

**MINUTES OF THE SHAREHOLDER CABINET COMMITTEE MEETING
HELD AT 10:00PM ON
MONDAY 13 JUNE 2022
BOURGES/VIERSEN ROOM, TOWN HALL**

Members Present: Councillors Allen (Chair), Councillor Ayres, Councillor Cereste, Councillor Howard

1. Apologies for Absence

Apologies for absence were received from Councillor Coles.

2. Declarations of Interest

Agenda Item 6 Review of Guidance & Assurance Review of Partnership Arrangements

Declarations of interest were received from Councillor Steve Allen in relation to his position as Director of Empower Ltd. This company, however, was dormant and his position would not impact is taking part in the Committee debate.

3. Minutes of the Meeting Held on 28 February 2022

The minutes of the meeting held on 28 February were noted as a true and accurate record.

4. Exclusion of the Press and Public

The Shareholder Cabinet Committee **RESOLVED** that the press and public be excluded from the meeting on Item 7, 'Peterborough Limited Update' on the grounds that the item contains exempt information under Paragraph 3 of Part 1 Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed (relating to the financial or business affairs of any particular person).

5. Amendment to the Trustees for the Mayor of Peterborough's Charity Fund (MPCF)

The Shareholder Cabinet Committee received a report in relation to an amendment to the trustees for the Mayor of Peterborough's Charity Fund (MPCF).

The purpose of this report was to supply the Shareholder Cabinet Committee with an update of the trustees of the MPCF.

The Head of Constitutional Services addressed the Shareholder Cabinet Committee and outlined the contents of the report.

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

- It was noted that the Mayor would be using his Mayoral allowance to assist with issues and hardships faced by the citizens of Peterborough during and coming out of the pandemic, particularly in relation to loneliness.

- Members would be advised as soon as possible on where organisations can apply for this support.
- It was further noted that these arrangements were not typical for the MPCF and, as such, it was good for the Committee to continue to monitor.

The Shareholder Cabinet Committee considered the report and **RESOLVED** to note the amendment to the Trustees of the Mayor of Peterborough's Charity Fund (MPCF).

REASONS FOR THE DECISION

The reason for the recommendation was to update the Shareholder 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 not appoint Councillor Alan Dowson and Councillor Nick Sandford as the Chair and Secretary. However, this may not have provided sufficient quorum and the purpose of their role was to benefit the decision making of the MPCF and enable the continuation of effective fund raising.

6. Review of Guidance & Assurance Review of Partnership Arrangements

The Shareholder Cabinet Committee received a report in relation to the review of guidance and assurance review of partnership arrangements.

The purpose of this report was to review the remit and powers of the Committee, recommend an assurance review is carried out of the Council's partnership arrangements, highlight potential conflicts of interest that members need to be aware of in order to manage interactions more pro-actively, and endorse training proposals for members and officers.

The Director of Law and Governance addressed the Shareholder Cabinet Committee and outlined the contents of the report.

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

- It was noted that changes to the Council's partnerships arrangements would be reported to Shareholder Cabinet Committee.
- Comment was made that, although CIPFA had provided its recommendation, the law in relation to company directorship was clear whether you were an officer or a Councillor.
- It was further advised that a key difference between the position being held by a Member or an officer was that Members were decision-takers, and thus there was greater opportunity for potential conflicts of interest.
- Members were of the opinion that it was of key importance to have someone on the Board of the Council's partner companies to advocate for the Council's interests, and that training for Councillors on this point was very important.
- Comment was made in relation to what insurance was in place for Members representing the Council and officers confirmed that they would ensure that work on partner board was included in indemnity.
- It was felt that in situations where officers were placed on partnerships boards, rather than Members, work needed to be done to ensure the flow of relevant information remained.
- It was further noted that in a number of circumstances it would be more appropriate to have a Member representative, rather than an officer

representative.

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

1. Note this report and its attached guidance note “Guidance for Member & Officers who serve on outside bodies”.
2. Agree that officers should carry out an assurance process on the Council’s partnership activities to assess the strength and robustness of the current governance arrangements.
3. Delegate responsibility for carrying out this assurance process to the Director of Corporate Resources and the Director of Law and Governance with progress to be reported back to the next Committee meeting.
4. Agree that further refresher training for Members and officers on their roles and responsibilities in relation to council companies and partnerships, to be organised by Democratic Services.

