



Membership Leaflet

Who can become a member?

Anyone who is aged 16 or over may apply to become a member.

How much does membership cost?

Membership, also known as buying a share of the Association, costs £1.00 for lifetime membership.

What are the benefits of membership?

Being a member of Shire Housing Association entitles you to be involved in the Association's activities and have a say in how we run our business.

You will:

- Be invited to our Annual General Meeting (AGM) which is held in September each year.
- Be invited to any Special General Meeting.
- Be able to vote at our AGM on:
 - The appointment of the auditor
 - Any changes to the Association's rules
 - Election of the Management Committee members
 - Other matter which may require a vote
- Be able to stand for election to become a member of our Board of Management. To do this another member of the Association must nominate you.
- Be able to formally raise matters of general concern at our AGM when the Board of Management members are present, and informally discuss those issues raised after the formal business of the AGM is closed.
- Receive copies of the Association's Annual Report

Who decides if my application for membership is accepted?

Whilst it is the Association's intention to encourage membership, the Board has absolute discretion in deciding on applications for membership.



What happens when my membership application is approved?

You will receive a Share Certificate and a copy of the Association's Rules. Furthermore, your name will be added to the Register of Members.

What happens if I am not accepted?

In the unusual event of an application being unsuccessful, the reasons for refusal will be given to you in writing within 7 working days. You will have one further opportunity to appeal against the original decision and give reasons why the decision should be changed. The Board will consider your appeal at the next meeting, and their decision on that occasion will be final.

Can my Membership be cancelled?

In line with the Association's Rules, your membership can cease when:

- You resign by giving written notice to the Secretary
- You become an employee of the Association
- For five annual general meetings in a row you have not attended, submitted apologies, exercised a postal vote or appointed a representative to attend and vote on your behalf by proxy
- You are expelled in accordance with the Association's Rules
- You change address but you do not inform the Association of your new address within 3 months, unless your new address is also a property of the Association
- You die

The £1 membership fee is not refundable on termination of your membership.

How do I apply for membership?

Simply complete the Membership Application Form and return it to our office along with your £1 membership fee.

General Data Protection Regulations

The Association will treat all personal data in line with our obligations under the current General Data Protection Regulations and our own Data Protection Policy.

Information regarding how your data will be used and the basis for processing your data is provided within our employee and tenant Fair Processing Notices.



Membership Application Form

Name

Address

Date of Birth

Telephone Number

Email

Please say briefly why you wish to become a member of the Association

Please tick the box which applies to you:

Tenant

Other Customer

Other individual who supports Shire's aims and objectives

Please tick this box to confirm that you agree to support our aims and objectives

Signature

Date



Membership Application Form (Organisations)

Organisation Name

Address

Nature of Organisation

**Is your organisation
formally constituted?**

**Who would act as your
organisation's
representative?**

**Please tick to confirm
you have enclosed
evidence of
authorisation of your
proposed representative**

**Please say briefly why
your organisation
wishes to become a
member of the
Association**

**Please tick this box to
confirm that you agree
to support our aims and
objectives**

Signature

Date



Membership Application Monitoring Form

The Data Protection Act 2018 has specific provisions for how an organisation can handle ‘special category’ personal data. ‘Special Category’ data includes sensitive personal data about a person’s race, ethnic origins, religious belief, health or sexual orientation. We collect this kind of data in relation to your membership application for monitoring purposes only and we do not share this kind of information with any third parties. We need your explicit consent to collect and process this kind of data.

I consent to Shire Housing Association collecting and processing my selected special category data below for monitoring purposes: *Please tick to confirm consent*

Gender	Male	<input type="checkbox"/>
	Female	<input type="checkbox"/>
	Transgender	<input type="checkbox"/>
	Non-binary	<input type="checkbox"/>
	Prefer not to say	<input type="checkbox"/>
	Not listed above:.....	<input type="checkbox"/>

Are you married or in a civil partnership	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>
	Prefer not to say	<input type="checkbox"/>

Age

16-24 25-29 30-34 35-44 45-49 50-54
 55-59 60-64 65+ Prefer not to say

Do you consider yourself to have a disability or health condition?	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>
	Prefer not to say	<input type="checkbox"/>

Are you registered disabled?	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>
	Prefer not to say	<input type="checkbox"/>

What is your sexual orientation	Heterosexual	<input type="checkbox"/>
	Gay	<input type="checkbox"/>
	Lesbian	<input type="checkbox"/>
	Bisexual	<input type="checkbox"/>
	Prefer not to say	<input type="checkbox"/>
	Not listed above:.....	<input type="checkbox"/>



What is your religion or belief	Buddhist	
	Christian	
	Hindu	
	Jewish	
	Muslim	
	Sikh	
	Prefer not to say	
	None	
	Not listed	
Do you have caring responsibilities	None	
	Primary carer of a child/children (under 18)	
	Primary carer of disabled child/children)	
	Primary carer of disabled adult (over 18)	
	Primary carer of older person	
	Secondary carer	
	Prefer not to say	
How would you describe your ethnic origin?		
White	Scottish	
	Other British	
	Irish	
	Gypsy/traveller	
	Polish	
	Any other white background	
	Mixed or Multiple Ethnic Background	Mixed or Multiple Ethnic Background
Asian, Asian Scottish or Asian British	Indian	
	Pakistani	
	Bangladeshi	
	Chinese	
	Any other Asian background	
Black, Black Scottish or Black British	Caribbean	
	African	
	Any other Black background	
Other Ethnic Background	Arab, Arab Scottish or Arab British	
	Any Other Group	
Prefer not to say		
Not listed above		