

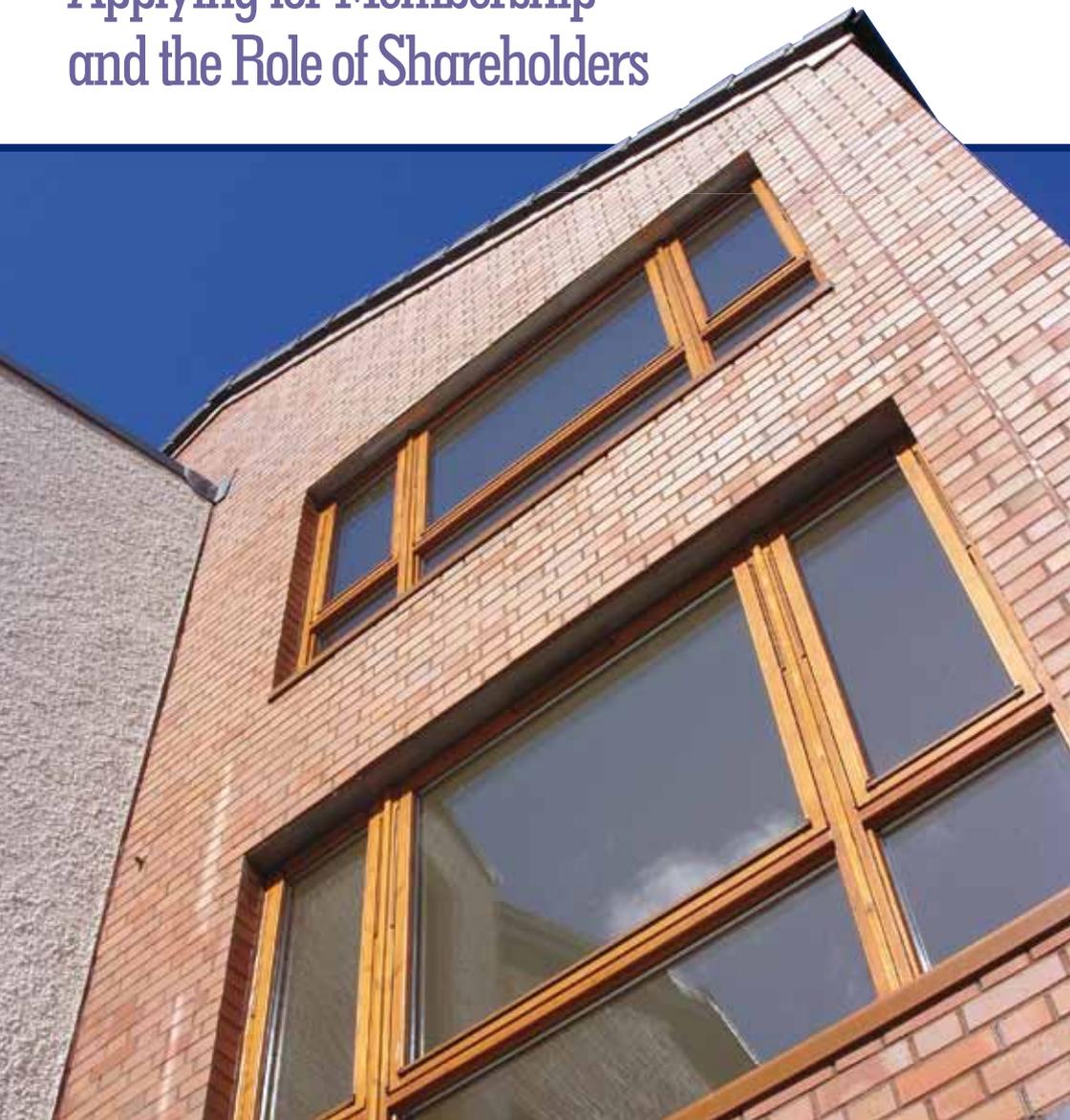


**Williamsburgh**

Housing Association Limited

# How To Take Part

Applying for Membership  
and the Role of Shareholders



# Mission Statement

The Association's mission statement indicates the reasons for the Association's existence and highlights the fundamental values which act as a guide to those actions and decisions which form our vision of future success.

