



City of Westminster

Shareholder Committee

MINUTES OF PROCEEDINGS

Minutes of the meeting of the Shareholder Committee held on 17 March 2022.

Members Present: Councillor Heather Acton, Councillor Paul Swaddle (Chair), Councillor David Harvey (virtual)

1. WELCOME, TERMS OF REFERENCE AND MEMBERSHIP

- 1.1. Apologies from Councillor Robathan were noted, and it was agreed that the meeting would be chaired by Councillor Swaddle.
- 1.2. The Chair noted that as Councillor Harvey was not physically present in the meeting, he would be unable to vote on items.

2. DECLARATIONS OF INTEREST

- 2.1. There were no declarations of interest.

3. MINUTES

- 3.1. The minutes of the meeting held 6 December 2022 were deemed to be a true and accurate record of the meeting.

4. WESTCO BUSINESS PLAN 2022/23

- 4.1. The agenda item was discussed in private session due to commercial sensitivities. Ian Farrow, Managing Director and Christos Pishias, Associate Director, were in attendance for this item.

RESOLVED: Westco Business Plan 2022/23 was approved by the committee.

5. WESTMINSTER BUILDS BUSINESS PLAN 2022/23

- 5.1. Councillor Jacqui Wilkinson, Chair of Westminster Builds, gave an overview of the business plan for Westminster Builds and James Green, Company Director, set out detailed proposals behind the business plan to give the Committee assurance of the financial and operational position of the company.

RESOLVED: Westminster Builds Business Plan 2022/23 was approved by the committee.

6. WESTMINSTER COMMUNITY HOMES – OPERATIONAL AND FINANCIAL UPDATE 2021/22

- 6.1. Councillor Swaddle introduced the item and noted that it had been supplied as an update as there remained an ongoing discussion about the future focus and priorities of Westminster Community Homes, and it was not therefore possible for a business plan to be produced for 2022/23 at this stage. He noted that Councillors Acton and Harvey have met with WCH to discuss future options and work is ongoing to develop this further. The Committee will receive an update offline on the progress of this work and, pending the outcome, a proposal will be brought back to a future meeting.
- 6.2. Steve Moore, Chief Executive, gave a brief overview of the report. He also noted that the council would shortly undertake a recruitment process led by James Green to replace him as Chief Executive upon his retirement.

RESOLVED: The Shareholder Committee noted the report of Westminster Community Homes.

7. WESTCO – APPOINTMENT OF DIRECTOR

- 7.1. Councillor Swaddle introduced the item and noted that the reason for the appointment of Ms Gamble was to ensure continued input and oversight with regard to the financial position of the company, acknowledging the nominee's knowledge and experience in the area of finance.
- 7.2. **RESOLVED:** The Committee approved the appointment of Lyndsey Gamble as a Director on the Board of Westco.

8. FUTURE WORK PROGRAMME OF MEETINGS

- 8.1. Councillor Swaddle noted that the committee would meet again in June 2022 to receive end of year 2021/22 financial and operational reporting, and again in October/November to receive mid-year 2022/23 financial and operational reporting.
- 8.2. Councillor Swaddle also advised that companies were asked to consider the appointment of auditors if they have not done so already over the coming months, and that the appointments can be made by a recommendation to Committee Members to be agreed outside of the meeting as set out in the terms of reference for the Committee.