



Agenda for a meeting of the Regeneration and Environment Overview and Scrutiny Committee to be held on Tuesday, 22 January 2019 at 5.30 pm in Committee Room 1 - City Hall, Bradford

Members of the Committee – Councillors

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT	GREEN
Heseltine Whitaker	Jamil Dodds Berry Mohammed Salam	Stubbs	Love

Alternates:

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT	GREEN
Riaz Whiteley	Amran Iqbal Johnson H Khan A Ahmed	R Ahmed	Warnes

NON VOTING CO-OPTED MEMBERS

Nicola Hoggart
Julia Pearson

Environment Agency
Bradford Environmental Forum

Notes:

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

From:

Parveen Akhtar
City Solicitor

To:

Agenda Contact: Asad Shah - 01274 432280
E-Mail: asad.shah@bradford.gov.uk

A. PROCEDURAL ITEMS

1. ALTERNATE MEMBERS (Standing Order 34)

The City Solicitor will report the names of alternate Members who are attending the meeting in place of appointed Members.

2. DISCLOSURES OF INTEREST

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

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

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

Notes:

- (1) *Members may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary interest or an interest which the Member feels would call into question their compliance with the wider principles set out in the Code of Conduct. Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.*
- (2) *Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.*
- (3) *Members are also welcome to disclose interests which are not disclosable pecuniary interests but which they consider should be made in the interest of clarity.*
- (4) *Officers must disclose interests in accordance with Council Standing Order 44.*

3. INSPECTION OF REPORTS AND BACKGROUND PAPERS

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

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

Any request to remove the restriction on a report or background paper

should be made to the relevant Strategic Director or Assistant Director whose name is shown on the front page of the report.

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

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

(Asad Shah - 01274 432280)

4. REFERRALS TO THE OVERVIEW AND SCRUTINY COMMITTEE

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

B. OVERVIEW AND SCRUTINY ACTIVITIES

5. DEPARTMENT OF PLACE PROPOSED FINANCIAL PLAN 1 - 20 UPDATED 2019/20 TO 2020/21

This report of the Strategic Director, Place (**Document “AD”**) covers initial draft Department of Place budget proposals for consultation pertaining to the Regeneration and Environment Overview and Scrutiny Committee and for consultation with the public, interested parties, staff and Trade Unions for 2019-2021.

Recommended –

That Members of the Committee note the budget proposals and provide comment to inform the consultation process.

(Steve Hartley - 01274 434748)

6. LIBRARY SERVICE 21 - 40

The report of the Strategic Director, Place (**Document “AE”**) is a proposal that responds to the need to realign the library service to deliver savings of £950k, in 2019/20.

Recommended –

That Regeneration and Environment Overview and Scrutiny Committee consider the content of this report.

(Maggie Pedley – 01274 432626)

7. STREET LIGHTING INVEST TO SAVE STRATEGY

41 - 48

The report of the Strategic Director, Place (**Document “AF”**) is to provide information to this committee regarding the Street Lighting Strategy. It provides details of the Invest to Save proposal to replace all street lighting lanterns with energy efficient LED units and the replacement of life expired street lighting columns.

Recommended –

- (1) The Regeneration and Environment Overview and Scrutiny Committee note the proposed investment strategy for the Council’s street lighting asset, the outline programme for delivery and welcome the proposed approach.**
- (2) It is the intention of the Strategic Director, Place to award a contract for the surveying, design and installation of street lighting columns and lanterns to deliver the Street Lighting Replacement Strategy over a 5 year period. As the estimated value of the contract is in excess of £5 million this matter is therefore reported to the Committee in accordance with Paragraph 4.6 of Part 3G of the Council’s Constitution (Contracts Standing Orders).**

(Allun Preece – 01274 434019)

8. WEST YORKSHIRE LOCAL TRANSPORT PLAN PERFORMANCE REPORT

49 - 64

The report of the Strategic Director, Place (**Document “AG”**) updates the committee on the outcome of the delivery of the 2017/18 programme of schemes of the Local Transport Plan and the West Yorkshire Combined Authority’s progress towards adoption of the replacement Transport Strategy for West Yorkshire.

Recommended –

- (1) That progress on transport programmes across both Integrated Transport Block and Highways Maintenance Block allocations in the 2017/18 financial year be noted.**
- (2) That a further report on the progress of delivering the first year of the next 5-year Implementation Plan of the replacement WYTS be presented to a future meeting of this committee.**

(Richard Gelder – 01274 437603)

9. REGENERATION AND ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE - WORK PROGRAMME 2018-19 65 - 80

The report of the Chair of the Regeneration and Environment Overview and Scrutiny Committee (**Document “AH”**) includes the Regeneration and Environment Overview and Scrutiny Committee work programme for 2018/19.

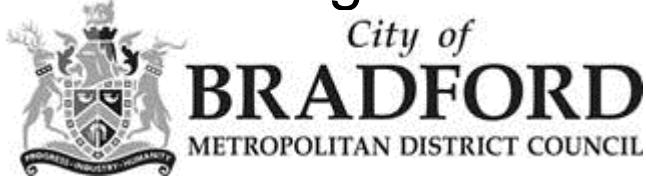
Recommended –

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

(Mustansir Butt – 01274 432574)

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

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Report of the Director of Place to the meeting of the Regeneration and Environment Overview and Scrutiny Committee held on 22 January, 2019

AD

Subject:

**DEPARTMENT OF PLACE PROPOSED FINANCIAL PLAN UPDATED 2019/20 TO
2020/21**

Summary statement:

This report covers initial draft Department of Place budget proposals for consultation pertaining to the Regeneration and Environment Overview and Scrutiny Committee and for consultation with the public, interested parties, staff and Trade Unions for 2019-2021

Steve Hartley
Director of Place

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Portfolio:

Leader of Council and Corporate

Overview & Scrutiny Area:

Corporate

1. SUMMARY

This report covers initial draft Department of Place budget proposals for consultation pertaining to the Regeneration and Environment Overview and Scrutiny Committee and for consultation with the public, interested parties, staff and Trade Unions for 2019-2021

2. MAIN MESSAGES FROM EXECUTIVE REPORT OF 4 DECEMBER 2018

Since 2010, the Council has approved £262m of budget savings and cuts, and has invested £56m into priority areas largely to help cover the impact of demographic growth. This financial plan identifies a further £33.4m on top of the £262m

This report is the refresh of the financial component of the Council Plan 2016 to 2020 and aligns resources with priorities. Due to new and emerging pressures and changes to funding assumptions, together with targeted investment, the revised gap has been refreshed. The plan shows a balanced budget for 2019/20 after using reserves but the gap rises to £28.8m for 2020/21. In the medium term, the effect of these changes represent a structural gap of the order of £20m-£25m which will require corrective action.

A large element of the financial pressure relates to social care in both adults and children's which experience continuing demand plus increasing costs pressures that reflects the national picture. There has been a disappointing report from Ofsted on the children's social care services and money has been invested back into this service together with additional investment in adult social care to cover existing budget pressures that are causing a projected overspend in 2018/19.

Given the inherent uncertainty on future funding levels for individual local authorities the Council has had to propose the use of reserves to close the gap for 2019/20 in order to prevent additional reductions on service levels over and above those already proposed. However, on the forecast trajectory, further budget proposals will be necessary to close the gap for 2020/21 and the Council will need to work up detailed proposals over the next twelve months to deal with any potential shortfall in funding that may arise from the reforms to local government spending and the outcome of the Spending Review. A clear message is that the Council needs some certainty on the future of local government funding in order to make considered decisions on the allocation of future resources to the Council Plan priority outcomes.

The budget savings total £13.5m for 2019/20 with a further £19.9m identified for 2020/21. These budget savings are after an assumed increase in Council Tax of 2.99% in 2019/20 (equivalent to £39.86 on a Band D property) with a further increase of 2.99% for 2020/21. Further details are included in section 5.11.

3. LOCAL CONTEXT

3.1 Local Context: Aligning Resources to Priorities & Performance

The 2019-20 financial year marks nine consecutive years of reductions in Government financial support for Council services. Alongside those reductions are on-going financial pressures arising from increasing demand and rising costs. At the same time, Bradford's ability to raise income locally is limited by relatively low Council tax. Some 80% of dwellings fall below Band D council tax and Bradford's Band D is the 9th lowest of all Metropolitan authorities raising £1,039 per dwelling compared to an average of £1,258.

Like all big cities, Bradford faces challenges. We need more jobs, more businesses and to improve productivity and skills. We must transform transport connectivity and go further, faster on raising educational attainment and skills and increasing opportunities for all. We have to eliminate significant health inequalities and address viability issues restricting housing growth.

These challenges are reflected in the priority outcomes identified in the District and Council Plans as being most important to the District's well being and prosperity. While Council spending is reducing in scope and scale we continue to target and align investment to the things that matter most to the District's people, places and prospects.

3.2 Better Skills, More Good Jobs and a Growing Economy

A growing and inclusive economy offering opportunities to all is the key to the District's future prosperity and well being and to sustaining our ability to pay for good public services.

The Bradford Economic Partnership has set out the District's collective ambition to be the UK's fastest growing economy by 2030 by adding £4bn to the value of our existing £10bn economy.

There's plenty to build on; Bradford is home to the most productive businesses in the North, has been identified by Barclays Bank as the best place to start a business, has high exporting rates and has seen rapid growth in manufacturing jobs.

A vibrant and attractive cultural offer is critical to our plans. Our growing visitor economy is worth an estimated £680m with the numbers attending key events rising for example attendance at this year's Bradford literature festival topped 70,000, progress continues on the former Odeon cinema and UNESCO City of Film status is attracting international interest and generating global links and opportunities.

However economic participation rates and skills levels are relatively low and claimant counts high, particularly among young people. We need more jobs, higher productivity, higher levels of skills and improved infrastructure.

Working with business, communities and education providers to connect more people to opportunity and employment, secure resources for infrastructure and position Bradford District as a place to live, work and invest are central to the

Council's efforts and deployment of resources.

Get Bradford Working – our flagship skills programme has seen 3,000 young and disadvantaged people supported into sustained employment and has been boosted by the award of European funding which will sustain our activity.

- Funding has been secured to develop skills and talent in the health and care workforce in which there are significant skills shortages.
- Collective lobbying has seen Bradford placed firmly on the map for a high speed rail station.
- Industrial Centres of excellence are ensuring that our young people have the skill our employers need.
- New plans and investment for city centre markets have been approved.
- Extra funding for Community Led Local Development in Keighley and Bradford has been secured.
- A new city centre Business Improvement District (BID) will raise additional investment; a successful Keighley BID is already in place and action to secure an Ilkley BID is under way.

3.3 Decent Homes That People Can Afford to Live In

The numbers of new homes delivered in the District are at their highest for a decade but a rapid acceleration in supply is still required in order to meet demand.

Increasing the delivery of new homes meets housing need, stimulates economic growth and helps to sustain local services by increasing the numbers of household paying Council tax. This is why the Council has invested resources to support, enable and encourage housing growth through measures that include feasibility work and site investigations at a number of priority locations, a dedicated multi-disciplinary team providing a central intelligence point for development activity and the development of a housing delivery plan setting out priorities and practical interventions to bring schemes forward and unlock stalled sites.

As well as building new homes we need to bring empty homes back into use and the Council's Empty Homes team uses a range of powers and initiatives although Bradford's high proportion of pre-1919 stock makes the task challenging. The team has earned the accolade of Empty Homes Practitioner of the year in recognition of its efforts to tackle that challenge. It is proposed that £3.3m in capital funding should be invested to support the continuation of the Empty Private Sector Homes Strategy.

Despite progress in the supply of housing, homelessness remains a major issue within the District precipitated by welfare reform and poverty. The challenges are being tackled through the implementation of measures within the Homelessness Reduction Act 2017 and close collaboration with partners in the sector. We are also trialling Housing First, a very successful initiative in Finland and the US, to deal with some of the most chaotic homeless individuals within the District. The government is expected to provide funding nationally for Housing First schemes in the near future and this should position us well to take advantage of that funding.

3.4 Safe Clean and Active Communities.

Bradford's crime rates are higher than average. In response, the Council and its partners in the Community Safety Partnership have sharpened the focus on key crime issues with priorities including reducing anti-social behaviour, domestic abuse and sexual violence, dismantling organised crime groups and disrupting serious criminal activity.

The District's 100,000 plus active citizens who volunteer their time to help out in their communities are among its greatest assets and it is critically important for public services to work together with them if good outcomes are to be sustained in the face of diminishing financial resources and increasing demand.

The Council led "People Can" initiative works collaboratively with our communities to connect more and more people to opportunities that make a difference through volunteering, being neighbourly, making donations and taking community action.

Increasing numbers of people are getting involved in helping us deliver local services like libraries, community halls, public toilets, parks and sports pitches and this approach will need to be extended further in order to maintain a comprehensive network of services and facilities.

We continue to invest in supporting this approach through our area based neighbourhood offices and teams of ward officers, wardens, and youth workers and our councillors play a growing role in connecting local people to each other, to resources and to opportunities and the current budget proposal makes a further specific investment to support community led work on litter and cleanliness.

An Integrated Communities Partnership, established in response to Bradford's designation as an Integration Area will also play a significant role in bringing people together and promoting volunteering and civic participation.

In support of People Can we have invested resources to support communities to take control of assets through our Community Asset transfer programme which has seen 20 transfers to date with 77 more currently in the pipeline.

Waste and recycling are among the most highly valued universal services that the Council provides and these too are facing financial pressures. Contaminated recycling bins are the greatest challenge with 40% of all recycled waste contaminated with non-recyclables. This increases costs and reduces the income we can secure from the sale of recyclable materials.

The budget proposal allocates resources to address the underlying financial pressures however this is another area in which local people can help us to make a big difference through recycling responsibly and the Council is actively promoting responsible recycling and building a network of recycle champions.

4. SUMMARY OF SAVINGS BY OUTCOME

Table 1 - Planned Net Spending by Outcome

	Current Net 2018/19	Proposed for Consultation 2019/20	2020/21
	£m	£m	£m
Better health better lives	166.6	177.4	223.9
A great start and good schools for all our children	19.7	18.1	16.0
Better skills, more jobs and a growing economy	44.1	43.9	42.2
Decent homes that people can afford to live in	3.5	3.6	3.7
Safe clean and active communities	39.3	40.8	40.0
A well-run council	53.8	53.4	53.9
Non service, fixed and unallocated	31.1	29.1	46.2
Total	358.1	366.3	†425.9

**Please note that net budget for 2020/21 is skewed due to the forecast impact of Business Rates Reform and the loss of Public Health Grant being replaced by increased share of business rates.*

The proposed budget proposals by outcome subject to consultation are summarised in Table 2 below (on an incremental basis).

