

How to Set Up a Tenants' Group

What kinds of Tenants' Groups are there?

There are two types of tenants' groups:

- Formally organised groups which are registered with Lochalsh & Skye Housing Association (LSHA). These are called *Registered Tenants' Organisations*, or *RTOs*.
- Informal groups which emerge in response to a particular issue, or groups which do not want to register.

Is there a difference?

The main difference is that informal groups have not registered with LSHA. Informal groups may be smaller in size or focus on a particular issue, but, like formally registered groups, still have an elected committee and regular open meetings, although they don't need to.

Informal Tenants' Groups...

- can be as simple as three or four tenants meeting to discuss organising local social events
- can represent all tenants in an area on a specific issue, such as aspects of a building programme
- don't need to have a committee or a constitution

Formal Tenants' Groups...

- are invited to comment on proposed changes to the service provided by LSHA, and changes to policies
- have access to funding, such as Start-Up Grants or Top-Up Grants
- have regular organised meetings which are advertised
- have a Committee elected by the tenants

What support can LSHA give?

We want as many of our tenants as possible to take part in the way we do things.

Whether your group is registered or not, we can help you get up and running by helping with the costs of publishing leaflets, photocopying and training.

If you do decide to register your group with LSHA, you can then apply for a Start-Up Grant.

What do you need to Register your Group?

To become a Registered Tenants' Organisation, your group **must meet** the following

Registration Criteria:

- Bank account with at least two "required signatories"
- Formal constitution
- A clearly defined area of operation
- Equal Opportunities Statement
- Open Membership Policy
- Elected Committee
- Minutes of all meetings which are available for inspection
- Accounts which are audited on an annual basis, either by an accountant or LSHA
- Open meetings that are advertised and accessible to all tenants in their area



If you have all of these, please contact the Association and ask for a Registration Form

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