



Agenda for a meeting of the Regeneration and Environment Overview and Scrutiny Committee to be held on Tuesday, 9 July 2019 at 5.30 pm in Committee Room 1 - City Hall, Bradford

Members of the Committee – Councillors

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT	GREEN
Heseltine Herd	Jamil Dodds Berry Kamran Hussain Mohammed	R Ahmed	Love

Alternates:

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT	GREEN
Riaz Whiteley	Choudhry Dunbar Jenkins Johnson Lintern	Stubbs	Warnes

Notes:

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- 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:

Phone: 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. MINUTES

Recommended –

That the minutes of the meetings held on 18 December 2018, 22 January, 26 February and 26 March 2019 be signed as correct records (previously circulated).

(Asad Shah – 01274 432280)

4. INSPECTION OF REPORTS AND BACKGROUND PAPERS

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

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

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

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

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

(Asad Shah - 01274 432280)

5. 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

6. CO-OPTION OF MEMBERS TO THE REGENERATION AND ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

Under Article 6 of Part 2 of the Constitution the Committee may make a recommendation to Council for the co-option of non-voting members to the Committee.

The Committee is asked to recommend the appointment of the following Non-voting Co-opted Members for the 2019/20 Municipal Year:

- Julia Pearson Environment Agency
- Nicola Hoggart Bradford Environmental Forum

Licia Woodhead - 01274 432119

7. **GENERAL STRUCTURES WORKS FRAMEWORK CONTRACT 2019 ARRANGEMENTS FOR PROCUREMENT FOR DELIVERY OF STRUCTURES UNIT STATUTORY FUNCTIONS** 1 - 4

In accordance with Contract Standing Orders 2018/19 the report of the Strategic Director, Place (**Document “A”**) informs the Committee of the proposal to procure works in excess of £2m.

Recommended –

That the procurement approach for the General Structures Works Framework 2019 as set out in this report be noted.

Richard Gelder – 01274 437603

8. **WEST YORKSHIRE+ TRANSPORT FUND - HARROGATE ROAD NEW LINE JUNCTION IMPROVEMENT. PROGRESS UPDATE AND ARRANGEMENTS FOR DELIVERY** 5 - 16

The purpose of this report of the Strategic Director, Place (Document “B”) is to provide the Regeneration and Environment Overview and Scrutiny Committee with an update on the development of the proposed £11.427M improvements to existing Harrogate Road / New Line Junction (Greengates) which are to be delivered as part of the West Yorkshire+ Transport Fund portfolio as it progresses to submission of Full Business Case + Costs and its ultimate delivery.

In accordance with Contract Standing Orders 2018/19 the report also informs the Committee of the proposal to procure works in excess of £2m.

Recommended –

That the Committee welcome the significant progress which has been made on the development of the improvements to Harrogate Road / New Line Junction and note the procurement approach and the anticipated start of construction date in February 2020.

Richard Gelder – 01274 437603

9. **DARLEY STREET MARKETS DEVELOPMENT: PROCUREMENT** 17 - 22

The report of the Strategic Director, Place (**Document “C”**) will update the Committee on the proposed procurement process for the Markets Development and to report on the intention to enter into a Contract value in excess of £2m.

Recommended –

That the Committee notes the contents of this report and comments appropriately.

Steven Jenkins – 01274 435324

10. **CONTRACTS OVER £2M - CREMATORIA INVESTMENT PROGRAMME TENDERS FOR REFURBISHMENT OF OAKWORTH CREMATORIUM AND PROCUREMENT OF 5 NEW CREMATORS** 23 - 32

The reports of the Strategic Director, Place (**Document “D”**) explains that the Council’s adopted Bereavement Strategy identifies the need to invest in crematoria provision. The first major project involves the refurbishment of Oakworth crematorium at an estimated cost of £2.75m. The overall programme will require up to 5 new cremators at an estimated cost of £3.5m.

Recommended –

That the Regeneration and Environment Overview and Scrutiny Committee note that the Strategic Director, Place will be entering into the following two contracts valued over £2m and that the matter has been duly reported in accordance with the Council’s Constitution:-

**Oakworth Crematorium Refurbishment
Cremator Procurement**

John Scholefield – 01274 435703

11. **CONTRACTS OVER £2M - WYKE COMMUNITY SPORTS VILLAGE PROJECT** 33 - 40

The report of the Strategic Director, Place (**Document “E”**) explains that the Council’s approved Sports Pitch Investment Programme in response to the newly adopted District Playing Pitch Strategy includes the Wyke Community Sports Village as the first project to be delivered. This project is currently expected to cost in the region of £5.5m with competitive tenders due to be issued in the next 3 months.

Recommended –

That the Regeneration and Environment Overview and Scrutiny Committee note that the Strategic Director, Place will be entering into the following contract valued over £2m and that the matter has been duly reported in accordance with the Council’s Constitution:-

Wyke Community Sports Village

John Scholefield – 01274 437503

12. SINGLE USE PLASTICS SCRUTINY REVIEW

41 - 68

At its meeting on Tuesday 26 March 2019, the Regeneration and Environment Overview and Scrutiny Committee considered the findings and recommendations from the Single Use Plastics Scrutiny Review.

The report of the Chair Regeneration and Environment Overview and Scrutiny Committee (**Document “F”**) now asks to refer the findings and review recommendations to the Executive for its approval.

Recommended –

- (1) That it be recommended to the Executive that they approve and adopt the findings and recommendations contained within the Single Use Plastics Scrutiny Review Report.**
- (2) That it be recommended to Council that they consider the findings and recommendations contained within the Single Use Plastics Scrutiny Review Report and that they also appoint a Single Use Plastics Members Champion.**

Mustansir Butt – 01274 432574

13. REGENERATION AND ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE DRAFT WORK PROGRAMME 2019-20

69 - 76

The report of the Chair of the Regeneration and Environment Overview and Scrutiny Committee (**Document “G”**) presents the Committee’s Draft Work Plan for the 2019/20 Municipal Year.

Recommended –

That the Work programme 2019-20 continues to be regularly reviewed during the year.

Licia Woodhead – 01274 432119 / Mustansir Butt – 01274 432574



Report of the Strategic Director of Place to the meeting of Regeneration and Environment to be held on 9 July 2019

A

Subject:

General structures works framework contract 2019 arrangements for procurement for delivery of structures unit statutory functions.

Summary statement:

In accordance with Contract Standing Orders 2018/19 the report informs the Committee of the proposal to procure works in excess of £2m

Steve Hartley
Strategic Director of Place

Report Contact: Richard Gelder
Highways Services Manager
Phone: (01274) 437603
E-mail: Richard.Gelder@bradford.gov.uk

Portfolio:

Regeneration, Planning & Transport

Overview & Scrutiny Area:

Regeneration & Environment

1. SUMMARY

- 1.1 In accordance with Contract Standing Orders 2018/19 the report informs the Committee of the proposal to procure works in excess of £2m

2. BACKGROUND

- 2.1 The Department for Transport (DfT) formulaic capital funding allocation for 2019/20 to the Highways Service is expected to be £6,008,000 as in 2018/19, comprising a £4,972,000 'needs-based' allocation and a £1,036,000 Band 3 Incentive Fund allocation. The Highways Maintenance element is £4,951,000, Structures £924,000 and Street Lighting £133,000. The Framework contract is primarily for the appointment of Contractors to carry out various construction works in Local Transport Plan (LTP) Structures Capital Programme and other capital programmes that may arise during the course of the Framework. The Framework contract will also be used for the appointment of Contractors to carry out planned and reactive maintenance works required on bridges, retaining walls and other structures on the district's road network.
- 2.2 The Framework will be for an initial term of two years with an option to extend for a further two terms of one year each.
- 2.3 The Framework contract value is approximately £4m over the potential four year term and falls below the current limit of £4.551m for full EU procurement compliance. Procurement will be in accordance with Council Contract Standing Orders 2018/19 and its toolkit. It is proposed that competitive tenders will be invited on a 'open tender' basis through the YORtender e.procurement portal. Tenders will include a social value requirement in accordance with the Council's Social Value and Inclusive Growth policy.
- The Framework will be in 3 Lots as follows:
Lot 1 - £0 to £25,000.00 value of works using a Schedule of Rates
Lot 2 - £0 to £300,000.00 value of works using a Schedule of Rates
Lot 3 – any value of works outside the scope of a Schedule of Rates using mini-competition (for example bridge painting, river works and specialist bridge repairs).
A maximum of 10 Contractors per Lot will be appointed.

3. OTHER CONSIDERATIONS

- 3.1 The DfT has provided consistent annual funding to this value since 2016/17 and the allocations continue to be influenced by the 'incentive funding' element, which is based on our ability to demonstrate that we are adopting efficiency principles and delivering value for money in carrying out cost-effective improvements and maintenance. Band 3 Incentive Funding for 2019/20 has been confirmed.
- 3.2 Procurement of the Framework will include asking bidders to demonstrate their commitment to Social Value; for Lots 1 and 2, bidders will be asked to offer proposals for - increasing their local (Bradford sourced) supply chain spend, opportunities for local good jobs and sustainable employment, delivering quality and cost effective services that are safe and best meet needs, and by investing in Bradford community projects. For Lot 3 additional Social Value elements will be added as required as part of the mini-competition exercise.

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 The 'open tender' procedure is proposed, the market is wide and diverse and the commissioner considered this approach to be the best way to secure Most Economically Advantageous Tender. The approach is considered best value and use of resources for delivering the volume of Structures construction work required across the whole department. The Framework in its current form has been successfully utilised since 2016. The current Framework term expires on the 30th June 2019. It is proposed to re-tender the Framework in the same form.
- 4.2 The Framework will ensure the best value delivery of the LTP Capital programme. The Framework contract will also be used for the appointment of Contractors to carry out planned and reactive maintenance works required on bridges and retaining walls on the district's road network through a £130,000.00 Structures Revenue fund each year.
- 4.3 The Council does not have in-house providers for the full scope of this type of civil engineering/highway structures construction/contracting. Any scope and availability of in-house provision will be considered on a project by project basis.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 5.1 The Framework contract is required to enable the Structures Unit to carry out maintenance works on bridges and retaining walls which are necessary for the Council to fulfil its obligations as the Highway Authority.

6. LEGAL APPRAISAL

- 6.1 Allocations over £100,000.00 will be executed under seal as a Deed with the common seal of the Council by the City Solicitor.

7. OTHER IMPLICATIONS

7.1 EQUALITY & DIVERSITY

Due consideration has been given in writing this report to the Council's duties under Section 149 of the Equalities Act 2011 and will be incorporated into the procurement exercise.

7.2 SUSTAINABILITY IMPLICATIONS

Not applicable

7.3 GREENHOUSE GAS EMISSIONS IMPACTS

Not applicable

7.4 COMMUNITY SAFETY IMPLICATIONS

The Framework will ensure the safety of the Bradford District road network is maintained.

7.5 HUMAN RIGHTS ACT

There are no Human Rights Act implications arising as a consequence of this report.

7.6 TRADE UNION

There are no Trade Union implications arising as a consequence of this report.

7.7 WARD IMPLICATIONS

The specific schemes allocated via the Framework will potentially lie within any Ward within the Bradford District. Members and the local community will be consulted as each scheme progresses through the respective stages of development.

7.8 IMPLICATIONS FOR CORPORATE PARENTING

There are no implications for corporate parenting associated with the contents of this report.

7.9 ISSUES ARISING FROM PRIVACY IMPACT ASSESMENT

Not Applicable

8. NOT FOR PUBLICATION DOCUMENTS

None

9. OPTIONS

The 'open tender' procedure is proposed, the market is wide and diverse and the commissioner considered this approach to be the best way to secure a Most Economically Advantageous Tender. The approach is considered best value and use of resources for delivering the volume of Structures construction work required across the whole department.

The Council does not have in-house providers for the full scope of this type of civil engineering/highway structures construction/contracting. Any scope and availability of in-house provision will be considered on a project by project basis.

10. RECOMMENDATIONS

That the procurement approach for the General Structures Works Framework 2019 as set out in this report be noted.

11. APPENDICES

None

12. BACKGROUND DOCUMENTS

None



Report of the Strategic Director of Place to the meeting of Regeneration and Environment Overview & Scrutiny Committee to be held on Tuesday 9 July 2019

B

Subject:

West Yorkshire+ Transport Fund – Harrogate Road New Line Junction Improvement. Progress Update and Arrangements for Delivery

Summary statement:

The purpose of this report is to provide Regeneration and Environment Overview and Scrutiny Committee with an update on the development of the proposed £11.427M improvements to existing Harrogate Road / New Line Junction (Greengates) which are to be delivered as part of the West Yorkshire+ Transport Fund portfolio as it progresses to submission of Full Business Case + Costs and its ultimate delivery.

In accordance with Contract Standing Orders 2018/19 the report also informs the Committee of the proposal to procure works in excess of £2m.

Steve Hartley
Strategic Director of Place

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Portfolio:

Regeneration, Planning & Transport

Overview & Scrutiny Area:

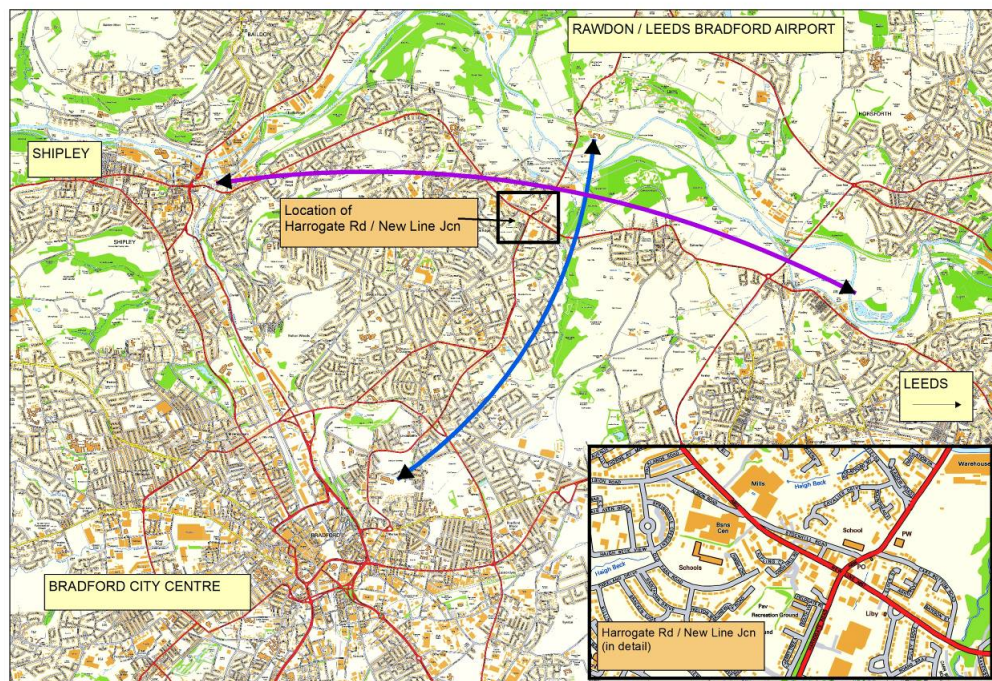
Regeneration & Environment

1. SUMMARY

- 1.1 The purpose of this report is to provide the Committee with an update on the development of the proposed £11.427M Harrogate Road / New Line Junction Improvement which are to be delivered as part of the West Yorkshire+ Transport Fund portfolio as it progresses to submission of Full Business Case + Costs and its ultimate delivery.
- 1.2 The report also informs the Committee of the intention to procure works in excess of £2m in accordance with Contract Standing Orders 2018/19.

