffe

So obviously we all welcome Gladys Rhodes White coming to the Council. She has got a lot of experience in turning services around and we have to work comprehensively with an action plan to get that through. That is not about recriminations, it is about supporting staff to make sure we improve, we provide a quality service to all the children in the district and that has to be our uppermost. We, I feel, in bringing the motion that we have done today, the questions that have been asked of Council are taking full responsibility for making sure that journey does improve and we will continue to challenge and hold officers accountable to make

sure that all the services that vulnerable children receive in the district, is of high quality and something we can be assured of.

Councillor Sunderland

First one really is on following on Children Services and the Ofsted, we need to still keep our eye on the ball of education improvement and we have scrapped the, or appear to have scrapped or cancelled, the Strategic Improvement Board. I just wonder what plans you have to replace it?

Councillor Hinchcliffe

Absolutely right that education remains a top priority. Gladys Rhodes White is here not just for Children Services but for education. Important that those 4,000 children are looked after but obviously there are 140,000 children in the district that are in education system at this present time and they must also make sure that they are well provided for. The Education Improvement Strategy Board is meeting in January and I believe you are on that Councillor Sunderland so it will be great to have you at that meeting to discuss the way forward. Since that has been established what three/four years ago now, I think it is right to consider whether times have moved on and it is time to change the focus of that. We have talked in this Chamber a lot about vulnerable learners before and I think we do need a focus for that work and it could well sit with that body. However that is for discussion in January and I hope you will be part of that discussion.

Councillor Sunderland

Just to agree with you entirely about vulnerable learners but not all children who should be in school are in school and we need to have a real focus on those children that are not there. The second question really is about I am sure you have been watching, like I have been watching with horror, the pantomime that the House of Commons is turning into over Brexit but given that the IMF is now suggesting that a No Deal Brexit could cost the economy somewhere between 5% and 8% of GDP, that would represent a loss of thousands of pounds to families in Bradford. I just wonder what steps we are now starting to take to prepare to support our most vulnerable families if they are going to face the loss of between £2,000 or £3,000 a year?

Councillor Hinchcliffe

There are all sorts really isn't there. Brexit affects everything and you are right it is a complete shambles there at the moment and does not inspire confidence. So we are working essentially with other West Yorkshire local authorities and I believe at the next Combined Authority meeting there is a paper coming on Brexit and all the actions we are taking collaboratively to try and do as much as we can to protect ourselves and protect residents from whatever might come next. There is also a question from one of our group this time about skills. I do believe that regardless of Brexit, education and transport would always be the two things that we should concentrate on from an economics point of view and that is regardless of what happens next so we will continue to do that. There is a lot happening on both those issues as outlined in my report and in the questions and the answer to that Brexit question from our group so we are doing all we can but with uncertainty it is very difficult knowing to predict what happens next. Any business you speak to in the district will say that to you that actually regardless of what result comes out of this, they need some certainty.

Councillor Ellis

Yes Leader, reference to the Infrastructure Commission, quite interested in this and having read the whole 160 odd pages of it. I would just like to be reassured that Bradford will be at the forefront with joined up thinking as far as the relevant people are concerned. We are talking about charging for electric vehicles. Recycling 75% of our plastic packaging is going to be some challenge. Options on road pricing of course is going to be quite controversial and the infrastructure to support housing is going to be extremely important to all of the north anyway but in particular as I say I would like reassurance that Bradford is going to be at the forefront of working with partners to deliver what is to my mind a very excellent report.

Councillor Hinchcliffe

I knew you would find that, I knew you would ask a question on that. I thought you would ask a question about flooding though but you didn't. So absolutely I was really keen to get Sir John Armitt to come to Bradford because I had heard him speak in Manchester at a round table and I thought he needed to spend more time at this side of the Pennines understanding how the dynamics here work as well. It is not just about transport. You are absolutely right, it is about how we get rid of our waste in future, how we create our energy, digital infrastructure and flooding of course, flood alleviation, so all those things are very important. Having his initial visit here was great. We are hoping to continue that relationship and hopefully making an announcement soon for the whole region but in the meantime a really good start to the relationship with Sir John Armitt and hopefully they will see what they learned here and take it forward.

Councillor Cooke

Since nobody else asked about the LEP. I thought I had better ask about the LEP. I have some concerns. I am not entirely convinced by the argument in the statement here because of overlapping because there wasn't any. But that aside what this does is it dilutes Bradford's influence over these organisations by adding in a whole lot more and we may get a better reach, really quite concerned that we will see the focus of attention shift still further away from Bradford. I want Leeds to tell us what she has done and what the Council is doing to make sure that Bradford's voice is still really strong and loud in this process of merger and in any future LEP because the worse thing in the world would be for it basically to end up being Leeds and York LEP and for us to be a bit left behind. So can we get some reassurances on that?

Councillor Hinchcliffe

The overlapping element was not of our making. It is a Government edict has gone out nationally so you cannot have overlapping geographies and that was Harrogate, Selby, Craven etc. They did not like that being in the Leeds City Region LEP. That is why it has come about and the merger was something that now both North Yorkshire and York and Leeds City Region have embraced. I think you are not the only ones to worry about Leeds being a big strong dominant voice in that. I think any local authority in the whole of that new LEP geography would echo that so I think we have a big voice in Bradford. I am Chair of the Combined Authority which counts for a lot and have a leading voice therefore around that local enterprise partnership table and will have a voice going forward in how that is developed when the two LEPs merge. Obviously you can never be complacent. We always have to stand up for Bradford and fight for Bradford's voice to be heard and we will always do that whether it is behind the scenes or in public but that always happens. I can assure you that will always be front of my mind.

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**COUNCIL
11 DECEMBER 2018**

**MEMBER QUESTION TIME
Questions submitted in accordance with Standing Order 12**

1. Councillor Vick Jenkins

Air quality is a concern for people in the Shipley Ward. Can the Portfolio Holder please inform me what actions are being taken as a result of the Council working with DEFRA to achieve the dramatic improvement in air quality that we need to see in pollution hotspots in the district?

Answer

In October this year the Council was issued with a Ministerial Direction to identify the option which will deliver compliance with legal limits for Nitrogen Dioxide (NO₂) in the area for which the authority is responsible, in the shortest possible time.

The Council along with Department for Environment, Food and Rural Affairs (Defra) and Department for Transport (DfT) are still in the early stages of planning how we undertake our feasibility study to explore the available options to bring forward compliance. As part of the Ministerial Direction the Council has to submit to Defra/DfT a Strategic Outline Case by the 31st January 2019 and Outline Business Case by 31st October 2019.

On 30th November the Council submitted to Defra/DfT a proposal for local plan development which includes funding required by the Council to develop the outline business case.

2. Councillor John Pennington

Would the Leader of the Council provide assurance to the Full Council that any change of circumstances at Odsal Stadium and Richard Dunn are maximised to benefit council coffers and the people of Bradford and District?

Answer

In respect of a disposal of any its assets, the Council has a duty to achieve 'Best Consideration' in accordance with section 123 of the Local Government Act 1972, and will also seek to maximise any regeneration benefits for the citizens of Bradford District while also ensuring the most appropriate future use of the Richard Dunn site.

The Richard Dunn leisure centre is anticipated to close in autumn 2019, to coincide with the opening of the nearby new Sedbergh Fields leisure facility, and marketing of the asset will commence in 2019. In respect of Odsal Stadium, this is leased to the Rugby Football League for a term of 150 years from 2002 at a peppercorn, and is sublet to the Bradford Bulls.

Meanwhile I'd like to take this opportunity to offer my congratulations to the Bulls on their promotion to the Championship. It's great news for the club and for the district as a whole and hopefully it's onwards and upwards from here.

Supplementary Question

Thank you for the response. I just have a question on top of this. Who owns the head lease for Odsal Stadium?

Councillor Hinchcliffe

So Councillor Pennington it is a complicated story. It is a stadium the lease I am quite happy to offer you a meeting with Joanne Hyde who is Corporate Services Director and she will go through it in detail. So rather than me trying to go through complex lease agreements I would be happy for you to take a briefing direct from Joanne Hyde.

3. Councillor Jeanette Sunderland

On the 1st November I was contacted by a company called Bellavail IMS who had been by the Council "to help address the issue of un-adopted roads, footways and street lighting in new developments, which have been left incomplete by developers". As a results of this work the Council has now "successfully adopted the highway and taken responsibility for the maintenance of the highway at Meadow Road, Apperley Bridge (Bradford), enabling 84 properties with an estimated 240 – 250 residents and council tax payers now able to benefit from local services such as gritting, maintenance of street lighting and street cleansing." "The company went on to inform me that "All works were completed at no cost to the public purse with NIL COST to the residents or the Council, which not only improves the local road conditions but also positively affects the saleability and potential value of your constituents' properties."

Can the Portfolio Holder advise the Council of this arrangement and how this work has been done at "no cost" and where else in the District the company has been working?

Answer

Bellavail IMS is a specialist company that deals with the issue of unadopted roads and incomplete S38 Highway agreements on new developments where the developer has an obligation. They have been engaged by the Council to arrange for certain outstanding works to be completed on a site by site basis on a handful of sites around the district to allow those roads to be adopted. This does not include old unadopted roads.

All Section 38 agreements signed by a developer require them to take out what is effectively an insurance policy in case they go bust or fail to complete the required road works. This 'bond' is usually provided by a Bondsman, which is a bank or a building control company the developer may be using. Bellavail acting on the Council's behalf chase the developer to complete the outstanding work or else make a claim against the bond. They make no charge to the public purse for this but charge an administration fee to the developer or bondsman as part of the cost of finishing the work and this is included in the agreement.

Supplementary Question

Thank you for the answer. The email from which the question was drawn was followed up by a request for me to give commendation and publicity for the work that had been done. So whilst I will endorse the work of all highways officers across the district who actually put in a lot of hard graft in quite difficult times. Portfolio holder, can you just send a message to the person that has been emailing me actually asking for extra publicity off the back of a job that they have been paid to do is not a way to endear themselves to this Councillor and probably there is another 89 who feel very much the same.

Councillor Ross-Shaw

I could not agree more Councillor so I will pass that on.

4. Councillor Martin Love

Can the Portfolio Holder for Neighbourhoods and Community Safety please tell us whether it is the police or the Council who are responsible for enforcement of breaches of HGV bans on roads throughout the district?

Answer

HGV, or weight restriction limits, on roads throughout the district relate to moving traffic violations which are enforceable by the Police. Currently, the only moving traffic restrictions which the Council can enforce relate to vehicles illegally using bus lanes.

5. Councillor Michael Stelling

What is the Council doing to prevent the disruption of Park Services by the Travelling Community who have broken into various park sites recently. Is the Council looking at other legal options to put a blanket ban on these areas and other Council property, to aid easier removal such as what Leeds City Council has done?

Answer

All our Parks and Recreation grounds have secured access points and are not easily accessed by vehicles unless a forced access is gained. Any stakeholder in a park or recreation ground is supplied with a key to gain access but they do sign to agree that the gate must be left in a secured position at all times.

Whenever an illegal encampment appears, council officers visit immediately, do welfare checks and evict through the courts.

We would not hesitate to use a blanket ban in the right circumstances. This tends to be a persistent group over a prolonged period of time. Most groups in our district tend to be small groups and stay for a short duration.

6. Councillor Kamran Hussain

Can the Portfolio Holder tell me what has been the impact of the Homelessness Reduction Act in Bradford and what particular challenges do we face with partners in ensuring that we are meeting people's needs?

Answer

The Homelessness Reduction Act came into effect in April 2018 and it is early days to provide a full evaluation. However I am able to share some of the experiences and expectations.

The main outcome people expect from the HR Act is a reduction in homelessness. However, whilst the HR Act is welcomed as it focuses more intensively on prevention, what it does not do is to deal with the underlying issues which cause homelessness in the first place, such as poverty, welfare reform, insecure private sector tenancies, lack of affordable housing and an economy which does not reach all sectors of our society. A greater level of investment is therefore required into housing supply and in alleviating poverty for low income households. A decade of austerity has not only increased homelessness throughout the country but made tackling homelessness a lot harder.

As far as partnership working is concerned, it is predicated on the fact that partners have capacity to help support the work of the Councils Housing Options team. Whilst there is general support for this approach, partners are worried that shrinking budgets across all sectors will affect the ability of partners to fulfil collaborative working effectively. The Council team have nevertheless been working with partners to make them aware of the duty of public agencies to refer those they believe are homeless or at risk of homelessness. A notification process has been established which makes it easier for agencies to report.

What we are finding in the early days of implementation is that a predominantly telephone based approach to Housing Options and the office space in Britannia House does not work well for the length of interviews or the different demographics of clients that approach the service. The HR Act expects more face to face interviews and more quality time devoted to each individual. This has increased assessment time as well as back office work and is placing some strain on the resources available to deal with the additional requirements.

In Bradford we struggle to house chaotic people with multiple and complex needs within our current accommodation offer and it is unlikely that the HR Act alone will be sufficient to tackle the problems facing people with complex need. This is why investment is being placed into projects such as Housing First, No Second Night Out, the Day Shelter and our commissioned Support Services. This is where partnership working with the housing and voluntary sector can bring about successful outcomes for people with the most problematic issues.

Our fears are lack of sufficient funding to deal with the additional requirements in the Act and further forthcoming impacts from Universal Credit and other welfare reform measures. The LGA has already warned the government to fully fund the impact of the Act and what LA's have received is a fraction of the funding required for full effectiveness and the funding is limited to a maximum of 3 years.

7. Councillor Michelle Swallow

Would the Portfolio Holder advise if she agrees that carers who care for sick family members in their own homes are saving the social care system significant resources and does she agree that if family carers were not able to care in the ways they do, adult social care would be in an even more perilous state?

Answer

I absolutely agree. Their work is invaluable.

The role of unpaid carers in Bradford is estimated to contribute over £900 million to the health and care economy in Bradford District and Craven (taken from the Market Briefing Document, September 2018 available on the Council Website). The Council and our commissioning partners (NHS) have a statutory as well as moral responsibility to respond to carers' needs. Beyond this, commissioning effective support for carers is a key strategic priority as their unpaid work is indispensable to the functioning of the health and care system.

We are currently in the process of renewing the carers service contract through a procurement exercise. This is a jointly funded and commissioned service with our NHS partners. The service design has been heavily influenced by carers through a variety of engagement events. Carers are also involved in evaluating the prospective bids.

8. Councillor Debbie Davies

As the 'Science and Technology based business park' at Otley Road, Baildon was meant to provide over 700 high-tech jobs and include a hotel, restaurant and shops and eight years on there is no sign of the hotel, restaurant or shops, could the Portfolio Holder for Regeneration, Planning and Transport, provide an update on the number of jobs and how many of these are classed as "high-tech"?

Answer

The Baildon Business Park is the largest business park development in the district in the last five years and is now close to completion. We were pleased that the Northern Powerhouse Minister Jake Berry visited the site as a guest of Philip Davies MP recently and I know you have also been welcomed by a business successfully operating there.

The development has 22 units, 10 of which are occupied, with the remaining 12 to be occupied from early 2019. The development has brought in high value businesses from outside Bradford District to locate here and has enabled other local businesses to expand their operations at the site.

The original draft scheme which you outline was drawn up in 2007/8 and secured outline planning permission in 2010. However, following withdrawal of significant public sector funding in 2010 a revised scheme was drawn up to reflect the demands of the market at that time. The multi storey technology hub was removed from the plans, resulting in a reduction in floor space and a revised jobs estimate of 477 based on the Home and Communities Agency (HCA) study figures which estimate how many square metres each person occupies in a property depending on the use.

The intention was to provide retail/hotel uses in the revised scheme. Morrisons had signed up for their 'Local' store concept, however shortly afterwards took a corporate decision to drop the 'Morrisons Local' brand nationally and therefore did not develop at Baildon.

Hotel operators, family pub chains and small supermarket operators all reduced their development activity nationally during the recession that started in 2011 and none were therefore in a position to invest in the site. The scheme was therefore further revised to accommodate eight smaller units, which have now been constructed and all of which are sold, providing accommodation for small local businesses.

The Council has maintained the high-tech focus for the development, while also ensuring the units are available for expanding local business across all sectors. Companies based at the development include: aircraft parts manufacture; high end fabric processing and spinning; research & development, manufacture and assembly of aluminium products; 3D printing of small components; healthcare product design, manufacture and repair; design and manufacture of canvas products.

The number of jobs currently on site is approximately 200. Once all the units are occupied it is estimated the jobs figure will be at approximately 375 but this will continue to grow. The job numbers will always be a snapshot in time and over the years this level is expected to grow. As an example, Produmax have been in their unit for three years and staff numbers have doubled in that time.

9. Councillor Michelle Swallow

Would the Portfolio Holder advise if she would consider supporting requests to the Government to increase the support for Carers through the increase of Carer's Allowance from £64.60 per week to a rate which is more comparable to a living wage?

Answer

The Carer's Allowance is a DWP benefit. We would support anything that would be of help to carers. We will be tasking the newly commissioned carers' service to support the development of a new carers strategy for Bradford – this may include views on financial support for carers.

10. Councillor Michelle Swallow

Would the Portfolio Holder please advise how many Houses of Multiple Occupation (HMOs) there are in the District, how many separate residents there are in these HMOs and of these how many have been inspected and require improvements to minimum acceptable standards?

Answer

There are an estimated 1,125 Houses in Multiple Occupation (HMOs) in the district. HMOs can take many forms, ranging from bedsit type accommodation, shared houses and/or flats but all with an element of sharing of facilities. It also includes buildings that have been poorly converted into self-contained flats (without Building Regulation approval).

Since 2006 those HMOs considered to be of highest risk have been required to have a licence from the Council to continue to operate as an HMO. This initially applied only to HMOs of three storeys or more but since 1 October 2018 licensing now applies to any HMO occupied by 5 or more occupants, the occupants to comprise two or more households. This change was approved by the Executive on 6 November.

Licences are normally issued for the maximum period of 5 years, although a licence can be issued for a shorter period in certain circumstances. It is an offence to operate a licensable HMO without a licence, the penalty for which can be a Civil Penalty Notice for up to £30,000 or prosecution. All licenced HMOs are inspected at least once during the period of their licence.

The estimated number of licensable HMOs in the district is currently 353. Of these 250 are licenced and 37 licence applications are being processed. Officers within Housing Standards have completed an initial survey to identify potentially licensable HMOs since the change in legislation and will be undertaking further survey work in early 2019.

The number of people occupying an HMO at any one time is not information that the Council holds. Licensable HMOs are licenced for a specific number of occupants. The 250 licenced HMOs are licenced as follows:

| | |
|--|-----|
| HMOs licenced to accommodate 5 – 7 people | 139 |
| HMOs licenced to accommodate 8 – 10 people | 73 |
| HMOs licenced to accommodate 11+ people | 38 |

During the period 1.4.18 to 4.12.18 the HMO team based within the Housing service carried out 649 initial inspections, served 154 enforcement notices and carried out 311 inspections confirming improvement.

Supplementary Question

(the verbatim supplementary question by Councillor Swallow was not captured by the electronic recording and will be added in later if the recording can be recovered)

Are the remaining potentially licensable HMOs without a HMO licence being followed up by housing officers?

Councillor Ross-Shaw

You may presume so Councillor.

11. Councillor Mike Pollard

Can the Leader of the Council confirm what Wakefield Council (which an Officer recently described as having “impressive Council Tax collection rates”) does differently in collecting Council Tax and how long have we been working with them to try and improve our collection rates in Bradford?

Answer

The Council has a long history of benchmarking against other organisations about how we collect our local taxes. I am keen to assure ourselves that we continue doing all we can to maximise the amount of money we collect, whilst at the same time dealing with those that struggle to pay, appropriately – that’s the reason the Council signed up to the Council Tax Protocol earlier this year; an agreement between Councils and our local Citizen Advice Bureau, which gives an assurance that we doing just that.

The work that is underway with Wakefield has not been concluded so I am unable to respond fully. The Review started in September and I am expecting to see an initial report early in the New Year.

Supplementary Question

This glowing report on Wakefield was extracted from a press item so perhaps may have been a little creative but can the Leader comment on this unnamed officer what he may have had in mind when praising Wakefield processes on collection of council taxes.

Councillor Hinchcliffe

I think it is just by the closer working that they have got currently with Wakefield Council. They have noticed that they have got a good collection rates, it is as simple as that and therefore they are going to do a peer review of Bradford. I am very keen on other authorities coming to look at what we do so we can learn and that is going to happen in this area. I think you can never learn too much in this and we have lots of different services and I want to make sure we learn from the best. So if they have got a good example to follow let’s see what it is and see if we can do likewise.

12. Councillor Michelle Swallow

How many households in the District are in rent arrears and unable to top up the difference between either the Housing Benefit or for those on Universal Credit Housing Element and are facing eviction this winter?

Answer

The Council doesn’t hold information about the level of rent arrears across the District, nor if any arrears that do exist are caused by a shortfall of Housing Benefits or the Universal Credit Housing Element.

What I can say is that the Council remains committed to Discretionary Housing Payments and has and will continue to ensure that every penny the Government provide for this is spent on supporting the most vulnerable in the District with any rental shortfall. In the last full year the Council spent all of the £1.1m it had for this purpose.

So far this year we have awarded £719k in extra support to 1,221 of the District’s most vulnerable households

173 of these have been supported because their Housing Benefits has been reduced due to the benefits cap and 514 due to the bedroom tax.

Whilst I have no information about the overall level of arrears, I can report that our Housing Options Service helped 47 families or individuals that were faced with the threat of eviction for rent arrears in 2017/18 and 65 the previous year.