Table 2 – summary of savings by outcome

	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
Better health better lives	4,036.1	11,745.8	8,379.0	5,489.0
A great start and good schools for all our children	3,660.0	2,915.0		
Better skills, more jobs and a growing economy	2,266.5	2,516.0		
Decent homes that people can afford to live in	0.0	0.0		Please see Footnote *
Safe clean and active communities	1,684.5	1,878.2		
A well-run council	1,915.0	680.0		
Non service, fixed and unallocated	0.0	161.0		
Total proposals subject to consultation	13,562.1	19,896.0	8,379.0	5,489.0

**Please note that Table 2 does not at this stage include any proposals for consultation in 2021/22 and 2022/23 other than the re-profiled Adult Demand Management proposals.*

5. ON-GOING BUDGET ENGAGEMENT AND CONSULTATION

The Council has duties to consult on the new and amended budget proposals for 2019/20 and 2020/21. The consultation is to understand people's views, which can be conscientiously taken into account in finalising the budget in February 2019. It is also an opportunity to increase public understanding of the scale of the financial challenge and why difficult decisions need to be made.

The consultation commences on publication of this report. Pro-active consultation activity will commence following this Executive meeting on 4th December 2018. This activity will then continue until 27th January 2019, to enable the feedback to be reflected in the papers that are published for the Executive meeting on 19 February 2019.

6. RISK MANAGEMENT AND GOVERNANCE ISSUES

The main risks to the financial plan are:

2018/19 financial performance is already indicating that some savings proposals are no longer achievable or behind plan. For savings that are deemed no longer practicable to achieve then this refreshed plan deals with those areas with new proposals that are being consulted on.

The net effect of these adjustments is a reduction in proposals of £8.6m.

The financial plan assumes that remaining savings that are currently behind plan will be fully back on track by 2020/21; except for Adult Social care demand management savings which are now re-phased over a period to 2022/23.

The Autumn Budget was published on 29 October 2018 and followed by the Local Government Provisional Financial settlement which will have an effect on the current assumptions underpinning this financial plan. There could be changes to the actual forecast flow of specific grants or a revision to the assumptions.

The Spending Review 2019 may affect the assumptions on funding contained in this financial plan.

The outcome of the Fair Funding Review and Business Rate Retention reform may affect the quantum of funding available to Bradford that may require changes to the assumptions contained in this financial plan.

Clearly the impact of any changes to international trading conditions and the national economy could feed through into additional pressures for the Council with the impact of Brexit still a big unknown factor.

Consultation outcomes may mean that specific proposals cannot be delivered or need adjusting.

7. LEGAL APPRAISAL

7.1 The Council must comply with all the legal requirements and local agreements to consult on proposals to change or withdraw services before the Council is asked to make any final decisions.

7.2 The legal requirements for a proper consultation exercise are as follows:

- consultation must be at a time when proposals are at a formative stage;
- sufficient reasons for the proposals must be given to allow intelligent consideration and response;
- adequate time must be given for a response; and
- the product of the consultation must be conscientiously taken into account before the decision is made.

7.3 Section 149 of the Equality Act 2010 (the public sector equality duty) provides that:

- (1) A public authority must, in the exercise of its functions, have due regard to the need to
 - (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- (2) A person who is not a public authority but who exercises public functions must, in the exercise of those functions, have due regard to the matters mentioned in subsection (1).
- (3) Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:
 - (a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
 - (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
 - (c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- (4) The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.
- (5) Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:
 - (a) tackle prejudice, and
 - (b) promote understanding.
- (6) Compliance with the duties in this section may involve treating some persons more favourably than others; but that is not to be taken as permitting conduct that would otherwise be prohibited by or under this Act.
- (7) The relevant protected characteristics are:
age;
disability;
gender reassignment;
pregnancy and maternity;
race;
religion or belief;
sex;
sexual orientation.

Officers have prepared equality impact assessments on the proposals to assist elected members in having regard to this duty.

- 7.4** Section 3(1) Local Government Act 1999 imposes a duty on local authorities to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness. Section 3(2) requires local authorities to consult representatives of
- persons liable to pay any tax in respect of the authority
 - persons liable to pay non-domestic rates
 - persons who use or who are likely to use services provided by the authority,
 - persons appearing to the authority to have an interest in any area within which the authority carries out functions

for the purpose of deciding how to fulfil the duty imposed by Section 3(1).

- 7.5** Pursuant to Section 188 Trade Union and Labour Relations (Consolidation) Act 1992 (TULRCA 1992) the Council as employer is required to consult the recognised Trade Unions where there is a proposal to dismiss by reason of redundancy (which includes voluntary redundancy) 20 or more employees at an establishment within a period of 90 days or less. If 100 or more employees are at risk of dismissal by reason of redundancy at any one establishment within a period of 90 days or less the consultation must begin at least 45 days before the first of the dismissals takes effect.
- 7.6** Where a proposal gives rise to a transfer under the Transfer of Undertakings (Protection of Employment) Regulations 2006, trade union consultation will be carried out in accordance with those Regulations.

8. OTHER IMPLICATIONS

8.1 EQUALITY & DIVERSITY

Each proposal is subject to an Equality Impact Assessment, which will be developed through the consultation period. These are accessible via this link
<https://www.bradford.gov.uk/your-council/council-budgets-and-spending/equality-impact-assessments/>
Elected Members should consider the Equality Impact Assessments in full.

The consultation period provides the opportunity for the Council to better understand:

- the consequences for individuals with protected characteristics affected by changes, particularly related to proposals relating to social care;
- any cumulative impact on groups with protected characteristics.

8.2 SUSTAINABILITY IMPLICATIONS

There are no direct sustainability implications resulting from this report.

8.3 GREENHOUSE GAS EMISSIONS IMPACTS

There are no direct greenhouse gas emission implications resulting from this report.

8.4 COMMUNITY SAFETY IMPLICATIONS

Where there are any community safety implications arising from individual budget proposals these will be covered in the consultation exercise. Any implications arising from the consultation will be presented to subsequent meetings of the Executive.

8.5 HUMAN RIGHTS ACT

There are no direct human rights implications arising from this report.

8.6 TRADE UNION

In accordance with the requirements of Section 188 Trade Union and Labour Relations (Consolidation Act) 1992, consultation with the Trade Unions will commence on 26th November 2018.

The new proposals provided to the Trade Unions highlight the areas where staff could be at risk of redundancy and show that the proposed likely full time equivalent (FTE) reductions in a number of areas is calculated to be 168 FTEs reductions for 2019/20 and 111 in 2020/21. This is in addition to the proposed 68 FTEs reductions for 2019/20 about which the Council commenced consultations with the Trade Unions on 27th November 2017.

Where a proposal gives rise to a transfer under the Transfer of Undertakings (Protection of Employment) Regulations 2006, trade union consultations will be carried out in accordance with those regulations.

Senior Management will be explaining the proposals in more detail to the Trade Unions at the Trade Union meeting scheduled to take place on 6 December 2018. Consultation will continue on a weekly basis at Departmental consultation meetings. All trade union feedback will be collated and will be reported at Executive in February 2019

Equality Impact Assessments (EQIA) are being prepared on all proposals that have a staffing implication, these will be available as part of the consultation process. All information from individual EQIAs will feed into an overall Corporate EQIA.

Staff will also be briefed on the proposals.

8.7 WARD IMPLICATIONS

In general terms, where the proposed cuts affect services to the public, the impact will typically be felt across all wards. Some proposals could potentially have a more direct local impact on individual organisations and/or communities. It is expected that the consultation process will allow an analysis of local impacts to inform final decisions.

9. NOT FOR PUBLICATION DOCUMENTS

None.

10. RECOMMENDATIONS

That members of the Committee note the budget proposals and provide comment to inform the consultation process.

11. APPENDICES

Appendix A: New Department of Place proposals open for consultation until 27 January, 2019

Appendix B: Schedule of Department of Place proposals open for consultation up to 27 January 2019 (2019/20 for reference only)

Appendix A
New proposals open for Consultation until 27 January 2019

Ref	Proposal for Change	2019/20 £'000 Impact	2020/21 £'000 Impact	Equalities impact on the Equality Duty protected characteristics & low income groups	Mitigation	EIA
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Better Skills, More Jobs and a Growing Economy

4R13 Page	Economic Development Service – Economic Development Service – management and support being removed in line with contractual end dates for External funded programmes and initiatives	26.0	56.0	No impact identified	N/A	
4R11 12	Planning, Transportation and Highways - Installation of LED lanterns, which provides better light coverage, and retrofit lamp/gear trays	60.0	0.0	No impacts identified	N/A	

	Total Better Skills, More Jobs and a Growing Economy	86.0	56.0			
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Safe Clean Active

6E1	Parking Charge Increases Increase parking charges, and introduce charges, across the district for on- and off-street parking	300.0	195.0	Could disproportionately impact those on low incomes/wages as the cost increase will be more significant for this group.	Consideration could be given to purchasing an annual parking permit for designated car park in area rather paying daily parking charges. These can also be set up as a monthly direct debit to make it more affordable for people. They could also consider	6E1
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Appendix A

New proposals open for Consultation until 27 January 2019

Ref	Proposal for Change	2019/20 £'000 Impact	2020/21 £'000 Impact	Equalities impact on the Equality Duty protected characteristics & low income groups	Mitigation	EIA
					using private car parks on the outskirts of the city centre where tariff may be cheaper.	
Page 13 6X1	Welfare Advice & Customer Service transformation Fundamental change to the way the Council and its partners deliver customer facing Services, focussed on customers getting the 'right support at the right time'.	0.0	844.0	<p>Welfare Advice services could support the full range of people with protected characteristics. Current services are available from independent office bases sited in town and city centres and multiple outreach venues.</p> <p>The proposal is likely reduce direct 'face to face' time for customers as well as centralising service access routes.</p> <p>It is unlikely that the specialist service for people with complex and/or continuing long term health conditions could be maintained</p> <p>Some possible outcomes from the above could be longer waiting times to access services; Increase in those not able to manipulate and/or access internet based options being 'excluded' from services. This is more likely to affect older people, those on low incomes; those without</p>	<p>To manage what is likely to be a greater call on both services, the project will source more comprehensive digital access methods with increased functionality for customers.</p> <p>Three integration pilots between the Council and current welfare advice contract holders have already started with the aim of reducing 'wasted' contact for the public; filtering queries to the 'right place at the right time' aiming to open up the system enough to manage the complex and difficult problems presented more efficiently. Learning from these will be applied to underpin the new approach</p> <p>New multifunctional IT systems that can support customers to manage lower level 'self service' functions themselves. Any new IT systems should also be able to manage case work and integrate performance management systems across partner delivery</p>	6X1

Appendix A

New proposals open for Consultation until 27 January 2019

Ref	Proposal for Change	2019/20 £'000 Impact	2020/21 £'000 Impact	Equalities impact on the Equality Duty protected characteristics & low income groups	Mitigation	EIA
Page 14				<p>access to computers and/or smart phones; people of no 'fixed abode' and refugees.</p> <p>Overall welfare advice services help people to stabilise their incomes and other aspects of their lives such as financial management, with a focus on preventative advice and offer earlier intervention to avoid adverse impacts, the changes could initially mean Increased use of Housing Options and Council benefit services</p>	<p>agencies</p> <p>Changing systems to a 'self service' orientated models will require publicity and appropriate support in order for the public to understand the change.</p>	

Appendix B - Schedule of 2020/21 proposals open for consultation up to 27 January 2019 (2019/20 for reference only)

Proposal for Change	2019/20 £'000 NOT subject to consultation	2020/21 £'000 Impact	Equalities impact on the Equality Duty protected characteristics & low income groups	Mitigation	EIA
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Better Health Better Lives

P age 4	Sport and Physical Activity – investigate all methods of future operational service delivery with a combination of transfer, closure, new facilities, alternative delivery models and raising additional income.	50.0	130.0	No impacts identified	N/A	
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Better Skills More Jobs and a Growing Economy

P age 5	Remodel of Visitor Information & frontline service - reduce the number and/or size of Visitor Information Centres (VICs), moving to a more digital basis promoting the district to target audiences, with the potential for VIC information points as co-located provision and increasing the commercial opportunities for the Bradford City of Film.	50.0	70.0	The Council recognises that any move toward increasing dependency on digital/online access to Services or information may potentially have a detrimental impact on residents who do not have English as a first language or who don't/can't access IT. Making services available electronically could impact on those unable to access due to ability or lack of available technology.	Alternative options including visitor information points, taking information to the visitor and support from local voluntary groups and businesses.	4E7
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Appendix B - Schedule of 2020/21 proposals open for consultation up to 27 January 2019 (2019/20 for reference only)

	Proposal for Change	2019/20 £'000 NOT subject to consultation	2020/21 £'000 Impact	Equalities impact on the Equality Duty protected characteristics & low income groups	Mitigation	EIA
4E8	Events and Festivals – review to develop a more sustainable and balanced events programme and review grant funding while protecting key organisations.	150.0	100.0	Potential for greater impact on people of low income / low wage. The events are primarily free to attend and any reduction in their delivery could reduce the opportunity for people to attend cultural activities.	Review of Events and Festivals framework is on going and will take into account the protected characteristics to mitigate any disproportionate impacts.	4E8
4E9 page 16	Libraries – Review provision of Library Services across the district, consider alternative delivery models.	950.0	1,050.0	Potential reduction in the number of libraries directly managed by the Council may impact on those groups, young and old or low income/low wage that have no alternative access to information or educational/reading materials though other sources (e.g. on-line, purchased) or use libraries as social gathering points.	Consultation with and support for communities to help develop proposals and implementation of models of community management outside Council control.	4E9
4E10	Theatres and Community Halls – Halls to be transferred through Community Asset Transfer. Theatres to generate greater income	130.0	140.0	The theatres are run for all people within the district and further afield, this would be the case regardless of reduction in budget. Reduction in budget could potentially lead to the need for increased ticket costs; additional booking fees or levies and therefore could mean low level of negative impact to the low income / low wage protected characteristic.	Income generation will be sought, in the first place, by increasing optional commercial opportunities and increasing ticket sales volumes.	4E10
4R2	West Yorkshire Combined Authority (WYCA) Transport	500.0	500.0	This proposal could have an adversely disproportionate impact on both the young (under 18's) and elderly sectors of the	The negative impacts would need to be considered within the wider West Yorkshire context in consultation with WYCA with	4R2

Appendix B - Schedule of 2020/21 proposals open for consultation up to 27 January 2019 (2019/20 for reference only)

	Proposal for Change	2019/20 £'000 NOT subject to consultation	2020/21 £'000 Impact	Equalities impact on the Equality Duty protected characteristics & low income groups	Mitigation	EIA
Page	Levy – proposed reduction in the levy Bradford pays to WYCA for transport operations			community as the funding which is being reduced is specifically used to fund schemes/programmes which are delivered for these groups.	whom the ultimate decisions on which aspects of their budgets to reduce would rest. Some aspects of expenditure of the Transport Levy are protected by national regulation and hence are likely to remain largely unaffected by any reductions as a consequence of this proposal. It is therefore anticipated that those elements of expenditure which are discretionary are likely to bear the majority of any agreed levy reduction.	
4R20	Regeneration – no longer accept new schools onto the Active School Travel programme with existing provision being phased out over the following years of this budget process	28.0	0.0	<i>2019/20 proposal has already been consulted on so the Equality Impact Assessment has not been replicated</i>		
4R21	Regeneration – reduction in the funding for the Road Safety Team	62.5	0.0	<i>2019/20 proposal has already been consulted on so the Equality Impact Assessment has not been replicated</i>		
5E1	Museums and Galleries – Review of service to include potential for income	260.0	500.0	No impacts identified	N/A	5E1

