

Blackpool Council

1 February 2021

To: Councillors Clapham, Critchley, I Taylor

The above Members are requested to attend the:

SHAREHOLDER'S ADVISORY BOARD

Tuesday, 9 February 2021 at 2.00 pm
Via Zoom meeting

A G E N D A

ADMISSION OF THE PUBLIC TO COMMITTEE MEETINGS

The Head of Democratic Governance has marked with an asterisk (*) those items where the Committee may need to consider whether the public should be excluded from the meeting as the items are likely to disclose exempt information.

The nature of the exempt information is shown in brackets after the item.

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 19 JANUARY 2021 (Pages 1 - 8)

To agree the minutes of the last meeting held on 19 January 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 WASTE SERVICES LIMITED (Pages 9 - 16)

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

4 * BLACKPOOL AIRPORT OPERATIONS LIMITED (Pages 17 - 26)

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).

5 * BLACKPOOL TRANSPORT SERVICES LIMITED (Pages 27 - 56)

To update the Shareholder Advisory Board's 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

Copies of agendas and minutes of Council and committee meetings are available on the Council's website at www.blackpool.gov.uk.

MINUTES OF SHAREHOLDER'S ADVISORY BOARD MEETING - TUESDAY, 19 JANUARY 2021

Present:

Councillor I Taylor (in the Chair)

Councillors

Clapham Critchley

In Attendance:

Councillor Gillian Campbell, Chair, Blackpool Airport Operations Limited (Items 1-4 only)

Councillor Graham Cain, Chair, Blackpool Operating Company Limited (Item 5 only)

John Child, Managing Director, Blackpool Operating Company Limited (Item 5 only)

Councillor Amy Cross, Chair, Blackpool Entertainment Company Limited (Item 6 only)

Michael Williams, Managing Director, Blackpool Entertainment Company Limited (Item 6 only)

Alan Cavill, Director of Communications and Regeneration

Mark Towers, Director of Governance and Partnerships (Items 1-4 only)

Lorraine Hurst, Head of Democratic Governance

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 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 18 November 2020', the whole of Item 4 'Blackpool Airport Procurement Update', the whole of Item 5 'Blackpool Operating Company Limited' and the whole of Item 6 'Blackpool Entertainment Company 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 18 NOVEMBER 2020

The Advisory Board considered the minutes of the last meeting held on 18 November 2020, 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, 19 JANUARY
2021**

4 BLACKPOOL AIRPORT PROCUREMENT UPDATE

(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 Regeneration and Communication, Mr Mark Towers, Director of Governance and Partnerships and Councillor Gillian Campbell, Chair, Blackpool Airport Operations Limited joined the meeting for this item).

Mr Alan Cavill, Director of Regeneration and Communication provided a verbal update on Blackpool Airport Procurement to the Board.

The Advisory Board agreed to note the update provided.

(Mr Mark Towers, Director of Governance and Partnerships and Councillor Gillian Campbell, Chair, Blackpool Airport Operations Limited left the meeting following conclusion of this item.)

5 BLACKPOOL OPERATING COMPANY 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 John Child, Managing Director, Blackpool Operating Company Limited and Councillor Graham Cain, Chair, Blackpool Operating Company Limited joined the meeting for this item).

Mr John Child, Managing Director, Blackpool Operating Company Limited (BOCL) provided an overview of the Company's current status and financial position.

The Advisory Board agreed to note the update.

(Mr John Child, Managing Director, Blackpool Operating Company Limited and Councillor Graham Cain, Chair, Blackpool Operating Company Limited left the meeting following conclusion of this item.)

6 BLACKPOOL ENTERTAINMENT COMPANY 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 Michael Williams, Managing Director, Blackpool Entertainment Company Limited and Councillor Amy Cross, Chair, Blackpool Entertainment Company Limited joined the meeting for this item).

Mr Michael Williams, Managing Director, Blackpool Entertainment Company Limited (BECL) provided an overview of the Company's current status and financial position.

**MINUTES OF SHAREHOLDER'S ADVISORY BOARD MEETING - TUESDAY, 19 JANUARY
2021**

The Advisory Board agreed to note the update.

Chairman

(The meeting ended at 2.55 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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Report to:	SHAREHOLDER'S ADVISORY BOARD
Relevant Officer:	John Hawkin, Managing Director, Blackpool Waste Services Limited
Date of Meeting:	9 February 2021

BLACKPOOL WASTE SERVICES 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(s):

2.1 The Board is asked to consider the content of the report and the current performance data.

3.0 Reasons for recommendation(s):

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 priority is:

- Economy - maximising growth and opportunity across Blackpool

6.0 Background information

6.1 A summary report provided by the Managing Director can be found in Appendix 3(a): Managing Director's Summary Report. Performance against the suite of key performance indicators for Blackpool Waste Services Limited can be found in Appendix 3(b): Blackpool Waste Services Key Performance Indicator (KPI) Dashboard.

