

CAMPBELL
TICKELL



Chair

Recruitment pack

March 2019

Your application

Dear Applicant

Thank you very much for your interest in this post. On the following pages, you will find details of the role and the selection process to assist you in completing and tailoring your application. In order to apply you should submit:

- An up-to-date CV which shows your full career history – we recommend that this is no longer than three pages;
- A supporting statement explaining why you are interested in this role, detailing how you are a good candidate for this post, how you fulfil the person specification and your fit with the organisation's strategic direction – we recommend that this is no longer than three pages;
- The declaration form – completion of the equalities section isn't mandatory, but is requested for monitoring purposes in line with our commitment to equality and diversity; and

Please indicate on the declaration form if you cannot attend any of the interview dates.

Please note that applications can only be considered if all the documentation is complete. Please send your application, preferably in MS Word format by email to: barnsbury@campbelltickell.com.

Applications must be received by 12 noon, Wednesday 24th April 2019.

Please ensure we receive your application in good time. If you do not receive confirmation of receipt within 24 hours of sending, please call us on 020 3434 0990. To help avoid your submission being treated as spam, please use a secure email address from which to send your application, and refer to the role and organisation in the header.

Do call me on 07786 231 690, if you wish to have an informal discussion about the role and organisation, or if you have any other questions to help you decide whether to apply. My colleague Stephen Bull, Senior Consultant at CT, is also able to help with any enquiries and can be contacted at 07940 531286.

Yours faithfully

Kathy Carter

Kathy Carter
Senior Associate Consultant

Contents

Welcome to Barnsbury Housing Association	4
About Barnsbury Housing Association	5
Our Board	7
Our staff	9
Role profile	11
Person specification	13
Key terms and conditions	15
Key dates and the selection process	16
The media advertisement	17

Welcome to Barnsbury Housing Association

I am delighted that you are interested in being considered for the role of Chair of Barnsbury's Board.

We are a community-based provider of some 299 homes in Islington, a borough in which being priced out of the market is a reality for many. We want to make a difference to our communities through the provision of quality, affordable rented homes and delivering a quality service.

After six successful years at the helm of Barnsbury, our current Chair Martyn Waring is stepping down in September this year. Martyn will be leaving the organisation at a time of considerable strength. Recently, we have grown through the stock transfer of some 40 homes at Highbury View, have plans to redevelop garages, are looking to improve/develop our offer to key workers and older people, and both our staff team and Board Members are committed and ambitious. The foundations for our future success are secure and strong. We believe this is a good time to take up the reins as Chair, with some 50 years behind us, and the opportunity to work with the Board and Executive to take decisions around what is right for our communities in the long term.

Our ideal candidate will be driven by social purpose and will be able to articulate that to our various stakeholders. You will need to understand the mechanics of social and affordable housing in London, plus the challenges of service provision, and you will need to be interested in and bring experience of the dynamics of communities – whatever sector you hail from. We will expect you to live in London, and bring that ease of understanding of its diverse social fabric and its unique politics, to demonstrate your credibility to peers and residents.

You will need to have good skills to interact comfortably with a wide range of people, political astuteness and a thoughtfulness to thrive in our environment. You have a key role in aligning and championing commitment to our vision and values.

We are ambitious, quietly confident and have an able group of people both on our Board and in our staff team. We are galvanised, successfully managing change and receptive to the right candidate drawing the best out of us to shape Barnsbury's insight into and relationship with its communities.

We think this is a great time to join us as Chair and please do talk further with our retained consultants if you need any further information. We hope you feel inspired to apply.

Yours faithfully

Jonathan Bunt, Board Member & Chair of Selection Panel



About Barnsbury Housing Association

Barnsbury Housing Association was formed in 1967 by a group of local professionals (architects, surveyors and solicitors), to save properties on Barnsbury Street from being demolished, and to provide more good quality and affordable housing in Islington. From there, Barnsbury Housing Association managed to construct new developments of Milner Square and the Morland Mews estate in the mid-1970s to bring our total stock to 155. Today we own 299 homes, are the only housing association today that still operates solely within Islington's borders and share with our tenants great pride in being part of this community.

