

**MINUTES OF THE SHAREHOLDER CABINET COMMITTEE MEETING
HELD AT 2:00PM ON
MONDAY 13 SEPTEMBER 2021
ENGINE SHED, SAND MARTIN HOUSE**

Members Present: Councillors Coles (Vice-Chair in the Chair), Councillor Bisby, Councillor Cereste, Councillor Howard

6. Apologies for Absence

Apologies for absence were received from Councillor Allen, Councillor Ayres and Councillor Walsh, with Councillor Bisby and Councillor Howard in attendance as substitutes for Councillor Ayres and Councillor Walsh respectively.

7. Declarations of Interest

Agenda Item 4 'Opportunity Peterborough'

Councillor Coles declared that he sat on the University Peterborough Board, however, as the report before committee was purely to note, he would remain in the meeting.

8. Minutes of the Meeting Held on 14 June 2021

The minutes of the meeting held on 14 June 2021 were noted as a true and accurate record.

9. Opportunity Peterborough

The Shareholder Cabinet Committee received a report in relation to Opportunity Peterborough.

The purpose of this report was to provide the Committee with an update on the activities and achievements of Opportunity Peterborough.

Tom Hennessy, CEO Opportunity Peterborough, addressed the Shareholder Cabinet Committee and advised that the key programmes for the year had included an expanded remit to incorporate the visitor economy, raising the profile of Peterborough's attractions, business tourism, supporting the hospitality sector, and talent attraction. Opportunity Peterborough took on responsibility for the Visit Peterborough website and social media accounts in April 2021. Following this the number of visits to the site had increased, with improved user experience. Work was ongoing with the City Centre Working Group to hold a number of events over the summer and autumn, and future funding had been secured. Opportunity Peterborough was further working towards the implementation of a membership network, similar to other areas, in order to attract corporate sponsorship.

It was advised that confirmation of the success of the Community Renewal Fund bid had been expected by July, however, had not yet been received. Mr Hennessey advised Members of the work of Startup Peterborough, which supported the high number of start-up companies in Peterborough and hoped to strengthen its support to improve the start-up survival rate.

The purpose of the Smart Manufacturing Alliance, a joint venture with the Combined Authority, was set out to create a support network and to develop a world-class cluster. European Regional Development Fund funding had been secured to run business support alongside this programme.

The Shareholder Cabinet Committee debated the report and in summary, key points raised and responses to questions included:

- Members were advised that the Smart Manufacturing contract had been secured with the Combined Authority, however, confirmation had not yet been received in relation to the Community Renewal Fund.
- It was explained that the European Regional Development Fund was still available as the UK had already made a contribution to the 2014-2020 pot, which allowed delivery of schemes until 2023.
- It was noted that if Opportunity Peterborough was not successful in its Community Renewal Fund bid then serious consideration would have to be given to the level of resourcing available.
- Comment was made that it would be useful for Opportunity Peterborough to liaise with the Cabinet Member for Digital Services and Transformation, as they shared many areas of focus.

The Shareholder Cabinet Committee considered the report and **RESOLVED** to note the achievements and impact of Opportunity Peterborough with regards to support for the local economy and jobs creation.

REASONS FOR THE DECISION

It was believed that, with the continued support of the Council, Opportunity Peterborough could make Peterborough a better place to work, to invest and do business, to visit and enjoy, and above all, to call home.

Opportunity Peterborough's work programme had been mapped against Peterborough City Council priorities to ensure that what they were providing aligned with what mattered most to the Council and the communities it serves.

By supporting the delivery of these priorities it was believed that Opportunity Peterborough could also reduce demand on the Council's services thereby having a positive budgetary impact as well as increase the Council's income via increased business rates receipts.

ALTERNATIVE OPTIONS CONSIDERED

To not support Opportunity Peterborough's work and progress to date - This had been rejected on the basis that Opportunity Peterborough's work programme closely aligned with, and added value to, the Council's own priorities and provided excellent value for money as a means of meeting these priorities.

10. Internal Audit Work to Support the Shareholder Cabinet Committee

The Shareholder Cabinet Committee received a report in relation to the work of the Internal Audit services in support of the terms of reference of the Committee.

The purpose of this report was to set out details of all audit activities which had been undertaken which covered Council activities, charities and partnerships which fell within the remit of the Shareholder Cabinet Committee.

