

# MINUTES OF A MEETING OF THE COUNCIL HELD IN REMOTE ON TUESDAY, 8 DECEMBER 2020

Commenced 4.00 pm  
Concluded 6.35 pm

## PRESENT

The Lord Mayor (Councillor Lee ) and Councillors:

### LABOUR

A Ahmed	Akhtar	Amran	Berry
Choudhry	Dodds	Duffy	Dunbar
Engel	Farley	Ferriby	Firth
Godwin	D Green	Greenwood	Hinchcliffe
Humphreys	Abid Hussain	Arshad Hussain	Kamran Hussain
S Hussain	T Hussain	Iqbal	Jabar
Jamil	Jenkins	Johnson	H Khan
I Khan	S Khan	Lal	Lintern
Mir	Mohammed	Mukhtar	Mullaney
Nazir	Ross-Shaw	Salam	Shabbir
Shafiq	Shaheen	M Slater	Tait
Thirkill	Thornton	Wainwright	Warburton
Watson	Wood		

### CONSERVATIVE

Ali	Barker	Bibby	Brown
Davies	Ellis	Goodall	K Green
Hargreaves	Herd	Heseltine	Pennington
Pollard	Poulsen	Riaz	Smith
Sullivan	Townend	Whitaker	Whiteley
Winnard			

### LIBERAL DEMOCRAT

R Ahmed	Griffiths	Knox	Reid
Stubbs	J Sunderland	R Sunderland	Ward

### BRADFORD INDEPENDENTS

Khadim Hussain  
Sajawal

### GREEN

Love  
Warnes

### INDEPENDENTS

Hawkesworth  
Naylor

### QUEENSBURY INDEPENDENT

L Cromie

The Lord Mayor in the Chair

12. DISCLOSURES OF INTEREST

There were no disclosures of interest.

**13. MINUTES**

**Resolved –**

**That the minutes of the budget meeting held on 20 February and the extraordinary meetings held on 8 September and 24 November 2020 be signed as a correct record.**

*ACTION: City Solicitor*

**14. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Azam, Gibbons and Abid Hussain.

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

**DEATH OF FORMER COUNCILLOR DAVID GRAY**

It was with sadness that Lord Mayor reported the passing of former Councillor David Gray, on 28 September 2020 who represented the Bolton Ward from 2003 until 2004 and the ward of Bolton & Undercliffe from 2004 until 2014. A dedicated and hard-working Councillor throughout his time with this authority, he served as a Planning Panel member and on numerous panels for Licensing and various Appeals. A volunteer fire fighter in his younger days, he later became a member of the West Yorkshire Fire Authority. The Lord Mayor wrote to his widow, Lynne, and family, to express sorrow at his passing.

Tribute was paid to former Councillor Gray and a minute's silence was held.

**HER MAJESTY THE QUEEN'S BIRTHDAY HONOURS LIST**

A number of local people had been recognised in Her Majesty The Queen's Birthday Honours List including contributors to the Covid-19 response. They included the following:

Mrs Carol Lesley O'Brien, an OBE for services to Diversity and Inclusion in the Transport Industry;

Dr Thomas Oldroyd Lawton, Bradford Teaching Hospitals NHS Trust, MBE for services to the NHS during Covid-19;

Mrs Christine Ann Bown, the BEM for services to the community in Keighley; Mrs Jane Rosemary Pratt, the BEM for services to the community in Menston;

Mrs Belinda Alison Marks, Bradford District Care Foundation Trust, the BEM for services to the Covid-19 response;

Mr Michael Ignotious Chin-Chan, the BEM for services to Charity during Covid-19;

Mr Matthew Turner, Santander UK, the BEM for services to the Financial Sector

and the community in Bradford during Covid-19.

The Lord Mayor placed on record gratitude to the recipients for their contribution to the District.

