

# Blackpool Council

1 November 2023

To: Councillors Mrs Scott, Taylor and Williams

The above members are requested to attend the:

## SHAREHOLDER COMMITTEE

Thursday, 9 November 2023 at 2.00 pm  
in Conference Room 3E, Bickerstaffe House

## 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 12 OCTOBER 2023 (Pages 1 - 10)

To agree the minutes of the last meeting held on 12 October 2023 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 SHAREHOLDER UPDATE**

To receive a verbal update on the Council's Wholly-Owned Companies provided by the Shareholder representatives.

(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 WHOLLY-OWNED COMPANY FINANCIAL PERFORMANCE AS AT MONTH 6 2023/2024**  
(Pages 11 - 18)

To report detailed information on the financial performance of each of the Council wholly-owned companies to the Shareholder Committee in line with decision EX26/2021.

(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 WHOLLY-OWNED COMPANY TENDER FOR STATUTORY FINANCIAL AUDIT SERVICES INCLUDING PRODUCTION OF FULL STATUTORY ACCOUNTS AND FILING WITH COMPANIES HOUSE**  
(Pages 19 - 22)

To update the Shareholder Committee on the recent tender exercise to appoint a provider to deliver Statutory Financial Audit Services including the Production of Full Statutory Accounts and Filing with Companies House to the Council's wholly-owned companies.

(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).

\* **6 HOUNDSHILL SHOPPING CENTRE**  
(Pages 23 - 34)

To update the Shareholder Committee on the latest position with regard to the performance of the Houndshill Shopping Centre which is managed for the Council by Ellandi.

(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).

\* **7 BLACKPOOL TRANSPORT SERVICES ZEBRA AND DEPOT UPDATE**  
(Pages 35 - 48)

To advise the Committee on the Zero Emissions Bus Regional Area (ZEBRA) project impact on future profit and loss. For the Shareholder to endorse the continuation of the 90 electric bus projects with a reduction in chargers and changes to site layout.

(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).

\* **8 BLACKPOOL AIRPORT OPERATIONS LIMITED ANNUAL REPORT AND AUDIT REPORT**  
(Pages 49 - 74)

To consider the annual report and annual audit report of Blackpool Airport Operations Limited.

(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).

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

To note the date and time of the next meeting as Thursday 14 December 2023, commencing at 3.30pm.

**Venue information:**

Third floor meeting room (lift available), accessible toilets (all floors), no-smoking building.

**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).

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### **Present:**

Councillor Taylor (in the Chair)

Councillors

Mrs Scott (Co-opted Member) Williams

### **In Attendance:**

Mr Alan Cavill, Director of Communications and Regeneration (Items 1-8 only)

Mr Antony Lockley, Director of Strategy and Assistant Chief Executive

Mr Steve Thompson, Director of Resources

Ms Kirsten Whyatt, Finance Manager - Subsidiary and Partnership Finance

Mr Mark Towers, Group Company Secretary

Mr Michael Williams, Managing Director, Blackpool Entertainment Company Limited (BECL) (Items 7-8 only)

Councillor Jo Farrell, Chair, BECL Board (Items 7-8 only)

Mr Neil Kimberley, Chair, BECL Audit Committee (Items 7-8 only)

Mr Lee Burrell, Director of Development, Blackpool Housing Company Limited (BHC) (Item 9 only)

Ms Lisa Murphy, Interim Director of Finance and Resources, BHC (Item 9 only)

Mr Andrei Szatkowski, Chair, BHC and Blackpool Coastal Housing Audit Committees (via Teams link) (Items 9-10 only)

Mr John Donnellon, Chief Executive, Blackpool Coastal Housing Limited (Item 10 only)

## **1 DECLARATIONS OF INTEREST**

There were no declarations of interest on this occasion.

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

The Shareholder Committee agreed that under Section 100A of the Local Government Act 1972, the public be excluded from the meeting during consideration of Item 3 'Minutes of the last meeting held on 21 September 2023' (restricted minutes only) and Item 4 'Shareholder Committee Action Tracker', Item 5 'Shareholder Update', Item 6 'Wholly-Owned Company Financial Performance as at Month 5 2023/24', Item 7 'Event Management Agreement 2024-25 Between BECL and the Council', Item 8 'Blackpool Entertainment Company Limited Annual Report and Audit Report', Item 9 'Blackpool Housing Company Limited Annual Report and Audit Report' and Item 10 'Blackpool Coastal Housing Limited Annual Report and Audit Report' 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.

