



**To: Members of the Shareholder Committee (Cabinet Committee)**

***Notice of a Meeting of the Shareholder Committee  
(Cabinet Committee)***

**Tuesday, 25 March 2025 at 3.00 pm**

**Room 2&3 - County Hall, New Road, Oxford OX1 1ND**

If you wish to view proceedings online, please click on this [Live Stream Link](#).

Martin Reeves  
Chief Executive

March 2025

*Committee Officer:* **Democratic Services**  
*email:* [committeesdemocraticservices@oxfordshire.gov.uk](mailto:committeesdemocraticservices@oxfordshire.gov.uk)

**Membership**

*Councillors*

Liz Leffman	Leader of the Council
John Howson	Cabinet Member for Children, Education & Young People's Services
Tim Bearder	Cabinet Member for Adult Social Care
Neil Fawcett	Cabinet Member for Community & Corporate Services
Andrew Gant	Cabinet Member for Transport Management
Kate Gregory	Cabinet Member for SEND Improvement
Dan Levy	Cabinet Member for Finance
Dr Nathan Ley	Cabinet Member for Public Health, Inequalities & Community Safety
Judy Roberts	Cabinet Member for Infrastructure & Development Strategy
Dr Pete Sudbury	Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations

*The Agenda is attached. Decisions taken at the meeting  
will become effective at the end of the working day on*

*unless called in by that date for review by the appropriate Scrutiny Committee.  
Copies of this Notice, Agenda and supporting papers are circulated  
to all Members of the County Council.*

*Date of next meeting:*



## **AGENDA**

### **1. Apologies for Absence**

### **2. Minutes of the Previous Meeting (Pages 1 - 2)**

To approve the minutes of the meeting held on 25 February 2025 and to receive information arising from them.

### **3. Declarations of Interest**

See guidance note below.

### **4. Questions from County Councillors**

Any county councillor may, by giving notice to the Proper Officer by 9 am two working days before the meeting, ask a question on any matter in respect of the Shareholder Committee's delegated powers.

The number of questions which may be asked by any councillor at any one meeting is limited to two (or one question with notice and a supplementary question at the meeting) and the time for questions will be limited to 30 minutes in total. As with questions at Council, any questions which remain unanswered at the end of this item will receive a written response.

Questions submitted prior to the agenda being despatched are shown below and will be the subject of a response from the appropriate Committee Member or such other councillor or officer as is determined by the Committee Member, and shall not be the subject of further debate at this meeting.

### **5. Petitions and Public Address**

Members of the public who wish to speak at this meeting can attend the meeting in person or 'virtually' through an online connection.

To facilitate 'hybrid' meetings we are asking that requests to speak or present a petition are submitted by no later than 9am four working days before the meeting. Requests to speak should be sent to [committeesdemocraticservices@oxfordshire.gov.uk](mailto:committeesdemocraticservices@oxfordshire.gov.uk)

If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that your views are taken into account. A written copy of your statement can be provided no later than 9am 2 working days before the meeting. Written submissions should be no longer than 1 A4 sheet.

### **EXEMPT ITEMS**

In the event that any Member or Officer wishes to discuss the information set out in the annexes to Agenda Item 6 or 7, the Committee will be invited to resolve to exclude the public for the consideration of the Annex by passing a resolution in relation in the following terms:

"that the public be excluded during the consideration of the Annexes since it is likely that if they were present during that discussion there would be a disclosure of "exempt" information as described in Part I of Schedule 12A to the Local Government Act, 1972 and specified below the item in the Agenda."

THE **ANNEXES** TO THE ITEM NAMED HAS NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS '**CONFIDENTIAL**' BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.

## **6. Approval of Company Reserved Item (Pages 3 - 8)**

*Cabinet Member:* Leader

*Forward Plan Ref:* 2025/048

*Contact:* Sadie Patamia, Corporate Governance Manager

([Sadie.Patamia@oxfordshire.gov.uk](mailto:Sadie.Patamia@oxfordshire.gov.uk))

### **Report by Director of Economy and Place (SC6)**

The information in this case is exempt in that it falls within the following prescribed categories:

3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)

and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The **annexes** containing exempt information under the above paragraph is attached.

**Annexes to follow.**

**The Shareholder Committee is RECOMMENDED to:**

**Support the recommendations of the Enterprise Oxfordshire company board held on 25 March 2025 to:**

- a) Approve the Business Plan and Budget for 2025/26 (see Annex 1 and 2 respectively).**

## **7. Approval of Company Reserved Matter 2**

*Cabinet Member:* Leader

*Forward Plan Ref:* 2025/049

*Contact:* Sadie Patamia, Corporate Governance Manager

[Sadie.patamia@oxfordshire.gov.uk](mailto:Sadie.patamia@oxfordshire.gov.uk)

**Report by Director of Economy and Place (SC7)**

**This item will be decided upon in item 6 (Approval of Company Reserved Item), relating to the Approval of the 2025/26 & 2026/27 Budget, alongside the 2025/26 Business Plan.**

**8. OxLEP (Enterprise Oxfordshire) Bank Signatory and financial delegation changes (Pages 9 - 14)**

*Cabinet Member:* Leader

*Forward Plan Ref:* 2025/045

*Contact:* Sadie Patamia, Corporate Governance Manager  
([Sadie.Patamia@oxfordshirelep.com](mailto:Sadie.Patamia@oxfordshirelep.com))

**Report by Director of Economy and Place (SC8).**

**The Shareholder Committee is RECOMMENDED to:**

**Support the recommendations of the Enterprise Oxfordshire company board held on 25 March 2025 to:**

- **Approve the Change to Signatories and Financial Scheme of Delegation (see Annex 1)**

## **Councillors declaring interests**

### **General duty**

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed 'Declarations of Interest' or as soon as it becomes apparent to you.

### **What is a disclosable pecuniary interest?**

Disclosable pecuniary interests relate to your employment; sponsorship (i.e. payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

### **Declaring an interest**

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest. If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

### **Members' Code of Conduct and public perception**

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member 'must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself' and that 'you must not place yourself in situations where your honesty and integrity may be questioned'.

### **Members Code – Other registrable interests**

Where a matter arises at a meeting which directly relates to the financial interest or wellbeing of one of your other registerable interests then you must declare an interest. You must not participate in discussion or voting on the item and you must withdraw from the meeting whilst the matter is discussed.

Wellbeing can be described as a condition of contentedness, healthiness and happiness; anything that could be said to affect a person's quality of life, either positively or negatively, is likely to affect their wellbeing.

Other registrable interests include:

- a) Any unpaid directorships

- b) Any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority.
- c) Any body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.

### **Members Code – Non-registrable interests**

Where a matter arises at a meeting which directly relates to your financial interest or wellbeing (and does not fall under disclosable pecuniary interests), or the financial interest or wellbeing of a relative or close associate, you must declare the interest.

Where a matter arises at a meeting which affects your own financial interest or wellbeing, a financial interest or wellbeing of a relative or close associate or a financial interest or wellbeing of a body included under other registrable interests, then you must declare the interest.

In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied:

Where a matter affects the financial interest or well-being:

- a) to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest.

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.