2. BACKGROUND

- 2.1 The A658 Harrogate Road / A657 New Line junction is situated on the corridor between Bradford and Leeds Bradford airport. The crossroads are a significant congestion pinch point with delays on all four legs having a detrimental impact on journeys times between Bradford and the Airport, and also between Shipley / Airedale and Leeds. Figure 1 shows the location of the junction in relation to Bradford, Leeds and the Airport.



- 2.2 The principal traffic flows between Bradford and the Airport are indicated by the blue arrow and between Shipley and Leeds by the purple arrow.
- 2.3 Improvements to the Harrogate Road / New Line junction will improve traffic flows and reduce congestion on both the A658 and A657, improve access to Leeds Bradford airport and to the new rail station at Apperley Bridge. It will also facilitate housing development in the immediate area, and improve safety and reduce severance for pedestrians and cyclists.
- 2.4 All Planning requirements have been approved.

2.5 The Scheme will involve major civil engineering works, including -

- Substantial widening of the existing highway on all four arms of the Junction.
- Replacement and upgrading of the Junction traffic signals.
- 'P-Loop Junction', a new length of highway that would facilitate left and right vehicle turning manoeuvres from Harrogate Road.
- Improvements to facilities for pedestrians including the provision of pedestrian controlled crossings and central pedestrian islands.
- Improvements to facilities for cyclists including the introduction of cycle lanes and advance stop lines at traffic signals.
- Demolition of 3no properties
- Demolition and reconstruction on new alignments of retaining wall features adjacent to the A657.
- Closure of existing Farm Foods Supermarket's store highway access and construction of a new access.
- Accommodation works to affected land and properties
- New and replacement planting and landscaping in multiple locations
- Road lighting improvements.
- Relocation of five bus stops.
- Significant diversions of statutory undertaker's plant and services.

The Scheme requires widening of the existing highway into land currently owned by the Council and private landowners. A CPO (Compulsory Purchase Order) / SRO (Side Roads Order) has been granted by the Secretary of State, however negotiation continues and CPO powers will only be used a last resort.

3. OTHER CONSIDERATIONS

Anticipated Benefits / Objectives

3.1

Objective No.	Scheme Objective
1	Relieving congestion by reducing the journey times by 20% and 31% in the morning and evening peak respectively by 2026.
2	Improved mobility for all non-motorised users through the provision of dedicated facilities at the junction increasing footfall by 15% in the operational year.
3	A 10% reduction in Nitrogen Dioxide concentration levels in the operational year and achieving legal compliance objective (of 40µg/m3).
4	Supports the creation of new housing developments in the area

	through releasing transport constraints.
5	Improved access to Leeds Bradford Airport and the new rail station at Apperley Bridge by increasing junction throughput by 12% and 18% in the morning and evening peak by 2026.
6	Improved Added Value in line with the Green Infrastructure Task Group recommendations where appropriate.

The project is aligned with the following national, sub-regional and local strategies and policies:

- 3.1 Local Growth White Paper – ‘Realising every Place’s Potential’;
Northern Powerhouse: One Agenda, One Economy, One North;
West Yorkshire Transport Strategy 2016-2040;
- 3.2 The proposed scheme closely relates to the core planning principles of the National Planning Policy Framework (NPPF), seeking ways to enhance and improve the places in which people live their lives.
- 3.3 The National Planning Policy Framework (NPPF) requires local authorities to plan positively and ‘assess the quality and capacity of infrastructure for transport, and its ability to meet forecast demands’. The proposed scheme is a result of such assessment and a major commitment by the Council to required infrastructure delivery as identified in its Local Infrastructure Plan (LIP). This is also a transport investment planned in collaboration with neighbouring authorities and other important stakeholders and is deemed necessary to support strategies for the growth of travel demand in this area.
- 3.4 Successful delivery of the Scheme would help achieve the objectives of achieving sustainable development in all three dimensions as stipulated within the National Planning Policy Framework (NPPF).
 - 1. Economic Role;
 - 2. Environmental Role;
 - 3. Social Role.
- 3.5 In economic terms, the Scheme will deliver a significant improvement within the existing transport network, which will create better transport links and enhance connectivity and positively impact upon businesses across Airedale through unlocking potential employment sites creating more jobs and ‘relieving barriers to investment’. Consequently the Scheme will act as a catalyst to promoting sustainable transport and building a strong and competitive economy as advocated by the National Planning Policy Framework (NPPF). This project can also be

considered as a cost effective measure that will limit any potentially significant impacts of any future development in the area.

- 3.6 In terms of environmental benefits, the Scheme will assist in reducing congestion and promoting sustainable development through providing better public transport, pedestrian and cycle links, thus improving local air quality and contributing towards meeting the challenges of climate change by means of the resulting reduction in the greenhouse gas emission. This is another key component of achieving sustainable development through promoting sustainable transport and meeting the challenge of climate change as highlighted in the National Planning Policy Framework (NPPF).
- 3.7 The Scheme will also help in realising many social benefits, in particular through providing improved road safety for vulnerable road users (e.g. cyclist and pedestrians) and improving journey times to work and community facilities and thereby contributing to wider sustainability and health objectives (e.g. safe and accessible environment, legible pedestrian routes, reduced noise level etc.), as promoted by the National Planning Policy Framework (NPPF). The Council are of the opinion the planned scheme will help promote healthy communities by providing a safe and accessible environment within the local area, thus enhancing quality of life and addressing elements of deprivation that the surrounding communities have been suffering.
- 3.8 In terms of Local Development Plan and Strategies, the Scheme will help achieve strategic objectives of the adopted Local Plan: Core Strategy (CS) in terms of improving and developing excellent public transport and highway systems to increase the level of accessibility within the District and establishing good connections with other parts of the Leeds City Region and beyond by ensuring safety, efficiency and sustainability.

Assurance Process

- 3.5 The Full Business case was recommended by Project Appraisal Team (PAT) on the 29th May 2019 to proceed to Full Business Case (FBC) + Costs. The Investment Committee (IC) review is on the 11th July 2019 with a final Combined Authority (CA) review on the 1st August 2019.

Procurement and Programme for Delivery

- 3.6 The intent is to start the Procurement process in August 2019, with a view that tenders will have been returned and evaluated to facilitate a Combined Authority review in December 2019.
- 3.7 Procurement will be via open tender and the delivery route will be a New Engineering Contract (NEC) Contract Option A – Activity Schedule.

- 3.8 Main construction works contract value is approximately £4.647M which exceeds the current limit of £4.551M, as such it will be subject to full European Union (EU) procurement compliance standards.
- 3.9 Procurement will be in accordance with Council Contract Standing Orders 2018/19 and its toolkit. It is proposed that competitive tenders will be invited on a 'open tender' basis through the YORtender e.procurement portal. Tenders will include a social value requirement in accordance with the Council's Social Value and Inclusive Growth policy.
- 3.10 Construction of the main scheme is currently anticipated to commence in February 2020, with an anticipated construction duration of between 12 and 15 months.

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 Funding for the project is a combination of three funding streams as follows :

Combined Authority	£6.765M
S106 Developer Funding	£1.926M
Bradford Council (Capital Fund)	£2.736M

TOTAL £11.427M

(includes Risk, contingency and inflation – approximate value is circa £1M)

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 5.1 Responsibility for the governance of this project is the responsibility of the West Yorkshire Combined Authority (WYCA) and is controlled under their Assurance Framework. A rigorous project management system is in place for all West Yorkshire+ Transport Fund projects based around the OGC (Office of Government Commerce) PRINCE2 (Projects in Controlled Environments) and MSP (Managing Successful Programmes) methodologies. The scheme described in this report has been and will continue to be subject to these processes.
- 5.2 A detailed risk log has been developed as part of the project development and will continue to be updated as the project proceeds through its various stages of delivery. This risk log is further supplemented by a quantified risk assessment (QRA) which allocates an indicative funding amount to cover the potential realisation of a risk during the delivery stages of the project. This QRA is an integral part of the full business case submission.

6. LEGAL APPRAISAL

- 6.1 The scheme identified in this report can be implemented through the Council's inherent powers as Highway and Traffic Regulation Authority.
- 6.2 The Council used its specific power of compulsory purchase under the Highways Act 1980 rather than those powers contained in the Town & Country Planning Act 1990 in respect of the general economic wellbeing of the area in delivery of this project.

6.3 Promotion of traffic regulation orders associated with the project will be exercised by the Council under its inherent powers under the Road Traffic Regulation Act 1984 as local highway authority.

7. OTHER IMPLICATIONS

7.1 EQUALITY & DIVERSITY

Due consideration has been given in writing this report to the Council's duties under Section 149 of the Equalities Act 2011.

7.2 SUSTAINABILITY IMPLICATIONS

Improvements to the traffic flows at Harrogate Road / New Line Junction will assist in reducing the level of harmful pollutant emissions from vehicles on this key strategic corridor.

Introduction of dedicated cycle facilities will assist in encouraging greater use of cycling by providing a safe route for cyclists.

In addition, as part of the Core Strategy, there are long term growth aspirations for housing development in the area, modelling of the junction has taken this expected growth into consideration.

7.3 GREENHOUSE GAS EMISSIONS IMPACTS

CO₂ benefits have been derived directly from the TUBA outputs. The net present value of the change in carbon dioxide equivalent (CO₂e) emissions from road-based fuel consumption that is in the non-traded sector is presented as an automatic output of the program in the Department's standard base year prices and values for the whole appraisal period. The monetised benefits have been calculated as £1.113m.

7.4 COMMUNITY SAFETY IMPLICATIONS

The scheme will facilitate the introduction of safe pedestrian and cycling facilities on this corridor as well as improving street lighting and providing other environmental improvements. These will have a beneficial impact on Community Safety.

7.5 HUMAN RIGHTS ACT

There are no Human Rights Act implications arising as a consequence of this report.

7.6 TRADE UNION

There are no trade union implications associated with the contents of this report.

7.7 WARD IMPLICATIONS

The scheme lies within the Idle / Thackleyl Ward. Members and the local community have been consulted as the scheme has progressed through the respective stages of development.

7.8 AREA COMMITTEE ACTION PLAN IMPLICATIONS

Not applicable.

7.9 IMPLICATIONS FOR CORPORATE PARENTING

There are no implications for corporate parenting associated with the contents of this report.

7.10 ISSUES ARISING FROM PRIVACY IMPACT ASSESSMENT

An Initial Privacy Impact assessment has been undertaken on the proposals relating to the Harrogate Road / New Line Junction Improvement. No issues were identified.

8. NOT FOR PUBLICATION DOCUMENTS

None.

9. OPTIONS

9.1 Option 1 : Do not continue with development & delivery – Significant reputational damage for Bradford Council. Significant spend which may be clawed back by the Combined Authority for not progressing beyond the next decision point (£2M+), ultimately costs will be borne by Bradford Council. Continued congestion and journey time delays, worsening air quality around the junction, safety measures not addressed and overall network instability which will not support local housing developments already established and any proposed future developments.

9.2 Option 2 : Continue with scheme development and delivery. Proceed through the next decision points within the Combined Authority Assurance process FBC+ Costs (Full Business Case + Costs) and Delivery. Deliver the scheme and recognise the benefits and planned network improvements.

10. RECOMMENDATIONS

10.1 That the Committee welcome the significant progress which has been made on the development of the improvements to Harrogate Road / New Line Junction and note the procurement approach and the anticipated start of construction date in February 2020.

