

ASDV Shareholder Committee

Agenda

Date: Tuesday, 15th September, 2020

Time: 12.30 pm

Venue: Virtual Meeting

For anybody wishing to view the meeting please click on the link below:

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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 meeting** (Pages 3 - 8)

To approve the minutes of the meetings held on 22nd January and 14th February 2020.

4. **Director Appointments to Council-owned Companies**

To receive a verbal brief on the criteria for appointing directors to Council-owned companies.

5. **Recruitment of Co-opted Members to Shareholder Committee**

To receive a verbal update on the recruitment of the co-opted members to the Shareholder Committee.

6. **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

7. **ASDV Change Programme Update**

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

8. **Quarterly Company Directors' Reports** (Pages 9 - 82)

To be presented with the latest available quarterly strategic reports (Q4 2019/20 to 31/03/2020) for Ansa Environmental Services, Transport Service Solutions and Orbitas Bereavement Services for discussion.

9. **ASDV Business Plan Review 2021/22 Process**

To identify through discussion any possible amendments to the 2021/22 ASDV Business Plan template, and review process, ahead of issuing guidance to the ASDVs.

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

CHESHIRE EAST COUNCIL

Minutes of a meeting of the **ASDV Shareholder Committee**
held on Wednesday, 22nd January, 2020 at Committee Suite 1,2 & 3,
Westfields, Middlewich Road, Sandbach CW11 1HZ

PRESENT

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

Councillors S Handley, S Pochin and L Smetham

Officers

Frank Jordan, Executive Director Place
Alex Thompson, Director of Finance and Customer Services
Tracy Baldwin, Group Finance Manager
Julie Gregory, Legal Services
Paul Mountford, Executive Democratic Services Officer

32 DECLARATIONS OF INTEREST

Councillor S Pochin declared a non-pecuniary interest as a former Director of Engine of the North and the Skills and Growth Company.

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

33 MINUTES OF PREVIOUS MEETING**RESOLVED**

That

1. the minutes of the meeting of 28th November 2019 be approved as a correct record;
2. it be noted that in relation to the ASDV business plan reviews there would be a report back to the Committee after the Portfolio Holder had taken his decision; and
3. a report be submitted to the next scheduled meeting of the Committee on the criteria for appointing Directors to the boards of Council-owned companies, taking into account proportionality and geographical area.

34 GROUP OF COMPANIES' EXTERNAL AUDIT FINDINGS AND ACTION PLAN 2018/2019

The Committee considered a report on the audits of the 2018-19 Annual Accounts for Orbitas, Transport Service Solutions, ANSA, Civicance, Skills and Growth Company and Engine of the North.

The companies' appointed auditors, Grant Thornton, had attended the respective company Board meetings in October/November 2019 to report their findings direct to the company Directors. A summary of their findings was set out at Appendix A to the report.

With regard to ANSA, the Committee expressed concern that a tripartite agreement had still not been put in place.

The Committee noted the audit findings in relation to the retention of signed resignation letters. It also felt that every company should have a formal letter in place to agree the management fee with the Council.

RESOLVED

That

1. the audit findings reports for each Council-owned company for the year ending 31 March 2019 be received and the recommendations therein be supported; and
2. the officers involved with the audit be thanked.

35 RECRUITMENT OF CO-OPTED MEMBERS TO SHAREHOLDER COMMITTEE

The Committee considered the proposed timetable and arrangements for the appointment of co-opted members to the Committee.

RESOLVED

That

1. the timetable for the recruitment of co-opted members be approved as amended as follows:

Vacancy advertised	w/c 27 th January 2020
Vacancy closed	13 th March 2020
Applicants shortlisted	26 th March 2020 (1.30 pm – 3.00 pm)
Interviews held	23 rd April 2020 at 11.30 am

2. the interview panel comprise the following:

Councillor Steve Carter
Councillor Lesley Smetham
Frank Jordan

3. the draft press release be approved subject to an amendment to say that there would be no salary or remuneration associated with the appointments but that normal expenses would be reimbursed.

36 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.

37 ASDV CHANGE PROGRAMME

The Committee received a verbal update on progress with the ASDV Change Programme.

A change programme timeline was circulated at the meeting.

Two key activities for ANSA were outlined, and the future structure of the company was discussed. A report on the matter would be submitted to Cabinet in March following consideration by the Committee.

RESOLVED

That

1. the change programme timeline and the proposals in relation to ANSA be noted; and
2. a special meeting of the Committee be held on 14th February 2020 at 2.00 pm to consider the draft report for the March Cabinet meeting.

38 FEEDBACK FROM CORPORATE OVERVIEW AND SCRUTINY COMMITTEE MEETING

The Committee received a verbal report back from the Corporate Overview and Scrutiny Committee on the progress report from the Shareholder Committee presented on 9th January 2020.

RESOLVED

That the report be noted.

39 REVIEW OF STRATEGIC RISK REGISTER

The Committee reviewed the risk register for the ASDV group of companies.

RESOLVED

That

1. the risk register be noted; and
2. the register be amended to include a focus on resident benefit/service in addition to growth.

The meeting commenced at 2.00 pm and concluded at 3.14 pm

Councillor S Carter (Chairman)

CHESHIRE EAST COUNCIL

Minutes of a meeting of the **ASDV Shareholder Committee**
held on Friday, 14th February, 2020 at Committee Suite 1,2 & 3, Westfields,
Middlewich Road, Sandbach CW11 1HZ

PRESENT

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

Councillors S Handley and L Smetham

Officers

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

Apologies

Councillor S Pochin

40 DECLARATIONS OF INTEREST

There were no declarations of interest.

41 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED

That the press and public be excluded from the meeting during consideration of the following item pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that it involves 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.

42 ALLIANCE ENVIRONMENTAL SERVICES LTD - FINAL PHASE

The Committee considered a draft Cabinet report on Alliance Environmental Services Ltd – Final Phase, which would be considered by Cabinet at its meeting on 10th March 2020.

The following attended on behalf of ANSA and gave a presentation in relation to the proposals, following which they answered members' questions:

Kevin Melling – Managing Director
Jane Thomason – Deputy Managing Director
Melanie Henniker – Associate Director HR and Corporate Services

The Committee asked ANSA to provide, for the Cabinet meeting on 10th March 2020, details of the feedback on employee consultation in relation to the company's proposals, together with written confirmation of measures to mitigate any risk to the Council.

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

RESOLVED

That the Committee is minded to support the proposal in principle subject to all necessary legal requirements having been met.

The meeting commenced at 2.00 pm and concluded at 3.18 pm

Councillor S Carter (Chairman)

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of the Local Government Act 1972.

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