



POLICY: ADMITTING NEW SHAREHOLDERS

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Copies of this Policy are available in alternative formats.

Previous BHSE Policy No:	BM 1.1
Previously agreed and approved by the Board:	11 January 2011/8 March 2011
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All reference to 'we', 'our' or 'us' in this Policy should be read as meaning Sandbourne Housing Association.

1. Purpose and aim of the Policy

- 1.1 Rule C11 of the Model Rules 2011, National Housing Federation, registered by the regulator for BHSE on 26 June 2013, requires the BHSE (name changed to Sandbourne Housing Association on 11 September 2014) Board to set, review and publish its policies and objectives for admitting new shareholders.

2. Membership

- 2.1 Our Board will consider for membership those individuals and organisations which, in the Board's view, could make a positive contribution to our running and to any of our associate organisations, partner organisations or subsidiaries or any group structure that may be formed.
- 2.2 In accordance with our Rules C11 (Model Rules 2011, National Housing Federation) registered number 12740R, adopted on 26 June 2013, the policy stipulates that not more than one-third of the shareholders may be our tenants.
- 2.3 Our Rules stipulate that our employees cannot be shareholders. Any members of staff who were shareholders prior to the adoption of the new Rules will be required to resign as shareholding members. When those employees cease to be our employees, they may then apply to become a shareholder.
- 2.4 Any shareholder whose shareholding has been ended in accordance with the Rules can re-apply for consideration to become a shareholder. That application can normally only be considered after a minimum of 12 months has expired after the date that their shareholding ended.
- 2.5 The Board may consider applications earlier than 12 months in exceptional circumstances and in accordance with the Rules requiring a special resolution of the Board to agree to re-instate the shareholding on application and/or in the case of Board members leaving the Board, allowing the Board member to retain their shareholding.

3. Applications

- 3.1 Any person interested in becoming a shareholder shall write to the Chief Executive (in his role as Secretary) at our Registered Office setting out their reasons for applying and their qualifications (see Rule C.12.1 and C12.2).
- 3.2 Every application shall be considered by the Board and applications may be accepted or rejected solely at the Board’s discretion (see Rule C.13).

4. Equality impact assessment

Age	Neutral
Being or becoming a transsexual person	Neutral
Being married or in a civil partnership	Neutral
Being pregnant or on maternity leave	Neutral
Disability	Neutral
Race including colour, nationality, ethnic or national origin	Neutral
Religion, belief or lack of religion/belief	Neutral
Sex	Neutral
Sexual orientation	Neutral

5. Consultation arrangements

- 5.1 We will consult all residents and recognised residents’ bodies on any substantive changes to this Policy and their views will be taken into account by the Board before approving it. Our staff will also be consulted on any substantive changes to this Policy and any reasonable suggestions will be taken into account before the Policy is approved by the Board.