Supplementary Question

(the verbatim supplementary question by Councillor Swallow was not captured by the electronic recording and will be added in later if the recording can be recovered)

Can I ask that information continue to be made widely available to ordinary citizens as more people need to be able to access information.

Councillor Hinchcliffe

Certainly Councillor Swallow. There are a number of ways of supporting vulnerable people in the district including doing the Council tax hardship fund for example but also on housing benefit. We have to make sure that residents are able to apply to get help with their Council tax for example as well if they have got in difficulties. So absolutely we will make sure that yourselves as Councillors know but also all the different advice agencies in the district are briefed as well so they are all aware of all the schemes that we provide. It is tragic really to see the vulnerability of some people and we must do all we can to support them.

13. Councillor David Ward

Will the Portfolio Holder provide a breakdown of Permanent Exclusions by school in 2017/18 and for the beginning of 2018/19?

Answer

Breakdown of permanent exclusions outlined below:

| Academic Year 2017-18 | | Academic Year 2018-19 to Date | |
|--------------------------------|---------------|-------------------------------|---------------|
| School | No. of pupils | School | No. of pupils |
| Parkland Primary School | 1 | Appleton Academy | 2 |
| Bingley Grammar School | 1 | Bingley Grammar School | 1 |
| Appleton Academy | 4 | Bradford District PRU | 1 |
| Beckfoot Thornton Academy | 1 | Bradford Forster Academy | 1 |
| Bradford Academy | 1 | Buttershaw BEC | 3 |
| Bradford Forster Academy | 1 | Dixons McMillan Academy | 1 |
| Buttershaw BEC | 5 | Grange Technology College | 5 |
| Grange Technology College | 4 | Ilkley Grammar School | 1 |
| High Craggs Academy | 1 | Immanuel College | 1 |
| Ilkley Grammar School | 1 | One In A Million Free School | 1 |
| Immanuel College | 1 | Parkside School | 1 |
| Laisterdyke Leadership Academy | 2 | Queensbury Academy | 2 |

| | | | |
|------------------------------|----|------------------------------------|----|
| Laycock Primary School | 1 | Ryecroft Primary Academy | 1 |
| Queensbury Academy | 3 | Southmere Primary Academy | 1 |
| Ryecroft Primary Academy | 1 | St Oswald's C of E Primary Academy | 1 |
| Shirley Manor Primary School | 1 | Tong Leadership Academy | 1 |
| | 30 | | 24 |

Supplementary Question

It looks as though we are heading for as many permanent exclusions in the first term of this academic year than the whole of the previous academic year. I just wonder if the portfolio holder was aware of this and whether he is aware of any actions that are being taken to find out what is happening in these schools?

Councillor Imran Khan

Yes absolutely. That is one of the things we have been looking at. There are any number of reasons why a school will permanently exclude any children but please rest assured that we as a local authority do challenge schools when it comes to permanent exclusions. We make sure obviously that they follow the correct procedures and policies but it is also something the Education and Improvement Strategic Board has been mentioned. It is something that we will focus on in weeks to come.

14. Councillor Michelle Swallow

What steps is the Council taking to prevent homelessness?

Answer

Our homelessness team supports over 360 rough sleepers every year, providing emergency accommodation and support, with many moving on to more secure and permanent accommodation.

If anyone is worried about where they are going to sleep tonight then I would urge them to contact our Housing Options team as soon as possible, either at Britannia House in Bradford or at Keighley Town Hall, or by calling 01274 435999.

If you are concerned about someone else sleeping rough in Bradford District, you can also contact No Second Night Out in the following ways:

By phone on 01274 309165.

By email at Bradford@humankindcharity.org.uk

In person at Discovery House - 133 Barkerend Road, Bradford, BD3 9AU.

Housing Options is the Council's dedicated team providing advice, support and guidance to those who become homeless in the district. This team is complemented by a team which liaises with private landlords and ensures private landlords play their part in housing our customers. There is also the Council's Outreach support team which focuses on sustaining tenancies for offenders/prison leavers, asylum seekers with positive decisions and those placed in B&B and the private rented sector.

A number of services have been commissioned to undertake activities that support people who are homeless into sustainable accommodation solutions.

No Second Night Out – works with homeless individuals who are not a priority need. They assess clients during a short stay of up to 28 days and provide support into accommodation.

Day Shelter – Operates a safe place for homeless people during the day. The service again provides support with barriers to homelessness including resolving benefit issues

Housing Related Support - Offers support for those who cannot sustain a tenancy themselves. A number of contracts are commissioned out which includes, young people at risk; women fleeing abuse; people at high risk of offending; multiple needs, and homeless.

Housing First – A pilot project to house those with the most complex housing needs. Government pushing this nationally and after pilots in Greater Manchester, Liverpool City Region and West Midlands expected to roll it out nationally.

Cold Weather Support – A co-ordinated approach to opening bed spaces when the temperature drops below zero degrees Celsius.

Specific training was offered to housing providers on preventing homelessness in clients on universal credit.

A project on improving communication and co-ordination of street outreach.

In 2019 the Homelessness and Rough Sleeping Strategy for Bradford will be rewritten. It will be supported by a project group from different sectors to ensure that the supporting action plan will be co-owned and jointly delivered.

The department has also bid for money that the Government released for new projects including bids we are waiting to hear from.

Supplementary Question

(the verbatim supplementary question by Councillor Swallow was not captured by the electronic recording and will be added in later if the recording can be recovered)

Can some of the information on Housing Options be made publically available please?

Councillor Ross-Shaw

Yes absolutely. I think most of it, if not all of it already is publicly available but last year what we did was we put out some social media messages just highlighting what we do and it actually got shared hundreds of times really quickly. It was one of a more popular post that we did because it is a matter that is so important to people so we have already been talking about what we can do this year within the budgets. We have got to try and get that message out even further because obviously the problem is not going away sadly.

15. Councillor Jackie Whiteley

Can the Portfolio Holder for Regeneration, Planning and Transport, please confirm that in seeking to raise parking charges across the district, a full cost benefit analysis has been conducted with regard to the possible affect on high street shops and the potential loss of business rates should shops cease to trade and furthermore does this proposal conflict with Policy EC5 of the adopted Core Strategy which seeks to sustain and enhance the vitality and viability of centres across the district? (Retail studies [EB/034-036])

Answer

Previous extensions in charging hours and increases of parking charges have not affected occupancy levels in Council pay and display car parks. We have not received any reports about reduced footfall or the closure of businesses as a result of changes to parking charges. Many of the villages, towns and the city centre have benefited from a price freeze in parking charges for a number of years. The last increases for long stay were in 2011 and charges for short stay have not increased since 2009 when the hourly rates at some car parks were increased by 10p. Recent changes to car parks in 2017/18 and 2018/19 have been introduced for the most part to ensure consistency and have included the introduction of charges at free car parks and the removal of free periods for parking. Charges for car parking in the Bradford District remain competitive when compared to other authorities.

Supplementary Question

Thank you for your answer. Unfortunately it does not really answer what I asked. Bradford, we do not live in a bubble and the high street is in crisis and I do not think it is too far to suggest that expensive parking might affect this. Also could you please give me an answer - is this, does it, does this idea conflict with the policy which is in our adopted core strategy which seeks to sustain and enhance the vitality and viability of centres across the district and I understand that is a retail subject?

Councillor Ross-Shaw

Absolutely because there is no evidence it has a detrimental impact and it does not go against any policies basically.

16. Councillor Ralph Berry

Does the Leader share my frustration and anger about the situation with Wibsey park lodge?

Answer

I note and share your frustration.

Following complaints received by the Planning Enforcement Team, correspondence was sent to the owner of the property advising that a Prior Notification (PN) application should have been submitted to the Local Planning Authority before any demolition work was carried out; as such he is now required to submit, retrospectively, a full planning application for the demolition works completed on the land.

An application was submitted two weeks ago but unfortunately this was done incorrectly and council officers are in contact with the owner, in an attempt to rectify this.

I have asked the Planning Enforcement Team to keep you and your fellow ward members updated on this matter.

Supplementary Question

Thank you very much for the answer Leader. To almost to compound insult to injury the application that has been made is not valid. Could I ask that the officers do whatever we can to reiterate that demolishing something without planning permission must not be seen to be able to give one an advantage over following the actual rules. The concerns that people have in my ward and others is there is a profession, I do not know whether you would call them a profession of planning agents and people, who could be taking far more attention to advising their clients to act within the rules and the more that we act within the rules, the happier people are in those neighbourhoods. We are not against change, we are not against development but it has to be done within the rules and in a visible location like this, the rules are seen to be completely ignored. It is hardly surprising that people sometimes unfairly blame the Council officers who have behaved entirely appropriately in this case and responded very quickly.

Councillor Hinchcliffe

I can assure you it certainly does not advantage them having demolished without permission. Absolutely not. People should follow the rules. They are there for everybody to follow regardless of who you are or where you are in the district and I would expect that to happen in this case. I am disappointed that it didn't.

17. Councillor Ruth Wood

Given the frustrations caused while roadworks are being carried out, can the Portfolio Holder outline how the Council manages roadworks through the Yorkshire Common Permit Scheme, whether there have been any benefits through this and what more can be done to minimise the impact?

Answer

The current Permit Scheme is limited to operating on the busiest roads in the district, which equates to approximately 32% of the total highway network. This arrangement was deemed by the Department of Transport – at the inception of the scheme – to be adequate to ensure direct benefits to the local economy. The remaining 68% of the highway network is currently managed using a noticing scheme as per the requirements of the New Roads and Street Works Act 1991.

As part of operating the scheme the Council has been required to produce an annual assessment of the impact of the permit scheme. The last such update was reported to Executive on 3 April 2018. The annual report for the 2016/17 financial year (which covers the second year of operation) showed an average reduction of 1.41 days duration of street works across the district, amounting to a calculated saving to the local economy of approximately £500,000 (based on Department for Transport WebTag figures); this equates to a total of 40,944 hours of delay saved. This

performance indicates that the scheme is operating as expected in the original cost-benefit analysis.

In April, Executive also approved the transition to an “all permit” scheme which would encompass 100% of the highway network. This arrangement is currently being consulted on with statutory undertakers (works promoters) with a view to introducing this in April 2019.

18. Councillor Andrew Senior

Can the Portfolio Holder for Regeneration, Planning and Transport, provide an update on what he is doing to secure the future of Queensbury tunnel, which would potentially be the longest underground cycle/walkway in England?

Answer

The Council continues to work with key stakeholders, including Queensbury Tunnel Society, Calderdale Council and Sustrans, to look at the possible future use of Queensbury Tunnel as a cycling leisure facility.

Following completion of the intrusive surveys earlier this year the detailed technical report from AECOM has now been received and a better understanding of the challenges facing this project in relation to the scope of works necessary to stabilise the tunnel and the indicative budget required to do so has been secured. Currently, these indicative figures far exceed the potential funding from Highways England by a significant margin.

We are currently exploring funding opportunities for both the stabilisation works as well as those works necessary to convert the tunnel to this alternate use. We also raised it with the Secretary of State for Transport on his most recent visit to Bradford.

A report on the potential options for the Council going forward will be considered by Executive early in the New Year.

19. Councillor Hassan Khan

Can the Portfolio Holder give an update on the Opportunity Area scheme and what activities it's doing to improve educational standards?

Answer

The primary purpose of Opportunity Area is to focus local and national resources on a common goal – to increase social mobility by investing in education to deliver our plan. The main areas of investment that link to educational standards are listed below (however this is not a full list of OA investment and support activities):

Priority 1 – Strengthening School Leadership and the Quality of Teaching

Major OA investment in school-to-school support - £1.5m across 25 schools

- Identified using a data-driven methodology
- Brokered support from Teaching School Alliances, NLEs, to work in partnership with identified schools
- Inviting system leadership support from Bradford and beyond

- Average of £60k per school across 4 terms
- Pilot and 1st round supporting 17 schools, with 8 more schools to be added next term (We now have 68% of supported and supporting schools in place – on target to meet a total of 25 – with all supporting schools sourced from Bradford, West Yorkshire and North Yorkshire)
- 'Implementation Matters' - support from the Bradford Research School at Dixons, building on the EEF's School's Guide to Implementation.
- Open to LA Maintained and academies alike, primary and secondary
- Good response from system leaders in Bradford and beyond. We think it's a good thing to open up the city to additional expertise, while making the most of the capacity that's already within Bradford.
- Next round likely to be in the spring term – will be going out to system leaders in Jan/Feb.
- This approach builds on wider system leadership work already happening in Bradford – i.e. various SSIF rounds
- Whilst we are making good progress against delivery interventions and outputs, however whilst Bradford is improving in regard to KS2 and KS4 results the gap to national is not closing. There remains a considerable number of schools in OFSTED categories 3 & 4. Our interventions will take time to impact.

Investment in literacy - £600k across 30 schools

- Task and finish group are shaping proposals for the priority 1 working group for a model of delivery to improve literacy in 30 of Bradford's Primary Schools. It is proposed that schools will be supported by a national leader of education to develop a literacy improvement plan and have up to £20K per school to commission specific literacy interventions

Bradford for Teaching

- OA is funding Bradford for Teaching, which will be provided by Northern Lights Teaching School Alliance, with an ambitious extension of the programme
- Ambition is to make Bradford the first destination for high quality education professionals, at all levels and all stages of their career. To help improve the learning and career development offer for education professionals, as well as the targeting and take up of that offer, to help Bradford grow and retain a high quality workforce.
- BfT will be a strategic organisation that will work across ITT and CPD in Bradford to develop a wider 'Bradford Offer'.

Coaching, Mentoring, Masterclasses

- Ambition to match 50 new or new to Bradford head teachers with mentors to support them to develop as school leaders. These leaders will also participate in masterclasses.
- To date there are 43 new or new to Bradford head teachers, plus 7 aspiring head teachers participating in the programme.

P3: Improving access to rewarding careers

Funded training for secondary careers leaders and accreditation

- Funded careers Leader training to begin in January 2018

Support for primary careers

- Networking events for primary school leaders and employers and an “aspiration fund” available to 100 primary schools based on levels of deprivation. This is to support employer contacts and careers education in primary. The latter includes access to consultancy support for embedding employer contacts in curricula
- Delivery to commence in autumn term 2018 and end summer term 2019

P4: Using evidence and research to remove barriers to learning

Centre of Applied Educational Research

- CAER comprises a partnership between the DfE, the Educational Endowment Foundation and the Bradford Local Authority together with the Universities of Leeds and Bradford and the Bradford NHS Trust
- The CAER will coordinate a number of the world class research projects based within the Bradford Institute for Health Research. For example, Bradford houses one of the world’s most important longitudinal cohort studies – Born in Bradford
- Schools choosing, targeting and robustly evaluating programmes of learning for pupils, based on the evidence of what works best, and being prepared to stop and change, where programmes don’t work
- - drawing on, getting involved in and leading the development of new techniques and practice, in educating pupils and removing barriers to learning, supported by world leading research partners
- - engaging with employers, to deliver a curriculum that equips tomorrow’s professionals with the skills they will need, whatever career path they follow
- - these are the latest thinking about effective education, as described by the Education Endowment Foundation, and locally, by our own Research School at Dixons Academy Trust.

Evidence Active Schools – a campaign to make use of Bradford’s infrastructure, research school,

- The goal is to create an ‘Evidence Active Network’ across all of the 206 schools in Bradford and use this organisation to determine what works best in schools and health services (recently launched by Education Minister Zahawi).
- The aim is about schools choosing, targeting and robustly evaluating programmes of learning for pupils, based on the evidence of what works best, and being prepared to stop and change, where programmes don’t work
- Schools will be encouraged to draw on and get involved in and leading the development of new techniques and practice, in educating pupils and removing barriers to learning, supported by world leading research partners
- Schools will be supported to engage with employers, to deliver a curriculum that equips tomorrow’s professionals with the skills they will need, whatever career path they follow

These are the latest thinking about effective education, as described by the Education Endowment Foundation, and locally, by our own Research School at Dixons Academy Trust.

20. Councillor Abid Hussain

Can the Portfolio Holder give an update on the Industrial Centre of Excellence in Keighley and how it is helping young people to get the skills and qualifications they need to secure good jobs?

Answer

Airedale has a proud and active manufacturing and engineering sector with many local companies exporting worldwide.

Through the development of the Centre of Excellence for Advanced Manufacturing and Engineering (AME), Keighley College has led, since January 2015, on manufacturing/engineering education within the Bradford District. This partnership between businesses, Keighley College, the Council and Oakbank School (now Beckfoot Oakbank) is part of the Council-led Industrial Centres of Excellence programme.

This approach has boosted the number of young people entering training with the intent of building the workforce pipeline, improving productivity and securing growth in this sector.

Businesses that had historically looked outside the district for recruitment and training of their apprentices have now turned to Keighley College AME to meet their needs.

The manufacturing/engineering work is informed by a board made up of local businesses, chaired by Tim Parkinson of Airedale Springs and including: Acorn Stairlifts, Carnaud MetalBox, Produmax, Keighley Laboratories, Gesipa, Metalkraft, Advanced group, Byworth Boilers, Fives Landis, the Chair of Bradford Chamber of Commerce and representatives from The Airedale Partnership, the Council, and Keighley College.

Currently there are 256 AME students that include:

- 170 Engineering, Fabrication and Welding, and Machining and Fabrication apprentices.
- 8 studying a Level 2 Diploma in Mechanical Engineering.
- 11 studying a BTEC level 3 Diploma in Engineering.
- 10 studying a Level 4 Higher National Certificate in Manufacturing Engineering that started in September 2018.
- 18 are studying GCSE engineering at key stage 4.
- 8 studying BTEC Level 2 in engineering at key stage 4.
- 31 students at key stage 4 undertaking curriculum enhancements in engineering.

The future further growth of engineering/manufacturing education at Keighley College is limited by the capacity of the teaching equipment and machinery available. A Registration of Interest has already been made to the LEP for further consideration once funding becomes available to expand the provision.

21. Councillor Brendan Stubbs

Can the Portfolio Holder give details on the recent drive to ensure hot food take aways were correctly licensed to operate beyond 11pm, how many businesses were targeted, how many applied for a license and finally what action is being taken to ensure compliance from those who have not applied for a license?

Answer

There were 195 advice letters sent to businesses which are registered with the Council as takeaway food premises and are not currently licensed for the sale of hot food after 11pm. The licensing service has received responses from approximately 50 businesses. To date around 18 applications packs have been requested, 6 grant applications made and 30 businesses have advised they do not operate beyond 11pm. Late night inspections will be undertaken in the coming months. Further enforcement action, including prosecution, will be taken where necessary.

Supplementary Question

I wonder if the portfolio holder would agree with me that it is important that we make sure that everybody is properly licensed as you just said in answer to Councillor Berry a minute ago. We need to make sure that everybody is playing by the rules and I wonder if you could just let me know whether there are any plans to follow a similar enforcement pattern with the other establishments in the city that sell alcohol for example over the counters and all the other premises that we have that are subject to different licencing regulations to make sure that everybody who operates a business in the city is doing so under the proper licences?

Councillor Jabar

We will look into this and I will get back to you and I assure you that we will.

22. Councillor Hassan Khan

What are our plans for investment and support for skills in the Bradford District to prepare for the future after Brexit?

Answer

Bradford's Economic Growth Strategy's aim is for Bradford to be the fastest growing economy of the coming decade. A skilled workforce is vital if Bradford's economy is to grow to realise the ambition of increasing the number of productive businesses and supporting young and enterprising people to innovate, invest and build fulfilling lives in the district.

Studies by the National Institute of Economic and Social Research before and after the Brexit vote show that there is a great deal of concern among employers in certain sectors that they may not be able to fill vacancies following the country's withdrawal from the EU. EU nationals play an important role in many of Bradford's key economic sectors, including construction, the National Health Service, hospitality, and social care.

It is crucial that we think differently about how we invest in our skills system. We must ensure that businesses are able to continue to access the workforce they need and residents are able to find jobs which are well paid and secure. Currently we are consulting with partners on the development of a District Skills Plan. The focus is to better integrate post-16 skills provision through approaches to planning, accountability and delivery which are jointly developed between business and education and training providers. To develop skills provision that is more responsive to our local economic needs and support residents to secure fulfilling careers.

The Skills Plan is being produced to support the delivery of our ambitious growth aspiration contained in the economic strategy. It envisaged that the Skills Plan will be a well evidenced and bold road map for changes to our local investment and support for skills in Bradford building on the great foundations we already have in place. There has been significant progress that we can look forward with confidence in delivering our economic ambitions. The Skills Plan will look to further develop our recent successes such as:

- The Industrial Centre of Excellence (ICE) programme so that all young people in Bradford will have the opportunity to follow a learning pathway linked to their career aspirations from the age of 14 across nine ICEs.
- The Get Bradford Working programme that has successfully supported over 3,100 people into work, particularly expanding the role of SkillsHouse to offer its recruitment services to a wider range of businesses.
- Improvements to the post-16 learning offer with the opening of two new and exciting schools sixth form centres in September 2019. New College Bradford and Dixons Sixth Form Academy will offer over 2,000 outstanding sixth form places in the city centre that will offer very best post-16 environment to help students achieve truly aspirational outcomes.

As part of this, we have been working closely with Leeds City Region, Local Government Association, and Key Cities to make the case for a devolved adult skills system for Bradford arguing that greater local influence over skills would result in better outcomes for our local residents and businesses.

23. Councillor Robert Hargreaves

Given the number of new houses being built in rural and semi-rural areas, can the Portfolio Holder for Regeneration, Planning and Transport, inform the Council of when we will have in place a comprehensive strategy, informing investment in the new / improved infrastructure, such as sewers, highways, school places, GP and dental services etc, required to accommodate the many thousands of new houses that the Controlling Group wishes to see built across the district?

