

Williamstown Rental Housing Co-operative Ltd Policy Document

Policy Number:	0028
Policy Name:	Community Engagement
Version Number:	001
Date Approved by Board:	23 rd April, 2016
Date Reviewed by Board:	
Scheduled Review Date:	

1. Introduction:

Williamstown Rental Housing Co-operative recognises the need for strong Community involvement with both members and the wider Community Housing sector.

2. Purpose:

The purpose of this policy is to ensure that members feel included in the running and decision making process within the Co-op. Williamstown Rental Housing Co-operative recognises that it is part of a larger sector and acknowledges the need to be well informed on the issues relating to Community Housing.

3. Relevant Co-op Objectives: As outlined in our Key Values.

4. Policy:

The Williamstown Rental Housing Co-operative and its members have rights and responsibilities in relation to Community Engagement

5. Procedures of Community Engagement and Communication:

- ✚ Members are encouraged and expected to attend four General Meetings and ongoing subcommittee meetings
- ✚ All members receive and are encouraged to contribute to the Williamstown Rental Housing Co-op “Four Seasons Newsletter” that is sent out quarterly.
- ✚ The WRHC provides opportunities for members to attend Social Functions i.e. movie nights, suppers and Christmas Dinners.
- ✚ Members are kept informed of “what’s on” via the monthly calendar

- ✚ Members are invited to Governance Training and Board meetings on a regular basis in the interests of succession planning
- ✚ WRHC maintains strong partnerships with CHFV, other RHCs and Leadership Victoria by:
 - ❖ Attending monthly CHFV meeting and training
 - ❖ Sharing information and problem solving with other RHC staff members
 - ❖ Liaising with Leadership Victoria for training, Independent Director and advice on succession planning and staff recruitment.
- ✚ WRHC provides care and support to all members including but not limited to:
 - ❖ The opportunity to engage with the Housing Worker around their individual needs.
 - ❖ Common space in the office for coffee, library use and community meetings.
 - ❖ Training and educational opportunities for personal and professional development
 - ❖ Budgeting advice
 - ❖ Gardening services
 - ❖ Car sharing to social functions and meetings
- ✚ Individuals from local community or voluntary organisations are engaged as guest speakers/educators
- ✚ Website for members and interested parties with links to a range of resources.
- ✚ A survey is sent to members every two years to gauge their level of satisfaction with the services and running of WRHC and for them to provide feedback.

6. Responsibility:

WRHC is responsible for encouraging members to feel part of the membership of the Co-op and the wider Community Housing sector.

7. Related Documents:

- ✚ Code of Conduct
- ✚ Tenant Selection
- ✚ Bullying Harassment
- ✚ Member Obligation