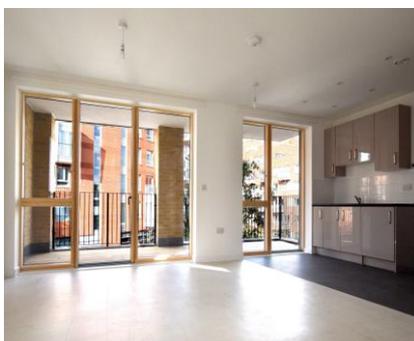
The Board remains committed to using our assets to develop more affordable housing in one of the most expensive areas of London and in an area of acute housing need. Our development strategy has focused on stock transfers from other landlords, section 106 developments and opportunities to use underused land or resources in our own stock. In 2018 we secured an £8m loan to support our growth ambitions. We have recently completed a new build scheme and have plans to develop new homes from underused garages.

2018 saw us move to new offices and the commissioning of a stock condition survey to inform our 30-year asset management plan. We have started of 2019 with a resident satisfaction survey and plans to continue our strategy of *"grow, modernise and streamline."*

Our mission is to help keep Barnsbury affordable and the community thriving.

Over the coming years our ambitions are to:

- Be a great landlord;
- Help meet Islington's diverse housing needs;
- Be a 'force for good' in Islington; and
- Be a modern, effective organisation.



Building new homes

We have been looking at how we can build more homes and play our part, however small, in helping London's housing crisis.

We are pleased to have recently completed four new homes at Eden Grove, N7. We have also brought forward plans to convert a number of underused garages on Morland Mews into up to seven accessible one-two- and three-bedroom homes. If the scheme goes through, tenants on the estate who need to move to ground floor homes will be given first chance of moving into the new homes. We also upgraded five of our bedsits and have let them to key workers, mainly nurses from local hospitals who couldn't otherwise afford to live anywhere near work.

Our values

We aim to:

- Be responsive and caring;
- Know our residents as individuals;
- Help build self-reliance in our community;
- Be open and accessible;
- Be nimble and creative, willing to try new things;
- Be a connected and effective partner; and
- Aim high and punch above our weight.



Our Board

Martyn Waring – Chair *(stepping down in 2019)*

Martyn had worked with BHA for some time, then joined the Board in 2010. He became Chair in 2013. Martyn has lived in Islington for over 20 years. In this time, he has been on the governing body of two local schools, and is now running a walking group for the Islington U3A. His career background is in teaching and public service and he works part-time in assessment and recruitment.



Aaron Elliot – Vice Chair & Chair of Audit & Risk Committee



Aaron joined our Board in 2014. His previous experience crosses both the public and private sector including local authorities, housing associations and Homes England, including hands-on development experience. He currently works for Altair as a development and regeneration consultant. As well as undergraduate and postgraduate degrees, he holds professional membership of the Royal Institution of Chartered Surveyors. He is passionate about the housing and development sector with a particular interest in affordable housing issues.

Nancy Korman – Chair of Governance & Remuneration Committee

Nancy joined the Board in 2012 and has extensive housing association Board experience having been a member at Islington & Shoreditch Housing Association for a number of years. She has retired from a career in local government health and social care.



Barbara Sidnell – Board member

Barbara has been a Board member since 2014 and is a former local Islington Councillor. She had specific portfolio responsibilities for housing issues, community development, resident issues and community safety. Barbara has a long track record of voluntary engagement in her local community and is currently involved in a number of community initiatives. As well as her local knowledge, Barbara brings a wide range of skills in community development, especially around community safety.

Charles Culling – Board member

Charles joined the Board in 2013 and has worked in the housing sector since 1997, most recently as Head of Housing Services at Network Homes Ltd. He is highly qualified, including MCIQB & CEnv memberships along with being a Fellow of the Chartered Institute of Housing. Charles has an MSc in Surveying and an MBA, specialising in finance and strategic management. He is also a Board member of New World Housing Association in Balham and a London Sustainability Strategy Group member.



Chyrel Brown – Board member



The Board was delighted to add Chyrel Brown to its ranks in 2018. Currently Group Director of Resident Services at Hyde, Chyrel joined BHA with a wealth of experience in housing and neighbourhood management.

Jonathan Bunt – Board member

Jonathan formally joined our Board in September 2017. He joins us with experience at Finance Director level and in developing affordable housing programmes, with extensive experience in local government finance. Jonathan has qualifications in Public Finance & Accountancy as well as Business Economics.



Stephane Croce – Board member



Stephane formally joined us as a Board member in September 2017. He has extensive experience in the corporate sector, as well as qualifications in Business Administration and International Trade. He has a great interest in the affordable housing sector and is also on the Board of another supported housing association.