Appendix B - Schedule of 2020/21 proposals open for consultation up to 27 January 2019 (2019/20 for reference only)

	Proposal for Change	2019/20 £'000 NOT subject to consultation	2020/21 £'000 Impact	Equalities impact on the Equality Duty protected characteristics & low income groups	Mitigation	EIA
	generation, service efficiency and integration and remodelling of operational delivery					

Safe Clean and Active Communities

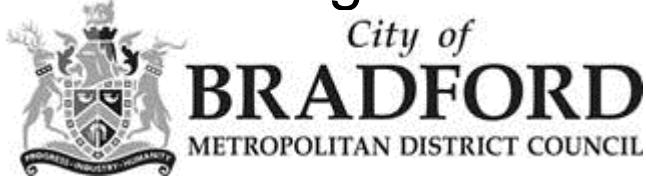
4E1 Page 18	Parks and Bereavement management rationalisation; withdrawal from direct management of sport pitches and bowling greens; raise prices of bereavement services.	60.0	50.0	<p>Impact on clubs with lower level of membership / players and/or financial resources at their disposal which could ultimately result in some clubs to merge or disband</p> <p>With regard to bereavement service proposals, any increase in charges, particularly at a rate above inflation, will by definition have a disproportionate effect upon those on low incomes for a service that cannot be viewed as discretionary.</p> <p>Given that cremation charges are currently lower than burial charges, particularly should a new grave be required, any percentage price rise will generate a higher cash increase in the cost of burials than that of cremations. This could represent a disproportionate effect for those religious/faith communities that due to their beliefs have no choice between funeral types. The Muslim and East European communities fall in this</p>	<p>There is a growing interest from local communities, residents, Parish/Town Councils and sports clubs to become more involved in the operation of public assets, particularly where the opportunity exists to develop community use. Such as having direct access to a range of grant funding bodies whilst 'ownership' allows increased sponsorship and fund raising opportunities.</p> <p>The Service would seek to support individuals/groups of clubs both directly and through the National Governing Bodies to take overall responsibility and would consider an incremental approach over a defined period. Prior investment in the assets to transfer together with elements of seed funding and appropriate rent will allow financially sustainable organisations to develop.</p> <p>The most deprived/low income communities receive support for the cost of funerals from the Council through Adult Services.</p>	4E1 A&B
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Appendix B - Schedule of 2020/21 proposals open for consultation up to 27 January 2019 (2019/20 for reference only)

	Proposal for Change	2019/20 £'000 NOT subject to consultation	2020/21 £'000 Impact	Equalities impact on the Equality Duty protected characteristics & low income groups	Mitigation	EIA
4E2				<p>latter group.</p> <p>The implementation of a flat rate cash increase to both cremations and burials would however have increased the cremation charge to a level disproportionate to that of the burial charge in terms of comparator values of neighbouring Councils.</p>	<p>The proposed above inflation increase in charges for funerals will result in local service users continuing to pay less than the average within West Yorkshire for all services.</p> <p>It is intended to introduce a reduced rate for the walling of graves to coffin height which will mitigate the effect of the increases for those faith groups that adopt such a requirement</p>	
4E3	Waste Collection and Disposal Services – increased levels of recycling, reduction in residual waste and improved efficiencies.	(84.0)	276.2	The proposal is likely to have no or a low impact on everyone so it is considered that there is no disproportionate impact on any group who share protected characteristics. It is however recognised that a move to alternate weekly collection could result in the residual waste bin being heavier to move around.	The Council already provides assisted bin lifts for residents where mobility or accessibility issues arise. In this circumstance the resident can call the Contact Centre and a home visit will be arranged to assess how the Council can help.	4E2
4E4	Trade Waste – Business development opportunities.	43.0	0.0	<i>2019/20 proposal has already been consulted on so the Equality Impact Assessment has not been replicated</i>		
4E5	Customer Services – redirect face to face contact towards self service and telephone services to realise	50.0	0.0	<i>2019/20 proposal has already been consulted on so the Equality Impact Assessment has not been replicated</i>		

Appendix B - Schedule of 2020/21 proposals open for consultation up to 27 January 2019 (2019/20 for reference only)

	Proposal for Change	2019/20 £'000 NOT subject to consultation	2020/21 £'000 Impact	Equalities impact on the Equality Duty protected characteristics & low income groups	Mitigation	EIA
	staffing efficiencies. Automated services will increase with more people self serving using on line services					
4E5	Street Cleansing and Public Conveniences – reduction in street cleansing resources for 2019/20	1,004.5	0.0	<i>2019/20 proposal has already been consulted on so the Equality Impact Assessment has not been replicated</i>		
Page 20	Youth Service – Reduction in the support of youth support activities across the district. In 2019/20 this was to cease youth work grants (already consulted on), and in 2020/21 this is to reduce the Council's Youth Service base budget, with the EIA reflecting these impacts.	311.0	513.0	There will be disproportionate impact on young people aged 13-19 and on young people with disabilities up to the age of 25. The reduction will mean that the Youth Service will be less responsive to emerging needs of young people and there is likely to be a negative impact in some of the work areas where youth workers currently make positive interventions. Some of the areas of work this will include are: Child sexual exploitation, anti-social behaviour, community tensions and school holiday programmes.	The Youth Service will attempt to raise external funds to continue the interventions the service currently undertakes. Mental Health work currently is funded by Health and the plan will be to continue this.	5E2
	Total - Safe Clean Active Communities	1,384.5	839.2			



Report of the Director of Place to the meeting of Regeneration & Environment Overview and Scrutiny to be held on 22 January 2019

AE

Subject:

Library Service

Summary statement:

This proposal responds to the need to realign the library service to deliver savings of £950k, in 2019/20.

Steve Hartley
Director of Place

Portfolio:
Sport & Culture
Cllr Sarah Ferriby

Report Contact: Maggie Pedley
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Overview & Scrutiny Area:
Regeneration & Environment

1. SUMMARY

- 1.1 Arriving at a set of proposals' for a future library service for Bradford District has been very challenging and there have been many options considered prior to arriving at the current proposals. The agreed budget for 2019/20 and proposed budget for 2020/21 provides, after meeting the building costs of the Bradford City Library in the region of £1.2m for the delivery of library services across the district.
- 1.2 A Community Managed Libraries model (CML) has been established in 17 libraries and provides a strong platform for future delivery options. These will however, require additional consideration to maintain the enthusiasm, support and retention of volunteers, and to establish a minimum standard and range of services provided across these libraries.
- 1.3 This proposal supports the delivery of savings of £950k to be delivered in 2019/20. Proposals for future years will be subject to further detailed planning following the agreement of the savings target by the Executive at the end of February 2019.
- 1.4 The changes included in these proposals will lead to the development of a comprehensive library service delivered through a network of community managed libraries supported by the development of 3 Community Hub libraries located in Keighley, Shipley and the City Centre and operating on a cluster basis, as well as the retention of 7 existing Council run libraries.

2. BACKGROUND

- 2.1 Libraries form part of the district Cultural strategy and contribute to four of the five Council priorities: Better skills, more good jobs and a growing economy; a great start and good schools for all our children, Better health, and better lives. Safe, clean and active communities.
- 2.2 Bradford Libraries statement of purpose is "To enhance the quality of life of citizens and communities and support their learning, skills development and wellbeing by promoting access to relevant ideas, information and works of imagination through a high quality library service. A mostly free offer Bradford libraries meet the Council priorities as follows:-
 - centres for reading
 - champions for children, young people and families love of reading and core programmes throughout the year
 - learning centres
 - heritage access points
 - digital entry points and support for employment applications
 - adult learning programmes throughout the year
 - a safe happy place to sit alongside other residents

- 2.3 A report detailing the Service and transition over the last two years submitted on 2 October 2018 is provided as a background document within this report at **Appendix 1**.
- 2.4 The current library services net budget for 2018/19 is £3.1m of which £2.2m is spent on staff costs, £430k on supplies and services, and £610k on premises and other 3rd party payments (this includes support to existing community managed libraries in terms of premises). The service generates a modest income level of £160k.
- 2.5 The service currently provides a network of 29 libraries across the district with 10 being run direct by the Council, 2 Hybrid Libraries (combination of staff and volunteers) and 17 community or venue managed libraries following successful take up from our diverse communities over the last 5 years . It should however be noted that the success achieved in the transfer to community managed arrangements can also partly be attributed to the relatively small size of the venues and the flexibility in the Council's community managed library framework and the significant funding for those premises still borne by the Council.

3. OTHER CONSIDERATIONS

- 3.1 The word 'communities' has gained much significance now that the majority of our libraries are community managed. Libraries have remained open in those communities and the volunteers have taken the opportunity to react positively to resident needs, with support from library staff, ward officers and other partners.
- 3.2 This is an opportunity to introduce changes to the way in which library services are operated, but the critical requirements which will ensure that the Council remain statutorily compliant are:
1. Identification of service need through rational and focused needs assessment
 2. Identification of resources where this is relevant and resources are available to meet service needs
 3. Identification of potential range of local changes that could meet 1 using the resources in 2
 4. Consultation on which changes to adopt
 5. Transition and implementation
- 3.3 Of a 4 year budget plan 2018 to 2021 savings of circa 300k were achieved in years 1 and 2, as a direct result of the transitioning to community managed venues/hybrid models of delivery.

- 3.4 The focus of this report is to set out the high level proposals for achieving the £950k savings for the financial year 2019/20 and position the service to achieve the savings target for year 4, which are still subject to formal agreement of the Executive in late February 2019.

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 The 4 year budget process is part way through with 19/20 (950k) and 20/21 proposed (£1050k) still to be delivered. Overall it represents a budget reduction of circa 65% over the next 2 years.

Libraries budget	Current 18/19	Agreed 19/20	Proposed 20/21
	£3,120,900	£2,170,900	£1,120,900
Budget Savings	-£100,000 (achieved)	-£950,000.00	-£1,050,000

- 4.2 Until any new proposals are finalised and agreed it is not possible to provide further details of the financial implications of these proposals. These will be included within the final proposal presented to Executive following the outcome of the public consultation.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 5.1 There are no significant statutory risks arising out of the implementation of the proposed recommendations for year 1 2019/20 as a result of retaining the existing library network and existing service offering.
- 5.2 The greatest risk identified will be associated with staffing reductions and careful and focused engagement with staff and trade unions will be required.
- 5.3 A dedicated steering group including resources from Finance, HR & Legal has recently been established to provide oversight to the required implementation activities and will report directly to the Place Budget Delivery Board.
- 5.4 Active consultation will take place with the Department for Digital, Culture, Media and Sport (DCMS) during 2019 to mitigate any risks associated with proposals for changes in 2020/21.

6. LEGAL APPRAISAL

- 6.1 Local Authorities have a statutory requirement to provide a comprehensive and efficient service through the provision of the Public Libraries and Museums Act 1964. An assessment of the needs which the library service should meet must

have been carried out and will be commissioned in January 2019 to inform more radical changes proposed for 2020/21.

- 6.2 The findings and recommendations arising from the library needs assessment and subsequent public consultation will be embedded within a clear strategic framework which draws upon evidence about needs and aspirations across the diverse communities of the area.

7. OTHER IMPLICATIONS

None

7.1 EQUALITY & DIVERSITY

- 7.1.1 Equalities Impact Assessments were produced prior to the budget setting process which informed the budget decisions in 2016 and an updated assessment for 2019/20 activity is attached (**appendix 2**).

7.2 SUSTAINABILITY IMPLICATIONS

None.

7.3 GREENHOUSE GAS EMISSIONS IMPACTS

Not considered at this stage

7.4 COMMUNITY SAFETY IMPLICATIONS

None

7.5 HUMAN RIGHTS ACT

None

7.6 TRADE UNION

- 7.6.1 Until any new proposals are finalised and agreed it is not possible to provide details of the employee relation implications of these proposals. Discussions are currently taking place with HR on the requirements for Trade Union Consultation using the existing Council policies and procedures. The outcomes of these consultations will be included within the final proposal presented to Executive following the outcome of the public consultation.

7.7.1 WARD IMPLICATIONS

- 7.7.1 No immediate implications however the development of Hub libraries in Shipley,

City Centre and Keighley will involve ward councillors and require their support and advice as each hub is developed to reflect the needs of the local community.

**7.8 AREA COMMITTEE ACTION PLAN IMPLICATIONS
(for reports to Area Committees only)**

None

7.9 IMPLICATIONS FOR CORPORATE PARENTING

None

7.10 ISSUES ARISING FROM PRIVACY IMPACT ASSESSMENT

None

8. NOT FOR PUBLICATION DOCUMENTS

None

9. OPTIONS

- 9.1 The impact of delivering library budget saving of £950k in 2019/20 has been mitigated by the following proposals, to make cuts and reductions in support and development activity (back office) to ensure that the impact to public and customers is minimal in 2019/20

9.2 Activities Proposed for 2019/20

- 9.2.1 It is the Council's ambition to retain all existing libraries across the district; however previous options were restricted due to a significant budget pressure of circa £420k associated with the lease costs for City Library. Following internal discussions agreement for central financial support for these costs has been agreed.

- 9.3 The remaining saving for 2019/20 of £530,000 will be delivered by:

9.3.1 Establishment of Community Hub Libraries

- 9.3.1.1 The existing libraries located in Shipley, Keighley and City will be developed to become "community hubs" offering a wider range of Council and community sector services and will be cognisant of the existing programmes of work on "Single Estate" and "Prevention & Early Help" strategies.

- 9.3.1.2 The hubs will become a focal point for local activities and services, and facilities, accessible to the local community with more focus on "multi-purpose" use. This approach to the future management of the libraries service will enable efficiencies through the shared use of assets and will reduce costs through bringing services together in one place.