Answer

The housing target is based on the national government planning framework and is not therefore purely a locally determined number.

The capacity of services and infrastructure, including public highways, drainage and water systems, schools capacity and other health services was considered and informed the work on the adopted Core Strategy. The District's population is growing and will continue to do so and therefore infrastructure and services will need investment and improvement across the District. The Council has produced a Local Infrastructure Plan (LIP) to address these issues. It has consulted with utility providers as part of that work. The Local Infrastructure Plan indicates a number of challenges in accommodating future growth but does not indicate any major infrastructure issues which are not capable of resolution given the necessary resources, careful forward planning and continuing co-operation between the Council and relevant stakeholders. Further work will be undertaken including an update to the LIP as part of the work over the next 3 years on the Local Plan. Ultimately the

Local Plan , when fully updated with Allocations will provide more certainty over the levels of growth planned in each area, and will assist the Council in the planning process and its ability to bid for funding and delivery of new infrastructure and in its on-going liaison with service and infrastructure providers to align investment with growth.

The issue of the capacity of services and infrastructure is however looked at in detail when individual planning applications for major new housing schemes are considered. This includes for instance highway and drainage infrastructure in the locality of a site and it is often a requirement for developers to carry out significant improvements to facilitate their new development. Such infrastructure requirements are secured through a section 106 agreement. New housing development is also liable to the Council's CIL charging regime and monies collected can be used in the future to improve local infrastructure and offset impacts on education and other key services across the district where necessary.

Supplementary Question

Although Bradford's targets are based on central government should we follow the footsteps of Leeds and review our own figures on the back of the government's consultation into whether the current methodology for calculating the required number of new houses is appropriate? At the moment developers are given the option of investing in infrastructure or the much cheaper option of paying per metre square or feet square into CIL. We need to encourage investors to be more community minded and invest in community infrastructure. I was concerned by the whens and wills of the local infrastructure plan in your answer. So when will the LIP be ready to implement and what measures are being taken to ensure the current infrastructure is not further stretched in the meantime?

Councillor Ross-Shaw

Thank you for that. There was a lot there so I will try and make sure I do not miss any bits out. Yes absolutely we are doing a partial review of the core strategy which set out that £42,000 figure that the government obviously backed but since then they want to change the national methodology and therefore we are looking at that and we are going to do a partial review to make sure we are in line with that which may impact that number basically. In terms of the LIP it is already in place but as we got the core strategy in place the next step in that process is the allocations which is where you start allocating uses to specific sites so as we go through that process and obviously doing a partial review of the core strategy, we will have that LIP to look at at the same time. But every application is obviously assessed for its impact on the immediate infrastructure and that is where through the 106 process we might have to pay for a junction improvement or whatever to improve that. So CIL is compulsory and they do not have a choice whether or not to pay it but a specific application will be checked to look at the impact on local infrastructure.

24. Councillor Mohammed Shafiq

Can the Leader tell us who the winners of the staff awards were this year and does she agree with me that it is vital that we take time to thank council staff for the work they do for the residents of the district, particularly in these difficult times?

Answer

I fully agree it is important we take the time to thank council staff for the work they do for the residents of this district especially in these challenging times of national government austerity.

Employee of the Year is Abigayle Johnson, Team of the Year is the Bradford South Street Cleansing Team, Apprentice of the Year is Afzal Khalifa, Leader of the Year is Hafiz Rahman and Partnership of the Year is 'Bringing Reading to Life for local children and their families'. Congratulations to them all.

25. Councillor Kevin Warnes

Can the Leader of Council assure us that non-stunned meat is only being served in our district's schools to children whose parents/carers have provided written consent linked to their faith and therefore opted into the provision of these meals?

Answer

The Council has an obligation to provide suitable meals for children based on religious, medical or allergen grounds and we gladly fulfil this duty.

The Council's in-house catering service provider to schools supplies a non-stunned Halal meat option for consumption by Muslim pupils, a non-Halal meat option is provided for consumption by pupils not of the Muslim faith and a vegetarian option is available to all. Where a non Muslim pupil has requested to have the Halal meat option then there must be a written consent from the parent/guardian.

The individual school notifies our Facilities Management service which children are of the Muslim faith, these children are then served Halal food without the need for individual written permission.

Some schools in the district have outsourced their catering service to private sector providers or taken the catering service in-house, under these circumstances the schools are responsible for the policy regarding access to non-stunned Halal meat.

Bradford Council has worked well with the Muslim community and the Council for Mosques on this service since the early 1980s and has no intention of changing this partnership approach.

26. Councillor Vick Jenkins

Can the Leader join with me in congratulating a care home in Shipley ward for its Outstanding grade in its recent CQC inspection having only been open for one year?

Answer

Yes this is a great achievement after just one year of operation.

The Care home is Formations Care Home and the registered managers are Zoe Duffy and Joanne Boldy. Zoe Duffy is a leading member of the Bradford Care Association and is an independent sector representative on a number of partnership groups. We thank her for her contribution.

27. Councillor John Pennington

Can the Portfolio Holder for Regeneration, Planning and Transport, advise colleagues whether, now that Red Route Corridors (road markings) no longer require special approval, will the Council consider introducing them outside schools?

Answer

Red Routes have been used in London for some time. Through special approval from the Department for Transport (DfT) a small number of highway authorities outside of London have developed Red Route corridors. The recent revision of the Traffic Signs Regulations & General Directions (TSRGD) (2016) has now brought Red Routes into line with yellow line restrictions as a parking management tool without the need for special approval.

Red Routes are used on major roads and transport corridors where vehicles are not permitted to stop. The prohibition extends to stopping for loading or unloading and to boarding or alighting from a vehicle (except for licensed taxis and the holders of blue badges). For this reason Red Routes are mainly used on major bus and commuting routes, they are not used outside of schools. On Red Routes, stopping is only permitted within designated laybys.

They also operate on a 24/7 basis and therefore would be in operation even when the school was closed on an evening or during school holidays so would not necessarily be appropriate for use outside schools.

As the use of Red Routes outside of London is limited there is some concern that knowledge of them among drivers would be more limited and that isolated use in a single district could lead to problems. If the use of Red Routes were to be adopted it would be better to do so on a regional basis to ensure consistency and understanding across a wide geographical area. As we undertake more partnership work on a regional basis to manage the road network we will discuss whether red routes could be introduced across the region.

We currently enforce against parking outside schools where the appropriate measures are in place, such as School Keep Clear lines, which ban parking and can be enforced using a CCTV car which patrols the district every morning and afternoon. The CCTV car also enforces on bus stops and road crossings. Where there is contravention of existing regulations such as residents parking permits and double yellow lines we can send wardens to enforce. 512 PCNs have been issued since 1 January 2018 for being stopped in a restricted area outside a school.

Supplementary Question

Red Route Lines. If the Council were to decide to implement such Red Route Lines what other agencies would have to be consulted?

Councillor Ross-Shaw

Statutory ones probably. I will get back to you with a full list Councillor Pennington.

28. Councillor Hassan Khan

I really welcome the increased emphasis on being tough on dangerous drivers in the district. Can the Leader give us an update on how Operation Steerside is going?

Answer

Operation Steerside was borne out of public perception, press coverage and reported incidents relating to the perceived standard of driving and number of road traffic collisions (RTCs) in Bradford District. Whilst the initial impact of the operation was an overwhelming success, its emphasis was very much based upon enforcement.

Recent 'Your Views' Survey still shows significant concerns around anti-social driving across the district. Enforcement alone cannot resolve and tackle the issues across the district. We have to work more collaboratively, utilising all our collective assets. We are currently engaging with key partners to widen the scope of Operation Steerside to encapsulate all our collective partnership activity focused on anti-social and dangerous driving.

More recently Operation Steerside has undertaken multi-agency days of action and targeted deployment in locations of high demand.

Since its inception Operation Steerside has undertaken 15,785 interactions.

A Strategic Management Group will be formed which will ensure more effective pooling of our collective resources to better focus activity and hold individual organisations to account for delivery of agreed actions. This will be chaired by Bradford District Operations Superintendent and will report to Community Safety Partnership through the Anti Social Behaviour (ASB) Strategic Partnership Group.

A multi-agency 4 P Plan will be developed aimed at;

- Pursue - We will deny use of the roads to those who do not drive in accordance with the law.
- Prevent - The partnership will provide an effective programme of road safety education across the District.
- Protect - Collaboratively we will maximise the safety of all road users of Bradford District
- Prepare - We will make best use of our collective resources and promote active citizenship.

The ASB Partnership has allocated £23,000 towards the development of Operation Steerside and the 'days of action' that are taking place.

The 'Days of Action' have resulted in:

- 495 Tickets
- 55 Traffic Summons reports
- 109 Vehicles seized for road traffic offences
- 19 reports for no road fund licence
- 5 Arrests

- 427 Speeding offences recorded by the Casualty Reduction Partnership
- 298 Taxis and Private Hire Vehicles have been checked
- 294 Vehicles checked by DVSA as a result 59 were prohibited from use
- 743 Vehicles checked for illegal road fuel with 6 prosecutions

29. Councillor Aneela Ahmed

Can the Portfolio Holder let us know the latest progress on the development of the former Odeon building?

Answer

Last week was a momentous week for the development of Bradford Live as they submitted their planning application to turn the former Odeon building into one of the North of England’s premier entertainment venues, run by the NEC.

The planning application included a number of architect’s drawings showing what the venue will look like when completed and I’m sure everyone on the Council will agree they look fantastic and are worthy of such a historic venue in the history of Bradford’s musical heritage.

The technical work is progressing and the design team recently completed RIBA Stage 3 and have progressed to RIBA Stage 4. Strip-out works to remove the old 1960s concrete frames will commence early in the New Year and, subject to planning permission, full building works are due to commence in late summer 2019.

30. Councillor Alun Griffiths

For each of the last three years 2016, 2017, 2018 how many notices of motion were submitted by each political group on the council and how many of these (by political group) were moved straight to the vote under Standing Order 19?

Answer

The Council’s Constitution does not require a formal record to be kept of when Members move straight to the vote at meetings of Council. Notes taken at the meetings indicate the following:

| 2016 | Labour Group | Conservative Group | Liberal Democrat Group |
|--|--------------|--------------------|------------------------|
| Number of motions | 14 | 11 | 5 |
| Number of motions taken straight to the vote | 0 | 2 | 1 |

| 2017 | Labour Group | Conservative Group | Liberal Democrat Group | Independents Group |
|--|--------------|--------------------|------------------------|--------------------|
| Number of motions | 16 | 5 | 8 | 1 |
| Number of motions taken straight to the vote | 0 | 2 | 3 | 0 |

| 2018 | Labour Group | Conservative Group | Liberal Democrat Group | Green Group |
|--|--------------|--------------------|------------------------|-------------|
| Number of motions | 13 | 9 | 4 | 6 |
| Number of motions taken straight to the vote | 0 | 2 | 3 | 3 |

Supplementary Question

Thank you Leader for the answer. I appreciate that recording may have meant that not every instance or moves to the vote has been captured. In the light of which and given her previous comments on a couple of occasions in this meeting about openness and diversity of the strength of diversity are you entirely comfortable with the way in which you colluded with the Conservative party to suppress opposition and in particular minority opposition, discussion and debate in this Chamber?

Councillor Hinchcliffe

I do not agree the premise of the question to be quite honest. We have a meeting today of four hours and the motions that go straight to often are motions that we all agree with and therefore we do not see the need to a debate. We just go straight to the vote and often approve them. It depends very much on time constraints and on what else is on the agenda but you will find that in scrutiny meetings and everywhere we are always there happy to be questioned on anything. I would not take your conclusions to heart at all. I am sorry if you do so but if you are willing to ask me a question, I am always happy to answer it.

31. Councillor Tess Peart

Does the Portfolio Holder agree that whilst one can never be complacent the recent Ofsted report identified strengths within the council and partners in tackling the heinous crime of child sexual exploitation?

Answer

CSE remains a focus for Bradford Council and its partners and collectively there is a commitment from a strategic and operational perspective to safeguard children which was recognised in the Ofsted report. The CSE/Missing sub-group provides strategic oversight whilst the operational CSE/Missing group analyses and addresses threats and emerging themes across the District, and oversees the effectiveness of the joint operational response to CSE / Missing. Both groups are critical to the work and effectiveness of the Bradford District multi-agency co-located CSE Team. The CSE Team provides the operational response to children at risk utilising West Yorkshire Police, Bradford Children's Services and other partners. Further information regarding the respond to CSE is available via <https://bradford.moderngov.co.uk/ieListDocuments.aspx?MId=6927> (Agenda item 7)

Safeguarding partnerships are now considering the emergence of organised crime, county lines, modern day slavery and criminal exploitation as new threats in a similar way to the same conversations in the last decade around child sexual exploitation.

The partnership recognise that whilst there is an excellent understanding of CSE in Bradford District there is also a need to do more work around the scale and prevalence of the wider criminal exploitation of children. Across Bradford there are a number of initiatives that are working creatively and in partnership with children and families to support and deliver preventative work in key areas. One example is the Trusted Relationships funding of over a million pounds from the Home Office. This additional funding will enable intensive support to children aged 10-14 at significant risk of exploitation. The funding will provide support out of office hours on a 1 to 1 work and also group work with young people to encourage them to open up about their experience, recognise positive relationships and how to keep safe, as well as build plans for their future.

32. Councillor Debbie Davies

Would the Portfolio Holder for Regeneration, Planning and Transport, put residents' minds at rest by confirming that there are no plans to charge people, who currently have free resident parking permits, for them in the future?

Answer

After nearly ten years of Conservative government-imposed austerity, which has seen this Council forced to take over £250 million out of its budget, we've had to bring in charges for a wide range of services we hoped we wouldn't have to.

Charges for a range of highways services, including residents parking permits, were included in a previous Council budget but we managed to make the savings elsewhere and therefore did not introduce it at that time.

With no end to austerity in sight, despite the Prime Minister's warm words, I'm afraid we cannot guarantee that every service we currently provide for free will remain so indefinitely. However, I can guarantee that we will continue to do everything we can to provide the essential services for the district that people rely on and to keep the Council on a sustainable financial footing for future generations.

33. Councillor Carol Thirkill

Can the Portfolio Holder tell us what steps he is taking to ensure the voice of the child is heard throughout this Council?

Answer

Hearing the Voice of Children and young people is a key priority for me and for Bradford. As the youngest city with 150,000 children and young people their voice is critically important in shaping our services. The Council employs a Commissioner for Youth who has a key role in facilitating and supporting the voluntary youth sector to deliver activities including those which enable young people's voices to be heard. Schools offer opportunities for youth voice to be heard in education through school councils. There are a number of very active youth groups in the district - for example Speakers Corner - who passionately bring the views of young people to leadership within the council and partners. Health colleagues in the CCG, working closely with the council, also facilitate powerful youth voice work through the Future in Mind programme.

The VCS in Bradford have been commissioned to develop a framework for youth voice to provide guidance and help to organisations in making sure they hear the voice of children moving forward. Specific opportunities for Looked After Children are offered through our Children in Care Council which meets regularly, and are being expanded through the new “Leaving Well” app being rolled out to all care leavers. The work being undertaken following inspection includes a VCS facilitated group to challenge and support social care on its improvement journey which will also include other opportunities for a broad group of young people to drive improvement.

34. Councillor Simon Cooke

Could the Leader of the Council provide colleagues with an update as to where we are at with key regeneration schemes, such as, BD1, St. John’s, Keighley College, Jacob’s Well, Richard Dunn and Odsal Stadium?

Answer

BD1: we assume refers to One City Park. The One City Park procurement process is underway, seven Selection Questionnaires (SQs) were submitted by the deadline of Friday 21 September 2018. The three highest scoring applicants were then invited to the Invitation to Submit Tenders stage of the procurement process and these are due to be returned by 17 December 2018. The procurement process is due to be concluded in April 2019 when contracts will be prepared for award.

Keighley College: The intention to provide a Public Sector Hub on the college sites remains, the Council continues to talk to major public sector organisations to confirm their accommodation needs whilst recognising the principals of One Public Estate. This national policy encourages the public sector to co-locate, where possible in the interest of efficiency and co-operation. The achievement of a proposal that meets the needs of the organisations involved, works through their own planning arrangements and which can operate as a complementary development is being actively pursued.

Jacob’s Well: Demolition of the Jacob’s Well building is due to take place February 2019, following which the site will be cleaned up and retained for Member and staff parking pending development proposals from McClaren Developments, who were granted the option to develop by securing public sector partners to co-locate within a new development on the site.

Richard Dunn: The Richard Dunn leisure centre is anticipated to close autumn 2019, to coincide with the opening of the nearby new Sedbergh Fields leisure facility. The Council is committed to maximising the regeneration benefit of any disposal, to benefit the citizens of Bradford District whilst also ensuring the most appropriate future use of the site.

Odsal Stadium: This is leased to the Rugby Football League for a term of 150 years from 2002 at a peppercorn, and is sublet to the Bradford Bulls.

Supplementary Question

Can I thank the officer for translating my slightly incoherent question? That is what happens when you bring them in at the last minute. Thank you for the answers which are helpful. There are a couple of things that strike me around the matters relating to the public sector hubs and the matters there is that we still do not seem to be making anything that looks like anything other than a conversation and yet in both cases it has cost us a great deal of money to try and facilitate what it is that ultimately private developers working with public sector bodies are seeking to deliver. Can we be assured, and I am not sure how much it will be once we have blown up the building over the road but we will have spent the best part of a million quid knocking these things down, that we are going to get the value of that back and we are not going to find ourselves with sites growing plenty of buddleia rather than actually jobs and services for the people of Bradford.

Councillor Ross-Shaw

So the key thing I would guess is that obviously we might have to put a bit of money in to make those sites ready but we retain control of those key sites. So yes there is an option on the city centre one but it is a bit like the new college site where obviously it had an original intention but it was also a strategic acquisition and then an option came along. It is because no matter what happens with the public sector hubs we want to get them over the line, but we still have key sites in key locations that you then deliver for the benefit of the area in the district. So that money does not go to waste that we have done spending demolition or preparing a site because whatever the end use is, it is still of benefit. I do not know why you would think a development in the centre of Keighley town centre would not be of benefit but it obviously will whether it is a public sector hub or not. The problem with public sector hubs obviously is with the entire public sector going through austerity so it is a moving feast of trying to get a deal over the line whilst every single area of government is shrinking. As long as those conversations are viable which they are, then we will carry on having them to see what we can get over the line basically.

35. Councillor Jeanette Sunderland

At the last meeting of Council I asked what action was being taken to address the on-going potential safeguarding concerns arising from the limited capacity to conduct direct payment audits for social care clients? The reply did not address the question, you said you would follow up my supplementary question however I do not seem to have had a reply. Is there a proper process in place to deal with all clients or their nominated persons in receipt of direct payments and are there any remaining safeguarding concerns?

Answer

There are 1,248 direct payments, including children's and Continuing Health Care (CHC), the majority of which have had their annual review.

However there are still 423 that have gone over the 12 month target. We are investing in a new team of reviewers who will address needs and allocations, based on the three tiers model. This will incorporate previous audit reviews.

Remedial actions have included introducing ISF's (individual service funds) which allow a person to have choice and control without having the money which significantly reduces the risk.

Supplementary Question

This is the second time of trying to answer this question and you've still not managed to answer it. The original audit review audit report raised issues of there being ongoing safeguarding concerns. I ask again because it is not contained within the answer, do you have any ongoing safeguarding concerns?

Councillor Ferriby

I have just had a conversation prior coming into the meeting with Bev Maybury (Strategic Director, Health and Wellbeing) and she has met with internal audit and it has been agreed to have an end to end review on how we support people their finances in general, part of which is direct payments. I am confident that this will give us a clear action plan which can then be monitored accordingly but I am happy to have a conversation also with yourself outside the Council meeting. I am told we are confident that there are no issues.

36. Councillor Jackie Whiteley

Does the Leader of the Council accept that by reducing the grant to Town and Parish Councils, as per the Controlling Group's budget proposals, residents of certain parts of the District will affectively receive a stealth tax in order to maintain the services which they receive?

Answer

The Council is currently consulting on reducing or ending the Council Tax Support Grant to Town and Parish Councils in 2020-21.

The grant was introduced for the first time in 2013-2014, when Government removed Council Tax Benefit (now called Council Tax Support) from the tax base by statute. Previously Council Tax Benefit was funded from a Central Government Grant, completely separate from the setting of the tax base. In summary, the purpose of the grant was to compensate Town and Parish Councils for the reduction in their local tax bases, because of the new localisation regime for providing Council Tax Support.

The current value of the grant is exactly the discrete amount identified at the 2013/14 level of the Revenue Support Grant. However as this has long since been decreased to such an extent that it will go to zero in 2020, the council is no longer in a position to provide money it does not have.

In summary, we are having to pass on the Government cut which has been made to our budget several years ago by Government. It was originally given to us specifically to support the council.tax reduction scheme. The Government has chosen to no longer fund this and therefore we are unable to. I suggest you take this up with the Ministry of Housing and Local Government.

37. Councillor Debbie Davies

As we were told at July's Full Council meeting that a report would be available in September detailing the success or otherwise of the appointment of the Teacher Recruitment and Retention Strategy Manager, can the Portfolio Holder for Education, Employment & Skills, confirm whether this report is now available?

Answer

The report is now available and will be presented to the January Full Council meeting as part of the wider Education Covenant report.

Supplementary Question

Thanks for the answer. I just wondered what is the reason for the four months delay please?

Councillor Imran Khan

It is an annual report and it will come in January. What I will say is I firmly believe in sustainability and what I want to do is make sure that we had a plan going forward when that project was coming to an end so you will be pleased to know that we have picked it up through the education opportunities area and we will continue to do work around retention recruitment and the previous retention recruitment manager will still have input into that process.

