

Membership Policy

We will provide this policy on request at no cost, in large print, in Braille, on tape or in another non-written format.

We can produce information on request in large print, Braille, tape and on disk. It is also available in other languages. If you need information in any of these formats please contact us on Freephone 0800 479 7979.

如果你向我們提出要求，我們可以為你提供本資訊的其他語言的版本，或者是盲文或磁帶。如果你需要本資訊的任何一種這些版式的版本，請聯繫我們，電話號碼是 0800 479 7979。

Si vous nous le demandez, nous pouvons vous remettre ces informations en d'autres langues, en braille ou sur cassette. Si vous souhaitez que ces informations vous soient fournies sous l'un de ces formats, contactez-nous en composant le 0800 479 7979.

چنانچه مایل باشید می‌توانید این مطالب را به فارسی یا زبان‌های دیگر و همچنین بریل و یا بر روی نوار کاست دریافت دارید. در صورت نیاز خواهشمندیم با شماره تلفن 0800 479 7979 با ما تماس بگیرید.

ਜੇ ਤੁਸੀਂ ਸਾਨੂੰ ਬੇਨਤੀ ਕਰੋ ਤਾਂ ਅਸੀਂ ਤੁਹਾਨੂੰ ਇਹ ਜਾਣਕਾਰੀ ਹੋਰ ਭਾਸ਼ਾਵਾਂ, ਬ੍ਰੇਲ (ਨੋਤਰੀਟਾ ਲਈ ਭਾਸ਼ਾ) ਵਿੱਚ, ਜਾਂ ਟੇਪ ਉੱਪਰ ਦੇ ਸਕਦੇ ਹਾਂ। ਜੇ ਤੁਹਾਨੂੰ ਇਨ੍ਹਾਂ ਵਿੱਚੋਂ ਕਿਸੇ ਰੂਪ ਵਿੱਚ ਚਾਹੀਦੀ ਹੋਵੇ, ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਸਾਡੇ ਨਾਲ 0800 479 7979 ਨੰਬਰ 'ਤੇ ਸੰਪਰਕ ਕਰੋ।

Na Pana/Pani życzenie możemy zapewnić te informacje w innych językach, alfabetem Braille'a lub na kasecie. Jeśli chciał(a)by Pan(i) uzyskać te informacje w którejś z tych form, prosimy skontaktować się z nami pod numerem telefonu 0800 479 7979.

Haddii aad na weydiisato waxaanu warbixintan kugu siin karaa iyadoo ku qoran luuqad kale, farta ay dadka indhaha la' akhriyaan ama cajalad ku duuban. Haddii aad jeclaan lahayd in warbixintan laguugu siiyo mid ka mid ah qaababkaas, fadlan nagala soo xidhiidh telefoonka 0800 479 7979.

По вашей просьбе данная информация может быть предоставлена на других языках, шрифтом Брайля или в аудиозаписи. Если вам требуется информация в одном из этих форматов, позвоните нам по номеру 0800 479 7979.

Approval body	<i>WHS Board</i>
Date of approval	<i>21 September 2022</i>
Review Year	<i>2025</i>
Customer engagement required	<i>No</i>
Trade union engagement required	<i>No</i>
Equality Impact Assessment	<i>No</i>

1. Membership policy

1.1 Wheatley Homes South Limited is a company registered in Scotland under the Companies Acts (Company No. SC 220297) and with the Scottish Housing Regulator, number 315. Scottish Charity No. SC 039896. VAT registration number 135 5317 26. Registered office: Wheatley House, 25 Cochrane Street, Glasgow, G1 1HL

1.2 Our objects are set out in our Articles. Our objects are to operate for the relief of those in need by reason of age, ill health, disability, financial hardship or other disadvantage through:

- (a) the provision, construction, improvement and/or management of land and accommodation;
- (b) the provision of care; and
- (c) the undertaking of any activity allowed under Section 58 of the Housing (Scotland) Act 2001 (as amended by the Housing (Scotland) Act 2006 and the Registered Social Landlords (Purposes or Objects) (Scotland) Order 2006) which is charitable both for the purposes of section 7 of the Charities and Trustee Investment (Scotland) 2005 Act 2005 and also section 505 of the Income and Corporation Taxes Act 1988.

1.3 We are a membership organisation and encourage applications for membership from our tenants

1.4 This policy should be read in accordance with our Articles. In the event of any conflict between this policy and our Articles then the Articles will take precedence. A copy of the Articles can be obtained from our website or by writing to the company secretary.