11. APPENDICES

11.1 Appendix A – Scheme Drawing – General Layout R/PTH/MH/103196/DL-2F

12. BACKGROUND DOCUMENTS

12.1 Link to scheme File : [Harrogate Road New Line Scheme File](#)

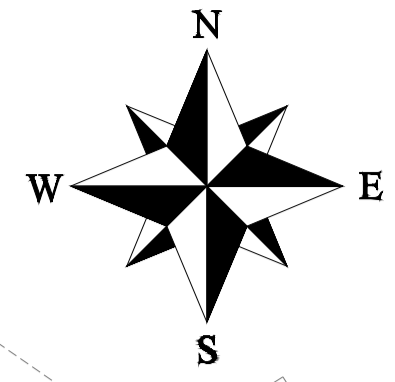
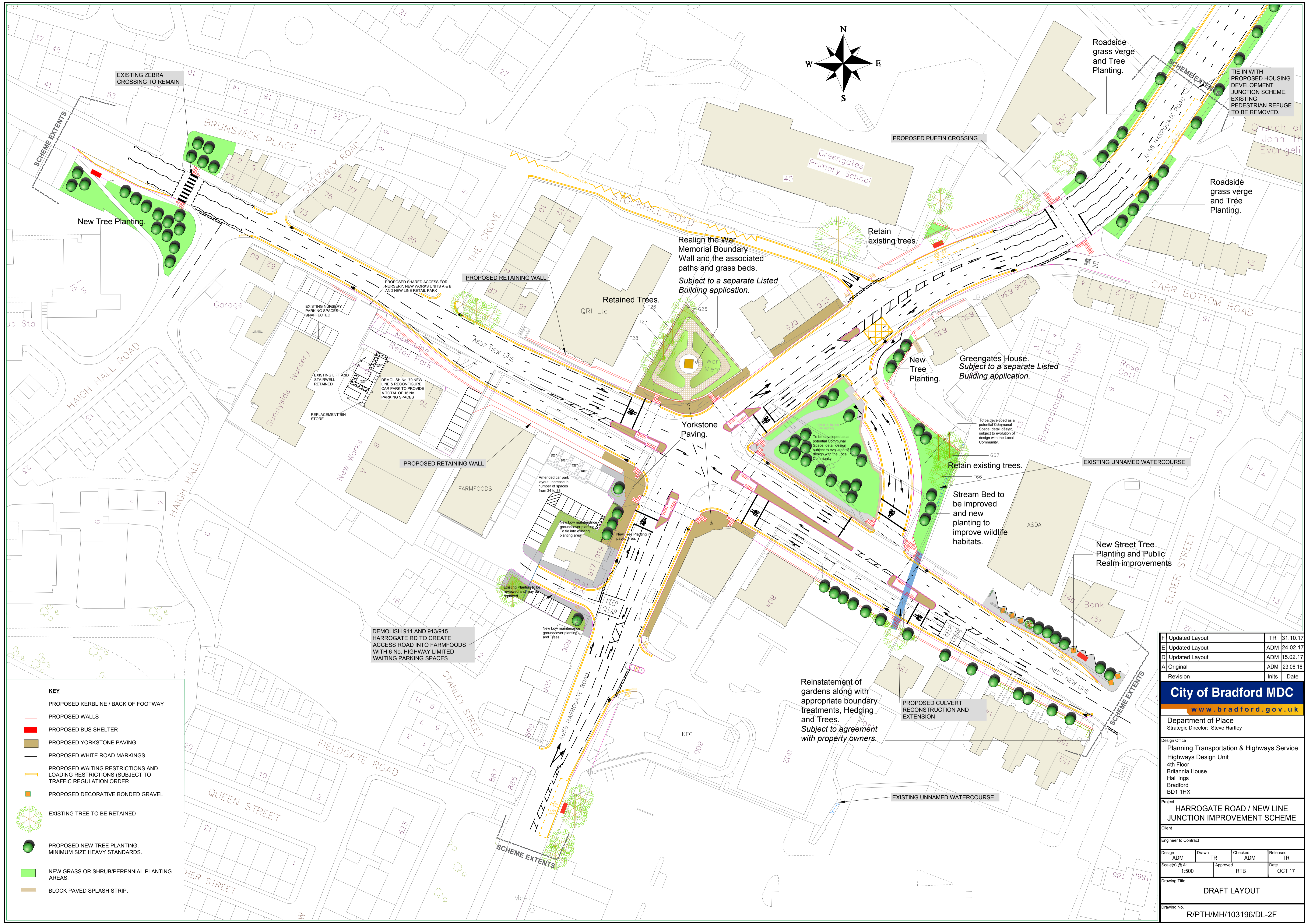
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12.2 Gateway 1 Submission (Outline Business Case)

12.3 FBC (Full Business Case Submisison)

12.4 Executive Paper referencing WY+TF

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- KEY**
- PROPOSED KERBLINE / BACK OF FOOTWAY
 - PROPOSED WALLS
 - PROPOSED BUS SHELTER
 - PROPOSED YORKSTONE PAVING
 - PROPOSED WHITE ROAD MARKINGS
 - PROPOSED WAITING RESTRICTIONS AND LOADING RESTRICTIONS (SUBJECT TO TRAFFIC REGULATION ORDER)
 - PROPOSED DECORATIVE BONDED GRAVEL
 - EXISTING TREE TO BE RETAINED
 - PROPOSED NEW TREE PLANTING. MINIMUM SIZE HEAVY STANDARDS.
 - NEW GRASS OR SHRUB/PERENNIAL PLANTING AREAS.
 - BLOCK PAVED SPLASH STRIP.

F	Updated Layout	TR	31.10.17
E	Updated Layout	ADM	24.02.17
D	Updated Layout	ADM	15.02.17
A	Original	ADM	23.06.16
Revision		Init	Date
City of Bradford MDC			
www.bradford.gov.uk			
Department of Place Strategic Director: Steve Hartley			
Design Office Planning, Transportation & Highways Service Highways Design Unit 4th Floor Britannia House Hall Ings Bradford BD1 1HX			
Project HARROGATE ROAD / NEW LINE JUNCTION IMPROVEMENT SCHEME			
Client			
Engineer to Contract			
Design	ADM	Drawn	TR
Checked	ADM	Released	TR
Scale(s) @ A1		Approved	Date
1:500		RTB	OCT 17
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Report of the Strategic Director of Place to the meeting of Regeneration and Environment Overview and Scrutiny Committee to be held on 09 July 2019

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Subject:

Darley Street Markets Development: Procurement

Summary statement:

This report will update Members on the proposed procurement process for the Markets Development and to report on the intention to enter into a Contract value in excess of £2m

Steve Hartley
Strategic Director
Department of Place

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Portfolio:

Regeneration, Planning and Transport

Overview & Scrutiny Area:

Regeneration and Environment

1. SUMMARY

- 1.1. This report will update Members on progress of the redevelopment of the city markets since the last report presented to this committee on 23rd October 2018.

2. BACKGROUND

- 2.1 In August 2017, the Council appointed Greig and Stephenson, Architects, to lead a multi-disciplinary team of professionals with specialist market knowledge. The team have developed the scheme to RIBA Stage 3 which was approved by the Markets Project Board in April 2019.
- 2.2 The designs were presented to the Council's Executive at a meeting on 08th January 2019, who approved extending the scope of the development in order to maximise the regeneration impact of relocating the new market onto Darley Street and also allowing the creation of an area of quality Public Realm adjacent to it.
- 2.3 The extended market development required the acquisition of additional properties to deliver the enlarged scheme. The Executive approved the use of its Compulsory Purchase Order (CPO) powers to acquire the necessary properties, should acquisition by private treaty fail.
- 2.4 At the January Executive meeting a revised increased budget was also agreed for the enlarged markets scheme to include the creation of a new public realm. This will be funded from existing capital contingency funding already set aside for the markets project. In addition markets reserves and additional borrowing by the Markets Service that will be repaid from revenue funding over a number of years.
- 2.5 Following the January Executive meeting a Planning Application was submitted in early February and the application was approved on the 20th May.

3. PROGRESS

- 3.1 The CPO formal notice was lodged on 29th April with a closing date of 24th May for any objections.
- 3.2 The Council intends to complete the sale of the former Marks and Spencer building in early July.
- 3.3 On completion of the sale, internal surveys will be carried out and works will follow to remove asbestos from the building in readiness for demolition.
- 3.4 Work on the RIBA Stage 4 Detailed Design has commenced.
- 3.5 On 23rd May a Contractor Engagement Day was held where all of the framework Contractors were invited to a scheme presentation followed by a question and answer session. The intention of this was to provide sufficient notice to tenderers on the timetable for future works enabling them to programme this into their workloads. Feedback from the session was very well received from potential contractors.

4. PROCUREMENT

- 4.1 The Authority plans to tender the Demolition and Construction project through YORhub and the YORbuild2 Framework, where some of our major projects are tendered, and which provides the Council with a range of benefits.
- 4.2 The intention is that the procurement will follow a 2 Stage process. A major benefit of obtaining early contractor engagement is that this allows the Authority to determine at an earlier stage aspects that will impact on the project delivery, assisting in refining the scope of the project, resulting in less risk to programme and budgets prior to commencing works on site.
- 4.3 YORhub administers the Regeneration 4 Good fund which can provide up to £10k for community benefit within the localities of the framework users. This is intended to deliver three outputs from the framework which covers:
- Employment and skills
 - Social and economic Regeneration
 - Environment and Sustainability.
- 4.4 The YORhub framework monitors outputs on Sustainability, which includes Waste and Carbon Reduction, Environmental Performance, Sustainable Steel and Wildlife Guidelines.
- 4.5 Perhaps the most notable benefit from YORhub has been the Employment and Skills output plan which every Contractor and supplier has to sign-up to. From the beginning of 2019 YORhub had provided the following through the framework:

School College Visits/workshops:	4,354
Work Experience placements:	1,706
Apprentices number of person weeks:	18,860
Apprentice number of persons from project initiated:	396
Number of persons Progression into employment:	2,166

- 4.6 YORhub supports the supply chain engagement programme (YORscep). Which is an enterprise designed to assist small companies and traders access the pipeline of main contractor schemes. We would be seeking from the preferred contractor that they look to engage Bradford based businesses within their supply chain for this project wherever possible.
- 4.7 Contractors are monitored by WRAP (www.wrap.org.uk) through a portal where construction waste arising from the project is measured with the volume that returns to landfill. This feeds into a performance related measure for the Contractor.

5. Anticipated Project Timetable

5.1 New Market

Key milestones leading up to completion	Anticipated timelines
Planning Approval Granted	20 th May 2019
Detailed Design Stage Complete	Autumn 2019
Construction Works Begin (Demolition)	Q1 2020
Completion and Opening	Spring 2022

6. FINANCIAL & RESOURCE APPRAISAL

- 6.1 The redevelopment of the city centre markets will provide a new and refreshed markets offer that aims to boost income and revenue to the Council and more importantly stimulate wider economic development within this part of the city centre.
- 6.2 The scheme currently has approval in the Capital Investment Plan of £21.5m.
- 6.3 The scheme has been before PAG (Project Appraisal Group) previously and the intention is that PAG will have an opportunity to further review for final sign-off and if there is risk that the project budget may be exceeded, Executive will be consulted further prior to the Construction Contract being let.

7. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 7.1 A Project Board has been set up and is in operation. The Board is chaired by the Assistant Director of Estates and attended by Assistant Director of Economy and Development Services as well as other key senior personnel to focus on market design, property matters, construction, financial monitoring, marketing & communications and legal matters.

8. LEGAL APPRAISAL

- 8.1 Any construction activity required for the implementation of the proposals must be undertaken in accordance with the Council's Contract Standing Orders, and in line with internal governance requirements.
- 8.2 The Council will ensure any procurement will be undertaken in an open, fair and transparent process to ensure best value is attained.
- 8.2 The Council will seal the Contract as a requirement under the Contract Standing Orders.

9. OTHER IMPLICATIONS

9.1 EQUALITY & DIVERSITY

- 9.1.1 The scheme aims to maximise public access by being, fully DDA compliant and dementia friendly, with plans to consult and engage all relevant stakeholder groups as part of the design process.

9.2 SUSTAINABILITY IMPLICATIONS

- 9.2.1 The design philosophy that has been adopted is that the new market building will in essence be a naturally ventilated building. Heat gains and losses will be kept to a minimum by design and use of materials and shading systems.
- 9.2.2 The market will be a fully intelligent building and its Building Management System will control the ventilation in the basement, whilst increasing or decreasing air changes in order to monitor CO and CO² levels. Each of the three trading floors average temperatures can be automatically

monitored using the building's heat pump cooling and heating system. Internal and external LED lighting levels are all controllable.

- 9.2.3 On the roof there will be 14 no auto-opening roof vents and side vents which will adjust automatically as well as rainwater harvesting tanks to supply the public toilets as well as any external planting. There will also be photovoltaic panels and solar thermal heating panels for providing lighting, power, heating and hot water and two fast charging electrical points in the basement for delivery vehicles.

9.3 GREENHOUSE GAS EMISSIONS IMPACTS

- 9.3.1 It is expected that there will be a significant decrease in overall GHG emissions since the proposal is to create a smaller and more environmentally sustainable food market.
- 9.3.2 The creation of well-designed space allows the provision of utilities and building services to be carried out in a more efficient manner saving energy in the longer term.

9.4 COMMUNITY SAFETY IMPLICATIONS

- 9.4.1 There are no community safety implications.

9.5 HUMAN RIGHTS ACT

- 9.5.1 There are no Human Rights implications.

9.6 TRADE UNION

- 9.6.1 There will be some reassigning, repurposing, or restructuring of staff to meet the needs of the new markets.

9.7 WARD IMPLICATIONS

- 9.7.1 A briefing note has previously been circulated to Ward members and further notes are planned in the future at key points in the development.

10.0 IMPLICATIONS FOR CORPORATE PARENTING

None

11.0 ISSUES ARISING FROM PRIVACY IMPACT ASSESSMENT

- 11.1 The Markets Service will undertake a Privacy Impact Assessment to identify data protection and information security matters arising from the proposal.

12.0 NOT FOR PUBLICATION DOCUMENTS

None

13. RECOMMENDATIONS

13.1 That the Committee notes the contents of this report and comments appropriately.

14. BACKGROUND DOCUMENTS

14.1 Regeneration and Economy Overview & Scrutiny Committee reports of:

- 31st January 2013, 5th September 2013, 23rd January 2014, 14th October 2015, 8th March 2017, 6th March 2018 and 23rd October 2018



Report of the Strategic Director Place to the meeting of Regeneration and Environment Overview and Scrutiny Committee to be held on 9 July 2019

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Subject:

**Contracts over £2m
Crematoria Investment Programme
Tenders for Refurbishment of Oakworth Crematorium and Procurement of 5 New
Cremators**

Summary statement:

The Council's adopted Bereavement Strategy identifies the need to invest in crematoria provision. The first major project involves the refurbishment of Oakworth crematorium at an estimated cost of £2.75m. The overall programme will require up to 5 new cremators at an estimated cost of £3.5m.

Steve Hartley
Strategic Director of Place

Portfolio:

Healthy People and Places

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Overview & Scrutiny Area:

Regeneration & Environment

1. SUMMARY

The Council's adopted Bereavement Strategy identifies the need to invest in crematoria provision. The first major project involves the refurbishment of Oakworth crematorium at an estimated cost of £2.75m. The overall programme will require up to 5 new cremators at an estimated cost of £3.5m.

2. BACKGROUND

2.1 Governance

The Executive adopted a strategy for the Bereavement Service in November 2016 covering future development of the Council's cemeteries and crematoria with an indicative capital requirement of £17m.

The delivery of the strategy is managed through the Bereavement Investment Board comprising senior Council Officers from Finance, Legal, Estates, Procurement & Planning and chaired by Phil Barker (AD for Sport and Culture), the Project Sponsor.

Regular reports on delivery of the adopted Bereavement Services Strategy have been received by the Executive including the following resolutions:-

10 July 2018

(1) That the procurement of external specialist resources to complete the feasibility stage for all 5 identified sites and, subject to further approval, deliver progress to RIBA stage 3 for the design and build of two new crematoria be approved.

(5) The Strategic Director Place be given delegated approval of spend in consultation with the S151 officer to upgrade the crematory at Oakworth Crematorium, to include mercury abatement, at the earliest opportunity

8 January 2019

(3) That the Strategic Director Corporate Services be instructed to commence land acquisition negotiations for the two sites specified within Not for Publication Appendix 2 of Document "AL" up to the option to buy stage

(4) That the procurement of external specialist resources to complete the feasibility stage for the remaining 4 identified sites and subject to further approval, deliver progress to RIBA stage 3 for the design and build of two new crematoria be noted and welcomed.

11 June 2019

10.1 *That the revised cost estimate for the refurbishment of Oakworth crematorium at £2.75m be approved*

10.2 *That the implementation of Phase II works by Rex Procter & Partners to administer the refurbishment of Oakworth Crematorium and produce detailed design and tenders for the building of two new crematoria be approved*

2.2 Crematoria

Some 80% of the Bereavement Service's funeral activity relates to cremation (circa 3000 annually) through the 3 existing crematoria all of which are aged with all cremators 5/6 years beyond their recommended life span. The cremators fail to comply with DEFRA's current air quality emission requirements as they are not fitted with mercury abatement equipment.