## **MINUTES OF SHAREHOLDER COMMITTEE MEETING - THURSDAY, 12 OCTOBER 2023**

### **3 MINUTES OF THE LAST MEETING HELD ON 21 SEPTEMBER 2023**

(The press and public were excluded from the consideration of the restricted minute part of this item as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972).

The Committee considered the minutes of the last meeting held on 21 September 2023, noting that there was a public and restricted version.

The Committee agreed the minutes of the meeting as a true and correct record.

### **4 SHAREHOLDER COMMITTEE ACTION TRACKER**

(The press and public were excluded from the consideration of this item as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972).

The Committee considered its action tracker and noted the updates provided.

### **5 SHAREHOLDER UPDATE**

(The press and public were excluded from the consideration of this item as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972).

Mr Alan Cavill, Director of Communications and Regeneration and Mr Antony Lockley, Director of Strategy and Assistant Chief Executive provided an update on the Council's Wholly-Owned Companies on behalf of the Shareholder.

The Committee noted the update provided.

### **6 WHOLLY-OWNED COMPANY FINANCIAL PERFORMANCE AS AT MONTH 5 2023/24**

(The press and public were excluded from the consideration of this item as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972).

Mr Steve Thompson, Director of Resources provided an update on the financial performance of the Wholly-Owned Companies as at Month 5.

The Committee noted the update provided.

### **7 # EVENT MANAGEMENT AGREEMENT 2024-25 BETWEEN BECL AND THE COUNCIL**

(The press and public were excluded from the consideration of this item as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972).

(Mr Michael Williams, Managing Director, Blackpool Entertainment Company Limited (BECL), Councillor Jo Farrell, Chair, BECL Board and Mr Neil Kimberley, Chair, BECL Audit Committee joined the meeting from this item).

Mr Steve Thompson, Director of Resources presented the report to the Committee noting that it was an annual update to an ongoing agreement.

**Shareholder Committee decision:**

To approve that a one year Event Management Agreement be drawn up between BECL and the Council for the dance festivals from 1 April 2024. The terms and conditions are the same as the current agreement with the exception of clause 6.3.15 which has been added requiring BECL to provide additional management information.

**Reason for decision:**

To enable the Council and BECL to agree a new agreement for signature before the 31 March 2024.

**Other options considered:**

The Council could pursue an agreement with other parties to manage the Cultural events on our behalf. However BECL as site operator is uniquely placed to provide this service to the Council given its expertise in delivering these events over many years.

**Date of decision:**

12 October 2023.

**8 BLACKPOOL ENTERTAINMENT COMPANY LIMITED ANNUAL REPORT AND AUDIT REPORT**

(The press and public were excluded from the consideration of this item as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972).

Mr Michael Williams, Managing Director, Blackpool Entertainment Company Limited (BECL) and Councillor Jo Farrell, Chair, BECL presented the Annual Report and Audit Report to the Committee, detailing each section within the report.

The Committee agreed to note the annual report and audit report.

(Mr Michael Williams, Managing Director, Blackpool Entertainment Company Limited (BECL), Councillor Jo Farrell, Chair, BECL, Mr Neil Kimberley, Chair, BECL Audit Committee and Mr Alan Cavill, Director of Regeneration and Communication left the meeting following conclusion of this item).

**9 BLACKPOOL HOUSING COMPANY LIMITED ANNUAL REPORT AND AUDIT REPORT**

(The press and public were excluded from the consideration of this item as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972).

(Mr Lee Burrell, Director of Development, Blackpool Housing Company Limited (BHC), Ms Lisa Murphy, Interim Director of Finance and Resources, BHC, Mr Andrei Szatkowski, Chair, BHC Audit Committee (via Teams link) joined the meeting from this item).

Mr Lee Burrell, Director of Development, Blackpool Housing Company Limited (BHC) and

## **MINUTES OF SHAREHOLDER COMMITTEE MEETING - THURSDAY, 12 OCTOBER 2023**

Ms Lisa Murphy, Director of Finance and Resources, BHC presented the Annual Report to the Committee, detailing each section within the report. Mr Andrei Szatkowski, Chair, BHC Audit Committee (via Teams link) presented the Annual Audit Report.

The Committee agreed to note the annual report and audit report.