The Chief Internal Auditor addressed the Shareholder Cabinet Committee and advised that Internal Audit undertook reviews throughout the year in line with its risk-based Audit Plans, which should be reported back to this committee where relating to the committee's work. It was noted that where issues had been identified, these were addressed, followed up, and had seen improvement.

The Shareholder Cabinet Committee debated the report and in summary, key points raised and responses to questions included:

- Members were pleased to see the report before them and questioned what action was being taken on high-risk areas.
- It was advised that the main high-risk areas were in relation to contract and specification issues, which had been followed up on and improved. It was further noted that if no improvement had been seen, that would have been brought to Members attention.
- It was commented that each of these issues had been reported elsewhere, and that the Committee were now seeing the process in full.
- It was considered important to understand how the delivery of such companies' services fit into the Council's financial objectives in the future and it was noted that additional reports may be required in private session in order to get full financial information.

The Shareholder Cabinet Committee considered the report and **RESOLVED** note works undertaken by the Internal Audit service to support the terms of reference of the Committee.

REASONS FOR THE DECISION

The decision ensured that all services which had been subject to audit had been brought to the attention of the Committee and that Members could place reliance on the activities delivered by or on behalf of the Council.

ALTERNATIVE OPTIONS CONSIDERED

It was seen as best practice to provide Members with details of audit activities undertaken so as to be able to be open and transparent on all its activities.

11. Amendments to the Mayor of Peterborough's Charity Fund Constitution and Associated Memorandum of Understanding

The Shareholder Cabinet Committee received a report in relation to amendments to the Mayor of Peterborough's Charity Fund Constitution and Memorandum of Understanding.

The purpose of this report was to supply the Shareholder Cabinet Committee with a copy of the amended Constitution and MOU, and advise the Committee of the changes.

The Contracts and Procurement Lawyer addressed the Shareholder Cabinet Committee and advised that the Mayor's Charity Fund Constitution had not been reviewed in a number of years and, as such, was out of date. Alongside a review of the Memorandum of Understanding, the constitution had been updated and revised to reduce the number of trustees who had voting powers to four. The Memorandum of Understanding as presented to Members complimented the constitution and set out the procedures for Mayor's Charity events.

The Shareholder Cabinet Committee debated the report and in summary, key points raised and responses to questions included:

- It was confirmed that the only major change was in relation to the number of trustees who could vote. Other changes were in order to make the document easier to read.
- It was considered that with a limited number of trustees able to vote, the system was a lot more capable of being robust.
- Members were advised that the Mayoral Services Manager would always be the treasurer of the Mayor's Charities, with the Head of Constitutional Services providing governance advice. New charities would be briefed each year on the relevant processes.
- Internal Audit kept track of the finances of the Mayor's Charities Fund.
- Following consideration by the committee, information on the Mayor's Charities Fund trustees would be updated on Companies House.

The Shareholder Cabinet Committee considered the report and **RESOLVED**:

1. To note the amendments to the Mayor of Peterborough's Charity Fund's Constitution (Appendix 1 to the report).
2. To note the contents of the Memorandum of Understanding (Appendix 2 to the report).

REASONS FOR THE DECISION

The reason for the decision was to update the Shareholder's Committee of the changes which were required to enable the MPCF to continue to raise valuable funds for the MPCF charitable purpose.

ALTERNATIVE OPTIONS CONSIDERED

The alternative option was to leave the Constitution and MOU as drafted without making the suggested amendments. However, as stated within the report, the purpose of these suggested amendments was to benefit the MPCF and enable the continuation of effective fund raising.

12. University Funding and Finance Interim Update

The Shareholder Cabinet Committee received a report in relation to the funding for the university project and the Council's Levelling Up Fund bid.

The purpose of this report was to provide the Committee with advance notice of a Cabinet paper, with recommendations for approval on 25 October 2021 relating to the university project.

The Executive Director for Place and Economy addressed the Shareholder Cabinet Committee and advised that there was more work to be prior to submission of the report to Cabinet. The report related specifically to phase three and later phases of the university project, with phase three subject to a Levelling Up Fund bid made earlier in the summer. Proposals to Cabinet would include the repurposing of funds initially allocated for access, to enabling infrastructure. Should the Levelling Up Fund bid be successful, this would support the development of car parking for phases one and two, all of which would be detailed in the Cabinet report.

