



Local Space Board Member

RECRUITMENT PACK



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Local Space Board Member (x2)



ADVERTISEMENT

Local Space is a dynamic and unique registered provider of social housing. Many of our tenants and communities are facing challenging times - and that will continue for the foreseeable future. Our ambitions are huge and transformational; it is therefore important that we have a governance and strategic framework that moves our agenda forward.

To support this, we are looking for 2 individuals to join our dedicated Board. We want to see people who have a keen interest and competence in understanding communities as well as the importance of focusing on customers. The issue of diversity and equality is important to our strategic development and growth plans, not least because of our diverse customer base. We recognise that issues around race equality, disability, gender and culture etc all play a part in determining the nature of our business.

Whilst you do not have to be a housing specialist, it is important that you have a demonstrable interest in housing those in need, and an aptitude to develop in the field. Strong analytical and communication skills will be essential as well as an understanding of the role of a Board.

Black, Asian and minority ethnic people and women are currently under-represented on our Board and we welcome applications from these communities.

Remuneration: £4,000.00 per annum.

Closing Date: 5th February 2021

For your information, assessments will take place on 15th or 16th February 2021, interviews will be scheduled for 22nd February 2021.

To download an application pack from, please click on www.dwcglobal.co.uk/recruitment

For a discussion about the role, contact David Weaver of DWC Consulting.

M: 07983 592988

E: david.weaver@dwcglobal.co.uk



Message from the Chair

Dear Applicant,

Thank you for your interest in joining the Board of Local Space. I am excited to introduce you to our organisation and explain a little bit about us.

We are a unique, charitable registered provider of social housing. We work differently from other providers - focussing on partnerships with Local Authorities to provide an alternative cost-effective temporary accommodation solution to nightly lets and bed and breakfast accommodation or private sector renting. Our tenants are mostly families, but alongside this work, we also provide key worker accommodation.

Our business model is distinctive, and this is reflected in having the best Standard and Poors rating in our sector, currently AA-. We are also proud of our assessment by the Regulator of Social Housing as G1; V1 – (relating to both our governance and our viability) - the highest assessment that a registered housing provider can achieve.

We have a very dedicated staff team providing services to customers and buying and refurbishing additional homes to let to our customers. Our customer base is very diverse, and so is our staff team. However, we recognise that we are not as diverse as we could be at Board and senior staff levels.

For the last few years, our focus has been on providing as many additional homes as we can in our growth strategy. Whilst we intend to continue to grow, it will be in a more modest way and we are now focussed on improving services to customers as well as looking at our channels of delivery to them. We are working on a programme of infrastructure improvements to support this work, as well as undertaking cultural change with our team to embrace this work. Alongside this, the Board is working on developing its strategic objectives, and a building fuller understanding of what it is that Local Space has to offer for its customers, its partners, and its funders.

We have a great Board – with a range of views and experience, and we want to add to this. What we are looking for are Board members who can contribute fully to that team, working collaboratively whilst bringing their own ideas, life and work experiences. And that is why we welcome applications from Black and minority ethnic individuals and women as they are currently underrepresented on our Board. To ensure we recruit the very best talent possible,

we are open to applications from people who may not have housing experience but can demonstrate how their knowledge and abilities are transferable to our social purpose.

I was appointed as Chair in 2020, and so this is my first round of recruitment for the Board. I am very motivated when I think about the potential that Local Space has in terms of making a real difference. Indeed, the work of the Board is key to this.

Please read this information pack carefully. If you feel you have the ability to shape our future and make a real difference, please apply.

Yours sincerely



Victor da Cunha

Chair, Local Space

About Local Space

Local Space was created in 2006 in partnership with the London Borough of Newham. Newham gifted 450 homes which helped Local Space to raise around £200 million to buy and improve over 1,000 homes across east London. These homes were all used to house homeless people, mainly on housing benefit, in good quality temporary accommodation. As a result of the 2016 growth strategy we now own 2,684 homes, predominately in east London. Local Space growth has resulted in both the properties where we are the named landlords, and those properties that we directly manage increasing to 522 homes this year, of which 132 are for key workers. The people who live in these homes are chosen by the borough councils in Newham, Hackney, Waltham Forest, and the City of London. Around 2,162 of our homes are managed by the London Borough of Newham.