- 9.3.1.3 Shared resources and increased use of community volunteers together with enhancements to the current self service technology will enable a significant contribution to savings targets through directly employed staff reductions.
- 9.3.1.4 In addition to the community benefits, such models offer cross departmental employment opportunities for existing staff thus retaining public sector skills within the Council.
- 9.3.1.5 The whole ethos of the hubs will be to “deliver better together” for the community”

9.3.2 Central Services Restructure

- 9.3.2.1 The transfer of some libraries to community delivery models achieved savings through the removal of front line resources, however in the interest of ensuring a successful transition to new arrangements; central resources were not reviewed at that time.
- 9.3.2.2 Given the success of the models now in place and the recent integration of the Museums and Galleries service with Libraries, there are now opportunities to review these services and undertake staff reorganisation activities. This approach will focus on enabling community libraries to become more independent and will focus more on supporting and responding to community needs and also support with external funding bids to make those models more sustainable in the longer term. A recent desktop exercise shows that there are significant savings to be made through this approach and the deletion of existing vacancies.
- 9.3.2.3 New staff structures will include posts whose purpose will be to liaise with the relevant accountable bodies in each cluster of community managed libraries, with a link back to central and specialist library support via the 3 central hubs referred to earlier in this report. There will also be dedicated library posts to support the running of Council managed libraries to ensure standards and delivery of Council outcomes; supported by a new operating model. It is also planned to develop a volunteer programme across the service to support more community activity and outreach and complement the delivery of the Universal Offer¹.
- 9.3.2.4 In addition to the rationalisation of central staffing arrangements, the service will also seek to significantly reduce the use of “casuals” through more effective resource planning.

9.3.3 Reduction in Material Funds

¹ A national scheme supported by DCMS the Universal Offer is central to the delivery of our core library offer and to develop new services to help cement their position at the heart of local communities. The Universal Offers are a promise to our customers and a commitment to quality provision across these six core areas of our service: Culture Digital Health Information Learning Reading

9.3.3.1 The creation of the hub libraries provides the opportunity to create further efficiencies both in the practical management of moving books around more easily and in accordance with community needs and also through the re-negotiation of existing contracts. In addition there are many new and existing initiatives being discussed at a regional level with the West Yorkshire Combined Authorities which includes ideas around book sharing across authorities via an approach that is more needs based rather than demand led and maximising collaborative purchasing powers. It is therefore proposed that this fund be reduced by 30%.

9.3.4 Increased Income Generation

9.3.4.1 As part of the initial consultation process, staff within the libraries service have been very active in offering ideas to achieve a greater level of income generation including a wider range of stock available for sale, charges for some services including research, and increased charges for photocopying and printing which will now be pursued and included in a refreshed business plan for the service.

10. RECOMMENDATIONS

That Regeneration and Environment Committee consider the content of this report.

11. APPENDICES

Appendix 1 – Report of the Strategic Director of Place to the Regeneration & Environment Overview and Scrutiny Committee Dated 2nd October 2018.

Appendix 2 – Equality Impact Assessment – Libraries Proposals 2019/20

12. BACKGROUND DOCUMENTS



Report of the Strategic Director of Place to the meeting of the Regeneration and Environment Overview and Scrutiny Committee to be held on 2nd October 2018.

Subject:

**Impact of changes to the library service over the past two years and role of
Museums & Libraries in Bradford's communities.**

Summary statement:

**Description of changes to the operation of Bradford Museums & Libraries over
recent years, with particular reference to community managed libraries.**

Steve Hartley
Strategic Director: Place

Portfolio:
Healthy People and Places

Report Contact: Maggie Pedley
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Overview & Scrutiny Area:
Regeneration and Environment

1. SUMMARY

This report gives an update on changes to the delivery of Bradford Libraries & Museums in recent years.

2. BACKGROUND

Libraries

In 2011 four libraries became community managed. In 2014 Allerton Library relocated to Café West Healthy Living Centre and was managed by the Centre. In 2016 Idle Library relocated to Wright Watson Enterprise Centre and was managed by the Centre. In 2017 a further 11 libraries became community managed, making a total of 17. In addition to this in 2017 two libraries became hybrid managed, a mix of staff and volunteers. Ten libraries remain

libraries not directly managed by the Council	17
fully council managed Libraries	10
hybrid libraries (50:50 paid staff and volunteers)	2
Total number of libraries	29

Since the beginning of the process in 2011, Ward members and Parish and Town Councillors, along with Ward Officers and other colleagues from Neighbourhoods and the Youth Service, have been instrumental in supporting and enabling communities to manage their libraries, with some volunteering themselves.

A signed service level agreement (SLA) is in place for all 17 of the community managed libraries. The SLA between the accountable body and Bradford Libraries sets out the responsibilities of each party. Broadly this includes the continued payment of associated running costs, including rates, by Bradford Council. There is also continued indirect staff support, stock purchase and inclusion in national library initiatives.

All the community managed libraries received support for the appointment of volunteers, dbs checking, initial training sessions delivered by library staff, and staff cover to initially support the opening and establishment of the library was offered.

Appendix 1 shows a complete list of libraries and current status.

Museums

The service aims to provide a high quality museums and galleries service that is responsive, inspiring and challenging, and through active community engagement enriches the lives of the citizens of Bradford and district, and enhances the profile of Bradford as a place to visit.

Since 2010 Bradford Museums has gone through a period of significant change, including the cessation of external grant funding and the closure of 3 museum sites and Horses at Work. Grant funding received for 6 years ceased in 2012. The grant of £646,000 delivered a high percentage of service and staffing.

We now consist of one Art Gallery and four Museums located throughout the district, which comprise of Cartwright Hall Art Gallery, Bradford Industrial Museum,

Bolling Hall Museum and Cliffe Castle Museum. We attract on average 190,000 visitors a year and have a very busy education programme used by 90% of all Bradford primary schools and attracting on average 20,000 pupils a year.

We care for collections of around 3/4 million objects that represents over 150 years of collecting and held in trust as community assets. These collections are used to tell the story of Bradford and its people, through exhibitions, displays, education and community engagement. In responding to changes over the last 10 years the service has demonstrated a level of resilience that has minimised the impact to public service and continued to attract some grant funding from Art Council England. The Museums and Galleries Services has a significant contribution to make to the regeneration of Bradford; Demonstrated recently with flag ship projects attracting national coverage and being key to attracting the National Rugby Museum . It has an important role to play in sharing and celebrating the cultural heritage of the district.

3. OTHER CONSIDERATIONS

Impact of the budget proposal 2016 -18

During a time of major change and impact on communities, customers and staff it should be noted that since February 2016 when the budget proposals were agreed, 11 diverse communities across the district took up the offer of managing their libraries rather than see them close. As described this is in addition to the established six community managed libraries(CMLs).

The Museums Services response to budget reductions over the last 2-3 years has included a number of changes to the public offer including a limited school holiday family activities which can be fully supported by the site staff team. A reduction in exhibitions and a greater emphasis on exhibitions derived from the service extensive permanent collections. This does put additional pressure of the small curatorial team and this area has to be closely monitored. Site operational and public opening times have been reviewed and amended where possible to reduce public opening times. Further reductions in opening times can not be ruled out due to low levels of front of house staffing.

Staff

Staff continue to deliver excellent service to all our customers, despite a reduction in full time equivalents;

In Libraries from 132 FTE in 2011 to 72.8 FTE present day. This includes a proportion of support to the CMLs. All staff are established staff on permanent contracts, complemented by a pool of casual workers to cover for holidays, sickness and vacancies. The budget allows for 2.25 staff on site per opening hour with the exception of Baildon and Clayton (as hybrids - one staff on site per open hour) and City and Keighley (with two floors - 4.5 staff on site per open hour). On-site management consists of Team Leaders. There is also a management team of operational, development and bibliographic service officers, and some specialised admin support.

A Reduction in Museum staff from 83.1FTE in 2011 to 47.1 FTE present day. All staff are established staff on permanent contracts, complemented by a pool of casual workers and freelancers.

Volunteers

One of the key messages in the Council plan 2016 – 2020 is “to support individuals and groups who want to make a positive difference through our ‘People Can make a difference’ campaign in volunteering, being neighbourly, fundraising and taking community action.”

In Libraries this is visibly demonstrated with the cohorts of volunteers across the district ,the majority of these 373 individuals from non-library backgrounds. That people give their free time not only to continue to provide a library facility but also to develop other initiatives that benefit the local community is a great credit to them. In Museums, the service has developed a programme of volunteering, with over 100 active volunteers (including young people) who deliver of a range of activities, from guiding to gardening)
<https://www.bradfordmuseums.org/get-involved>

Budget

The library budget has reduced year on year since 2011 from £3,958,000 to £3,100,000 in 2018/19. Further savings of £905,000 are planned in 2019/20. Of the current budget, £2,093,886 is spent on staff; £412,000 on the materials fund and £177,854 on the CMLs.

The Museum budget has reduced year on year. Since 2014/15 from £ 3,023,300 to £1,871,900 in 2018/19. Further savings of £260,000 are planned in 2019/20. Of the current budget £1,555,100 is spent on staff.

Impact

Following the significant changes to the library service in 2017/18; 29 libraries in 22 wards across the district have either remained open or re-opened.

Bradford Libraries statement of purpose is ‘To enhance the quality of life of citizens and communities across the Bradford district and support their learning, skills development and wellbeing by promoting access to relevant ideas, information and works of imagination through a high quality Library service’

The word ‘communities’ has gained much significance now that the majority of our libraries are community managed. Libraries have remained open in those communities and the volunteers have taken the opportunity to react positively to resident needs, with support from library staff, ward officers and other partners.

Many of the community managed libraries have taken the opportunity to take a more holistic approach to provision of services to their specific communities.

Appendices 2a, 2b and 2c show reports produced by three diverse CMLs – Holme Wood, Idle and Menston. Appendix 2d shows examples of promotional material produced by Holme Wood, Idle and Addingham.

Core events

Bradford Libraries have a calendar of core events (Appendix 3) which all libraries,

including CMLs are expected to support throughout the year. These events link in to the National Library Offers of reading, learning, digital, information, health, culture and the overarching children's promise. However it is recognised that the CMLs need time to 'bed' in before a full and active core events programme can be delivered. Each must also consider other local community priorities to be delivered from the sites, so a degree of flexibility is necessary.

Performance

Community Managed Libraries in the main have seen a drop in usage immediately after re-opening. Experience shows that it can take up to eighteen months to establish the library and community offer. Appendix 4 shows annual performance data for 2016/17; 2017/18 and April 2018 to date.

Since 2016 there has been:

1,362,836 visits to the district's libraries.
 1,032,637 books borrowed;
 277,775 sessions on the computers
 13,736 new borrowers.

There are currently 37,663 active customers (people who have used their library ticket in the past year).

Museums recorded 229,000 visits (Data 2017/18 up from 212,000 2016/17) Museums increase is largely due to the Hockney Gallery which saw a 30% upturn in visits to Cartwright Hall. Cliffe Castle Museum also around 10% up following the development of the park and more joined up activities between the museum and the park.

	Visits 2016/17	Visits 2017/18	Current to date
Cartwright Hall Art Gallery	47839	62826	44165
Bradford Industrial Museum	59961	58438	21975
Cliffe Castle Museum	53289	72812	44165
Bolling Hall Museum	23279	24015	13053

Income

Income generated by the 10 council managed libraries and 2 hybrids stood at £134,383 in 2017/18; the majority of this being meeting room hire, library fines, photocopying and printing. It was agreed at the outset that the CMLs could keep any fines gathered and use to enhance their offer. Some of the CMLs make use of the space outside library opening hours and generate income for this use from community groups.

The majority of Income generated by Museums is from shop/retail activity and donations

	17/18 Shop Income	16/17 Shop Income	% increase
Annual Total	£66,875.98	£46,099.52	45.07%
	17/18 Donations	16/17 Donations	% Increase
Annual Total	£18,097.62	£16,479.38	9.82%

Community Asset Transfers

As indicated in Appendix 1 many of the libraries share space. Bradford Libraries pay costs for space and services in non-council buildings for Addingham, Allerton, Idle, St Augustine's, Thornbury, Wilsden and Wrose..

Many of the Council buildings in which libraries are sited have also been subject to community asset transfers (at various stages) in the last 12 months – these being: Baildon Library and Ian Clough Hall; Burley Library; Clayton Library; Denholme Library and Devholme Mechanics Institute; Great Horton Library and Great Horton Village Hall; Holme Wood Library; Menston Library and Kirklands Community Centre; Silsden Library and Town Hall and Thornton Library.

The Manor Museum, Ilkley which closed to the public in 2015 was transferred by community asset transfer in September 2017

4. FINANCIAL & RESOURCE APPRAISAL

It is agreed that the Council will resource all 17 Community Managed Libraries and two hybrids in line with Service Level Agreements currently in place to March 31st 2020. This constitutes payment of rates and utilities and/or a contribution to running costs in non-council buildings.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

The significant library budget saving of £950k in 2019/20 and Museum budget savings of £260,000 2019/20 will impact greatly on service provision. Work is on going to identify a service that can be delivered with proposed budgets, and includes embedding Community Managed Libraries beyond 2020. Options for alternative delivery models for Libraries and Museum will be considered within the Council process and agreed consultation timetable.

6. LEGAL APPRAISAL

Local Authorities have a statutory requirement to provide a comprehensive and efficient service through the provision of the Public Libraries and Museums Act 1964.

7. OTHER IMPLICATIONS

N/A

7.1 EQUALITY & DIVERSITY

Equalities Impact Assessments were produced prior to the budget setting process which informed the budget decisions in 2016

Equality Impact Assessments will be submitted against each future option going forward. These will reflect the equality and diversity of each local community associated with each option and also the existing groups and services (including Council services) that use

Libraries to deliver their services from (ie: Family Hubs and DWP)

7.2 SUSTAINABILITY IMPLICATIONS

All library buildings have remained open. Approaches are often made for use of library space (not meeting rooms) by external partners – police, job centre plus – and Council partners – children’s services, marketing and communication, customer services and this should be a consideration as the future offer changes.

7.3 GREENHOUSE GAS EMISSIONS IMPACTS

No issues anticipated

7.4 COMMUNITY SAFETY IMPLICATIONS

No issues anticipated.

7.5 HUMAN RIGHTS ACT

No issues anticipated.

7.6 TRADE UNION

No issues anticipated

7.7 WARD IMPLICATIONS

Libraries and Museums are located across the district. For information they are shown by ward location:

Museums Bowling and Barkerend (Bolling Hall Museum); Eccleshill (Industrial Museum); Keighley Central (Cliffe Castle); Manningham (Catwright Hall Art Gallery)

Council managed Libraries Bingley (Bingley); Bradford Moor (Laisterdyke) City (City Library and Local Studies); Eccleshill (Eccleshill) Ilkley(Ilkley) Keighley Central (Keighley Library &Local Studies);Manningham (Manningham); Shipley (Shipley); Wibsey (Wibsey Library), Windhill and Wrose (Wrose Library), Wyke (Wyke Library)

Hybrid Libraries Baildon (Baildon); Clayton and Fairweather Green (Clayton)

Community Managed Libraries Bingley Rural (Denholme and Wilsden); Bowling and Barkerend (Bolling Hall and St Augustine's); Bradford Moor (Thornbury); Craven (Addingham and Silsden); Great Horton (Great Horton); Heaton (Heaton hub); Idle and Thackley (Idle); Queensbury (Queensbury); Thornton and Allerton (Allerton and Thornton); Tong (Holme Wood); Wharfedale (Burley and Menston); Windhill and Wrose (Wrose).

