

Board Members (x2) Recruitment Pack

May 2024



Halton
Housing

**CAMPBELL
TICKELL**

Your application

Thank you very much for your interest in these Board Member vacancies at Halton Housing. On the following pages, you will find details of the role and the selection process to assist you in completing and tailoring your application.

You will no doubt do your own due diligence but please do take the time to read this pack carefully as it will provide you with a good overview of Halton Housing and the role. After you have done that, please feel free to get in touch with me, so that we can talk through your offer and get a sense of how that aligns with what Halton Housing is seeking.

To apply, we will need the following from you:

- A CV. Make sure this confirms your current/most recent roles (you can sum up earlier roles, say before the last 15 years), tell us about your achievements so we get a picture of your skills and experience, and try to keep it to two pages or three at most;
- A personal statement. We want to hear about your motivation, why this role and why Halton Housing, you will also want to evidence how relevant your offer is to the role specification; again, ideally in two to three pages; and
- The declaration form, which is accessible via the role page on our website and includes space to indicate if you cannot attend any of the interview dates.

Please submit your completed application documents using the online form, which is accessible via our jobs page: www.campbelltickell.com/jobs. You will receive an email confirmation and see an onscreen confirmation message after submitting your application, but if you have any issues, you can call 020 3434 0990.

The role closes on Thursday 30th May 2024 at 12 noon.

Please ensure we receive your application in good time.

Do call me if you wish to have an informal discussion about the role or if you have any other questions to help you decide whether to apply.

Kind regards,

Bill Barkworth

Senior Associate Consultant
07706 369273

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Welcome to Halton Housing

Thank you for your interest in our current Board vacancies. I know non-executive candidates are rightly discerning about which organisation they choose to join. We think Halton Housing is a special place and I hope you will too. This pack has been prepared to provide further information about Halton Housing and the role and give you a flavour of what Halton Housing is and the kind of people we are looking for.

Improving people's lives – is our purpose. We are more than just a landlord. We are committed to revitalising the neighbourhoods we serve, whether that's environmental improvements, providing health and employment opportunities or other forms of support. For our customers, access to a decent, safe, affordable and energy efficient home is often the start of their journey with us.

Over the last few years, the impact of a more challenging strategic environment with economic uncertainty, statutory and regulatory changes, and changing customer expectations has brought ambiguity and complexity – our new Board members will need to provide support and challenge to the Board and Executive through strategic debate and decision making.

As Board Members we look for people who can bring strategic insight, experience of working at a senior level in a complex and diverse business like ours as well as a rounded understanding of good governance gained through Board or committee working.

For these roles we are seeking individuals with deep experience and understanding of asset management and/or residential development. The values and understanding you bring will be crucial whether your background is the commercial, public or not-for-profit sector. We are also interested in hearing from individuals with significant experience of broader housing operations, gained at executive level.

We are ambitious and confident about our future and seek people with a similar outlook, individuals who are looking for a rewarding role that will also stretch them. I hope that we have inspired you to consider these opportunities further. Please do your own due diligence, ask others what they think of us and speak to our retained consultants – Campbell Tickell. I am confident that you will see and hear good things about us.

We look forward to hearing from you.

Clive Deadman

**Chair
Halton Housing**

About Halton Housing

We are an innovative, high performing and forward-looking housing provider, owning and managing over 7,000 homes across Cheshire and the Northwest. In addition to providing good quality homes, we also provide a range of services designed to support our customers through their journey with us.

In 2022/2023 we built 194 new homes including the delivery of 'Hazlehurst' in Runcorn our biggest ever independent living scheme, with 100 apartments. Over the next 5 years we aim to build a further 500 homes.

We believe that having a safe, well-maintained home in a neighbourhood to be proud of is the platform to a healthy and fulfilled life, to support this we invested over £14m in our existing properties and neighbourhoods last year.

As one of the largest employers in the borough we employ around 330 talented people who are the heartbeat of our organisation. We also have a strong focus on innovation and technology and have effective working relationships with a whole range of partners across Halton and beyond.