We have now acquired nearly all homes of 800-growth strategy. The remaining 76 properties will be delivered by March 2021. Further growth contracts with Waltham Forest and Hackney will be completed by 2022, and we are entering into new partnerships with local authorities all the time.

Our business model is successful with higher than average operating and net margins. The organisation enjoys several rent guarantees from partners spanning 15-30 years and which also benefit from annual uplifts. We are also currently the only housing association which holds the highest credit rating in the sector from Standard and Poors and are also IIP silver accredited under the new and more rigorous standard.

Local Space has a vibrant staff culture, and the Board comprises individuals with diverse skills and qualities. We currently employ 36 staff members, having grown in 2020. We have 10 Board Members which includes up to two Newham nominated members and the CEO also sits on the Board. Aside from the main Board meetings, we have two sub committees, the Audit and Risk Committee and the Nominations and Remuneration Committee.

Board members also sign up to a learning and development programme and are subject to annual appraisal and external observation. This all ensures that the Board's performance remains at a very high standard. The Board currently meets monthly, with a planned cycle of business, strategy, and monitoring meetings. In 2021 most of our meetings will be held in the mornings, but we will keep our programme of meetings under review and are committed to

ensuring meetings are held in an inclusive and accessible way. Meetings are currently held virtually. We will retain this for some meetings, moving forward, but also want to return to some face to face meetings.

Local Space operates an active Tenants Panel, whose Chair attends all Local Space Board meetings. The Panel is our consultative group with which we share policy development, and it also acts as our scrutiny service. Tenant engagement is a key area of work for us and we are currently reviewing our work on this area.

We are also reviewing our approach to Equality, Diversity, and Inclusion, and have a programme of work to address these matters in the forthcoming year. We welcome the National Housing Federation's recent insight review on Equality, Diversity and Inclusion, and plan to work actively with the Federation to implement its plans around these issues.

OUR CORPORATE OBJECTIVES



Homes that people want to live in



Services that our customers are happy with



Being a successful and well-managed business



Beyond bricks

OUR MISSION

Working together to provide quality and safe homes for those in need.

OUR VALUES

At Local Space it is not just what we do but also how we do it that is important. Our business is supported by our core values which shape how we deliver our services.



People First

This is a people focussed business – services to people from people. We invest in our staff so that they can provide the best experience possible to those who use our services. We treat people as people – warmly, politely, and honestly.



Integrity

It matters that we act with integrity in all our dealings. We treat people with fairness, respect and in a trustworthy manner. Treating our residents as customers is part of our respectful approach and helps us maintain the highest levels of service.



Encouraging Creativity

Our staff are our greatest resource and are our ambassadors. Together, drawing on our collective skills, qualities, and experience, we deliver the best possible service to our customers. Our staff know they are making a difference to people's lives.



Partnership

We recognise that partnership working is about joining forces with others to stretch our resources further and achieve more than we could have done alone.

SOCIAL VALUE

Many of our tenants and communities are facing challenging times that look set to continue for some time. We recognise that providing quality homes is just part of our contribution. We understand the impact social value can have and want to provide additional services to facilitate this, so we can make a difference in our tenants' lives.

We are committed to achieving extra value from the goods, services, works and utilities we procure to provide a positive impact or wellbeing for our tenants or individuals in the communities we work in.

The Board



Victor da Cunha

Victor has over 20 years' experience in the housing sector. He is currently Group Chief Executive with Curo Group; and has also served as Director of Resident Services with East Thames Housing Group; Interim Chief Executive with Estuary Housing Association; Managing Director with East Homes Ltd and Group Director- Customer Services with East Thames Housing Group. He is currently Chair with Homes for the South West and Non-Executive Director of T3 Registered Provider. In 2019 he was awarded Property Personality of the Year by Business Insider and Lifetime Achievement Award by Vistage.



