

# **Open minutes of a meeting of the Shareholder and Joint Venture Group for Oxford City Council Companies**

**on Wednesday 28 July 2021**

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## **SJVG members:**

Councillor Turner (Vice-Chair, in the Chair)

Councillor Hayes

Councillor Hollingsworth

Councillor Rowley

## **Officers representing the Council and/or supporting the Shareholder:**

Marcia Ecclestone, Law and Governance  
Caroline Green, Chief Executive  
Nigel Kennedy, Financial Services  
Paul Leo, Council Director  
Jennifer Thompson, Law and Governance

## **Company Directors and support staff present for all or part of the meeting (see individual minutes for details):**

Stephen Clarke, OCHL Ltd/ Barton LLP  
Kerry Kyriacou, Non Executive Director, Housing Group OCHL Ltd  
Michelle Thomas, Interim Managing Director, Housing Group OCHL Ltd  
David Watt, Finance, OCHL Ltd  
Lindsay Cane, Company Secretary OCHL Ltd/ OXWED Ltd  
Tom Bridgman, OXWED Ltd

## **Guests present (members of the Companies Scrutiny Panel)**

Councillor James Fry  
Councillor Edward Mundy

## **Apologies:**

Councillors Arshad, Blackings and Brown sent apologies.

## **Minutes**

## **7. Declarations of interest**

None.

## **8. Appointment of a Managing Director to the Housing Group of Companies (open)**

The Company Secretary recommended the appointment of Helen Horne as Managing Director, as set out in his report.

### **The Shareholder and Joint Venture Group resolved to:**

appoint Helen Horne, the newly appointed Managing Director of the Oxford City Housing Group as a Board director of each of Oxford City Housing Limited ("OCHL"), Oxford City Housing (Development) Limited ("OCHDL") and Oxford City Housing (Investment) Limited ("OCHIL"), such appointment to take effect as from 31st August 2021, the date of commencement of her appointment as Managing Director.

## **9. SJVG Confidentiality and private session**

The SJVG passed a resolution in accordance with the provisions of Paragraph 4(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 to exclude the press and members of the public on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule 12A of the Local Government Act 1972.

## **10. Scrutiny comments and/or recommendations**

Cllr Fry drew the SJVG's attention to key points from the discussions at the Companies Scrutiny Panel meeting on 20 July.

## **11. Oxford City Housing Ltd - The Housing Group (Part private)**

Present for this part of the meeting

- Kerry Kyriacou (Chair of the Board)
- Stephen Clarke (Company Director)
- Helen Horne (incoming Managing Director)
- Michelle Thomas (interim Managing Director)
- Lindsay Cane (Company Secretary)
- David Watt (OCHL Strategic Finance Manager)

### **a) OCHL Business Plan refresh 2021 (private)**

The Managing Director, Michelle Thomas, introduced the business plan refresh and outlined the key changes.

**The Shareholder and Joint Venture Group resolved to approve the OCHL Strategic Business Plan at Appendix 1 to the report.**

**12. Barton Oxford Limited Liability Partnership (LLP): (Part Private)**

Present for this part of the meeting

- Stephen Clarke (for Barton LLP)

**a) Barton LLP Quarterly Performance report July 2021 (part open, part private)**

The SJVG considered the update report and the confidential appendix.

They noted the options for section 3b of the site and agreed to decide by correspondence which option to pursue.

They enquired about the wind-down arrangement for the LLP as it reached the end of the development project.

**The Shareholder and Joint Venture Group resolved to note the update report.**

**13. Oxford West End Development (OxWED) (Private)**

Present for this part of the meeting

- Stephen Clarke (Company Director)
- Lindsay Cane (Company Secretary)

**a) OXWED update and project report July 20/21 (private)**

The Company Director, Tom Bridgman, introduced the progress report and highlighted key points

**The Shareholder and Joint Venture Group noted the progress report and agreed the recommendations and actions in the report subject to their comments.**

**The meeting started at 6.00 pm and ended at 7.35 pm**

**Chair: .....**

**Date:**