The delivery of improved and sustainable crematoria services is now not only business critical due to the condition and age of the existing facilities and cremators but also central to the Councils aspirations to provide the best level of service to its residents

The key recommendations within the bereavement strategy therefore relate to the provision of sustainable, modern, fit for purpose crematoria to enhance the service provision for the District's residents. The preferred delivery method is to build two new crematoria to replace the Scholemoor and Nab Wood facilities, whilst Oakworth will be refurbished.

Three of the 4 sites identified for possible new facilities are located on privately owned land and remain the preferred sites for the development of the new facilities.

2.3 Progress Update

The Phase 1 report from the external specialists has recently been received after an extension was agreed to reflect a significant design brief change for Oakworth crematorium. The client brief required concept design and provisional high level cost estimates to be provided at this stage and the following update is based on this information.

Refurbishment of Oakworth Crematorium

Following receipt of standard dimension details from cremator manufacturers it became clear at an early stage that ceiling heights within the existing crematory/office space were inadequate to house new cremators. Analysis of the required structural change to lift both ceiling and roof heights determined that demolition and rebuilding of the crematory would be more cost efficient as well as reducing the area of surrounding land to be incorporated to house the new equipment. However, the extent of this additional building work has increased the project costs.

The existing meeting room and service hall/chapel will remain in place.

A further advantage of this approach lies in the opportunity to offer significant improvements to the visitor experience through the provision of a separate exit to the service hall and the relocation of the catafalque to a more central position without the loss of any seating. Mourners will exit into a glazed 'winter garden' space, similar in look to that of the waiting room, but located at the opposite side of the service hall. This new layout also allows for a viewing window to be incorporated into this exit room for use as required.

Redesign of traffic movement, car parking and landscaping has allowed for a new green/flower area linking the 'winter garden' to the parking area on a separate pathway from that used to approach the waiting room. A new vehicular exit from the crematorium is planned to further improve the flow of traffic currently required to enter and exit using the same somewhat inadequate gateway.

The replacement building will allow a new public reception facility and limited work space remote from the service hall to secure a contact point and office presence within the Keighley area should the decision be made to relocate all office staff to one of the new crematoria.

The crematory will be built to house a replacement cremator but future proofed to an extent for the provision of a second cremator should activity levels demand; it is generally acknowledged that one cremator is adequate for up to 1000 cremations a year and the existing level is between 600 and 650.

A planning application has been submitted with a decision date expected in August. It is acknowledged that changes may not only be required following this process but also after consideration of the detailed costing. The latest high level estimate for this significantly enhanced project stands at £2.75m compared to the base estimate of £2m in 2016 (the latest estimate includes for the provision of one cremator at a cost of £700k).

New Cremators & Abatement Equipment

A total of 5 new abated cremators will be required across the 3 proposed sites over the next 4 years. Best Value considerations in terms of purchase, operating and maintenance costs clearly suggest a single procurement exercise with call off provision when required within each of the construction programmes.

The lead time currently quoted is between 6 and 9 months requiring a tender to be issued during the next 4 weeks to ensure the first machine will be available at the appropriate time during the refurbishment programme for Oakworth.

It is anticipated that the overall cost for procuring the 5 new cremators will be in the region of £3m to £3.5m.

New Crematoria

A significant amount of work has been undertaken to arrive at an architectural concept design for the new crematoria including outline proposals for structural design and mechanical/electrical services to allow high level cost estimates.

The current design incorporates the vast majority of the aspirational list of features included in national guidelines together with those drawn up by existing staff with local funeral directors. The potential threefold increase in capacity of the new service halls together with the provision of separate rooms for viewing of the deceased and witness charging reflect major elements of local consultation outcomes with Hindu and Sikh representatives.

Subject to ground conditions, detailed design/specification and final selection of sites the total on-site building costs range between £7.7m and £9m for each new facility.

3 PROCUREMENT CONSIDERATIONS

3.1 Oakworth Crematorium Refurbishment (£2.75m)

It is the intention of the Service to use a Design and Build contract for the delivery of the refurbishment project. The tender process will utilise the newly created Bradford Framework for Construction in line with the Councils Standing Orders.

The contract will be administered and managed by Rex Proctor & Partners, already employed to provide specialist design and project management services for the entire crematoria programme over a four year period.

3.2 Cremator Procurement (£3.5m)

Best Value considerations in terms of purchase, operating and maintenance costs clearly suggest a single procurement exercise with call off provision when required within each of the construction programmes.

It is, therefore, currently expected that the procurement of new cremators will be undertaken using the YPO (Yorkshire Purchasing Organisation) 'Crematoria Solution II' framework agreement subject to final confirmation that timescales are compatible. Work to develop a bespoke framework contract for CBDMC has also been undertaken should it be required.

The framework was established by YPO to ensure that Local Authorities have a compliant route to market to comply with the UK legislation relating to "Control of Mercury Emissions from Crematoria". It is a Supplies and Services Framework Agreement, procured under the open procedure, which allows for additional works elements to be incorporated should they be required.

3.3 Social Value

Both proposed contracts will include Social Value as 10% of the overall marks available in the evaluation of bids, as prescribed within the Council's policy.

At least one objective from each of the Social Value Sets (Business Dynamism, Good Jobs, Human Development and Social Cohesion) will be included within each contract with the following as indicative at this stage:-

- Support the Bradford local economy by spending 25% of total expenditure in the local supply chain
- Support Bradford young people into work by delivering employability support (e.g. CV advice, mock interviews, careers guidance) to 5 school and college students
- Coordinate and run a Bradford befriending scheme to reduce social isolation, and prevent the consequences of social isolation for 3 older people
- Provide 25 hours volunteering to support Bradford based community projects

and activities.

4. FINANCIAL & RESOURCE APPRAISAL

The adopted Bereavement Services Strategy identified a compelling case for significant and immediate capital investment in the Council's Crematoria to ensure that the residents of Bradford District retain a service that is fit for purpose. A planned and phased approach to such investment is required to mitigate against the possibility of partial service failure causing further significant pressure on the quality of service delivered.

The indicative capital requirement to deliver the Strategy was agreed by Executive in November 2016 at £16m for the crematoria projects below:-

- Refurbishment of Oakworth Crematory
- Two new crematoria to replace Scholemoor and Nab Wood

This figure for crematoria investment, based on 2016 costs, did not include for the increasing complexity of the project, particularly in terms of identifying suitable sites for new facilities and the potential acquisition costs. Furthermore, there was no allowance made to cover the additional specialist resources required to deliver the programme.

The high level indicative cost for the refurbishment of Oakworth is £2.75m, which is £750,000 greater than the estimated figure in November 2016. The cost for entering Phase II works with Rex Proctor is £501,000 together with an estimated £75,000 required for internal specialist resources and fees during the next phase.

Financial analysis has been undertaken for crematoria investment (as a whole) to ensure the following:

- That where service prudential borrowing is required (where total costs exceed £16m) it be managed within the service, without creating pressure on existing revenue budgets.
- That the project in its entirety does not place additional strain on the Council finances (specifically capital financing costs) as a whole.

The outcome of this analysis, based on the current information available, demonstrates that the entire crematoria programme will generate a net cash flow surplus of £380k (£289k in discounted terms), over a 30 year period.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 4.1 Any significant and lengthy failure in the provision of a cremation service would cause both reputational and also financial damage to the Council.
- 4.2 Land acquisition had not yet been agreed for either new site and costs included to date may be inadequate. The instigation of compulsory purchase is being actively considered to run in parallel with the land negotiations to

ensure the required outcomes.

- 4.3 The scheme has been referred to the Council's taxation advisor in order for VAT and the council's VAT partial exemption risks to be accounted for in the forward programme.
- 4.4 Before the Council legally commits to each build stage of the project, further reports, including a full review of the cost modelling together with all risks and the actions proposed to mitigate these risks, will be brought to the Council's Project Appraisal Group (PAG) for consideration.
- 4.5 The overall Crematoria Investment Programme was approved by PAG (Project Appraisal Group) on 19 July.

6. LEGAL APPRAISAL

- 5.1 The Cremation (England & Wales) Regulations 2008 requires that a cremation authority must ensure that a crematorium is maintained in good working order.
- 5.2 Further, the cremation of human remains is also governed by the Environmental Protection legislation with regard to emissions from cremator operation. The level of emissions must be recorded to allow annual certification by the local Environmental Health office. Crematoria across England & Wales have been required to abate emissions of Mercury by 50% (of 2003 levels) since 31 December 2012.
- 5.3 All procurement activity must be undertaken in accordance with Council's Contract Standing Orders and in line with internal governance requirements.

7. OTHER IMPLICATIONS

7.1 EQUALITY & DIVERSITY

The Bereavement Services Strategy aims to deliver the objectives of the Council's Organisational Equalities Culture by ensuring services are well run, fit for purpose, and fair and inclusive in their approach.

The Strategy recognises and supports equality of opportunity between different groups, particularly religious in nature, through provision of relevant, accessible and in some cases bespoke services.

An Equality Impact Assessment (EIA) is in place.

7.2 SUSTAINABILITY IMPLICATIONS

The strategy seeks to deliver the most sustainable service achievable over a 30-40 year period and beyond through a programme of capital investment.

The proposed new crematoria will be designed to include energy reduction and recovery systems together with more efficient cremators to reduce both fuel use and carbon footprint.

7.3 GREENHOUSE GAS EMISSIONS IMPACTS

The Council's 6 cremators currently fail to comply with DEFRA's air quality emission requirements as they are not fitted with mercury abatement equipment. The strategy, when implemented in full, will include filtration equipment to all cremators in line with these regulations which aim to abate emissions of Mercury by 50% (of 2003 levels).

7.4 COMMUNITY SAFETY IMPLICATIONS

There are no known Community Safety Implications arising from this report.

7.5 HUMAN RIGHTS ACT

There are no known Human Rights Implications arising from this report.

7.6 TRADE UNION

There are no TUPE considerations or significant staffing implications arising from this report although the Trade Unions will be consulted as required through the Council's IR Framework.

7.7 IMPLICATIONS FOR CORPORATE PARENTING

There are no known corporate parenting implications arising from this report.

7.8 ISSUES ARISING FROM PRIVACY IMPACT ASSESSMENT

Implementation of the Bereavement Service strategy will not affect the current and compliant processes in place to ensure privacy of personal data in accordance with the legislation in place.

7.9 SOCIAL VALUE

The Public Services (Social Value) Act 2012, allows the Council like any other public body to consider the social, economic and environmental benefits of their approach to the procurement of a public contract before the process commences.

At its meeting of Tuesday, 21 March 2017 the Council determined to consider inclusive growth through Social Value in all public procurement. Whilst the Act is specifically applicable to 'over EU threshold' services contracts, the Council holds that it is good practice to consider a scalable and proportionate application of the principles of Social Value to any contract of any value.

Contract award criteria shall be assessed using the evaluation criterion set out in the Council's template procurement documents.

8. NOT FOR PUBLICATION DOCUMENTS

None

9. RECOMMENDATIONS

REOS note that the Strategic Director, Place will be entering into the following two contracts valued over £2m and that the matter has been duly reported in accordance with the Council's Constitution:-

Oakworth Crematorium Refurbishment
Cremator Procurement

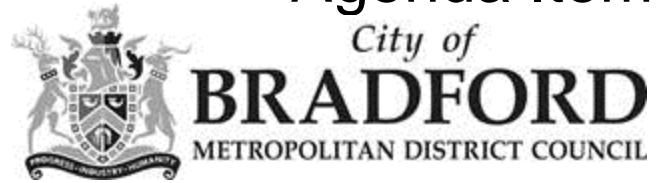
10. APPENDICES

N/A

11. BACKGROUND DOCUMENTS

N/A

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Report of the Strategic Director Place to the meeting of Regeneration and Environment Overview and Scrutiny Committee to be held on 9 July 2019

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Subject:

CONTRACTS OVER £2M - WYKE COMMUNITY SPORTS VILLAGE PROJECT

Summary statement:

The Council's approved Sports Pitch Investment Programme in response to the newly adopted District Playing Pitch Strategy includes the Wyke Community Sports Village as the first project to be delivered. This project is currently expected to cost in the region of £5.5m with competitive tenders due to be issued in the next 3 months.

Steve Hartley
Strategic Director of Place

Portfolio:

Healthy People and Places

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Overview & Scrutiny Area:

Regeneration & Environment

1. SUMMARY

The Council's approved Sports Pitch Investment Programme in response to the newly adopted District Playing Pitch Strategy includes the Wyke Community Sports Village as the first project to be delivered. This project is currently expected to cost in the region of £5.5m with competitive tenders due to be issued in the next 4 months

2. BACKGROUND

2.1 2019 Playing Pitch Strategy

The overall objective of the District's new 2019 Playing Pitch Strategy (PPS) is to deliver a hierarchy of outdoor playing pitch and ancillary facilities that meets current and future demand and seeks to address declining playing numbers within the key sports of football, cricket, rugby (both League and Football Union), tennis and athletics. The National Governing Bodies (NGB) of these sports together with Sport England have worked in partnership with the Council to deliver the PPS with a vision that :-

Bradford will aim to provide a network of high quality outdoor sports facilities that are conducive to sustaining and increasing participation in sport and bring together all partners to ensure a co-ordinated approach to supply and demand.

The District's new PPS was adopted by the Executive on 11 June 2019 and provides a clear, strategic framework for the future maintenance and improvement of existing playing pitches and ancillary facilities up to 2030 (in line with the Bradford Local Plan period).

The PPS Action Plan identifies the provision of 'District hub' sites as a key component to meet and deliver the objectives of the PPS. Wyke Community Sports Village (WCSV) is the first of the District hub sites to be delivered.

2.2 Hub Model

The principle of creating hub sites is based on improving the quality, quantity and management of outdoor sport provision; and significantly increasing access and opportunities for wider community engagement: whilst reducing the level of revenue subsidy required through maximising pitch/facility use.

The hub delivery model developed to deliver the programme for the Bradford District creates a hierarchy of hub provision consisting of:

- Five local multi-sports hub sites, one in each of the five distinct district administrative areas
- Three district-wide multi-sports hub sites. Wyke Community Sports Village will be a new build facility with the remaining two sites at Myra Shay Recreation Ground and Marley Sports Centre consisting of both refurbishment and, where appropriate, extension.
- An as yet unconfirmed number of single pitch and individual pitch site improvement projects. These will consist, in the majority, of refurbishment and/or upgrading of both existing grass pitches and changing facilities or in a

number of cases the provision of ancillary changing facilities.