Josie Parsons

Josie came to Local Space as Finance Director in June 2018 with extensive director experience in broad portfolio roles in the private and not for profit sectors. She took over the Chief Executive post in October 2019. She has lots of experience of business modelling, development and new business appraisal and has a good track record in meeting all key targets. Her vision is to ensure that Local Space delivers its growth strategy and achieves the best possible customer experience over the coming years as well as being a great place to work by becoming a 'people first' organisation. Josie is committed to partnership, transparency, fairness and equality in every area of Local Space's operations.



Martin Bellinger

Martin has 30 years' experience in the development sector, and co-founded build to rent developers Essential Living. He is a member of the DCLG Build to Rent sub-committee, and the London Urban Transformation Commission.



Tim Mulvenna

Tim has more than 20 years' experience in customer service in a number of industry sectors, including: housing, telecoms, charity and IT. He is now CEO of The Barnet Group and prior to that worked for London's largest landlord, L&Q, for 12 years.



Richard Stevens

Richard is a chartered accountant and spent most of his career as a partner in a major regional firm of chartered accountants based in London and the Southeast. He is also an experienced non-executive director serving on boards and committees in the social housing sector and other commercial enterprises.



Conor McAuley

Conor served on the London Docklands, London Thames Gateway Development Corporations Boards, and was a member of the Olympic Planning Committee. He recently retired as Newham's Executive Member for Regeneration and Strategic Development. Conor was Associate Director at Four Communications supporting development projects in East and South East London.



Paul Edwards

Paul is the Deputy Chief Executive and Chief Financial Officer at CHP, a housing association operating throughout Essex. With expertise in treasury management and governance, Paul has 20 years' experience in the sector and was previously at Swan and Havebury and has held several non-executive roles. He is driven by the difference Local Space can make – not only to our customers' lives, but by being a fantastic place to work too.



Elizabeth Sipiery

Elizabeth Sipiery is a digital professional with experience gained from a career in commercial businesses, including a software company providing services to the social housing sector. She has been a Board participant for 17 years, with private equity and public listed companies both as an executive and non-executive director. Elizabeth is currently on the board of Swan Housing. She is also Chair of South Essex College. Previous roles include COO of Brady plc, CEO of Valueworks, and Global Head of Capital Markets at Hewlett Packard.



Alwyn Lewis

Alwyn is Chief Executive of Hornsey Housing Trust and is responsible to the Board for the leadership and strategic direction of the Trust. With a career spanning over 40 years in social housing, starting with the Greater London Council, Alwyn has worked for a number of registered providers and local authorities. He has held a variety of leadership roles within the Housing sector, including nine years as an Associate Director at Pinnacle, supporting organisations through strategic change, performance improvement and service transformation. Alwyn has also developed successful strategic partnerships and has delivered innovative community and resident engagement for hard-to-reach-groups. He has a reputation for putting tenants first and for making things happen..

Details of the Executive Management Team are available on the Local Space website, please [click here](#) to view them.

Role Profile

MAIN PURPOSE OF THE ROLE

To contribute experience, expertise and insight to determine strategy, direction and governance in the interests of customers and all stakeholders. In conjunction with fellow Board members the Board member shall:

1. Fulfil the legal duties of the Board member role.
2. Set strategy and agree the business and financial plans to support strategic delivery.
3. Ensure effective and efficient provision of services in all areas and for all customers in the light of the Strategy.
4. Provide financial stewardship and responsibility for the management of all Local Space assets. This will involve treasury management and regular scrutiny of Local Space's financial position.
5. Ensure effective and efficient administration of Local Space by establishing and overseeing a risk management framework and maintaining an agreed assurance framework.
6. Oversee Local Space's compliance with legal and regulatory requirements, including health and safety.
7. Direct and control Local Space's work by establishing, monitoring and reviewing a framework of delegation and systems of internal control.
8. Engage in regular appraisals, performance reviews and learning and development.