### **APPOINTMENT OF NEW DEPUTY LIEUTENANTS**

Her Majesty's Lord-Lieutenant of West Yorkshire, Mr Ed Anderson, had recently appointed a number of new Deputy Lieutenants to assist him in the performance of his public duties, carried out on behalf of the Sovereign, including Sofia Buncy, based at the Khidmat Centre, Bradford; and also Paul Lawrence, who was recently High Sheriff of West Yorkshire, and acted as the Returning Officer for the Keighley and Shipley Constituencies at the December 2019 elections.

The Lord Mayor had written to both Sofia and Paul to congratulate them on their appointment.

### **CAROLS FOR THE CITY**

This year's Carols for the City carol service from Bradford Cathedral, had moved to being a live streamed service broadcast on 21 December. Due to the restrictions on communal worship only a limited number of places would be available for those wishing to attend in person. Music was to be provided by members of the Cathedral choir but unfortunately this year there would be no City of Bradford Brass Band.

### **SEASON'S GREETINGS**

The Lord Mayor extended warm greetings of the season to all Members and Officers of the Council wishing everyone a peaceful and relaxing Christmas and a happy and healthy New Year. Gratitude was shown for the continued support given by elected Members and Officers to the Lord Mayor's Appeal.

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

There were no restricted documents.

## **17. PETITIONS (Standing Order 11)**

Following a debate on Keighley Carnegie Library it was

**Resolved –**

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

Damage to village open space, Menston

**Resolved –**

**That the petition be referred to Shipley Area Committee.**

**ACTION: City Solicitor**

**18. PUBLIC QUESTION TIME (Standing Order 13)**

No questions from the public were received.

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

**Resolved –**

- (1) That Dr Samina Karim representing Children’s Social Care be appointed as a non-voting co-opted member to the Children’s Services Overview and Scrutiny Committee for the remainder of the Municipal Year.**
- (2) That Councillor Poulsen replace Councillor Pennington on the Staffing Committee and Councillor Davies replace Councillor Poulsen as an alternate.**
- (3) That Councillor Poulsen replace Councillor Pennington on the Chief Officer Disciplinary Committee.**
- (4) That Councillor Pollard replace Councillor Goodall on the Corporate Overview and Scrutiny Committee, Councillors Barker and Winnard replace Councillors Pollard and Sullivan as alternates.**
- (5) That Councillor Sullivan replace Councillor Riaz as an alternate on the Health and Social Care Overview and Scrutiny Committee.**
- (6) That Councillor Sullivan replace Councillor Goodall as an alternate on the Children’s Services Overview and Scrutiny Committee.**
- (7) That Councillor Kyle Green replace Councillor Goodall on the Keighley Area Committee and Councillor Goodall be an alternate and Councillor Gibbons be deleted as a Conservative Group alternate.**
- (8) That Councillor Pennington replace Councillor Brown on the Regulatory and Appeals Committee and Councillor Brown replace Councillor Pollard as an alternate.**

*ACTION: City Solicitor*

**20. REPORT OF THE LEADER OF COUNCIL**

**Council Document “B”** details the verbal questions from Members to the Leader of Council and the answers given on the matters contained in the Leader of Council’s written report.

**21. MEMBER QUESTION TIME (Standing Order 12)**

**Council Document “C”** details the questions from Members to the Leader of Council and Portfolio Holders and the answers given.

**22. RECOMMENDATION FROM THE GOVERNANCE AND AUDIT COMMITTEE - TREASURY MANAGEMENT STRATEGY 2020/21**

On 25 June 2020 the Director of Finance submitted **Document “AF1”** to the Governance and Audit Committee presenting the Council’s 2020-21 Treasury Management Strategy. The document links the budget decisions for 2020-21 set out in the Capital Strategy and Revenue Estimates.

