



Corporate Governance

ODSL is limited by shares and is wholly owned by Oxford City Council. ODSL holds 'Teckal' status (under s12 (1) of the Public Contract Regulations 2015).

As the sole shareholder of ODSL, Oxford City Council established a shareholder group (comprised of the members of the council's Cabinet) through which the council exercises control over the company and by which it holds the company's directors to account.

The Shareholder group holds formal meetings with the company directors on a quarterly basis, to receive reports on Company performance, finances and proposals, to set and/or confirm the company's strategic direction, and to enact any matters reserved to the shareholder.

All company reports received by the Shareholder group are subject to scrutiny by the Council's Company Scrutiny Panel, which is comprised of elected members with a mandate to scrutinise the actions of the Shareholder group.

Committees

Two sub-committees have also been established:

- Audit Committee
- Remuneration and Nominations Committee

Both are chaired by non-executive directors and report to the main Board. These sub-committees are designed to carry out specific and identified tasks, allowing more focused work to be carried out in these areas,

Representatives of the company's internal auditors BDO attend all meetings of the Audit Committee and are available to provide assistance and expertise to all matters arising.

High Standards of Business Conduct

ODSL has a range of policies in place to protect employees and provide a safe working environment, to ensure compliance with all regulatory requirements and adherence to high professional and ethical standards when dealing with customers, suppliers and between colleagues.

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Policies include:

- Anti-money laundering
- Procurement
- Safety, Health, Environmental and Quality (SHEQ)
- Whistle Blowing Policy
- Privacy Policy

ODSL recognises its social and environmental responsibilities and customers, communities and employees are at the heart of its business - with opinions actively sought and responded to.

The Board and senior management have taken active steps to ensure appropriate governance, strategy, commitment to fair and open business practices and good customer relations have been embraced across the organisation. By balancing the interests of the Company's stakeholders when making decisions, the Board seeks to maintain a reputation for high standards of business conduct, thereby securing long term success.

As part of this, ODS maintains accreditations with a variety of accrediting bodies to demonstrate its commitment to meeting the best standards possible for the ODS workforce and the customers and service users of the services provided by ODS.

Accreditations include:

- ISO 45001 (Health and Safety Management System)
- ISO 9001 (Quality Management System)
- ISO 14001 (Environmental Management System)
- ConstructionLine Gold
- Safecontractor
- Gas Safe
- NICEIC
- Considerate Contractors
- Cyber Essentials

As part of the accreditations frameworks, internal and external audits are undertaken on a risk based schedule to check the standards are being met.

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