

## Minutes of a meeting of the Keighley Area Committee held on Thursday, 17 October 2019 in Council Chamber - Keighley Town Hall

Commenced 6.00 pm  
Concluded 8.40 pm

### Present – Councillors

| LABOUR  | CONSERVATIVE            |
|---|-------------------------|
| Abid Hussain<br>M Slater<br>Godwin<br>Lintern | Ali<br>Brown<br>K Green |

Apologies: Councillor Owen Goodall, Councillor Anne Hawkesworth and Councillor Chris Herd

### Councillor Abid Hussain in the Chair

#### 26. DISCLOSURES OF INTEREST

Councillor Ali disclosed in the interests of transparency, that he was vice chair of Eastwood School (Minute 30).

Councillor Lintern disclosed in the interests of transparency, that she was employed by Community Action, Bradford & District (Minute 30).

Councillor Green disclosed, in the interests of transparency, that he was a trustee of Ilkley Youth and Community Association ( Minute 32).

***ACTION: City Solicitor***

#### 27. MINUTES

**Resolved –**

**That the minutes of the meeting held on 5 September 2019 be signed as a correct record.**

#### 28. INSPECTION OF REPORTS AND BACKGROUND PAPERS

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

**29. PUBLIC QUESTION TIME**

There were no questions submitted by the public.

**30. UPDATE ON FAMILY HUBS IMPLEMENTATION AND OUTCOMES FROM THE CHILDREN'S CENTRE ESTATES CONSULTATION**

Members were reminded that on 3 April 2018, the Council's Executive agreed to implement the Family Hubs model for delivering prevention and early help to babies, children and young people from October 2018.

On 9 June and 9 July 2019, the Council's Executive also agreed a number of recommendations to implement changes across the 41 children centre sites.

The report of the Director, Children's Services, (**Document "K"**) provided an update on implementation and Children's Centre estates changes.

Document K revealed that the Family Hubs model included Family Hubs Area Advisory Networks, Area Partnerships, four 0-19 area teams and a small group of central services. Hub areas cover South, East, West and Keighley/Shipley combined. Family Hubs provided:

- Co-ordination and an information network across universal and targeted support in a cluster area;
- Focused work which builds family relationships and improves children's outcomes;
- Support to reduce family poverty and support social mobility;
- Co-location of key teams, particularly with the 0-19 children's public health service which includes health visitors and school nursing.

The composition of the family hub teams was reported and the services provided were discussed and included:-

- Specialist behaviour support and inclusion for children and young people with special education needs and disabilities;
- Short breaks for disabled children and young people;
- Intensive Family support/Family Group Conferences to prevent children and young people going into care.

In response to a request from Members a copy of the schedule of activity for the Keighley Family Hubs September to December 2019 was tabled.

It was stressed that the service took measures with the family and not for them and that the individual services provided was dependent on family need but included issues such as domestic violence; health and school attendance.

Parenting programmes in the Keighley/Shipley area were discussed including Wellness Recovery Action Plans; an obesity programme for children under the age of 5; Freedom – a programme run jointly with health visitors with links to domestic violence for perpetrators who wished to seek help and 'Time out for Dads' for transient male figures in a child's life to make things better at home.

Details of the Stronger Families programme; Families First (Troubled Families) programme; Supporting Families against Youth Crime (FAYC) and the Trusted Relationships Programme were also reported and the numbers of families reached in the Keighley area was revealed.

Members were advised of an event being held in Victoria Hall, Keighley addressing good mental health for young people on 18 October 2019 to which they were all invited to attend.

Following a very detailed presentation a number of questions and issues arose to which the following responses were provided:-

- Interventions in issues of domestic violence were only undertaken with the consent of families. Domestic violence was identified through call outs to police. Notifications were also sent to a dedicated safeguarding lead in all schools who would be advised that an incident had occurred but not the nature of the violence.
- Following the closure of Tree Tops Children's Centre discussions would be required with schools in that area to identify need. Councillors wishing to highlight particularly need in an area could contact officers direct or contact GP Surgeries and health visitors.
- Any families in need of intervention as opposed to social work should be referred to the family hubs.
- The number of families reached in Keighley was less than in some areas because of the size of the constituency. An increase in referrals in October 2018 was felt to be because people had become aware of the services available.
- The BME community were engaged in the family hubs.
- Negotiations were in place to facilitate the services which had previously been provided at Little Lane Children's Centre in Ilkley. Discussions were being held to ascertain optimum locations and services to be provided. Any help elected Members could provide to identify target groups would be welcomed.
- Children living in affluent areas could be vulnerable to being targeted by criminals and county lines issues were discussed. The police were involved in initiatives in that area and work was also being undertaken with Ilkley Grammar School. A number of schools in the Ilkley area had signed up to the **DICE** programme (for children at risk of exploitation). Members were asked to promote that programme to enable it to target additional schools in the area.
- The two main hubs in the Keighley area were the Rainbow Centre and Strong Close Nursery, however, other buildings were also utilised. It was acknowledged that access to the Rainbow Centre was not good for people living outside of the Braithwaite area and in an ideal world Highfield Centre would be used. Data was important to assess areas of needs and the

