

**Open minutes of a meeting of the  
Shareholder and Joint Venture Group - Oxford City  
Housing Limited and Joint Ventures  
for Oxford City Council Companies  
on Thursday 6 November 2025**

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**SJVG members:**

Councillor Brown

Councillor Chapman

Councillor Munkonge

Councillor Linda Smith

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

Caroline Green, Chief Executive

Emma Jackman, Director of Law, Governance, and Strategy

Nigel Kennedy, Group Finance Director

Dr Brenda McCollum, Committee and Member Services

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

Tom Bridgman, Non-Executive Director

Kerry Kyriacou, Non-Executive Director

Jane Winfield, Non-Executive Director of OX Place

Rosemary Farrar, Non-Executive Director

Roger Thompson, Managing Director

Tim Bacon, Interim Head of Development

David Watt, Strategic Finance Manager

Ian Cox, Non-Executive Director

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

Celeste Reyeslao, Scrutiny and Governance Advisor

## **Apologies:**

Councillor Turner sent apologies.

## **Minutes**

### **10. Apologies for absence**

Councillor Turner sent apologies for absence but joined the meeting online.

### **11. Declarations of interest**

None.

### **12. SJVG Confidentiality and private sessions**

The Shareholder and Joint Venture Group 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 Oxford City Council, Town Hall, St Aldate's, Oxford OX1 1BX their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule 12A of the Local Government Act 1972.

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

The SJVG received a written report from the Finance and Performance Panel which provided overviews on several distinct areas outlined within the update report from OX Place and recommendations from the Panel.

The SJVG discussed the report in private session.

The SJVG noted the contents of the report.

### **14. Commentary on Reports Relating to OX Place**

The SJVG received written reports from the Group Finance Director and the Director of Law, Governance, and Strategy, which provided overviews on several distinct areas outlined within the reports from OX Place.

The SJVG discussed the reports in private session.

The SJVG noted the contents of the reports.

## **15. OX Place Chairs Report**

The chair welcomed the new MD, Roger Thompson and the members of the SJVG introduced themselves to the new MD.

**The Chair of Board of OX Place had submitted a report to SJVG to report on updates in the company and make the appointment of the Managing Director, Roger Thompson, to the OX Place Board.**

The SJVG discussed the report in private session.

The SJVG noted the contents of the report and agreed to appoint Roger Thompson to the Board of OX Place.

### **Present for this part and the remainder of the meeting:**

Kerry Kyriacou, Non-Executive Director

Jane Winfield, Non-Executive Director

Rosemary Farrar, Non-Executive Director

Roger Thompson, Managing Director

Tim Bacon, Interim Head of Development

David Watt, Strategic Finance Manager

Ian Cox, Non-Executive Director

The Shareholder and Joint Venture Group resolved:

1. To note the updates in the report.
2. To make the appointment of the Managing Director, Roger Thompson, to the OX Place board.

## **16. OX Place - 2024/25 External Audit and Financial Statements**

**The Board of OX Place had submitted a report to SJVG to report on the outcome of the company's 2024/2025 External Audit and Financial Statements.**

The SJVG discussed the report in private session.

The SJVG noted the contents of the report.

The Shareholder and Joint Venture Group resolved:

1. To note the exemplary Audit Completion Report received by OX Place from Mazars
2. To note the strategic priorities for 2025/26.

3. To note that the company Board following completion of the 2024/25 year-end audit and given the level of retained earnings held within the housing group, were able to declare a Shareholder dividend in line with OCC's MTFP for the third year in a row.

### **17. Minutes from the previous meeting (exempt)**

The public and private minutes of the meetings held on 25 June 2025 were agreed as a true and accurate record.

**The meeting started at 18:00 and ended at 18:45.**

**Chair: .....**

**Date:**

**Note: the next meeting is on Monday 1 December 2025**