

## **SHAREHOLDER COMMITTEE (CABINET COMMITTEE)**

**MINUTES** of the meeting held on Tuesday, 17 December 2024 commencing at 3.00 pm and finishing at 3.18 pm

**Present:**

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

Councillor John Howson (Deputy Chair)

Councillor Neil Fawcett

Councillor Andrew Gant

Councillor Kate Gregory

Councillor Dan Levy

Councillor Dr Nathan Ley

Councillor Judy Roberts

Councillor Dr Pete Sudbury

**Officers:**

Jack Ahier (Democratic Services Officer), Lorna Baxter (Executive Director of Resources and Section 151 Officer), Anita Bradley (Director of Law and Governance and Monitoring Officer), Colm Ó Caomhánaigh (Democratic Services Manager), Paul Grant (Head of Legal Services and Deputy Monitoring Officer), Martin Reeves (Chief Executive), Robin Rogers (Director of Economy and Place), Sadie Patamia (Corporate Governance Manager – OxLEP).

*The Cabinet 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 are attached to the signed Minutes.*

### **1 ELECTION OF CHAIR**

(Agenda No. 1)

The Democratic Services Officer invited nominations for Chair of the Shareholders Committee for the remainder of the 2024/25 Council Year. Cllr Howson proposed Cllr Leffman and Cllr Sudbury seconded the nomination.

With there being no other nominations, Cllr Leffman was elected Chair for the remainder of the 2024/25 Council Year.

### **2 ELECTION OF DEPUTY CHAIR**

(Agenda No. 2)

The Chair invited nominations for Deputy Chair of the Shareholders Committee for the remainder of the 2024/25 Council Year. Cllr Sudbury proposed Cllr Howson and Cllr Fawcett seconded the nomination.

With there being no other nominations. Cllr Howson was elected as Deputy Chair for the remainder of the 2024/25 Council Year.

**3 APOLOGIES**  
(Agenda No. 3)

Apologies were received from Cllr Bearder.

**4 DECLARATION OF INTERESTS**  
(Agenda No. 4)

Cllr Levy declared an interest in respect of item 8 and left the meeting when the item was discussed.

**5 QUESTIONS FROM COUNTY COUNCILLORS**  
(Agenda No. 5)

There were none.

**6 PETITIONS AND PUBLIC ADDRESS**  
(Agenda No. 6)

There were none.

**7 ACKNOWLEDGEMENT OF RESIGNATION OF DIRECTOR**  
(Agenda No. 7)

The Chair introduced the item to the meeting.

Sadie Patamia, Corporate Governance Manager at Oxfordshire Local Enterprise Partnership (OxLEP), confirmed Cllr Leffman's resignation as a Director of OxLEP which was registered on Companies House yesterday.

**RESOLVED to:**

- a) Note the resignation of Cllr Liz Leffman as a director of Oxfordshire Local Enterprise Partnership (OxLEP).**

## **CHANGES TO THE ARTICLES OF ASSOCIATION AND BOARD DIRECTOR APPOINTMENTS**

(Agenda No. 8)

The Chair introduced the item to the meeting and noted that the Chair of Council had agreed to exempt this item from call-in, which officers confirmed was due to the strict timeline of appointing Directors and changing Articles of Association with Companies House.

The Deputy Chair proposed that the name of the company should remain a reserved matter, and Cllr Fawcett seconded the proposal. The Shareholders Committee agreed to the proposal.

The Head of Legal Services and Deputy Monitoring Officer, Paul Grant, confirmed that this was possible and recommended the following wording to be added into the list of reserved matters in Part 7 (Membership): 21 – Reserved Matters:

*‘Changing the name of the company to any name considered to be advantageous, expedient or otherwise desirable’.*

Paul Grant confirmed that two Directors were proposed to be appointed: Cllr Dan Levy and Kate Reynolds, an officer of the Council.

***Cllr Levy declared an interest in respect of the item being discussed and left the meeting at this point.***

Cllr Sudbury proposed that Cllr Dan Levy and Kate Reynolds be appointed as Directors, and Cllr Howson seconded the proposal. The Shareholders Committee agreed to the proposal.

The Chair thanked the Directors who have served OxLEP over many years, and thanked officers of OXLEP for their work.

Cllr Leffman proposed, and Cllr Roberts seconded the amended recommendations. The Shareholders Committee agreed to the amended recommendations.

**RESOLVED to:**

**b) Approve and sign the attached written resolutions attached at Annex A dealing with amendments to the Articles of Association and resignation and appointments of Directors.**

**c) Having acknowledged and received the resignations of the current Directors to formally thank them for their service.**

**Subject to:**

**i) the following amendment in the Articles of Association:**

**Part 7: Membership**

**21 – Reserved Matters**

**Add: *Changing the name of the company to any name considered to be advantageous, expedient or otherwise desirable***

**ii) the following amendments in the resolutions:**

***Add the following names as Directors:***

- Cllr Dan Levy***
- Kate Reynolds***

***Remove the following name from the list of Directors resigning at the meeting (to be dealt with outside of the meeting):***

- David Rouane***

**9 FUTURE MEETINGS**

(Agenda No. 9)

The Chair noted that a schedule of future meetings would be circulated at a later date.

..... in the Chair

Date of signing .....