6.2 Does the information submitted include any exempt information? No

7.0 List of Appendices:

7.1 Appendix 3(a): Managing Director's Summary Report
Appendix 3(b): Blackpool Waste Services KPI Dashboard

8.0 Financial considerations:

8.1 See appendices.

9.0 Legal considerations:

9.1 None

10.0 Risk management considerations:

10.1 None.

11.0 Equalities considerations:

11.1 None

12.0 Sustainability, climate change and environmental considerations:

12.1 See appendices.

13.0 Internal/external consultation undertaken:

13.1 None

14.0 Background papers:

14.1 None



Managing Director's Report

1.0 Purpose of the report:

1.1 To update the Board on performance and key developments to date for Blackpool Waste Services Limited.

2.0 Recommendation:

2.1 Board Members are asked to note the work to date.

3.0 COVID-19 Position

Blackpool Waste Services continues to deliver a full service following the disruption to service in 2020, as previously reported.

Key Performance Indicators

Key performance indicator data to Period 9 (December 2020) is attached.

The implementation of the Business Continuity Plan resulted in operational adjustments, to protect staff and provide a consistent kerbside collection for residents, by combining waste streams into a single kerbside collection from 30 March 2020 – 29 June 2020. Materials were sent, via the waste transfer station, to the material recovery facilities where separation occurred ensuring that Blackpool waste was then sorted into recyclable material streams.

This action has affected the reporting of data and comparisons with previous periods are not possible.

However, it is worth noting the following;

- The ongoing lockdown arrangements have altered demand for the service with total waste tonnage currently 21.5% higher than 2019/20.
- Service performance figures remain positive with reduction in missed collection from 1,443 YTD (Dec19) to 1,158 YTD (Dec20).

Staff absenteeism is below 2019/20 levels, despite COVID, at 471 days (Dec 20) and

on target to achieve sub 5% levels.

Blackpool Waste Services continues to focus on the wider benefits the workforce can deliver by observing environmental issues in the community and has increased the number of fly-tipping incidents reported and focussing on reporting ASB, alley gate and highway issues.

Governance

In addition to the Health and Safety, Risk Management and Business Continuity Plan audits [reported at previous meetings] a General Data Protection Regulations (GDPR) audit has been completed.

An audit of Financial Controls and Systems is currently underway and due to be completed and reported to March 2021 Audit Committee.

No Priority 1 recommendations have been made in relation to all audits completed, to date giving the Shareholder confidence that a robust governance framework has been established within the Company.

Human Resources

A review of staff pay and terms and conditions has been undertaken and recommendations approved by Blackpool Waste Services Board in November 2020.

Key points to report;

- Blackpool Waste Services formally adopted the Foundation Living Wage as minimum pay level resulting in a pay increase for the lowest paid staff of 8.9%.
- The rate of pay for drivers has been increased by 8.6%.
- All staff have been issued with updated contracts of employment to ensure consistency across the Company.

Finance

There are no significant variations to the projected financial plan and Blackpool Waste Services Ltd has a projected year end position which will generate a small surplus to be held in reserves.

Service Development

On Street Recycling - Bring Sites

The Company has conducted a review into the existing 'Bring Site' arrangements.

Community 'Bring Sites' provide on street recycling bins for residents who do not have access to a wheeled bin service.

There are currently 22 locations across Blackpool. These have traditionally been in areas with high footfall, either prominent street locations or at venues with high footfall e.g. outside shops, but it is apparent that the existing arrangements have attracted high levels of contamination.

An opportunity has been presented to the client to trial a different method and target enclosed residential areas where residents do not currently have access to wheeled bins but have communal bin arrangements without recycling.

The proposal is to target 12 locations across the town, providing 16 'Euro Bins', which residents can use to dispose of either co-mingled recyclables or paper/card. The 12 locations serve approximately 812 properties.

Household Battery Collection

Blackpool Waste Services will launch a new waste collection service for household batteries on Monday 22 March 2021.

In the UK, around 40,000 tonnes of portable batteries were sold in 2018, with only around 18,000 tonnes being recycled.

As most batteries are put into the residual (grey) bins a significant proportion can ultimately be taken to landfill sites leading to dangerous chemicals including: lead, cadmium, zinc, lithium and even mercury entering the environment.

Blackpool residents can dispose of batteries at the household waste recycling centre (HWRC) or at one of eight locations across the Town set up by Blackpool Council; these include three schools, libraries and sports centres. The current collection rate is poor with none of the sites recently requiring emptying reflecting the fact there is little awareness amongst residents.

The new collection scheme will allow residents to present household batteries for recycling by placing them in a clear plastic bag (preferably recyclable) on top of their grey bin when it is presented for collection, on a fortnightly basis.

A communication plan will promote the new initiative through a range of marketing methods and a refresh of the community sites, in particular schools, to highlight the environmental benefits of recycling household batteries.