Our staff

Susan French – Chief Executive Officer

Susan joined Barnsbury Housing Association in 2016 and is responsible for leading the team in delivering a great service to residents. Susan works with the Board to ensure that Barnsbury is well placed to respond to the major changes in the housing world and to continue building much-needed new homes.



Pam Sedgwick – Operations Director

Pam has extensive experience in leadership positions in various housing and charitable organisations. She joined Barnsbury HA in September 2018 and is responsible for ensuring its housing management and repairs services meet residents' needs and expectations.

David Robinson – Finance and Audit

David works part-time managing Barnsbury's strategic finance function, including the organisation's management accounts, Business Plan and Treasury. He also oversees its internal and external audit programmes.



Dean McGlynn – Project Manager

Dean joined us in 2017 and is responsible for working with the Chief Executive and the rest of the team on various community and development projects and to ensure that Barnsbury continues to deliver a great service to its residents.

Felicity Singh – Housing Manager

Felicity provides a responsive one-stop housing management service to all tenants and prospective tenants. Felicity is responsible for letting Barnsbury's properties as well as managing the tenancies of its residents.





Graham Vine – Housing Officer (Older People & Key Workers)

Graham joined Barnsbury Housing Association in 2017 as part of the stock transfer of Highbury View from Crown Simmons Housing. Graham is responsible for delivering a responsive housing service and sheltered service to residents and also for managing the service to key workers.

Helen McCormack – Property Manager

Helen is responsible for managing the housing maintenance and repair services, together with all planned, cyclical, major repair and maintenance works. Helen also manages the caretakers in supporting their maintenance work.



Abdul Samad – Finance Manager

Abdul joined Barnsbury in early 2019 and is responsible for our day-to-day finances, including income and payments.

Lorraine Sindrey – Assistant Property Manager

Lorraine is responsible for ensuring Barnsbury offers the best repairs service possible for all its residents. She works with the caretakers and contractors to deliver and effective repairs and maintenance that keeps the homes in a great condition.



Mary Mura – Administrator

As administrator, Mary is the main point of contact for incoming telephone calls and visitors to the office. Mary also provides administrative support to the team and ensures the office is well run.

We are currently recruiting some new members of staff to join the team including a Housing Assistant and part-time Asset Manager.

Role profile

Essential functions of the Chair

The responsibilities of the Board's Chair include the following:

- To ensure the efficient conduct of Board and general meetings and to ensure that the views of all Board members are sought before any important decision is taken;
- To review the composition and performance of the Board and its Board members and to initiate action to remedy any deficiencies;
- To lead the appraisal and review processes for the Board (team and individuals), and ensure that action is taken on its results;
- To ensure that the organisation complies with its chosen codes of governance and conduct, and other good practice;
- To ensure that all committees of the Board operate within a similar and consistent framework for good governance, sound controls and management of risk;
- To establish a constructive working relationship with, and provide both support and challenge for, the Chief Executive of the organisation;
- In conjunction with other Board members, to appraise the performance of the Chief Executive, and set the appropriate level of remuneration;
- When necessary (for example, following resignation) and in conjunction with other Board members, to ensure that the CE is replaced in a timely and orderly fashion;
- To ensure that the Board delegates authority to committees, the Chair, and CE or others to enable the business of the organisation to be carried on effectively between meetings; and also to ensure that the Board monitors the use of any delegated powers;
- To take decisions delegated in this way to the Chair in consultation with other Board members, and with any necessary advice from the Chief Executive;
- To ensure that the Board receives professional advice when it is needed; and
- To represent and act as an ambassador for the organisation on appropriate occasions, internally and externally.

Essential functions of the Board

The responsibilities of the Board include the following:

- Lead, inspire and motivate the Board, executives and staff of the organisation. Define and ensure compliance with the vision, values and objectives of the organisation;
- Establish ambitious but financially prudent policies and plans to achieve those objectives;
- Approve each year's budgets and accounts prior to publication;
- Establish and oversee robust frameworks and systems for delegation, risk management and mitigation, business assurance and control;
- Agree policies and make decisions on all matters that might create significant financial or other risk to the organisation, or which raise material issues of principle;
- Monitor the organisation's performance in relation to such plans, budgets, controls and decisions;
- Appoint (and, if necessary, dismiss) the Chief Executive and be represented in the appointment of key second-tier managers; and
- Satisfy itself that the organisation's affairs are conducted lawfully and in accordance with regulatory requirements, and generally accepted standards of performance and propriety.