38. Councillor David Ward

Using the January census point, will the Portfolio Holder show the number of new Elective Home Educated children for the years 2015-2016 to 2017-18 by school attended immediately prior to commencing Elective Home Education?

Answer

We are able to provide this data for 2017-18 for previous schools on roll, but do not have easy to access or accurate data for previous years. This is due to Elective Home Education being out of the remit of Education Safeguarding prior to this time, and also a change in the current way we collect and analyse this data.

Please see table below for 2017-18:

| School | Count | School | Count |
|-------------------------|-------|--------------------------------|-------|
| Tong Leadership Academy | 26 | Laisterdyke Leadership Academy | 2 |
| Hanson | 17 | Margaret McMillan PA | 2 |
| Beckfoot Oakbank | 13 | Newby PS | 2 |
| Appleton | 10 | Shibden Head PA | 2 |
| Queensbury | 10 | Silsden PS | 2 |
| Carlton Bolling | 9 | St John's CE PS | 2 |
| Dixons Allerton | 9 | St Mary's Menston | 2 |
| Buttershaw BEC | 7 | Titus Salt | 2 |
| Bradford Academy | 7 | Westminster CE PS | 2 |
| Parkside | 6 | Woodhouse Grove | 2 |
| Samuel Lister Academy | 6 | BBG | 1 |
| Bingley Grammar | 5 | Beckfoot School | 1 |
| Immanuel | 5 | Beckfoot Allerton | 1 |

| School | Count | School | Count |
|---------------------------|-------|-----------------------------|-------|
| St Bede's and St Joseph's | 5 | Bowling Park PS | 1 |
| The Fountain | 5 | Brackenhill | 1 |
| Merlin Top PA | 4 | Bradford Central PRU | 1 |
| One in a Million | 4 | Bradford Christian School | 1 |
| Parkland PS | 4 | Bradford Forsters | 1 |
| Peel Park PS | 4 | Bradford Girls | 1 |
| Al Mu-min | 3 | Clayton Village PS | 1 |
| Beckfoot Upper Heaton | 3 | Crossflatts | 1 |
| Dixons MacMillan | 3 | Crystal Gardens | 1 |
| Dixons Trinity | 3 | Dixons City | 1 |
| Farfield Primary | 3 | Dixons Music Primary | 1 |
| Lowerfields PS | 3 | East Morton | 1 |
| South Craven | 3 | Eternal Light | 1 |
| St Joseph's Bingley | 3 | Fearnville | 1 |
| St Matthew's PS | 3 | Feversham College | 1 |
| St Stephen's PS | 3 | Grange | 1 |
| All Saints PS | 2 | Holy Family | 1 |
| Beckfoot Thornton | 2 | Holybrook | 1 |
| Belle Vue Girls | 2 | Home Farm Ps | 1 |
| Cavendish PS | 2 | Horton Grange PS | 1 |
| Christ Church | 2 | Horton Park Primary | 1 |
| District PRU | 2 | Hothfield Junior School | 1 |
| Frizinghall | 2 | Iqra | 1 |
| Ilkley Grammar | 2 | Knowleswood PS | 1 |
| Laycock PS | 1 | Nessfield | 1 |
| Lister PS | 1 | Oastlers | 1 |
| Marshfields | 1 | Ryecroft PA | 1 |
| Saltaire PS | 1 | The Skipton Academy | 1 |
| Scholes Village PS | 1 | Thornbury PA | 1 |
| Southmere PS | 1 | Thornton PS | 1 |
| St Edmunds Nursery | 1 | University Academy Keighley | 1 |
| St Francis PS | 1 | Victoria PS | 1 |
| St Michael and All Angels | 1 | Whitcliffe Mount | 1 |
| St Oswalds | 1 | Wilsden | 1 |
| The Sacred Heart PS | 1 | | |

Supplementary Question

I just wondered how many of these cases here you believe they represented a real philosophical conversion leading to lifestyle changes from parents who have suddenly discovered they have the skills, resources and commitment to educating their own children?

Councillor Imran Khan

Again parents have a right and a choice of how they want to educate their child. It is not compulsory for them to register with us when it comes to elective home education and again it is any number of reasons why a parent might choose to take their child out of school and educate them at home. We do encourage them to

contact the local authority and work with us. We cannot force it upon them. Our responsibility obviously is about making sure that those children are safe and have access to a good quality education but that is very subjective. Other than that there is not a right lot we can do I think is the honest truth. We have written to the Secretary of State for Education previously as well and asked if we had more powers in which we could talk to parents but the answer came back as negative no we can't. Parent's choice.

39. Councillor Robert Hargreaves

Can the Portfolio Holder provide an update on the feasibility studies and subsequent consultations process for the possible crematoria at Littlemoor Park, Queensbury, Northcliffe Park, Shipley etc and can he confirm whether the Council has bought the site of the former Branch Pub in Shipley, in order to improve access to the possible Northcliffe Park facility?

Answer

The procurement exercise for the consultants to deliver the Council's Bereavement Investment Project has been completed and Rex Proctor and Partners, based in Bradford, have been appointed. The consultants are now assessing the five sites identified in the project for suitability and will have a draft report on them by early next year. The report will identify any sites that can't be developed due to physical, financial or other constraints. The remaining sites will be subject to further tests and the preferred sites will be subject to consultation with local residents and other organisations before moving into the development stage.

The purchase of the Branch Public House in Shipley is a separate project altogether and is not linked. This major infrastructure project will incorporate proposals to improve junction capacity and traffic flow at both the Otley Road / Valley Road and Otley Road / Bradford Road (Branch) junctions.



Report of the Assistant Director Waste, Fleet & Transport Services to the meeting of the Licensing Committee to be held on 21 November 2018

B

Subject:

Proposed Statement of Licensing Principles 2019-2021 under the Gambling Act 2005, for approval by full Council.

Summary statement:

This report sets out the outcome of a public consultation exercise with respect to the Statement of Licensing Principles for the District, as required by the Gambling Act 2005 and proposes a final draft for recommendation for adoption by Council on the 11 December 2018.

John Major
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Portfolio:

Neighbourhoods and Community Safety

Overview & Scrutiny Area:

Corporate

1. SUMMARY

- 1.1 Under Section 349 of the Gambling Act 2005, the Council's Licensing Authority is required to adopt a policy document, referred to as a Statement of Licensing Principles, setting out the basic principles of the Authority's approach to dealing with applications for licences and permits under the Act.
- 1.2 This report sets out the outcome of a public consultation exercise with respect to the statement of licensing principles for the District and proposes a final draft for recommendation for adoption by full Council on the 11 December 2018.

2. BACKGROUND

- 2.1 The consultation draft of the statement of licensing principles for 2019-2021 has been available for public comment since 26 July 2018. The draft document was available on the Council's website and in public libraries. Licensing officers also directly consulted relevant authorities and organisations.
- 2.2 The policy document seeks to reflect very detailed and substantial statutory guidance issued by the Gambling Commission under the Act. This sets the parameters of what can and what should not be included within local statements of licensing principles.
- 2.3 The main additions to the policy document are as follows:

Section 1

Information about the district has been updated and reference to the Bradford District Plan and Bradford Council Plan has been added.

Sections 7.8 to 7.10

Information specific to public health concerns has been added. This includes information from a research exercise into problem gambling in Leeds, undertaken in 2016 by Leeds Beckett University.

Section 8.5

Additional information has been added relating to local risk assessments and the factors the licensing authority recommends taking into consideration when gambling operators undertake risk assessments.

The proposed final draft policy document is attached at Appendix 1.

3. PUBLIC CONSULTATION - RESPONSES RECEIVED

3.1 GamCare

GamCare have provided general advice on the function of the Statement of

Principles and a list of the issues or factors which GamCare think would be helpful for licensing authorities to consider when determining applications, which include local area risk mapping and issues relating to premises layout and staffing. GamCare have also provided details of the training and other services available to local authorities.

A copy of the response is attached at Appendix 2.

Appraisal:

The licensing authority thanks GamCare for the response and notes the information provided. No specific changes to the consultation document are proposed.

3.2 GambleAware

GambleAware provided details of their organisation and although unable to offer specific feedback on the policy, GambleAware strongly commend two recent publications by the Local Government Association. These publications; Tackling Gambling Related Harm and a Councillor Handbook, set out the range of options available to licensing authorities to deal with gambling related harms using existing powers. GambleAware also state that they fully support local authorities which conduct an analysis to identify areas with increased levels of risk of gambling related harm, particularly in relation to vulnerable groups.

A copy of the response is attached at Appendix 3.

Appraisal:

The licensing authority thanks GambleAware for the response. Officers are aware of the two publications by the Local Government Association and have taken these into consideration during the policy review. No specific changes to the consultation document are proposed.

3.3 Gambling Commission

Comments have been provided relating to the Gambling Commission's expectations of operators regarding money laundering risk assessments and local area risk assessments.

A copy of the response is attached at Appendix 4.

Response:

The licensing authority thanks the Gambling Commission for their comments and notes the publications referred to. A minor addition to the policy has been made to state that a copy of the local risks assessment for premises should be available on the premises for inspection.

3.4 Gosschalks Solicitors – Acting for the Association of British Bookmakers

The response sets out the Association of British Bookmakers approach to the

regulation of betting shops and its commitment to partnership working with licensing authorities. Specific comments on the consultation policy document were as follows:

7.5 – Request for removal of the requirement for test purchase operations to be made available to the licensing authority.

7.9 & 7.10 – Request to remove this research information due to there being no contextual background to the research. The response also states that should these paragraphs remain, the final paragraph, stating problem gambling among adults in Britain tends to be less than 1% should be included in the beginning to add content to the remaining statements.

25 – A request for a clearer explanation relating to the imposition of premises licence conditions.

A copy of the response is attached at Appendix 5

Response:

The licensing authority thanks Gosschalks for the response and notes the information provided on behalf of the Association of British Bookmakers.

7.5. - It is agreed that this duplicates the requirements and this reference has been removed.

7.9 & 7.10 - The information included in these sections has been added at the request of the Council's Public Health Department. It is felt this information is relevant and should be included in the policy. However, it is agreed that the paragraph giving context to the information can be moved to the beginning of the section, and this amendment has been made.

25 – Clearer information relating to premises licence conditions has now been included.

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 The cost of the consultation exercise has been funded from existing resources of the service.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

There are no apparent risk management or governance issues.

6. LEGAL APPRAISAL

- 6.1 When determining any applications for a premises licence under the Act the Licensing Authority must seek to achieve three broad licensing objectives:

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime.
- Ensuring that gambling is conducted in a fair and open way.

- Protecting children and other vulnerable persons from being harmed or exploited by gambling.

6.2 The statement of licensing principles sets out how the Authority proposes to achieve the licensing objectives when exercising its functions. When drafting the policy document, licensing authorities must have regard to guidance issued by the Gambling Commission and any Codes of Practice issued under the Act. The draft updated policy document takes account of current guidance and codes of practice.

6.3 The approved statement of licensing principles document must be published by the Council on or before the 31 January 2019. It is therefore necessary to have the final document approved by Council at its meeting of the 11 December 2018, in order to meet the statutory publication requirements.

7. OTHER IMPLICATIONS

7.1 EQUALITY & DIVERSITY

The draft statement of licensing principles was prepared with awareness of the Council's duties under the Equality Act 2010.

7.2 SUSTAINABILITY IMPLICATIONS

The Authority's statement of licensing principles will address sustainability issues.

7.3 GREENHOUSE GAS EMISSIONS IMPACTS

None

7.4 COMMUNITY SAFETY IMPLICATIONS

When determining applications, the licensing objectives addressing crime and disorder; ensuring that gambling is conducted fairly on the premises and protecting children and vulnerable people, must be addressed by the Licensing Authority.

7.5 HUMAN RIGHTS ACT

The Council must consider Human Rights implications when establishing Licensing Policy and when determining licence applications.

7.6 TRADE UNION

None

7.7 WARD IMPLICATIONS

No specific ward implications.

7.9 IMPLICATIONS FOR CORPORATE PARENTING

The protection of children and vulnerable people must be addressed by the

Licensing Authority when determining applications.

8. NOT FOR PUBLICATION DOCUMENTS

None

9. OPTIONS

- 9.1 The Committee has no powers to adopt the statement of licensing principles, which is the function of full Council. Members can therefore recommend the document shown in Appendix 1 for adoption by Council, or make such recommendation subject to such amendments as the Committee may specify.

10. RECOMMENDATIONS

- 10.1 That the Committee recommends to Council that the document attached in Appendix 1 be adopted and published as the District's Statement of Licensing Principles pursuant to the Gambling Act 2005 (subject to any amendments that the Committee feels is appropriate).
- 10.2 That the Assistant Director Waste, Fleet & Transport Services be given delegated authority to approve any necessary amendments of a minor or drafting nature prior to formal publication.

11. APPENDICES

1. Final draft Statement of Licensing Principles.
2. Consultation Response – GamCare
3. Consultation Response – GambleAware
4. Consultation Response – Gambling Commission
5. Consultation Response – Gosschalks Solicitors

12. BACKGROUND DOCUMENTS

The Gambling Act 2005
Guidance and Codes of Practice issued by the Gambling Commission
Regulations made under the Gambling Act 2005

Gambling Act 2005

A Statement of Licensing Principles for the Bradford District 2019-2021

[FINAL DRAFT]

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www.bradford.gov.uk

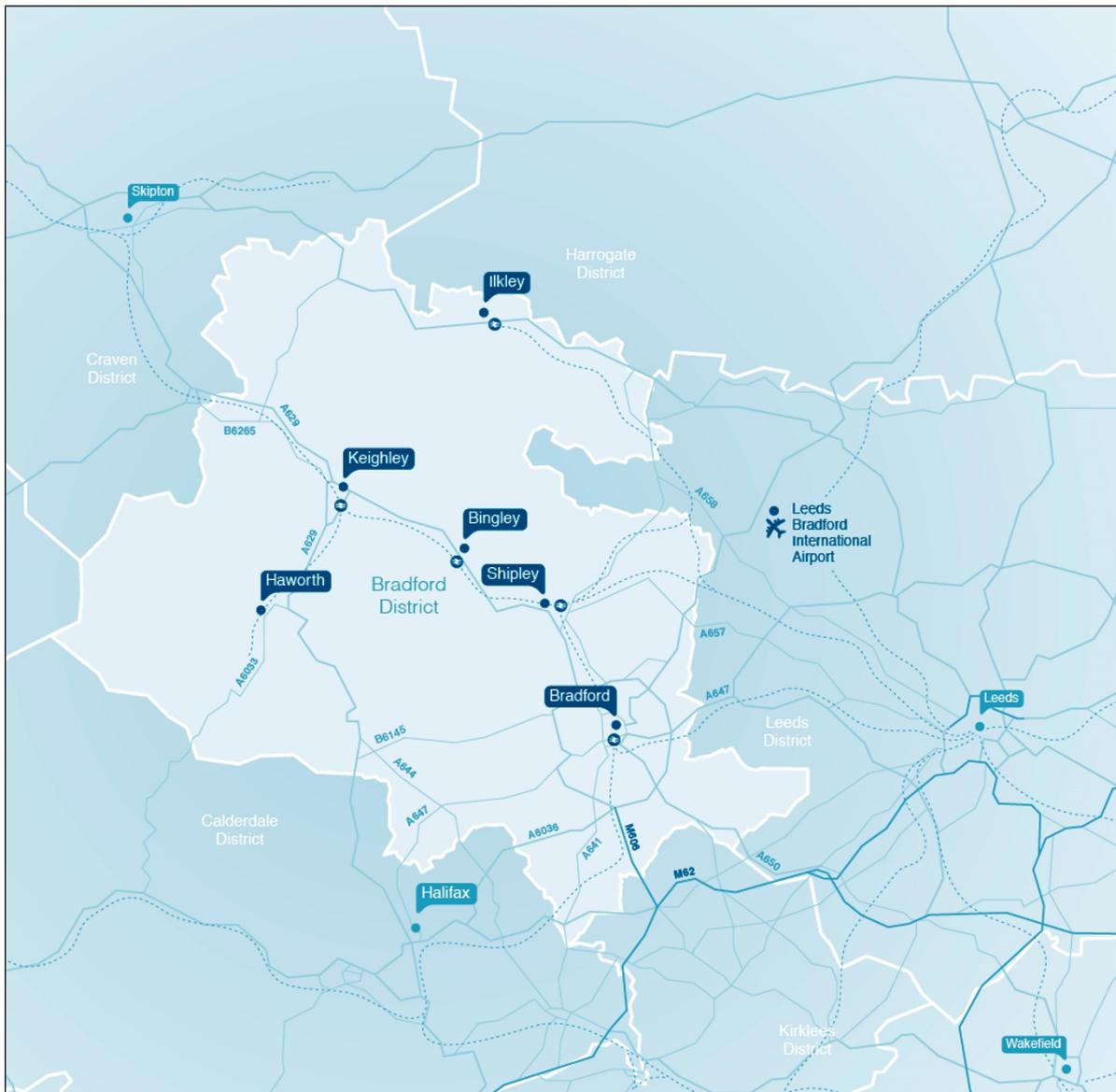
CITY OF BRADFORD METROPOLITAN DISTRICT COUNCIL
STATEMENT OF LICENSING PRINCIPLES
GAMBLING ACT 2005

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1. The Bradford District

1.1 The Bradford District covers 143 square miles and has internationally recognised landscapes including Bronte Country and Ilkley Moor, as well as unique urban landscapes such as Little Germany, City Park and the UNESCO World Heritage Site at Saltaire. The district hosts the Worth Valley heritage railway and Five Rise Locks on the Leeds-Liverpool Canal. Bradford is a UNESCO Creative City of Film and home to the Alhambra Theatre, the National Science & Media Museum and the UK's first IMAX cinema.



Bradford is the fifth largest local authority in England in terms of population after Birmingham, Leeds, Sheffield and Manchester, with a population of over 532,000 people. Bradford also has the highest percentage of under 18s for a city authority in the country. By mid-2026 the population of Bradford District is projected to grow to 543,000.

Bradford also has an ethnically diverse population, with Bradford having the largest proportion of people of Pakistani ethnic origin (20%) in England.

There are 30 electoral wards within the district, with higher populations being generally concentrated in and around the centre of Bradford and the areas with the smaller population totals are generally located in the outer rural areas. City ward has highest population total with 25,000 people followed by Little Horton with 22,480 people and Tong with 22,350 people. Wharfedale ward has the smallest population with 11,890 people followed by Worth Valley with 14,320 people and Wibsey with 14,740 people.

1.2 Bradford District and Council Plans – 2018-2020

The Bradford District Plan, supported by the Bradford District Partnership, sets out the long-term shared ambition for the district:

“We want to make Bradford District a great place for everyone - a place where all our children have a great start in life, where businesses are supported to create good jobs and workers have the skills to succeed, a place where people live longer and have healthier lives and all our neighbourhoods are good places to live with decent homes for everyone”.

The Bradford Council Plan sets out the Council’s commitment to achieve the ambitions and priorities for the district. The Council’s six priorities are:

- Better skills, more good jobs and a growing economy
- Decent homes that people can afford to live in
- A great start and good schools for all our children
- Better health, better lives
- Safe, clean and active communities
- A well-run council, using all our resources to deliver our priorities

This statement of Licensing Principles seeks to promote the licensing objectives within the overall context of the ambitions and priorities for the Bradford District.

2. The Licensing Authority’s General Approach to Licensing under the Gambling Act 2005

- 2.1 The Licensing Authority recognises the important role that well regulated, varied and safe entertainment can play in promoting the vitality and viability of the district’s city, town and village centres, particularly the evening economy. It is also aware that tastes and trends change over time and that, in the light of increasing competition within the entertainment industry, any licensing system must be sufficiently flexible and responsive to new initiatives from the licensing industry and individuals.
- 2.2 The Licensing Authority takes a positive approach to the licensing and regulation of events and betting and gaming establishments and will take care to help businesses, event organisers and others meet their legal obligations without unnecessary expense. However, the Licensing Authority will take firm action, including prosecution where appropriate, against those who flout the law or act irresponsibly.

- 2.3 This Statement of Licensing Principles acknowledges the role of licensing in contributing to the Community Strategy. Of particular relevance are the strategies that aim to secure safer communities and a prosperous district. The emphasis of these strategies on the need to work in partnership with all agencies with a role to play in licensing is of particular importance. Careful consideration has also been given to the Licensing Authority's obligations under section 17 of the Crime and Disorder Act 1998, which places a duty on all local authorities to consider crime and disorder reduction while exercising their duties.

3. Licensing Functions Covered by this Policy

- 3.1 This policy relates to the regulation of all those activities involving betting or gaming that are the responsibility of the Licensing Authority under the Act, namely:

- Casino premises licences
- Bingo premises licences
- Betting Premises Licences (including track betting)
- Adult Gaming premises licences
- Licensable Family Entertainment Centres
- Club Gaming and Club Machine permits
- Gaming machine permits in unlicensed Family Entertainment Centres
- Gaming machine permits in premises licensed to sell alcohol
- Prize Gaming permits
- Provisional statements
- Processing of Temporary Use notices
- Processing of Occasional Use notices
- Registration of Small Lotteries

4. Achievement of Licensing Principles

- 4.1 Every application will be considered on its merits; however the Licensing Authority has a duty under the Gambling Act 2005 to carry out its functions having regard to the three broad licensing principles. These are:-

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime;
- Ensuring that gambling is conducted in a fair and open way; and
- Protecting children and other vulnerable persons from being harmed or exploited by gambling

- 4.2 Applicants that do not seek to be consistent with these principles when submitting an application for a premises licence are likely to receive objections from an interested party or a responsible authority. The Licensing Authority may have no alternative but to refuse an application where an objection has been made, unless adequate proposals consistent with the licensing principles are included in the application.

