



## Membership Policy

Date Effective: 19 September 2017  
Date of Review: September 2020



**Policy:** **Membership Policy**

**Date Approved:** 19 September 2017

**Approved By:** Board

**Applicable to:** Persons applying for membership  
of the Association  
Members of the Association

**Policy Owner:** Paul Hillard

**Review Date:** September 2020

## **Membership Policy**

### 1. **Aims**

To attract a diverse range of interested people into Membership who can contribute particular skills and knowledge which would be supportive and beneficial to the Association's business.

### 2. **Eligibility to become a Member of the Association**

2.1 Membership of the Association will be open to:

- a) individual customers of the Association including tenants and residents in the Association's housing areas.
- b) individuals representing an organisation in the Association's areas of operation, however, for all purposes, they shall be treated as an individual member except that the organisation's name will be entered into the Register of Members against her/her name.
- c) individuals from the communities served by the Association who have in a personal or professional capacity relevant knowledge, experience, skills or expertise which is complementary to the Association's vision and values and who wish to positively contribute to the work of the Association. This could include the caring professions, religious leaders, law enforcement professions and owner-occupiers of a dwelling in an Association housing estate.
- d) individuals with the interest, ability, knowledge and specific skills to contribute to the management of the business of the Association.
- e) individuals who have reached the age of 18 years, or, in the case of tenants of the Association, 16 years.

2.2 The Association's Parent Company, The Riverside Group, will hold a share in the Association under the Parent Membership category.

### 3. **General**

- 3.1 The Association is a customer-driven organisation and aims to attract Members who share its values. It is therefore a pre-requisite of Membership that all Members must be supportive of the vision, values and charitable objectives of the Association and the services it seeks to provide to its customers.

### 4. **Membership Application Procedure**

- 4.1 Membership Applications are to be made on the approved form (available on request) from the Association and should be accompanied by the payment of £1.
- 4.2 Membership will be effective from the date of the Board meeting that the Membership Application is approved. All new Members' details will be entered in the Register of Members and issued with a Share Certificate and a copy of the Association's Rules within seven working days of the date of approval.
- 4.3 The Board shall have absolute discretion in deciding on Membership Applications, taking full account of this Membership Policy and the Association's Rules. The following shall constitute grounds for refusal of a Membership Application:
- a) Where Membership would be contrary to the Association's Rules or its policies;
  - b) 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; or
  - c) Where the Board considers that accepting the Membership Application would not be in the best interests of the Association.

### 5. **Termination of Membership**

- 5.1 Membership will cease automatically when a Member:

- resigns by giving one month's written notice to the Secretary
- dies
- is expelled in accordance with the Association's Rules.

- 5.2 Membership will cease, with effect from the passing of a resolution by the Board, when a member:

- becomes an employee of the Association

- changes address but does not notify the Association of their new address within 3 months, unless the change of address is by way of a transfer or exchange of tenancy to an Association property
- fails to attend or give apologies, for five consecutive Annual General Meetings.

5.3 The £1 Member's share fee is not refundable on termination of Membership.

## 6. **Opportunities for Member Involvement**

6.1 Members are entitled:

- to attend the Annual General Meeting and any other general meeting of the Association
- to elect Board Members
- to stand for election to the Board
- to receive newsletters, Annual Reviews, Performance Reports, Annual Accounts, and the published policies of the Association on request.

## 7. **Make-Up of the Board**

7.1 Board Members will be elected from the Membership at the Annual General Meeting in accordance with the Association's Rules.

## 8. **Equality, Diversity and Inclusion**

8.1 The Association will collect, review and measure data on a regular basis to inform us of our performance in relation to ED&I in our governance processes.

**Please Note:** If there appears to be any difference between this Policy and the Association's Rules - then the latter takes precedence.