



Committee: Shareholder Committee
Date: Thursday 12 June 2025
Time: 6.30 pm
Venue: 39 Castle Quay, Banbury, OX16 5FD

Membership

Councillor Tom Beckett
Councillor David Hingley
Councillor Rob Pattenden

Councillor Nick Cotter
Councillor Lesley McLean

AGENDA

1. **Apologies for Absence**
2. **Appointment of Chair for the municipal year 2025/2026**
3. **Appointment of Vice-Chair for the municipal year 2025/2026**
4. **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.

5. **Minutes** (Pages 7 - 14)

To confirm as a correct record the Minutes of the meeting of the Committee held on 12 March 2025.

6. **Chair's Announcements**

To receive communications from the Chair

7. **Urgent Business**

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

8. **Crown House Banbury Ltd - Quarter Four Business Report 2024/25** (Pages 15 - 54)

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

Report of the Shareholder Representative.

Purpose of report

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

Recommendations

The Shareholder Committee is recommended to:

- 1.1 Note and comment on the Crown House Banbury Limited Quarter Four 2024/25 Business Report as contained in this report.
- 1.2 Note the Annual Accounts for the year ended 31 March 2024 as set out in **Appendices A and B** to this report
- 1.3 Note and approve the CDC Property Support Proposal principles set out in **Appendix C** within the exempt report.
- 1.4 Agree to receive a fully detailed Property Support Proposal at the next meeting.

9. Graven Hill Village Development Company (GHVDC) - Governance Review Action Plan (Pages 55 - 62)

****An exempt appendix is included on this agenda as a sperate item****

Report of the Assistant Director of Law and Governance and Monitoring Officer.

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:

- 1.5 To note the updated Graven Hill Governance Review Action Plan attached as **Appendix A**.
- 1.2 To note and comment on the draft Governance Framework attached as **Exempt Appendix B**.

10. Graven Hill Village Development Company (GHVDC) - Quarter Four Business Report 2024/25 (Pages 63 - 76)

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

Report of the Shareholder

Purpose of report

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

Recommendations

The **Shareholder Committee** is recommended to:

- 1.1 To note and comment on the GHVDC Year-end Quarter Four Business Report.
- 1.2 To approve the GHVDC Quarter Four Business Report
- 1.1 To note and comment on the exempt GHVDC FY 2025/26 Re-forecast Strategic Business Plan report.
- 1.3 To approve the recommendation to adopt the Re-forecast Strategic Business Plan. Shareholder Committee consent is sought in accordance with Clause 3.3 and 7.1.8 of the 6th December 2021 Shareholder Agreement Matters requiring Consent of the Council
- 1.4 To note and comment on the exempt GHVDC FY 2024/25 Bonus approval and FY 2025/26 Bonus Recommendation Report as recommended by the GHVDC Remuneration Committee.
- 1.5 To approve the recommendations of the GHVDC Remuneration Committee Report. Shareholder Committee consent is sought in accordance with Clause 7.1.22 and 7.1.23 of the 6th December 2021 Shareholder Agreement Matters requiring Consent of the Council.

11. 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.”

12. Graven Hill Village Development Company (GHVDC) - Quarter Four Business Report 2024/25 (Pages 77 - 126)

Exempt report of the Shareholder Representative.

13. Graven Hill Village Development Company (GHVDC) - Governance Review Action Plan - Exempt Appendix (Pages 127 - 198)

As set out in agenda item 8.

14. Graven Hill Village Development Company (GHVDC) - FY 24/25 Bonus Recommendations and FY 25/26 Bonus Proposals (Pages 199 - 262)

Exempt report of the Shareholder Representative.

15. Graven Hill Village Development Company (GHVDC) - FY 25/26 Strategic Business Plan re-forecast post FY 24/25 year end (Pages 263 - 322)

Exempt report of the Shareholder Representative.

16. Company Board Minutes (Pages 323 - 328)

Graven Hill Village Development Company (GHVDC) have regular board meetings. The meeting minutes have been presented to the Shareholder Committee for information purposes.

Recommendations

For the Shareholder Committee to receive Graven Hill Village Development Company (GHVDC) board minutes for any meetings held since they were last shared at the Shareholder Committee meeting on 12 March 2025.

Minutes of the 06 February 2025 are attached.

17. Crown House Banbury Ltd - Quarter Four Business Report 2024/25 (Pages 329 - 336)

Exempt report of the 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.

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Mobile Phones

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

Webcasting and Broadcasting Notice

The meeting will be recorded by the council for live and/or subsequent broadcast on the council's website. The whole of the meeting will be recorded, except when confidential or exempt items are being considered. The webcast will be retained on the website for 6 months.

If you make a representation to the meeting, you will be deemed by the council to have consented to being recorded. By entering the Council Chamber or joining virtually, you are consenting to being recorded and to the possible use of those images and sound recordings for webcasting and/or training purposes.

The council is obliged, by law, to allow members of the public to take photographs, film, audio-record, and report on proceedings. The council will only seek to prevent this should it be undertaken in a disruptive or otherwise inappropriate manner.

Queries Regarding this Agenda

Please contact Kerry Wincott, Law and Governance kerry.wincott@cherwell-dc.gov.uk, 01295 221586

Shiraz Sheikh
Monitoring Officer

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