Person specification

Experience:

- Previous non-executive experience is essential, and any chairing experience would be helpful, e.g. chairing boards/committees, dealing with governance issues, ensuring high performance and good decision-making.
 - A good track record of senior leadership and achievement within an organisation with a significant focus on service delivery, housing or communities, whether in the commercial, public or third sectors.
 - Demonstrable experience in motivating and leading senior teams to deliver strategic objectives.
 - Successful work in environments where the effective handling of political and sensitive issues was achieved, and key decisions influenced positively.
 - Working effectively with a wide range of stakeholders, preferably to include national and local politicians, investors and funders, commercial partners, government bodies and agencies, and local communities and customers.
-

Ability, skills and knowledge:

- Non-executive leadership – ability & vision to lead & represent the organisation, giving a clear sense of strategic direction, an appreciation of the respective roles of the Chair & Chief Executive Officer.
 - Communications – ability to present arguments with knowledge & understanding of the wider strategic context; ability to speak in public, represent and promote the organisation and to communicate effectively to ensure its aims & objectives are achieved.
 - Political astuteness– ability to generate confidence and achieve the delivery of results and outcomes in national level complex political environments.
 - Working with stakeholders and partners – an ability to operate effectively at all levels, and to develop positive relationships that generate confidence.
 - Customers – able to ask the right questions to shape what we need to understand about the profile of our residents and how that informs how we work.
-

Personal values:

- Strong sense of social purpose
- Shares the vision and commitment of the organisation
- As a leader and ambassador – open, engaging and enthusing style

- Working with stakeholders – a personal and professional credibility that will command confidence at all levels. Ability to assess and interpret a wide range of stakeholder interests and requirements and balance them effectively.
 - Working with teams – able to work as a member of a team acting and thinking corporately with a collaborative style that engages at all levels and promotes positive relationships throughout the organisation and its partners.
 - Probity and integrity – committed to the values of accountability, openness, transparency and equality of opportunity including awareness of the impact of diversity and disability issues.
 - Has the time and energy needed to discharge the responsibilities of the role in an appropriate way.
-

Key terms and conditions

Remuneration:

Remuneration for the Chair role will be in the £3-£5k range per annum.

Time commitment:

We anticipate the role requires two days a month of the new Chair's time, though clearly additional time may be required in the first few months to get to know the organisation properly.

About our governance:

The Board is currently carrying a vacancy for a resident as part of its membership and expects to fill this vacancy this year.

There are two committees of the Board: the Audit and Risk Committee chaired by Aaron Elliot, who is also Vice Chair of the Board; and the Governance and Remuneration Committee, chaired by Nancy Korman.

Meetings

Board meetings take place 5 times per annum, together with 1 strategic session. Board meetings are held at Barnsbury's offices at 16b Cloudesley Street, N1 0HU and start at 6.30pm on Thursdays.

Key dates and the selection process

Closing date:

12 noon, Wednesday 24th April 2019

First interviews: Thursday 9th May 2019

Longlisted candidates will be invited to an interview with a Campbell Tickell panel.

Final interviews: Part 1 on 22nd May and Part 2 on 23rd May 2019

The final stage of the process will be a networking session with a selection of Board members, staff and tenants, and some one-to-one time with the Chief Executive and the Chair of the interview panel.

The second stage of the process will be a final interview with a panel of three Board members, supported by Campbell Tickell.

If you are unable to attend on any of the identified dates for interview, please do speak to Campbell Tickell before making an application.

Media advertisement

BARNSBURY
HOUSING ASSOCIATION

Chair

£3k-£5k pa, Islington, London

Barnsbury is a community-based provider, making a difference to Islington through the supply of high-quality homes in an area where being priced out of the housing market is a reality for many.

This is an opportune time to join us as our new Chair, with our new strategy taking shape and scope to help develop our long-term vision. You'll be at the helm of an organisation that is quietly confident, has an amazing legacy and an exciting future.

You'll need to share our social purpose, live in London and bring relevant or transferrable experience of housing, communities or service delivery.

To help us realise our local opportunities, and take our stakeholders with us, our successful candidate will be politically astute and will have an ease of interaction with people from a wide range of backgrounds.

For further details about the role, you can download the pack at www.campbelltickell.com/jobs/ or contact our retained consultants, Kathy Carter at Campbell Tickell on 07786 831690.

Closes: 12 noon, Wednesday
24th April 2019

**CAMPBELL
TICKELL**

CAMPBELL TICKELL

Telephone 020 8830 6777
Recruitment 020 3434 0990

info@campbelltickell.com
www.campbelltickell.com
[@CampbellTickel1](#)