The Licensing Authority will however, as far as possible, assist applicants on how best to adequately address these matters or where further advice and information can be obtained.

- 4.3 Overall, in making decisions about premises licences and temporary use notices, the Licensing Authority's general approach will be to aim to permit the use of premises for gambling in so far as is appropriate and:
- in accordance with any relevant codes of practice issued under the Act;
 - in accordance with the guidance issued by the Gambling Commission;
 - in accordance with this Statement of Licensing Principles; and
 - is consistent with achievement of the licensing objectives.
- 4.4 The Licensing Authority will also take account of these principles when considering applications for various types of permits under the Act. However, the licensing Authority takes the view that it can also take account of wider considerations when considering applications for permits, as opposed to premises licences, where they raise an issue of legitimate concern that is not adequately addressed by other legislation. This Statement of Licensing Principles also outlines the Licensing Authority's general approach when considering applications for various permits.
- 4.5 Various factors need to be considered when addressing licensing objectives and the weight attached to each objective will vary depending on the circumstances. Applicants will only be expected to address issues that are in their direct control but are encouraged to co-operate with official agencies in establishing precautions or taking action that addresses the licensing objectives (with regard to gambling premises licence applications) or any other relevant matter (with regard to applications for gambling permits).

5. Preventing Gambling from Being a Source of or Associated with Crime and Disorder

- 5.1 The Licensing Authority recognises the wide variety of premises which will require a licence or a permit for gaming or gambling facilities. These include casinos, betting shops, bingo halls, pubs, clubs and amusement arcades. It also recognises public concern in ensuring that gambling is not associated with crime and disorder. It is essential therefore, that applicants for premises licences or permits fully address issues concerning what precautions may be necessary to ensure the prevention of crime and disorder.
- 5.2 The Licensing Authority will only expect applicants to take such action or precautions that are in their control, but would advise applicants to take appropriate advice from the police before making their licence or permit applications. These may include, for example, provision of appropriate lighting outside the premises, installation of CCTV cameras, non-shatter glass on windows or the provision of door supervisors.
- 5.3 If an application for a licence or permit is received in relation to premises which are in an area noted for particular problems with organised crime, the Licensing Authority will, in consultation with the police or other relevant Responsible Authority, consider whether specific controls need to be applied to prevent gambling in those premises from being a source of crime and/or disorder.

- 5.4 Anyone applying to the Licensing Authority for a premises licence will have to hold a gambling operating licence from the Gambling Commission before a premises licence can be issued. Those involved in managing the premises or supervising gambling activities will also require a personal licence from the Gambling Commission. Therefore, the Council will not generally be concerned with the suitability of an applicant for a premises licence or permit.

The Gambling Commission is responsible for considering such issues in connection with consideration of gambling operating and personal licences. However, where concerns about a person's suitability come to the attention of the Licensing Authority, those concerns will be brought to the attention of the Gambling Commission for their investigation.

6. Ensuring Gambling is Conducted in a Fair and Open way

- 6.1 The Licensing Authority will not generally itself investigate whether gambling is being conducted in a fair and open way at any premises. It is accepted that the Gambling Commission will look into these issues when looking into the suitability of individuals to hold Operating or Personal licences (issued by the Gambling Commission). If information is brought to the attention of the Licensing Authority that raise issues of unfair practices, then these will be referred to the Gambling Commission for investigation.
- 6.2 The only exception to the above is with regard to the consideration of permits for track betting. Betting track operators do not need an operating licence from the Gambling Commission. It may therefore be necessary for the Licensing Authority to impose conditions on a licence relating to the suitability of the environment in which betting takes place.
- 6.3 Applicants are also encouraged to address positively the need to secure reasonable access and safety for people with disabilities who wish to visit their premises. In this regard licensees are reminded of their obligations under the Equality Act 2010.
- 6.4 Further guidance and assistance to help a service provider meet the general needs of disabled customers and in meeting the requirements of the Equality Act is available from the Equality and Human Rights Commission website at www.equalityhumanrights.com.

7. The Protection of Children and other Vulnerable People from being Harmed or Exploited by Gambling

- 7.1 With limited exceptions, the access of children and young persons to gambling premises or facilities, which are considered to be largely adult only environments, will not be permitted.
- 7.2 The Licensing Authority will consult with the Bradford Safeguarding Children Board about any application where there may be concerns over access by children or vulnerable persons to relevant premises.
The Licensing Authority will judge the merits of each separate application before deciding whether to impose conditions to protect children on particular categories of premises. This may include such requirements as:

- Supervision of entrances of premises;
- Segregation of gambling areas from areas frequented by children;
- Supervision of gaming machines in non-adult gambling specific premises;
- Adoption of a proof of age policy
- Appropriate training and supervision of those employed or engaged in the welfare of children while they are on the premises

7.3 Although the licensing principle relates to the protection of children from being harmed or exploited by gambling, the Bradford Safeguarding Children Board works with other statutory authorities who will engage with the gambling trade to promote risk management in relation to child sexual exploitation. Information and advice on this work is available on the Bradford Safeguarding Children Board website: www.bradfordscb.org.uk

7.4 The Licensing Authority can provide advice to assist licensees to identify risk and report concerns at gambling premises where children have access, so that children remain safe and businesses operate responsibly. The Licensing Authority encourages operators of gambling premises where children have access to:

- ensure that they are fully aware of the signs of child sexual exploitation and to understand that the sexual exploitation of a child is sexual abuse and a crime; and
- raise the awareness of their staff about child sexual exploitation and provide intelligence to the appropriate authorities about concerns and about perpetrators who may be operating in their premises.

7.5 Licensees should demonstrate that they have effective policies and procedures in place to prevent underage gambling.

7.6 The Act provides for a code of practice on access to casino premises by children and young persons and the Licensing Authority will work closely with the Police to ensure the implementation of the code of practice and appropriate enforcement of the law and any conditions of licence.

7.7 The Licensing Authority does not seek to prohibit particular groups of adults from gambling, in the same way that it seeks to prohibit children, but it will assume for regulatory purposes, that “vulnerable persons” include:

- People who gamble more than they want to;
- People who gamble beyond their means;
- People who may not be able to make an informed or balanced decision about gambling due to a mental impairment, or intoxication by alcohol or drugs.

7.8 The Care Act 2014 imposes a requirement on a local authority to “make enquiries if it has reasonable cause to suspect that an adult in its area, whether or not ordinarily resident there, has needs for care and support, is experiencing, or is at risk of, abuse or neglect, and as a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it”.

The local authority must make whatever enquiries it thinks necessary to enable it to decide whether any action should be taken in the adult's case (whether under this Part or otherwise) and, if so, what and by whom. "Abuse" includes financial abuse; and for that purpose "financial abuse" includes having money or other property stolen, being defrauded, being put under pressure in relation to money or other property, and having money or other property misused.

- 7.9 Problem gambling can affect anyone at any time. Whilst rates of problem gambling among all adults in Britain tend to be less than 1% (1.4% in large metropolitan areas such as Bradford), there are some groups that are more likely to experience problems. These groups could all be considered vulnerable to gambling problems. Bradford Council already works with many of these groups however operators should consider these groups in their Local Risk Assessments, especially in relation to identifying the people in these groups, and mitigating harm experienced by them.
- 7.10 In 2016 Leeds Beckett University researched problem gambling in Leeds (Problem Gambling in Leeds; Kenyon, Ormerod, Parsons and Wardle, 2016). This research looked specifically at identifying groups of society that could be considered vulnerable to problem gambling:

Young people – Rates of problem gambling among young people who gamble are higher than older adults. Young people are less likely to gamble generally, but those that do are more likely to experience difficulties with their behaviour (Wardle, 2015).

Bradford is the youngest city in the UK, with more than 124,000 people aged under 16 (23.7%), with our children coming from a range of economic, cultural and ethnic backgrounds.

Minority ethnic groups – There is evidence that individuals from Asian or Black backgrounds are more vulnerable to gambling problems (Wardle, 2015).

The results of the 2011 Census showed that 20% of the Bradford District population identified themselves as Pakistani, 2.6% Indian, 2.5% mixed heritage, 1.9% Bangladeshi, 1.8% Black and 3.6% from other ethnic groups.

Unemployed and constrained economic circumstance – Generally those of lower income are less likely to gamble, but those that do spend a higher proportion of their income on gambling. This is highlighted as a concern given the lesser ability of lower income households to protect themselves from financial instability (Brown et al, 2011).

There is evidence that those in debt and those using money lenders and/or pawnbrokers are more likely to be problem or at risk gamblers (Meltzer et al, 2012). The relationship between constrained economic circumstances and gambling problems is likely to be complex and multi-faceted.

It may be mediated by other economic opportunities and personal feelings about how well off you are compared with others.

Despite this complexity, there is a consistent body of evidence showing that, for whatever reason, those who are unemployed and who gamble are more likely to experience adverse outcomes from their gambling than those in paid employment.

Area deprivation – There are a number of British surveys that have consistently shown that those living in more deprived areas are more likely to experience problems with their gambling behaviour. This was despite having roughly similar levels of past year gambling participation to those who live in less deprived areas.

Wardle (2015) looked at the distribution of machines and licensed betting offices and argues that there was clear and consistent evidence of a spatial skew, whereby high density machine zones or areas with licensed betting offices are more deprived than others. Recent research has shown that among gamblers who held loyalty cards, rates of problem gambling (28%) were higher among those who lived within 400 metres of a concentration of betting offices than those who did not (22%) (Astbury & Wardle, 2016).

Bradford has wide variation in deprivation across the district with 27% of the districts population living in the 10% most deprived areas in England and 6% of the population living in the 10% least deprived areas in England. Bradford is also ranked the 5th most income deprived local authority in England.

Homeless – The rates of problem gambling are higher among those who are homeless than those who are not. Although studies are small, they show that there is a significant relationship with gambling preceding homelessness. Little is known about why rates of problem gambling among homeless population groups is higher than the general population but given associations with other mental health conditions, homeless people should be considered a vulnerable group.

Mental ill health – There is a strong association between mental ill health and problem gambling. Associations were found between problem gambling and general anxiety disorder, phobia, obsessive compulsive disorder, panic disorders, eating disorders, psychosis, attention deficit hyperactivity disorder, post-traumatic stress disorder, harmful and hazardous levels of alcohol consumption and drug addiction. Overall three quarters of problems gamblers seeking treatment also experience co-morbid mental health disorders.

Being a problem or at risk gambler is associated with latter onset of major depressive disorder, alcohol use and dependence, drug use and experience of any mental disorder. Illegal drug use and experience of any mental disorder is also associated with the subsequent onset of at risk and problem gambling. These findings seem to confirm that the conclusion that the relationship between problem gambling and mental ill health may be cyclical.

Substance abuse/misuse – The evidence base relating to the relationship between substance abuse/misuse and experience of problem gambling broadly measures that of mental ill health. Evidence from British based surveys has shown that rates of problem gambling were higher among those with alcohol dependence (3.4%) or drug dependence (4.4%) than the general population (0.74%) (Wardle, 2015). A systemic review of those seeking treatment for gambling problems showed that 15% also experience alcohol dependence and 7% have other substance abuse disorders (Dowling et al, 2015).

There is strong evidence that alcohol and substance misuse are associated with problem gambling. As with other mental health conditions, these conditions can occur at the same time.

Personality traits/cognitive distortions – There is a strong body of evidence highlighting the relationship between various personality traits, such as cognitive distortions or impulsivity, with problem gambling. Cognitive distortions, such as erroneous perceptions of gambling and illusion of control are well established risk factors for problem gambling (Johansson et al, 2009). However little research has been conducted to explore the complex interaction of personality traits with other factors and their combined influence on the experience of broader gambling harms. Certain personality traits and/or cognitive distortions are just one potential aspect of vulnerability which is likely to be affected by a range of other factors.

Problem gamblers seeking treatment – Because this group is in the process of attempting to recover from gambling problems they should be treated as a vulnerable group in their own right (Wardle, 2015).

8. Local Risk Assessments – Premises Licensing

- 8.1 Under the Gambling Commission’s Licensing Conditions and Codes of Practice (LCCP), operators with premises licenses are required to produce local risk assessments under the LCCP Social Responsibility Code. These local risk assessments are specific to the potential harm that gambling premises can have on one or more of the licensing objectives under the Act. They are specific to the premises, the local area and the local community.
- 8.2 Gambling operators are required to assess the local risks to the licensing objectives posed by the provision of gambling facilities at each of their premises and to have policies, procedures and control measures in place to mitigate those risks. This is intended to provide a well evidenced and transparent approach to considering and implementing measures to address the risks associated with gambling.
- 8.3 The LCCP social responsibility code requires operators to undertake a risk assessment for all new applications. The code also requires operators to review (and to update as necessary) their local risk assessment to take account of any significant changes to local circumstances or significant changes to the premises or when a variation to the existing premises licence is undertaken by the licensee.
- 8.4 The social responsibility code within the LCCP encourages local authorities, the Commission and the industry to work in partnership to address local issues and concerns. The risk based approach provides a better understanding of, and enables a proportionate response, to risk.
- 8.5 The Licensing Authority recommends the following factors are considered by operators when undertaking local risk assessments:
- (i) The local area:
- The types of premises and their operation in the area.
 - Whether the premises is in an area of deprivation.
 - Whether the premises is in an area subject to high levels of crime and/or disorder.
 - The demographics of the area in relation to vulnerable groups.

- The range of facilities in the local area such as other gambling outlets, banks, post offices, refreshment and entertainment type facilities.
- Known problems in the area such as problems arising from street drinkers, youths participating in anti-social behaviour, drug dealing activity, etc.
- The proximity of churches, mosques, temples or any other place of worship.

(ii) The gambling operation

- Policies and procedures which have been put in place to meet the requirements of the business, the Act and specific code provision within the LCCP
- The gambling products it provides in the premises.
- The facilities to enable gambling within premises.
- The staffing levels within the premises.
- The level and requirement for staff training.
- The security and crime prevention arrangements it has in place.
- How it advertises locally and on the premises.
- The marketing material within premises.
- The display and provision of information to customers.

(iii) The design and layout of the premises

- The location of gambling facilities
- The design and location of cashier counters
- The design of the exterior of the premises to enable staff to view the entrance to the premises to prevent access by children.
- CCTV cameras

(iv) Protection of children and vulnerable people, including people with gambling dependencies.

- Training of staff in brief intervention when customers show signs of excessive gambling, the ability of staff to offer brief intervention and how the manning of premises affects this.
- Information held by the licensee regarding self-exclusions and incidences of underage gambling.
- Arrangements in place for local exchange of information regarding self-exclusion and gaming trends.
- Gaming trends that may coincide with days for financial payments such as pay days or benefit payments.
- Arrangements for monitoring and dealing with under age persons and vulnerable persons, which may include dedicated and trained personnel, leaflets, posters, self-exclusion schemes, window displays and advertisements not to entice passers-by.
- The provision of signage and documents relating to games rules, gambling care providers and other relevant information be provided in both English and the other prominent first language for that locality.
- The proximity of premises that may be frequented by vulnerable people such as hospitals, residential care homes, medical facilities, doctor surgeries, council one stop shops, addiction clinics or help centres, places where alcohol or drug dependent people may congregate.

- The proximity of institutions, places or areas where children and young people frequent such as schools, youth clubs, parks, playgrounds and entertainment venues such as bowling allies, cinemas, etc.
- The proximity of places where children congregate such as bus stops, cafes, shops.
- Areas that are prone to issues of youths participating in anti-social behaviour, including activities such as graffiti, tagging, underage drinking etc.

8.6 The Licensing Authority will assess the risks identified and the measures implemented to mitigate those risks. Some control measures identified in the assessment may be put forward as conditions to be attached to the licence to address any significant local risks. A copy of the risk assessments should be held on the premises and be available for inspection by licensing officers.

9. Adult Gaming Centres

9.1 Anyone wishing to operate an adult gaming centre will require an adult gaming centre premises licence from the Licensing Authority. The Licensing Authority will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the authority that there will be sufficient measures to ensure that persons under 18 do not have access to the premises. Appropriate licence conditions may cover issues such as:

- Proof of age schemes and age scheme training for staff
- CCTV
- Door supervisors
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entry
- Notices/signage
- Specific opening hours
- Change machines
- Advertising sources of help for problem gamblers

9.2 As regards the protection of vulnerable persons, the licensing authority will expect licensees to adopt measures including the use of “self-exclusion schemes”, provision of prominent information leaflets and helpline telephone numbers of organisations who provide advice and support to people affected by gambling problems, such as [GamCare](#).

The Licensing Authority recommends that licence holders support and are in partnership with GamCare.

10. Licensed Family Entertainment Centres

10.1 Anyone wishing to operate a family entertainment centre will require a family entertainment centre premises licence from the Licensing Authority. The licensing authority will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to

satisfy the authority that there will be sufficient measures to ensure that persons under 18 years do not have access to the adult only gaming machine areas. Appropriate licence conditions may cover issues such as:

- Proof of age schemes and age scheme training for staff
- CCTV
- Door supervisors
- Supervision of entrances and/or machine areas
- Physical separation of areas
- Location of entry
- Notices / signage
- Specific opening hours

10.2 Measures including the use of self-barring schemes, provision of prominent information leaflets and helpline telephone numbers for organisations such as [GamCare](#) will be expected to be taken by licensees in order to protect children and vulnerable persons.

10.3 The Licensing Authority will also take appropriate advice from the Gambling Commission concerning any conditions that apply to relevant operator licences stipulating the way in which the area containing any category C machines should be delineated. Account will also be taken of any mandatory or default conditions required to be attached to premises licences falling into this category.

11. Bingo Premises

11.1 Commercial bingo halls will require a bingo premises licence from the Council. Amusement arcades providing prize bingo will require a prize gaming permit from the Council.

11.2 In each of the above cases it is important that where children are allowed to enter premises licensed for bingo, in whatever form, they are not allowed to participate in any bingo game, other than on [category D machines](#). When considering applications of this type the Council will therefore take into account, among other things, the location of the games or machines, access to those areas, general supervision of the premises and the display of appropriate notices.

11.3 A limited number of gaming machines may also be made available at bingo licensed premises. Where [category C](#) or above machines are available in premises to which children are admitted, the Licensing Authority will seek to ensure that:

- all such machines are located in an area of the premises separated from the remainder of the premises by a physical barrier which is effective to prevent access other than through a designated entrance;
- only adults are admitted to the area where these machines are located;
- access to the area where the machines are located is supervised;
- the area where the machines are located is arranged so that it can be observed by staff of the operator or the licence holder; and
- at the entrance to, and inside any such area there are prominently displayed notices indicating that access to the area is prohibited to persons under 18.

- 11.4 Bingo may be provided at clubs and institutes either in accordance with a permit or providing that the limits in section 275 of the Act are complied with.

These restrictions limit the aggregate stake or prizes within any seven days to £2000, and require the Gambling Commission to be notified as soon as is reasonably practicable if that limit is breached. Stakes or prizes above that limit will require a bingo operators licence from the Gambling Commission and a premises licence issued from the Licensing Authority.

12. Betting Premises

- 12.1 Anyone wishing to operate a betting office will require a betting premises licence from the Licensing Authority. Children and young persons will not be able to enter premises with a betting premises licence. Betting premises will be able to provide a limited number of gaming machines and some betting machines.
- 12.2 The Licensing Authority has the power to restrict the number of betting machines, their nature and the circumstances in which they are made available. It will not generally exercise this power unless there are good reasons to do so taking into account, among other things, the size of the premises and the level of management and supervision exercised, especially where vulnerable people are concerned. Each application will be considered on its own individual merits.
- 12.3 The Council is aware of the concerns surrounding gaming machines that permit high volumes of betting activity by individuals, for example Fixed Odds Betting Terminals (FOBTs). Applicants should consider where such gaming machines are located to ensure adequate supervision and compliance with relevant Licence Conditions and Codes of Practice.
- 12.4 Measures including the use of self-exclusion schemes, provision of prominent information leaflets and helpline telephone numbers for organisations such as [GamCare](#) will be expected to be taken by licensees in order to protect vulnerable persons.
- 12.5 Operators who own several betting shops across the District's licensing area, are encouraged to forward to the licensing team details of a senior representative who is able to act as a single point of contact with the Licensing Authority should any issues of concern arise relating to any of the operators premises.

13. Betting Tracks

- 13.1 Only one premises licence can be issued for any particular premises at any time unless the premises are a 'track'. A track is a site where races or other sporting events take place.
- 13.2 Track operators are not required to hold an 'operators licence' granted by the Gambling Commission. Therefore, premises licences for tracks, issued by the Licensing Authority, are likely to contain detailed requirements for premises licence holders about their responsibilities in relation to the proper conduct of the betting facilities. Track premises licence holders will also be expected to ensure that betting areas are properly administered and supervised.

- 13.3 Although there will primarily be a betting premises licence for the track, there may be a number of subsidiary licences authorising other gambling activities to take place. Unlike betting offices, a betting premises licence in respect of a track does not give an automatic entitlement to use gaming machines.
- 13.4 When considering whether to exercise its power to restrict the number of betting machines at a track the Council will consider the circumstances of each individual application and, among other things, will consider the potential space for the number of machines requested, the ability of track staff to supervise the machines, especially if they are scattered around the site, and the ability of the track operator to prevent children and young persons and vulnerable people betting on the machines.
- 13.5 There may also be other specific considerations with regard to the protection of children and vulnerable persons from being harmed or exploited by gambling and this authority would expect the premises licence applicants to demonstrate suitable measures to ensure that children do not have access to adult only gaming facilities. It should be noted in this regard that children and young persons will be permitted to enter track areas where facilities for betting are provided on days when sports events e.g. association football or rugby league, take place, although they are still prohibited by law from entering areas where gaming machines (other than category D machines) are provided.

