

Open minutes of a meeting of the

Shareholder and Joint Venture Group - Oxford City Housing Limited and Joint Ventures for Oxford City Council Companies

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on Monday 1 December 2025

SJVG members:

Councillor Chapman

Councillor Munkonge

Councillor Linda Smith

Councillor Turner

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):

Kevin Minns, Managing Director, OxWed

Kerry Kyriacou, Non-Executive Director

Jane Winfield, Non-Executive Director of OX Place and OxWed

Rosemary Farrar, Non-Executive Director

Roger Thompson, Managing Director

Tim Bacon, Interim Head of Development

David Watt, Strategic Finance Manager

Peter Gardiner, Interim Strategic Finance Manager

Guests present (members of the Companies Scrutiny Panel)

18. Apologies for absence

Councillor Susan Brown sent apologies. Councillor Turner chaired the meeting in her absence.

19. Declarations of interest

None.

20. 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.

21. Report from the Scrutiny Committee

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 OxWed and recommendations from the Panel.

The SJVG discussed the report in private session.

The SJVG noted the contents of the report.

22. 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.

23. OxWed Update

The directors of OxWed had submitted a report to provide the SJVG with an update into the activities of the company.

The SJVG discussed the report in private session.

The SJVG noted the contents of the report.

Present for this part of the meeting:

Kevin Minns, Managing Director, OxWed

Jane Winfield, Non-Executive Director, OxWed

24. Development Sites update - OX Place

The Chair and the Company Directors agreed to alter the order of the agenda, and this item was taken before the summary report.

The Board of OX Place had submitted a report to SJVG to provide an update on development related activities on a scheme-by-scheme basis. An outline of the key risks and issues affecting the programme is also provided.

The SJVG discussed the report in private session.

The SJVG noted the contents of the report.

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

Peter Gardiner, Interim Strategic Finance Manager

25. Summary report - OX Place

The Board of OX Place had submitted a report to SJVG to provide the Shareholder with an updated Financial Business Plan for the proposed activities of Ox Place (OCHL) in the delivery of the existing identified housing delivery programme.

The SJVG discussed the report in private session.

The Shareholder and Joint Venture Group resolved to:

1. Delegate authority to the Chief Executive to approve the extension of Kerry Kyriacou's and Rosemary Farrar's terms.

The Shareholder and Joint Venture Group resolved to:

1. Note the report.
2. Please note that no vote to approve the business plan is intended at this meeting. This is an opportunity to become aware of and review the plan as presented.

The meeting started at 18:00 and ended at 19:30.

Chair:

Date: Thursday 02 April 2026

Note: the next meeting is on Thursday 2 April 2026