Person Specification

ESSENTIAL KNOWLEDGE, EXPERIENCE AND SKILLS

The successful candidate will have:

1. Experience and understanding of one (or more) of the following areas:
 - Customer service
 - Community engagement
 - Housing provision
 - Equality, diversity and inclusion in relation to delivery of services
 - Financial management and treasury management
 - Risk Management
 - Digital Transformation / Project management
 - HR
 - Governance and law
 - Asset management / repairs and maintenance
 - Development and procurement

2. Experience and understanding of one (or more) of the following areas:
 - Ability to rapidly gain a good understanding of the work of Local Space and the needs of its customers.
 - Understanding of monitoring Executive performance.
 - Experience of operating as a board member within another charitable, public sector or commercial organisation, or a strong and demonstrable ability to do so.

3. Essential competencies

The successful candidate will have:

- Effective communication and influencing skills.
- The ability to act independently and a willingness to provide constructive challenge to peers and the Executive Management Team.
- A proven ability to work effectively as part of a team that makes collective strategic decisions.
- Strong analytical capability with the ability to analyse complex information and concepts.
- A genuine interest in housing those in need, and a willingness to learn and develop in this field.
- An understanding of the role of a Board, and willingness to accept the statutory duties, responsibilities and liabilities of Board membership in a charitable registered provider of social housing.
- An understanding of the positive role housing can play in improving the lives of diverse tenants and communities.
- An ability to maintain standards of probity and work within the regulatory and governance frameworks.



- An ability to work with electronic communications or a demonstrable willingness to learn.
- The willingness and ability to devote the necessary time and effort required for the role.

Candidates should note that these competencies will be assessed at the shortlisting stage and at interview. We want to attract the widest pool of talent to this post. If having read the role profile, you feel that you can do the role, but you are not sure whether you meet the criteria outlined, we would encourage you to contact David Weaver for an informal conversation.

ELIGIBILITY CRITERIA

The following will mean that a person is not eligible for appointment:

- They are disqualified from acting as a company director, charity trustee or Board member of a registered society for any reason; or
- They have been convicted of an indictable offence which is not, or cannot be, spent; or
- A composition is made with their creditors generally in satisfaction of that person's debt.
- They are a member or officer of London Borough of Newham (unless a London Borough of Newham appointee).



Terms of Appointment

Remuneration: £4,000 per annum

These appointments will be made initially for a term up until the end of our next AGM, with subsequent 3-year terms of office thereafter (up to a maximum of 9 years). Board members are subject to annual board appraisal.

The Board meets monthly normally on Tuesdays. Meetings will be held both by video conference, and face to face (when possible).

There are further time commitments (eg. attendance at committees, where appropriate). The expectation is an overall time commitment of up to 25 days per year.

Meetings are held either virtually, or at the Local Space offices at 58 Romford Rd, London E15 4B.

How to Apply

Dear Applicant

Thank you for your interest in this Board member role at Local Space. The guidance below is intended to assist if having read this pack, you would like to apply.

To apply for this role, please send us a personal statement outlining how you meet the criteria, outlined in the Role Profile and Person Specification. This information will be used to assess your application. We would also be happy to receive a CV alongside this although this is not compulsory. Please also complete and return the 'Applicant Details Form' and the 'Monitoring Form' attached to this pack.

DWC Consulting is managing this recruitment on behalf of Local Space, so please send your completed documents in MS Word format to david.weaver@dwcglobal.co.uk. Please ensure you also complete the Applicant Details form and the Equalities Monitoring Form.

The closing date for completed applications is **5th February 2021**.

All applications will be personally acknowledged. If you do not receive an acknowledgement within 24 hours of submitting your application, please contact us.

Please note that your documents will be retained securely in line with GDPR requirements.

For your information, assessments will take place on 15th or 16th February 2021, interviews will be scheduled for 22nd February 2021.

Finally, if you would find it helpful to have an informal discussion, please contact me in the first instance either by email at david.weaver@dwcglobal.co.uk or on Tel: **07983 592988**.

Thank you for your interest in this post.

Kind regards

David Weaver

Senior Partner

DWC Consulting



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