Appropriate licence conditions may include:

- Proof of age schemes and age scheme training for staff
- CCTV
- Door supervisors
- Supervision of entrances / machine areas
- The location of gaming machines

- 13.6 Measures including the use of self-exclusion schemes, provision of information leaflets and helpline telephone numbers for organisations such as [GamCare](#) will be expected to be taken by licensees in relation to the protection of children and vulnerable people.
- 13.7 Licensing authorities have a power under the Gambling Act 2005 to restrict the number of betting machines, their type and the circumstances in which they are made available, by attaching a licence condition to a track betting premises licence. It may be necessary to impose such restrictions particularly where the floor area covered by the machines is extensive.
- 13.8 In line with the Gambling Commission's guidance the Licensing Authority is also likely to attach a condition to track premises licences requiring the track operator to ensure that the rules are prominently displayed in or near the betting areas, or that other measures are taken to ensure that they are made available to the public, such as made available in leaflet form from the track office.

14. Casinos

- 14.1 Bradford Council has not passed a “no casino” resolution under Section 166 of the Gambling Act 2005, but is aware that it has the power to do so. Should the Council decide in the future to pass such a resolution, this policy statement will be updated with details of that resolution.
- 14.2 Part 17 of the Gambling Commission Guidance for local authorities sets out the particular issues that licensing authorities should take into account in relation to the suitability and layout of casino premises. This guidance will be considered by the licensing authority determining applications or reviewing casino licences. Consideration will also be given to the Commission’s code of practice on access to casinos by children and young people
- 14.3 When considering the number, nature and circumstances of betting machines proposed in premises, the licensing authority will, as per the Gambling Commission’s guidance, take into account the size of the premises, the number of counter positions available for person-to-person transactions, and the ability of staff to monitor the use of the machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable people.
- 14.4 Measures including the use of self-exclusion schemes, provision of prominent information leaflets and helpline telephone numbers for organisations such as [GamCare](#) will be expected to be taken by licensees in order to protect vulnerable persons.
- 14.5 The Licensing Authority will also, where appropriate, encourage and if necessary attach conditions requiring operators to provide parts of the casino premises that are located separate from gambling facilities and provide other authorised forms of entertainment or relaxation. It is considered that this will allow customers opportunities to have a break from gambling during their visit.

15. Travelling Fairs

- 15.1 The Licensing Authority will ensure that, where category D machines and/or equal chance prize gaming without a permit is to be made available for use at travelling fairs, that those facilities are merely incidental to the activities of the travelling fair.
- 15.2 The licensing authority will also consider whether the applicant falls within the statutory definition of a travelling fair.
- 15.3 It should be noted that there is a 27 day statutory maximum for the land being used as a fair per calendar year. This relates to the piece of land on which the fairs are held, regardless of whether it is the same or different travelling fairs occupying the land on each occasion.

The Licensing Authority will work with its neighbouring authorities to ensure that land, which crosses district boundaries, is monitored so that the statutory limits are not exceeded.

16. Unlicensed Family Entertainment Centre Gaming Machine Permits

- 16.1 Where a premises does not hold a Premises Licence but wishes to provide gaming machines, it may apply to the licensing authority for this permit. It should be noted that the applicant must show that the premises will be wholly or mainly used for making gaming machines available for use.
- 16.2 An application for a permit will be considered only if the Licensing Authority is satisfied that the premises will be used as an unlicensed Family Entertainment Centre, and that West Yorkshire Police have been consulted on the application.

Each application will be considered on its own merits; however the following broad principles will be followed when applications are considered.

- The Licensing Authority will consider whether the applicant is suitable to hold a permit for an unlicensed family entertainment centre. In this regard any evidence of previous convictions that would raise questions about the applicant's suitability would be considered carefully.
- The proximity of the premises to facilities frequented by large numbers of children, e.g. schools and youth centres, and any evidence that this might contribute to problems related to truancy or other social problems.
- The steps proposed to be taken by the applicant to ensure that managers and staff working in the facility are trained in the general awareness of cases where children in their premises are truanting and how staff should deal with unsupervised children, or those whose behaviour on the premises may give rise to concern.
- The licensing objectives (set out in paragraph 3.1).

16.3 It should be noted that the Licensing Authority cannot attach conditions to this type of permit.

16.4 It should be noted that with regard to renewals as opposed to grants of these permits, the Licensing Authority may refuse an application for renewal of a permit only on the grounds that an authorised local authority officer has been refused access to the premises without reasonable excuse, or that renewal would not be reasonably consistent with pursuit of the licensing objectives.

17. (Alcohol) Licensed Premises Gaming Machine Permits

17.1 There is provision in the Act for premises licensed to sell alcohol for consumption on the premises, to automatically have 2 gaming machines of categories C and/or D. The premises merely need to notify the licensing authority. The Licensing Authority may remove the automatic authorisation in respect of any particular premises if:

- provision of the machines is not reasonably consistent with the pursuit of the licensing objectives;

- gaming has taken place on the premises that breaches a condition of Section 282 of the Gambling Act (e.g. that gaming has been provided in such a way that does not comply with any relevant code of practice issued by the Gambling Commission about the location and operation of the machines);
 - the premises are mainly used for gaming; or
 - an offence under the Gambling Act has been committed on the premises.
- 17.2 If a premises wishes to have more than 2 machines, then the Licensing Authority will consider any such application based upon the licensing objectives, the guidance issued by the Gambling Commission, and any other relevant matters.
- 17.3 The Licensing Authority will determine on a case by case basis what other relevant factors apply, but generally particular regard will be given to the need to protect children and vulnerable persons from harm or being exploited by gambling. The applicant will be expected to satisfy the authority that there will be sufficient measures to ensure that under 18 year olds do not have access to any adult only gaming machines. Measures which will satisfy the authority that there will be no access may include positioning the adult machines within sight of the bar area so they can be easily supervised, or specific staff responsible for ensuring that these machines are not being used by those under 18. Advisory notices and signage may also be required.
- 17.4 As regards the protection of vulnerable persons, applicants will be expected to provide information leaflets and helpline telephone numbers for organisations such as [GamCare](#).
- 17.5 It is recognised that alcohol licensed premises operators may apply for a premises licence for their non-alcohol licensed area. Any such application would need to be applied for and dealt with as an adult entertainment centre premises licence.
- 17.6 It should be noted that the licensing authority can decide to grant the application with a smaller number of machines and/or a different category of machines than that applied for.
- 17.7 Permit holders must comply with any code of practice issued by the Gambling Commission about the location and operation of any machine.

18. Prize Gaming Permits

- 18.1 The Gambling Act 2005 states that a licensing authority may prepare a statement of principles that they propose to apply in exercising their functions relating to prize gaming permits which may, in particular, specify matters that the authority propose to consider in determining the suitability of the application permit.
- 18.2 The licensing authority has not prepared a statement of principles. Each application will be treated on its own merits having regard to guidance issued by the Gambling Commission guidance.

19. Club Gaming and Club Gaming Machines Permits

- 19.1 Members Clubs and Miners' Welfare institutes (but not Commercial Clubs) may apply for a Club Gaming Permit or a Club Machine Permit.
- 19.2 The Club Gaming Permit will enable the premises to provide up to 3 gaming machines (categories B3A, B4, C or D, only one of which may be a B3A machine), equal chance gaming and games of chance.
- 19.3 A Club Machine Permit will enable the premises to provide up to 3 gaming machines (categories B3A, B4, C or D, only one of which may be a B3A machine).

Commercial Clubs may site up to 3 machines from categories B4, C or D only, with a Club Machine Permit.

- 19.4 The Licensing Authority may only refuse an application on one or more of the following grounds;
- the applicant does not fulfill the requirements for a members' or commercial club or miners' welfare institute and therefore is not entitled to receive the type of permit for which it has applied;
 - the applicant's premises are used wholly or mainly by children and/or young persons;
 - an offence under the Act or a breach of a permit has been committed by the applicant while providing gaming facilities;
 - a permit held by the applicant has been cancelled in the previous ten years; or
 - an objection has been lodged by the Gambling Commission or the police.

Where permits are refused, applicants will be informed of the reasons for this.

20. Temporary Use Notices

- 20.1 There are a number of statutory limits for temporary use notices for premises. In the Act "premises" is defined as including "any place". In considering whether a place falls within the definition of "premises" or "a set of premises", for the purpose of the Act, the Licensing Authority will consider, amongst other things, the ownership, occupation and control of the premises.
- 20.2 The Licensing Authority may decide to challenge a succession of notices where it appears that their cumulative effect would be to permit regular gambling in a place that should properly be considered as one premises and therefore covered by an appropriate premises licence.

21. Occasional Use Notices

- 21.1 The Licensing Authority will monitor very carefully in order to ensure that the statutory limit on occasional use notices of 8 days in a calendar year is not exceeded and that each event will take place at premises that can lawfully be defined as a "track". Further guidance can be found in the Useful Terminology part of this Statement of Principles.

22. Licensing Hours

- 22.1 The Licensing Authority recognises that fixed and artificially early closing times in certain areas can lead to peaks of disorder and disturbance on the streets when large numbers of people tend to leave licensed premises at the same time. It accepts that a variety of opening hours related to the circumstances, and the requirements of different licensees may assist in reducing friction at late night food outlets, taxi ranks and other sources of transport in areas where customers tend to gather.
- 22.2 However, generally speaking the hours of gambling premises will be restricted by default conditions as set out in Regulations made under the Gambling Act 2005 concerning Mandatory and Default Conditions. The Licensing Authority, however, reserves the right, where it is lawfully able to do so, to further restrict such hours where it is necessary in order to achieve the licensing objectives. For example, it may be necessary to further restrict the hours of opening in premises very near schools during periods when large amounts of children may be in the vicinity of the premises and there is evidence of a truancy problem in the area associated with particular gambling premises.

23. Effective Enforcement

- 23.1 The Licensing Authority will properly investigate any complaints received about the running of premises where they are relevant and/or relate to the three Licensing Principles.
- 23.2 The Licensing Authority adopts a multi-agency approach to the enforcement of licensing breaches.
Consideration will be given as to the appropriate powers that should be used to address a problem where other agencies like the Police, Fire Authority or Gambling Commission also have their own powers. Formal enforcement will always be a last resort.
- 23.3 The Licensing Authority will have regard to the Regulators Code and any guidance issued under the Legislative and Regulatory Reform Act 2006 when taking enforcement action by being:
- **Proportionate:** The Licensing Authority will only intervene when necessary, remedies will be appropriate to the risk posed, and the costs of complying identified and minimised.
 - **Consistent:** Rules and standards will be implemented fairly.
 - **Accountable:** Any decisions will be justifiable and reasons for taking action given, with any right of appeal clearly explained.
 - **Transparent:** Licence conditions will be kept simple and user friendly and reasons will always be given for decisions.
 - **Targeted:** Any action or requirements will be focused on risk, with previous compliance records recognised where appropriate.

23.4 The main enforcement and compliance role for the licensing authority in terms of the Gambling Act 2005 will be to ensure compliance with the Premises Licences and other permissions which it may authorise. The Gambling Commission will be the enforcement body for Operator and Personal Licences. Concerns about manufacture, supply or repair of gaming machines will also be dealt with by the Gambling Commission.

24. Exchange of Information

24.1 The Licensing Authority recognises that it will receive much personal information from applicants, those alleged to contravene the legislation, or from those making representations. It will need to share some of this information with bodies such as the Gambling Commission or Responsible Authorities in order to effectively administer the system in the public interest. The Council therefore accepts the need to set out the principles upon which it has agreed to share this information where appropriate.

24.2 The licensing Authority will ensure that the General Data Protection Regulations will not be contravened when exchanging information. The Licensing Authority will also have regard to any Guidance issued by the Gambling Commission to Local Authorities on this matter, as well as any relevant regulations issued by the Secretary of State under the powers provided in the Gambling Act 2005.

24.3 Details of applications and representations which are referred to a Licensing Panel for determination will be published in reports that are made publicly available in accordance with the Council's Constitution. Personal details of people making representations will be disclosed to applicants as required by the regulations.

25. Conditions of Licence

25.1 All premises licences are subject to mandatory and default conditions, which are usually sufficient to ensure premises are operated in line with the licensing objectives.

25.2 The Licensing Authority will only impose additional conditions that are necessary, having regard to the licensing principles or other relevant legitimate concerns. Conditions will also only be attached where they are;

- relevant to the need to make the proposed building suitable as a gambling facility;
- directly related to the premises and the type of licence applied for;
- fairly and reasonably related to the scale and type of premises; and
- reasonable in all other respects.

Decisions upon individual conditions will be made on a case-by-case basis, although there will be a number of control measures the licensing authority will consider using should there be an evidence of risk to the licensing objectives. Such conditions may include, for example, the use of door supervisors, supervision of gaming and betting machines, appropriate signage for adult-only areas.

The licensing authority will also expect the licence applicant to offer their own suggestions as to ways in which the licensing objectives can be met effectively.

Applicants are also advised to consider the Gambling Commission's guidance on Licence Conditions and Codes of Practice.

25.3 The Licensing Authority will not attach conditions where the matter at issue can be more appropriately addressed by other legislation. A particular condition will not be attached in the following circumstances;

- any condition on a premises licence which makes it impossible to comply with an operating licence condition imposed by the Gambling Commission
- conditions of premises licences relating to gaming machine categories, numbers, or method of operation
- conditions which provide that membership of a club or body be required (the Gambling Act 2005 specifically removes the membership requirement for casino and bingo clubs and this provision prevents it being reinstated) and
- conditions in relation to stakes, fees, winning or prizes.

26. The Licensing Process

26.1 The Licensing Authority encourages individual applicants to address the licensing principles before submitting applications for premises licences having regard to the type of premises, the licensable activities to be provided, the operational requirements, the nature of the location and the circumstances of the local community.

Early consultation with the Police, Fire Authority, other responsible authorities and local residents or businesses is recommended as this will make it less likely that objections will be received to the application.

26.2 When determining applications the Licensing Authority will have regard to any guidance issued by the Gambling Commission, along with relevant Codes of Practice, the Licensing Principles and the relevant contents of this Statement of Principles. Any valid representations received from Interested Parties or Responsible Authorities will be considered.

26.3 An "Interested Party" is defined in the Act as a person who:

- lives sufficiently close to the premises to be likely to be affected by the activities taking place there;
- has business interests that might be affected by the authorised activities, or
- represents persons who satisfy paragraph (a) or (b)

In deciding whether a person is an Interested Party the licensing Authority will consider each case upon its merits. This authority will not apply a rigid rule to its decision making.

Interested parties can include trade associations, and residents associations, providing that they can show they represent someone who would be classed as an interested party in their own right. Elected councillors may represent interested parties, providing they are not members of the Licensing Committee. The term

“business interests” will be given its widest possible interpretation so that it includes charities, religious establishments and medical practices located near premises.

In determining whether someone lives sufficiently close to a particular premises as to likely to be affected by the authorised activities, or has business interests likely to be affected, the Licensing Authority will take account of:

- the size of the premises
- the nature of the premises
- the nature of the authorised activities being proposed
- the distance of the premises from the person making the representation
- the characteristics of the complainant
- the potential impact of the premises

26.4 It is recognised that most decisions made under the legislation are administrative in nature and therefore not contentious. For the sake of efficiency, therefore, officers under delegated authority will make most decisions.

Only contentious applications or policy matters will be referred to the Licensing Committee or Licensing Panel. A scheme of delegation for dealing with various applications and decisions has been agreed and is set out below.

27. Scheme of Delegation of Functions

27.1 The delegation of functions in relation to Gambling Act Licensing matters is as follows:

| <u>Matter to be dealt with</u> | <u>Full Council</u> | <u>Full Committee</u> | <u>Licensing Panel</u> | <u>Officers</u> |
|--|---------------------|-----------------------|--|---|
| Three year Gambling Policy | X | | | |
| Policy not to permit casinos | X | | | |
| Fee setting – when appropriate | | X | | |
| Application for premises licence: - Grant - Variation - Transfer - Provisional statement | | | Where representations have been received and not withdrawn | Where no representations received/representations have been withdrawn |
| Application to review premises licence | | | X | |
| Application for club gaming/club machine permits | | | Where objections have been made and not withdrawn | Where no objections made/objections have been withdrawn |
| Cancellation of club gaming/club machine permits | | | X | |

| <u>Matter to be dealt with</u> | <u>Full Council</u> | <u>Full Committee</u> | <u>Licensing Panel</u> | <u>Officers</u> |
|--|---------------------|-----------------------|---|---|
| Applications for other permits | | | Where objections have been made and not withdrawn | Where no representations received/representations have been withdrawn or no more than two permits in alcohol licensed premises are applied for. |
| Cancellation of licensed premises gaming machine permits | | | | X |
| Consideration of temporary use notice | | | | X |
| Decision to give a counter notice to a temporary use notice | | | X | |
| Decision on whether a complaint is irrelevant frivolous or vexatious | | | | X |
| Decision as Responsible Authority to call for a review of a Premises Licence | | | | X |

27.2 The Licensing Panel can decide to refer a decision to the Licensing Committee for a decision where it considers that it is appropriate to do so.

27.3 Decisions made generally under the legislation are covered by the Member's Codes of Conduct.

28. The Consultation and Review Process

28.1 This Statement of Licensing Principles complies with the Licensing Authority's duties under the Gambling Act 2005 and account has been taken of the guidance issued by the Gambling Commission under section 349 of the Act, Codes of Practice issued under the Act and the broad objectives of gambling licensing set out in part 3 of this document.

28.2 The Licensing Authority has consulted with a wide range of stakeholders in reviewing this statement of principles. Consultees include the statutory consultees under the Gambling Act, representatives of local residents, local businesses and local voluntary organisations, trade representatives and industry associations, elected members of Council and other Council Services.

Careful consideration has been given to all responses received from individuals and bodies consulted before adoption of this Statement.

- 28.3 This policy statement comes into effect on the 31 January 2019 and will be operational for a period of 3 years thereafter. Its effectiveness in assisting in the achievement of the Licensing Objectives will be monitored during this period with a view to a further review before the 31 January 2021.

29. Responsible Authorities in the Bradford District

Licensing Authority, Argus Chambers, Hall Ings, Bradford, BD1 1HX

West Yorkshire Police, Licensing Section, Trafalgar House, Nelson Street, Bradford, BD5 0DX

West Yorkshire Fire & Rescue Service, Fire Protection, Oakroyd Hall, Birkenshaw, Bradford, BD11 2DY

Planning Services, Britannia House, Hall Ings, Bradford, BD1 1HX

Environmental Health, Britannia House, Hall Ings, Bradford, BD1 1HX

Bradford Safeguarding Children Board, c/o Child Protection Unit, Sir Henry Mitchell House, 4 Manchester Road, Bradford, BD5 0QL

HM Revenue & Customs, Excise Processing Teams, BX19 1GL

Gambling Commission, Victoria Square, Birmingham, B2 2BP

30. Helpful Terminology (A-Z)

Club Gaming and Machine Permits

Members clubs must have at least 25 members and be established and conducted “wholly or mainly” for purposes other than gaming, unless the gaming is permitted by separate regulations. Regulations have been made by the Secretary of State relating to bridge and whist clubs, which replicate the position under the Gaming Act 1968. A members’ club must be permanent in nature, not established to make commercial profit, and controlled by its members equally. Examples include working men’s clubs, branches of Royal British Legion and clubs with political affiliations.

Before granting the permit the Licensing Authority will need to satisfy itself that the premises meet the requirements of a members’ club and may only grant the permit if the majority of members are over 18.

Codes of Practice

Means any relevant codes of practice issued under section 24 of the Gambling Act 2005. These are issued by the Gambling Commission and set out the Commission’s expectations on the standards that the operators of gambling facilities will be expected to adhere to.

Conditions

A premises licence may be granted subject to different conditions, and these may be in respect of different parts of the premises and different licensable activities. Gambling Commission guidance provides that only conditions which should be imposed on a premises licence are those which are necessary for the promotion of the licensing principles.

Accordingly, if the existing law already places certain statutory responsibilities on an employer or operator of premises, it cannot be necessary to impose the same or similar duties on the premises licence holder”. Conditions must be proportionate to the size, style, characteristics and activities taking place at the premises concerned and must not effectively prevent the authorised gambling activity from reasonably taking place. No conditions can be imposed when issuing permits save for any necessary restrictions on numbers of machines.

Gambling

“Gambling” is defined in the Act as either gaming, betting or taking part in a lottery:-

- gaming means playing a game of chance for a prize
- betting means making or accepting a bet on the outcome of a race, competition, or any other event; the likelihood of anything occurring or not occurring; or whether anything is true or not
- a lottery is where persons are required to pay in order to take part in an arrangement, during the course of which one or more prizes are allocated by a process which relies wholly on chance.

Gambling Commission

The Gambling Commission regulates gambling in the public interest.

It does so by keeping crime out of gambling by ensuring that gambling is conducted fairly and openly and by protecting children and vulnerable people. The Commission provides independent advice to the government about the manner in which gambling is carried out, the effects of gambling, and the regulation of gambling generally.

The Commission has issued Guidance under Section 25 regarding the manner in which local authorities exercise their licensing functions under the Act and, in particular, the principles to be applied by local authorities. The Commission will also issue one or more codes of practice under Section 24 of the Act about the manner in which facilities for gambling are provided, which may also include provisions about the advertising gambling facilities.