input of Members would be welcomed to identify any particular need.

Members raised concern that parents in need who had not approached a GP or health visitor may be missed and it was explained that work would be taking place to encourage schools to be vigilant to identify struggling families. The Family Information Service had been ceased but it was hoped that within the next 12 months families could go on line to assess the help available.

In response to fears that teachers may not have the resources to undertake additional work it was explained that there would be investment in people going into schools and that information would be promoted to parents including via literature inserted into school book bags. Visits to parental events such as coffee mornings were also arranged to allow contact to be made with parents and inform them of the programmes available.

Details of a conference on organised crime/county lines issues being held shortly were raised and it was suggested that it would be useful for officers from Children's Services to attend.

A Member who, through her place of work, referred families to Children's Services requested that Members be kept informed of programmes for children taking place in the area. It was also pointed out that men were not always the perpetrators of domestic violence.

**Resolved –**

**That the report and the progress to date outlined in that report, be noted.**

***OVERVIEW AND SCRUTINY COMMITTEE: Children's Services***  
***ACTION: Strategic Director, Children's Services***

**31. TREE AND WOODLAND PLANTING OPPORTUNITIES IN THE KEIGHLEY AREA**

The report of the Strategic Director, Place, (**Document "L"**) described work being undertaken to increase the number of trees and areas of woodland cover on land within the Keighley Constituency.

The report emphasised the benefits of increased tree and woodland cover in the district and local and national initiatives which had created more impetus to accelerate tree planting in response to climate breakdown and biodiversity loss. The **Northern Forest** (2018) and the **Urban Tree Challenge Fund** (2019) were reported.

Trees & Woodlands with Parks & Cleansing, Countryside & Rights of Way and Landscape Design & Conservation were pursuing a number of avenues to increase tree cover over the next five years including:-

- A) Compiling a list of Council public green spaces, agricultural land and other land where it may be possible to plant trees in each District Area.
- B) Identifying locations for planting or replanting street trees.

- C) Applying for financial support from Northern Forest and UTCF.
- D) Working with third party funders such as Trees for Cities and Woodland Trust to increase cover.
- E) Working with other stakeholders such as civil parishes and BEAT-Forest of Bradford to co-ordinate tree planting activity on Council land.

Members were advised that a 'long list' of 37 sites covering an additional gross area of 876ha had been identified, including some areas of Ilkley Moor (approximately 738ha) and Penistone Country Park (approximately 71ha). That list was appended to Document L as appendix 1.

Evaluation to-date suggested that only a small percentage of the available land area would prove suitable for tree planting or woodland creation (afforestation), for example, some cloughs and ghylls around Ilkley Moor may be suitable, especially where part of natural flood management but not the extensive areas of protected peatland.

For 2019/20 planting season a 'short list' comprising land at Marley, Highfield, Whinswood, Park Wood, Addingham. and Silsden Park totalling ~2 hectares had been identified for a mixture of standard trees, orchard trees and transplants. That list was appended to Document L as appendix 2. Although those schemes were still subject to stakeholder consultation and final design decisions indications were that they were likely to be funded and carried out.

The likelihood of completion of schemes identified at Appendix 1 was queried and it was believed that proposals for Penistone Hill were feasible together with pockets of Riddlesden Golf Club. Planting schemes being undertaken by the local Scout group were reported together with the potential to naturally regenerate some areas. The planting opportunities were, in reality and subject to funding, likely to be conducted over a five year period.

The maintenance required for fruit trees was questioned and it was explained that when planted in other areas that had been done by community interest groups. The Keighley Urban Orchard project had gathered momentum and proposals to develop volunteer skills to enable them to maintain fruit trees were reported.