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ENVECO - Key Performance Indicator Dashboard

Outcome	Indicators	Baseline*	2020/21				Outturn 2020/21	Target 2020/21	Commentary
			Q1	Q2	Q3	Q4			
Provide an efficient, and effective, quality service	Percentage of people satisfied with household waste collection	83.6%	Not conducted in 2020/21				N/A	N/A	
	Proportion of the total tonnage of household waste arisings which have been collected under the Agreement for Recycling or Composting	12,768,390 tonnes	720,660	3,894,870	3,307,700		13,483,949 tonnes	Cumulative total as at Q3 is 7,923,230. Service adjusted due to COVID 30.3.20-29.6.20. Waste combined to single collection Q1 – no separation for recycling.	
	Percentage of household waste arisings which have been collected for recycling#	New	5.29%	36.72%	33.04%		37%	Green waste not collected 30.11.20-24.1.21	
	Number of contaminated loads reported by recycling disposal provider	2	1	0	0		0		
	Percentage of missed collections corrected by 16.00 hours next working day	100%	100%	100%	100%		100%		

Key: ■ Positive ■ Negative ■ Little or no change ■ No Data

Outcome	Indicators	Baseline*	2020/21				Outturn 2020/21	Target 2020/21	Commentary
			Q1	Q2	Q3	Q4			
	Number of justified missed bin collections of household waste^	1,094	171	386	308		1,061	Cumulative total as at Q3 is 865. Unable to compare to previous performance as KPI has been amended (see data note below).	
	Number of assisted collections missed	91	27	35	28		88	Cumulative total as at Q3 is 90, which exceeds the annual target.	
	New or replacement bins delivered within 6 working days of receipt or order	New	100%	100%	100%		100%	New contract to ENVECO in 2020.	
Company financial indicators	Cost per household of the domestic collection service	£72.06	<i>Annual</i>					£72.06	

Data notes:

* Baseline data has been updated with 2019/20 outturns.

Local authorities have a national target that 50% of household waste arisings be collected for recycling. Whilst ENVECO will not contribute the full local authority total, as both commercial waste and HWRC are also included, ENVECO makes the most significant contribution to this total.

^ KPI adjusted to measure local performance in line with contract specification rather than APSE figures, which are not available throughout the year.

Key: ■ Positive ■ Negative ■ Little or no change ■ No Data

Report to:	SHAREHOLDER'S ADVISORY BOARD
Relevant Officer:	Stephen Smith, Airport Manager, Blackpool Airport Operations Limited
Date of Meeting:	9 February 2021

BLACKPOOL AIRPORT OPERATIONS 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(s):

2.1 The Board is asked to consider the content of the report and the current performance data.

3.0 Reasons for recommendation(s):

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 priority is:

- Economy - maximising growth and opportunity across Blackpool

6.0 Background information

6.1 A summary report providing details of the impact of COVID-19 on the business can be found in Appendix 4(a): Blackpool Airport Summary Report. Performance against the suite of key

performance indicators for Blackpool Airport can be found in Appendix 4(b): Blackpool Airport Key Performance Indicator (KPI) Dashboard. Performance for the safety indicators are reported on a calendar year basis and therefore year-end performance for these indicators has been included in this report.

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): Blackpool Airport Summary Report (exempt from publication)
Appendix 4(b): Blackpool Airport KPI Dashboard (exempt from publication)

8.0 Financial considerations:

8.1 See Appendix 4(a).

9.0 Legal considerations:

9.1 None

10.0 Risk management considerations:

10.1 See Appendix 4(a).

11.0 Equalities considerations:

11.1 None

12.0 Sustainability, climate change and environmental considerations:

12.1 None

13.0 Internal/external consultation undertaken:

13.1 None

14.0 Background papers:

14.1 None

Report to:	SHAREHOLDER'S ADVISORY BOARD
Relevant Officer:	Jane Cole, Managing Director, Blackpool Transport Services Limited
Date of Meeting:	9 February 2021

BLACKPOOL TRANSPORT SERVICES LIMITED

1.0 Purpose of the report:

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

2.0 Recommendation(s):

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

3.0 Reasons for recommendation(s):

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 priority is:

- Economy - maximising growth and opportunity across Blackpool
- Communities - creating stronger communities and increasing resilience

6.0 Background information

6.1 A summary presentation providing details of progress against the recovery plan can be found in Appendix 5(a): Summary Presentation Blackpool Transport Services (BTS) Summary Report. Further information on the recovery plan for the tramway can be found in Appendix 5(b): Recovery Plan (Tramway).

6.2 Performance against the suite of key performance indicators (KPIs) for Blackpool Transport can be found in Appendix 5(c): BTS 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.

6.3 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 5(a): Summary Presentation (exempt from publication)
Appendix 5(b): Recovery Plan (exempt from publication)
Appendix 5(c): BTS KPI Dashboard (Q3 2020-21) (exempt from publication)

8.0 Financial considerations:

8.1 See Appendix 5(a) and Appendix 5(b).

9.0 Legal considerations:

9.1 None.

10.0 Risk management considerations:

10.1 See Appendix 5(a) and Appendix 5(b).

11.0 Equalities considerations:

11.1 None

12.0 Sustainability, climate change and environmental considerations:

12.1 None.

13.0 Internal/external consultation undertaken:

13.1 None

14.0 Background papers:

14.1 None

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