2.3 Sports Pitches Investment Programme

The PPS identifies the need for all partners to ensure a co-ordinated investment approach to meet current and projected demand.

The Council has therefore developed an overall investment programme to reflect the stated funding intentions of its partners. The total value of the programme is £15m with grant funding and asset sales projected at £5m leaving a net capital funding requirement of £10m by the Council.

This programme was presented to, and approved by, Executive on 11 June having already received approval from the Project Appraisal Group (PAG) on 9 May 2019.

2.4 Grant Funding

External partner funding through grants will be provided mainly by Sport England and the individual sports' NGBs. The Wyke Community Sports Village project will attract grants of £1m, £0.5m confirmed from the Football Foundation with a further £0.5m identified through British Cycling with the application currently being assessed at Stage Two and the full decision expected within 3 months.

2.5 Sale to Invest

A key revenue component for the investment programme will identify either redundant/ and or surplus playing fields together with low value playing field sites (for example, one/two pitch sites with no changing provision and/or no car parking) and other recreational land holding which are not required to meet either current or future need for formal and informal recreation use.

Currently two such sites have been identified at Shetcliffe Lane and Dick Lane with proceeds from Shetcliffe Lane to be used to part fund WCSV.

2.6 Wyke Community Sports Village

The WCSV project will be the first multi-sport hub at the centre of the Council's Sports Pitches Investment Plan for the PPS and is currently being progressed with the design team appointed under the Sports Facilities Plan.

The project includes an artificial grass pitch as well as renovation of the existing grass pitches. The cycling provision features a regional close looped cycle track together with cyclo-cross, training areas and a pump track. Changing rooms, car parking and a large community space that can be utilised for health, education and other co-location opportunities are also included..

This particular project also demonstrates key elements of the Investment Programme funding model through external grant support, use of capital programme funds and the 'sale to invest' element from disposal of a surplus playing field.

3 PROCUREMENT CONSIDERATIONS

- 3.1 It is the intention of the Service to use a Design and Build contract for the delivery of the project, administered and managed by Rex Proctor & Partners. The tender process will utilise the newly created Bradford Framework for Construction in line with the Councils Standing Orders.
- 3.2 This proposed contract will include Social Value as 10% of the overall marks available in the evaluation of bids, as prescribed within the Council's policy. At least one objective from each of the Social Value Sets (Business Dynamism, Good Jobs, Human Development and Social Cohesion) will be included with the following as indicative at this stage:-
- Support the Bradford local economy by spending 25% of total expenditure in the local supply chain
 - Support Bradford young people into work by delivering employability support (e.g. CV advice, mock interviews, careers guidance) to 10 school and college students
 - Coordinate and run a Bradford befriending scheme to reduce social isolation, and prevent the consequences of social isolation for 5 older people
 - Provide 40 hours volunteering to support Bradford based community projects and activities.

4. FINANCIAL & RESOURCE APPRAISAL

Funding for Wyke Community Sports Village Hub is as follows:-

Funding Type	£000
Grant Funds	1,000
Insurance Funds	260
Funding currently in the capital plan	493
Sale of Shetcliffe Lane	1,600
Corporate Resource Requirement	2,170
Total	5,523

Financial analysis anticipates a modest revenue surplus of approximately £80k per annum based on realistic expenditure assumptions and prudent income projections.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 5.1 Any significant deterioration of or failure to meet current or future projected demand of sports pitches and their ancillary facilities in the District would cause both reputational and also financial damage to the Councils Sports Pitches assets.
- 5.2 There is a reputational risk to the Council if the funding Programme is not approved as the sport's National Governing Bodies and Sport England investment programmes are produced in conjunction with the outcomes and deliverability of the PPS's agreed Action Plan which references and includes the proposed Councils Sports Pitches Investment Programme.

5.3 It is likely that the estimated project costs contained within the Programme will be adequate given that the specialist research and design activity already engaged for the Wyke Community Sports Village have provided robust and reliable project costs to allow informed decisions to be made prior to the build of this project. This strategy will also be engaged for each of the subsequent proposed major hub sites.

6. LEGAL APPRAISAL

6.1 All procurement activity must be undertaken in accordance with Council's Contract Standing Orders and in line with internal governance requirements.

6.2 Any disposals of land will have to be in accordance with appropriate legislative requirements, including (but not limited to) should the disposal of land be at less than best consideration: disposals of open space land: or any disposal that might constitute state aid.

6.3 Those organisations providing grant funding may wish to place charges on the land that is the subject of the funding and in line with internal governance requirements.

7. OTHER IMPLICATIONS

7.1 EQUALITY & DIVERSITY

WCSV and other projects within the Sports Pitches Investment Programme aim to deliver the objectives of the Council's Organisational Equalities Culture by ensuring sports pitches and ancillary facilities are well run, fit for purpose, and fair and inclusive in their approach.

The Programme recognises and supports equality of opportunity between different groups through provision of relevant, accessible and in some cases bespoke pitches and facilities.

An Equality Impact Assessment (EIA) is in place.

7.2 SUSTAINABILITY IMPLICATIONS

WCSV and other projects within the strategy seek to deliver the most sustainable sports pitches and ancillary facilities provision achievable over a 15-20 year period and beyond through the capital investment programme.

7.3 GREENHOUSE GAS EMISSIONS IMPACTS

Creating multi-sports sites which share ancillary facilities will replace existing outdated high energy use facilities. The proposed new-build sports hubs and where possible the refurbished hubs will be designed to include energy reduction systems and be more efficient reducing both fuel use and their carbon footprint in both build and operation.

New build hub sites will be placed as far as possible to link with public transportation hubs and links to reduce car dependency. The Wyke Community Sports Village will link through to the Sustrans Route 66 cycle way, this section is the Spen Valley Greenway which creates a road free route to the facility along a line between Dewsbury and the Euroway trading estate. There are cycle paths and segregated facilities from Bierley and Bowling and work will be done to facilitate user access from these areas with no need for cars to access the facilities

7.4 COMMUNITY SAFETY IMPLICATIONS

There are no known Community Safety Implications arising from this report. Safe well maintained, quality playing pitches provide a resource for engaging people in positive activity which can act as a diversion from crime and anti social behaviour.

7.5 HUMAN RIGHTS ACT

There are no known Human Rights Implications arising from this report.

7.6 TRADE UNION

There are no TUPE considerations or significant staffing implications arising from this report although the Trade Unions will be consulted as required through the Council's IR Framework.

7.7 IMPLICATIONS FOR CORPORATE PARENTING

There are no known corporate parenting implications arising from this report.

7.8 ISSUES ARISING FROM PRIVACY IMPACT ASSESMENT

Implementation of this project will not affect the current and compliant processes in place to ensure privacy of personal data in accordance with the legislation in place.

7.9 SOCIAL VALUE

The Public Services (Social Value) Act 2012, allows the Council like any other public body to consider the social, economic and environmental benefits of their approach to the procurement of a public contract before the process commences.

At its meeting of Tuesday, 21 March 2017 the Council determined to consider inclusive growth through Social Value in all public procurement. Whilst the Act is specifically applicable to 'over EU threshold' services contracts, the Council holds that it is good practice to consider a scalable and proportionate application of the principles of Social Value to any contract of any value.

Contract award criteria shall be assessed using the evaluation criterion set out in the Council's template procurement documents.

8. NOT FOR PUBLICATION DOCUMENTS

None

9. RECOMMENDATIONS

REOS note that the Strategic Director, Place will be entering into the following contract valued over £2m and that the matter has been duly reported in accordance with the Council's Constitution:-

Wyke Community Sports Village

10. APPENDICES

N/A

11. BACKGROUND DOCUMENTS

N/A

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Report of the Regeneration & Environment Overview and Scrutiny Committee to be held on Tuesday 9 July 2019

F

Subject:

Single Use Plastics Scrutiny Review

Summary statement:

At its meeting on Tuesday 26 March 2019, the Regeneration and Environment Overview and Scrutiny Committee considered the findings and recommendations from the Single Use Plastics Scrutiny Review.

Members are now asked to refer the findings and review recommendations to the Executive for their approval.

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

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**Portfolio: Healthy People and Places,
Regeneration, Planning and Transport**

**Overview & Scrutiny Area: Regeneration
and Environment**

1. SUMMARY

- 1.1 At its meeting on Tuesday 26 March 2019, the Regeneration and Environment Overview and Scrutiny Committee considered the findings and recommendations from the Single Use Plastics Scrutiny Review. The Single Use Plastics Scrutiny Review is attached, at Appendix 1.
- 1.2 Members are now asked to refer the findings and review recommendations to the Executive for their approval.

2. BACKGROUND

- 2.1 At its meeting on Tuesday 16 January 2018, Council considered a motion in relation to Single Use Plastics and recommended that the Environment and Waste Management Overview and Scrutiny Committee undertake a detailed Scrutiny Review into Single Use Plastics and make recommendations.
- 2.2 On Tuesday 20 February 2018, members of the Environment and Waste Management Overview and Scrutiny Committee discussed and agreed the Terms of Reference for the Single Use Plastics Scrutiny Review.
- 2.3 The Scrutiny Review findings and recommendations were approved by the Regeneration & Environment Overview and Scrutiny Committee on Tuesday 26 March 2019.

3. OTHER CONSIDERATIONS

- 3.1 The key lines of enquiry for this scrutiny review are to examine how Bradford Council:
 - can reduce the use of single use plastics by Council staff and visitors on its own estate;
 - can engage with the users of Council parks and other recreational facilities to reduce the use of single use plastics;
 - might work with partner organisations, local businesses and residents to encourage a reduction in the use of single use plastics across our District.

Looking for alternatives to Single Use Plastics and best practice elsewhere, will cut across these three areas of scrutiny.

4. FINANCIAL & RESOURCE APPRAISAL

A key area of this Scrutiny Review is looking for alternatives to Single Use Plastics.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

There were none arising from this Scrutiny Review.

6. LEGAL APPRAISAL

There were none arising from this Scrutiny Review.

7. OTHER IMPLICATIONS

7.1 EQUALITY & DIVERSITY

There were none arising from this Scrutiny Review.

7.2 SUSTAINABILITY IMPLICATIONS

There were none arising from this Scrutiny Review.

7.3 GREENHOUSE GAS EMISSIONS IMPACTS

A reduction in the use of plastic, will lead to a reduction Greenhouse Gas Emissions.

7.4 COMMUNITY SAFETY IMPLICATIONS

There were none arising from this Scrutiny Review.

7.5 HUMAN RIGHTS ACT

There were none arising from this Scrutiny Review.

7.6 TRADE UNION

There were none arising from this Scrutiny Review.

7.7 WARD IMPLICATIONS

All wards across the District are affected by Single Use Plastics.

7.9 IMPLICATIONS FOR CORPORATE PARENTING

There were none arising from this Scrutiny Review.

7.10 ISSUES ARISING FROM PRIVACY IMPACT ASSESMENT

There were none arising from this Scrutiny Review.

8. NOT FOR PUBLICATION DOCUMENTS

None.

9. OPTIONS

In considering how to progress this issue the Committee may wish to:

- Forward their findings and recommendations to the Executive;
- Forward their findings and recommendations to Council.

10. RECOMMENDATIONS

- 10.1 That it be recommended to the Executive that they approve and adopt the findings and recommendations contained within the Single Use Plastics Scrutiny Review Report.
- 10.2 That it be recommended to Council that they consider the findings and recommendations contained within the Single Use Plastics Scrutiny Review Report and that they also appoint a Single Use Plastics Members Champion.

11. APPENDICES

Appendix 1 – Single Use Plastics Scrutiny Review Report.

12. BACKGROUND DOCUMENTS

None.

Single Use Plastics Scrutiny Review

Tuesday 26 March 2019



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Membership of the Regeneration & Environment Overview and Scrutiny Committee

Members

Cllr Rizwana Jamil, (Chair)
Cllr Joanne Dodds, (Deputy Chair)
Cllr Ralph Berry
Cllr Nussrat Mohammed
Cllr Taj Salam
Cllr David Heseltine
Cllr Rebecca Whitaker
Cllr Brendan Stubbs
Cllr Martin Love

Co-opted Members

Nicola Hoggart – Environment Agency
Julia Pearson – Bradford Environment Forum

Alternate Members

Cllr Mohammed Amran
Cllr Zafar Iqbal
Cllr Michael Johnson
Cllr Hassan Khan
Cllr Mohammed Amran
Cllr Riaz Ahmed
Cllr Kevin Warnes

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▪ Appendix 2: Information evidence-gathering participants.	

Chairs Foreword

This report has been produced by the Regeneration and Environment Overview and Scrutiny Committee, to make a number of recommendations in response to the Council resolution on Tuesday 16 January 2018; for the Environment and Waste Management Overview and Scrutiny Committee to undertake a detailed Scrutiny Review into Single Use Plastics and make recommendations.

Since the Council resolution on Tuesday 16 January 2018, the Regeneration and Economy and Environment and Waste Management Overview and Scrutiny Committees have merged. Subsequently, this scrutiny review was undertaken by the new Regeneration and Environment Overview and Scrutiny Committee.

The recommendations in the report come under the three key lines of enquiry in the terms of reference of the review – reducing the use of single use plastics by Council staff and visitors, engaging with users of Council parks and other recreational facilities to reduce the use of single use plastics and working with partner organisations, local businesses and residents to encourage a reduction in the use of single use plastics across our District.

Underpinning all of this, will be the need to look for alternatives to Single Use Plastics and best practice elsewhere.

I would like to thank fellow councillors, co-opted members of the committee and council officers for taking part in this scrutiny review, but my thanks especially go to the members of a variety of expert community groups and representatives from different organisations who took the time to attend the information-gathering sessions and to contribute their ideas and experience so fully to our discussions.

As you will see from the recommendations, the Council needs to identify where Single Use Plastics is the most significant, where they can be easily removed or alternatives identified and where there are challenges in finding alternatives.

Cllr Rizwana Jamil
Chair, Regeneration and Environment Overview and Scrutiny Committee

Executive Summary

This scrutiny review follows on from the Council meeting on Tuesday 16 January 2018, where Council considered a motion in relation to Single Use Plastics and recommended that the Environment and Waste Management Overview and Scrutiny Committee undertake a detailed Scrutiny Review into Single Use Plastics and make recommendations.

This review, undertaken by the newly formed Regeneration & Environment Overview and Scrutiny Committee, offers a wider perspective on ways in which Bradford Council can reduce its use of Single Use Plastics whilst at the same time encouraging and working with key partners and local organisations to stimulate a behaviour change towards a reduction in the use of Single Use Plastics across the District.

