

Agenda

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Shareholder Group - Oxford City Housing companies

Date: **Tuesday 28 March 2017**

Time: **6.00 pm**

Place: **The Old Library, Town Hall**

For any further information please contact the Committee Services Officer:

Catherine Phythian, Committee and Member Services Officer

Telephone: 01865 252402

Email: democraticservices@oxford.gov.uk

Shareholder Group - Oxford City Housing companies

Membership

Councillor Bob Price

Councillor Ed Turner

Councillor Susan Brown

Councillor Alex Hollingsworth

Councillor Pat Kennedy

Councillor Mike Rowley

Councillor Christine Simm

Councillor Dee Sinclair

Councillor Linda Smith

Councillor John Tanner

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.

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AGENDA

		Pages
Items to be considered in public		
1	Apologies for absence	
2	Declarations of interest	
3	Oxford City Housing Limited - Shareholder Group meetings - terms of reference	9 - 12
<p>The Monitoring Officer will introduce this item.</p> <p>The proposed terms of reference for the Housing Companies Shareholder Group are set out in the attached document.</p> <p>Recommendation:</p> <p>That the Housing Companies Shareholder Group resolves to approve the terms of reference.</p>		
4	Oxford City Housing Limited - Shareholders Agreement	13 - 30
<p>The Monitoring Officer will introduce this item.</p> <p>The following document had been submitted to the Shareholder Group in a substantially final form:</p> <p>(a) a shareholders' agreement relating to the ownership of shares in and the capital of and the operation and management of the Company to be entered into between (1) Oxford City Housing Limited; and (2) Oxford City Council (the "Shareholders' Agreement");</p> <p>On 15 March 2017 the Board of Directors of Oxford City Housing Limited resolved to submit this Shareholder Agreement to the Housing Companies Shareholder Group for agreement by both parties.</p> <p>Recommendation:</p> <p>That the Housing Companies Shareholder Group resolves to agree the Shareholder Agreement on behalf of Oxford City Council and nominate Cllr Price to sign on their behalf.</p> <p>That the Board of Directors resolves to agree the Shareholder Agreement on behalf of Oxford City Housing Limited and nominate Jackie Yates to sign on their behalf.</p>		

5 Oxford City Housing Limited - Appointment of Directors 2017-18

The Monitoring Officer will introduce this item.

The Group is asked to note that David Edwards will retire from Oxford City Council on 31 March 2017 and consequently will resign as a Director of Oxford City Housing Limited with effect from that date.

It is proposed that Peter Sloman should be appointed as a Director of Oxford City Housing Limited with effect from 1 April 2017.

No other changes to the Board of Directors are proposed, the other two Directors to be re-appointed.

Recommendation:

That the Housing Companies Shareholder Group resolves to **approve** the appointment of Peter Sloman as a Director of Oxford City Housing Limited with effect from 1 April 2017 and to re-appoint Jackie Yates and Stephen Clarke as Directors of Oxford City Housing Limited with effect from 1 April 2017.

6 Oxford City Housing Limited - Appointment of Auditors for the 2016-17 accounts.

31 - 36

The s151 Officer will introduce this item.

The attached document details proposals for the provision of external audit services to Oxford City Housing Limited.

Recommendation:

That the Housing Companies Shareholder Group resolves to **approve** the appointment of Kingston Smith LLP as external auditors to Oxford City Housing Limited for the 2016-17 accounts.

7 Any other business

Items to be considered in private - matters exempt from publication

If the Shareholder Group 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 Group to pass a resolution in accordance with the provisions of Paragraph 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information)

(England) Regulations 2000 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 Group 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.

Matters Exempt from Publication

8 Oxford City Housing Limited (OCHL) – Business Plan 2017/18

37 - 100

The Board of Directors of Oxford City Housing Limited will present the draft OCHL business plan to the Shareholder Group.

Recommendation:

That the Oxford City Housing Companies Shareholder Group resolves to:

1. Note the progress of the Council's housing company, Oxford City Housing Limited; and
2. Endorses, the draft OCHL business plan.

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.