(Mr Lee Burrell, Director of Development, Blackpool Housing Company Limited (BHC) and Ms Lisa Murphy, Director of Finance and Resources, BHC left the meeting following conclusion of this item).

### **10 BLACKPOOL COASTAL HOUSING LIMITED ANNUAL REPORT AND AUDIT REPORT**

(The press and public were excluded from the consideration of this item as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972).

(Mr John Donnellon, Chief Executive, Blackpool Coastal Housing Limited joined the meeting from this item).

Mr John Donnellon, Chief Executive, Blackpool Coastal Housing Limited (BCH) presented the Annual Report to the Committee, detailing each section within the report. Mr Andrei, (via Teams link) presented the Annual Audit Report.

The Committee agreed to note the annual report and audit report.

(Mr John Donnellon, Chief Executive, Blackpool Coastal Housing Limited (BCH) and Mr Andrei Szatkowski, Chair, BCH Audit Committee (via Teams link) left the meeting following conclusion of this item).

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

The Committee noted the date and time of the next meeting as Thursday 9 November 2023, commencing at 2.00pm.

### **Chairman**

(The meeting ended at 4.18 pm)

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

Items marked with a # are subject to call-in.



<b>Report to:</b>	<b>SHAREHOLDER COMMITTEE</b>
<b>Relevant Officer:</b>	Steve Thompson, Director of Resources
<b>Relevant Cabinet Member:</b>	Councillor Ivan Taylor, Deputy Leader of the Council and Cabinet Member for Partnerships and Performance
<b>Date of Meeting:</b>	9 November 2023

## WHOLLY-OWNED COMPANY FINANCIAL PERFORMANCE AS AT MONTH 6 2023/24

### 1.0 Purpose of the report:

- 1.1 To report detailed information on the financial performance of each of the Council wholly-owned companies to the Shareholder Committee in line with decision EX26/2021.

### 2.0 Recommendation(s):

- 2.1 For the Shareholder Committee to consider and receive the report and to provide any feedback/ comments, as appropriate.

### 3.0 Reasons for recommendation(s):

- 3.1 To ensure financial performance of the Council's wholly-owned companies is kept under timely review by members.

- 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:

None.

### 5.0 Council Priority:

- 5.1 The relevant Council Priority is: "The economy: Maximising growth and opportunity across Blackpool".

**6.0 Background Information**

6.1 See reports and appendices circulated to members under separate cover.

6.2 Does the information submitted include any exempt information? Yes

The appendices attached to this 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:**

Appendix 4(a): Financial Monitoring Report (exempt from publication).  
Appendix 4(b): Company update (exempt from publication).

**8.0 Financial considerations:**

8.1 See appendices (exempt from publication).

**9.0 Legal considerations:**

9.1 None.

**10.0 Risk management considerations:**

10.1 Impact of financial performance against approved Revenue budgets and upon Council reserves and balances.

**11.0 Equalities considerations:**

11.1 An Equalities Impact Assessment was produced as a part of the budget-setting process and remains relevant.

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

12.1 None directly from this report.

**13.0 Internal/ External Consultation undertaken:**

13.1 None.

**14.0 Background papers:**

14.1 None.

**15.0 Key decision information:**

15.1 Is this a key decision? No

15.2 If so, Forward Plan reference number:

15.3 If a key decision, is the decision required in less than five days? N/A

15.4 If **yes**, please describe the reason for urgency:

**16.0 Call-in information:**

16.1 Are there any grounds for urgency, which would cause this decision to be exempt from the call-in process? No

16.2 If **yes**, please give reason:

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<b>Report to:</b>	<b>SHAREHOLDER COMMITTEE</b>
<b>Relevant officer:</b>	Alan Cavill, Director of Communications and Regeneration
<b>Relevant Cabinet Member:</b>	Councillor Mark Smith, Cabinet Member for Levelling Up Place
<b>Date of meeting:</b>	9 November 2023

## HOUNDSHILL SHOPPING CENTRE

### 1.0 Purpose of the report

- 1.1 To update the Shareholder Committee on the latest position with regard to the performance of the Houndshill Shopping Centre which is managed for the Council by Ellandi

### 2.0 Recommendation(s)

- 2.1 To consider the presentation and the issues raised.

