

REPORT TO SHAREHOLDER COMMITTEE

Open		Would any decisions proposed:			
Any especially affected Wards	Mandatory/	Be entirely within Shareholder Committee powers to decide YES			
	Discretionary /	Need to be recommendations to Council		NO	
	Operational	Is it a Key Decision		NO	
Lead Member: Cllr Ring E-mail: <i>cllr.Simon.ring@west-norfolk.gov.uk</i>		Other Cabinet Members consulted:			
		Other Members consulted:			
Lead Officer: Carl Holland E-mail: <i>carl.holland@west-norfolk.gov.uk</i>		Other Officers consulted: Michelle Drewery – Deputy Chief Executive and Section 151 Officer			
Financial Implications NO	Policy/ Personnel Implications NO	Statutory Implications YES	Equal Impact Assessment NO	Risk Management Implications NO	Environmental Considerations NO

Date of meeting: 18th March 2026

Alive West Norfolk – Board Membership

Summary

The Committee are asked to note changes to the named membership of the Board to Alive West Norfolk.

Recommendation

It is recommended that Shareholder Committee note and support the changes in named directors to the Board of Alive West Norfolk as set out in the report.

Reason for Decision

To note and agree changes to the named membership of the Board.

1. Background

- 1.1. Alive West Norfolk is in the process of being wound up, following its transfer back into the body of the Borough Council in April 2025. This process is expected to be concluded in the first quarter of 2026/2027.
- 1.2. The winding-up option for Alive West Norfolk requires meticulous planning and adherence to legal protocols to ensure a smooth and compliant dissolution process. By thoroughly managing assets, liabilities, and stakeholder notifications, the board can mitigate risks and conclude the company's affairs responsibly.
- 1.3. The Company's Memorandum and Articles of Association specify that decision-making requires a quorum of three directors, one of which

must be an elected member.

2. Proposals

- 2.1. The Board accepted the resignation from the Board of Deborah Gates from 18 February 2026 and agreed the appointment of the Council's Deputy Chief Executive, Michelle Drewery to the Board in replacement. This has now been actioned and registered with Companies House.
- 2.2. More recently, a current director, Lorraine Gore, has given notice of her resignation to be actioned once formal approval and sign-off the 2024/2025 Statement of Accounts has been completed. It is proposed that the Council's Interim Assistant Director – Leisure and Culture, Siobhan Cleeve is appointed as a replacement Director to the Alive West Norfolk Board to enable a complete quorum to be maintained during the formal winding up of the Company. Once approved, this will be actioned and registered with Companies House accordingly.

3. Policy Implications - None

4. Personnel Implications – None

5. Environmental Considerations - None

6. Statutory Considerations – The changes enable continued compliance with the Company's Articles of Association.

7. Equality Impact Assessment (EIA) - NA

8. Risk Management Implications – None

9. Declarations of Interest / Dispensations Granted

N/A

10. Background Papers

None