[Our Corporate Plan](#) 2022 – 2025 outlines our commitment to our customers and our communities. Our purpose at Halton Housing is **Improving people's lives**. This plan sets out where we want our focus to be – on providing and maintaining quality homes and investing in thriving neighbourhoods, with strong values that underpin our ambition. As a forward thinking and dynamic organisation, we are already starting to think about the development of our next Corporate Plan for 2025 – 2028.

Our values

- **We keep our promises.**

Making decisions and taking responsibility for seeing things through to the end. It means being open and honest, and explaining what is and isn't possible.

- **We work in partnership.**

We work in a collaborative way. It means listening carefully to our customers and colleagues and playing our part in the team and supporting each other.

- **We are innovative and creative.**

We challenge how things are done. We are flexible and open to new ways of doing things. We learn from mistakes and continually seek to learn and improve.

- **We treat everyone one with respect.**

Most importantly we treat people with kindness. By being helpful, approachable, and treating people with respect, we can create a place where difference is valued, and where everyone can thrive and enjoy their job.

Our Executive Team



Sam Scott
Group Chief Executive

Sam joined Halton Housing in October 2022 and provides overall leadership of the organisation.



Neil McGrath
Deputy Group Chief Executive & Chief Financial Officer

Neil leads the business services functions, growth, finance as well as our commercial arm, OSUK.



Debbie Trust-Dickinson
Chief Operating & Transformation Officer

Debbie leads the business functions for Customer, Homes, IT, digital, Brand and Transformation.

Board Members

The Halton Housing Board is ultimately responsible for delivering our vision of Improving People's Lives. They work together as a team to make decisions on a wide range of issues that contribute to the delivery of this vision.



Professor Clive Deadman
Group Board Chair

Clive has a background in engineering and private equity, and he has held senior leadership roles for over 20 years in a range of utilities and infrastructure companies. Clive holds several other non-executive positions and brings extensive experience from within the social housing sector, the NHS, the Ombudsmen, and a range of other performance driven not-for-profit organisations. He is also a Professor of Water & Energy at Cranfield University.



Kevin Williams
Vice-Chair

Kevin has extensive property development and asset management experience gained over the past 22 years. He is financially astute with a strong grasp of financial matters, including business planning and stress testing. Kevin is currently Executive Director of Commercial Services at The Guinness Partnership. Kevin is responsible for Guinness' national development programme worth over £1bn, the management of Guinness' 11,000 leasehold properties, the marketing and sale of homes for Shared Ownership and market sale with projected receipts in excess of £500m over the next 4 years, management of the Guinness commercial asset and non-residential portfolio, and hard & soft Facilities Management services to the Guinness corporate estate.



Ian Hayhoe
Board Member

Ian is well-known within the business community of Halton. Ian brings over 25 years' experience in the Telecoms and Financial Services sectors to the Board of Halton Housing. Ian is currently Director of Partnerships and Specialist Services at VMO2 (Virgin Media/O2), alongside the Executive Chair of both Halton and Widnes Chamber of Commerce and Halton Enterprises Ltd.



Jennifer Halliday

Chair of the Remuneration and Nominations Committee

Jennifer has over 30 years of executive experience leading finance and risk teams operating in both manufacturing and financial services industries. She is currently CFO at Wienerberger for the UK and Ireland. Wienerberger is the world's largest producer of bricks and supplies, construction products and services to the housing construction market. Jennifer also works with Manchester Business School where she is member of the North West Productivity Forum, part of the Productivity Institute working with business and government with a focus on education and skills, and also part of the North American board of Manchester University



Leigh Wylie

Audit and Risk Committee Chair

Leigh is a Chartered Accountant and has held senior leadership roles for over 20 years across a range of large financial services organisations. Leigh brings extensive experience in finance, risk management and audit, gained in a highly regulated sector. Leigh's current role as Chief Internal Auditor within the Insurance sector includes providing oversight to the Board and Audit Committee in protecting the assets, reputation and sustainability of the organisation, as well as providing oversight and challenge to the leadership team. Leigh brings a breadth of experience across financial, customer, regulatory and operational risks as well as transformation oversight.



Norman Plumpton Walsh

Board Member

Norman is a local authority nominee appointed to the board in 2021. Norman's responsibilities on Halton Borough Council range from ward member for the town centre part of Runcorn, together with being Chair of Safer Halton Policy and Performance Board, a member of Cheshire Police and Crime Panel, and recently Runcorn Town Deal Board. Outside of council, Norman has a masters' degree in Public Policy and Management and works as a civil servant.



