

# APPLICATION FOR MANAGEMENT COMMITTEE MEMBERSHIP



Thank you for expressing an interest in joining Calway's Management Committee. We would be grateful if you would complete this Application Form, to tell us why you are interested in joining the Committee and what you feel you could contribute to our work.

## 1. YOUR DETAILS

Your Name and Address

Daytime telephone number

Email address

## 2. EMPLOYMENT AND VOLUNTEERING

Current employment, or other paid/voluntary activity, and any public positions held

(1)

(2)

(3)

(4)

**Selected past employment, or other paid/voluntary activity, and any public positions held**

(1)
(2)
(3)
(4)

**Qualifications (professional, academic, other)**

(1)
(2)
(3)

### **3. YOUR INTEREST IN BECOMING A BOARD MEMBER**

Please tell us why you are interested in joining Calvay's Management Committee, and what you feel you could contribute to the role

**(continue on a separate sheet if necessary)**

#### **4. PERSONAL AND BUSINESS RELATIONSHIPS**

Please tell us if you have any relationships (such as family or personal relationships or business dealings) with any Committee Member or employee of Calvary Housing Association. (We are required to keep a record of any potential conflicts of interest our members have.)

#### **5. CONFIRMATION OF ELIGIBILITY**

I confirm I am aged 16 years or over.

I have read the extract from The Rules of Calvary Housing Association, shown as an Appendix A which lists the factors that would make a person ineligible for appointment to Calvary's Management Committee. I confirm that none of these factors apply to me.

Signed: \_\_\_\_\_

Print name: \_\_\_\_\_

Date: \_\_\_\_\_

**APPENDIX A : EXTRACT FROM THE RULES OF CALVAY HOUSING ASSOCIATION  
(ADPOTED SEPTEMBER 2020)**

**Eligibility for the Committee**

43.1 A person will not be eligible to be a Committee Member and cannot be appointed or elected as such if:-

43.1.1 he/she is an undischarged bankrupt, has granted a trust deed which has not been discharged or is in a current Debt Payment Plan under the Debt Arrangement Scheme; or

43.1.2 he/she has been convicted of an offence involving dishonesty which is not spent by virtue of the Rehabilitation of Offenders Act 1974 or an offence under the Charities and Trustee Investment (Scotland) Act 2005; or

43.1.3 he/she is a party to any legal proceedings in any Court of Law by or against the Association; or

43.1.4 he/she is or will be unable to attend the Committee Meetings for a period of 12 months; or

43.1.5 he/she has been removed from the Committee of another registered social landlord within the previous five years; or

43.1.6 he/she has resigned from the Committee in the previous five years in circumstances where the resignation was submitted after the date of his/her receipt of notice of a special committee meeting convened to consider a resolution for his/her removal from the Committee in terms of Rule 44.5; or

43.1.7 he/she has been removed from the Committee in terms of Rules 44.4 or 44.5 within the previous five years; or

43.1.8 he/she has been removed, disqualified or suspended from a position of management or control of a charity under the provisions of the Law Reform (Miscellaneous Provisions) (Scotland) Act 1990 or the Charities and Trustee Investment (Scotland) Act 2005; or

43.1.9 he/she has been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commissioners for England and Wales or by Her Majesty's High Court of Justice in England on the grounds of any misconduct in the administration of the charity for which he/she were responsible or to which he/she were privy, or which his/her conduct contributed to or facilitated; or

43.1.10 a disqualification order or disqualification undertaking has been made against that person under the Company Directors Disqualification Act 1986 or the Company Directors Disqualification (Northern Ireland) Order 2002 (which relate to the power of a Court to prevent someone from being a director, liquidator or administrator of a company or a receiver or manager of company property or being involved in the promotion, formation or management of a company); or

43.1.11 his/her nomination for election to the Committee has been rejected in accordance with Rule 40.3 during the period between the return of the completed nomination form and the commencement of the relevant Annual General Meeting; or

43.1.12 he/she is the spouse, partner, child, (including adopted child or step child), parent, parent-in-law, grandparent, grandchild or sibling of a Committee Member or of a governing body member of any other organisation in the Group.

# Calvay Housing Association Equal Opportunities Monitoring Form

Calvay Housing Association is committed to equal opportunities in Committee recruitment, regardless of race (including colour, nationality, ethnic or national origin and citizenship), religion / belief, disability, marriage & civil partnership, gender reassignment, pregnancy & maternity, age or sex and sexual orientation.

We would therefore ask you to please complete the following questionnaire to help us ensure that we are reaching all sections of the community, and to check the effectiveness of our recruitment practices.

All information will be treated in the strictest confidence, in line with the requirements of the DPA 1998 and the GDPR, and will not affect your application. We will use the information you provide to fulfil our legal requirement to monitor equal opportunities; however, this will be used for statistical purposes only.

## Co-opted Committee Member

<p><b>1. Gender</b></p> <p><input type="checkbox"/> Male</p> <p><input type="checkbox"/> Female</p> <p><input type="checkbox"/> Non-binary</p> <p><input type="checkbox"/> Other, please state</p> <p>.....</p> <p>Do you have a gender different from the sex you were assigned at birth?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Prefer not to say</p>	<p><b>4. Age</b></p> <p><input type="checkbox"/> 16 – 24</p> <p><input type="checkbox"/> 25 – 34</p> <p><input type="checkbox"/> 35 – 44</p> <p><input type="checkbox"/> 45 – 54</p> <p><input type="checkbox"/> 55 and over</p>
<p><b>2. Sexual Orientation</b></p> <p>What is your sexual orientation?</p> <p><input type="checkbox"/> Bisexual</p> <p><input type="checkbox"/> Gay man</p> <p><input type="checkbox"/> Gay woman / lesbian</p> <p><input type="checkbox"/> Heterosexual / straight</p> <p><input type="checkbox"/> Other</p> <p><input type="checkbox"/> Prefer not to say</p>	<p><b>5. Disability</b></p> <p>Do you consider yourself to be disabled?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Prefer not to say</p>
<p><b>3. Where did you see the post advertised:</b></p> <p><input type="checkbox"/> EVH</p> <p><input type="checkbox"/> Scottish Housing News</p> <p><input type="checkbox"/> SFHA</p> <p><input type="checkbox"/> Word of Mouth</p> <p><input type="checkbox"/> Other, please state</p> <p>.....</p>	<p><b>6. Ethnic Origin</b></p> <p><b>White</b></p> <p><input type="checkbox"/> Scottish</p> <p><input type="checkbox"/> Other British</p> <p><input type="checkbox"/> Irish</p> <p><input type="checkbox"/> Gypsy/Traveller</p> <p><input type="checkbox"/> Polish</p> <p><input type="checkbox"/> Any other white background</p> <p><b>Black, Black Scottish, Black British</b></p> <p><input type="checkbox"/> African</p> <p><input type="checkbox"/> Caribbean</p> <p><input type="checkbox"/> Any other black background</p> <p><b>Asian, Asian Scottish, Asian British</b></p> <p><input type="checkbox"/> Bangladeshi</p> <p><input type="checkbox"/> Indian</p> <p><input type="checkbox"/> Pakistani</p> <p><input type="checkbox"/> Chinese</p> <p><input type="checkbox"/> Other</p> <p><b>Mixed</b></p> <p><input type="checkbox"/> Mixed or multiple ethnic background</p> <p><b>Other Ethnic background</b></p> <p><input type="checkbox"/> Arab, Arab Scottish, Arab British</p> <p><input type="checkbox"/> Any other group, please state</p> <p>.....</p>