The Shareholder Cabinet Committee debated the report and in summary, key points raised and responses to questions included:

- Members wished to emphasise the regional college in discussions, as the college offered niche services that the university would not be able to, and should not be forgotten.
- It was suggested that further consideration be given to the use of multi-storey car parking, in order to better utilise the land available. Any new car parks should also be flexible enough to work with future technologies.
- Members commented that AstraZeneca were currently looking for additional space, which could be provided for within the university project.
- Members were advised that officers were confident that the whole university scheme could be delivered, following on from positive progress on the first two stages.
- It was noted that phase three was significantly dependent on the Levelling Up Fund bid.
- Comment was made in relation to the current increase in cost of building supplies, however, it was anticipated that this would be back to normal by the time phase three were to be implemented.

The Shareholder Cabinet Committee considered the report and **RESOLVED** note that a paper will be taken to Cabinet on October 25th 2021 with recommendations for approval on various university project matters including:

- 1) Repurposing the pre-existing £2m PCC contribution to the university programme in the MTFs from a contribution to a new parkway access to enabling infrastructure;
- 2) Entering the Getting Building Fund Grant Agreement with the Cambridgeshire and Peterborough Combined Authority to deliver parking capacity to support phases 1 and 2 of the university;
- 3) Entering a lease with PropCo 1 for car park spaces on the regional pool car park and
- 4) In the event of Levelling Up Fund (LUF) bid success, entering the grant agreement and making arrangements to transfer funding to PropCo1 to deliver phase 3 of the university.

REASONS FOR THE DECISION

To notify the Committee of the recommendations to be submitted to Cabinet.

ALTERNATIVE OPTIONS CONSIDERED

The alternative options for consideration around the recommendations to Cabinet would be outlined in the Cabinet report.

13. City Culture Peterborough

The Shareholder Cabinet Committee received a report in relation to the progress of City Culture Peterborough.

The purpose of this report was to provide an update on the progress made on delivery of the culture services, which were transferred to City Culture Peterborough when the previous contract with Vivacity ended.

The Assistant Director for Skills and Employment and CEO for City Culture Peterborough addressed the Shareholder Cabinet Committee and advised that City Culture Peterborough was the trading company of the City College Peterborough

Foundation and had been operating since October 2020. Work had been undertaken to understand how culture services could support the recovery of the area out of COVID-19, with the assistance of Art Council Recover Fund money. It was noted that the services was to focus on arts and culture, not simply visitor attraction, with greater participation with residents. Consideration was being given as to how the areas of the service, the theatre, museum, and libraries, could all be linked together.

Members were advised that the management structure of the services had been reviewed, with the sharing of senior posts and reduced costs. An overview of each service area was provided, including the Museum and Art Gallery, Flag Fen, Libraries and Archive Service, Key Theatre, and Mini Vine.

The Shareholder Cabinet Committee debated the report and in summary, key points raised and responses to questions included:

- Members referenced the success of the Jorvic Viking Centre in York and suggested that a similar attraction could be developed around Flag Fen.
- It was felt that the Flag Fen site had not been advertised to its full potential, and could be included in a package of sites alongside the cathedral and John Clare Cottage and Garden.
- It was advised that officers had visited Sutton Hoo and learnt a number of lessons that could be applied to sites in Peterborough.
- Members suggested that the cathedral was of international importance, as the burial place of the only English queen outside of Westminster.
- It was suggested that all the theatres in the area could join together to host an annual festival, which utilised all the different theatres as venues.
- Further comment was made that more could be done with the Key Theatre as part of the embankment, with the potential for an outside theatre to be installed.

The Shareholder Cabinet Committee considered the report and **RESOLVED** to note the progress and review of the services that City Culture Peterborough manage on behalf of Peterborough City Council.

REASONS FOR THE DECISION

To give an update on the transfer for services and in helping to improve service provision.

ALTERNATIVE OPTIONS CONSIDERED

None.

14. Shareholder Cabinet Committee Work Programme

The Shareholder Cabinet Committee received the Shareholder Cabinet Committee work programme for the 2021/2022 municipal year. The Director of Resources advised that that upcoming reports would need to take into account recommendations from Internal Audit.

The Shareholder Cabinet Committee considered the report and **RESOLVED** to note the latest version of the work programme.

Chairman
2:00pm – 3:29pm
13 September 2021