

# Membership of Shettleston Housing Association

## INTRODUCTION

Shettleston is a housing Association whose membership is open to anyone over 18 years of age. The Association is committed to the involvement of tenants and local residents in the running of its affairs and to consultation with tenants and local residents over those actions or policies which may affect them.

The Association's Tenant Consultation and Participation Strategy outlines a clear strategy on promoting tenant participation as well as ensuring that openness, equality and accountability are of the core of its dealings with tenants and other service users.

The Association also seeks to establish a wide and active membership by recruiting as members individuals with an interest in the work of the organisation and to make effective use of the skills, experience and views of its members.

## AIMS AND OBJECTIVES

The Association will consider membership applications from anyone over 18 years of age. The aim of the membership policy is to encourage as many tenants and local residents to join the Association and participate in the running of the Association. The Association has defined its operational area as set out in Appendix 1.

The Association recognises that the ultimate level of participation for its membership is through involvement on the Board. However, the Association's Tenant Consultation and Participation Strategy seeks to facilitate participation in the running of the Association by its members and tenants at a range of available levels of involvement.

## APPLICATION FOR MEMBERSHIP

Individuals must be at least 18 years old to apply for membership unless already an Association tenant. If the applicant is a tenant, membership can be applied for from the age of 16.

To apply for membership, a notification of interest form (available from the Association's offices and publicised in Newsletters etc.) must be sent to the Secretary at the Association's offices. On receipt of a notification of interest the Association will forward an application form to the person at the address set out in the notification of interest. This form will have an identifiable number on it and the original form together with one pound must be returned to the Secretary at the Association's offices.

For the purposes of verification, the Association will take the following steps to ensure that all applications have been submitted by the person named on the form:

- Where the applicant is a tenant, a signature check will be made against existing records.

- Where the applicant is not a tenant he or she will be asked to sign the document in the presence of an Association witness and to provide proof of identity.

This proof will take the form of two from any of the following:

- Passport
- Driver's Licence
- Utility Bill

Applicants who have disabilities, are elderly or infirm may request a home visit by Association representatives for this purpose.

The Association's Board will consider the application at its next meeting or as soon as possible after that. The Association will refund the one pound if the application is not approved.

If an application is approved, then the applicant will immediately become a member of the Association and their name will be included in the Association's "Register of Members" within seven days. One share in the Association will then be issued.

The Association seeks to ensure broad representation in its membership of the groups and communities it serves and that all sections of the community are represented. Membership is open to all sections of the community regardless of colour, race, nationality, ethnic or national origins, gender, disability, age or sexuality.

#### **REFUSAL OF MEMBERSHIP**

The Association reserves the right to refuse an application where there is agreement that:

- Membership would compromise the interests or independence of the Association.

#### **FURTHER INFORMATION**

Further information on the Association's Membership Policy and on any other aspect of the Association's work is available from the Association. Should you require further information please contact Anila Ali, Governance and Communication Officer on 763 0511.

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