

# Blackpool Council

8 March 2021

To: Councillors Clapham, Critchley and Taylor

The above members are requested to attend the:

## **SHAREHOLDER'S ADVISORY BOARD**

Tuesday, 16 March 2021 at 4.00 pm  
in Committee Room B, Town Hall, Blackpool, FY1 1GB

## **A G E N D A**

### **1 DECLARATIONS OF INTEREST**

Members are asked to declare any interests in the items under consideration and in doing so state:

(1) the type of interest concerned either a

- (a) personal interest
- (b) prejudicial interest
- (c) disclosable pecuniary interest (DPI)

and

(2) the nature of the interest concerned

If any member requires advice on declarations of interests, they are advised to contact the Head of Democratic Governance in advance of the meeting.

### **2 \* MINUTES OF THE LAST MEETING HELD ON 9 FEBRUARY 2021** (Pages 1 - 8)

To agree the minutes of the last meeting held on 9 February 2021 as a true and correct record.

(This item contains commercially sensitive information which is exempt from publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972).

**3 \* BLACKPOOL COASTAL HOUSING LIMITED**

(Pages 9 - 20)

To update the Shareholder's Advisory Board on the current status of the Company and to provide a summary of performance.

(This item contains commercially sensitive information which is exempt from publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972).

**4 \* BLACKPOOL HOUSING COMPANY LIMITED**

(Pages 21 - 32)

To update the Shareholder's Advisory Board on the current status of the Company and to provide a summary of performance.

(This item contains commercially sensitive information which is exempt from publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972).

**Other information:**

For queries regarding this agenda please contact Sharon Davis, Scrutiny Manager, Tel: 01253 477213, e-mail [Sharon.Davis@blackpool.gov.uk](mailto:Sharon.Davis@blackpool.gov.uk)

Copies of agendas and minutes of Council and committee meetings are available on the Council's website at [www.blackpool.gov.uk](http://www.blackpool.gov.uk).

## MINUTES OF SHAREHOLDER'S ADVISORY BOARD MEETING - TUESDAY, 9 FEBRUARY 2021

### **Present:**

Councillor Taylor (in the Chair)

Councillors

Clapham

Critchley

### **In Attendance:**

Mr John Hawkin, Managing Director, Blackpool Waste Services Limited (Items 1 – 4 only)

Councillor Adrian Hutton, Chair, Blackpool Waste Services Limited (Items 1 – 4 only)

Mr Stephen Smith, Airport Manager, Blackpool Airport Operations Limited (Item 5 only)

Ms Jane Cole, Managing Director, Blackpool Transport Services Limited (Item 6 only)

Mr James Carney, Finance Director, Blackpool Transport Services Limited (Item 6 only)

Councillor Paul Galley, Chair, Blackpool Transport Services Limited (Item 6 only)

Mr Mark Towers, Director of Governance and Partnerships (Items 1 – 5 only)

Mrs Lorraine Hurst, Head of Democratic Governance (Item 6 only)

Ms Kirsten Whyatt, Finance Manager

Mr Scott Butterfield, Strategy, Policy and Research Manager

Mrs Sharon Davis, Scrutiny Manager

### **1 DECLARATIONS OF INTEREST**

There were no declarations of interest on this occasion.

### **2 EXCLUSION OF PRESS AND PUBLIC**

The Advisory Board agreed that under Section 100A of the Local Government Act 1972, the public be excluded from the meeting during consideration of the restricted set of minutes within Item 3 'Minutes of the last meeting held on 19 January 2021', the whole of Item 5 'Blackpool Airport Operations Limited' and the whole of item 6 'Blackpool Transport Services Limited' on the grounds that they would involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act.

### **3 MINUTES OF THE LAST MEETING HELD ON 19 JANUARY 2021**

The Advisory Board considered the minutes of the last meeting held on 19 January 2021, noting that there was a public and restricted version.

The Advisory Board agreed the minutes of the meeting be signed by the Chairman as a true and correct record.

**MINUTES OF SHAREHOLDER'S ADVISORY BOARD MEETING - TUESDAY, 9 FEBRUARY  
2021**

**4 BLACKPOOL WASTE SERVICES LIMITED**

Mr John Hawkin, Managing Director, Blackpool Waste Services Limited (BWS) provided an overview of the recent work of the Company and highlighted that full service provision continued during the national lockdown with only minor disruptions caused by staff testing positive for Covid 19 or needing to self-isolate. It was noted that there had been an increase nationally in the tonnage of waste collected in kerbside collections which had placed additional demand on services. Despite the increased demand, good performance had continued with the number of 'missed bins' reducing year on year.