The Gambling Commission is responsible for issuing Personal Licences and Operators Licences under the Gambling Act and can be contacted at www.gamblingcommission.gov.uk

Gaming Machine Age Restrictions

Persons under 18 year of age are prohibited from playing on category A, B and C machines. There is no limit with regard to category D machines. However the Secretary of State has powers to impose restrictions on types of category D machines if it is deemed necessary in the future. Holders of licences and permits must also comply with relevant Gambling Commission codes of practice on location and access to machines by under 18 year olds.

Gambling Operating Licences

A licence required by individuals or companies who wish to establish a gambling operation. A licence is required separately for both remote (e.g. mobile phone or internet gambling) and non remote gambling. These licences are issued by the Gambling Commission and must be in place before the Licensing Authority can issue a premises licence.

Gambling Personal Licences

A licence granted to an individual who physically works in a gambling establishment and can influence how gambling is provided in the establishment or how the actual gambling facilities work. For example it would cover mangers of facilities, but also might cover a croupier working in a casino. These licensing are issued by the Gambling Commission.

Gambling Premises Licences

A licence granted in respect of any premises, which authorizes the premises to be used for one or more licensable activity.

Has effect until revoked, surrendered or death, insolvency of the holder. Applications are dealt with by the local authority for the area where the premises are situated.

Interested Parties and Responsible Authorities

The Act creates two categories of people/bodies that can make representations to a licensing authority about an application for a licence.

“Interested parties” are persons or businesses living/situated sufficiently close to the premises as to be likely to be affected by the authorised activities; or persons representing them (see paragraph 25,4).

“Responsible authorities” include the licensing authority, police, fire, enforcing authority for health and safety, planning authority, Gambling Commission, bodies responsible for child protection and vulnerable people and Her Majesty’s Customs and Revenues Service. Only these groups can make representations about an application for a premises licence.

Licensable Activities

Activities that must be licensed under the Act: Those activities requiring a licence from the Licensing Authority are listed in paragraph 2.1.

Licensing Authority

Those Local authorities who are responsible for exercising licensing functions under the Gambling Act 2005 (i.e. Bradford Council). Licensing Authorities determine gambling premises licences, most permit applications, and small lottery registrations.

Licensing Committee

This is a committee of at least 10 but not more than 15 members of the local authority. It may appoint one or more sub-committees consisting of three members.

Licensing Objectives

The objectives of licensing set out in the Act: Preventing gambling from being a source of crime and disorder or being associated with crime and disorder; ensuring gambling is conducted in an open and fair way; protecting children and other vulnerable persons from being harmed or exploited by gambling.

The Licensing Authority must, among other things, carry out its functions under the Act having regard to the licensing objectives.

Mandatory and Default Conditions

A mandatory condition is one that must by law be automatically attached to all premises licence of a defined category issued by the Licensing Authority. A default condition is one that will automatically apply unless the Licensing Authority considers that there are grounds for excluding it.

Non-Commercial Gaming

Non-commercial gaming and betting (where no parts of the proceeds are for private gain) may be subject to certain exemptions. Further advice should be sought from the Council’s Licensing Team where appropriate.

Occasional Use Notices

Procedures set out in the Act allow applications to be made to provide betting at tracks on no more than 8 days in a calendar year without the need for a premises licence. Tracks include sports stadium, and not just dog or horse race tracks.

This procedure would be useful for occasional uses of fields for point to point races because the “track” or sporting event does not need to be a permanent fixture.

Permits

Permits are required for the provision of gambling facilities in certain circumstances where premises are exempt from the need of a gambling premises licence. For example, premises that have gaming machines that are restricted to category D type machines do not require a Family Entertainment Centre Premises licence. They do, however require a permit from the Licensing Authority. Similarly, premises licenced to sell alcohol will require a permit. Certain types of registered members clubs also require permits, as opposed to premises licences.

Premises

In the Act, "premises" is defined as including "any place". Section 152 therefore prevents more than one premises licence applying to any place.

But a single building could be subject to more than one premises licence, provided they are for different parts of the building and the different parts of the building can be reasonably regarded as being different premises. This approach has been taken to allow large, multiple unit premises such as a pleasure park, pier, track or shopping mall to obtain discrete premises licences, where appropriate safeguards are in place. However, the Licensing Authority will pay particular attention if there are issues about sub-divisions of a single building or plot in order to ensure that mandatory conditions relating to access between premises are observed.

The Gambling Commission states in its Guidance to Licensing Authorities that: “In most cases the expectation is that a single building / plot will be the subject of an application for a licence, for example, 32 High Street. But, that does not mean 32 High Street cannot be the subject of separate premises licences for the basement and ground floor, if they are configured acceptably. Whether different parts of a building can properly be regarded as being separate premises will depend on the circumstances. The location of the premises will clearly be an important consideration and the suitability of the division is likely to be a matter for discussion between the operator and the licensing officer.

However, the Commission does not consider that areas of a building that are artificially or temporarily separated, for example by ropes or moveable partitions, can properly be regarded as different premises.”

The licensing authority takes particular note of the Gambling Commission’s Guidance to Licensing Authorities which states that: licensing authorities should take particular care in considering applications for multiple licences for a building and those relating to a discrete part of a building used for other (non-gambling) purposes. In particular account will be taken of the following:

- The third licensing objective seeks to protect children from being harmed by gambling. In practice that means not only preventing them from taking part in gambling, but also preventing them from being in close proximity to gambling. Therefore premises should be configured so that children are not invited to participate in, have accidental access to or closely observe gambling where they are prohibited from participating.
- Entrances to and exits from parts of a building covered by one or more premises licences should be separate and identifiable so that the separation of different premises is not compromised and people do not “drift” into a gambling area. In this context it should normally be possible to access the premises without going through another licensed premises or premises with a permit.
- Customers should be able to participate in the activity specified on the premises licence.

The Guidance also gives a list of factors which the licensing authority should be aware of, which may include:

- Do the premises have a separate registration for business rates
- Is the premises’ neighbouring premises owned by the same person or someone else?
- Can each of the premises be accessed from the street or a public passageway?
- Can the premises only be accessed from any other gambling premises?

This authority will consider these and other relevant factors in making its decision, depending on all the circumstances of the case.

Private Gaming

Private gaming in private dwellings and on domestic occasions is exempt from licensing or registration providing that no charge is made for participating only equal chance gaming takes place; and it does not occur in a place to which the public have access. Domestic betting between inhabitants of the same premises or between employees of the same employer is also exempt.

Provisional Statements

This procedure allows a prospective developer to apply for a statement from the Licensing Authority that premises they may be interested in would be likely to obtain a premises licence were they to proceed with their investment. Only current holders of (or applicants for) an Operators Licence from the Gambling Commission can apply for a Provisional Statement. A statement can also be obtained for premises that have an existing gambling premises licence, but the proposal is to provide a different type of gambling facility. For example, an operator may be considering turning a bingo hall into a casino but wants to first clarify if it is worth proceeding, and without the need to apply for a full premises licence immediately.

Ready for gambling

The Guidance states that a licence to use premises for gambling should only be issued in relation to premises that the licensing authority can be satisfied are going to be ready to be used for gambling in the reasonably near future, consistent with the scale of building or alterations required before the premises are brought into use.

If the construction of a premises is not yet complete, or if they need alteration, or if the applicant does not yet have a right to occupy them, then an application for a provisional statement should be made instead.

In deciding whether a premises licence can be granted where there are outstanding construction or alteration works at a premises, this authority will determine applications on their merits, applying a two stage consideration process. First, whether the premises ought to be permitted to be used for gambling and second, whether appropriate conditions can be put in place to cater for the situation that the premises are not yet in the state in which they ought to be before gambling takes place.

Relevant Representations

The Gambling Act does not use the term “objections”. Instead interested parties and responsible authorities may be able to make relevant representations about an application for a licence.

Representations must relate to the licensing objectives and where made by an interested party must not be frivolous or vexatious. When considering representation from an interested party or responsible authority the local authority need only consider relevant representations. However, the Licensing Authority can also consider other factors not raised by other parties where these are relevant to achievement of the licensing principles.

Restrictions on Access to Premises

Casinos

- The principal access entrance to the premises must be from a street (as defined at 7.23 of the Guidance)
- No entrance to a casino must be from premises that are used wholly or mainly by children and/or young persons
- No customer must be able to enter a casino directly from any other premises which holds a gambling premises licence

Adult Gaming Centre

- No customer must be able to access the premises directly from any other licensed gambling premises

Betting Shops

- Access must be from a street (as per para 7.23 Guidance to Licensing Authorities) or from another premises with a betting premises licence
- No direct access from a betting shop to another premises used for the retail sale of merchandise or services. In effect there cannot be an entrance to a betting shop from a shop of any kind and you could not have a betting shop at the back of a café – the whole area would have to be licensed.

Tracks

- No customer should be able to access the premises directly from:
 - a casino

- an adult gaming centre

Bingo Premises

- No customer must be able to access the premise directly from:
 - a casino
 - an adult gaming centre
 - a betting premises, other than a track

Family Entertainment Centre

- No customer must be able to access the premises directly from:
 - a casino
 - an adult gaming centre
 - a betting premises, other than a track

Part 7 of the Gambling Commission's Guidance to Licensing Authorities contains further guidance on this issue, which this authority will also take into account in its decision-making.

Review of Licences

Where a premises licence is in force an interested party or responsible authority may apply to the licensing authority for it to be reviewed. The authority must hold a hearing to review the licence and as a result must take any necessary steps, having regards to the licensing principles, such as the modification of conditions; exclusion of licensable activities; suspension of the licence for up to three months; or the revocation of the licence. For example, the Police could apply to the licensing authority for the premises licence to be reviewed if they had concerns that premises were a base for criminal activity or are putting children at risk. Review applications can be rejected if they are deemed frivolous, vexatious, irrelevant to any licensing principles, repetitious, or clearly on grounds that would not warrant any action being taken against the premises.

Reviews can also be initiated by the Licensing Authority itself where it has cause for concern about the running of individual premises.

Self-Exclusion Schemes

Many major betting outlets support self-exclusion schemes. This is an initiative where a customer recognises that they are at risk of becoming a problem gambler, or are gambling more than they wish or can afford to. That person can agree with the manager of gambling premises that they should be refused access to use the gambling facilities for a specified period and any credit or other accounts with the facility are cancelled or suspended. The period of such self-exclusion is usually at least six months and staff are informed of the restrictions that have been put in place.

Statement of Licensing Principles

Each licensing authority must every three years determine and publish a statement of principles setting out its approach to licensing gambling premises and facilities. There is a requirement to consult on the policy and keep it under review.

Temporary Use Notices

Where a holder of an Operators licence proposes to use other premises (the definition of which includes any place) for gambling where there is not a gambling premises licence in place, it is possible to use a temporary use notice. For example, the holder of a betting operating licence could apply to provide betting facilities at a snooker tournament. There is a 21 day limit on the total period per year that any premises can be used under temporary use permit(s).

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From: Catherine Sweet [mailto:catherine.sweet@gamcare.org.uk]
Sent: 26 July 2018 12:21
To: Licensing Team
Subject: RE: Gambling Policy Review - City of Bradford Metropolitan District Council

Hello,

Thank you for your email, we appreciate your interest in our work.

While we do not have the resources available to allow us to personally respond to each Local Authority which contacts us regarding their refreshed Statement of Principles, we have compiled a list of the issues or factors which we think it would be helpful to consider below, more information is available via the [Gambling Commission](#).

The function of the Statement is to reflect locally specific gambling concerns and to reflect the Council's wider strategic objectives. The active use of the Statement is one means by which you can make clear your expectations of gambling operators who have premises in your area. This allows operators to respond to locally specific requirements and adjust their own policies and procedures as required.

- A helpful first step is to develop a risk map of your local area so that you are aware of both potential and actual risks around gambling venues. A useful explanation of area-based risk-mapping has been developed with Westminster and Manchester City Councils, which gives some guidance on those who may be most vulnerable or at-risk of gambling-related harm. For more information please see www.geofutures.com/research-2/gambling-related-harm-how-local-space-shapes-our-understanding-of-risk/
- Consider that proposals for new gambling premises which are near hostels or other accommodation or centres catering for vulnerable people, including those with learning difficulties, and those with gambling / alcohol / drug abuse problems, as likely to adversely affect the licensing objectives set out by the Gambling Commission. This is also relevant regarding the proximity to schools, colleges and universities.
- A detailed local risk assessment at each gambling venue – pertinent to the environment immediately surrounding the premises as well as the wider local area – is a good way to gauge whether the operator and staff teams are fully aware of the challenges present in the local area and can help reassure the Local Licensing Authority that appropriate mitigations are in place.
- Does the operator have a specific training programme for staff to ensure that they are able to identify children and other vulnerable people, and take appropriate action to ensure they are not able to access the premises or are supported appropriately?
- Does the operator ensure that there is an adequate number of staff and managers are on the premises at key points throughout the day? This may be particularly relevant for premises situated nearby schools / colleges / universities, and/or pubs, bars and clubs.
- Consider whether the layout, lighting and fitting out of the premises have been designed so as not to attract children and other vulnerable persons who might be harmed or exploited by gambling.
- Consider whether any promotional material associated with the premises could encourage the use of the premises by children or young people if they are not legally allowed to do so.

We would suggest that the Local Licensing Authority primarily consider applications from [GamCare Certified operators](#). GamCare Certification is a voluntary process comprising an independent audit assessment of an operator's player protection measures and social responsibility standards, policy and practice. Standards are measured in accordance with the GamCare Player Protection Code of Practice. If

you would like more information on how our audit can support Local Licensing Authorities, please contact mike.kenward@gamcare.org.uk

For more information on GamCare training and other services available to local authorities, as well as recommended training for gambling operators, please see the attached brochures.

If there is anything else we can assist with please do let us know.

Kind regards,
Catherine

Catherine Sweet

Head of Marketing and Communications

T: 020 7801 7028

E: catherine.sweet@gamcare.org.uk



Click here to sign up to our free, monthly e-newsletter

From: Iain Corby [mailto:iain@gambleaware.org]
Sent: 07 August 2018 13:55
To: Licensing Team
Subject: FW: Gambling Policy Review - City of Bradford Metropolitan District Council

Thank you for consulting us on your draft Statement of Principles under the Gambling Act 2005.

GambleAware is an independent charity tasked to fund research, education and treatment services to help to reduce gambling-related harms in Great Britain. We work in partnership with the Gambling Commission and its independent advisors, the Responsible Gambling Strategy Board, to deliver many aspects of the National Responsible Gambling Strategy.

Due to the resource constraints on a small charity, we are not able to offer specific feedback on your policy. However, we do strongly commend two recent publications by the Local Government Association which set out the range of options available to local authorities to deal with gambling-related harms using existing powers.

<https://www.local.gov.uk/tackling-gambling-related-harm-whole-council-approach>

<https://www.local.gov.uk/gambling-regulation-councillor-handbook-england-and-wales>

We fully support local authorities which conduct an analysis to identify areas with increased levels of risk for any reason, but particularly where there are higher than average resident or visiting populations from groups we know to be vulnerable to gambling related harm – children, the unemployed, the homeless, certain ethnic-minorities, lower socio-economic groups, those attending mental health (including gambling disorders) or substance addiction treatment services – and include additional licence requirements to mitigate this increased level of risk.

We do not hold data at local authority level for treatment services. We are undertaking a needs assessment for treatment services which we expect will report early in 2019, and this will give councils insight into the expected level of need in their areas. The report will be published on our website here when it is available:

<https://about.gambleaware.org/research/research-publications/>

Kind regards,

Iain Corby
Deputy Chief Executive

GambleAware®

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Email iain@GambleAware.org

Website about.GambleAware.org

GAMBLEAWARE®

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From: Mandy Veti [mailto:mveti@gamblingcommission.gov.uk]
Sent: 14 August 2018 17:05
To: Tracy McLuckie
Subject: RE: Gambling Policy Review - City of Bradford Metropolitan District Council

Tracy

Thank you very much for this, this looks really comprehensive.

My only comments are around the risk assessments.

The first is a money laundering risk assessment (under LC 12.1.1) as follows:

Licensees must conduct an assessment of the risks of their business being used for money laundering and terrorist financing. Such risk assessment must be appropriate and must be reviewed as necessary in the light of any changes of circumstances, including the introduction of new products or technology, new methods of payment by customers, changes in the customer demographic or any other material changes, and in any event reviewed at least annually.

Although we would probably expect this to be kept at the Head Office for larger operators but the understanding would be needed on the premises (and for the monitoring checklist).

The second is a local areas risk assessment (SR 10.1.1)

Licensees must assess the local risks to the licensing objectives posed by the provision of gambling facilities at each of their premises, and have policies, procedures and control measures to mitigate those risks. In making risk assessments, licensees must take into account relevant matters identified in the licensing authority's statement of licensing policy¹.

We would expect that the local area risk assessment to be on the premises and available for inspection (see this link for further information <http://www.gamblingcommission.gov.uk/for-licensing-authorities/Local-risk-assessments.aspx>)

The LCCP has been slightly updated and can be found at <http://www.gamblingcommission.gov.uk/PDF/LCCP/Licence-conditions-and-codes-of-practice-April-2018.pdf>

If you need anything else please let me know.

Many thanks and kind regards
Mandy

Mandy Veti
Compliance Manager
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Birmingham B2 4BP
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BY EMAIL ONLY
Licensing Department
Bradford Metropolitan District Council

Please ask for: Richard Taylor
Direct Tel: 01482 590216
Email: rjt@gosschalks.co.uk
Our ref: RJT / MJM / 097505.00005
#GS2219881
Your ref:
Date: 19 October 2018

Dear Sir/Madam,

Re: Gambling Act 2005 Policy Statement Consultation

We act for the Association of British Bookmakers (ABB) and have received instructions to respond on behalf of our client to the current consultation on the Council's review of its gambling policy statement.

The Association of British Bookmakers (ABB) represents over 80% of the high street betting market. Its members include large national operators such as William Hill, Ladbrokes Coral and Paddy Power, as well as almost 100 smaller independent bookmakers.

Please see below for the ABB's response to the Council's current consultation on the draft gambling policy statement.

This response starts by setting out the ABB's approach in areas relevant to the local authority's regulation of betting shop premises, and its commitment to working with local authorities in partnership. The response finishes by highlighting matters within the policy statement which the ABB feels may need to be addressed.

Betting shops have been part of the British high street for over 50 years and ensuring a dialogue with the communities they serve is vital.

The ABB recognises the importance of the gambling policy statement in focusing on the local environment and welcomes the informed approach this will enable operators to take with regard, to the requirements for local area risk assessments.

Whilst it is important that the gambling policy statement fully reflects the local area, the ABB is also keen to ensure that the statutory requirements placed on operators and local authorities under the Gambling Act 2005 remain clear; this includes mandatory conditions (for instance, relating to Think 21 policies) and the aim to permit structure. Any duplication or obscuring of these would be detrimental to the gambling licensing regime. The ABB also believes it is important that

the key protections already offered for communities, and clear process (including putting the public on notice) for objections to premises licence applications, continue to be recognised.

Any consideration of gambling licensing at the local level should also be considered within the wider context.

- the overall number of betting shops is in decline. The latest Gambling Commission industry statistics show that numbers as of March 2017 were 8,788 - a decline of 349 since March 2014, when there were 9,137 recorded.
- planning law changes introduced in April 2015 have increased the ability of licensing authorities to review applications for new premises, as all new betting shops must now apply for planning permission.
- successive prevalence surveys and health surveys tells us that problem gambling rates in the UK are stable (0.6%) and possibly falling.

Working in partnership with local authorities

The ABB is fully committed to ensuring constructive working relationships exist between betting operators and licensing authorities, and that where problems may arise that they can be dealt with in partnership. The exchange of clear information between councils and betting operators is a key part of this and the opportunity to respond to this consultation is welcomed.

LGA – ABB Betting Partnership Framework

In January 2015 the ABB signed a partnership agreement with the Local Government Association (LGA), developed over a period of months by a specially formed Betting Commission consisting of councillors and betting shop firms, which established a framework designed to encourage more joint working between councils and the industry.

Launching the document Cllr Tony Page, LGA Licensing spokesman, said it demonstrated the *"desire on both sides to increase joint-working in order to try and use existing powers to tackle local concerns, whatever they might be."*

The framework builds on earlier examples of joint working between councils and the industry, for example the Medway Responsible Gambling Partnership which was launched by Medway Council and the ABB in December 2014. The first of its kind in Britain, the voluntary agreement led the way in trialing multi-operator self-exclusion. Lessons learned from this trial paved the way for the national multi-operator self-exclusion scheme now in place across the country. By phoning a free phone number (0800 294 2060) a customer who is concerned they are developing a problem with their gambling can exclude themselves from betting shops close to where they live, work and socialise. The ABB is working with local authorities to help raise awareness of the scheme, which is widely promoted within betting shops.

The national scheme was first trialed in Glasgow in partnership with Glasgow City Council. Cllr Paul Rooney, Glasgow's City Treasurer and Chairman of a cross-party Sounding Board on gambling, described the project as "*breaking new ground in terms of the industry sharing information, both between operators and, crucially, with their regulator.*"

Primary Authority Partnerships in place between the ABB and local authorities

All major operators, and the ABB on behalf of independent members, have also established Primary Authority Partnerships with local authorities. These partnerships help provide a consistent approach to regulation by local authorities, within the areas covered by the partnership; such as age-verification or health and safety. We believe this level of consistency is beneficial both for local authorities and for operators.

Local area risk assessments

Since April 2016, under new Gambling Commission LCCP provisions, operators have been required to complete local area risk assessments identifying any risks posed to the licensing objectives and how these would be mitigated. Licensees must take into account relevant matters identified in the licensing authority's statement of licensing policy, and any local area profile, in their risk assessment. These must be reviewed where there are significant local changes or changes to the premises, or when applying for a variation to or for a new premises licence.