The three information gathering sessions undertaken as part of this scrutiny review focused on three areas for improvement, in accordance with the terms of reference adopted at the Environment and Waste Management Overview and Scrutiny Committee on Tuesday 20 February 2018. Specifically, the committee resolved to:

- 1. reducing the use of single use plastics by Council staff and visitors on its own estate;*
- 2. engaging with the users of Council parks and other recreational facilities to reduce the use of single use plastics;*
- 3. working with partner organisations, local businesses and residents to encourage a reduction in the use of single use plastics across our District.*

As a result of the review, this Committee has made a number of recommendations for consideration. These are contained (a) within the body of the report and (b) summarised at the end for ease of reference.

Chapter 1 - Introduction

At its meeting on Tuesday 16 January 2018, Council considered a motion in relation to Single Use Plastics and recommended that the Environment and Waste Management Overview and Scrutiny Committee undertake a detailed Scrutiny Review into Single Use Plastics and make recommendations.

Regeneration and Environment Overview and Scrutiny Committee will consider the final report, prior to its submission to full Council.

Regeneration and Environment Overview and Scrutiny Committee members began their deliberations on Wednesday 19 September 2018, with the session focusing on setting the scene into how Bradford Council currently deals with the single use plastics. At the information gathering sessions on Tuesday 9 October 2018 and Tuesday 27 November 2018, members met with representatives from external organisations.

Key Aims and Scrutiny Process

The key aims of this stage in the scrutiny review are as outlined on the previous page.

Members have received and gathered a range of information from a number of different sources, including:

- relevant documents;
- relevant data;
- written submissions from, or meetings with, interested parties.

National Context

Around eight million tonnes of plastic makes its way into oceans each year, which poses a serious threat to the natural and marine environment. Moreover, there is now a growing acceptance local, nationally and globally of the negative impact that plastic waste is having on our environment. Furthermore, local authorities, businesses and communities are combining their efforts to adapt their policies and practices and sharing best practice with a view to reducing the use of Single Use Plastics.

A Green Future: 25 Year Environment Plan

A key aim of the Environment Plan is to work towards the elimination of all avoidable plastic waste by the end of 2042.

Resources and Waste Strategy

The Government published its Resources and Waste Strategy, (18 December 2018), which is currently out for consultation.

This strategy sets out the preservation of stock of material resources by minimising waste, promoting resource efficiency and moving towards a circular economy; whilst at the same time minimising the damage caused to the natural environment by reducing and managing waste safely, carefully and tackling waste crime. The Strategy will work alongside the 25 Year Environment Plan.

In relation to reducing plastics, the Strategy sets out how it will:

- stimulate demand for recycled plastic by introducing a tax on plastic packaging with less than 30% recycled plastic;
- ban plastic products where there is a clear case for it and alternatives exist;
- support developing nations to tackle pollution and reduce plastic waste.

Chapter 2 – Key Findings

This section presents the findings of the Regeneration and Environment Overview and Scrutiny Committee into Single Use Plastics, covering the agreed key lines of enquiry for this Scrutiny Review.

The key recurring issues that have arisen during this scrutiny review have centred around:

- Moving towards becoming a plastic free organisation;
- Procurement of goods and materials;
- Improved recycling offer;
- Education and awareness raising;
- Greater Partnership working.

Moving towards becoming a plastic free organisation

There was overwhelming support amongst councillors and officers that Bradford Council needs to set an example in relation to how it deals with single use plastics use across the organisation. Members felt that a “statement of intent”, needed to be made by Bradford Council in relation to stopping the use of single use plastics and striving towards becoming a plastic free organisation.

It was felt that the phasing out of single use plastics across the Council and the development of a Single Use Plastics Policy were fundamental in achieving this. This is an approach being adopted by other Councils such as Birmingham, Brighton, Bristol, Plymouth, Solihull, East Sussex and Leeds.

Participants also felt that it was important to achieve a balance between getting the right environmental improvement, whilst not creating a cost pressure for the Council. However, it was acknowledged that Bradford Council needed to start somewhere and to start identifying what are the biggest single items that the Council can concentrate on and where the Council has the biggest purchasing power.

Members unanimously agreed that Bradford Council should stop using single use plastics from its buildings, recreational facilities and event. In the first instance such items should include plastics cups and cutlery. The phasing out and stopping the use of plastic cups and cutlery from all Bradford Council meetings, events, recreational facilities and buildings was considered to be necessary by members.

During the course of the information gathering sessions, there was agreement amongst members that Bradford Council should appoint a member and officer Single Use Plastics Champions to oversee the Councils approach to becoming a plastic free organisation.

Recommendation 1

That Bradford Council commits towards becoming a Single Use Plastic free organisation by 2024 and that Bradford Council develops a Single Use Plastics Policy with Implementation Plan to assist the Council becoming a plastic free organisation. The Implementation Plan should be reported back to the Regeneration & Environment Overview and Scrutiny Committee in 12 months.

Recommendation 2

That Single Use Plastics Champions be appointed:

- I. Council appoints a Member Champion;***
- II. The Strategic Director for Corporate Resources appoints an Officer Champion.***

Bradford Councils Events team informed Councillors that they welcomed this scrutiny review and reviewing the use of Single Use Plastics in Bradford Council. Hundreds of plastic bottles are being used and left at the many Council run events that have and are taking place. Colleagues also made Councillors aware that other Councils were exploring the use of water stations at events, so that people attending events will have a bottle of water and fill it at the station. However it was felt that more should be done, in stopping the use of single use plastics in Bradford Councils buildings and at events.

Recommendation 3

That Bradford Council Events team explore the feasibility of using water station at Council run events.

Officers from Bradford Council's Parks service informed councillors that the biggest issue they faced is the plastics sacks that are used inside park bins, with some of these bins being emptied between one to three times a week. The bins are lined with a plastic bin sack and this is where this becomes an issue. Councillors were also told that the service would go through 100's of plastics sacks a week and other options now needed to be explored to reduce the use of plastics in this area. Other options could include using biodegradable sacks, or ensuring that the bins have a permanent plastic lining in them. Even though this would mean that park bins have a plastic lining, it would reduce the need to purchase and put plastic sacks in them.

Recommendation 4

That officers within Bradford Councils Parks Service explore and develop options for reducing the plastic used inside the Councils Parks and consideration be given to using biodegradable bags as oppose to using plastic bin liners.

Procurement of goods and materials

Continuing on, colleagues from Bradford Councils Procurement team, stated that there is a Social Value Policy which is applied to all procurements and contains 30 different objectives that are taken into consideration when procuring goods. Members heard that the Council may not be "big" enough yet to influence suppliers to remove single use plastics as packaging from their products that they sell to the Council. Nevertheless, the Council should consider including measures in its evaluation criteria to acknowledge the environmental benefits of those suppliers who are taking positive steps towards, or who have eliminated single use plastics. This is something that is not currently within these objectives. There was agreement, that this is an approach that should be used, during the evaluation process when procuring goods.

Recommendation 5

That officers within Bradford Councils Procurement team develop an objective within the Social Value Policy, which acknowledges the environmental benefit of these suppliers who are taking positive steps towards, or who have eliminated Single Use Plastics.

Members agreed that further work should be undertaken with the suppliers of goods to Bradford Council, in terms of products such as post-its, sugar, salt and ketchup to establish whether such products can be wrapped in biodegradable single use packaging. There was agreement that this is something that Bradford Councils procurement team should pursue, and moving towards ensuring that products arrive in biodegradable packaging, rather than just pure plastic.

Members felt that it was imperative that Bradford Council works much closer with its suppliers, with a view to using minimum packaging for products that the Council receives. Furthermore, in situations where packaging has to be used, then it should be recyclable or made of biodegradable material.

All participants stressed the importance of organisations such as Bradford Council, and other Local Authorities “pushing” suppliers through the Local Government Association and Yorkshire Purchasing Organisation to develop alternatives to single use plastics, whilst at the same time achieving the correct balance between the right environmental improvement and not creating a cost pressure for the Council. There was consensus that the key issue here was about identifying what the biggest single items that we could concentrate on are, together with where we as an organisation have either the biggest purchasing power, in finding a way of sourcing the goods ourselves or joining with other local authorities.

Recommendation 6

That Bradford Councils Procurement team, seeks to work collaboratively with Local Authorities in the Yorkshire and Humber region and the Yorkshire Purchasing Organisation, to explore the development of a requirement for recyclable or biodegradable packaging materials for the goods and products it purchases.

There was some discussion on Bradford Councils spend on supplies, types of supplies and how this is linked in with single use plastics. Officers from Bradford Councils Procurement team stated that the Council's expenditure on supplies (goods, products and materials) in 2017/18 amounts to £23.5m out of a total spend of £433m. This figure excludes direct expenditure by the District's schools.

The five largest categories of spend (worth £14.5m) are as follows:

- Food;
- Building Supplies;
- Housing and Homelessness Service;
- IT Hardware;
- Facilities / Office Management.

The food category is the largest area of spend for Bradford Council, which is at £5.7m.

Yorkshire Purchasing Organisation (YPO) is the Council's largest supplier of food products, at an estimated £1.6m (the current data set runs from September 2017 to June 2018).

The Council's top ten suppliers of goods, products and materials by value are:

- Yorkshire Purchasing Organisation (Food and other supplies);
- Bechtle Direct Ltd (IT supplies);
- Brake Bros Foodservice Ltd (Frozen food supplies);
- Ron Chalker (The potato man) Ltd (Fruit & Veg);
- Morris Quality Bakers (Bread);
- JW Young Butcher Ltd (Meat & Poultry);
- Edmondson Electrical Ltd (Electrical supplies);
- Veka Plc (Window profiles for ISG);
- Web (M&E) products Ltd (Electrical supplies);
- Uriah Woodhead & Son Ltd (Building materials).

The Council's aggregate spend with the above suppliers totals £5.9m.

Plastics are present in an estimated 43% of the food products supplied by the YPO, as a part of the food container or wrapping, (but plastics will also be present in packaging across products procured in all supplies categories).

Officers from Bradford Council's Civic Catering service highlighted that as a service they are phasing out the single use plastics and bottles. However, Civic Catering provide school meals to approximately 140 schools in Bradford. This involves purchasing large quantities of food like tins of sweet corn and beans, which come packaged in plastic. The issue is that there is no way of controlling where this waste goes, as it could just go straight to landfill, without any recycling or separation of plastics taking place. Councillors also heard from officers that it is not possible to encourage food manufacturers to change how they package their products, without public intervention. It was felt that as an organisation, Bradford Council should not just try to minimise, but recycle this waste and adopt an approach which has no additional cost to the service.

There was also consensus amongst participants that as a Council, Bradford should be lobbying the Government and manufacturers, in relation to the different plastic types being used for packaging as there are so many different types of plastics that are being used in packaging.

Furthermore, it was also felt that as Bradford Council is part of the Local Government Association, more discussions should also be taking place with other Councils in lobbying the packaging industry and Central Government, to make that "step change", in reducing the amount and types of plastic packaging by manufacturers, with a view to changes in legislation.

Recommendation 7

That Bradford Councils Chief Executive and Leader of the Council writes to the Local Government Association, requesting that they lobby the packaging industry to develop alternatives to plastic packaging.

Members felt strongly about the need to make an instruction to purchasing, to not buy single use plastic items unless there are no alternatives and are essential. Furthermore, where alternatives are available, the environmental and economic cost must be taken into consideration and any single use plastic must be purchased as a last resort. Some participants expanded further on this and indicated that there should actually be an ethical procuring purchasing policy within Bradford Council. There was consensus amongst Councillors, that this should be the starting point for the Council when looking to become a plastic free organisation.

Recommendation 8

That Bradford Councils Procurement Team includes, as part of e-learning training materials for Bradford Council staff who undertake a procurement or purchasing role suitable content focusing on and underlining the importance of procuring ethically on behalf of the Council and minimising, or eliminating where possible Single Use Plastics from the Councils Supply chain..

Improved Recycling offer

Several contributions from Councillors during the first evidence-gathering session indicated that it was not really going to be possible to remove all of the plastics out of Bradford Council's activities. However there was agreement that the Council could do more in terms of dealing with materials as they arrive, through recycling. For instance at the moment there is no recycling offer available for the Councils Trade Waste customers, for them to be able to separate their waste between waste and recyclates, such as plastics.

Continuing on, there was further discussion on the recycling offer available to the Bradford Council's Trade Waste customers. As a lot of trade waste goes into the one bin including recyclates and plastics and that consideration should be given to collecting on alternate weeks for businesses, (one week trade waste and the next week recyclables. This would be dependant on take-up of this from businesses.

Colleagues in Facilities Management understood the concerns about reducing the use of plastic cups, plates and cutlery in Bradford Council buildings; however they indicated that a more pressing concern was the waste produced by schools. There was consensus amongst participants that there should be a recycling offer available to schools.

Recommendation 9

That officers within Bradford Councils Trade Waste service explore the options for extending the recycling offer available to Bradford Councils Trade Waste customers and for schools across the District.

Whilst officers from Bradford Councils Waste Management Service did recognise the importance of recycling and education around recycling, they were also very clear about developing alternative approaches to not creating the waste in the first place. In terms of the hierarchy of waste, re-use is higher than recycling and waste prevention is higher than re-use. The focus should be to not create the waste in such a way in which it only gets used once and then thrown away.

Education and Awareness raising

There was considerable debate amongst participants about the need to educate and assist in the understanding of Bradford Council employees in relation to the importance of recycling and in particular reducing the use of single use plastics across the Council. Councillors heard that there is a Waste Minimisation Policy and Recycling Policy for Bradford Council. However, it was felt that the key messages contained within these two policies should be reiterated to Bradford Council staff, through perhaps a staff survey or a mandatory e-learning package.

Recommendation 10

That Bradford Councils Energy Team Change and Waste Management services develop an e-learning package for all Council staff and Councillors to reinforce the key recycling messages within the Bradford Council Waste Minimisation and Recycling Policies, (other appropriate approaches should also be considered and implemented as necessary).

Greater Partnership working

In relation to how Bradford Council might work with partner organisations, local business and residents to encourage a reduction in the use of single plastics across the District, Councillors heard from representatives from a number of organisations. The key points from these discussions are set out below.

Tesco

Tesco's have a "Little Helps Plan", which is their commitment to reducing the total amount of packaging they use and to make all of their packaging fully recyclable by 2025. As part of this plan, all Tesco packaging will be fully recyclable or combustible and all paper and cardboard will be 100% sustainable.

Tesco's three step plan is:

- Material and design – collaborating with suppliers to reduce the types of materials they use, therefore less packaging is used and packing is easier to recycle;
- Recovery and Recycling – greater innovation and examples include, reversed vending machine where customers who can bring plastics bottles and they will get money back and in stores encouraging customers who visit delicatessen counters to bring their own containers and use paper to wrap meat or fish and then put in customer container;
- Changing customer behaviours – to educate in order to help change customers' behaviours and help shoppers who want to reduce their packaging output.