### 3.0 Reason for recommendation(s)

- 3.1 To monitor the performance of the management of the Council's key assets
- 3.2 Is the recommendation contrary to a plan or strategy 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 None

### 5.0 Council priority

- 5.1 The relevant Council priorities are:
- 'The economy: Maximising growth and opportunity across Blackpool'
  - 'Communities: Creating stronger communities and increasing resilience'

### 6.0 Background and key information

- 6.1 In November 2021, a formal invitation to tender was issued by the Council

seeking an experienced asset manager and a property manager to maximise performance and daily management of the Council's retail assets in Blackpool town centre. At the time, this included Houndshell, Abingdon Street Market and units on Corporation Street/Victoria Street; our instruction now also includes Abingdon Street Units, the Backlot Cinema and Diner and the recently acquired M&S building. The initial contract term is fixed for five years from April 2022 with an option to extend for five years.

- 7.0 Ellandi Management Limited and Workman LLP submitted a joint bid for the services requested above, with the contract being with Ellandi Management Limited and Workman LLP being a subcontract to the Asset Management Agreement. After receipt of tender responses and interviews the Council awarded the contract to Ellandi. It was agreed that the formal handover would commence immediately before the formal takeover on 1 July 2022
- 7.1 Notes to accompany a presentation (exempt from publication) can be found at Appendix 6(a) which Tim Cornford, Head of Asset Management and Robin Didier, Asset Manager at Ellandi Management Limited will be in attendance to present to the Committee.

- 7.2 Does the information submitted include any exempt information? Yes

The appendix to this report 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

## **8.0 List of appendices**

- 8.1 Appendix 6(a): Presentation Notes (exempt from publication)

## **9.0 Financial considerations**

- 9.1 See presentation notes (exempt from publication)

## **10.0 Legal considerations**

- 10.1 None

## **11.0 Risk management considerations**

- 11.1 None

## **12.0 Equalities considerations and the impact of this decision for our children and young people**

- 12.1 None

**13.0 Sustainability, climate change and environmental considerations**

13.1 None

**14.0 Internal/external consultation undertaken**

14.1 The management of the Houndshill is overseen by the Houndshill Management Board comprising representatives of Ellandi, Workman and Council officers (the papers of which are exempt from publication). It meets monthly.

**15.0 Background papers**

15.1 None

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<b>Report to:</b>	<b>SHAREHOLDER COMMITTEE</b>
<b>Relevant Company Representative:</b>	Mr Steve Peters, Managing Director, Blackpool Airport Operations Limited
<b>Relevant Cabinet Member:</b>	Councillor Ivan Taylor, Cabinet Member for Partnerships and Performance
<b>Date of meeting</b>	9 November 2023

## **BLACKPOOL AIRPORT OPERATIONS LIMITED ANNUAL REPORT AND ANNUAL AUDIT REPORT**

### **1.0 Purpose of the report**

1.1 To consider the annual report and annual audit report of Blackpool Airport Operations Limited.

### **2.0 Recommendation(s)**

2.1 To note the annual report and annual audit report of Blackpool Airport Operations Limited and identify any areas of concern.

### **3.0 Reason for recommendation(s)**

3.1 To ensure the Shareholder has oversight of the annual reports of the Company.

3.2 Is the recommendation contrary to a plan or strategy 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 None.

### **5.0 Council priority**

5.1 The relevant Council priority is:

- The economy: Maximising growth and opportunity across Blackpool
- Communities: Creating stronger communities and increasing resilience.

**6.0 Background and key information**

6.1 The annual report and annual audit report of the Company are attached as appendices for the Committee's consideration.

6.2 Does the information submitted include any exempt information? Yes

The appendix to this report 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.

**7.0 List of appendices**

7.1 Appendix 8(a) Annual Report and Audit Report

**8.0 Financial considerations**

8.1 As contained within the appendix.

**9.0 Legal considerations**

9.1 None associated with this report.

**10.0 Risk management considerations**

10.1 As contained within the appendix.

**11.0 Equalities considerations and the impact of this decision for our children and young people**

11.1 As contained within the appendix.

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

12.1 As contained within the appendix.

**13.0 Internal/external consultation undertaken**

13.1 None associated with this report.

**14.0 Background papers**

14.1 None.

**15.0 Key decision information**

15.1 Is this a key decision? No

15.2 If so, Forward Plan reference number:

15.3 If a key decision, is the decision required in less than five days? No

15.4 If **yes**, please describe the reason for urgency:

**16.0 Call-in information**

16.1 Are there any grounds for urgency, which would cause this decision to be exempt from the call-in process? No

16.2 If **yes**, please give reason:

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