

Agenda

Shareholder Meeting

Date: **Tuesday 20 March 2018**

Time: **3.30 pm**

Place: **St Aldate's Room, Town Hall**

For any further information please contact the Committee
Services Officer:

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Shareholder Meeting

Membership

Chair Councillor Susan Brown

Councillor Bob Price

Councillor Tom Hayes

Councillor Mike Rowley

Councillor Linda Smith

Councillor Marie Tidball

Councillor Alex Hollingsworth

Councillor Dee Sinclair

Councillor John Tanner

Councillor Ed Turner

The quorum for this meeting is three members.

Copies of this agenda

Reference copies are available to consult in the Town Hall Reception. Agendas are published 6 working days before the meeting and the draft minutes a few days after.

All agendas, reports and minutes are available online and can be:

- viewed on our website – mycouncil.oxford.gov.uk
- downloaded from our website
- viewed using the computers in the Customer Services, St Aldate's, or
- subscribed to electronically by registering online at mycouncil.oxford.gov.uk

AGENDA

		Pages
Items to be considered in public		
1	Apologies for absence	
2	Declarations of interest	
3	Minutes of the previous meeting	7 - 12
	Recommendation(s): That the Housing Group Shareholder resolves to approve the minutes of the previous meeting held on 20 December 2017.	
4	Scrutiny recommendations	
	The Shareholder to consider comments and recommendations from the Companies' Scrutiny Panel.	
5	Appointment of Auditors for the Housing Group	13 - 16
	The Head of Financial Services has submitted a report provides an update on the current position in respect of external auditor procurement.	
	Recommendation(s): That the Housing Group Shareholder resolves to: <ol style="list-style-type: none"> note the appointment of Mazars LLP as external auditors for the Oxford City Housing Group. 	
6	Housing Group Policies: Rent & Lettings; Debt Recovery (Reserved to Shareholder)	17 - 30
	The Housing Group Board of Directors has submitted a report seeking agreement to a set of policies relating to rent, lettings and debt recovery as these are matters reserved to the Shareholder.	
	Recommendation:	

That the Housing Group Shareholder resolves to:

1. Agree the Reserved Policies: Rent & Lettings and Debt Recovery

7 Housing Group Business Plan 2017-18 - update

31 - 36

The Housing Group Board of Directors has submitted a report which updates the Shareholder on the Business Plan 2017-18.

Recommendation:

That the Housing Group Shareholder resolves to:

1. Note and agree the updates to the Housing Group Business Plan 2017-18

Matters Exempt from Publication

Items to be considered in private - matters exempt from publication

If the Shareholder wishes to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary for the Shareholder to pass a resolution in accordance with the provisions of Paragraph 4(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 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.

The Shareholder may maintain the exemption if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

8 Housing Group Business Plan 2017-18 update - exempt items

37 - 40

Recommendation:

That the Housing Group Shareholder resolves to:

1. Note the exempt financial appendices to the updated Housing Group Business Plan 2017-18

Councillors declaring interests

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.