

**Open minutes of a meeting of the
Shareholder and Joint Venture Group
for Oxford City Council Companies
on Wednesday 1 December 2021**

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SJVG members:

Councillor Brown (Chair)

Councillor Hayes (Vice-Chair)

Councillor Blackings

Councillor Hollingsworth

Officers representing the Council and/or supporting the Shareholder:

Nigel Kennedy, s151 Officer / Head of Financial Services

Marcia Ecclestone, Law and Governance

Catherine Phythian, Law and Governance

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

Lindsay Cane, Company Secretary for Oxford Direct Services, Housing Group and OxWED

Stephen Clarke, Director, Housing Group and Barton Oxford LLP

Will McKay, Development Manager

Helen Horne, Managing Director, OCHL

David Watt, Housing Group

Tom Bridgman, Director, OxWED

Kevin Minns, OXWED Managing Director

Guests present (members of the Companies Scrutiny Panel)

Councillor Nigel Chapman, Companies Scrutiny Panel (invited to attend and speak but not vote)

Apologies:

Councillor(s) Turner, Arshad and Rowley sent apologies.

Minutes

20. Declarations of interest

There were no declarations of interest.

21. Scrutiny comments and/or recommendations

Cllr Chapman was present to represent the Companies Scrutiny Panel. Questions and issues identified at the Companies Scrutiny Panel meeting on 24 November 2021 were taken as part of the discussion with the individual companies.

22. 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.

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

The following were present for this item:

Stephen Clarke, Director, BOLLP

Will McKay, Development Manager, BOLLP

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

The SJVG considered the report of which provided an update into the activities of Barton Oxford LLP (BOLLP) over the past quarter.

Will McKay, Development Manager, introduced the report and answered questions from the Group. The SJVG asked for further information regarding the pupil vacancies at the school; they wished to understand whether this was due to the slow release of properties or whether it was due to the properties being purchased by fewer families with young children.

The Shareholder and Joint Venture Group resolved to note the contents of the report.

24. Oxwed West End Development Limited (Private)

The following were present for this item:

Kevin Minns, Managing Director, OxWED

Tom Bridgman, Director, OxWED

Lindsay Cane, Company Secretary

a) Oxwed West End Development Limited: Stage 2 Update

The SJVG considered a report which provided an update on stage 2 activities and workstreams of OXWED and to recommended appointments to the Partnership Board of the new LLP

Kevin Minns, Managing Director and Tom Bridgman introduced the report and answered questions from those members of the SJVG and Companies' Scrutiny Panel present at the meeting.

The SJVG resolved to agree the recommendations detailed in the report including:

1. to schedule an additional meeting of the Shareholder & Joint Venture Group at the end of February 2022;
2. to receive a further update report at the next meeting at the end of March 2022;
3. to appoint Caroline Green, Tom Bridgman and Jane Winfield as Oxford City Council Member representatives on the Partnership Board of the LLP effective from the date it is created, and remove them as Directors from the Board of Oxwed, effective from the same date.

25. Oxford City Housing Ltd - The Housing Group (Private)

The following were present for this item:

Helen Horne, Managing Director, OCHL

Sarah Knight, Development Director, OCHL

Lindsay Cane, Company Secretary, OCHL

David Watt, Strategic Finance Manager, OCHL

a) Business Plan (BP) October Refresh 2021

The SJVG considered a report detailing the Oxford City Housing group’s Financial Business Plan (BP) which had been updated as part of the work associated with the Oxford City Council’s 2022/23 budget exercise.

Helen Horne, Managing Director OCHL introduced the report and answered questions from those members of the SJVG and Companies’ Scrutiny Panel present at the meeting.

The SJVG resolved to approve the refreshed OCHL Financial Business Plan.

26. Minutes of the previous meeting [part private]

The public and private minutes of Shareholder and Joint Venture Group meetings held on 19 October 2021 were agreed as true and accurate records.

The meeting started at 6.00 pm and ended at 8.15 pm

Chair:

Date:

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