

## SHAREHOLDER COMMITTEE (CABINET COMMITTEE)

**MINUTES** of the meeting held on Thursday, 14 August 2025 commencing at 9.30 am and finishing at 9.45 am

### **Present:**

**Voting Members:** Councillor Liz Leffman – in the Chair

Councillor Neil Fawcett  
Councillor Jenny Hannaby  
Councillor Judy Roberts

**Officers:** Jack Ahier (Senior Democratic Services Officer), Lorna Baxter (Executive Director of Resources and Section 151 Officer), Anita Bradley (Director of Law and Governance and Monitoring Officer), Wendy Knowland (Finance Manager – Enterprise Oxfordshire), Sadie Patamia (Corporate Governance Manager – Enterprise Oxfordshire), Martin Reeves (Chief Executive)

*The Shareholder Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting and agreed as set out below. Copies of the agenda and reports [agenda, reports and schedule/additional documents] are attached to the signed Minutes.*

### **24 ELECTION OF CHAIR FOR THE 2025/26 COUNCIL YEAR**

(Agenda No. 1)

The Senior Democratic Services Officer invited nominations for the position of Chair of the Shareholder Committee for the 2025/26 council year. Councillor Fawcett proposed Councillor Leffman and Councillor Hannaby seconded the nomination.

With there being no other nominations, Councillor Leffman was **ELECTED** Chair of the Shareholder Committee for the 2025/26 council year.

### **25 ELECTION OF DEPUTY CHAIR FOR THE 2025/26 COUNCIL YEAR**

(Agenda No. 2)

Having taken the Chair, Councillor Leffman invited nominations for the position of Deputy Chair of the Shareholder Committee for the 2025/26 council year. Councillor Hannaby proposed Councillor Fawcett and Councillor Roberts seconded the nomination.

With there being no other nominations, Councillor Fawcett was **ELECTED** as Deputy Chair of the Shareholder Committee for the 2025/26 council year.

**26 APOLOGIES FOR ABSENCE**

(Agenda No. 3)

Apologies were received from Councillors Bearder, Gant, Gaul, Gregory, Higgins and Levy.

**27 DECLARATIONS OF INTEREST**

(Agenda No. 4)

There were none.

**28 QUESTIONS FROM COUNTY COUNCILLORS**

(Agenda No. 5)

There were none.

**29 PETITIONS AND PUBLIC ADDRESS**

(Agenda No. 6)

There were none.

**30 MINUTES OF THE PREVIOUS MEETING**

(Agenda No. 7)

The minutes of the meeting held on 25 March 2025 were approved and signed by the Chair as a correct record.

**31 ENTERPRISE OXFORDSHIRE - CHANGES TO BANK SIGNATORIES AND SCHEME OF DELEGATIONS**

(Agenda No. 8)

The Committee had before it a report outlining proposed changes to Enterprise Oxfordshire's scheme of delegation and bank signatories' mandate.

Officers presented the report and raised the following points:

- The bank signatories mandate was required to be updated due to long-term absence and Enterprise Oxfordshire's Chief Executive (CEO) leaving the role at the end of September. Two other senior officer roles within Enterprise Oxfordshire were proposed as being bank signatories.
- The financial scheme of delegation needed to be updated along similar lines to allow the continuation of operations.
- Some of the financial delegation limits were being uplifted in line with the new roles created.

The Committee thanked Nigel Tipple, the outgoing CEO, for his service to Enterprise Oxfordshire and its predecessor organisation, over many years, and wished officers on long-term leave their sympathies and best wishes.

Officers clarified that they felt these proposals would be sufficient for when the CEO departed at the end of September.

The Shareholder Committee thanked officers for their work and agreed to the recommendations in the report.

**RESOLVED to:**

**Support the recommendations of the Enterprise Oxfordshire company board held on 31 July 2025 to:**

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

**32 FUTURE MEETING DATES**

(Agenda No. 9)

The Committee agreed a future schedule of meeting dates, which would take place when they were required, after meetings of the Cabinet.

**33 EXEMPT MINUTES FROM THE PREVIOUS MEETING**

(Agenda No. 10)

The exempt minutes of the meeting on 25 March 2025 were approved and signed by the Chair as a correct record.

..... in the Chair

Date of signing .....