The length of time to complete the schemes detailed at Appendix 2 was questioned and Members were advised that the time scale would depend on the available funding.

In response to questions about links to the urban meadows projects it was confirmed that the tree and woodland planting opportunities were a different project to the urban meadows initiative which had taken place at Cliffe Castle.

Members were advised that there would be a tree planting ceremony taking place in the Keighley constituency to which they would be invited.

#### **Resolved –**

- 1. That the important role that tree planting and peatland restoration can have in the area in contributing to climate change adaptation,**

mitigation and sustainable development be recognised and accepted.

2. That the further development and assessment of a long list of Council sites within Keighley Area suitable tree planting, including street trees, attached at Appendix 1 to Document L, be welcomed.
3. That the tree planting proposals on the 2019/20 short list contained at Appendix 2 to Document “L”, and subject to additional site checks and further consultation and comments from other stakeholders, be welcomed in principle.

**OVERVIEW AND SCRUTINY COMMITTEE: Regeneration & Environment  
ACTION: Strategic Director, Place**

**32. YOUTH SERVICE UPDATE**

The Strategic Director, Place, presented a report, (**Document “M”**) which provided an update on work undertaken by the Youth Service in the Keighley area in the past 12 months and outlined the direction of travel for the next 12 months.

Members were reminded that following the budget decision at Council in February 2019 the Youth Service had a budget cut of £513,000 to implement from 1 April 2020. That cut equated to approximately 25% of the current Youth Service base budget. Document M revealed ways the service was attempting to mitigate the cuts by generating income and acquiring grant funding.

It was explained that staff reductions would still be required and the deletion from the staffing structure of a Advanced Practitioner and two 16-19 Youth Work posts had been agreed.

District wide savings were reported in Document “M” and revealed that the reductions had been calculated in proportion with the youth population in each constituency. The base budget in Keighley would reduce by £23,000 to £67,000 for sessional youth work. Work was being conducted with partners to prevent the loss of sessional youth work and more information would be presented to the meeting scheduled for February 2020. That report would provide an indication of sessions which could not be funded in the future.

A PowerPoint presentation was provided which highlighted a number of initiatives undertaken throughout the Keighley constituency and Youth workers and young people participating in activities attended the meeting to explain the positive contribution the service had made to their lives.

Members of the BCA group, which had commenced two years ago for girls from a South Asian background, explained that the group had allowed them to get together with other young girls. The group had developed to have 30/35 members from various backgrounds. The group had allowed them to become involved in their communities; to go to events across the district and to make links with different communities. Members were advised of the positive contribution the initiative had made to the girls and that the group was continuing to expand.

Participants in the Community Action Group which met on a Tuesday evening

reported how it had allowed them to befriend people from different communities; to build bridges and undertaken new experiences to help others. The group had also allowed members to develop skills and gain accreditation they could use in the future. A community clean up they had attended was discussed together with visits to Bradford City and Liverpool Football Clubs.

Members of the Young Ambassadors group reported a residential visit they had made to London and that they had visited the Palace of Westminster and the House of Commons. A summit on immigration; crime and policing, which they were organising on 1 November 2019, was reported and all Members were invited to attend. It was stressed that the group provided a voice for all young people in Keighley and had links with a group in America.

Details of the first Keighley Pride were reported. Members of the LGBT+ group Sound explained how that group had allowed them to be honest about their sexuality. They discussed incidents of homophobia still taking place and that the group had provided them with a safe place to be themselves for which they were grateful. Their contribution to the Keighley Pride was reported.

A Member suggested a project he was considering and the potential to present that to the summit on 1 November 2019. As the programme had already been finalised it was requested that he present those proposals to the Youth Ambassador meetings which were held between 1700 – 19 hours on Mondays in the Brigg Room, Keighley Town Hall. It was agreed to discuss that issue further after the meeting and all Members requested they be provided with details of future Youth Ambassador meetings.

The Keighley Pride event was commended by Members and the young people were thanked for all their hard work to make the event a success.

Members thanked the youth workers and participants for all their work in the area and assurances were provided that they would endeavour to retain services for young people.

**Resolved –**

**That the work undertaken by the Youth Services in the Keighley area, as detailed in Document “M” be welcomed.**

***OVERVIEW AND SCRUTINY COMMITTEE: Neighbourhoods and Community Safety***

***ACTION: Strategic Director, Place***

### **33. NEIGHBOURHOOD WARDENS AND ENVIRONMENTAL ENFORCEMENT**

The report of the Strategic Director, Place, (**Document “N”**) informed the Committee of the work undertaken by the Neighbourhood Warden and Environmental Enforcement Teams in the Keighley Area.