**Resolved –**

**That the changes to the Treasury Management Strategy (Governance and Audit Committee Document “AF1”) be adopted.**

*ACTION: Director of Finance*

**23. RECOMMENDATION FROM THE GOVERNANCE AND AUDIT COMMITTEE - ANNUAL TREASURY MANAGEMENT REPORT 2019/20**

*This Council was required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2019-20. This report met the requirements of both the CIPFA Code of Practice on Treasury Management, (the Code), and the CIPFA Prudential Code for Capital Finance in Local Authorities, (the Prudential Code).*

On the 25 June 2020 the Director of Finance presented to the Governance and Audit Committee **Document “AG”** which showed the Council’s Treasury Management activities for the year ending 31 March 2020.

**Resolved –**

**That the report and the changes to the Treasury Management Policy, detailed in paragraph 7 of Governance and Audit Committee Document “AG”, be adopted.**

*ACTION: Director of Finance*

**24. RECOMMENDATION FROM THE GOVERNANCE AND AUDIT COMMITTEE - AMENDMENTS TO THE CONSTITUTION - CONTRACT STANDING ORDERS AND FINANCIAL REGULATIONS**

On 20 August 2020 the Governance and Audit Committee considered the report of the Strategic Director Corporate Resources (**Governance and Audit Committee Document “C”**) providing details of the annual review of the Financial Regulations and Contract Standing Orders sections of the Council’s Constitution and made recommendations for their amendment.

**Resolved –**

**That the proposed changes to Contract Standing Orders and Financial Regulations contained in Governance and Audit Document “C” be accepted to support improvements in the organisation’s financial and procurement processes and procedures.**

*ACTION: City Solicitor/Head of Procurement/Director of Finance*

**25. RECOMMENDATION FROM THE GOVERNANCE AND AUDIT COMMITTEE - TREASURY MANAGEMENT MID-YEAR REVIEW UP TO 30 SEPTEMBER 2020**

On 26 November 2020 the Governance and Audit Committee considered the report of the Director of Finance (**Governance and Audit Committee Document “N”**) presenting the Council’s Treasury Management Mid-Year Review up to 30 September 2020.

**Resolved –**

**That the report (Governance and Audit Committee Document “N”) be adopted.**

*ACTION: Director of Finance*

**26. RECOMMENDATION FROM THE EXECUTIVE - THE COUNCIL PLAN 2021-2025**

The Council Plan was a key document that outlined the Council’s overall strategic objectives as a Local Authority over a four-year period and identified key priorities. A draft Council Plan was approved for consultation at the meeting of the Executive in October. This paper outlined the results of the consultation.

The report of the Chief Executive (**Executive Document “CQ”**) provided a final version of the Council Plan and Key Performance Indicators (KPIs) for approval (included as Appendices 1 and 2). This had been amended following the external consultation on the Council Plan, a summary of this consultation can be found in Appendix 3.

**Resolved –**

**That the draft Council Plan set out in Appendix 1 to Executive Document “CQ” and draft KPIs and targets in Appendix 2 be adopted.**

*ACTION: Chief Executive*

**27. RECOMMENDATION FROM THE EXECUTIVE - PROCUREMENT STRATEGY 2021-2025**

The Procurement Strategy was a key document that outlined the Council’s procurement vision and aims over the next four years.

The report of the Strategic Director Corporate Resources (**Executive Document “CP”**) provided a summary of the Council’s Procurement Strategy 2021-2025 for

Members to consider. The strategy was attached at Appendix 1.

**Resolved –**

**That the Procurement Strategy 2021-2025 (Executive Document “CP”) be adopted.**

*ACTION: Head of Procurement*

**28. SUPPORT FOR ONE PERSON HOUSEHOLDS DURING THE CURRENT PANDEMIC**

The motion was moved by Councillor David Ward.