7.8 IMPLICATIONS FOR CORPORATE PARENTING

No issues anticipated

7.9 ISSUES ARISING FROM PRIVACY IMPACT ASSESSMENT

No issues anticipated

8. NOT FOR PUBLICATION DOCUMENTS

None

9. OPTIONS

That the Library & Museum service continues to work alongside the portfolio holder to develop sustainable options for future service delivery.

10. RECOMMENDATIONS

That Regeneration and Environment Committee consider the content of this report.

11. APPENDICES

Appendix one – list and status of libraries August 2018

Appendix 2a – Holme Wood Library report

Appendix 2b – Idle Library report

Appendix 2c – Menston Library report

Appendix 2d – Promotional material Addingham, Holme Wood and Idle

[**Appendix 2e – Clayton hybrid library report**](#)

Appendix 3 – Core events poster

12. BACKGROUND DOCUMENTS

None

.Equality Impact Assessment Form

Reference - 4E9

Department	Department of Place	Version no	5.3
Assessed by	Maggie Pedley	Date created	12.09.2018
Approved by	Phil Barker	Date approved	
Updated by	Maggie Pedley	Date updated	22.12.18
Final approval	Steve Hartley	Date signed off	

The Equality Act 2010 requires the Council to have due regard to the need to

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity between different groups; and
- foster good relations between different groups

Section 1: What is being assessed?

1.1 Name of proposal to be assessed.

Libraries Year 1 2019/20 Savings plan

1.2 Describe the proposal under assessment and what change it would result in if implemented.

To deliver in 2019/20, a saving of £530,000 by the restructure of staffing, reduction in materials funding and the development of 3 'Hub' libraries that provide more direct support to CMLs, are more responsive to local community needs and to develop partnerships with other Council Services (Adults & Childrens).

Section 2: What the impact of the proposal is likely to be

2.1 Will this proposal advance equality of opportunity for people who share a protected characteristic and/or foster good relations between people who share a protected characteristic and those that do not? If yes, please explain further.

No

2.2 Will this proposal have a positive impact and help to eliminate discrimination and harassment against, or the victimisation of people who share a protected characteristic? If yes, please explain further.

No

- 2.3 Will this proposal potentially have a negative or disproportionate impact on people who share a protected characteristic? If yes, please explain further.**

No

- 2.4 Please indicate the level of negative impact on each of the protected characteristics?**

(Please indicate high (H), medium (M), low (L), no effect (N) for each)

Protected Characteristics:	Impact (H, M, L, N)
Age	L
Disability	N
Gender reassignment	N
Race	N
Religion/Belief	N
Pregnancy and maternity	N
Sexual Orientation	N
Sex	N
Marriage and civil partnership	N
Additional Consideration:	
Low income/low wage	L

- 2.5 How could the disproportionate negative impacts be mitigated or eliminated?**

(Note: Legislation and best practice require mitigations to be considered, but need only be put in place if it is possible.)

Commissioning of 'Needs Analysis' of the districts Library needs in response to Council's Statutory Requirement and in consultation with DCMS

Section 3: Dependencies from other proposals

- 3.1 Please consider which other services would need to know about your proposal and the impacts you have identified. Identify below which services you have consulted, and any consequent additional equality impacts that have been identified.**

Consultation is currently on-going and any outcomes will be included in final reports to the Executive.

Section 4: What evidence you have used?

4.1 What evidence do you hold to back up this assessment?

Detailed operational analysis of operational efficiency and effectiveness. (Libraries Review 2013) Consultation with users and non-users. 2014 - 16.

4.2 Do you need further evidence?

No

Section 5: Consultation Feedback

5.1 Results from any previous consultations prior to the proposal development.

N/A

5.2 The departmental feedback you provided on the previous consultation (as at 5.1).

Budget consultation 2017/18:

The comments were noted and will continue to be considered as the changes to library service are determined.

5.3 Feedback from current consultation following the proposal development (e.g. following approval by Executive for budget consultation).

Current consultation is on-going and will not conclude until late February 2019

5.4 Your departmental response to the feedback on the current consultation (as at 5.3) – include any changes made to the proposal as a result of the feedback.

Not applicable at this stage

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Report of the Strategic Director of Place to the meeting of the Regeneration and Environment Overview and Scrutiny Committee to be held on 22nd January 2019

AF

Subject:

STREET LIGHTING INVEST TO SAVE STRATEGY

Summary statement:

The purpose of this report is to provide information to this committee regarding the Street Lighting Strategy. It provides details of the Invest to Save proposal to replace all street lighting lanterns with energy efficient LED units and the replacement of life expired street lighting columns.

Steve Hartley
Strategic Director of Place

Portfolio:
Regeneration, Planning & Transport

Report Contact: Allun Preece
Principal Engineer – Street Lighting
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Overview & Scrutiny Area:
Regeneration and Environment

1. SUMMARY

- 1.1. The purpose of this report is to provide information regarding the Street Lighting Strategy for the next 5 years and the development of a business case to replace the old street lighting lanterns with LED units and replace life expired columns as an Invest to Save project. It sets out the background to the project including the funding proposals, implementation and the savings anticipated from the reduction in the street lighting energy requirements.
- 1.2. The installation of around 17,000 new columns and the replacement of all lanterns will be undertaken via an external contractor over a four year period although the maintenance will continue to be delivered by the in house operational teams.
- 1.3. The project is anticipated to require funding of £45.59M
- 1.4. The new lighting will be controlled using a central management system (CMS) which will provide the ability to dynamically vary the lighting levels either in groups or individually which will give some further energy savings along with automated fault reporting and the facility to connect Internet Of Things (IOT) devices to the system. The IOT devices can provide additional benefits capturing data which potentially would assist the council in delivering other services such as temperature monitoring, air pollution, river level sensors etc.
- 1.5. The key benefits of the project would be:
 - Energy reduction of at least 65% if not more dependent upon the road classification
 - Complete control of lighting levels and subsequent energy consumption using a web portal
 - The new lighting will report back to the CMS if there is a fault with the column including door off or not vertical as well as the light not working
 - IOT capabilities providing a smart cities approach providing connectivity for a plethora of sensors and other monitoring devices
 - Significantly reduced fault repairs when compared to the old lighting as LED's have a much longer life than traditional street lighting lamps
 - Energy savings once all the new units are installed of just over £2m per annum

2. BACKGROUND

- 2.1 This report has been produced at the request of the Environment and Waste Management Overview and Scrutiny Committee recommendations from Tuesday 23rd January 2018 for a strategy to be developed for street lighting replacements and on-going maintenance.
- 2.2 The Council is responsible for around 60,000 street lights and despite investment through Local Transport Plan funding over the past 12 years and a previous investment of £1.5m in 2006, which has replaced around 7000 life expired columns, there is still a significant maintenance backlog.
- 2.3 Due to changes in the energy markets and the pass through charges introduced by the government to deal with the reduction in fossil fuel powered generation there has been a significant increase in the rolled up cost of energy, which in the current year alone has increased the cost of energy from the budget of £2.7m to around £3.16m (based on the projected increase of 16% - over Q1 and Q2 bills)
- 2.4 An additional pressure that the service has faced is the proposed cessation of the manufacture of Low Pressure Sodium -SOX lamps in 2020 (these are the orange lamps in many of the residential streets), of which there are around 35,000 across the district, which has already hit the service due to the lack of availability of lamps for repairs, necessitating the replacement with LED conversions increasing repair times and cost.
- 2.5 The development of highly efficient LED lanterns has accelerated from their first introduction in around 2010 in the street lighting market, when they were extremely expensive and the light output was nowhere near the levels today. The technology has advanced so much that they are now half the price of traditional non LED lanterns and provide much better light output.
- 2.6 There have been some installations of Central Management System (CMS) controlled SON lanterns (around 3000of the yellow type lights, mainly on traffic routes) providing the ability to control the lights, these have provided some load reduction and control although this was limited by the old lamp technology and the communications protocol the communicate with the units.
- 2.7 After the appointment of a member of staff – Asset Data Analyst in 2016 specifically to maintain and update the street lighting asset register (which provides the information on which the energy is billed), the Council has benefitted from load reduction of around one million kilowatt hours per annum, which had the energy costs not increased would have provided a saving of around £100,000 per annum. That said, this load reduction has mitigated further budgetary pressures than those already mentioned.

3. OTHER CONSIDERATIONS

- 3.1 As a result of the new code of practice for Highways Asset Management and also the funding allocation for the maintenance of highway assets from central government, it is essential to have an up to date asset register and a robust methodology for maintenance of assets using a risk based approach – this will a major consideration of the implementation of the strategy.
- 3.2 In view of the projected energy cost increases, in terms of options a do nothing approach would merely leave the Council with increased budget pressures at a time when central government grants are diminishing.
- 3.3 The strategy also includes the consideration of the Internet Of Things providing the opportunities for Smart Cities connectivity and an early consideration of the facilitation of Electric Vehicle charging provision where columns are replaced.
- 3.4 The business case and contract documentation is being produced in collaboration with Calderdale Council which is intended to reduce the timescale and costs prior to mobilisation of the project as well as realising the benefits of lessons learned from the implementation of their project albeit on a smaller scale.

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 The cost of the Street Lighting Invest to Save Strategy has been established as £45.58M over the 5 year period of the project.
- 4.2 Part of the funding for the project will be provided from Salix Finance – which is an organisation dedicated to providing interest free loans for energy saving measures to the public sector providing they meet the payback criteria. This element of funding is £13.189M split over years 2 – 5 of the project and payback for each phase of funding is paid back within 5 years of completion.
- 4.3 The remainder of the funding, £32.4M will be provided from Prudential Borrowing which was approved through the Project Approval Group process on the 12th November 2018.
- 4.4 The project has been assessed over a 50 year period with modest inflation applied to the costs of energy which is projecting a total saving in energy of £166.5M along with a maintenance saving of £23.6m giving a total saving of £189.13M over 50 years.
- 4.5 In terms of resources, the project is anticipated to be carried out by an external provider for design and construction, for which a tender will be issued via Yortender once the contract documentation is developed; this is likely to be in April 2019.
- 4.6 The project delivery will require one additional permanent member of staff along with 2 fixed term contract staff within the council.
- 4.7 The on-going maintenance of the street lighting infrastructure will continue to be delivered by the in house street lighting operational teams, and as the maintenance

requirements reduce the staff will also have reduced by staff turnover due to the age profile of the operational teams.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 5.1 The risk management of the project will be developed by the project team which has already been established including representatives from Finance, Procurement, Legal, IT Services based on the Terms Of Reference for the Project Board.
- 5.2 The risk register will be updated by the project team and will be reported through the governance arrangements to the Project Board.
- 5.3 The Project Board has been established following the councils Project Management Framework and the Terms of Reference approved by the Strategic Director with regular board meetings planned to ensure the project is achieving its objectives throughout its life cycle.

6. LEGAL APPRAISAL

- 6.1 At this time there are no legal implications regarding this report until the contract documentation has been developed.

7. OTHER IMPLICATIONS

None

8. EQUALITY & DIVERSITY

N/A

9. SUSTAINABILITY IMPLICATIONS

- 9.1 The project will reduce the energy requirements for the street lighting service and provide more sustainable lighting including improved energy efficiency, reduced maintenance and also the need for regular lamp replacement which previously contained many elements of the lamp which were harmful to the environment.

10. GREENHOUSE GAS EMISSIONS IMPACTS

- 10.1 The implementation of the street lighting invest to save strategy will significantly reduce the CO₂ emissions relating to the energy required to provide street lighting across the district by around 65%.

11. COMMUNITY SAFETY IMPLICATIONS

- 12.1 It has been evidenced that good street lighting, especially white light sources provides a reduction in the fear of crime and better social observation as well as

supporting CCTV coverage.

12. HUMAN RIGHTS ACT

- 12.2 There are no known human rights implications

13. TRADE UNION

- 20.1 Although there will be staffing implications, there will be no requirements for TUPE transfers and any reduction in operational staff towards the end of the project will be achieved by natural wastage.

14. WARD IMPLICATIONS

- 14.1 The strategy will affect all wards across the district with the implementation of new lanterns and lighting columns

15. AREA COMMITTEE ACTION PLAN IMPLICATIONS (for reports to Area Committees only)

N/A

16. IMPLICATIONS FOR CORPORATE PARENTING

N/A

17. ISSUES ARISING FROM PRIVACY IMPACT ASSESSMENT

N/A

18. NOT FOR PUBLICATION DOCUMENTS

None

19. OPTIONS

- 19.1 This report is for information and sets out the approach to the upgrade of the street lighting assets over the next five years.

20. RECOMMENDATIONS

- 20.1 The Regeneration and Environment Overview and Scrutiny Committee note the proposed investment strategy for the Council's street lighting asset, the outline programme for delivery and welcome the proposed approach.

- 20.2 It is the intention of the Strategic Director, Place to award a contract for the surveying, design and installation of street lighting columns and lanterns to deliver the Street Lighting Replacement Strategy over a 5 year period. As the estimated value of the contract is in excess of £5 million this matter is therefore reported to the Committee in accordance with Paragraph 4.6 of Part 3G of the Council's Constitution (Contracts Standing Orders).

21. APPENDICES

N/A

22. BACKGROUND DOCUMENTS

N/A

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Report of the Strategic Director of Place to the meeting of Regeneration and Environment Overview & Scrutiny Committee to be held on 22 January 2019

AG

Subject:

WEST YORKSHIRE LOCAL TRANSPORT PLAN PERFORMANCE REPORT

Summary Statement:

The report of the Strategic Director, Place (**Document “AG”**) updates the committee on the outcome of the delivery of the 2017/18 programme of schemes of the Local Transport Plan and the West Yorkshire Combined Authority’s progress towards adoption of the replacement Transport Strategy for West Yorkshire.

Steve Hartley
Strategic Director, Place

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Portfolio:
Regeneration, Planning & Transport

Overview & Scrutiny Area:
Regeneration and Environment

1. SUMMARY

1.1 This report updates the committee on the outcome of the delivery of the 2017/18 programme of schemes of the Local Transport Plan and the West Yorkshire Combined Authority's progress towards adoption of the replacement Transport Strategy for West Yorkshire.

2. BACKGROUND

2.1 The third West Yorkshire Local Transport Plan (LTP), which covers the years from 2011 to 2026, was approved by the then West Yorkshire Integrated Transport Authority (ITA) in March 2011.

2.2 The objectives of the plan are as follows:

- To improve connectivity to support economic activity and growth in West Yorkshire and the Leeds City Region.
- To make substantial progress towards a low carbon, sustainable transport system for West Yorkshire, while recognising transport's contribution to national carbon reduction plans.
- To enhance the quality of life of people living in, working in and visiting West Yorkshire.

