

Record of Cabinet Sub Committee (Medway Norse Ltd Shareholder Board) decisions

Tuesday, 4 March 2025

6.00pm to 7.33pm

Date of publication: 6 March 2025

The record of decisions is subject to approval at the next meeting of the Cabinet Sub Committee

Present:	Councillor Simon Curry (Chairperson)	Portfolio Holder for Climate Change and Strategic Regeneration
	Councillor Nina Gurung	Portfolio Holder for Heritage, Culture and Leisure
	Councillor Zoë Van Dyke	Portfolio Holder for Business Management

In Attendance:	Adam Bryan, Director of Place - as the Council appointed Chairperson of Medway Norse Ltd Board of Directors
	Ruth Du-Lieu, Assistant Director, Front Line Services and Deputy Director of Place
	Vanessa Etheridge, Democratic Services Officer
	Bhupinder Gill, Assistant Director, Legal and Governance
	Andrew Mann, Partnership Director, Medway Norse Ltd
	Phil Watts, Chief Operating Officer

Apologies for absence

There were none.

Declarations of disclosable pecuniary Interests and other significant Interests

Disclosable pecuniary interests

There were none.

Other significant interests (OSIs)

There were none.

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Other interests

There were none.

Record of decisions

The record of the meeting held on 21 November 2024 was agreed by the Sub-Committee and signed by the Chairperson as correct.

Exclusion of the Press and Public

Decision number: *Decision:*

The Committee agreed that the press and public be excluded from the meeting during the consideration of the exempt material relating to agenda items 5 and 6 under section 100A (4) of the Local Government Act 1972 and the wider discussion held under agenda item 4, because consideration of these matters in public would disclose exempt information as defined by Schedule 12A, paragraph 3 - Information relating to financial or business affairs of any particular person (including the authority holding that information), the Committee considered that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

Progress Update - Business Plan & KPIs 2023 - 2028

Background:

The report provided an update on progress with the development of a business plan and the associated Key Performance Indicators (KPIs) for the Joint Venture, which were still being developed. The report also requested the Sub Committee to provide any direction as appropriate.

The Chairperson thanked officers for all their work on the Budget approved by Council the previous week.

There was lengthy discussion on a wide range of issues. It was noted that it was essential that as a shareholder board, the Sub Committee was able to ensure that Medway Norse Ltd was providing high quality services, value for money and was fit for purpose, and able to satisfy itself and perform the responsibility delegated to it by the Cabinet.

The Sub Committee discussed the complexities involved with developing a business plan and strategy, whilst acknowledging the knock on consequences of not having a plan in place. It was agreed that a strategy was long term and could wait and be developed over a period of time, however there was an immediate need for a business plan. The current legal arrangements were explained with legal clarification and advice sought from the Assistant Director, Legal and Governance as to the way forward. The Sub Committee were keen to expedite resolution of a contract or more robust interim measures.

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The Sub Committee discussed amending the current governance arrangements and suggested having a member level client liaison board as well as the Cabinet Sub Committee Shareholder Board.

It was suggested that officers and members of the Sub Committee meet to discuss the issues raised and agree a direction.

Decision number: **Decision:**

The Sub Committee noted the progress made on the Medway Norse Improvement Project as set out within the report and Appendix 1 to the report.

01/2025	For expediency, the Sub Committee requested the Client Officer to hold meetings with the Assistant Director, Legal and Governance and Chief Operating Officer in consultation with all three members of the Sub Committee, to discuss matters further.
02/2025	The Sub Committee requested a report on the outcomes of the discussions above to be reported to the next meeting of the Sub Committee.

Financial Monitoring Quarter 3 2024/25

Background:

The report set out the third quarter's financial monitoring for Medway Norse Ltd. A summary of the financial forecasts provided by the Company was provided in the Exempt Appendix to the report. There was a wide ranging discussion during Agenda item 4 - Progress Update - Business Plan & KPIs 2023 – 2028, above, which included noting this report.

Decision number: **Decision:**

The Cabinet Sub Committee noted the contents of the report and the Exempt Appendix 1 to the report.

Review of the Company's Risk Register

Background:

The report introduced the Strategic Risk Register for Medway Norse Ltd. The Medway Norse Ltd Strategic Risk Register had not been appended and as part of the discussion of Agenda item 4 - Progress Update - Business Plan & KPIs 2023 – 2028 above, it was noted that there had been no change since the Sub Committee's previous consideration.

Cabinet Sub Committee (Medway Norse Ltd Shareholder Board), 4 March 2025

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Chairperson

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Date

Vanessa Etheridge, Democratic Services Officer

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