

Appendix 1: Items to be covered in CCO Statements of Intent

The SOI is required to set out:

- a) the objectives of the group; and
- b) a statement of the board's approach to governance of the group; and
- c) the nature and scope of the activities to be undertaken by the group; and
- d) the ratio of consolidated shareholders' funds to total assets, and the definitions of those terms; and
- e) the accounting policies of the group; and
- f) the performance targets and other measures by which the performance of the group may be judged in relation to its objectives; and
- g) an estimate of the amount or proportion of accumulated profits and capital reserves that is intended to be distributed to the shareholders; and
- h) the kind of information to be provided to the shareholders by the group during the course of those financial years, including the information to be included in each half-yearly report (and, in particular, what prospective financial information is required and how it is to be presented); and
- i) the procedures to be followed before any member or the group subscribes for, purchases, or otherwise acquires shares in any company or other organisation; and
- j) any activities for which the board seeks compensation from any local authority (whether or not the local authority has agreed to provide the compensation); and
- k) the board's estimate of the commercial value of the shareholders' investment in the group and the manner in which, and the times at which, that value is to be reassessed; and
- l) any other matters that are agreed by the shareholders and the board.