

Meeting	Shareholder Committee
Date	13 March 2023
Present	Councillors Widdowson (Chair) and D'Agorne
In Attendance	Patrick Looker, Finance Manager Dan Moynihan, Senior Solicitor, Contract and Commercial Sandy Boyle, Managing Director (Yorwaste) Max Thomas, Chief Executive (Veritau Limited) Sarah Loftus, Managing Director (Make It York) Karen Bull, Managing Director (City of York Trading) Cllr Cuthbertson (Non-executive director, City of York Trading)
In Attendance Remotely	Helen Whiting, Head of HR

19. Declarations of Interest (4:31 pm)

Members were invited to declare at this point in the meeting any disclosable pecuniary interests or other registerable interests they might have in respect of business on the agenda, if they had not already done so in advance on the Register of Interests.

None were declared.

20. Minutes (4:31 pm)

Resolved: That the minutes of the last meeting held on 31 October 2022 be approved and then signed by the Chair as a correct record.

21. Exclusion of Press and Public (4:31 pm)

Resolved: That the press and public be excluded from the meeting during any discussion arising on the following documents, on the grounds that these contain information relating to the financial or

business affairs of any particular persons (including the authority holding that information). This information is classed as exempt under Paragraph 3 of Schedule 12A to Section 100A of the Local Government Act 1972, as amended by the Local Government (Access to information) (Variation) Order 2006.

- (i) Agenda Item 5, Yorwaste Ltd Finance Update
 - Annex 2 – Yorwaste Business Plan Addendum
- (ii) Agenda Item 6, Veritau Limited Business Update
 - Appendix 1 – 2022/23 Veritau Group management accounts (period to 31 January 2023)
 - Appendix 2 – Veritau Limited balance sheet as at 31 January 2023
 - Appendix 3 – 2023/24 Veritau Group business plan
 - Appendix 4 – 2023/24 Veritau Group budget
- (iii) Agenda Item 7, Make It York Update
 - Annex 7 – Draft budget 2023-24
 - Annex 8 – Summary profit & loss sheet as at 31 Dec 22
- (iv) Agenda Item 8, City of York Trading
 - Annex A – CYT Performance Update March 2023

22. Public Participation (4:31 pm)

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

23. Yorwaste Ltd Finance Update (4:32 pm)

Members considered a report from Yorwaste that provided a trading update for the 2022/23 financial year, as well as the Business Plan for 2023/24.

The Managing Director of Yorwaste provided a general overview, where it was noted that:

- A Five Star Health & Safety Audit rating had been achieved, which complimented the Company's recent Investors in People accreditation and demonstrated

Yorwaste's commitment to the health, safety and wellbeing of its employees.

- The Company's cash position was strong, and a full year profit, in line with budget target, was expected to be delivered.
- The fire in the recycling facility of the Harewood Whin site was potentially caused by a lithium battery and was largely contained to the picking line extension. The Company had contingencies in place, and service continuity was maintained.
- An information governance audit had been undertaken by Veritau. Whilst the Company was broadly compliant, the audit identified a number of areas where current informal processes could be improved, and the improvements would be implemented over the coming months.
- Yorwaste had continued to attract a zero Compliance Assessment Report Score (CARS) from the Environment Agency.

Members noted the following strategic priorities to support the 2023/24 Business Plan:

- Continued focus on health & safety.
- Ongoing optimisation of the current business both in terms of operating costs and commercial customer base.
- Development of a business case for solar on closed landfill sites to help deliver the shareholders Net Zero vision.
- Supporting shareholder needs under the Governments Resource and Waste Strategy policy.

In answer to questions raised regarding the fire, the importance to separate batteries from household waste was discussed and additional communications and monitoring, to ensure more robust fire safety within this area, was welcomed.

The continued progress to install solar panels on closed landfill sites was appreciated, and Members recognised the successes achieved. They commended the Managing Director and his team for their hard work and commitment.

Resolved: That the report and annexes be noted.

Reason: To ensure that the council was updated on the financial performance of Yorwaste Ltd.

24. Veritau Limited Business Update (4:44 pm)

Members considered a report that provided an update on Veritau's finance and performance to date.

