

Irvine Housing Association

Board Member







Irvine Housing Association Chair

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Welcome to Irvine Housing Association

Thank you for your interest in the role of Board Memberr of Irvine Housing Association.

Our mission is **Transforming Lives, Revitalising Neighbourhoods** and we know that the homes and services we provide, and engagement we have with our customers, gives us the opportunity to do this on a daily basis.

During the summer of 2020 we approved our new and ambitious Corporate Plan. Its themes are People, Homes and Place and, over the next three years we aim to build 300 new homes, invest over £2m per annum in improving our existing homes, continue our move towards greater digitalisation of services, provide new services aimed at tackling homelessness and helping customers sustain their tenancies, and support place-making in the communities we serve.

Our approach to delivering these outcomes combines commercial acumen with our social purpose – we are a business with a charitable heart. In 2011 we entered a partnership with the Riverside. We are a direct subsidiary operating with a high degree of autonomy.

Being part of a larger group allows us to use shared services meaning we can drive efficiency through the business and use the resulting increase in capacity to deliver better outcomes for our customers.

Being part of Riverside also gives us access to considerable capital funding putting us in a strong position to deliver new homes and regenerate our existing portfolio. We're now looking to add new members to our existing talented Board. We're particularly looking for skills in the following areas:

- Finance
- Construction (eg asset management or regeneration)
- Development
- Customer Service
- Community investment or development

However, a commitment to our objectives and our values, and an understanding of the role of a Board member is equally as important.

We are committed to achieving diversity throughout our organisation and particularly welcome applications from young people, BAME and disabled candidates who are currently under-represented.

If you would like an informal discussion about the role please contact me at paul.hillard@irvineha.co.uk and we'll arrange a convenient to speak.

Paul Hillard Managing Director







Transforming **lives**Revitalising **neighbourhoods**



We Care



We are Courageous



We are Trusted

About Irvine Housing Association

Irvine Housing Association is a charitable Registered Society under the Co-operative and Community Benefit Societies Act 2014, managed by Executive Directors and governed by a Board.

Vision: Transforming lives, revitalising neighbourhoods

We have a clear social purpose underpinned by strong values:

- We Care
- We are Courageous
- We are Trusted

Our strategic objectives:

- People at our heart we will improve the quality of services provided to our customers, delivered by engaged and fulfilled colleagues. We will do more to sustain tenancies and provide secure homes to those that do not have one.
- Homes for the future we will raise the standards of our homes, making them more sustainable and cheaper to run for our customers. We will build and acquire new homes to allow us to operate more efficiently and to help address the housing crisis.
- Places to thrive in we will align our investment in homes and services to have a positive impact on the places in which we work, with a particular focus on helping those who face the greatest challenges.

These objectives lead to a three year action plan, which identifies the specific steps necessary and this is broken down within our Corporate Plan.

To see our Corporate Plan, along with Annual Reports and Landlord reports (how we are doing) please follow the following link:

https://www.irvineha.co.uk/about-us/how-were-doing/annual-reports/

In October 2011, Irvine Housing Association became a subsidiary of The Riverside Group. Taking account of new housing developments, we now provide over 2,300 homes.

Recent articles are at the following links:

- Plans to build 300 new homes in the next 3 years
- Successful funding bid to help tackle homelessness

The offices of the Association are in Irvine, with properties located in Ayrshire and Dumfries & Galloway.

With a present board of nine, the new Chair is retiring from the role and we are looking to add up to three board members after the Chair has been appointed.



The role of the Board Member

The Board Members shall:

 The key role of every Board Member is to work as part of the Board in performance of its key functions as described in the Governance Framework Document.

This includes:

1.1. Leading the organisation

- Upholding the vision of the Association and the Group, and participating in the development objectives that accord with these.
- Promoting the Association and the Group through contact with communities, any relevant authorities and other bodies.

1.2. Acting as a guardian of the organisation

 Ensuring that the organisation acts in accordance with its vision and values, Rules, Governance Framework Document and the relevant legal and regulatory frameworks.

1.3. Making Decisions about policy and strategy

- Regularly attending Board and relevant Committee meetings and participating in discussions and decision-making to achieve the organisation's objectives.
- Exercising sound financial and risk management to ensure no variance from the core values of the organisation.

1.4. Monitoring, supervision and control

 Monitoring the organisation's performance in relation to its objectives, plans, budgets, controls and decisions.

1.5. Other tasks

 From time to time attending functions, training sessions and other meetings in the interest of the organisation.

2. Board Members should possess the ability to:

- Apply their own specialist knowledge appropriately.
- Analyse significant amounts of complex information, debating and challenging as necessary.
- Assess the risks of proposed courses of action.
- Make independent and critical judgments, whilst recognising the need to reach consensus based on compromise.
- Develop and maintain relationships with others.

3. Board Members should be people:

- With vision, generating new ideas and perspectives.
- Who govern rather than manage.
- Who are up to date with relevant issues.
- Who work as part of a team.

4. Board Members must be:

- Honest, trustworthy and reliable.
- Committed to the values of the organisation and the housing sector.
- Willing to devote the necessary time to their duties.

Key Terms and Conditions

1. Position

Board Member

2. Time Commitment

 We normally have 7 Board Meetings per year which usually take place on the 3rd Wednesday or Thursday of the month from 5.30 p.m. – 7.30 p.m.

In addition to this Board Members may be selected to serve on the Audit & Risk Committee which usually meets on a quarterly basis. Committee Meetings are typically scheduled on Mondays at 5.30 p.m.

We also hold Board Strategy Days twice during the year.

These are currently held in February and October and are normally on a Saturday from 10.00 a.m. to 4.00 p.m. (These are also convened to suit the majority of Board members).

The successful candidate will be selected to serve on the Board for up to 9 years.

3. Location

Board Meetings will normally be held at our head office: 44-46
 Bank Street, Irvine, Ayrshire, KA12 OLP. Other meetings or events may be held at different locations.

The Association's Rules allow for the Board to meet virtually.

4. Remuneration

— The position is unremunerated, however, we pay all associated expenses subject to presentation of evidence of actual payment.

5. Appraisal

 The performance of the Board as a whole, that of its Committees, and your individual performance as a Board Member, will be appraised annually.

5. Training

 In house and external training will be organised as and when required. Board Members will also have the opportunity to attend The Riverside Group's Annual Board Members Conference and other sector conferences as appropriate.

Selection Process

Initial (virtual) interviews

David Bond - April / early May 2021

Initial client (virtual) interviews

David Bond / Paul Hillard / other Board Members - May 2021

Final meeting in office, in person

Recruitment panel – May / early June

Application

Thank you for your interest in the position. If there are any questions or you would like to discuss the opportunity confidentially, please get in touch with David Bond (details below).

If you feel it might be of interest, please email your CV along with a covering letter with an overview of why the role is of interest and how you see your own experience being relevant.

Contact

David Bond
Director
McGregor Bond
david@mcgregorbond.com
07801 490678