*"Williamsburgh Housing Association's fundamental purpose and the focus of our strategy is the effective provision and continuous improvement of a quality service and good quality housing at affordable rents for people in housing need. Working with our partners and the local community, we aim, not only to regenerate the physical and environmental aspects of the areas in which we operate, but to enhance the quality of life, social well-being and economic competitiveness of the residents."*



## Participation

The Association is fully committed to encouraging local residents to take part in decisions related to its building projects, ongoing property management and maintenance.

Participation is seen as a basic right and can bring real benefits to everyone directly involved and to the community as a whole. The Association itself was established on the basis that people who feel involved can identify with what is being done, and are more likely to play an active part in determining the service which affects them.



# Statement of Accountability

The Association has introduced this statement in order to set out our commitment to working in an open way and to identify how we will actively promote accountability.

- Williamsburgh HA will, therefore, conduct our affairs openly and make information publicly available.
- Williamsburgh HA accepts the obligation to account for our activities and performance in an open manner to all stakeholders, but especially our tenants, residents and all others to whom we provide services.
- Williamsburgh HA will have a clear and effective strategy for informing and communicating with tenants and those receiving services.
- Information about the Association, our work, policies and performance, our management committee and staff will be available on request, unless there are valid reasons for withholding it.
- Information will only be withheld if there is an issue that requires confidentiality:
- perhaps because it is sensitive in a personal, financial or commercial way, or
- where its disclosure is covered by legislation.
- Williamsburgh HA will, however, respect the confidentiality of all parties with whom we have dealings. As such, we shall ensure strict adherence to our policies and procedures in respect of:
  - access to information, and
  - the release of personal information.



## Who Can Join Us?

Life subscription for shareholding membership is only £1.00 and that membership allows attendance at the Annual General Meeting and any other general meetings, and members are eligible to stand for election to the management committee of the Association. Membership is open to anyone who is at least 18 years of age, 16 if a tenant of Williamsburgh Housing Association. Membership is not restricted to one per household.



On death or withdrawal of a member, the share will be cancelled and the amount paid (£1.00) will become the property of the Association.

# How to apply for membership of the Association

Your application should be made to the Secretary of the Association on the form overleaf, accompanied by the sum of £1.00, which will be returned in the event of your application being unsuccessful.

Your application will be considered at the first committee meeting after receipt or as soon thereafter as is possible. The share certificate will be issued to successful applicants within one week of approval.

The Association will use every means to promote shareholding, as we believe it is important that our membership not only reflects the composition of the communities we serve, but also has the opportunity to influence the Association's priorities.

## Choosing your degree of involvement

As a shareholder, you receive an invitation to attend the Annual General Meeting which provides a useful insight into the Association's business and the activities of the committee.

You also receive several newsletters each year and a copy of our annual report. You may, however, wish to consider becoming more involved, for example, by standing for election to the management committee. An accompanying leaflet provides further information on what this involves.



# Application for Membership

I hereby enclose the sum of £1.00 and apply for membership of Williamsburgh Housing Association Limited.

Name:

Address:

*I am /am not a tenant of Williamsburgh Housing Association Limited.*

*I am /am not an owner-occupier.*

*I confirm I am at least 18 years of age (or in the case of a WHA tenant, at least 16 years of age).*

Date of Birth:

Signature:

If you wish to register an interest in joining the Management Committee, you should sign the following statement:

- *I confirm that I have never been imprisoned by due process of law for a period exceeding 1 month or been convicted of a crime of dishonesty.*
- *I confirm that I have not been declared bankrupt or have an arrangement with my creditors.*
- *I confirm that I have never been removed from the committee of another registered social landlord or a charity.*
- *I confirm that there is no disqualification order in place, preventing me from being a director.*

I would be interested in standing for election to the Management Committee.

Signature:

Date:

**Please Return The Completed Form To:**

**Ralston House, Cyril Street, Paisley, PA1 1RW**  
**Tel.: 0141 887 8613 Fax: 0141 848 6624**  
**E-mail: [admin@williamsburghha.co.uk](mailto:admin@williamsburghha.co.uk)**  
**Website: [www.williamsburghha.co.uk](http://www.williamsburghha.co.uk)**