Members were reminded that in April 2019 the Neighbourhood Service was restructured in order to further align services and to bring about improvements in service delivery. Due to the synergies between Neighbourhood Wardens and

Environmental Enforcement Officers the two services were brought together under a single management structure working from each of the five Area Coordinators' Offices.

It was explained that Neighbourhood Wardens, including one Team Leader in each team, were based in each Area. They were managed by a Warden and Environmental Enforcement Manager. That manager also had responsibility for the Enforcement Officers who worked in their area. The Neighbourhood Warden and Enforcement Manager for the Keighley area was introduced to Members.

The working arrangements and shift patterns of the teams were reported and the ability of the Environmental Enforcement Officers, through the new arrangements, to triage work and delegate work to Neighbourhood Wardens was discussed.

The report revealed actions to tackle fly tipping through the use of technology; surveillance and the ability to issue Fixed Penalty Notices (FNP). Support provided for residents to get the support they required and the ensuing ability to empower communities was discussed.

A Member questioned if seasonal events were taken account of when programming enforcement work and it was explained that plans were being drawn up to ascertain times of pressure and, based on resources, a zero tolerance policy would be implemented. Work during bank holidays was conducted by the Emergency Planning Team.

Members referred to costly prosecutions for fly tipping and questioned if those costs were recouped and if residents were left with a criminal record. In response it was explained that the option to issue a FPN avoided unnecessary criminal prosecutions; reduced costs and was more effective at changing behaviour. Measures were also undertaken with residents to identify the perpetrators and rubbish was checked for clues as to its origin.

Litter and waste from takeaway premises was discussed. It was confirmed that work undertaken by the Wardens and Enforcement Officers to encourage those businesses to minimise their environmental impact had been successful.

A Member was concerned about prosecutions for people who had rubbish left outside of their homes and was assured that unless there was evidence to suggest that the rubbish was theirs they would not be prosecuted.

In response to questions it was explained that residents would be given an option to pay a fine and that if the fine was less than the disposal costs the issue would be taken through the courts.

The service was commended for the work in the Keighley area.

**Resolved –**

**That the work undertaken by the Neighbourhood Warden and Environmental Enforcement Teams in the Keighley area, as outlined in Document “N”, be welcomed**

**OVERVIEW AND SCRUTINY COMMITTEE: Regeneration & Environment**  
**ACTION: Strategic Director, Place**

**34. PARKS AND GREEN SPACES ANNUAL REPORT**

Members were reminded that the operational management and maintenance of Bradford District's Parks and Green Spaces was a service devolved to Area Committees. The service merged with the Street Cleansing Service in April 2019.

The report of the Strategic Director, Place (**Document "O"**) sought to review the activity during the past year and the trends and direction options where available for future service delivery.

It was explained that following the merger the Parks and Green Spaces staff were based at Cliffe Castle, Keighley and the Cleansing Service at Stockbridge Depot.

The managed facilities in the Keighley constituency were reported together with the managerial structure and events which had taken place. Those events included a circus; band concerts, fun runs, play days, 1940's and 1960's events and play days and festivals.

The district wide parks depots budget was reported. Document O revealed that recent budget savings had focused on alternative management and maintenance models of sites and facilities. Those methods were outlined in the report. District wide statistics were presented for grass cutting complaints from April to September 2019 and showed an increase in those complaints. Other year's data appeared to be consistent and it was considered that the sustained period of very hot weather during 2018 when the grass did not grow, and did not, therefore, require cutting, could account for the rise in complaints during the current year.

Awards received by the service were presented and included that Cliffe Castle was the only park in the district to be granted Green Flag and Green Heritage status. Central Park, Haworth, had retained its Green Flag award with a mystery shopper style judging visit.

Members were reminded of the Council's Sports Pitches Investment Programme to deliver the District's new 2019 Playing Pitch Strategy to meet current and future demand and of a report which had been considered by the Executive which provided a breakdown of the location and condition of play/open spaces in the District.

A Member believed that Haworth Rotarians had offered to support the erection of a Skate Park in the district and it was agreed to investigate that proposal.

It was questioned if the proposal to reduce the parks and Green spaces by reducing the number of pitches maintained by the service would be through asset transfers and it was confirmed that was the case.