Since 2007, Tesco has reduced packaging by 37%. The avoidance of polystyrene from fish packaging has taken 653 tons of plastic out of the supply chain. Seven hundred million single use carrier bags have been removed and bags for life plastic made from 94% recycle plastics in 2017.

The representative from Tesco did express frustration at the difference in recycling standards in local authorities and indicated that all organisations have a responsibility to try and educate customers/citizens a lot more and about increasing recycling. Tesco would also like to work much closer with Bradford Council to help educate the citizens of the District, for instance in relation to recycling.

Morrison's

Morrison's are striving towards making sure that all plastic are fully recyclable by 2025 and are moving towards plastic free aisles and have currently reached 40%. The representative from Morrison's told members that they were also looking at encouraging customers to reuse bags and bringing in their own containers into the store so that you can get fresh meat and fish. As well as this, five pence carrier bags are no longer provided.

Morrison's also have plastics champions within their organisation and also engage with customers through listening groups, with the aim of reducing Single Use Plastics.

Councillors were informed that Morrison's operate vending machines in stores, whereby customers can put their plastic bottles and get back 10 pence onto their Morrison's Card, as with Tesco. There was some discussion on this aspect and that perhaps such vending machines could be placed into stores in areas of the District where they are not performing well in terms of recycling rates. There was a feeling that there should be more partnership working with Bradford Council on this.

Recommendation 11

That Bradford Councils Waste Service, in conjunction with Morrison's, Tesco's, major retailers and charities explores the use of plastic bottle vending machines in stores within areas where recycling rates are not high.

Newby School

Newby School are involved in recycling children's milk bottles, card and waste paper and have been doing this for about six months. As they were previously producing 100 litres of plastic waste every day that was just going into landfill.

Members were informed that the school is keen for Children to get involved in recycling at a young age and they have become very involved on a daily basis and are getting used to collecting plastic bottles, washing them and taking them to the bins.

Representatives from Newby School did indicate that they had asked Bradford Council for a Trade Waste bin for the recycling of the bottles, but the Council did not provide this facility and are subsequently having to use the normal household recycling bins.

Members heard that schools are treated as a commercial customers and the recycling offer to available to commercial organisations is not very well developed, as is with domestic collections.

Newby school also try to work with other schools in their locality, there has not been as much take-up on this from schools. We need to work together more closely, in relation to how we recycle single use plastics.

Plastic Free Bingley Group

Representatives from Plastic Free Bingley Groups informed members of the toolkit that they use, with the aim of achieving plastic free status for Bingley Town by:

- persuading local businesses to stop using single use plastics;
- involving communities, the Church and schools in reducing single use plastics;
- arranging public events about reducing the use of single use plastics.

Members also learned that recycling boxes are placed in shops in Bingley for items that Bradford Council does not take away like biscuit wrappers, (collected at the library), beauty packaging, (collected at Boots) and packing from household cleaners, (collected at the Co-Op). This facility is run by a company called Terracycle and any money they make from the recycling containers goes to the charity, Surfers against Sewage and the Marine Conservation Society.

Colleagues from the Plastic Free Bingley Group, did emphasise that they were keen to work more closely with Bradford Council on this.

Members discussed the possibility of implementing a similar scheme like a “score on the doors” system, as there is for food; but specifically focusing on best practice “scores on the doors” for environmentally friendly and aware businesses operating in the Bradford District. Similar to what was happening in Bingley.

Recommendation 12

That Bradford Councils Energy Team and Recycling Services explore options for greater collaborative working with organisations within the District, (including schools, businesses and local organisations), to assist in educating the citizens of the District of the importance of reducing single use plastics and recycling as a whole.

Greenpeace

Colleagues from Greenpeace highlighted that Single Use Plastics is a global problem with vast amounts of plastics going into the oceans, which is increasing all the time.

Members heard that 36 million plastic bottles are used a day and only 20 million get back into recycling and for this reason , it is imperative to start trying to reduce the amount of plastic we make and reduce the amount we use.

Collecting plastics is not the issue, its actually finding an outlet which depends on what the market demand; as not all types of plastic are recyclable.

Refill

Refill is a national campaign, allowing individuals to turn up with a glass, bottle, refillable bottle or plastic bottle and ask any organisation that is signed up with Refill to fill their bottle with tap water. Refill has not faced any challenges in businesses signing-up to Refill, as businesses view this positively and have seen increases footfall in terms of

people come through their premises to refill their water containers, with no obligation for them to buy.

Members learned that Bradford Council has added all its sports centres to the Refill App, however not all Bradford Councils buildings were signed up. There was agreement that Bradford Council should pursue this.

Recommendation 13

That Bradford Councils Energy Team work with the local Refill Bradford Group and explore using Council buildings that allow public access, to be use used as a refill station.

Yorkshire Purchasing Organisation, (YPO)

Yorkshire Purchasing Organisation, YPO), is a joint committee of 13 Councils, of which Bradford is one of the members. YPO are a large supplier to both Bradford Council and to schools of products and food and have approximately 1,100 products.

Officers from YPO informed Councillors that they are addressing the usage of single use plastics in a number of ways. First is an audit of suppliers and to understand what it is they are doing on reducing plastic waste.

YPO are also seeking to have more control over their own products in terms of removing plastics out of their business as much as possible, for instance removing plastics and replacing them with recycled board.

Another example is currently YPO sell 32 million exercise books which had previously been covered in opaque film, this has now changed to recyclable film. That's is now 15 tons per year that can enter recycle.

However, members did feel that YPO could be doing more in relation to exploring new recyclables products as apposed to single use plastics.

PFF Packaging Group

During the third information gathering session, members of Environment and Waste Management Overview and Scrutiny also heard from the Managing Director of PFF Packaging Group. Members found the discussions with PFF Packaging very useful and informative, however as the areas discussed did not fall within the terms of reference of this Scrutiny Review, members could not pursue some of the areas discussed.

Nevertheless, some members did express an interest to visit PFF Packaging and observe their operations in how they are working with plastics.

Chapter 3 – Concluding Remarks

Single Use Plastics are having a considerable negative impact on our environment and throughout this Scrutiny Review; it became clear that in order for Bradford Council to move towards becoming a plastic free organisation, a multi-faceted approach will be required.

This begins from stopping the use of plastic cups, plates and cutlery at Councils meetings and events, to further educating Council staff about reducing the use of plastics and how they can be reduced; examining the products that the Council purchases and its packaging; and to provide improved recycling offers to schools and business.

However, where this is not possible, alternatives to the use of Single Use Plastics need to be explored.

Throughout the course of the review, members heard that there are pockets of good practice taking place in Bradford Council to remove the use of plastics across all its buildings and operations. Moreover, there is willingness for this to happen.

However, a lot more work needs to be undertaken to removing plastics from within Council business and operations. There may also be instances where it may be not possible to remove plastics from within a particular process.

Furthermore, during this review members also heard from other organisations and the good work that they are doing to remove plastics from within their activities. Bradford Council needs to learn from this and develop its own approach to removing plastics and where possible work in partnership with such organisations to not just remove plastics from its own activities but also to educate and make the Districts citizens aware.

This Committee has sought to take a balanced approach in its deliberations relating to this Scrutiny review and aimed to ensure that this report encompasses the views and concerns of all interested parties.

The scrutiny review report identifies a number of recommendations. If implemented, these will further improve the approach that Bradford Council has in terms of becoming a plastic free organisation.

Bradford Council's Regeneration and Environment Overview and Scrutiny Committee, will monitor future progress against these scrutiny review recommendations.

Recommendation 14

Bradford Council's Regeneration and Environment Overview and Scrutiny Committee to receive a report back in 12 months, which monitors the progress against all the recommendations contained within this scrutiny review.

Chapter 4 – Summary of Scrutiny Review Recommendations

Recommendation 1

That Bradford Council commits towards becoming a single use plastic free organisation by 2024 and that Bradford Council develops a Single Use Plastics Policy with Implementation Plan to assist the Council becoming a plastic free organisation. The Implementation Plan should be reported back to the Regeneration & Environment Overview and Scrutiny Committee in 12 months.

Recommendation 2

That Single Use Plastics Champions be appointed:

- I. Council appoints a Member Champion;*
- II. The Strategic Director for Corporate Resources appoints an Officer Champion.*

Recommendation 3

That Bradford Council Events team explore the feasibility of using water station at Council run events.

Recommendation 4

That officers within Bradford Councils Parks Service explore and develop options for reducing the plastic used inside the Councils Parks and consideration be given to using biodegradable bags as oppose to using plastic bin liners.

Recommendation 5

That officers within Bradford Councils Procurement team develop an objective within the Social Value Policy, which acknowledges the environmental benefit of these suppliers who are taking positive steps towards, or who have eliminated single use plastics.

Recommendation 6

That Bradford Councils Procurement team, seeks to work collaboratively with local authorities in the Yorkshire and Humber region and the Yorkshire Purchasing Organisation to explore the development of a requirement for recyclable or biodegradable packaging materials for the goods and products it purchases.

Recommendation 7

That Bradford Councils Chief Executive and/Leader of the Council writes to the Local Government Association, requesting that they lobby the packaging industry to develop alternatives to plastic packaging.

Recommendation 8

That Bradford Councils Procurement Team includes, as part of e-learning and other training materials for Bradford Council staff who undertake a procurement or purchasing role suitable content focusing on and underlining the importance of procuring ethically on behalf of the Council and minimising, or eliminating where possible single use plastics from the Council's supply chain.

Recommendation 9

That officers within Bradford Councils Trade Waste service explore the options for extending the recycling offer available to Bradford Councils Trade Waste customers and for schools across the District.

Recommendation 10

That Bradford Councils Energy Team and Waste Management services develop an e-learning package for all Council Staff and Councillors to reinforce the key recycling messages within the Bradford Council Waste Minimisation and Recycling Policies, (other appropriate approaches should also be considered and implemented as necessary).

Recommendation 11

That Bradford Councils Waste Service, in conjunction with Morrison's, Tesco's, major retailers and charities explores the use of plastic bottle vending machines in stores within areas where recycling rates are not high.

Recommendation 12

That Bradford Councils Energy Team and Recycling Services explore options for greater collaborative working with organisations within the District, (including schools, businesses and local organisations), to assist in educating the citizens of the District of the importance of reducing single use plastics and recycling as a whole.

Recommendation 13

That Bradford Councils Energy Team work with the local Refill Bradford Group and explore using Council buildings that allow public access, to be use used as a refill station.

Recommendation 14

Bradford Council's Regeneration and Environment Overview and Scrutiny Committee to receive a report back in 12 months, which monitors the progress against all the recommendations contained within this scrutiny review.

**City of Bradford Metropolitan District Council
Environment and Waste Management Overview and Scrutiny Committee**

Single Plastics Use - Scrutiny Review

Terms of Reference

See Part 3E paragraphs 2.1 to 2.11 of the Constitution of the Council.

Background

At its meeting on Tuesday 16 January 2018, Council considered a motion in relation to Single Use Plastics and recommended that the Environment and Waste Management Overview and Scrutiny Committee undertake a detailed Scrutiny Review into Single Use Plastics and make recommendations.

Key Lines of Enquiry

The key lines of enquiry for this scrutiny review are to examine how Bradford Council:

- can reduce the use of single use plastics by Council staff and visitors on its own estate;
- can engage with the users of Council parks and other recreational facilities to reduce the use of single use plastics;
- might work with partner organisations, local businesses and residents to encourage a reduction in the use of single use plastics across our District.

Looking for alternatives to Single Use Plastics and best practice elsewhere, will cut across these three areas of scrutiny.

Methodology

The committee will receive and consider a variety of evidence/information provided by a range of interested parties. The Committee may adopt one or more of the following methods to collect evidence/information:

- relevant documents;
- relevant data;
- written submissions from, or meetings with interested parties;
- undertake relevant visits.

Indicative list of interested parties

An indicative list of interested parties is provided below. This is not definitive or exclusive and can be developed as the scrutiny progresses.

Organisation / Department	Contact
Bradford Council Executive Portfolio Holder.	Cllr Sarah Ferriby.
Bradford Council.	Procurement – Duncan Farr. Catering – Paul Charity. Energy Centre – Neill Morrison/Kate Smallwood. Waste Management/Recycling – John Major/Richard Longcake. Parks – John Schofield/Ian Wood/David Canfield. Events – Vanessa Allen/Allyson Corney.
Local/Regional/National Organisations.	Environment Agency – . Friends of the Earth - . Greenpeace - . Sustainable Cities Network - . Tidy Britain Group – Tesco – James Buckingham. Morrison – Steven Butts/Philippa Hadfield. Plastic Free Bingley – Jane Stone. Surfers Against Sewage – Marine Conservation Society – Newby Primary School – Linda Bristow. Re-Fill – Charlotte Hawkins/Hawarun Hussain. Yorkshire Purchasing Organisation – Paul Smith.
Local Authorities.	Brighton and Hove. East Sussex. Norwich. Bristol. Manchester. Leeds. Calderdale. Kirklees. Wakefield. Birmingham.

Indicative Timetable

Date	Milestone
Tuesday 20 February 2018.	DRAFT Terms of Reference to be presented to the Environment and Waste Management Overview and Scrutiny Committee – for discussion and approval.
Wednesday 19 September 2018.	Information gathering session – Scene setting.
Tuesday 9 October 2018.	Information gathering session – Discussions with other Local Authorities and external organisations.
Tuesday 27 November 2018.	Information gathering - Kenton Robbins, (Managing Director of PFF Packaging Group, Keighley). Review key findings and develop recommendations.
Tuesday 26 March 2019.	Final review findings and recommendations to be considered by Regeneration and Environment Overview and Scrutiny.