2.3 To ensure an appropriate focus on delivery of the Plan is maintained it was split into a series of 3-year Implementation Plans (IPs), the second of which spanned the period April 2014 to April 2017. Towards the end of the IP2 period work commenced on a replacement of the Local Transport Plan, the Transport Strategy for West Yorkshire which would cover programmes through to 2040. This plan would be delivered through a similar series of Implementation Plans, each of 5 years' duration. Whilst the first implementation plan of the Transport Strategy for West Yorkshire is still being developed this report covers the activities of programmes in the 2017/18 financial year.

2.4 Progress on the capital schemes that have been, or are being, implemented by the Council is shown in Appendix A of this report. Further information about the work that has been undertaken by Bradford during 2017/18 through the Local Transport Plan and a number of related funding streams is provided in Appendix B. The funding allocation for the 2017/18 programme is shown in Appendix C.

3. OTHER CONSIDERATIONS

Other Transport Issues

Single Transport Plan

3.1 The West Yorkshire Combined Authority (WYCA) has developed a new long-term Transport Strategy for West Yorkshire to deliver a modern, high class, integrated transport system that support the Leeds City Region Enterprise Partnership's Strategic Economic Plan for sustained and health economic growth.

- 3.2 The Transport Strategy is based around five core principles:
- a) **Road Network** – delivering an efficient, safe and reliable road network for all road users that creates new opportunities for jobs and housing.
 - b) **One system, public transport** – delivering a ‘Metro style’ public transport network that integrates all transport modes, including High Speed Rail, into one comprehensive easy-to-use system.
 - c) **Places to Work and Live** – Making cities and neighbourhoods more attractive places to live, work and invest in and making West Yorkshire known for the quality and liveability of its places.
 - d) **Smart futures** – Exploiting technology to improve the customer experience and assist effective management of the transport system.
 - e) **Asset management and Resilience** – Maximising the value for money in maintaining the transport system for future generations.

Together with the cross-cutting principles of Inclusive Growth, Environment, Health and Wellbeing to connect people to better living standards and higher earning jobs and to significantly improve the health, overall wellbeing and environment of people living and working in West Yorkshire.

- 3.3 Similar to the Local Transport Plan the new Transport Strategy will be supported by a series of five-year Implementation Plans containing the specific programmes and projects. The implementation of the strategy will be managed by the West Yorkshire Combined Authority in conjunction with each of the district partners. The first implementation plan covering the period 2019-2024 is currently being developed by the Combined Authority in conjunction with district partners.

Bradford Interchange & Forster Square Station

- 3.4 The two Bradford projects which are contained within the Station Gateways programme of the West Yorkshire + Transport Fund are the improvement to Forster Square and Bradford Interchange.
- 3.5 Bradford Forster Square is on track to be delivered within the period 2019/20 to 2021. The Invitation to Tender for the Design and Build Contract which was previously discussed with this committee in April 2018 is scheduled for issue in Q4 18/19. Additional funding is being sought from the Transforming Cities Funding (TCF) stream, to provide additional cycling and pedestrian improvements between Bradford Forster Square and the Interchange.
- 3.6 Running slightly behind the Forster Square scheme, proposals for Bradford Interchange have been developed which provide a step-change in user experience which are compatible with any potential future Northern Powerhouse Rail proposal. Survey work and compilation of next step proposals is scheduled for issue in Q1 2019/20.

Air Quality

- 3.7 The impact of transport on Air Quality is a significant public health concern. The District has four declared Air Quality Management Areas and a large number of other locations are thought to be at, or close, to exceedance levels. Particulate air pollution has been assessed by Public Health England as being responsible for 5.3% of all deaths in the Bradford district, or approximately 222 deaths in the 25+ age range every year. The health costs associated with this in Bradford are >£150m/pa.
- 3.8 The UK is currently facing infraction proceedings from the EU due to failure to meet air quality targets. It has been confirmed that Brexit will not result in a 'watering down' of air quality legislation and that all EU legislation relating to air quality will be transposed into UK law. In December 2015 Government announced that Leeds would be one of five cities which would have a mandated Clean Air Zone (CAZ) imposed in order to improve air quality to meet legal limits by 2020. In March 2018 the Council were required by Defra to carry out a feasibility study to develop a plan designed to bring forward legal compliance in the shortest possible time. The Council were subsequently served a Ministerial Direction on 5th October which required it to:
- a) Develop an initial plan by 31st January 2019 setting out the case for change and identifying, exploring, analysing and developing options for interventions which the Council will implement to deliver compliance in the shortest possible time and indicative costs for these; and
 - b) Produce a final plan by 31st October 2019 identifying the preferred option for delivering compliance in the shortest possible time.

- 3.9 Work is currently being progressed to submit the initial plan by 31 January 2019 including officers from Public Health and Planning, Transportation & Highways.

4. FINANCE & RESOURCE APPRAISAL

- 4.1 The measures being undertaken by the Council and its partners through the Local Transport Plan are being delivered from the Capital and Revenue funding and staff resources available.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 5.1 Both the Council and the West Yorkshire Combined Authority (WYCA) have well developed processes to manage risk in a timely and effective manner. The programmes included in this report are subject to these processes.

6. LEGAL APPRAISAL

- 6.1 The programmes of work identified in this report are being implemented through the Council's role as Highway and Traffic Regulation Authority and the WYCA's role as Transport Authority.

7. OTHER IMPLICATIONS

7.1 Equality & Diversity

The public sector equality duty in s149 of the Equalities Act applies to the Council in the exercise of its functions. Those functions will include most, if not all, of the proposals and other measures referred to in this report.

The duty is to “have due regard to the need to (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under [the 2010 Act], (b) advance equality of opportunity between persons who share relevant protected characteristic and persons who do not share it, [and] (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it”. In summary, this includes the need to remove or minimise disadvantages suffered by persons that are connected to that relevant protected characteristic and taking steps to meet the needs of persons who do not share it and encouraging persons who share a relevant protected characteristic to participate in public life. It also includes taking steps to take account of disabled persons’ disabilities and makes it clear that compliance with the duties “may involve treating some persons more favourably than others”.

It is evident that all of the schemes and proposals referred to in this report have the potential to impact on persons who share one or more of the relevant protected characteristics.

The factors covered in the ISA are narrower than the definitions of relevant protected characteristics in s149 and the duty under that section itself. Due to the nature of this report it is not possible to provide any form of detailed equality impact assessment of specific schemes. However, officers will ensure that a specific assessment is carried out as part of the preparatory work for each programme or scheme as appropriate and, as far as practicable, is taken into account in the design of each scheme with Members being consulted if issues arise which either cannot be addressed, or can only be addressed with difficulty or excessive cost, as part of the programme or scheme.

7.2 Sustainability Implications

The ISA considered that there were mixed implications on sustainability with neutral impacts on noise, townscape and landscape, heritage and water. Air quality, material assets, health and the economy would be benefitted by the strategy whilst biodiversity, flora, fauna could suffer minor adverse impacts dependent upon the details of the schemes implemented.

7.3 Greenhouse Gas Emissions Impacts

The ISA suggested that there would be a reduction of CO₂ of 19% by 2025 across West Yorkshire with WYTS proposals (compared with a ‘do-minimum’ scenario).

7.4 Community Safety Implications

Safety and Security of the Transport Network is a key consideration for LTP3. One of the key objectives is to ‘deliver an integrated, reliable transport system that enables people and goods to move around as efficiently and safely as possible’. The ISA concluded that there would be benefits from the plan in terms of reducing deaths and injuries from collisions. The LTP Implementation Plans include projects and schemes to improve safety and reduce casualties on the highway network as well as improving personal security on the public transport network.

7.5 Human Rights Act

Human Rights implications are taken into account in the development of individual schemes.

7.6 Trade Union

There are no trade union implications associated with this report.

7.7 Ward Implications

The wards in which the measures described in this report are implemented will generally benefit from the improvements. Appropriate consultation has, and will continue, to take place with Ward Members and local communities during the development of individual projects.

7. NOT FOR PUBLICATION DOCUMENTS

7.1 None.

8. OPTIONS

8.1 None.

9. RECOMMENDATIONS

- 9.1 That progress on transport programmes across both Integrated Transport Block and Highways Maintenance Block allocations in the 2017/18 financial year be noted.
- 9.2 That a further report on the progress of delivering the first year of the next 5-year Implementation Plan of the replacement WYTS be presented to a future meeting of this committee.

10. APPENDICES

- 10.1 Appendix A –West Yorkshire Local Transport Plan 3 – Implementation Plan 2 (2014 – 2017) Bradford Integrated Transport Capital Programme – Progress Report.
- 10.2 Appendix B – Examples of Transport Projects and Initiatives Delivered in 2014/15.
- 10.3 Appendix C – West Yorkshire Local Transport Plan 3 Financial Budgets 2017/18
- 10.4 Appendix D – Glossary of Terms and Abbreviations

11. BACKGROUND DOCUMENTS

- 11.1 Report to Executive 12 March 2013, Transport Delivery Plan 2013/14
- 11.2 Report to Executive 18 March 2014, Transport Delivery Plan 2011/12
- 11.3 'My Journey' – West Yorkshire Local Transport Plan 2011-2026
- 11.4 West Yorkshire Transport Strategy
<https://www.westyorks-ca.gov.uk/media/2664/transport-strategy-2040.pdf>
- 11.5 West Yorkshire Transport Strategy Integrated Sustainability Appraisal
<https://www.westyorks-ca.gov.uk/media/2554/issue-wyca-isa-report-final-130716-v20.pdf>
- 11.6 West Yorkshire Transport Strategy Integrated Sustainability Appraisal Technical Appendices
<https://www.westyorks-ca.gov.uk/media/2555/issue-wyca-isa-report-appendices-final-130716-rev20.pdf>
<https://www.westyorks-ca.gov.uk/media/2555/issue-wyca-isa-report-appendices-final-130716-rev20.pdf>

**WY LOCAL TRANSPORT PLAN 3 – 2017/18 BRADFORD INTEGRATED
TRANSPORT CAPITAL PROGRAMME – PROGRESS REPORT**

Description	Comments
Network Management	
Improved Data Network	Rolling programme of upgrades and improvements to the Council's wireless network infrastructure including introduction of Bluetooth vehicle detectors for journey time monitoring throughout the District.
Improved Signals Operation	Rolling programme of schemes to upgrade existing traffic signal installations - complete
Traffic Signals Maintenance	Rolling programme of maintenance upgrades to existing junction locations to improve safety and efficiency and reduce on-going maintenance costs - complete
VMS Signs	Introduction of Variable Message Signs on the network to provide traffic information for road users – complete .
Safer Roads	
KSI Casualty Reduction Programme	On-going programme of schemes mostly delivered by the end of 2017/18.
Locally determined traffic management programme	On-going programme of schemes mostly delivered by end of 2017/18.
Low Carbon Fuels and Technologies	
Air Quality Monitoring	Monitoring being undertaken at 7 sites across the district.
Integrated Public Transport	
Bus Hotspots – Delivery and Feasibility	Great Horton Road - introduction of traffic light priority at junctions. Complete. Odsal Roundabout – bus gate on Rooley Lane approach and additional traffic light priority. Complete.
Cycling & Walking	
CCAG – City Connect superhighway (Bradford & Leeds)	Scheme completed and operating. Currently in monitoring phase. Minor remedial works are required on Bradford section which are currently awaiting approval of funding from the Combined Authority.
CCAG2 – City Connect superhighway (Bradford)	Scheme currently on site but has been subject to construction delays. Completion expected by the end of 2018/19 financial year.

APPENDIX B: EXAMPLES OF TRANSPORT PROJECTS & INITIATIVES DELIVERED / COMMENCED IN 2017/18

Local Transport Plan – Implementation Plan 2 Schemes

The 5 Constituency Area Committees promote Safer Roads schemes at a local level to tackle priorities with a primarily evidence led approach based on casualty rates. The Traffic & Road Safety teams also work with local communities through forums, community groups and day-to-day contact with local residents to assist the Area Committees in determining where the problems and community priorities are.

In addition to Traffic Measures and Casualty Reduction schemes, the Area Committees also have responsibility for Disabled Persons Parking Places, access improvement schemes (e.g. dropped kerbs etc.), local public transport infrastructure (e.g. raised kerbs at bus stops, bus build-outs), safer routes to schools and cycling initiatives

The Safer Roads schemes therefore not only seek to reduce the incidence of road traffic collisions and thereby the occurrence and severity of associated casualties, but to improve accessibility and encourage sustainable transport i.e. walking, cycling and public transport use. Examples of schemes delivered through this programme in 2017/18 include: -

- Killinghall Road/Thornbury Road, Bradford – pedestrian refuge island and footway build-outs and parking restrictions
- A641 Huddersfield Road, Wyke – Speed Limit reduced from 40mph to 30mph
- Horton Grange Road, Bradford – zebra crossing improvements
- Cliffe Avenue and Green Road, Baildon -Traffic Calming (speed cushions)

South Street, Keighley – Waiting restrictions and re-lining to formalise parking and provide right turn lanes

Network Management

Improved Traffic Signal (UTMC) data communications including provision of wireless data networks and outstation transmission units at various sites.

Traffic Signal Upgrades

More efficient traffic signal control at 2 sites including:

- Leeds Road / Station Road
- Sunbridge Road / Barry

Traffic Signal Asset Management

Signal refurbishment at 16 sites including:

- Manchester Rd A641 / Mayo Ave
- Manchester Rd A641 / Mayo Ave Slip
- Worth Way A6035 Sun Street
- Manchester Road A641 / Marshfield.
- Manchester Rd / Bowling Old Lane.

APPENDIX B: EXAMPLES OF TRANSPORT PROJECTS & INITIATIVES DELIVERED / COMMENCED IN 2017/18

- Manchester Rd / Ripley St.
- Manningham Ln / Queens Rd.
- Great Horton Rd / Cooper Ln.
- Keighley Rd / Emm Lane
- Otley Rd / Market St, Shipley
- Otley Rd / Bank St, Shipley
- Toller Lane / Haslingdon Drive.
- Bradford Road A650 / St Paul's Road.
- Canal Road / Holdsworth Street.
- Keighley Road B6265 Kings Road
- Keighley Road B6265 Morton Lane

Variable Message Signs

Variable Message signs to provide driver information and improve management of the network at:

- Manchester Road (near Caledonia Street)

Road Safety Cameras

An on-going programme of upgrading Safety Cameras to the latest digital technology to improve efficiency and resilience of the function throughout West Yorkshire.

