

HOW CAN BHC ASSIST YOUR TENANT GROUP?

Your Housing Manager will provide you with the relevant help sheet and information. Not all tenant groups will wish to achieve higher levels of participation than where they are, and that is okay. BHC will support groups at whatever level they choose to operate.

One of the key aims of a tenant group is to carry out meetings in a fair way and for members to represent the views of all tenants. A code of conduct assists a group to engage with other tenants and stakeholders in an appropriate manner that allows everyone to take part.

As a minimum any group will require a set of rules which will ensure the group is able to:

- Act lawfully
- Act with integrity
- Show respect to members and guests
- Value differences of members and guests
- Allow all interested parties to participate
- Operate for the good of the community
- Work in harmony with BHC

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OFFICE HOURS:

Monday	8:30am – 5:00pm
Tuesday	8:30am – 5:00pm
Wednesday	8:30am – 5:00pm
Thursday	8:30am – 5:00pm
Friday	8:30am – 5:00pm
Saturday	Closed
Sunday	Closed

*Closed Public Holidays

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TENANT PARTICIPATION Information



INTRODUCTION

BHC is committed to providing all tenants with an opportunity to be involved at a level and way that suits them best.

The BHC Tenant Participation Policy fosters tenant involvement in the planning, delivery, evaluation and management of BHC properties within the wider community. This is encouraged through groups who represent the views of all residents.

Some of the benefits of being part of a Tenant Participation Group include:

- You become a part of a new social circle
- You are a group who receive recognition
- You have a voice
- You can make a difference
- You can apply for external funding
- You can arrange social events and projects
- You can access training

WHERE ARE YOU AS A GROUP?

- 1** Talk to the other tenants in your building.
Suggest a BBQ or informal meeting to decide what is required.
- 2** Decide on an activity.
Make sure it is what everyone wants.
Plan an event.
- 3** Elect the leaders of the group.
Talk to your Housing Manager about your group.
Invite BHC to listen to ideas or concerns.
- 4** Think about having regular meetings.
Prepare your first agenda.
Decide on a regular meeting place.
- 5** Record what was said by preparing minutes of the meeting.
Plan future meetings. Think about who you might invite to assist you.
Ask BHC to address any points in the minutes and to report back.
- 6** Plan further events and fund-raising.
Promote your group and make contact with other community organisations.
Formulate a constitution.
Ask to be recognised by BHC as a Tenant Participation Group.