REASONS FOR THE DECISION

To add further governance measures into arrangements for the Council’s companies and partnerships following the publication of new CIPFA advice on good practice for local authority owned companies.

ALTERNATIVE OPTIONS CONSIDERED

There were no alternative options considered.

7. Peterborough Limited Update

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

The purpose of this report was to update the Shareholder Cabinet Committee on the recovery of leisure services in a post COVID world, as well as the financial position of the services, and key achievements and milestones over the last 18 months.

As agreed at agenda item 5, the Committee went into exempt session to discuss this item.

Kitran Eastman, the Managing Director of Peterborough Limited, addressed the Shareholder Cabinet Committee and outlined the contents of the report.

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

- It was noted that current discussions included exploration of charitable status for the future of some services, and legal exploration of these models
- All finances between the culture element of the operation and Aragon and Vivacity Leisure were separate, however, the intention was to avoid any kind of silo working, by managers from different areas working together and support each other.
- Queries were raised in relation to the appropriateness of communication that had been circulated in relation to changes to bin collection days. It was noted that importance was placed on the accuracy of information that was provided and that all information had been delivered to Members with the best intention, at no additional cost.
- Discussion was had in relation to the gender pay gap and it was noted that, the gender pay gap was in favour of woman. More men, however, were employed than women, although a key issue to be addressed was getting women in the

'high skilled' areas.

- Officers confirmed they were happy to discuss the inclusion of photovoltaic panels on leisure buildings, although this would require a review of the Heads of Terms for some areas.
- A trial of some of the new fleet was about to commence using renewable fuel, which would allow data to be compared, as anecdotal feedback from other authorities was mixed. Results of this would be shared with Members.
- It was advised that plans were in place to re-open the Werrington Leisure Facility in September, as per original arrangements. A review was underway to determine what aspects of the facility were a priority to bring back, with a survey to be undertaken with local groups for new services.
- The key issue, it was advised, was insufficient staffing levels across the whole of the leisure service, due to the national labour shortage, and therefore the Werrington centre was closed as the financial most costly site per hour in order to redeploy staff to other sites.
- Members were advised that two electric waste collection vehicles would be arriving in January 2023 for garden waste collection and that, depending on how well these operated, the next fleet would be completely electric.
- The cost of charging stations for these vehicles had been included within the initial scoping exercise.
- It was noted that a range of fuel scenarios would be factored into the calculations around the budget setting process for the upcoming year.
- Discussion was had in relation to what benefits could be offered to younger staff, including deposits into housing schemes.
- Members were advised that revenue from 2021/22 had been deferred for use in leisure in the current year meaning the Peterborough City Council fund was being paid this year for leisure. For the current year it was anticipated that Peterborough Limited's position relating to leisure would improve (as indicated by gym membership levels). If the service was not profitable, by the end of the year then this would need to be discussed with the Council.
- It was considered that Peterborough Limited would need to be in a more established position before making any new arrangements in terms of attraction management.
- Members felt that further work could be done to commercialise the Flag Fen site and to bring further expertise on board.
- It was noted that a review was being undertaken in relation to the utility costs of the Werrington Leisure Centre.
- Members queried why there was a loss incurred at the Hampton Leisure Centre, but a profit at Premier Fitness.
- Further discussion was had in relation to car cruising issues in the Premier Fitness car park, however, Members were advised that the site was not owned by the Council and while the issue had been raised with the landlord, the site was under the management of the owners.

The Shareholder Cabinet Committee considered the report and **RESOLVED** to note the information within the report and the progress made this year by Peterborough Limited.

REASONS FOR THE DECISION

To ensure that the Committee were aware of the information within the report and the progress against the business plan.

ALTERNATIVE OPTIONS CONSIDERED

The Shareholder Cabinet Sub Committee could have not noted the report and instead requested alternative directions were explored for the Company.

8. Shareholder Cabinet Committee Work Programme

The Shareholder Cabinet Committee received the Shareholder Cabinet Committee work programme for the 2022/2023 municipal year. It was requested that the Monitoring Officer and the Section 151 Officer report back to the Council's partners in relation to the Assurance Review.

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

Chairman
10:00am – 11:29am
13 June 2022