Street Lighting

Street lighting column replacement schemes including the installation of LED lanterns on the following roads:

- Harris Street, (Bowling and Barkerend)
- Leeds Road (Idle and Thackley)
- Legrams Lane (City)
- Manningham Lane (Manningham)
- Ashfield Avenue (Heaton)
- Wyke Lane (Wyke)
- Wibsey Park Avenue (Wibsey)
- Wharfedale Road (Tong)
- Merrydale Road (Tong)
- Otley Road, Baildon Bridge (Baildon)
- Otley Road Jnc Bradford Road (Shipley)
- Glenside Road (Windhill and Wrose)
- Grove Road, Ilkley (Ilkley)
- West Lane (Keighley Central/West)

Department for Transport Cycle City Ambition Grant (CityConnect 2)

WYCA and Bradford Council secured £2.508m for the construction of the Bradford Canal Road Corridor Scheme, a segregated cycle super highway between Bradford and Shipley. Works are currently on-site but have been subject to construction

APPENDIX B: EXAMPLES OF TRANSPORT PROJECTS & INITIATIVES DELIVERED / COMMENCED IN 2017/18

delays. Scheme is now anticipated to be completed by the end of the 2018/19 financial year.

Challenge Fund Retaining Walls on A6034, A629 and A6033

The Council continues to deliver structural maintenance projects on three principal roads, A6034, A629 and A6033. Bradford's three years allocation equated to £4,340,00 (2015/16 to 2017/18) of which 16.45% had to be matched funded. Due to the unprecedented challenges arising from the Boxing Day floods and competing resources, only £1,266,802 had been spent to the end of financial year 2016/17. It is expected that a total of £2.4 million will be spent by 31/03/19. The remaining programme of works and spend will be completed by June 2021.

Safer Roads Initiatives

Practical Pedestrian Training

The practical pedestrian training programme has been delivered in 84 schools with 4600 pupils receiving training which is up from last years' performance of 82 schools with 4209 pupils. The programme is a positive contribution to health and sustainable travel.

Primary School Plan

The Primary School Plan has been delivered in 74 schools reaching 21500 children.

Children's Centres and Madrassas

Information on Be Bright, Be Seen and summer safety messages has been circulated to all Madrassas and Children's Centres. Messages addressing speed and in car safety were also circulated to Mosques and Madrassas for Eid.

Secondary Schools

Theatre in Education has been delivered in 20 schools to 4400 year 7 pupils. All secondary schools in the district have received pre-driver information for pupils in Year 12/13.

Priority Ward Area Work

The Road Safety Team has engaged with schools to address road safety casualties in the City, Bowling and Barkerend, Bradford Moor, Manningham, Bolton and Undercliffe, Keighley Central, Little Horton and Toller wards.

Publicity

The Road Safety Team targets driver, passenger, and vulnerable road user safety through publicity activities. Press releases, tweets, bus advertising, JC Decaux boards, and leaflets are used to raise awareness.

APPENDIX B: EXAMPLES OF TRANSPORT PROJECTS & INITIATIVES DELIVERED / COMMENCED IN 2017/18

This work is supported by the West Yorkshire Safer Roads Delivery Group using radio campaigns. Data led schedules feature messages on road safety themes which include the fatal four offences; excessive speed, drug and drink driving, failure to wear seatbelts and the use of mobile phones and texting whilst driving. Messages also address the safety of vulnerable road users including children, pedestrians, cyclists and motorcyclists. All messaging is drawn up in line with the DfT Think campaign calendar and the National Roads Partnership campaign calendar and aired in line with national and local campaigns and events. A campaign to address school gate parking issues has also been added to the schedule.

Electric Vehicle Charging Points

Investment under Programme 9 Low Carbon theme of the LTP enabled installation of a 'rapid chargepoint' at the Crown Courts car park in Bradford City Centre during August 2017. A sum of £30,000 allowed purchase of equipment and civil engineering works. The charger will allow visitors to the City Centre to re-charge electric vehicles in around 20-30 minutes.

There are now four public charges (local authority managed) plus a charging facility at Asda on Cemetery Road, Abundant Life Centre and the Nissan Dealership.

APPENDIX C: WEST YORKSHIRE LOCAL TRANSPORT 2017/18 FINANCIAL BUDGETS

	Profiled capital costs			
	2017/18	-	-	TOTAL 2017/18
Highway Asset				
Maintenance PRN/NPRN	4,959,200			4,959,200
Bridges, structures and retaining walls	925,400			925,400
Street lighting.	132,200			132,200
National Productivity Funding	836,000			836,000
Pot Hole Funding	428,000			428,000
	TOTAL HIGHWAY MAINTENANCE BLOCK			7,280,800
Safer Roads				
Area Committee Integrated Transport Schemes	932,000			932,000
Network Management				
<i>Improved Data Communications Programme</i>				
Bradford – Wi-Fi/IP improvements	52,500			52,500
<i>More Efficient Traffic Signal Control Programme</i>				
Leeds Rd / Station Road, Shipley	30,700			30,700
Sunbridge Rd / Barry Street	17,600			17,600
<i>Traffic Signals - Asset Management Programme</i>				
Manchester Rd/Mayo Ave Jct	43,800			43,800
Manchester Rd/Mayo Ave slip	21,900			21,900
Worth Way/Sun St, Keighley	21,900			21,900
Manchester Rd/Marshfield	21,900			21,900
Manchester Rd/Bowling Old Lane	26,300			26,300
Manchester Rd/Ripley St	21,900			21,900
Darley St/Rawson Sq/Upper Piccadilly	17,500			17,500
Manningham Lane / Queens Road	21,900			21,900
Great Horton Road / Cooper Lane	21,900			21,900
Keighley Road / Emm Lane	26,300			26,300
Otley Road / Market Street, Shipley	26,300			26,300
Otley Road / Bank St. Shipley	26,300			26,300
Toller Lane . Haslingden Drive	17,500			17,500
Bradford Rd / St Paul's Road	26,300			26,300
Canal Road / Holdsworth St	17,500			17,500
Places to Live and Work				
Queensbury / Keighley / Saltaire	300,000			300,000
Motorcycling / Cycling & Walking Interventions				
District Interventions	70,000			70,000
Low Carbon Fuels & Technologies				
EV Charging point infrastructure	30,000			30,000
	TOTAL INTEGRATED TRANSPORT BLOCK			1,792,000

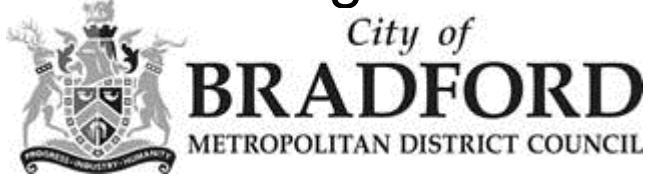
APPENDIX D: GLOSSARY OF TERMS AND ABBREVIATIONS

Bike It	Cycling encouragement programme delivered by Sustrans in schools
Common Database	A 'live' database containing a wide range of traffic and transport data which provides information to websites, Variable Message Signs, UTC systems etc.
DEFRA	Department for Environment, Flood and Rural Affairs
DfT	Department for Transport
HS2	High Speed 2 Rail Link between London and Manchester / Leeds
HS3	High Speed 3 Rail Link running east-west connecting Liverpool to Hull via Manchester and Leeds.
Hub	A location where there is a focus on transport movements and where improvements are being implemented to enhance facilities
ISA	Integrated Sustainability Assessment – an assessment of the extent to which a strategic plan will help achieve relevant environmental, economic and social objectives.
KSI	Killed and Seriously Injured Road Casualties
LED	Light Emitting Diode Lighting – energy efficient lighting equipment.
LES	Low Emission Strategy
LSTF	Local Sustainable Transport Fund
LTP / IP1 / IP2	Local Transport Plan / Implementation Plan 1 / Implementation Plan 2
MOVA	Micro Processor Optimised Vehicle Actuation – a sophisticated traffic signal operating system that responds to changes in traffic flow by altering green light durations and signal cycle times.
OLEV	Office for Low Emission Vehicles
PRN	Principal Road Network – highways identified as serving the strategic needs of the nation.
RailPlan7	The current rail planning document for West Yorkshire

APPENDIX D: GLOSSARY OF TERMS AND ABBREVIATIONS

TLP	Traffic Light Priority for Buses – a system that uses GPS positioning to trigger extended or advanced green signals for buses.
Urban Traffic Management Control / UTMC / UTC	The traffic management and control systems that lie behind traffic signals, variable message signs, TLP etc.
WYCA	West Yorkshire Combined Authority
WY+TF	West Yorkshire Plus Transport Fund.
WYTS	West Yorkshire Transport Strategy

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Report of the Chair of the Regeneration & Environment Overview and Scrutiny Committee to be held on Tuesday 22 January 2019

AH

Subject:

Regeneration and Environment Overview and Scrutiny Committee – Work Programme 2018-19

Summary statement:

This report includes the Regeneration and Environment Overview and Scrutiny Committee work programme for 2018/19.

Cllr Rizwana Jamil
Chair – Regeneration & Environment
Overview and Scrutiny Committee

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Portfolio:

**Health People and Places, Regeneration,
Planning and Transport, Environment and
Waste.**

Overview & Scrutiny Area:

Regeneration & Environment

1. SUMMARY

- 1.1 This report includes the Regeneration and Environment Overview and Scrutiny Committee work programme for 2018/19, which is attached as appendix 1 to this report.

2. BACKGROUND

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

3. OTHER CONSIDERATIONS

- 3.1 The Regeneration and Environment Overview and Scrutiny Committee has the responsibility for “the strategies, plans, policies, functions and services directly relevant to the corporate priorities about creating a more prosperous district and about improving waste management, neighbourhood services and the environment.” (Council Constitution, Part 2, 6.5.1 and 6.6.1).
- 3.2 Best practice published by the Centre for Public Scrutiny suggests that “work programming should be a continuous process”. It is important to review work programmes, so that important or urgent issues that arise during the year are able to be scrutinised. Furthermore, at a time of limited resources, it should also be possible to remove areas of work which have become less relevant or timely. For this reason, it is proposed that the Committee’s work programme be regularly reviewed by members of the committee throughout the municipal year.
- 3.3 The remit of this Committee also includes the strategies, plans, functions and services directly relevant to the corporate priorities about reducing carbon emissions, transport and highways, creating a greener and more sustainable environment and positively affecting climate change.
- 3.4 The work programme as agreed by the Committee will form the basis for the Committee’s work during the year, but will be amended as issues arise during the year.

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 None.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 5.1 Risk Management will be considered by this Committee, for all areas within the Work Programme.

6. LEGAL APPRAISAL

None.

7. OTHER IMPLICATIONS

7.1 EQUALITY & DIVERSITY

Community Cohesion and Equalities related issues are part of the work remit for this Committee.

7.2 SUSTAINABILITY IMPLICATIONS

This is a key work area for the Committee.

7.3 GREENHOUSE GAS EMISSIONS IMPACTS

This is a key work area for the Committee.

7.4 COMMUNITY SAFETY IMPLICATIONS

A key area of work for the Committee will be to consider the area of those killed or seriously injured on roads.

7.5 HUMAN RIGHTS ACT

None.

7.6 TRADE UNION

None.

7.7 WARD IMPLICATIONS

Work of this Overview and Scrutiny Committee has ward implications, but this depends on that nature of the topic.

7.8 IMPLICATIONS FOR CORPORATE PARENTING

None.

7.9 ISSUES ARISING FROM PRIVACY ASSESSMENT

None.

8. NOT FOR PUBLICATION DOCUMENTS

None.

9. OPTIONS

- 4.1 The Committee may choose to add to or amend the topics included in the 2018-19 work programme for the committee.
- 4.2 Members may wish to consider any detailed scrutiny reviews that it may wish to conduct.

10. RECOMMENDATIONS

- 9.1 That members consider and comment on the areas of work included in the work programme.
- 9.2 That members consider any detailed scrutiny reviews that they may wish to conduct.

11. APPENDICES

Appendix One – 2018-19 Work Programme for the Regeneration and Environment Overview and Scrutiny Committee.

Appendix Two – Unscheduled Topics.

12. BACKGROUND DOCUMENTS

Council Constitution.

Democratic Services - Overview and Scrutiny

Regeneration and Environment O&S Committee

Scrutiny Lead: Licia / Mus tel - 2119/2574

Work Programme

Agenda

Tuesday, 3rd July 2018 at City Hall, Bradford.

Chair's briefing 18/06/2018. Report deadline 21/06/2018.

	Description	Report	Comments
1) CALL-IN Amendments to Off Street Parking Places Consolidation Order 2015	The Committee has been requested to consider the decision of the Executive in light on comments from Cllr Cooke Nicola Hoggart - Environment Agency. Julian Pearson - Bradford Environment Forum.	Steve Hartley/Louise Williams.	
2) Appointment of Co-opted Members.	Nicola Hoggart - Environment Agency. Julian Pearson - Bradford Environment Forum.	Mustansir Butt/Licia Woodhead.	
3) One City Park.	The intention to procure a contract over the £2m threshold.	Shelagh O'Neill /Tina Parry.	Recommendation from Regeneration & Economy O&S on 14 Nov 2017 - going to Exec in June 2018 needs to come to Scrutiny in July 2018.
4) £2m+ Stores Facility Contract.	The function of the facility is to manage the sourcing, supply and storage of parts and consumables for a fleet of approximately 1,600 vehicles and items of plant. Contract is worth £5m over 5 years.	Richard Galthen/Geof Binnington.	Constitutional requirement. Contract will go out for tender as soon as O&S considers it.
5) Sports Facilities Investment Plan.	That an update report be presented to the Regeneration and Economy Overview and Scrutiny Committee in July 2018.	Phil Barker.	Recommendation from Regeneration & Economy O&S on 25 Jul 2017.
6) Update on the previous 12 month review of the District's casualty reduction work.	That the Strategic Director, Place, be requested to provide an update in 12 months time to include casualty performance and a financial update.	Simon D'Vali.	Recommendation from Environment & Waste Management O&S on Tuesday 28 March 2017.
7) Draft 2018-19 Work Programme.	Discussion and agreement over the areas of work for the Committee to focus on in this Municipal Year.	Mustansir Butt/Licia Woodhead.	

Regeneration and Environment O&S Committee
 Scrutiny Lead: Licia / Mus tel - 2119/2574
Work Programme

Agenda	Description	Report	Comments
Tuesday, 18th September 2018 at City Hall, Bradford. Chair's briefing 03/09/2018. Report deadline 05/09/2018.			
1) Food Service Plan.	The Council is required by the Food Standards Agency to have a documented and approved Food Safety Service Plan. The Plan sets out the measures the Council will implement to safeguard food and drink which is produced, prepared or sold within the district. The plan reflects the work required of food authorities by the Food Standards Agency (FSA) in its national Food Law Code of Practice and guidance documents.	Angela Brindle.	
2) Stimulating and accelerating housing and economic growth - 2018-19 budget growth to July 2018. allocation.	To include the that more detailed information of the £500k housing allocations be considered by the Regeneration and Environment Overview and Scrutiny Committee.	Shelagh O'Neill/Andrew regarding the parameters	Recommendation from Corporate O&S Marshall/Lorraine Wright. from Wednesday
3) Housing and Homelessness Strategy	The Committee will receive a report on the Housing and Homelessness Strategy to include information on the "No Second Night Out" service and the "Bradford Cares" Campaign.	Sarah Holmes/Richard Whittaker.	Recommendation from Regeneration & Economy O&S on 26 Sep 2017.
4) Affordable Housing	The Committee will receive a report on Affordable Housing.	Lorraine Wright.	Recommendation from Regerenartion & Economy O&S on 26 Sep 2017.
5) Fly tipping across the District	The Committee will consider a report on Fly Tipping across the District including information on flytipping hotspots, enforcement and awareness.	Damian Fisher/Amjad Ishaq.	Recommendation from Environment & Waste Management O&S on Tuesday 19 Dec 2017.
6) Regeneration and Environment O&S Work Programme.	The Committee will consider its work programme and make changes as necessary.	Mustansir Butt.	