Regeneration & Environment Overview & Scrutiny Review - Participants

First evidence-gathering session, City Hall, Bradford, Wednesday 19 September 2018

- Cllr Rizwana Jamil (Chair, Regeneration and Environment Overview and Scrutiny Committee)
- Cllr Joanne Dodds (Deputy Chair, Regeneration and Environment Overview and Scrutiny Committee)
- Cllr Martin Love (Member, Regeneration and Environment Overview and Scrutiny Committee)
- Cllr Brendan Stubbs (Member, Regeneration and Environment Overview and Scrutiny Committee)
- Cllr David Heseltine (Member, Regeneration and Environment Overview and Scrutiny Committee)
- Cllr Ralph Berry (Member, Regeneration and Environment Overview and Scrutiny Committee)
- Cllr Sarah Ferriby (Bradford Council, Executive Portfolio Holder)
- Cllr Alex Ross-Shaw (Bradford Council, Executive Portfolio Holder)
- Duncan Farr (Bradford Council, Procurement)
- Richard Longcake – (Bradford Council, Waste Management)
- Neill Morrison – (Bradford Council, Energy Centre)
- Kate Smallwood – (Bradford Council, Energy Centre)
- Paul Charity – (Bradford Council, Catering)
- Ian Wood – (Bradford Council, Parks and Landscapes)
- Vanessa Allen – (Bradford Council, Events)
- Joanne Gleeson – (Bradford Council, Legal)
- Mustansir Butt (Bradford Council, Overview & Scrutiny Lead)
- Licia Woodhead (Bradford Council, Overview & Scrutiny Lead)

Second evidence-gathering session, City Hall, Bradford, Tuesday 9 October 2018

- Cllr Rizwana Jamil (Chair, Regeneration and Environment Overview and Scrutiny Committee)
- Cllr Joanne Dodds (Deputy Chair, Regeneration and Environment Overview and Scrutiny Committee)
- Cllr Martin Love (Member – Regeneration and Environment Overview and Scrutiny Committee)
- Cllr Brendan Stubbs (Member, Regeneration and Environment Overview and Scrutiny Committee)
- Cllr Sarfraz Nazir (Member, Regeneration and Environment Overview and Scrutiny Committee)
- Cllr Ralph Berry (Member, Regeneration and Environment Overview and Scrutiny Committee)
- Cllr Rebecca Whittaker (Member – Regeneration and Environment Overview and Scrutiny Committee)
- Nicola Hoggart – (Co-opted Member, Regeneration & Environment Overview and Scrutiny Committee)
- Cllr Sarah Ferriby (Bradford Council, Executive Portfolio Holder)

- Cllr Alex Ross-Shaw (Bradford Council, Executive Portfolio Holder)
- James Buckingham (Tesco)
- Steven Butts (Morrison's)
- Jane Stone (Plastics Free Bingley)
- Matt Edwards (Refill Campaign/Baildon Friends of the Earth)
- Linda Bristow (Newby School)
- Caroline James/Alan Qwerty (Greenpeace)
- Paul Smith/David Clinton (Yorkshire Purchasing Organisation)
- Richard Longcake (Bradford Council, Waste Management)
- Kate Smallwood (Bradford Council, Energy Centre)
- Neill Morrison (Bradford Council, Energy Centre)
- Ian Wood (Bradford Council, Parks and Landscapes)
- Vanessa Allen (Bradford Council, Events)
- Joanne Gleeson (Bradford Council, Legal)
- Mustansir Butt (Bradford Council, Overview and Scrutiny Lead)
- Licia Woodhead (Bradford Council, Overview and Scrutiny Lead)

Third evidence-gathering session, City Hall, Bradford, Tuesday 27 November 2018.

- Cllr Rizwana Jamil (Chair, Regeneration and Environment Overview and Scrutiny Committee)
- Cllr Joanne Dodds (Deputy Chair, Regeneration and Environment Overview and Scrutiny Committee)
- Cllr Martin Love (Member – Regeneration and Environment Overview and Scrutiny Committee)
- Cllr David Heseltine (Member – Regeneration and Environment Overview and Scrutiny Committee)
- Cllr Riaz Ahmed (Alternate Member – Regeneration and Environment Overview and Scrutiny Committee)
- Cllr Alex Ross-Shaw (Bradford Council, Executive Portfolio Holder)
- Nicola Hoggart – (Co-opted Member, Regeneration & Environment Overview and Scrutiny Committee).
- Kenton Robbins, (Managing Director of PFF Packaging Group, Keighley).
- Joanne Gleeson – (Bradford Council, Legal)
- Mustansir Butt – (Bradford Council, Overview and Scrutiny Lead)
- Licia Woodhead – (Bradford Council, Overview and Scrutiny Lead)



Report of the Chair of the Regeneration and Environment Overview and Scrutiny Committee to the meeting to be held on Tuesday 9 July 2019

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Subject:

**REGENERATION AND ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE
DRAFT WORK PROGRAMME 2019-20**

Summary statement:

The report of the Chair of the Regeneration and Environment Overview and Scrutiny Committee presents the Committee's Draft Work Programme 2019-20

Cllr Rizwana Jamil
Chair – Regeneration and
Environment O&S Committee

Portfolio:
Regeneration, Planning & Transport
Education, Employment and Skills
Healthy People and Places

Report Contact:
Licia Woodhead / Mustansir Butt
Overview and Scrutiny Leads
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E-mail: licia.woodhead@bradford.gov.uk
mustansir.butt@bradford.gov.uk

1. SUMMARY

- 1.1 This report presents the Committee's Draft Work Programme 2019-20.

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).
- 2.2 Appendix 1 of this report presents the Work Programme for 2019-20.

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 regularly review work programmes so that important or urgent issues that come up during the year are able to be scrutinised. In addition, at a time of limited resources, it should also be possible to remove projects which have become less relevant or timely. For this reason, it is proposed that the Committee's work programme be regularly reviewed by Members 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 AND RESOURCE APPRAISAL

None

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

None

6. LEGAL APPRAISAL

None

7. OTHER IMPLICATIONS

7.1 EQUALITY & DIVERSITY

None

7.2 SUSTAINABILITY IMPLICATIONS

This is a key work area for the Committee and is reflected in the Draft Work Programme.

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

9.1 The Committee may choose to add to or amend the topics included in the 2018-19 work programme for the committee.

9.2 Members may wish to consider any detailed scrutiny reviews that it may wish to conduct.

10. RECOMMENDATIONS

10.1 That the Work programme 2019-20 continues to be regularly reviewed during the year.

11. APPENDICES

11.1 Appendix 1 – Regeneration & Environment Overview and Scrutiny Committee Work Programme 2019-20

12. BACKGROUND DOCUMENTS

Council Constitution.

Democratic Services - Overview and Scrutiny

Regeneration and Environment O&S Committee

Scrutiny Lead: Licia/Mustansir tel - 2119/2574

Work Programme 2019/20

Description

Report

Agenda

Wednesday, 24th July 2019 at City Hall, Bradford.

Chair's briefing 08/07/2019. Report deadline 12/07/2019.

- 1) Climate Emergency and Green Economy
- 2) Air Quality
- 3) Libraries and Museums Service
- 4) Food Safety Service Plan
- 5) Regeneration and Environment O&S Committee Draft Work Programme

The Committee will receive an update report on the five priorities identified under the climate emergency declaration.

The Committee will receive a report on the Bradford Air Quality Plan.

The Committee will receive a report detailing all options for the Libraries and Museums Service. The report will also include feedback on the consultation process.

The Committee will consider a report on the food hygiene standards across the District.

The Committee will consider its Work Programme and make changes as necessary.

Neill Morrison / Geoff Binnington

Sally Jones/Andrew Whittles/Ralph Saunders

Steve Hartley /Phil Barker/Maggie Pedley

Angela Brindle

Licia Woodhead / Mustansir Butt

Thursday, 19th September 2019 at City Hall, Bradford.

Chair's briefing 02/09/2019. Report deadline 06/09/2019.

- 1) Housing Strategy update
- 2) Homelessness & Rough Sleeping Strategy
- 3) Fly Tipping in the Bradford District
- 4) Sports Facility Investment Plan
- 5) Regeneration and Environment O&S Committee Work Programme

The Committee will receive an update report on the Housing Strategy

The Committee will receive a report on the updated Homelessness and rough sleeping Strategy.

The Committee will receive a report focusing on awareness raising and enforcement.

The Committee will receive a report on the Sports Facility Investment Plan.

The Committee will consider its Work Programme and make changes as necessary.

Yusuf Karolia
Sarah Holmes

Damian Fisher/Amjad Ishaq/Stuart Russo
Andy Ross

Mustansir Butt/Licia Woodhead

Regeneration and Environment O&S Committee

Scrutiny Lead: Licia/Mustansir tel - 2119/2574

Work Programme 2019/20

Description

Report

Agenda

Wednesday, 9th October 2019 at City Hall, Bradford.

Chair's briefing 23/09/2019. Report deadline 26/09/2019.

- 1) Climate Action Plan

- 2) Water Management Scrutiny Review recommendations

- 3) Cultural Strategy
- 4) Utilisation of outdoor spaces for health reasons

- 5) Regeneration and Environment O&S Committee Work Programme

The Committee will receive a report focussing on delivering a reduction in the energy used for street lighting, saving emissions and also saving the Council money in energy, and delivering a District Heat network to save on heating costs of the council estate and of partner organisations.

Neill Morrison /Jamie Saunders

The Committee will receive a report detailing progress against the Water Management Scrutiny Review recommendations.

Chris Eaton/Ed Norfolk

The Committee will receive a report on the Cultural Strategy.

Phil Barker

To focus on engagement with communities in deprived areas relating to access to Green Space

Sarah Possingham/Angela Hutton

The Committee will consider its Work Programme and make changes as necessary.

Mustansir Butt/Licia Woodhead

Thursday, 7th November 2019 at City Hall, Bradford.

Chair's briefing 21/10/2019. Report deadline 25/10/2019.

- 1) Bradford Council's involvement in residential High Rise buildings following the Grenfell Tower disaster
- 2) Affordable Housing

- 3) City Centre Regeneration

- 4) Regeneration and Environment O&S Committee Work Programme

The Committee will receive an update on the work being undertaken.

Julie Rhodes/Justin Booth

The Committee will receive a report on the on the Affordable Housing scheme.

Lorraine Wright

The Committee will receive a report on City Centre regeneration.

Steve Hartley/Shelagh O'Neill

The Committee will consider its Work Programme and make changes as necessary.

Licia Woodhead / Mustansir Butt

Wednesday, 11th December 2019 at City Hall, Bradford.

Chair's briefing 25/11/2019. Report deadline 28/11/2019.

- 1) Department of Place Performance Reporting
- 2) Waste Management

- 3) Civic Quarter District Heat Network

The Committee will consider a report on Waste Management activities across the District and AWM first year performance reporting.

Steve Hartley
Steve Hartley

The Committee will receive a report detailing the full outline business case for the District Heat Network..

Neill Morrison

Regeneration and Environment O&S Committee

Scrutiny Lead: Licia/Mustansir tel - 2119/2574

Work Programme 2019/20

Description

Report

Agenda

Wednesday, 11th December 2019 at City Hall, Bradford.

Chair's briefing 25/11/2019. Report deadline 28/11/2019.

4) City Markets

The Committee will receive a report as part of their Involvement in the consultation process on the proposals relating to the development of the new City Centre Markets.

Colin Wolstenholme

5) Regeneration and Environment O&S Committee Work Programme

The Committee will consider its Work Programme and make changes as necessary.

Mustansir Butt/Licia Woodhead

Thursday, 9th January 2020 at City Hall, Bradford.

Chair's briefing 16/12/2019. Report deadline 18/12/2019.

1) Skills for Work

The Committee will receive a report on skills for work with progress against the Workforce Development Plan.

Phil Hunter

2) The District's Casualty Reduction work

The Committee will receive a report detailing the results of the independent review carried out with regard to shared services.

Simon D'Vali

3) Stimulating and Accelerating Housing and Economic Growth

The Committee will receive a report focussing on the use of the £500,000 of revenue funding.

Shelagh O'Neill/Lorraine Wright

4) Replacement West Yorkshire Local Transport Plan 3 Implementation Plan.

The Committee will receive a report updating members on delivery against the first year of the five year Implementation Plan.

Julian Jackson/Richard Gelder

5) Regeneration and Environment O&S Committee Work Programme

The Committee will consider its Work Programme and make changes as necessary.

Licia Woodhead / Mustansir Butt

Wednesday, 12th February 2020 at City Hall, Bradford.

Chair's briefing 27/01/2020. Report deadline 30/01/2020.

1) Draft Climate Strategy for the District 2020-2050

The Committee will receive a report on the Council's Climate Strategy.

Neill Morrison

2) Draft Municipal Waste and Minimisation Strategy for the District

The Committee will receive the draft Waste Minimisation Strategy for their consideration.

Steve Hartley

3) Regeneration and Environment O&S Committee Work Programme

The Committee will consider its Work Programme and make changes as necessary.

Mustansir Butt/Licia Woodhead

Wednesday, 4th March 2020 at City Hall, Bradford.

Chair's briefing 17/03/2020. Report deadline 20/02/2020.

1) 12 Month update on the Biodiversity Scrutiny Review

The Committee will receive a report detailing the outcomes of the Government's Biodiversity Net Gain Consultation process.

Danny Jackson

Regeneration and Environment O&S Committee

Scrutiny Lead: Licia/Mustansir tel - 2119/2574

Work Programme 2019/20

Description

Report

Agenda

Wednesday, 4th March 2020 at City Hall, Bradford.

Chair's briefing 17/03/2020. Report deadline 20/02/2020.

- 2) Active Bradford
- 3) Street Lighting
- 4) Single Use Plastics Scrutiny Review
- 5) Regeneration & Environment Overview & Scrutiny Committee Work Programme 2018-19.

The Committee will receive a report on the work undertaken and outcomes of the Local Delivery Pilot.

Members will receive a report on the progress being made against the Street Lighting Invest to Save Strategy.

The Committee will receive a report monitoring progress against the recommendations in the review.

The Committee will consider its Work Programme and make changes as necessary.

Zuby Hamard

Julian Jackson /Richard Gelder/Allun Preece
Mustansir Butt

Mustansir Butt/Licia Woodhead.

Wednesday, 8th April 2020 at City Hall, Bradford.

Chair's briefing 23/03/2020. Report deadline 26/03/2020.

- 1) Bradford Beck Pilot Study
- 2) Update on the work of the Housing Standards team
- 3) Empty Homes Update
- 4) Energy efficiency in the Private rented sector in the Bradford District.
- 5) Resolution Tracking

To focus on the work being undertaken and progress against the joint studies and proposals for the Canal Road Area.

The Committee will receive a report providing an update on the proactive work being undertaken by the Housing Standards Team, and also the impact of legislative changes that have been implemented over the past 12 months.

The Committee will receive an Empty Homes update with a focus on work being undertaken in areas where there is a high number of empty properties.

That representatives from the Incommunities Group attend to provide information on the work being undertaken by the group to reduce the number of empty properties in its ownership. The report should also include details of the impact of Council Tax Premiums in reducing the number of empty properties across the Bradford District.

The Committee will receive a report regarding energy efficiency in the private rented sector.

The Committee will consider the progress made against the recommendations made throughout the Municipal Year.

Barney Lerner/Julian Jackson/Andrew Marshall/Derek Jones
Julie Rhodes

Julie Rhodes/Dave North

Julie Rhodes/Pete Betts

Licia Woodhead /
Mustansir Butt