



Schedule 7

SHAREHOLDER ADMISSION POLICY

1. Policy Statement

Lambeth and Southwark Housing Association (LSHA) is registered under the Co-Operative and Community Benefits Societies Act 2014. LSHA is a not-for-profit community-based organisation and nothing shall be transferred or paid in the way of profit to Shareholders.

In their Shareholding role, Shareholders should act as guardians of LSHA's objects for the benefit of the community and in LSHA's best interests at all times.

2. Scope

The aim of this policy is to explain the criteria and procedure for the admission of new Shareholders, as per Rule C11.

3. Legislation and Regulation

This Policy should be read in conjunction with the Association's governing rules which are based on the National Housing Federation's (NHF) Model Rules 2011 (version 2).

4. Definitions

A Shareholder is a person or body whose name and address is entered into the Register of Shareholders.

5. Principles

Shareholders are bound by the obligations contained in the Association's Rules.

No Shareholder shall hold more than one share and each share will carry only one vote.

LSHA will admit Shareholders in an open and transparent manner in line with the NHF Code of Governance which the Association has adopted.

New Shareholders will only be admitted in line with this Policy. Shareholders whose appointment predates this policy will continue to be held in accordance with LSHA's rules.

Shareholders can attend and vote at general meetings, including the Annual General Meeting.

6. Admission of Shareholders

The board has agreed that the appointment of Shareholders is restricted to those appointed as non-executive board members, a tenant of the Association or a person living or working in the areas where LSHA operates who can demonstrate their commitment to the objects set out in the Rules.

LSHA has a diverse customer base and we will aim for our shareholding to be representative of the diversity. Applicants are welcome regardless of race, gender or gender reassignment, disability, religion or belief, sexual orientation, age, marriage, civil partnership and pregnancy and maternity.

In accordance with LSHA's rules, the following cannot be Shareholders:

- a minor;
- a person who has been expelled as a Shareholder unless authorised by resolution at a General Meeting;
- an employee of LSHA and of any other group member;
- a person who has been removed by the board in accordance with LSHA's rules;
- a person in respect of whom a registered medical practitioner who is treating that person gives a written opinion to the Association stating that the person has become physically or mentally incapable of exercising their rights as a Shareholder and may remain so for more than three months.

7. Process

An applicant for shareholding membership shall apply in writing, setting out their reasons for applying and how they can demonstrate their commitment to the Association's objects.

Each application will be reviewed by the Chair initially and further information of clarification sought if necessary. The board in accordance with its Rules and this policy shall then consider the application at their next meeting and, unless it is for a non-executive director who will have already been through the board recruitment process, the applicant notified of the decision in writing.

If the application is approved, the name of the applicant and other necessary particulars of the applicant shall be entered into the register or shareholders. One share in the Association and a copy of its Rules shall be issued to the applicant.

The acceptance or rejection of the application is at the absolute discretion of the board.

8. Monitoring and Review

This policy will be reviewed every three years or in responses to changes in legislation, regulation or the Association's Rules.