

Record of Cabinet Sub Committee (Norse Shareholder Board) decisions

Thursday, 6 June, 2024

6.00pm to 6:39pm

Date of publication: 10 June 2024

**Subject to call-in these decisions will be effective from 18 June 2024
The record of decisions is subject to approval at the next meeting of the Sub
Committee**

Present: Councillors Simon Curry Portfolio Holder for Climate Change
(Chairperson) and Strategic Regeneration
Councillor Harinder Mahil Portfolio Holder for Heritage, Culture
and Leisure

In Attendance: Ruth Du-Lieu, Deputy Director of Place
Bhupinder Gill, Assistant Director, Legal and Governance
Andrew Mann, Managing Director, Medway Norse
Teri Reynolds, Principal Democratic Services Officer

1 Apologies for Absence

An apology for absence was received from Councillor Osborne.

2 Declarations of Disclosable Pecuniary Interests and Other Significant Interests

Disclosable pecuniary interests

There were none.

Other significant interests (OSIs)

There were none.

Other interests

There were none.

3 Governance Arrangements

Background:

This report set out proposed governance arrangements for the Medway Norse Ltd Shareholder Board. It explained that in July 2023 the Cabinet had determined that three Cabinet sub-committees would be established, one for each LATCo. Unlike the other LATCos, which were wholly owned by Medway Council, Medway Norse was a partnership with the Norse Group, which was wholly owned by Norfolk County Council and therefore changes had required greater levels of collaboration.

The report proposed changes to the Council's appointment of Directors to the Board and proposed the establishment of three liaison boards covering specific operation functions for the Council, to strengthen oversight. It was acknowledged that as work continued to embed the new arrangements some further changes may be required at a later stage.

Decision number:

Decision:

The Sub-Committee noted the retirement from the Board of Directors and significant contribution by the Assistant Director for Frontline Services and thanked her for undertaking the role as a Medway Norse Company Director.

1/2024

The Sub-Committee approved the nomination of the Director of Place (as Chair) and the Chief Finance Officer as Council appointees to the Medway Norse Board of Directors.

2/2024

The Sub-Committee approved the revised governance arrangements (internal to the Council).

Reasons:

To improve the corporate governance of the Council's LATCo. The appointment of the officers to the Board of Directors will facilitate greater influence on the decision making by Medway Norse. The separation of roles, responsibilities and duties between client officers and the service provider avoids potential conflicts of interest that may arise.

4 Draft Business Plan 2023 - 2028

Background:

This report presented the draft Business Plan for Medway Norse which had originally been drafted in 2023. Due to the change in administration and the subsequent work to review the joint venture (JV), the Business Plan had not been ratified in 2023 and was therefore presented as a draft document for discussion only. The Business Plan had been drafted by Medway Norse without any input from Medway Council at this point and further work was required under the new governance arrangements to agree a strategy for the JV. The Business Plan would then be redrafted and resubmitted to the sub-committee to be ratified.

An Exempt Appendix to the report set out the draft Business Plan. The Sub-Committee commented that the development of the strategy was key in then developing the Business Plan and it was acknowledged that there were strong elements which should be retained, such as development of staff and should also be developed to synergise with the One Medway Council Plan and its core values around community, the environment and Social Value.

It was envisaged that an updated Business Plan would be ready to be presented to the Sub-Committee's next meeting.

Decision number:

Decision:

The Sub-Committee noted the content of the draft Business Plan, which was attached as an Exempt Appendix to the report.

The Sub-Committee commented in relation to how it would like Medway Norse to proceed in reviewing the Business Plan, including suggesting that it is updated to synergise with the One Medway Council Plan.

The Sub-Committee noted that the Business Plan would be presented to its next meeting.

Reasons:

To consider how Medway Norse should proceed with its development of the Business Plan.

5 Exclusion of the Press and Public

The Committee agreed that the press and public be excluded from the meeting during the consideration of the exempt material relating to agenda item 5 because consideration of these matters in public would disclose information falling within one or more categories of exempt information contained in

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Schedule 12A of the Local Government Act 1972 as specified in agenda item 6 and, in all the circumstances of the case, the Committee considered that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

6 Review of the company's risk register and finances

Background:

This report set out the Strategic Risk Register for Medway Norse Ltd. This had been prepared by the company in accordance with the approach and scoring methodology adopted by the Council.

The Risk Register which was regularly reviewed by the Board, was comprehensive, including closed risks and those being managed under 'business as usual', in addition to those which required further management action. Of the 60 risks identified in the register, 16 were deemed high risk and a further 11 very high, which the Sub-Committee was requested to note. It was added that a number of the high risk items would reduce in severity once firm governance arrangements were in place and embedded. The Sub-Committee were also assured that Medway Norse had a strong relationship with the Council's ICT.

An Exempt Appendix to the report set out the Medway Norse Ltd Strategic Risk Register.

Decision number:

Decision:

The Sub-Committee noted the contents of the report and its exempt appendix.

Reasons:

In order to fulfil its role as shareholder, on behalf of the Council, the sub-committee must be regularly updated regarding the risks affecting the company and its activity and the action being undertaken to manage those risks.

Chairperson

Date:

Jon Pitt and Teri Reynolds - Democratic Services Officers

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