

**Unconfirmed**



Minutes of a Meeting of the **Shareholder Reference Group** held in the Conference Room, Riverside, Lowestoft, on **Tuesday, 4 October 2022** at **8.00pm**.

**Members of the Shareholder Reference Group present:**

Councillor Stephen Burroughes, Councillor Maurice Cook, Councillor Steve Gallant, Councillor Craig Rivett

**Other Members present:**

Councillor Peter Byatt, Councillor Linda Coulam

**Officers present:**

Stephen Baker (Chief Executive), Chris Bing (Head of Legal & Democratic Services and Monitoring Officer), Karen Cook (Democratic Services Manager), Andrew Jarvis (Strategic Director), Nick Khan (Strategic Director), Matt Makin (Democratic Services Officer (Regulatory)), Agnes Ogundiran (Conservative Political Group Support Officer), Melissa Tills (Commercial Lead Lawyer)

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**1 Election of a Chairman**

On the proposition of Councillor Rivett, seconded by Councillor Burroughes it was

**RESOLVED**

That Councillor Steve Gallant be elected Chairman of the Shareholder Reference Group.

**2 Election of a Vice-Chairman**

On the proposition of Councillor Gallant, seconded by Councillor Cook it was

**RESOLVED**

That Councillor Craig Rivett be elected Vice-Chairman of the Shareholder Reference Group.

**3 Apologies for Absence**

Apologies for absence were received from Councillor James Mallinder.

#### **4 Declarations of Interest**

Councillor Stephen Burroughes declared an Other Registerable Interest as a member of the Joint Venture Board for Waveney Norse and Suffolk Coastal Norse.

Stephen Baker declared a Non-Pecuniary Interest as a member of the Board of Directors of East Suffolk Services Limited.

Nick Khan declared a Non-Pecuniary Interest as a member of the Board of Directors of East Suffolk Services Limited.

Andrew Jarvis declared a Non-Pecuniary Interest as both a member of the Board of Directors of East Suffolk Services Limited and a member of the Joint Venture Board for Waveney Norse and Suffolk Coastal Norse.

#### **5 Appointment of a Board Member to the Board of Directors of East Suffolk Services Limited**

The Shareholder Reference Group received report **ES/1301** of the Leader of the Council, which sought approval of the appointment of Cassandra-Ann Clements, the Managing Director of East Suffolk Services Limited (ESSL), as a Director of ESSL.

Councillor Gallant introduced the report and outlined the background of the formation of the Shareholder Reference Group at the Cabinet's meeting of 6 September 2022, where it was approved to establish the Shareholder Reference Group as a committee of Cabinet to undertake functions of the Council as shareholder and/or the ultimate owner of the companies in the group that the Council has established/proposes to establish in the future.

There being no questions or comments on the report, it was on the proposition of Councillor Gallant, seconded by Councillor Rivett and by a unanimous vote

#### **RESOLVED**

That the Shareholder Reference Group approve the appointment of Cassandra-Ann Clements as a Director of ESSL under Article 21.1 of the East Suffolk Services Limited (ESSL) Articles of Association.

The meeting concluded at 8.08pm.

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Chairman