The ABB fully supports the implementation of risk assessments which will take into account risks presented in the local area, such as exposure to vulnerable groups and crime. The requirements build on measures the industry has already introduced through the ABB Responsible Gambling Code to better identify problem gamblers and to encourage all customers to gamble responsibly.

This includes training for shop staff on how to intervene and direct problem gamblers to support services, as well as new rules on advertising including banning gaming machine advertising in shop windows, and the introduction of Player Awareness Systems which use technology to track account based gaming machine customers' player history data to allow earlier intervention with any customers whose data displays known 'markers of harm'.

Best practice

The ABB is committed to working pro-actively with local authorities to help drive the development of best practice with regard to local area risk assessments, both through responses to consultations such as this and directly with local authorities. Both the ABB and its members are open and willing to engage with any local authority with questions or concerns relating to the risk assessment process, and would encourage them to make contact.

Westminster Council is one local authority which entered into early dialogue with the industry, leading to the development of and consultation on draft guidance on the risk assessment process, which the ABB and our members contributed to. Most recently one operator, Coral, has been working closely with the Council ahead of it issuing its final version of the guidance, which we welcome.

The final guidance includes a recommended template for the local area risk assessment which we would point to as a good example of what should be expected to be covered in an operator's risk assessment. It is not feasible for national operators to submit bespoke risk assessments to each of the c.350 local authorities they each deal with, and all operators have been working to ensure that their templates can meet the requirements set out by all individual local authorities.

The ABB would be concerned should any local authority seek to prescribe the form of an operator's risk assessment. This would not be in line with better regulation principles. Operators must remain free to shape their risk assessment in whichever way best meets their operational processes.

The ABB has also shared recommendations of best practice with its smaller independent members, who although they deal with fewer different local authorities, have less resource to devote to developing their approach to the new assessments. In this way we hope to encourage a consistent application of the new rules by operators which will benefit both them and local authorities.

Concerns around increases in the regulatory burden on operators

The ABB is concerned to ensure that any changes in the licensing regime at a local level are implemented in a proportionate manner. This would include if any local authority were to set out overly onerous requirements on operators to review their local risk assessments with unnecessary frequency, as this could be damaging. As set out in the LCCP a review should only be required in response to significant local or premises change. In the ABB's view this should be where evidence can be provided to demonstrate that the change could impact the premises' ability to operate consistently with the three licensing objectives.

Any increase in the regulatory burden would severely impact ABB members at a time when overall shop numbers are in decline, and operators are continuing to absorb the impacts of significant recent regulatory change. This includes the increase to 25% of Machine Games Duty, limits to staking over £50 on gaming machines, and planning use class changes which require all new betting shops in England to apply for planning permission.

Employing additional licence conditions

It should continue to be the case that additional conditions are only imposed in exceptional circumstances where there are clear reasons for doing so. There are already mandatory and default conditions attached to any premises licence which will ensure operation that is consistent

with the licensing objectives. In the vast majority of cases, these will not need to be supplemented by additional conditions.

The LCCP require that premises operate an age verification policy. The industry operates a policy called "Think 21". This policy is successful in preventing under-age gambling. Independent test purchasing carried out by operators and the ABB, and submitted to the Gambling Commission, shows that ID challenge rates are consistently around 85%. The ABB has seen statements of principles requiring the operation of Challenge 25. Unless there is clear evidence of a need to deviate from the industry standard then conditions requiring an alternative age verification policy should not be imposed.

The ABB is concerned that the imposition of additional licensing conditions could become commonplace if there are no clear requirements in the revised licensing policy statement as to the need for evidence. If additional licence conditions are more commonly applied this would increase variation across licensing authorities and create uncertainty amongst operators as to licensing requirements, over complicating the licensing process both for operators and local authorities

Considerations specific to the Draft Statement of Licensing Principles 2019-2021

Paragraph 7.5 requires that the results of test purchasing operations be made available to the Licensing Authority. This requirement unnecessarily duplicates the requirement that these results must be given to the Gambling Commission. It is the Gambling Commission that issues the operating licence following a thorough investigation into the policies and procedures of an operator. If the Gambling Commission believes there to be an issue with these policies and procedures then it will liaise with the operator. To include a requirement that the Licensing Authority must be advised is unnecessary, burdensome and there is the potential for conflicting advice from both the Gambling Commission and Licensing Authority. We respectfully submit that the Gambling Commission as the expert in this field should be left to liaise with the operator over any potential improvements to policies and procedures and accordingly the requirement to share test purchase results with the Licensing Authority should be deleted.

Paragraph 7.9 refers to a suicide audit and acknowledges that there is no evidence to what extent gambling addiction has contributed to this. This is a wholly pejorative statement and has no place in the statement of principles. Accordingly, references to this should be deleted.

Similarly, the commentary in Paragraph 7.10 should be deleted. The purpose of the statement of principles is to outline the principles that the Licensing Authority will apply when exercising its functions under Gambling Act 2005. One of those functions is to "aim to permit" the use of premises for gambling and to give snapshots of research without a contextual background has no place within the statement of principles.

If these paragraphs are to remain in the statement of principles then the final paragraph that indicates that problem gambling among all adults in Britain is running at less than 1% should be

included at the beginning in order that all of the otherwise pejorative statements are made in context.

Paragraph 25 explains the Licensing Authority's approach to the imposition of conditions on the premises licences. This section would be assisted by a clear explanation that all Gambling Act 2005 premises licences are subject to mandatory and default conditions and that these are usually sufficient to ensure operation that is reasonably consistent with the licensing objectives. The statement of principles should also state that additional conditions will only be considered where there is clear evidence of a risk to the licensing objectives in the circumstances of a particular case that requires that the mandatory and default conditions be supplemented.

Conclusion

The ABB and its members are committed to working closely with both the Gambling Commission and local authorities to continually drive up standards in regulatory compliance in support of the three licensing objectives: to keep crime out of gambling, ensure that gambling is conducted in a fair and open way, and to protect the vulnerable.

Indeed, as set out, the ABB and its members already do this successfully in partnership with local authorities now. This includes through the ABB Responsible Gambling Code, which is mandatory for all members, and the Safe Bet Alliance (SBA), which sets voluntary standards across the industry to make shops safer for customers and staff.

We would encourage local authorities to engage with us as we continue to develop both these codes of practice, which are in direct support of the licensing objectives, as well as our processes around local area risk assessments.

Yours faithfully,

GOSSCHALKS

Report of the Chief Executive to the meeting of Council to be held on 11 December 2018

O

Subject:

Appointment to the post of Strategic Director Children's Services.

Summary statement:

Council is asked to approve the proposal to appoint to the position of Strategic Director Children's Services on the salary package set out in this Report in accordance with Article 4 of the Council's Constitution, Section 7 of the Council's Pay Policy Statement 2018/19 and the Officer Employment Procedure Rules.

Kersten England
Chief Executive

Portfolio:

Report Contact: Kersten England
Phone: (01274) 432002
E-mail: kersten.England@bradford.gov.uk

Improvement Area:

1. Summary

Council is asked to approve the proposal to appoint to the position of Strategic Director Children's Services on the salary package set out in this Report in accordance with Article 4 of the Council's Constitution, Section 7 of the Council's Pay Policy Statement 2018/19 and the Officer Employment Procedure Rules.

2. Background

- 2.1 The Strategic Director Children's Services left the employment of the Council on 30 November 2018.
- 2.2 Staffing Committee has agreed to appoint to the permanent position of Strategic Director Children's Services and delegated the responsibility to appoint to the position to an Appointments Panel. The post has been filled on an interim basis whilst the recruitment process is undertaken.
- 2.3 It is proposed to commence a recruitment process for the substantive position of Strategic Director Children's Services in January 2019.
- 2.4 The Council's Pay Policy Statement for the financial year 2018/19 was approved at the meeting of Council held on 20 March 2018. A copy of the Council's Pay Policy Statement for 2018/19 is appended to this report as Appendix 1.
- 2.5 In accordance with Section 7 of the Council's Pay Policy Statement, Article 4 of the Council's Constitution and the Officer Employment Procedure Rules, full Council must approve any salary package of £100,000 pa or more before it is offered in respect of a new appointment.
- 2.6 In accordance with Section 4 of the Council's Pay Policy Statement the post of Strategic Director Children's Services is graded at Strategic Director 1 with a salary level of £135,454 - £142,007 and appointed pursuant to the terms and conditions of employment of the Joint Negotiating Committee (JNC) for Chief Officers as amended and supplemented by local agreements and decisions. The increase in salary level from the salary level detailed in the Pay Policy Statement is due to the application of the pay award for JNC Chief Officers. Other aspects of the remuneration are set out in Appendix A of the Pay Policy Statement (Appendix 1 of this Report).

3. Financial and resource appraisal

- 3.1 It is proposed that the appointment of the Strategic Director Children's Services be in accordance with the provisions of the Council's Pay Policy Statement as set out in paragraph 2.6 above.

4. Options

- 4.1 That the Council approve the proposal to appoint to the position of Strategic Director Children's Services on the salary package as detailed in paragraph 2.6 above.

5. Risk Management and Governance Issues

5.1 There are no significant risks arising out of the implementation of the proposed recommendation.

6. Legal appraisal

6.1 Section 112 of the Local Government Act 1972 allows the Council to appoint such officers that it thinks necessary for the proper discharge by the Authority of its duties subject to the terms of the Council's Pay Policy Statement.

6.2 In accordance with Article 4 of the Council's Constitution, the Council's published Pay Policy Statement 2018/19 and the Council's Officer Employment Procedure Rules full Council must approve any salary package of £100,000 pa or more before it is offered in respect of a new appointment.

6.3 The position of Strategic Director Children's Services is a statutory chief officer post.

7. Other implications

7.1 There are no equality and diversity, sustainability, greenhouse gas emission, community safety, Human Rights Act, Ward or Area Committee Action Plan, Corporate Parenting or Privacy Impact Assessment Implications.

8. Trade Union

8.1 The Regional Trade Unions (Unison and GMB) have been informed of the intention to appoint to the position of Strategic Director Children's Services.

9 Not for publication documents

9.1 None

10. Recommendations

10.1 That Council agrees the proposal to appoint to the position of Strategic Director Children's Services on the salary package as detailed in paragraph 2.6 of this Report and in accordance with Article 4 of the Council's Constitution, Section 7 of the Council's Pay Policy Statement 2018/19 and the Officer Employment Procedure Rules.

11. Appendices

Appendix 1 – the Council's Pay Policy Statement – 2018/19

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PAY POLICY STATEMENT

FOR THE FINANCIAL YEAR

2018/2019

Statement of Pay Policy for the year 1 April 2018 to 31 March 2019

1. Introduction

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

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

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

Once approved by the full Council, this policy statement will come into immediate effect, superseding the 2017/2018 pay policy statement, and will be reviewed annually.

2. Definitions used in this Pay Policy Statement

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

- **Head of the Paid Service**, which in this Authority is the post of Chief Executive
- **Statutory Chief Officers**, which in this Authority are:-
 - Strategic Director - Children's Services
 - Strategic Director - Health & Wellbeing who is the Authority's designated Director of Adult Social Services.
 - Strategic Director - Corporate Resources who is the Authority's Chief Finance Officer under section 151 Local Government and Housing Act 1989*.
 - City Solicitor who is the Authority's Monitoring Officer under section 5 Local Government and Housing Act 1989.
 - Director of Public Health.

* The City Solicitor has been temporarily appointed to the post of Interim Strategic Director Corporate Resources and in that role remains the Council's Monitoring Officer. As a consequence the post of Assistant Director Finance and Procurement has been designated as the Authority's Chief Finance Officer under section 151 Local Government and Housing Act 1989 for the term of office of the Interim Strategic Director Corporate Resources. A locum solicitor has been engaged as the Interim City Solicitor without the Monitoring Officer responsibilities.

- **Non-statutory Chief Officers and Deputy Chief Officers**, which in this Authority are:-

All other Strategic Directors, Directors, Deputy Directors and Assistant Directors.

Pay Policy Statement

The **Lowest Paid Employees** are defined as employees paid on Spinal Column Point 6 of the National Joint Council (NJC) for Local Government Services pay scales. This definition has been adopted as it is the lowest level of remuneration attached to a post in this Authority (see section 5 below).

3. The Overall Approach to Pay and Remuneration

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

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

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

4. Policy on Remunerating Chief Officers

Policy on Remunerating the Chief Executive

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

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

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

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

Salary of the Chief Executive as at 1 April 2017 is £182,064 p.a. which has been increased in accordance with the nationally agreed pay award as determined by the national Joint Negotiating Committee for Chief Executives of Local Authorities. A pay award for 2018/19 has yet to be agreed.

Policy on Remunerating other Chief Officers

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

Grades for Chief Officer posts are determined through the recognised 'Hay' job evaluation system. Job evaluation is a systematic way of determining the value of a job in relation to

Pay Policy Statement

other jobs in the organisation. The 'Hay' system provides an analytical approach to evaluating the job value through allocating points to different factors (responsibilities and duties) of the job role, the total score of which equates to a grade range within the Authority's pay and grading structure for Chief Officers. These grade ranges are set out below.

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

At the time of writing this policy the grade ranges and salary levels as at 1 April 2017 are:

| | |
|----------------------|-----------------------------|
| Strategic Director 1 | £132,798 - £139,223 (SD1) |
| Strategic Director 2 | £109,239 - £119,947 (SD2) |
| Director 1 | £102,010 - £112,211 (Dir 1) |
| Assistant Director 1 | £ 92,852 - £ 98,315 (AD1) |
| Assistant Director 2 | £ 81,928 - £ 92,852 (AD2) |
| Assistant Director 3 | £ 71,005 - £ 81,928 (AD3) |

The Assistant Director Finance and Procurement, whilst the Authority's Chief Finance Officer, is paid an honorarium to reflect the additional responsibilities and the temporary salary level is £92,102.

The post of Deputy Director Education Employment and Skills is employed on a fixed salary of £100,990 as at 1 April 2017 (not a grade range) and this salary is increased in accordance with nationally agreed pay awards determined by the national Joint Negotiating Committee for Chief Officers of Local Authorities. A pay award has yet to be agreed for 2018/19.

Other Aspects of Chief Officer Remuneration

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

Public Health

Following the transfer of responsibility for public health to local authorities on 1 April 2013, those employees of the NHS assigned to the area transferring, including the Director of Public Health, transferred to the employment of the Authority and remain on their current terms and conditions of employment including salary and membership of the NHS pension scheme. The Director of Public Health is a statutory appointment. The salary for the post remains within the Primary Care Trust Band 4 which is a fixed salary of £99,910 p.a.

In addition a number of the Public Health Consultants who report to the Director of Public Health transferred to the Authority on 1 April 2013 on their NHS pay rates which fall within the pay ranges assigned to JNC Chief Officers within the Council. Their salaries range between £70,631 p.a. and £83,829 p.a. As such officers transferred to the Authority and remain on their current terms and conditions of employment, some or all of this pay policy statement may not apply to them.

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Tax Avoidance Measures

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

Where the Council is unable to recruit senior managers, or there is a need for interim support to provide cover for a substantive Chief Officer role, the Council will, where necessary, consider engaging individuals under a “contract for service”. These will be sourced through a relevant procurement process ensuring the Council is able to demonstrate the maximum value for money benefits from competition. In these cases, appropriate tax and national insurance deductions will be assessed and deducted as required in accordance with HMRC IR35 regulations.

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

Pay levels for specific posts are determined through a job evaluation system. Job Evaluation is a systematic way of determining the value of a job in relation to other jobs in the organisation. The job evaluation scheme provides an analytical approach to evaluating the job value through allocating points to different factors (responsibilities and duties) of the job role, the total score of which equates to a grade within the Authority’s pay and grading structure. The Authority uses the National Joint Council Local Government Services Job Evaluation Scheme (the NJC Scheme) to evaluate all posts on Bands 1 to 8 (this covers spinal column point 6 to 28 of the NJC pay spine).

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

Remuneration of Lowest Paid Employees

- a. The lowest pay point in this Authority is spinal column point 6 which relates to an annual full time salary of £15,014 p.a. and can be expressed as an hourly rate of pay of £7.78 as at 1 April 2017 and which apply from that date. A pay award for 2018/19 has yet to be agreed. This pay point and salary is the lowest pay point routinely used by the Authority for its substantive roles determined by the Authority as part of its pay and grading structure for employees employed on Local Government Services Terms and Conditions. This is the definition of the “lowest paid employees” adopted by the Authority for the purposes of this Pay Policy Statement and is only increased in accordance with any nationally agreed pay awards as determined by the NJC for Local Government Services. The Executive on 23 June 2015 adopted the then level of UK living wage of £7.85 per hour with effect from 1st October 2015. The difference between spinal column point 6 and 7 and £7.85 is paid as a supplement to all employees and casual workers resulting in all weekly hours up to 37 hours per week being paid at the equivalent of £7.85 per hour.
- b. There is no bonus pay.
- c. Additional allowances or other payments are made in connection with an employee’s pattern of hours e.g. shift work, but these are only paid in accordance with the terms and conditions of employment that have been negotiated and agreed through appropriate collective bargaining mechanisms (national or local) or as a consequence of Authority decisions.
- d. There are no benefits in kind.
- e. Redundancy payments are paid in accordance with the Authority’s Discretionary

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Compensation Policy. [Discretionary Compensation Policy.doc](#)

- f. Based on the application of the job evaluation process, the Council uses the nationally negotiated, National Joint Council (NJC) pay spine as the basis for its local grading structure for all posts graded up to and including Band 8 (this covers spinal column points 6 to 28 of the NJC pay spine.)

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

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

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

The Local Government Transparency Code 2015 requires the Authority to publish its 'pay multiple', i.e. the ratio between the highest paid salary and the median average salary of the whole of the Authority's workforce. Guidance issued under the Localism Act 2011 recommends that the 'pay multiple' is included in the Authority's pay policy statement.

The highest paid salary in this Authority is £182,064 p.a. which is paid to the Chief Executive. The median average salary in this Authority (not including employees in schools maintained by the Authority) is £20,138p.a. The ratio between the two salaries, the 'pay multiple' is 9.0:1. This Authority does not have a policy on maintaining or reaching a specific 'pay multiple', however the Authority is conscious of the need to ensure that the salary of the highest paid employee is not excessive and is consistent with the needs of the Authority as expressed in this pay policy statement.

7. Approval of Salary Packages of £100,000 p.a. or more

The Authority will ensure that full Council must approve any salary package of £100,000 p.a. or more before it is offered in respect of a new appointment. This does not apply to offers of appointment made to employees employed in schools maintained by the Authority. The salary package will be defined as base salary, routinely payable allowances and any benefits in kind that are due under the contract.

8. Severance Payments for Chief Officers

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

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9. Flexibility to Address Recruitment Issues for Vacant Posts

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

10. Amendments to the Policy

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

11. Policy for Future Years

This pay policy statement will be reviewed each year and will be presented to full Council each year for consideration in order to ensure that a policy is in place for the Authority prior to the start of each financial year.

12. Publication

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

Other Aspects of Chief Officer Remuneration

| Aspect of Chief Officer Remuneration | Authority Policy |
|---|--|
| Recruitment | The post will be advertised and appointed to at the appropriate approved salary grade and pay range for the post in question (as set out in Section 4) unless there is good evidence that a successful appointment of a person with the required skills, knowledge, experience, abilities and qualities cannot be made without varying the overall remuneration. In such circumstances a variation to the remuneration package may be appropriate under the Authority's pay policy statement and any variation will be approved through the appropriate decision making process. The Authority has a relocation scheme that provides assistance to all new employees including Chief Officers meeting the relocation criteria up to a maximum of £5,750. |
| Pay Increases | The Authority will apply any pay increases that are determined by relevant national negotiating bodies. |
| Performance Related Pay | The terms of the contract of employment do not provide for performance related pay. |
| Earn-Back (Withholding an element of base salary related to performance) | The terms of the contract of employment do not provide for an element of base salary to be withheld related to performance. Any areas of underperformance are addressed in accordance with relevant Authority procedure. |
| Bonuses | The terms of the contract of employment do not provide for the payment of bonuses. |
| Ex-Gratia Payments | The Authority does not make ex gratia payments. |
| Honoraria | Honoraria payments are additional payments paid to employees for increased duties and responsibilities. Honoraria will only be considered where employees take on additional duties and responsibilities beyond the remit of their substantive role and would be subject to approval through the appropriate decision making process. |
| Expenses | The Authority pays reasonable out-of-pocket expenses actually incurred. |
| Local Government Pension Scheme (LGPS) | <p>The Authority provides access to the Local Government Pension Scheme for Chief Officers in accordance with the statutory provisions of the scheme.</p> <p>The employer's contribution rate for all Authority employees who are members of the LGPS is currently 17.5% (1 April 2018) of salary and is set by actuarial valuation of the West Yorkshire Pension Fund every 3 years. How much employees pay themselves in pension scheme contributions depends on how much they earn. The employee contribution rates from 1 April 2018 are:</p> <p>Employees earning up to £13,700 contribute 5.5% Employees earning between £13,701 and £21,400 contribute 5.8% Employees earning between £21,401 and £34,700 contribute 6.5% Employees earning between £34,701 and £43,900 contribute 6.8% Employees earning between £43,901 and £61,300 contribute 8.5% Employees earning between £61,301 and £86,800 contribute 9.9% Employees earning between £86,801 and £102,200 contribute 10.5%. Employees earning between £102,201 and £153,300 contribute 11.4%. Employees earning more than £153,301 contribute 12.5%.</p> |

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

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