



# RED KITE SHAREHOLDING MEMBERSHIP POLICY

## **1. Purpose**

- 1.1 This Policy outlines our approach to tenant and leaseholder shareholding membership.

## **2. Definitions**

- 2.1 A Shareholding Member is any one of the following:

- A tenant of Red Kite Community Housing;
- A resident leaseholder of Red Kite Community Housing (**Red Kite**), who resides in the property that they have a lease for ;
- A resident shared owner of a property with Red Kite

whose name is entered in the register of shareholders.

- 2.2 Serious breach of a tenancy

- A possession order has been granted; or
- A suspended possession order has been granted (except that a suspended possession order shall not be a “serious breach” where the terms of the order have been complied with since either the suspended possession order was granted or for the previous six months, whichever is the shorter).

- 2.3 Serious breach of a lease

- A forfeiture of the lease has been applied for, or
- A County Court Judgement for non-payment of charges has been granted.

## **3. Responsibilities**

- 3.1 The Board of Red Kite are responsible for approving this policy in line with the review period or following any amendments to our Rules, relevant legislation or regulation, whichever is sooner.

- 3.2 The Company Secretary is responsible for the implementation of this policy.

- 3.3 RRT are responsible for reviewing this policy prior to Board approval.

## **4. Legal Framework**

- 4.1 Co-operative and Communities Benefit Societies Act 2014.

## **5. Key Principles**

- 5.1 As a tenant-led landlord, we are committed to a wide and inclusive Membership and see this as a key opportunity for involvement.

5.2 We have a proactive approach to increasing Membership

## **6. Policy Statement**

6.1 All tenants (including joint tenants), resident leaseholders and resident shared owners are eligible to become Members provided that:

- They are aged 16 years or over,
- They are not in serious breach of their tenancy or lease, and
- They have not been expelled as a Member

### **6.2 Admission to membership:**

6.3 Each application for membership shall be considered by the Red Kite Company Secretary (Deputy Company Secretary in their absence).

6.4 All applications for membership shall be reported by the Red Kite Company Secretary to the Board with a recommendation for either admission to membership or refusal of membership and the Board will make a decision on the outcome of each application, which will be final.

### **6.5 Termination of membership:**

6.6 Membership will cease if a member:

- Ceases to be a tenant, resident leaseholder or resident shared owner;
- Dies;
- Is in serious breach of their tenancy or lease and is expelled by Members voting at a General Meeting. This will normally be at the next Annual General Meeting;
- Withdraws their Membership by giving notice to the Company Secretary.

6.7 At a General Meeting, any proposed expulsion of Members shall be the first item considered by that meeting. Any Member expelled shall not be permitted to participate in subsequent items considered by that meeting.

### **6.8 Serious breach of tenancy:**

6.9 Tenants will not be admitted to membership, and may be expelled from membership, if they are in serious breach of their tenancy agreement

### **6.10 Serious breach of lease:**

6.11 Leaseholders or shared owners will not be admitted to membership and may be expelled from membership if they are in serious breach of their lease agreement.

**7. References**

- 7.1 Rules of Red Kite Community Housing Limited
- 7.2 NHF Code of Governance 2020

**8. Related Policies & Procedures**

- 8.1 Not applicable

Staff roles listed in the **Competency Standards section** must be acquainted with contents of this document and have had documented instructions and training on its use. Authority to amend can only be undertaken by the **Process owner** with the relevant **Delegated approvals**.

For information on interpretations and instructions staff should contact the **Subject Matter expert** or **Process owner** and under no circumstances should any deviation be permitted without prior approval as above.

Document Controls			
<b>Version</b>	3	<b>Effective date</b>	July 2023
<b>Subject matter expert drafter</b>	<i>Group Governance Manager</i>	<b>Process owner</b>	<i>Company Secretary</i>
<b>Related Pod</b>	<i>Governance</i>	<b>Related Policy</b>	N/A
<b>Review period</b>	<i>3 years</i>	<b>Next review due by</b>	<i>July 2026</i>
Delegated approvals			
<i>The 3 lines of defence have been checked within the framework and are valid</i>			<input checked="" type="checkbox"/>
<b>Approved by ELT</b>	<i>N/A</i>	<b>Approved Date</b>	<i>N/A</i>
<b>Approved by Board/ Committee/ RRT</b>	<i>Board</i>	<b>Approved Date</b>	<i>July 2023</i>