

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.

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The meeting ended at 12.05 pm

Chairman:

Date: