

SECTION 8b Group Membership Policy**1. Aim**

Sanctuary Group (the Group) is committed to ensuring that it has a shareholding membership actively involved in safeguarding the objectives and governance of Sanctuary Housing Association (the Association) and its subsidiaries.

2. Issuing of shares

The Board is responsible for setting the membership policy. The Group Board may admit applicants to membership acting in its absolute discretion and in accordance with the published policy.

In considering applications for shareholding membership the Board needs to assure itself that:

- a) Those persons applying for membership have the aims and objectives of the Group as the primary motivation in applying for membership.
- b) Granting the application does not adversely affect the balance of overall membership and does not result in the balance being weighted in favour of any particular interest group.
- c) That the applicants understand and accept that no financial benefit is gained from being a shareholder.

The Board believes that the most appropriate way that shareholders can contribute in a positive fashion to the organisation is to be an active member of the Board, a committee of the Board, or a committee or board of a Group member. It is unlikely that the Board will consider issuing shares to individuals unless they are to be appointed to the Board, a committee of the Board, or a committee or board of a Group member.

3. Selection criteria

New members must:

- a) agree to support and uphold the aims, values and objectives of the Association as identified in the Rules of the Association;
- b) be 18 or more years of age;
- c) possess skills or experience that will assist the work and deliberations of the boards or committees of the Association or its subsidiaries;
- d) be prepared to act in the interest of the Association at all times;
- e) be prepared to declare any conflict or potential conflict of interest;
- f) be prepared to uphold the Association's current policies;
- g) be prepared to accept, share responsibility for and own decisions of any board or committee of which the shareholder is a member;
- h) be prepared for, and attend, meetings of the Association or its

- subsidaries and contribute to the discussion of issues;
- i) be willing to attend training sessions and other events;
- j) respect the confidentiality of any information, and not use it for personal gain or acumen;
- k) uphold the Association's Code of Governance and
- l) uphold the Association's Code of Conduct for Members.

4. Exclusions from membership

In accordance with the Rules of the Association, the following persons may not be admitted to membership:

- a person under the age of 18;
- an employee of the Association and
- a person who has been employed by the Association.

All applicants will also need to demonstrate that their membership of the Association will not result in an unacceptable conflict of interest, due to either a personal relationship or employment with another organisation, for example another housing association, which would be regarded as a competitor.

5. Consideration of applications

A person who wishes to become a member of the Association is required to complete an application form and forward the form and the sum of One Pound to the Secretary. Applications received will be considered by the Board at its next meeting or as soon as possible thereafter. A copy of the current membership application form is appended for information. The Board has the absolute right to decide whether or not to accept an application. If the application is accepted, the applicant will be included in the register of shareholders and issued with a share certificate and a copy of the Rules of the Association. Should an application for membership be refused, a written explanation will be provided to the applicant as soon as possible after the decision.

6. Cancellation of shareholding membership

On ceasing to be a member of a Sanctuary Group committee or board, shareholding membership will be cancelled. In exceptional circumstances the Association's Board might agree that someone who is no longer a member of a committee or a board may retain their share. The shareholding membership of an individual will be cancelled if that member does not participate in any general meeting of the Association, or any meeting of any committee of the Association, or any meeting of a board of a Group member for one year to the next inclusive, or deliver written apologies in advance.