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| To: | Shareholder and Joint Venture Group Meeting |
| Date: | 17 March 2020 |
| Report of: | Company Secretary of the Housing Group of Companies |
| Title of Report: | Register of Directors’ Interests – Housing Group of Companies |

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| Summary and recommendations | | |
| Purpose of report: | | To update the Shareholder and Joint Venture Group on the proposal to update the Register of Interests of directors of the Housing Group of Companies. |
| Recommendation: That the Shareholder and Joint Venture Group resolves to: | | |
| 1. | Note that with the recent changes and additions to the Boards of the Housing Group of companies - Oxford City Housing Limited; Oxford City Housing (Development) Limited and Oxford City Housing (Investment) Limited (collectively “the Housing Group”) - it is proposed that a revised Register of Directors’ Interests be compiled and held for directors’ and shareholders’ information. | |

**Appendices: Appendix 1 Register of interests form**

**Introduction and background**

1. To provide the additional strength and capacity required by the Housing Group to enable it to compete successfully in the ever-evolving housing development market, additions have been made to the Housing Group Boards, both in regard to the proposed recruitment of a new Managing Director and in the appointment of two new non-executive directors.
2. As there have been a number of changes to the Boards of the Housing Group since a Register of Director’s Interests was first compiled, it is believed that the time has come for an updated register to be created.

**Register of Directors’ Interests**

1. At a time in which newly appointed executive and non-executive directors (often coming from “outside” the Council) are being recruited to strengthen the Boards of the Housing Group, it is not unusual for particular conflicts of interest to arise in regard to certain matters, where a director may have a prior association with or an interest in an organisation with which the Housing Group is wishing to deal, or is already dealing. Clearly all such conflicts should be declared to the Board prior to any discussion taking place and/or a decision being made, so that a decision may be made by the Chair as to the further conduct of the meeting. To assist in this process, all directors are to be asked to record their external interests, so that all directors will be aware of the position from the outset.

1. To this end, it is proposed that a Register of Interests form, following the precedent attached as Appendix 1, be sent to all directors for their completion. The Register will then be held by the company secretary and will be available for inspection by all directors and the Shareholder.
2. Should any director add to, or amend, his/her interests after completion of the Register, they should notify the company secretary of the change, and this will be recorded.

# Financial implications

1. There are no direct financial implications for the Housing Group arising from this report.

**Legal issues**

1. Keeping an updated Register of Interests is well-recognised as representing good practice in terms of corporate governance.

**Level of risk**

1. The presence of a Register of Interests is intended to reduce the risk of corporate malpractice.

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