

NON EXECUTIVE DIRECTOR



Role profile



Role Title: Non Executive Director
Team: Board of Directors
Rate of pay: £5,000 p.a.
Report to: Chair of the Board



Purpose of the Role:

- To provide oversight to the operational delivery of the housing landlord service for Council, ensuring that it delivers against the Council's strategic objectives for this area.
- To make recommendations regarding matters to be considered by Cabinet and the Council, including the CHL housing strategy, housing landlord policies and regarding the setting of the annual HRA budget.
- To work in an advisory capacity to the Council on all matters related to services provided through the council's HRA
- To work in partnership with, and be accountable to, residents in fulfilling its role.
- To provide oversight and assurance to the Council on the key matters contained within legislation and regulatory standards.

Key Responsibilities:

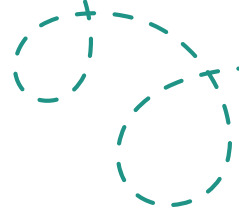
Board directors will:

- Ensure that CHL delivers strategies and annual plans, as determined by the Council in the context of the corporate vision.
- Contribute to ensuring that the board fulfils its role and terms of reference.
- Meet the expectations of board directors set out in the Governance standing orders.
- Abide by the Code of Conduct
- Build and maintain effective working relationships.
- Apply personal expertise, skills and knowledge to their work with CHL.
- Develop and keep up-to-date knowledge and understanding of the Council, CHL, the locality, the sector, and customers' views and feedback.
- Actively participate and provide constructive challenge.
- Act as an ambassador for the council and CHL
- Ensure the views and interests of stakeholders are represented and considered.
- Ensure that the work of CHL meets the council's expectations and commitments in respect of equality and diversity.

Board directors should ensure they:

- Are well informed and undertake appropriate background reading.
- Contribute specialist knowledge/expertise/experience to the council and keep this knowledge up to date, including gaining knowledge on the housing sector.
- Read board papers and generally prepare for board/Committee meetings, other board events and away-days.
- Participate in discussions and decision making, helping to form a consensus and sharing collective responsibility for recommendations.
- Prepare for, attend and participate in meetings.
- Treat information gained as a board director in confidence.
- Respond promptly to requests regarding CHL work.

Person Specification



Attributes	Criteria
Experience	<ul style="list-style-type: none">• Direct knowledge of being a CHL tenant or leaseholder• OR experience of working within or close to the social housing sector• OR a relevant professional or business skill that would contribute to the board success
Aptitudes and Skills	<ul style="list-style-type: none">• Able to read, understand and analyse written and numerical reports• Able to express views in a formal board/committee meeting environment making reasoned and thought-through contributions• Able to challenge constructively while respecting the roles, views and feelings of others• Contributes to forming a consensus with other board directors when involved in decision making and influence through discussion• Able to make balanced and informed decisions• Considers the long-term implications and broad view of issues
Personal Qualities	<ul style="list-style-type: none">• A genuine interest and commitment to the provision of social housing services and the building of communities• A high degree of integrity• A commitment to diversity and resident engagement policies
Tenant Directors only	<ul style="list-style-type: none">• Candidates applying to be board directors will not need to demonstrate that they have already gained the full range of skills, but as a minimum that they are able to demonstrate that they have the potential to gain the minimum skills required in a relatively short period of time• These skills will be tested with candidates at interview and full training will be provided where required
Council Nominees only	<ul style="list-style-type: none">• Council board directors are directly appointed by Cornwall Council
Independent Directors only	<ul style="list-style-type: none">• Each year, the board will review its effectiveness and the skills it requires to support the delivery of its objectives. Applicants with relevant skills will be identified and asked to demonstrate at interview, the skills they can bring to the board.

Closing date: 3 October

To apply visit: www.cornwallhousing.org.uk/jobs

For an informal conversation about the role, email:

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