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Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Committee: Shareholder Committee

Date: Friday 1 May 2020

Time: 3.30 pm

Venue: Remote Meeting, details to be circulated to Committee members in due course

Membership

Councillor Barry Wood (Chairman)

Councillor John Donaldson

Councillor Tony Ilott

Please note that only agenda items 1 to 6 are open to the press and public via telephone conferencing facilities. Upon request to the Democratic and Elections Officer listed on the front of this agenda, relevant details will be provided. All requests are to be received by 9.00am on Thursday 30 April 2020

AGENDA

1. **Apologies for Absence**

2. **Declarations of Interest**

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

3. **Minutes** (Pages 5 - 10)

To confirm as a correct record the Minutes of the meeting of the Committee held on 12 February 2020.

4. **Chairman's Announcements**

To receive communications from the Chairman

5. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

6. Exclusion of the Public and Press

The following items of business contain exempt information as defined in the following paragraphs of Part 1, Schedule 12A of Local Government Act 1972.

- 1 Information relating to any individual
- 2 Information which is likely to reveal the identity of an individual
- 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Members are reminded that whilst the following items have been marked as exempt, it is for the meeting to decide whether or not to consider each of them in private or in public. In making the decision, members should balance the interests of individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

Should Members decide not to make a decision in public, they are recommended to pass the following recommendation:

“That, in accordance with Section 100A(4) of Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraphs 1, 2 and 3 of Schedule 12A of that Act and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

7. Graven Hill - Proposal to offer part-exchange

Exempt report of Corporate Director – Commercial Development, Assets and Investment

Please note this exempt report will follow as it is currently being reviewed and finalised

8. Crown House Banbury Ltd Business Plan 2020/25

Exempt report of the Corporate Director – Commercial Development, Assets and Investment

Please note this exempt report will follow as it is currently being reviewed and finalised

9. CSN Resources Ltd - Update on ownership arrangements

Exempt report of the Corporate Director – Commercial Development, Assets and Investment

Please note this exempt report will follow as it is currently being reviewed and finalised

Information about this Meeting

Apologies for Absence

Apologies for absence should be notified to democracy@cherwell-dc.gov.uk or 01295 221953 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Emma Faulkner, Democratic and Elections
democracy@cherwellandsouthnorthants.gov.uk, 01295 221953

Yvonne Rees
Chief Executive

Published on Thursday 23 April 2020

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Cherwell District Council

Shareholder Committee

Minutes of a meeting of the Shareholder Committee held at Bodicote House, Bodicote, Banbury OX15 4AA, on 12 February 2020 at 10.00 am

Present: Councillor Barry Wood (Chairman)
Councillor John Donaldson
Councillor Tony Ilott

Also Present:: Sue Smith, Chairman, Graven Hill Development Company
Karen Curtin, Managing Director, Graven Hill Development Company
Karen Muir, Graven Hill Development Company

Officers: Adele Taylor, Executive Director: Finance (Interim) & Section 151 Officer
Belinda Green, Operations Director - CSN Resources
Joanne Kaye, Strategic Business Partner
Liza Ellis, Executive Assistant to Commercial Director
Emma Faulkner, Democratic and Elections Officer

15 **Declarations of Interest**

There were no declarations of interest.

16 **Minutes**

The Minutes of the meeting of the Committee held on 16 December 2019 were confirmed as a correct record and signed by the Chairman.

17 **Chairman's Announcements**

There were no Chairman's announcements.

18 **Urgent Business**

There were no items of urgent business.

19 **Exclusion of the Public and Press**

Resolved

That, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of

business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraphs 1, 2 and 3 of Schedule 12A of that Act and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

20 **Graven Hill Business Plan and Budget 2020/21, Quarter 3 Reports and Final Accounts for year ended 31 March 2019**

The Committee considered an exempt report from the Executive Director: Finance (Interim), which detailed the Graven Hill Business Plan and Budget for 2020/21, the Quarter 3 reports and final accounts for the year ended 31 March 2019.

The Committee asked a number of questions which were duly answered by the Managing Director Graven Hill Development Company.

Resolved

- (1) That the Graven Hill quarter three management information be noted
- (2) That the Graven Hill audited annual reports and financial statements for the year ended 31 March 2019 be noted
- (3) That the Graven Hill business plan and budget 2020/21 be approved.

21 **CSN Resources Service Delivery Plan and Budget 2020/21**

The Committee considered a report which detailed the Service Delivery Plan and Resources Budget for CSN to 2020/21.

The Operations Director CSN Resources advised the Committee that accessibility was a key work area for the coming year, as well as automating processes where possible.

In response to questions from the Committee, the Operations Director CSN Resources advised that Revenues and Benefits was a specific workstream of the West Northamptonshire unitary project, and the implications of the creation of the unitary authority on CSN Resources were being investigated. Further information was expected in the coming months.

The Committee congratulated the Operations Director CSN Resources on the level of service delivery, and thanked the team for their hard work.

Resolved

- (1) That the CSN Resources Service Delivery Plan 2020/21 be noted
- (2) That the CSN Resources Budget 2020/21 be approved.

Shareholder Committee - 12 February 2020

The meeting ended at 12.05 pm

Chairman:

Date:

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By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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