**Resolved –**

**This Council notes that the current pandemic has highlighted the problem of providing help and support for solitary people without family or any form of support network and who are therefore particularly vulnerable. The number of people living on their own went up by 16% to 7.7 million between 1997 and 2017, while the UK population went up only by 13%. By 2039, the number of one-person households is projected to rise to 10.7 million and whilst many of them will have families, a significant proportion of that number will not. An outcome of the pandemic is a realisation that people without a support network are particularly vulnerable and that no person or service appears to have responsibility for ensuring their safety and care.**

**The Council resolves to:**

- (1) Work with groups and organisations such as Ageing Without Children to quantify the scale of the problem faced by solitary people.**
- (2) Create a point of contact where help and support can be accessed by and for solitary people without family.**
- (3) Work with the police, health services and the voluntary sector to establish clear areas of responsibility for those living alone without any form of family support.**

*ACTION: Chief Executive/Strategic Directors*

**29. COVID-19 AND THE WAY FORWARD**

The motion was moved by Councillor Rebecca Poulsen.

**Resolved –**

**Council notes:**

- Covid19 has impacted on many residents and businesses across the District and continues to devastate families who have lost loved ones. Many people have made huge sacrifices.**

- **There has been an unprecedented challenge to the Government & Local Authorities, posed by the Covid 19 pandemic**
- **Government has worked with the local authority to financially support areas such as local test and trace, PPE and loss of council income during the pandemic.**
- **the government continues to assist the District through and beyond the pandemic, including additional funding for schools, safer streets and investment in infrastructure and retraining in industries of the future, to create jobs and grow the economy**
- **the continuation of the furlough scheme until the end of March 2021**
- **The recently announced pay rise to the lowest paid council staff is welcomed at a time that many people across the district are losing their jobs and facing pay cuts.**

**Council resolves:**

- **To thank key workers and those who have worked so tirelessly throughout the pandemic**
- **Ensure Government Business Support Grants are passed onto businesses who need them as soon as possible**
- **to complement essential reactive responses to Covid 19, with an increased focus on proactive, post Covid 19 restrictions strategies, to minimise the ongoing detrimental effects of the infection on local people and the local economy.**
- **To look at practical steps the council can take such as rents the council charges to tenants and parking charges being cut to support local businesses.**
- **to work cross party on the council and with WYCA, the LEP, schools, colleges, university, employers and other key partners to ensure we support people locally with the skills and support they need to gain valuable employment**
- **to promote the need for partnership working to minimise the ongoing damages caused by the pandemic.**
- **To ensure local ward councillors are involved in covid19 decision making in their ward.**

*ACTION: Chief Executive/Strategic Directors*

### **30. COVID-19: THE DISTRICT'S RESPONSE AND RECOVERY**

The motion was moved by Councillor Susan Hinchcliffe.

**Resolved –**

**First and foremost we offer our sincere condolences to all families in the district, the country and across the world, who have lost loved ones to Covid-19. Every single loss is a tragedy.**

**Faced with such a challenge we give a big heartfelt thank you to the people of the district, the volunteers, council staff, school staff, health service and all our partners for the incredible work you have done during this difficult time. It has been a real community effort by the whole district. Your fortitude has been amazing and humbling; it will see us through the pandemic to a potential vaccine, recovery and return to a more normal way of life once again. For now, West Yorkshire is in Tier 3 along with South Yorkshire and the Humber, we must do everything we can to continue this effort and get the infection rate down.**

**There have been countless examples of ingenuity, brilliance and self-sacrifice, showcasing the very best of our district. Refuse collectors receiving gifts and children's drawings from residents grateful that their bin collections have continued uninterrupted; volunteers in Ilkley sewing personal protective equipment; school children making visors; school staff providing meals and home learning as well as school-based education through lockdown and beyond; community centres getting food to our most vulnerable residents; our Stronger Communities team helping people visit the graves of loved ones safely; Covid ambassadors and wardens out reassuring their neighbourhoods and supporting test, trace and isolate; our social workers continuing with visits and substantive checks amid growing demands, as we took the decision not to apply the emergency statutory instrument which would have allowed us to reduce checks and visits on our children; finance staff working all hours to get grants out to businesses; staff from areas such as leisure services and school transport redeployed to do incredible work in our bereavement services. Just a few examples of the incredible team effort.**

