



**Position: Group Chair**

**October 2017**

**Candidate Recruitment Information Pack**



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# Welcome from the Group Chair

Thank you for your interest in this role. Your Housing Group is a new generation of housing provider which owns and manages more than 28,000 homes across the North West, Yorkshire and the Midlands. Headquartered in Birchwood, near Warrington, we have an annual turnover of £185m with assets worth £1.2bn.

This is a very exciting time to be joining Your Housing Group. The housing sector is evolving and the demand for homes has never been higher. As the market changes, we know how important it is to evolve and change with it so we can build more homes and create more places for people to thrive. We have reviewed every aspect of our business to ensure we are working efficiently and delivering the best value for our customers. We have created a more streamlined structure and implemented more effective processes. We are pushing the boundaries to develop new innovations and are working as a team to maximise new opportunities and secure long-term growth for the organisation.

Having completed my permitted tenure, I am keen to support our Board to find a new Chair who shares our vision and can bring a blend of professional and strategic skills to ensure that we achieve our goal: to make the very best use of our resources so we can provide new affordable homes and a fair deal for our customers. We look forward to receiving your application.

**Mark Tattersall**  
**Group Chair – Your Housing Group**

# About Your Housing

Your Housing Group has a large and diverse portfolio which is set to grow substantially. These range from general properties for social and affordable rent, through to retirement living developments and innovative private rental offers such as Nuvu. Widely regarded for our expertise in regeneration, Your Housing Group prides itself on providing homes which help people to live independently enabling them to get on and off the property ladder at different stages of their lives. With a pioneering, creative workforce, we are working efficiently and effectively to build as many quality homes as possible to play our part in solving the national housing crisis.

## We provide:

- Affordable homes to rent
- Homes for sale; both outright and through shared ownership
- Private / lifestyle rent solutions (PRS)
- Community regeneration; creating sustainable neighbourhoods
- Specialist retirement solutions for older people
- Hostels and foyers which support vulnerable people



## We are ambitious and innovative:

We have exciting plans for growth by working more efficiently and innovatively and have plans to:

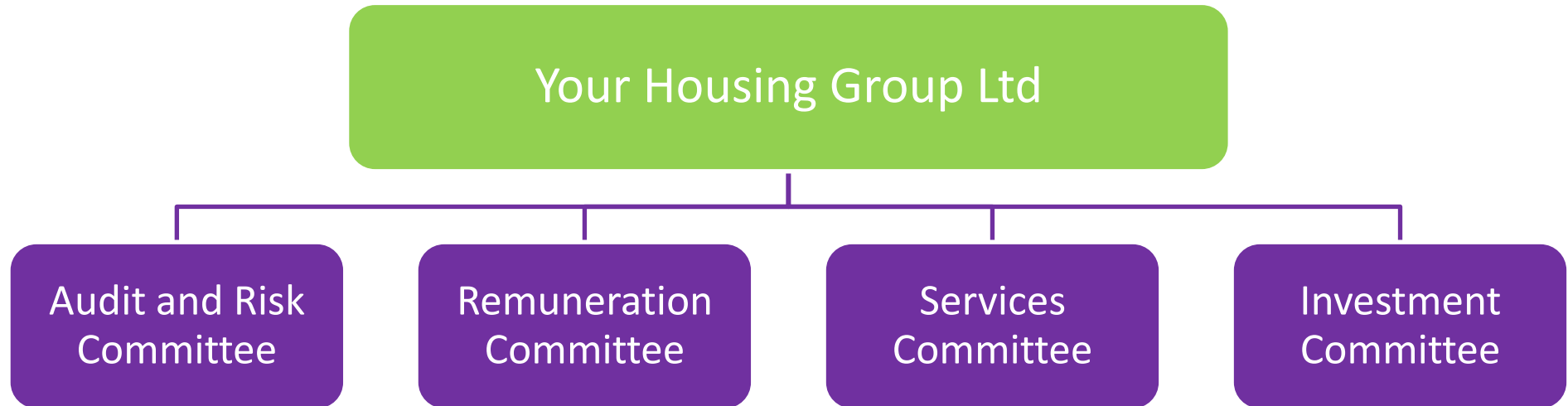
- Build 1,000s of homes to help address the UK's housing crisis
- Build homes which offer mixed tenure solutions
- Introduce pioneering construction methods which will significantly drive down build costs
- Provide employment opportunities



## Further Information

For more information about Your Housing please visit our website [www.yourhousinggroup.co.uk](http://www.yourhousinggroup.co.uk)

# YOUR HOUSING GROUP GOVERNANCE STRUCTURE



# Chair

## Role Profile

### **Purpose of the role:**

To provide effective leadership to the Board to facilitate the formulation and implementation of strategies to deliver the Group's vision of being a 'New Generation' housing provider.

To develop and maintain an effective and cost-efficient Board Governance framework.

To establish a high-performing Board with the experience, capability and capacity to deliver the Group's visions and strategy.

To be an inspirational and motivational high-profile leader who has the experience and vision to transform Your Housing Group into a 'New Generation' housing provider.

To ensure the Group values are demonstrated and that principles of best practice governance are applied in the way the Board conducts itself.