The Board was informed that levels of absenteeism had been recorded as under 5% and that there were good management arrangements in place. Mr Hawkin reported that the Company was focussing on the added benefits that could be provided to the town such as reporting instances of fly tipping discovered by staff on collection rounds. He added that a number of audits had been carried out including those on health and safety, risk management and financial controls and systems with the identified recommendations building on good practice already in place.

In regards to financial performance, Mr Hawkin advised that the Company was on track to achieve a small surplus at year end which would be held as a contingency fund. The Blackpool Waste Services Board had recently adopted the Foundation Living Wage and reissued contracts to all staff to ensure consistent employment practices.

A focus of the Company was future service development and working in partnership with the Council to improve access to recycling. Mr Hawkin spoke in depth regarding the installation of 'Eurobins' at identified sites to provide closer access to recycling for those households that did not currently have access to household bins; and the collection of household batteries which would be collected from the end of March 2021. In response to a question, the Board was advised that targeted communications would be utilised to alert residents to the new arrangements in place and encourage recycling.

The Board queried how the Company was measuring public opinion of service provision and Mr Hawkin advised that a resident household survey had been undertaken and that two Waste Minimisation Officers were in place to improve engagement.

In response to a further question, Mr Hawkin reported that the number of missed assisted bin collections was very low, however, there was room for improvement. He explained that the majority of cases were due to human error and exacerbated by the crews needing to work flexibly and on routes that were not their usual route during the pandemic. It was recognised that the percentage of missed bins was low, but that the impact on a resident of a missed bin was high. He added that 100% of missed bins were collected by 4pm the following day.

The Advisory Board agreed to note the update.

(Mr John Hawkin, Managing Director, Blackpool Waste Services Limited and Councillor Adrian Hutton, Chair, Blackpool Waste Services Limited left the meeting following conclusion of this item).

**MINUTES OF SHAREHOLDER'S ADVISORY BOARD MEETING - TUESDAY, 9 FEBRUARY  
2021**

**5 BLACKPOOL AIRPORT OPERATIONS LIMITED**

(The press and public were excluded prior to the consideration of this item as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act).

(Mr Stephen Smith, Airport Manager, Blackpool Airport Operations Limited joined the meeting for this item).

Mr Stephen Smith, Managing Director, Blackpool Airport Operations Limited (BAOL) provided an overview of the Company's current status and financial position.

The Advisory Board agreed to note the update.

(Mr Stephen Smith, Managing Director, Blackpool Airport Operations Limited and Mr Mark Towers, Director of Governance and Partnerships left the meeting following conclusion of this item).

**6 BLACKPOOL TRANSPORT SERVICES LIMITED**

(The press and public were excluded prior to the consideration of this item as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act).

(Ms Jane Cole, Managing Director, Blackpool Transport Services Limited (BTS), Mr James Carney, Finance Director, BTS, Councillor Paul Galley, Chair, BTS and Mrs Lorraine Hurst, Head of Democratic Governance joined the meeting for this item).

Ms Jane Cole, Managing Director, Blackpool Transport Services Limited (BTS) provided an overview of the Company's current status and financial position.

The Advisory Board agreed to note the update.

**Chairman**

(The meeting ended at 3.24 pm)

Any queries regarding these minutes, please contact:

Sharon Davis, Scrutiny Manager

Tel: 01253 477213

E-mail: Sharon.Davis@blackpool.gov.uk

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<b>Report to:</b>	<b>SHAREHOLDER'S ADVISORY BOARD</b>
<b>Relevant Officer:</b>	John Donnellon, Chief Executive, Blackpool Coastal Housing
<b>Date of Meeting:</b>	16 March 2021

## BLACKPOOL COASTAL HOUSING LIMITED

### 1.0 Purpose of the report:

- 1.1 To update the Shareholder's Advisory Board on the current status of the Company and to provide a summary of performance.

### 2.0 Recommendation:

- 2.1 The Board is asked to consider the content of the report and performance data for Q3 2020/2021.

### 3.0 Reasons for recommendation:

- 3.1 To monitor performance of the wholly owned companies and their contribution to the Council's strategic priorities.