Marie Wright
Board Member

Marie is a Local Authority nominee, she is currently the Executive Board Member for Health and Well-being, she is also Chair of Halton's Health and Well-being Board. Marie has volunteered in the community for over 35 years helping to develop Credit Unions and Food Co-ops, she is passionate about all aspects of Housing, especially Homelessness and Tenant issues, she is a Trustee of Nightstop Communities North West. She has worked as a Training Co-ordinator/Tenant Support Officer with young people in Homeless projects. Marie was Chair of Halton Tenants Federation for 10 years.



Peter Lunio
Board Member

Peter is a seasoned professional with over 15 years' experience in blue-chip international consulting, and a focussed decade in the social housing sector. He co-founded the digital advisory consultancy Golden Marzipan and the AI-focused Insights with Purpose, where he has led initiatives that bring meaningful digital change. His role as a digital advisor to Prima Group and vice-chair positions at EPIC housing association and the local Citizens Advice-Halton, has not only honed his technological and commercial skills but deeply ingrained a commitment to social responsibility. He is also a father who enjoys football and travelling, interests that he believes teach him about teamwork and the world, enriching his contributions to the board.



Sharon Wallace
Board Member

Sharon is an experienced housing professional who has worked within the social housing sector for over 30 years. She is currently Programme Director at a Housing Association based in the North West and is a member of the Ellesmere Port Development Board. Sharon is passionate about delivering person-centred services to customers and ensuring that the voice of the tenant is heard, listened to and acted upon.

Role profile

JOB TITLE: Board Member

REPORTING TO: Group Board Chair

Overall Purpose of the Role

- To contribute to and promote Halton Housing's purpose, mission and values through the management control, accountability, and good conduct of Halton Housing and of the Board.
- To provide, in conjunction with other Board Members and the Executive, strategic leadership to Halton Housing.
- To share responsibility for Board decisions and act only in the best interests of Halton Housing.

Specific Duties and Responsibilities

1. To ensure that the policies and procedures relating to governance, legal, regulatory requirements and good practice are in place and reviewed on a regular basis.
2. To set the strategic direction of the business and determine its purpose, values and objectives.
3. To support and challenge the Executive Team to help achieve these objectives.
4. To appoint the Group Chief Executive and establish a system of delegation and internal control.
5. To regularly measure and review the performance of the organisation and make recommendations for improvement where appropriate.
6. To ensure the organisation runs efficiently, maximises the impact of its resources and provides Value for Money in its service delivery.
7. To review the activities of the organisation from time to time and to recommend changes that are appropriate or in the interests of the organisation.
8. To agree annually Halton Housing's budget and business plan.

9. To exercise sound financial management and maintain financial viability by approving the business plan, accounts, budgets, liquidity and borrowing facilities whilst meeting the organisation's vision, values and objectives.
10. To ensure that the interests and needs of Halton Housing's current and future customers are considered in all matters.
11. To ensure that the organisation's assets are kept in good order and are used for the benefit of the organisation.
12. To promote openness, accountability, and transparency in the organisation's dealings with all its stakeholders.
13. To contribute to and implement the risk management frameworks for Halton Housing and ensure risks within Halton Housing are identified and managed.
14. To attend on a regular basis, Board and Committee meetings and contribute effectively to them, to ensure that, as a group, the Board has the capacity and commitment to achieve the strategic aims of the organisation.
15. To ensure that the business of the Board is suitably conducted, documented, is timely and meets the requirements of good practice and governance.
16. To attend conferences, training sessions, seminars, meetings and other events where they are in the interests of the organisation and to act as an ambassador for Halton Housing.

Person specification

Introduction

As a minimum for each skill area, it is expected that every Board Member should have:

- An overview of knowledge or ability
- The ability to understand the context of Board decisions
- The ability to question appropriately

(Where training and development is required, Halton Housing will support Board Members in this).