**As a council communication has been vital. We have worked to keep our communities, councillors and staff well informed throughout.**

**Our ongoing communications with the public has included: letters to every household in the district; regular Stay Connected newsletters to 30,914 subscribers to Covid bulletins and 7,198 subscribers to our coronavirus business support emails; almost 3.4 million views of our Covid webpages; and huge engagement with our social media and customer services.**

**At the time of writing, the latest weekly update on 11<sup>th</sup> November showed that our hub had spoken to 10,024 people and visited 591 businesses in that week, we gave out 17,630 masks, Environmental Health received 225 complaints or requests for advice and took action on a further 159 reactive cases. Staff and volunteers continue to adapt and respond to the ever**

**changing situation.**

- **24<sup>th</sup> March – ‘The Council’s on-going emergency response to Covid-19’**
- **30<sup>th</sup> April – ‘The response to Covid-19 and the forecast financial impact’**
- **9<sup>th</sup> June – ‘Building a Better Future: living with Covid-19 and laying the foundations for a better future’**
- **7<sup>th</sup> July – ‘Finance Position Statement for 2020/21, including investments to respond to Covid-19’**
- **8<sup>th</sup> September – ‘Local Test & Trace expansion’**
- **9<sup>th</sup> November – ‘Covid-19: response, resilience, recovery’**

**We resolve to:**

- **Continue to offer every possible support to those who are poorly, recovering from the after-effects, self-isolating or shielding;**
- **Build on the success of our local test, trace and isolate initiative to complement the national system;**
- **Continue to support all our communities with clear information, reassurance and practical help, including for their physical and mental health;**
- **Support our business community and the jobs they sustain as much as we can so that they can survive these difficult times.**
- **Invest to support the strongest possible recovery from Covid-19 for our residents and businesses.**

**We call on the government to:**

- **Fund and support local test and trace for all local authorities, given it’s been a success for us**
- **Invest now in planning with local authorities for vaccination roll-out, which is likely to be essential in getting our lives back on track**
- **Invest more in self-isolation grants, as too few people in Bradford district can afford to be without pay for a fortnight.**
- **Think about economic recovery now and work in partnership with us. We have a West Yorkshire Economic Recovery Plan and the Bradford Economic Recovery Plan will be coming for consideration at**

**Executive in December. We need the funding from Government to deliver this.**

- **Provide more financial support for businesses in areas in the North, like Bradford district, where businesses have been hard hit by long term restrictions, particularly the leisure and hospitality supply chain who have received nothing and the 3 million self employed workers, “The Forgotten”, who have fallen through the cracks.**
- **Address health inequalities – those who are disadvantaged have suffered the most**
- **Provide a proper three-year funding settlement for local government to tackle the costs of COVID as well as the impact it has had across the services of the council.**
- **Commit to a decent pay increase for those key workers – such as those council workers, police, fire and teachers who have given their all over the last year to keep residents safe and the country functioning.**
- **Take people with you - be open, honest and transparent and then the people will have trust and faith in the journey we are all travelling on.**

*ACTION: Chief Executive/Strategic Directors*

### **31. APPOINTMENT OF THE HONORARY RECORDER**

The purpose of the report of the City Solicitor (**Document “A”**) was to formally invite the Council to approve the appointment of His Honour Judge Richard Mansell QC as Honorary Recorder of Bradford following the retirement of His Honour Judge Jonathan Durham Hall QC.

**Resolved –**

- (1) **That the appointment of His Honour Judge Richard Mansell QC as Honorary Recorder of Bradford during his tenure as Resident Judge at Bradford Combined Court Centre, in accordance with the Courts Act 1971, be formally approved.**
- (2) **That the City Solicitor be requested, in consultation with the Lord Mayor, to make appropriate arrangements to mark his appointment when circumstances permit.**

*ACTION: City Solicitor*

Lord Mayor

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

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