- 3.2 Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

- 3.3 Is the recommendation in accordance with the Council's approved budget? Yes

### 4.0 Other alternative options to be considered:

- 4.1 N/A

### 5.0 Council priority:

- 5.1 The relevant Council priorities are:
- Economy - maximising growth and opportunity across Blackpool
  - Communities - creating stronger communities and increasing resilience

## **6.0 Background information**

6.1 A summary report providing details of the impact of COVID-19 on the Company can be found in Appendix 3(a) – Blackpool Coastal Housing (BCH) Summary Report (March 2021). Performance against the suite of key performance indicators (KPIs) for Blackpool Coastal Housing can be found in Appendix 3(b) – BCH KPI Dashboard (Q3 2020/21). Where appropriate, a RAG rating has been used to denote whether performance is improving or deteriorating when compared with previous performance.

6.2 Does the information submitted include any exempt information? Yes

The appendices to this covering report contain commercially sensitive information which is exempt from publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

## **7.0 List of Appendices:**

7.1 Appendix 3(a): BCH Summary Report (March 2021) (exempt from publication).  
Appendix 3(b): BCH KPI Dashboard (Q3 2020-2021) (exempt from publication).

## **8.0 Financial considerations:**

8.1 See Appendix 3(a) (exempt from publication).

## **9.0 Legal considerations:**

9.1 None.

## **10.0 Risk management considerations:**

10.1 See Appendix 3(a) (exempt from publication).

## **11.0 Equalities considerations:**

11.1 None

## **12.0 Sustainability, climate change and environmental considerations:**

12.1 See Appendix 3(a) (exempt from publication).

## **13.0 Internal/external consultation undertaken:**

13.1 None



**14.0 Background papers:**

14.1 None

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<b>Report to:</b>	<b>SHAREHOLDER ADVISORY BOARD</b>
<b>Relevant Officer:</b>	David Galvin, Managing Director, Blackpool Housing Company Limited
<b>Date of Meeting:</b>	16 March 2021

## BLACKPOOL HOUSING COMPANY LIMITED

### 1.0 Purpose of the report:

- 1.1 To update the Shareholder's Advisory Board on the current status of the Company and to provide a summary of performance.

### 2.0 Recommendation:

- 2.1 The Board is asked to consider the content of the report and performance data for Q3 2020/2021.

### 3.0 Reasons for recommendation:

- 3.1 To monitor performance of the wholly owned companies and their contribution to the Council's strategic priorities.

- 3.2 Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

- 3.3 Is the recommendation in accordance with the Council's approved budget? Yes

### 4.0 Other alternative options to be considered:

- 4.1 N/A

### 5.0 Council priority:

- 5.1 The relevant Council priorities are:
- Economy - maximising growth and opportunity across Blackpool
  - Communities - creating stronger communities and increasing resilience

## **6.0 Background information**

6.1 A summary report providing details of the impact of COVID-19 on the Company can be found in Appendix 4(a) – Blackpool Housing Company Summary Report (March 2021). Performance against the suite of key performance indicators (KPI) for Blackpool Housing Company Limited can be found in Appendix 4(b) – BHC KPI Dashboard (Q3 2020/21). Where appropriate, a RAG rating has been used to denote whether performance is improving or deteriorating when compared with previous performance. A summary of financial performance can be found in Appendix 4(c) – BHC Financial Performance.

6.2 Does the information submitted include any exempt information? Yes

The appendices to this covering report contain commercially sensitive information which is exempt from publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

## **7.0 List of Appendices:**

7.1 Appendix 4(a): BHC Summary Report (March 2021) (exempt from publication)  
Appendix 4(b): BHC KPI Dashboard (Q3 2020-21) (exempt from publication)  
Appendix 4(c): BHC Financial Performance (exempt from publication)

## **8.0 Financial considerations:**

8.1 See Appendix 4(a) and Appendix 4(c) (both exempt from publication).

## **9.0 Legal considerations:**

9.1 None.

## **10.0 Risk management considerations:**

10.1 See Appendix 4(a) (exempt from publication).

## **11.0 Equalities considerations:**

11.1 None

## **12.0 Sustainability, climate change and environmental considerations:**

12.1 See Appendix 4(a) (exempt from publication).

**13.0 Internal/external consultation undertaken:**

13.1 None

**14.0 Background papers:**

14.1 None

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