### **Key accountabilities/contribution:**

In addition to Board member accountabilities the Chair has the following distinctive responsibilities:

- To ensure appropriate contributions from both Executive and Non-Executive members.
- To lead agenda setting in conjunction with the Chief Executive and to provide input to define the Board information requirements.
- Manage the Board agenda and ensure all Board members receive accurate, timely and clear information, with support from the Company Secretary.
- Ensure the efficient conduct of the Board's business and at general meetings and in particular:
  - a) Ensuring that all Board members are given an opportunity to express their views, that conduct and behaviour at Board meetings is in line with accepted standards, and that the approved code of conduct is always adhered to by the Board.
  - b) Ensuring that the Board delegates appropriately so that Group business may continue effectively between the meetings of the Board, and ensure the Board monitors the use of delegated powers effectively.
  - c) Facilitating professional advice when the Board requires it, from senior staff or external advisors.
- Work with the Chief Executive on significant issues and ensure that the Board as a whole acts in partnership with executive staff.
- To be fully accountable for ensuring that comprehensive induction is provided to all new Board members. Work with the Company Secretary to ensure that members receive appropriate on-going training and support to ensure their development needs are identified and met. Lead induction and training activities as required, to add value to Board development.

- To ensure individual members are effectively appraised on a regular basis and to lead the appraisal process for overall Board.
- To ensure members are provided with role profiles and competency frameworks.
- Work in consultation with other Non-Executive Board members to ensure that the Board makes arrangements to appraise the performance of the Chief Executive and to determine the remuneration of the Chief Executive and other senior staff in accordance with the Appraisal Procedures and to replace the Chief Executive as efficiently as possible when his/her replacement arises.
- Implement a succession plan for future Board members.
- Ensure the level of any Board member remuneration is agreed through an approved process that minimises the potential for conflict of interest.
- To maintain good internal and external communications and relationships and to represent the Board as appropriate.
- To monitor the Board's compliance with the recommendations of the Code of Governance.
- To facilitate the development and maintenance of an effective risk management framework to support the achievement of the Group's key strategic objectives.

**Typical Performance Measures:**

The Board's performance will be measured against the following criteria:

- Quality of team relationships across the Board.
- Motivation and performance of the Chief Executive and Board.
- Quality of joint problem solving and decision making.
- Effectiveness of Board meetings.

## Person Specification

The nature of the role and the area in which the organisation operates require the Chair to possess certain specific qualities over and above those usually associated with such a role.

They should bring a commercial approach, tact and diplomacy and a determination to succeed for the benefit of the organisation. They will need to understand the complexities of the organisation and the political context in which it works. They will ideally be a strategic leader, with effective influential and communications skills to build and develop the Board to suitably reflect the business.

Candidates must be able to demonstrate the following qualities and abilities:

- Strategic vision and the ability to apply it to enhance the outputs and outcomes of the organisation.
- Sound commercial knowledge to assist in navigating the changing business context of the organisation; including joint ventures and wider strategic partnerships.
- Strong, independent judgement which is clearly and persuasively articulated.
- Ability to think creatively and apply this to the challenges and opportunities encountered by the organisation.
- Willingness to speak their mind while maintaining tact and diplomacy.

### Core competencies

- Leadership - has a successful track record of leadership and strategic management having operated and contributed effectively at a senior corporate level in either the private/public, voluntary or community sector. Provides clear direction in line with the organisations culture, mission and values.
- Strategic thinking - has the ability to stay abreast of trends in the external environment; considers cross-functional, organisational and business implications before making decisions and balances short-term and long-term priorities to maximise results.
- Judgement - proven track record of providing clear, balanced advice and guidance on strategic issues as a member of a board or senior executive management team. Has the ability to challenge appropriately and hold people to account.
- Influence - has inner confidence, demonstrates effective persuasion and possesses negotiation techniques and personal impact to influence a wide range of stakeholders/partners to deliver in complex and competitive environments.
- Team working - experience of working in collaboration with a wide range of external bodies/stakeholders, developing a positive personal and organisational profile, and building partnerships that add value and achieve shared objectives.

### Aptitude, skills and knowledge

- Experience of operating at a senior level (either executive or non-executive) within a customer focussed organisation.

- Comprehensive knowledge of overall business and commercial issues facing a similarly complex organisation.
- An ability to actively monitor and manage the performance of the organisation, encouraging and supporting others to achieve the highest standards of corporate governance, scrutiny, legal and financial responsibilities.
- Able to assess risk and promote risk awareness without being risk averse.
- The ability to apply creative and imaginative solutions with good judgement, and a commitment to results.
- The ability to participate fully and effectively as a member of the Board and deliver collective responsibility.
- Demonstrate a strong and clear commitment to equality and diversity, including equal opportunities principles and practice.
- An ability to chair and facilitate meetings of committees and sub groups of the main Board.
- An ability to inspire others, build trust and respect from colleagues and stakeholders.
- IT literate and comfortable with handling, analysing and prioritising large amounts of complex data.

## Terms and Conditions of Appointment

### Remuneration

C. £25,000 per annum plus reasonable expenses incurred in the performance of your duties as Chair.

### Time commitment

With an average of four but up to eight days per month, which includes Board and relevant Committee meetings, meeting preparation, training and representational duties.

### Location

Board meetings are usually held at our Head Office:

602 Aston Avenue  
Birchwood Park  
Warrington  
Cheshire  
WA3 6ZN

## Recruitment Timetable

<b>Closing date</b>	Tuesday 7th November (noon)
<b>Final Panel Selection</b> Mark Tattersall, Roy Grant, Alistair How, Valerie Aherne	Thursday 23 <sup>rd</sup> November

## How to Apply

To apply please can you:

- Provide an up-to-date CV which outlines your full career history with any breaks explained. Please include details of all roles that are currently held – we recommend that this is no longer than three pages.
- Write a supporting statement detailing how you are a good candidate for this post and how you fulfil the person specification – we recommend that this should be a maximum of three pages.
- Please indicate if you cannot attend the interview dates.

Once complete, please send your application, preferably in MS Word format, via the recruitment website:

[www.yourhousinggroup.co.uk/careers](http://www.yourhousinggroup.co.uk/careers)

Applications must be received by **noon on Tuesday 7th November**