Regeneration and Environment O&S Committee
 Scrutiny Lead: Licia / Mus tel - 2119/2574
Work Programme

Agenda	Description	Report	Comments
Wednesday, 19th September 2018 at City Hall, Bradford.			
1) Single use plastics Scrutiny Review	Information gathering session.	Mustansir Butt.	Council Recommendation from 16 January 2018.
Tuesday, 2nd October 2018 at City Hall, Bradford. Chair's briefing 17/09/2018. Report deadline 19/09/2018.			
1) Waste Management Finances	Request that the Regeneration and Wednesday 18 July 2018. Committee considers the approaches being used to address the overspend on the area of Waste Management.	Steve Hartley/John Major.	Corporate O&S recommendation on Environment Overview and Scrutiny
2) The Council's involvement in residential High Rise Buildings following the Grenfell Tower disaster.	The Committee will receive a report detailing the impact of the revised Government legislation and any additional demand on resources.	Justin Booth/Julie Rhodes.	Recommendation from Regeneration & Economy O&S on 6 Mar 2018.
3) The Libraries and Museums Service	The Committee will receive a report detailing the future role of the services.	Phil Barker/Jackie Kitwood/Sue Rollins.	
4) Water Management Scrutiny Review recommendations	The Committee will receive a report monitoring the recommendations from the detailed scrutiny of Water Management.	Chris Eaton / Kirsty Breaks/Ed Norfolk.	Recommendation from Environment & Waste Management O&S on Tuesday 4 July 2017.
5) Utilisation of outdoor spaces for health reasons.	The Committee will consider a report detailingg the socio economic inequality of access to green spaces in the Bradford District.	Sarah Possingham/Angela Hutton.	Recommendation from Environment & Waset Management O&S from Tuesday 26 September 2017.
6) Regeneration and Environment O&S Work Programme.	The Committee will consider its work programme and make changes as necessary.	Mustansir Butt/Licia Woodhead.	
Tuesday, 9th October 2018 at City Hall, Bradford.			
1) Single use plastics Scrutiny Review.	Information gathering session.	Mustansir Butt.	Council Recommendation from 16 January 2018.

Regeneration and Environment O&S Committee
 Scrutiny Lead: Licia / Mus tel - 2119/2574
Work Programme

Agenda	Description	Report	Comments
Tuesday, 23rd October 2018 at City Hall, Bradford. Chair's briefing 08/10/2018. Report deadline 10/10/2018.			
1) Hard Ings Road Improvement Scheme		Richard Gelder/Richard Bruce	
2) Air Quality	Feasibility Study and Business Case.	Sarah Muckle/Raphl Saunders/Sally Jones	
3) City Centre Regeneration	The Committee will consider a report on progress with the city centre regeneration.	Steve Hartley	Recommendation from Regeneration & Economy O&S on 6 March 2018.
4) City Markets	The Committee will consider an update report on the City Markets service.	Colin Wolstenholme	Recommendation from Regeneration & Economy O&S on 6 March 2018.
5) Regeneration and Environment O&S Work Programme	The Committee will consider its work programme and make changes as necessary.	Mustansir Butt/Licia Woodhead	
Tuesday, 20th November 2018 at City Hall, Bradford. Chair's briefing 05/11/2018. Report deadline 07/11/2018.			
1) West Yorkshire Combined Authority.	The Committee will receive a report on the WYCA to include details of the impact of the revised Government legislation and any additional demand on resources.	Jamie Saunders.	Recommendaation from Joint O&S on Tuesday 10 October 2017.
2) Waste Management.	The report will also include Recycling and Trade Waste including information on the progress of service improvements, and the ability for the domestic refuse service to undertake certain trade waste and recycling.	Steve Hartley/ Richard Longcake.	
3) Regeneration and Environment O&S Work Programme.	The Committee will consider its work programme and make changes as necessary.	Mustansir Butt/Licia Woodhead.	

Regeneration and Environment O&S Committee
 Scrutiny Lead: Licia / Mus tel - 2119/2574
Work Programme

Agenda	Description	Report	Comments
Tuesday, 27th November 2018 at City Hall, Bradford. Chair's briefing 03/12/2018. Report deadline 05/12/2018. 1) Single use plastics Scrutiny Review.	Information gathering session.	Mustansir Butt.	Council Recommednation from 16 Jan 2018.
Tuesday, 18th December 2018 at City Hall, Bradford. Chair's briefing 03/12/2018. Report deadline 05/12/2018. 1) Bradford Civic District Heat Network 2) Estate Management 3) Rail Strategy and City Centre Stations Update 4) Regeneration and Environment O&S Work Programme	The Committee will receive a report on the work of Bradford Civic District Heat Network. The Committee will receive a report on the functions of Estate Management Service. The Committee will consider a report on the District's Rail Strategy including information on the City Centre Stations. The Committee will consider its work programme and make changes as necessary.	Neil Morrison Ben Middleton Julian Jackson/Richard Gelder Mustansir Butt/Licia Woodhead	Recommendation from Environment & Waste Management O&S on Tuesday 20 February 2018. Recommendation from Regeneration & Economy O&S on 23 Jan 2018. Recommendation from Environment & Waste Management O&S on Tuesday 28 March 2017.
Tuesday, 22nd January 2019 at City Hall, Bradford. Chair's briefing 07/01/2019. Report deadline 09/01/2019. 1) West Yorkshire LTP3 Implementation Plan. 2) Budget Setting for the Department of Place. 3) Street Lighting.	The Committee will receive a report on the devlopment of the first five year implementation plan of the replacement Transport strategy and its delivery. The Committee will receive a report on Budget proposals apertaining to the Department of Place. The Committee will receive a report on the Street Lighting Strategy.	Richard Gelder/Julian Jackson. Steve Hartley. Allun Preece/Richard Gelder/Julian Jackson.	Recommendation from Environment & Waste Management O&S on Tuesday 20 February 2018. Recommendation from Environment & Waste Management O&S on Tuesday 23 January 2018.

Regeneration and Environment O&S Committee
 Scrutiny Lead: Licia / Mus tel - 2119/2574
Work Programme

Agenda	Description	Report	Comments
Tuesday, 22nd January 2019 at City Hall, Bradford. Chair's briefing 07/01/2019. Report deadline 09/01/2019.			
4) Impact of changes to the Library Service over the past two years	That a detailed report be presented to the Regeneration and Environment Overview and Scrutiny Committee by the end of January 2019 which specifically focuses on the future role of the Libraries and Museums Service including options for future service delivery.	Phil Barker/Jackie Kitwood/Maggie Pedley.	Recommendation from Regeneration & Environment O&S on Tuesday 2 October 2018.
5) Regeneration and Environment O&S Work Programme.	The Committee will consider its work programme and make changes as necessary.	Mustansir Butt/Licia Woodhead.	
Tuesday, 26th February 2019 at City Hall, Bradford. Chair's briefing 11/02/2019. Report deadline 13/02/2019.			
① 1) Regeneration in Keighley & Shipley	The Committee will receive a report on the key regeneration issues in Keighley and Shipley including progress made by the Joint Venture Company on the Canal Rd Corridor Urban Village.	Steve Hartley/Julian Jackson	Recommendation from Regeneration & Economy O&S on 20 February 2018.
2) Get Bradford Working / Skills for Work	The Committee will receive a report updating Members on the Get Bradford Working and Skills for Work programmes, to include the tracking of outcomes for at least twelve months of those people who gain employment as a result of the Get Bradford Working ini	Phil Hunter	Recommendation from Regeneration & Economy O&S on 13 March 2018.
3) Regeneration and Environment O&S Work Programme	The Committee will consider its work programme and make changes as necessary.	Mustansir Butt/Licia Woodhead	

Regeneration and Environment O&S Committee
 Scrutiny Lead: Licia / Mus tel - 2119/2574
Work Programme

Agenda

Tuesday, 26th March 2019 at City Hall, Bradford.

Chair's briefing 11/03/2019. Report deadline 13/03/2019.

1) Housing Standards.

2) Empty Homes.

3) Energy Efficiency of Private Sector rented Housing.

4) White Rose Energy.

5) Biodiversity Scrutiny Review.

6) Draft Single use plastics Scrutiny Review Report.

7) Regeneration and Environment O&S Work Programme.

Description

Report

Comments

The Committee will consider a report on the work of the Housing Standards Team to include details of the impact of the New Legislation.

Julie Rhodes.

Recommendation from Regeneration & Economy O&S from 20 February 2018.

The Committee will consider a report on the work of the Empty Homes Team.
 The Committee will consider a report on energy efficiency in private rented sector accomodation..

Julie Rhodes.

Julie Rhodes/Pete Betts.

Recommendation from Regereration & Economy O&S on 20 February 2018.
 Recommendation from Environment & Waste Management O&S on Tuesday 27 March 2018.

The Committee will receive an update report on the work of White Rose Energy.

Neill Morrison.

Recommendation from Environment & Waste Management O&S on Tuesday 27 Mar 2018.

The Committee will receive a report monitoring the recommendations from the detailed scrutiny of Biodiversity.
 Key findings and recommendations from the Scrutiny Review.

Danny Jackson.

Recommendation from Environment & Waste Management O&S on Tuesday 17 April 2018.

Members will consider the 2018-19 work programme and make changes as appropriate.

Mustansir Butt.

Mustansir Butt/Licia Woodhead.

Council Recommendation from 16 January 2018.

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Tuesday, 16th April 2019 at City Hall, Bradford.

Chair's briefing 01/04/2019. Report deadline 03/04/2019.

1) Bradford Beck Pilot Study

The Committee will receive a report from the Friends of Bradford's Becks.

Chris Eaton/Edward Norfolk/Barney Lerner

Recommendation from Environment & Waste Management O&S from Tuesday 17 April 2018

Regeneration and Environment O&S Committee
 Scrutiny Lead: Licia / Mus tel - 2119/2574
Work Programme

Agenda	Description	Report	Comments
Tuesday, 16th April 2019 at City Hall, Bradford. Chair's briefing 01/04/2019. Report deadline 03/04/2019.			
2) Bradford District Cycling Strategy	That the Strategic Director, Place, be requested to provide a progress report, in 12 months time, on the implementation of the Bradford District Cycle Strategy and Action Plan Top Ten priorities, and provide figures relating to accidents to cyclists.	Julian Jackson/Andrew Marshall/Derek Jones	Recommendation from Environment & Waste Management O&S from Tuesday 21 November 2017
3) Active Bradford	The Committee will receive a report on Active Bradford to include an update on the Active Bradford Strategy and the pilot scheme, the development of the Sports Leisure Card and details of the Olympic legacy.	Zuby Hamard	Recommendation from Regeneration & Economy O&S on 10 April 2018
4) Cultural Strategy	The Committee will receive a report on the Cultural Strategy.	Bobsie Robinson	Recommendation from Regeneration & Economy O&S on 10 April 2018

Democratic Services - Overview and Scrutiny

Scrutiny Committees Forward Plan

Unscheduled Items

Regeneration and Environment O&S Committee

Agenda item	Item description	Author	Comments
1 St George's Hall. Briefing		Phil Barker	Discussed at DMT 11 July 2018 - Electronic in Oct 2018. Arrange visit for end of Nov 2018.
2 The District's Casualty Reduction work. Tuesday 3 July 2018.	An independent review is being carried out with regard to shared services. This should be completed by December	Simon D'Vali	Discussed at meeting on
3 Economic Growth Strategy Delivery from Regeneration & Economy Plan.		NOV / DEC - Shelagh to clarify	Shelagh O'Neill Recommendation O&S on 25 Jul 2017.
4 National Science and Media Museum. Cllr. Jo Quinton-Tulloch	Recommendation from Regeneration & Economy		That a further progress report be submitted to the Committee in twelve months
			O&S on 13 Mar 2018 - Electronic Briefing.
5 Council owned land. Stubbs - Electronic Briefing.	That the Strategic Director, Regeneration, be requested to make available a register of areas of Council owned neglected land across the District, on a ward basis and report back to the Committee.	Ben Middlton	Request from Cllr Brendan Briefing.
6 Environment Agency Annual Report. the District. Briefing.	Nicola Hoggart		That a progress report be provided in 12 months, on the work undertaken in Recommendation from Environment & Waste Mangt O&S from Tuesday 26 Sept 2017 - Electronic
7 Bradford Environment Forum. Mangt Briefing.		Julia Pearson	Recommendation from Environment & Waste O&S from Tuesday 26 Sep 2017 - Electronic
8 Air Quality - Scrutiny Review. Waste	That the Draft Terms of Reference be adopted.	Mustansir Butt.	Terms of Reference agreed by Environment & Mangt O&S on Tuesday 27 March 2018.

9 Flushables project.

Project being undertaken by Young People. Members were very keen to discuss the findings from this project.

Request from Cllr Sunderland - Mustansir To liaise with Cllr Sunderland.

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Regeneration and Environment O&S Committee

Agenda item	Item description	Author	Comments
10 Top of Town Masterplan.		Clare Wilkinson	The tender for the master plan project will go out shortly. The deadline for completion of the plan is March next year. Schedule for June 2019
11 Updated Housing and Homelessness Environment & Rough Sleeping Strategies.		She;lagh O'Neill/Yusuf Karolia.	Recommendation from Regeneration & O&S on Tuesday 18 September 2018.
12 Stimulating and Accelerating from Regeneration & Environment Housing and Economic Growth.	Report to focus on the use of the £500,000 of revenue funding, to be considered in the next Municipal Year.	Shelagh O'Neill/Lorraine Wright.	Recommendation O&S on Tuesday 19 Sept 2018.
13 Flyt Tipping in the Bradford District. Regeneration and Environment O&S recommendation		Ishaq,Stuart Russo.	Progress to be reported in 12 months. Damian Fisher/Amjad from Tuesday 19 Sept 2018.
14 Carbon Strategy for the District 2020- Neil Morrison. 2050.	Recommendation from Environment & Waste		The Committee will receive a report on the Council's Carbon Strategy. Management O&S on Tuesday 27 March 2018.
15 Bradford Council's new Housing and Homelessness and Rough Sleeping Strategies.	Members sub-group, (Cllr Joanne Dodds, Cllr Martin Stubbs and Cllr Brendon Stubbs), to facilitate participation in the consultation process in respect of the Council's new Housing and Homelessness and Rough Sleeping Strategies.		

