

## **MINUTES OF SHAREHOLDER'S ADVISORY BOARD MEETING - TUESDAY, 10 MARCH 2020**

### **Present:**

Councillor I Taylor (in the Chair)

Councillors

Clapham                      Critchley

### **In Attendance:**

Councillor Gillian Campbell, Deputy Leader of the Council, Tourism and Place (Items 4, 5 and 6 only)

Mr Glynn Wright, Deputy Airport Manager (Item 4 only)

Mr Alan Cavill, Director of Communications and Regeneration (Item 6 only)

Ms Jane Cole, Managing Director, Blackpool Transport Services Ltd (Item 7 only)

Mr James Carney, Finance Director, Blackpool Transport Services Ltd (Item 7 only)

Ms Sally Shaw, Director of People and Stakeholders, Blackpool Transport Services Ltd (Item 7 only)

Councillor Paul Galley, Chairman, Blackpool Transport Services Ltd (Item 7 only)

Mr John Hawkin, Managing Director, Blackpool Waste Services Ltd (Item 8 only)

Councillor Adrian Hutton, Chairman, Blackpool Waste Services Ltd (Item 8 only)

Mr Antony Lockley, Director of Strategy and Assistant Chief Executive

Mrs Ruth Henshaw, Delivery Development Officer

Mr Mark Towers, Company Secretary

Mrs Sharon Davis, Scrutiny Manager

### **1 DECLARATIONS OF INTEREST**

There were no declarations of interest on this occasion.

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

The Advisory Board agreed that under Section 100(A) 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 28 January 2020', the whole of Items 4 'Blackpool Airport', 5 'Charges to Companies', 6 'Blackpool Airport Strategy Development Procurement' and part of Item 7 'Blackpool Transport Services', namely the whole of Appendix 6(b) and 6(c) and part of Appendix 6(a).

### **3 MINUTES OF THE LAST MEETING HELD ON 28 JANUARY 2020**

The Advisory Board considered the minutes of the last meeting held on 28 January 2020, noting that there was a public and restricted version.

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

## **MINUTES OF SHAREHOLDER'S ADVISORY BOARD MEETING - TUESDAY, 10 MARCH 2020**

### **4 BLACKPOOL AIRPORT**

(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 Glynn Wright, Deputy Airport Manager provided an update on the recent work undertaken by the company including a summary of performance for Quarters 1, 2 and 3, 2019/2020.

The Advisory Board discussed the information provided in detail and agreed to note the update.

*(Mr Glynn Wright left the meeting following the conclusion of this item).*

### **5 CHARGES TO COMPANIES**

(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 Antony Lockley, Assistant Chief Executive and Director of Strategy presented a report on Charges to Companies to the Advisory Board.

The Shareholder's Advisory Board agreed:

1. To endorse the Council's intention to streamline the fees and charges for the services it provides and report to the forthcoming Board meetings of the companies and seek their approval.
2. To endorse the Council's intention to provide services to companies which may already be provided by outside organisations, especially where the Council believes a minimum level of assurance is required for that service (this may not happen immediately but over a period of time when current contracts are approaching review).
3. To achieve the above, that the Shareholder Lead Officer and the relevant Heads of Service in the Council work together with Managing Directors and the Company Secretary, in bringing in these changes and in turn where there will be significant impact on budgets, then the Council will support this transition.

### **6 BLACKPOOL AIRPORT STRATEGY DEVELOPMENT PROCUREMENT**

*(Mr Alan Cavill, Director of Communication and Regeneration arrived at the meeting).*

(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 Alan Cavill, Director of Communication and Regeneration provided the Advisory Board with an overview of the Blackpool Airport Strategy Development Procurement.

The Advisory Board noted the update.

## **MINUTES OF SHAREHOLDER'S ADVISORY BOARD MEETING - TUESDAY, 10 MARCH 2020**

*(Mr Cavill and Councillor Campbell left the meeting following the conclusion of this item).*

### **7 BLACKPOOL TRANSPORT SERVICES LIMITED**

*(Councillor Paul Galley, Chair of the Blackpool Transport Services Board, Ms Jane Cole, Managing Director, BTS, Mr James Carney, Finance and Commercial Director, BTS and Ms Sally Shaw, Director of People and Stakeholders, BTS arrived at the meeting).*

(The press and public were excluded prior to the consideration of part of Appendix 7(a) and the whole of Appendices 7(b) and 7(c) to this item as defined in paragraph 3 of Part 1 of Schedule 12A of the Act).

Ms Jane Cole, Managing Director, Blackpool Transport Services (BTS) provided an overview of the recent work of the company, highlighting the continued growth of the app and the change to ticket machines, which was ensuring that the number of bus users was recorded correctly leading to the increase in passenger numbers without the corresponding increase to revenue. Councillor Paul Galley, Chair of the BTS Board added that a piece of work was being undertaken to review the bus routes and provide each route with its own marketing plan.

The Advisory Board discussed the financial position of the company in detail and requested that an informal meeting be held between the Shareholder and the company to discuss options further.

*(Councillor Galley, Ms Cole, Mr Carney and Ms Shaw left the meeting following conclusion of the item).*

### **8 BLACKPOOL WASTE SERVICES LIMITED**

*(Councillor Adrian Hutton, Chair, Blackpool Waste Services Limited (BWS) and Mr John Hawkin, Managing Director, BWS attended the meeting for this item).*

Mr John Hawkin, Managing Director, Blackpool Waste Services Limited (BWS) reported that the Household Waste and Recycling Survey had been completed, which had indicated that satisfaction with household waste collection services had increased from 73.8% in 2017 to 83.6%. He also advised that work was being carried out to reduce waste tonnage, in order to achieve a reduction in the total amount future strategic action was required to apply pressure to producers to use less packaging. In addition, the number of recycling opportunities needed to be increased such as the ability to return white goods to manufacturers for repair or parts recycling.

The Advisory Board was informed that there were no significant variations to the projected financial plan and that BWS had projected a year end position of break even. In regards to the health and safety audit, it was reported that the audit had indicated that controls were adequate and there had been no Priority 1 issues identified and it was also noted that there had been nine vehicle accidents up to January 2020. Of these, one accident was no fault and the remainder were low speed manoeuvring incidents in restricted areas.

## **MINUTES OF SHAREHOLDER'S ADVISORY BOARD MEETING - TUESDAY, 10 MARCH 2020**

Mr Hawkin also reported that the Council had requested that the company take on two additional contracts for wheeled bin and waste container management and the waste paper and cardboard recycling collection service.

In response to questions, it was noted that the number of assisted collections missed was not meeting target. The reason being that crews had varied over the Christmas period and therefore the good relationships between regular crews and residents which ensured crews knew where and how to obtain the household waste had not been maintained. In addition, the in-cab software did not prompt the crews to sign off individual properties as completed, only whole streets, an issue which had since been remedied.

It was also reported that the financial indicator of 'cost per household of the domestic collection service' was based on 2018/2019 figures when Veolia was delivering the contract and that the cost of BWS delivering the service would not be available until the new financial year.

### **9 DATE AND TIME OF NEXT MEETING**

The date and time of the next meeting was agreed as Tuesday, 5 May 2020, commencing at 2.00pm.

### **Chairman**

(The meeting ended at 4.25 pm)

Any queries regarding these minutes, please contact:  
Sharon Davis, Scrutiny Manager  
Tel: 01253 477213  
E-mail: Sharon.Davis@blackpool.gov.uk