A Member queried if there were alternative proposals for the proposed BMX track at Ilkley Riverside Gardens and it was reported that as the site was prone to flooding proposals were being considered elsewhere in the Ilkley area. Details of the Technical and Play Officer Team which had remained in the Sport and Culture

Department were provided so that Member could contact them directly for further information.

The progress of on going projects at Devonshire Park was questioned and it was explained that there were plans to cut back shrubs; clear trees and work on shrub beds during the winter. The Bowls Pavilion was to be demolished. The play area would be removed and replaced with a natural play area.

It was agreed to contact the technical department to assess the current situation and to email Members directly about Devonshire Park and the Beechcliffe play area.

**Resolved –**

**That the content of Document “O” and the smooth merger of the operational management and maintenance of Parks and Green Spaces within the Street Cleansing Service be welcomed.**

***OVERVIEW AND SCRUTINY COMMITTEE: Regeneration & Environment  
ACTION: Strategic Director, Place***

**35. STREET CLEANSING - PERFORMANCE AND CHANGES TO SERVICE DELIVERY**

The Strategic Director, Place, presented a report (**Document “P”**) which provided an update on the Street Cleansing service including detailed information on complaints and performance in relation to litter and fly tipping.

The report also provided information on recent major changes including the merger with Parks and Green spaces, service redesign and the recent recruitment of new staff.

The report revealed that since June 2019 the clean teams had commenced work earlier in the day and cleaned the essential strategic networks in the constituency before moving into their respective wards.

A map of the ‘gateway’ routes into the district was tabled and it was agreed that this would be emailed to all Members. A Member believed that one of the ‘gateway’ routes in his ward was not a litter hotspot and questioned if resources could be diverted elsewhere periodically. It was explained that following attention to the gateway areas the teams returned to their wards. Working in those wards allowed them to develop their personal knowledge; identify problem hotspots more easily and to develop a pride in their location.

It was questioned if the ‘gateway’ arrangements were sufficient in times of pressure and if it was possible to deviate from the 6am to 9am schedules to respond to particular events. It was confirmed that the service did react to particular incidents and areas would be attended to after 9am if the usual schedules were not sufficient.

Changes to staffing structures following a £1m budget cut to the service were reported and the successful transition following the merger with the Parks and

Green Spaces team was discussed. It was reported that Area Co-ordinators and Managers were currently looking at how both operations could link together in the future.

Street cleaning complaints were documented in Document P and had reduced when compared to the same period last year. Those statistics also showed the nature of complaints and their prevalence. A Member questioned how complaints were recorded and was informed that complaints made via the Council's Contact Centre were recorded.

It was acknowledged that Members often received complaints directly and they were requested to urge residents to use the Contact Centre so the details could be logged. Complaints received to the Keighley Area Co-ordinator's office would be assessed and discretion would be used as to how they should be progressed.

Methods to monitor litter were detailed in the report and included that visual audits of each areas had been conducted for some time. In summer 2018/19 a new opportunity had arisen to allow monitoring of litter to be undertaken in a swifter fashion using technology. The process, Land Audit Management System (LAMS), could be utilised in parks, grounds and cemeteries as well as public highways. Statistics for the Keighley area were reported, by individual ward, and revealed that standards were very high by District and National levels.

Publicity and marketing campaigns to encourage behaviour change around littering were discussed and focused on different themes including chewing gum, litter from vehicles, householder's duty of care and city centre littering. Examples of marketing literature were provided.

A Member questioned the budget for the marketing campaign and was advised that the campaign was funded through the marketing department budget and those details were not available at the meeting. It was explained that the parks staff utilised the 'Don't be a Tosser' campaign and mechanical sweeper vehicles had marketing literature displayed.

The responsibility for clearing discarded cigarette butts was queried and it was reported that the road sweepers would clear those. A view that people needed to be educated to stop cigarettes butts being discarded and to understand the damage caused was expressed.

In conclusion Ward Officers from the Keighley Area Co-ordinator's office were commended for their work within their wards.

#### **Resolved –**

- 1. That the information contained in Document "P", particularly the major changes to the service, the information on complaints and monitoring of cleanliness standards and the recent recruitment of staff, be noted.**
- 2. That the Strategic Director, Place, be requested to provide a further report in 2020 outlining the full-year impact of operational changes made since April 2019.**

**OVERVIEW AND SCRUTINY COMMITTEE: Regeneration & Environment**  
**ACTION: Strategic Director, Place**

Chair

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

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