The Chief Executive of Veritau provided an overview and confirmed that:

- New contracts to provide internal audit and data protection services to schools and other public sector organisations had continued to be achieved.
- Staff were supported to gain professional qualifications and relevant experience, to progress within the business.
- Transfer of Undertakings (Protection of Employment regulations) (TUPE) consultation meetings were underway with the six employees who were transferring from Harrogate Borough Council and Craven District Council to Veritau Limited, and with those employees who were transferring from Veritau North Yorkshire Limited (VNY) to Veritau Limited.
- As a result of local government reorganisation in North Yorkshire, the shares held by the five district and borough councils would transfer to the new North Yorkshire Council (NYC) on 1 April 2023. Veritau Limited was proposing to purchase some shares from NYC shortly after the date of transfer, meaning that VNY would then become a wholly owned subsidiary of Veritau Limited. The purchase of these shares was however a reserved matter in Veritau Limited's Shareholder agreement and required the unanimous agreement of both NYC and City of York Council.

Members recognised that purchasing the shares from NYC had a number of advantages, and the Group's commitment to ensuring the business was delivering in an environmentally sustainable manner was commended by Members.

The Chief Executive and his staff were thanked for delivering shareholder value and their continued hard work was also commended.

Resolved:

- (i) That the Group's performance since the last business update report in October 2022, be noted.

- (ii) That the 2023/24 Business Plan, be approved.
- (iii) That a copy of the 2024/25 Business Plan be provided to Committee Members.
- (iv) That the purchase by Veritau Limited of the shares in VNY, currently owned by the North Yorkshire district and borough councils, which were transferring to NYC on 1 April 2023, be approved.

Reason: To ensure the Council was updated on the performance of Veritau Limited.

25. Make It York Update (4:53 pm)

Members considered a report from Make It York (MIY) that highlighted the Company's financial performance since the last report in October 2022. Included in the report was an update of financial and non-financial performance for the trading period April to December 2022, with a financial forecast for the end of the financial year. The report also included the Business Plan and budget for 2023/24, including a new dashboard to report ongoing performance and trends.

The Managing Director provided an overview. She highlighted the financial stability of the organisation, and the key successes were discussed. Members noted that there had been significant improvements made to the governance, financial management, event management and reporting procedures.

Members were informed that MIY were expecting to return a profit of approximately £80k, and that MIY and York Civic Trust had made a successful bid to the National Lottery Heritage Fund for York Trailblazers.

Members congratulated the Managing Director and her team for the improvements and achievements made, and they commended all their hard work and commitment to restore financial stability. They welcomed the future plans and the continued partnership working with the business economy, York Bid, and particularly the Shambles Traders to support and develop a shared vision for the Shambles Market.

The Managing Director was thanked for her update, and the continued engagement with York residents and visitors to promote the city was welcomed.

Resolved:

- (i) That the Make It York Shareholder report at Annex 1 of the report, and the supporting documents, from Annex 2 to Annex 8 of the report, be noted.
- (ii) That the annual Business Plan (service delivery plan), at Annex 4 of the report, and the 2023/24 budget, at Annex 7 of the report, be approved.
- (iii) That the new dashboards be noted, at Annex 5 and Annex 6 of the report.

Reason: To ensure the council was updated on the financial performance of Make It York and approve the business plan and budget for 2023/24.

26. City of York Trading Ltd Update(5:04 pm)

Members considered a report that provided a City of York Trading Ltd (CYT) performance update.

The Managing Director provided an overview, noting that:

- City of York Council (CYC) bookings for new agency staff had reduced over the last six months, in line with the council's efforts to reduce agency spend and tighten authorisation, as a result overall revenue had fallen against budget.
- WorkwithSchools (WwS) had maintained a high number of clients.
- The Company's newest brand WorkwithYorkshire had a stop-start year but the newly appointed Business Development Manager had already begun to grow the business.
- The Company's website was being refreshed with a clearer design and cleaner navigation, and online application forms were also being rolled out.
- The Company continued to investigate potential acquisition opportunities, particularly to strengthen the WorkwithYorkshire and/or WorkwithSchools offerings.
- Their current contract with CYC ended on 31 August 2023. Ahead of renewal, a draft contract had been sent to the council for consideration.

- The final budget for 2023/24 had not been put before the Board of Directors, though discussions had taken place regarding the matters to take into consideration in setting the budget, and this approval would take place at the next Board meeting on 24 March 2023.

Cllr Cuthbertson complimented the Managing Director and her team for managing the Company over a difficult three years and Members also recognised the successes achieved and commended the team for their hard work and commitment.

Resolved: That the performance update from City of York Trading Ltd, attached at Annex A to the report, be noted.

Reason: To ensure the council was updated on the performance of City of York Trading Ltd.

Cllr Widdowson, Chair

[The meeting started at 4.31 pm and finished at 5.13 pm].