2. CATEGORIES OF MEMBERSHIP

2.1 The Members of the Company are those persons or organisations who hold a share in the Company and whose names are entered in the Register of Members. There are three categories of membership:

- i) tenants of the Company;
- ii) any person who is a Board Member and not a Tenant or a Parent appointee; and
- iii) the Parent.

3. BENEFITS OF MEMBERSHIP

3.1 When you become a member of the Company you will:

- receive an invitation to attend our AGM to hear the chairperson's report and our annual accounts for the preceding year;
- be able to vote on matters such as appointment of auditors.

4. PROMOTING MEMBERSHIP

4.1 We will encourage membership applications, e.g. by advertising at events and on our website. New tenants and transferring tenants will be encouraged to become members when they receive their new tenancies.

4.2 We aim to promote membership to all sections of the communities we work in. We seek to promote equality of treatment and opportunity and encourage a diverse membership. This means that we will seek to achieve equality of treatment and opportunity for all groups in society without discrimination or prejudice on any grounds. The Equality Act 2010 introduces the term "protected characteristics" to describe groups against whom any sort of discrimination is unlawful. The Act specifies nine protected characteristics:

- Age
- Disability
- Marriage and Civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Gender re-assignment
- Sexual orientation.

4.3 Where an individual possesses one or more of the protected characteristics, or belongs to a group not specifically mentioned in the act we will take all reasonable steps to ensure that no discrimination, whether deliberate or inadvertent, occurs. Particular efforts may be made to target groups that are currently (or historically) under-represented in our membership.

5. APPLYING FOR, GRANTING & REFUSING MEMBERSHIP

5.1 To apply for membership, a completed and signed application form (see Appendix 1) and the sum of one pound (which will be returned to you if the application is not approved) should be sent to the Secretary at the Company's registered office, Wheatley House, 25 Cochrane Street, Glasgow, G1 1HL.

- 5.2 Applications shall be considered by the Board as soon as reasonably practicable after receipt. An application for membership will not be considered by the Board within the period of fourteen days before the date of a general meeting. If approved, an applicant will immediately become a Member and be entered into the Register of Members within seven working days. They will then be issued with one share in the Company.
- 5.3 Whilst it is the Company's intention to encourage membership, the Board has absolute discretion in deciding on applications for membership and the following shall constitute grounds for refusal of an application for membership:
- 5.3.1 where membership would be contrary to the Company's Articles or policies;
 - 5.3.2 where a conflict of interest may exist which, even allowing for the disclosure of such an interest, may adversely affect the work of the Association; and/or
 - 5.3.3 where the Board considers that accepting the application would not be in the best interests of the Company.
- 5.4 In such cases, reasons for the refusal will be given within seven days of the Board meeting along with information on the right to appeal to the Chairperson within 14 days of the date of the refusal. The Board will consider an appeal at its next meeting and reply within seven days; this decision being final.

6. MANAGING MEMBERSHIP

- 6.1 Members will have their share cancelled and will be removed from the register of members if;
- a) If a member ceases to be a tenant of the Company;
 - b) The Board reasonably believes they have failed to tell the Company of a change of address;
 - c) They have failed to attend and submit apologies for five annual general meetings, in a row or submitted apologies, exercised a postal vote or appointed a representative to attend and vote on their behalf by proxy; or;
 - d) Any grounds set out in the Articles from time to time for revoking membership apply.
- 6.2 If a member ceases to be a tenant, they must inform the Company within 21 days.

7. REGISTER OF MEMBERS

- 7.1 We are required to maintain a Register of Members which contains the following information:
- the names and addresses of the Members and where provided for the purposes of electronic communication;

- a statement of the share held by each Member and the amount each Member paid for it;
- the date each person was entered in the Register as a Member and the date at which any person ceased to be a Member of the Company; and
- a statement of other property in the Company, whether in loans or loan stock held by each Member.

7.2 We are also required to maintain a second copy of the Register of Members which must be made available for viewing at our offices. The duplicate Register of Members will not contain any statement or shares and property.

APPENDIX 1: APPLICATION FORM

Application Form for Membership of Wheatley Homes South Limited.

I wish to apply for membership of Wheatley Homes South Limited. I enclose £1.00 payment for my membership share certificate and confirm I am aged 16 or over and:

PLEASE TICK ONE BOX

☐

A Tenant of
the Association

☐

any person who is a Board Member and
who is not a Tenant or Parent Appointee

Name	
Address	
Postcode	
Telephone Number	

Signature.....

Date

Please return this completed form to:

Company Secretary
WHS
Wheatley House
25 Cochrane Street
Glasgow
G1 1H