

ASDV Shareholder Committee

Agenda

Date: Tuesday, 9th February, 2021

Time: 2.00 pm

Venue: Virtual Meeting

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The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and in the report.

PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT

1. **Apologies for Absence**

2. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.

3. **Minutes of Previous meetings** (Pages 3 - 14)

To approve the minutes of the meetings held on 13th, 17th and 24th November 2020.

4. **Closure of the Group of Companies Trading Reserve**

To receive a verbal update on the closure of the Group of Companies Trading Reserve.

5. **Exclusion of the Press and Public**

The reports relating to the remaining items on the agenda have been withheld from public circulation and deposit pursuant to Section 100(B)(2) of the Local Government Act 1972 on the grounds that the matters may be determined with the press and public excluded.

The Committee may decide that the press and public be excluded from the meeting during consideration of the following items pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 and public interest would not be served in publishing the information.

PART 2 – MATTERS TO BE CONSIDERED WITHOUT THE PUBLIC AND PRESS PRESENT

6. **ASDV Business Plans 21/22 Review** (Pages 15 - 28)

To review, and provide final feedback on, the draft ASDV Business Plan Review report and its recommendations, that will go from the Committee to the Deputy Leader.

7. **ASDV Change Programme**

To receive a progress update on the review of Transport Service Solutions being undertaken as part of the ASDV Change Programme.

8. **Company Directors' Briefing**

To be briefed on the performance framework and risk registers for Ansa, Orbitas and Transport Service Solutions, along with a progress update on their growth plans.

Membership: Councillors D Brown, S Carter (Chairman), M Goldsmith (Vice-Chairman), S Handley and L Smetham

Co-opted members: Mr J Kalnins and Mr J Newton

CHESHIRE EAST COUNCIL

Minutes of a virtual meeting of the **ASDV Shareholder Committee**
held on Friday, 13th November, 2020

PRESENT

Councillor S Carter (Chairman)
Councillor M Goldsmith (Vice-Chairman)

Councillors D Brown, S Handley and L Smetham

Co-opted Members: J Kalnins and J Newton

Officers

Frank Jordan, Executive Director Place
Alex Thompson, Director of Finance and Customer Services
Asif Ibrahim, Head of Legal Services
Julie Gregory, Legal Services
Vicki Godfrey, Business Delivery Manager
Paul Mountford, Executive Democratic Services Officer

The Chairman welcomed Mr John Kalnins and Mr John Newton to their first meeting of the Committee, following their recent appointment as co-opted members.

9 DECLARATIONS OF INTEREST

Councillor D Brown declared a non-pecuniary interest as a former Chairman of CERF.

Councillor L Smetham declared a non-pecuniary interest as a former Director of Orbitas.

10 MINUTES OF PREVIOUS MEETING

On consideration of the minutes, the Chairman apologised to Councillor Brown for the fact that he had not been invited to participate in the interviews for co-opted members.

RESOLVED

That the minutes of the meeting of 15th September 2020 be approved as a correct record.

11 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED

That the press and public be excluded from the meeting during consideration of the following items pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 and the public interest would not be served in publishing the information.

12 ASDV CHANGE PROGRAMME UPDATE

The Committee receive a verbal update on the progress of the ASDV Change Programme.

RESOLVED

That

1. the update be noted;
2. Officers update the committee on the contractual position of Orbitas ahead of its review of the company's business plan; and
3. Officers update the Committee when CERF arrangements close.

13 ASDV BUSINESS PLANS 21/22 REVIEW

The Committee considered the business plan of Ansa Environmental Services Limited.

The following attended the meeting to present the business plan and answer members' questions:

Geoff Baggott – Chairman
Kevin Melling – Managing Director
Tracy Baldwin – Group Finance Manager

At the conclusion of the presentation, the Chairman thanked the ANSA representatives and acknowledged the service that the company had continued to provide throughout the pandemic.

The representatives then left the meeting and the Committee considered the matter further.

RESOLVED

That

1. the business plan be noted; and
2. the Committee review the business plan further at its meeting on 24th November and the ANSA representatives be invited to attend, the main focus to be on performance targets and opportunities for commercial expansion.

The meeting commenced at 12.30 pm and concluded at 3.00 pm

Councillor S Carter (Chairman)

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CHESHIRE EAST COUNCIL

Minutes of a virtual meeting of the **ASDV Shareholder Committee**
held on Tuesday, 17th November, 2020

PRESENT

Councillor S Carter (Chairman)
Councillor M Goldsmith (Vice-Chairman)

Councillors D Brown, S Handley and L Smetham

Co-opted Members: J Kalnins and J Newton

Officers

Frank Jordan, Executive Director Place
Alex Thompson, Director of Finance and Customer Services
Asif Ibrahim, Head of Legal Services
Julie Gregory, Legal Services
Vicki Godfrey, Business Delivery Manager
Paul Mountford, Executive Democratic Services Officer

14 DECLARATIONS OF INTEREST

Councillor D Brown declared a non-pecuniary interest as a former Chairman of CERF.

Councillor L Smetham declared a non-pecuniary interest as a former Director of Orbitas.

15 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED

That the press and public be excluded from the meeting during consideration of the following items pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 and the public interest would not be served in publishing the information.

