



Committee: Shareholder Committee
Date: Wednesday 16 October 2024
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, Oxon OX15 4AA

Membership

**Councillor David Hingley
(Chairman)**
Councillor Tom Beckett
Councillor Rob Pattenden

Councillor Lesley McLean (Vice-Chairman)
Councillor Nick Cotter

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 7 - 16)

To confirm as a correct record the Minutes of the meeting of the Committee held on 26 June 2024.

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. Crown House Banbury Limited - Quarter One Business Report 2024/25 (Pages 17 - 22)

Report of Shareholder Representative

Purpose of report

To note, comment and approve recommendations in response to Crown House Banbury Limited Quarter One 2024/25 Business Report.

Recommendations

The Shareholder Committee resolves:

- 1.1 To note and comment on the Crown House Banbury Limited Quarter One 2024/25 Business Report as contained in this report.
- 1.2 To note the temporary appointment of Councillor Rob Pattenden as a Director of the Crown House companies. This position will be reviewed at the end of the financial year to assess the recruitment of an independent NED, as this is best practice.

7. Revisions to the Graven Hill Shareholder Agreement (Pages 23 - 46)

Report of Monitoring Officer and Assistant Director Law and Governance

Purpose of report

This report recommends changes to the Shareholder Agreement that governs the relationship and decision making as between the Council and the Graven Hill companies.

The changes arise following implementation of the Governance Review in 2023.

Recommendations

The Shareholder Committee resolves:

- 1.1 To approve the changes to the Shareholder Agreement.
- 1.2 To delegate to the Assistant Director Law and Governance to make further amendments to the Shareholder Agreement, including inserting the Data Protection Schedule to the Agreement
- 1.3 To delegate to the Assistant Director of Law and Governance the execution of the Agreement as a deed.

8. Graven Hill Village Development Company (GHVDC) - Governance Review Action Plan - Update (Pages 47 - 52)

Report of Monitoring Officer & Assistant Director – Law and Governance

Purpose of report

This report presents an update of the Governance Review Action Plan, which commenced following a request at the Shareholder Committee meeting dated 05 July 2023 to ensure oversight of the remaining actions emerging from the Governance Review, carried out by WBD Solicitors.

Recommendations

The Shareholder Committee resolves:

- 1.1 To approve the updated Graven Hill Governance Review Action Plan attached at Exempt Appendix A.

9. Graven Hill Village Development Company (GHVDC) - Quarter One Business Report 2024/25 (Pages 53 - 58)

** An exempt version of this report and the exempt appendices are included on this agenda at a separate item **

Report of Shareholder Representative

Purpose of report

To note, comment and approve recommendations in response to the GHVDC Quarter One Business Report.

Recommendations

The Shareholder Committee resolves:

- 1.1 To note and comment on the GHVDC Quarter One Business Report.
- 1.2 To approve the GHVDC Quarter One Business Report.

10. 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.

- 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 paragraph 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.”

11. **Crown House Banbury Ltd - Quarter 1 Business Report 2024/25 - Exempt Appendix** (Pages 59 - 60)
12. **Graven Hill Village Development Company (GHVDC) - Governance Review Action Plan Update - Exempt Appendix** (Pages 61 - 64)
13. **Graven Hill Village Development Company (GHVDC) - Quarter One Business Report 2024/25** (Pages 65 - 154)

Exempt report of Shareholder representative

Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.

Information about this Meeting

Apologies for Absence

Apologies for absence should be notified to democracy@cherwell-dc.gov.uk or 01295 221586 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.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

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 the Democratic and Elections Team, democracy@cherwell-dc.gov.uk
01295 221534

Shiraz Sheikh
Monitoring Officer

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