



Maryhill
HOUSING



Tenants' Scrutiny Panel Personal Information Form

If you need any help to complete this form, please just ask. We are here to help.
Please contact corporatesupport@maryhill.org.uk or call 0141 946 2466 and ask to speak to a member of the Corporate Support Team.

Please complete this form and send it to corporatesupport@maryhill.org.uk alternatively, you can hand it into reception at our offices at 45 Garrioch Road.

1. Your Details

Title:				
First Name:				
Surname:				
Address:				
Phone:	H:		M:	
Email:				
Are you a tenant of Maryhill Housing? Yes / No				
If No, what other customer relationship do you have to Maryhill Housing e.g. factored owner or tenant of Maryhill Living?				

Let us know when you can meet with Scrutiny Panel members	Monday	Tuesday	Wednesday	Thursday	Friday
	Best times	Best times	Best times	Best times	Best times

2. How did you hear about the Tenants' Scrutiny Panel?

3. Strengths - what are you good at?

4. What made you interested in joining the Tenants' Scrutiny Panel?

5. Declaration

I declare that:

- I am not a Board member of Maryhill Housing Association
- I have read and understand the Terms of Reference for the Tenants' Scrutiny Panel
- I have read and am willing to sign the Tenants' Scrutiny Panel Code of Conduct

Signature: (This can be typed if completed electronically)	
Print Name:	
Date:	

6. Equality and Diversity Monitoring

It's important that we are inclusive and give opportunities to participate equally to all our tenants. Please click here if applying online to complete our equalities monitoring form:

<https://forms.office.com/e/gwcWkww3pp>

Please contact translate@maryhill.org.uk if you would like to complete the equality monitoring form in a different language or format.

7. General Data Protection Regulation

Privacy statement

Maryhill Housing take your privacy seriously and we will only use the personal information you have provided in this form in connection with your interest in joining the Tenants' Scrutiny Panel.

How long we will hold personal data

Applicants' personal data will be held under the company's Privacy Policy. Data will be held for a period of 1 year after application, and thereafter it will be confidentially destroyed.

How we protect your personal data

We use encrypted storage and transfer for all electronic data and have password access controls in place. If paper copies are utilised, we ensure that all information is held in secure locked cabinets with controlled access by named individuals.

Our full privacy statement

Our full Privacy Statement can be accessed on our website at the following link:

<https://www.maryhill.org.uk/about-us/data-protection/privacy-policy/>

I have read, and consent to the personal data provided in this form being held and utilised by Maryhill Housing for the purposes stated.

Signature: (This can be typed if completed electronically)	
Printed Name:	
Date:	

Membership application process

1. Membership will be promoted through a range of communication methods.
2. Interested tenants and other customers are sent a Personal Information Form and invited to a Panel meeting to introduce the Panel's work, to explain the application process, scrutiny role and commitment.
3. Tenants and other customers may be invited along as an observer to a further Panel meeting to help them decide if they wish to join.
4. Before becoming a Panel member the applicant will sign the Code of Conduct.
5. Once they are a member, arrangements will be made to commence the structured Induction process.
6. If applications are declined, they will be informed, and a reason given.