16 QUARTERLY COMPANY DIRECTORS' REPORTS

The Committee received the latest available quarterly strategic reports (Q2 2020/21 to 30th September 2020) from the following companies:

ANSA Environmental Services Ltd

The following attended the meeting to present the report and answer members' questions:

Kevin Melling – Managing Director
Jane Thomason – Deputy Managing Director
Tracy Baldwin – Group Finance Manager

At the conclusion of the presentation, the Chairman thanked the representatives who, apart from Mr Melling, then left the meeting.

Orbitas Bereavement Services Ltd

The following attended the meeting to present the report and answer members' questions:

Councillor David Marren – Chairman
Kevin Melling – Managing Director
Mark Darbyshire – Chief Operating Officer
Helen Green – Accountant

At the conclusion of the presentation, the Chairman thanked the representatives, who remained in the meeting for the following item relating to the Orbitas business plan.

The Committee would consider the quarterly strategic reports further following the presentation of the business plan.

17 ASDV BUSINESS PLANS 21/22 REVIEW

The Committee considered the business plan of Orbitas Bereavement Services Ltd.

The following had remained in the meeting to present the business plan and answer members' questions:

Councillor David Marren – Chairman
Kevin Melling – Managing Director
Mark Darbyshire – Chief Operating Officer
Helen Green – Accountant

At the conclusion of the presentation, the Chairman thanked the Orbitas representatives who then left the meeting.

As requested at the last meeting, the Executive Director of Place gave an update on the Orbitas contractual position to assure the Committee that its renewal was being pursued as quickly as possible but following due diligence.

The Committee gave further consideration to the Orbitas business plan and to the quarterly strategic reports for Ansa and Orbitas.

RESOLVED

That

1. the quarterly strategic reports of Ansa and Orbitas be noted, it being accepted that the figures within the reports were subject to change;
2. the business plan for Orbitas be noted; and
3. the Committee review the business plan further at its meeting on 24th November.

The meeting commenced at 2.00 pm and concluded at 4.18 pm

Councillor S Carter (Chairman)

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CHESHIRE EAST COUNCIL

Minutes of a virtual meeting of the **ASDV Shareholder Committee**
held on Tuesday, 24th November, 2020

PRESENT

Councillor S Carter (Chairman)
Councillor M Goldsmith (Vice-Chairman)

Councillors D Brown and L Smetham

Co-opted Members: J Kalnins and J Newton

Officers

Frank Jordan, Executive Director Place
Alex Thompson, Director of Finance and Customer Services
Asif Ibrahim, Head of Legal Services
Julie Gregory, Legal Services
Vicki Godfrey, Business Delivery Manager
Paul Mountford, Executive Democratic Services Officer

Apologies

Councillor S Handley

18 DECLARATIONS OF INTEREST

Councillor D Brown declared a non-pecuniary interest as a former Chairman of CERF.

Councillor L Smetham declared a non-pecuniary interest as a former Director of Orbitas.

19 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED

That the press and public be excluded from the meeting during consideration of the following items pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 and the public interest would not be served in publishing the information.

20 QUARTERLY COMPANY DIRECTORS' REPORT

The Committee received the latest available quarterly strategic report (Q2 2020/21 to 30th September 2020) from Transport Service Solutions Ltd.

The following attended the meeting to present the report and answer members' questions:

Councillor Jonathan Parry - Chairman
Kevin Melling – Managing Director
Glen Bubb – General Manager
Helen Green – Accountant

At the conclusion of the presentation, the Chairman thanked the representatives, who remained in the meeting for the following item relating to the TSS business plan.

The Committee would consider the quarterly strategic report further later in the meeting.

21 ASDV BUSINESS PLANS 21/22 REVIEW

The Committee considered the business plans of the following companies:

Transport Service Solutions Ltd

The following had remained in the meeting to present the business plan and answer members' questions:

Councillor Jonathan Parry - Chairman
Kevin Melling – Managing Director
Glen Bubb – General Manager
Helen Green – Accountant

At the conclusion of the presentation, the Chairman thanked the TSS representatives and acknowledged the service that the company had continued to provide throughout the pandemic.

The representatives then left the meeting.

Ansa Environmental Services Ltd

The Committee considered further detail regarding the Ansa business plan, having previously considered the plan at its meeting on 13th November, namely:

1. a view from Cheshire East Council, as shareholder, on the key requirements for the revised contract for 2021 onwards; and
2. a strengthened growth strategy, presented by the company, for expansion over the next 5 years.

The Executive Director Place gave a presentation on the Ansa contract refresh.

Following the Executive Director's presentation, Kevin Melling, Managing Director of Ansa, was invited to return to the meeting to give a further presentation and discuss issues of concern with the Committee. The Chairman then thanked Mr Melling who left the meeting.

The Committee gave further consideration to the TSS and Ansa business plans and to the quarterly strategic report for TSS.

RESOLVED

That

1. the quarterly strategic report for TSS be noted;
2. it be recommended to the Deputy Leader that the TSS business plan, along with the Ansa and Orbitas business plans, be accepted; and
3. the report to the Deputy Leader also contain the series of recommendations from the Committee aimed at improving assurance of the companies by the shareholder.

The meeting commenced at 2.00 pm and concluded at 4.28 pm

Councillor S Carter (Chairman)

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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