Core Skills, Knowledge and Experience

Governance

- Setting strategic direction and objectives
- Risk management, oversight and awareness
- Audit, assurance and compliance
- Regulatory awareness
- Equality and Diversity
- Corporate governance
- Housing sector knowledge
- Customer focus
- Organisational structure, change and transformation

Business and commercial skills

- Business planning, financial management or accountancy Performance management
- Value for money, efficiency metrics and use of resources
- Treasury and investment management
- Growth, through partnerships, merger and acquisition

Corporate services and delivery

- Customer focus
- Organisational structure, change and transformation.
- Asset management
- Property development
- Regeneration and community development

- Desirable Skills, Knowledge & Experience

Governance

- Business development and management in a public sector or commercial context
- Stakeholder engagement and accountability
- Information technology and communications
- Human resources and organisational development
- Public relations and marketing

Business and commercial skills

- Appreciation of legal obligations
- Procurement and contract management
- Project management and planning

Corporate services and delivery

- Environmental and sustainability issues
- Understanding of the operating environment and local market Support, health or care services
- Housing management in a public or commercial context Training and employment
- Social enterprise development and engagement

Specific skills knowledge and experience

Halton Housing is ideally seeking Board Members with professional experience in one of the following areas. But applicants with other relevant skills and experience will be considered.

Please use your supporting statement to detail your skills/experience in these areas:

1. **Asset management** – substantial and senior level experience in strategic asset management. May be a serving or recently retired executive or non-executive within related asset-based industries (e.g. property services, utilities, or facilities management and maintenance) or the social housing sector.
2. **Development** - substantial and senior level experience in residential property development. May be a serving or recently retired executive or non-executive within the housebuilding or the social housing sector.

Key terms and conditions

Remuneration

£5,000 per annum. All reasonable expense incurred in the performance of the role will also be reimbursed.

Term of Office

A Board member serves for 6 years subject to a 3-year review.

Time Commitment

1 to 2 days per month – this includes Board meetings, committee meetings, strategic Board events, single issue briefings, training, and induction, reading and preparation for Board meetings, and occasional attendance at our customer and other stakeholder events.

You may be required to devote additional time particularly when the organisation is undergoing a period of increased activity. At certain times it may be necessary to convene additional Board, Committee or general meetings which will be done in accordance with the Constitution.

Location

Halton Housing holds a proportion of Board meetings during the course of the year in person. Online meetings are also used as part of the annual meeting calendar. In-person meetings will be held at: Waterfront Point, Warrington Road, Widnes, WA8 0TD.

Key dates and the selection process

Closing date: Thursday 30th May 2024 at 12 noon

The client meeting to agree longlisted candidates will take place on Thursday 6th June. We will be in touch to let you know the outcome of your application following that meeting.

First interviews: Tuesday 11th June and Wednesday 12th June 2024

Longlisted candidates will be invited to an interview with a Campbell Tickell panel (Gera Patel and Bill Barkworth).

Candidates be notified of the outcome of their interview by the end of week commencing 10th June 2024.

Final interviews: 20th June 2024

The final panel interview will be led by Clive Deadman (Chair), Jennifer Halliday (Chair of Remuneration and Nominations Committee), Leigh Wylie (Chair of Audit and Risk Committee). Sam Scott (Group Chief Executive) and Gera Patel (Partner, Campbell Tickell) will also be present. Candidates will also have the opportunity to meet with members of the Executive Team



Board Members (x2) £5k per annum 1 to 2 days per month

Northwest



We are an innovative, ambitious and forward-thinking housing association which owns and manages over 7,000 homes, employing over 320 staff. As part of our succession plan, we are looking for two exceptional individuals to help shape our growing business by applying their strategic skills and experience gained either on a board or working at a senior executive level.

In a new Board member, we look for someone who can bring strategic insight, experience of working at a senior level in a complex and diverse organisation like ours and lives values that are in tune with our purpose.

We are particularly keen to speak to individuals with experience in strategic asset management and/or residential development. You could be from any sector, but what will mark you out is the ability to bring broad strategic insight and provide the constructive challenge and support necessary to ensure our future high performance, sound governance, strategic direction and growth.

Closing date: Thursday 30th May 2024 at 12 noon.

Improving people's lives

For a confidential discussion please contact Bill Barkworth, at Campbell Tickell:
bill.barkworth@campbelltickell.com to book a time for a conversation or call 07706 369273. You can download a job pack at www.campbelltickell.com/jobs.



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