



BOARD OPPORTUNITIES



HONEYCOMB
GROUP



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WELCOME

Welcome to Honeycomb Group. We are a Group of socially minded businesses who are champions for happy homes.

We know that a happy home is so much more than a shelter, it's a base where people build security and stability, connection and confidence. Everything we do is with a social heart and a business mind. Our values set the tone for our culture and drive the way we do things. We deliver our services through our brands. With their own proposition statements and customer promises, they each provide the support and solutions to fulfil our ambitions for the communities and customers we are here to serve.

Now is an exciting time for Honeycomb Group with the upcoming launch of our five-year corporate plan which will see the Group thrive and realise its full potential. To support this ambitious plan and continue to implement our board succession programme, we are now seeking two new board members as well as a special opportunity to become our chair.

The role is diverse and complex, you will be responsible for developing and shaping business and financial strategies, monitoring and overseeing performance, assessing and actively considering risks for current and future business and ensuring the services we provide are appropriately influenced by customers and meet the quality and standards we set. We expect board members to take an active role in the Group, adding value and expertise and supporting and challenging our team to achieve our strategy and ambitions.

We're looking for both board members and our chair to have either customer engagement, commercial activity and investment management or social and affordable housing development experience. We've shared more details around this on page 10.

We are always looking for people that bring a diversity of thinking, care about our purpose, and can fully support our values and promises to customers. Having a keen eye on gaining assurance, understanding risks and contributing to get the best decisions are key ingredients.

If you have professional expertise or business acumen and can bring awareness and understanding of what it takes to grow and manage a successful business, or you have a sound understanding of the local and regional markets we operate in, we would love to hear from you.



A handwritten signature in black ink that reads "Julie".

Julie Guildford Smith, Chief Executive

OUR GROUP

Honeycomb Group is a team of social-minded brands championing happy homes in our region by providing services and support that help people across Staffordshire, and it's surrounding areas feel secure, connected and confident.

Whether it's developing and maintaining affordable homes, providing trusted home repairs and improvements, keeping people safe and well at home or providing support services that eradicate social issues isolating people from a happy home, Honeycomb Group is making our region vibrant.



HONEYCOMB
GROUP



OUR GROUP

our Proposition

Champions for happy homes

While our brands touch all of the different aspects of what make up a home, ultimately we are all working toward the same goal. We don't just look at bricks and mortar, but at the people inside, their wellbeing and opportunities ahead for them.

We know a happy home is so much more than just a shelter. It's a base where people feel able to make the most of their journey ahead. We champion the power of a happy home because one happy home opens the door to a community of people making a difference to the world around them. We're here to make sure everyone in the areas we work in can access and maintain a happy home of their own.

our Vision

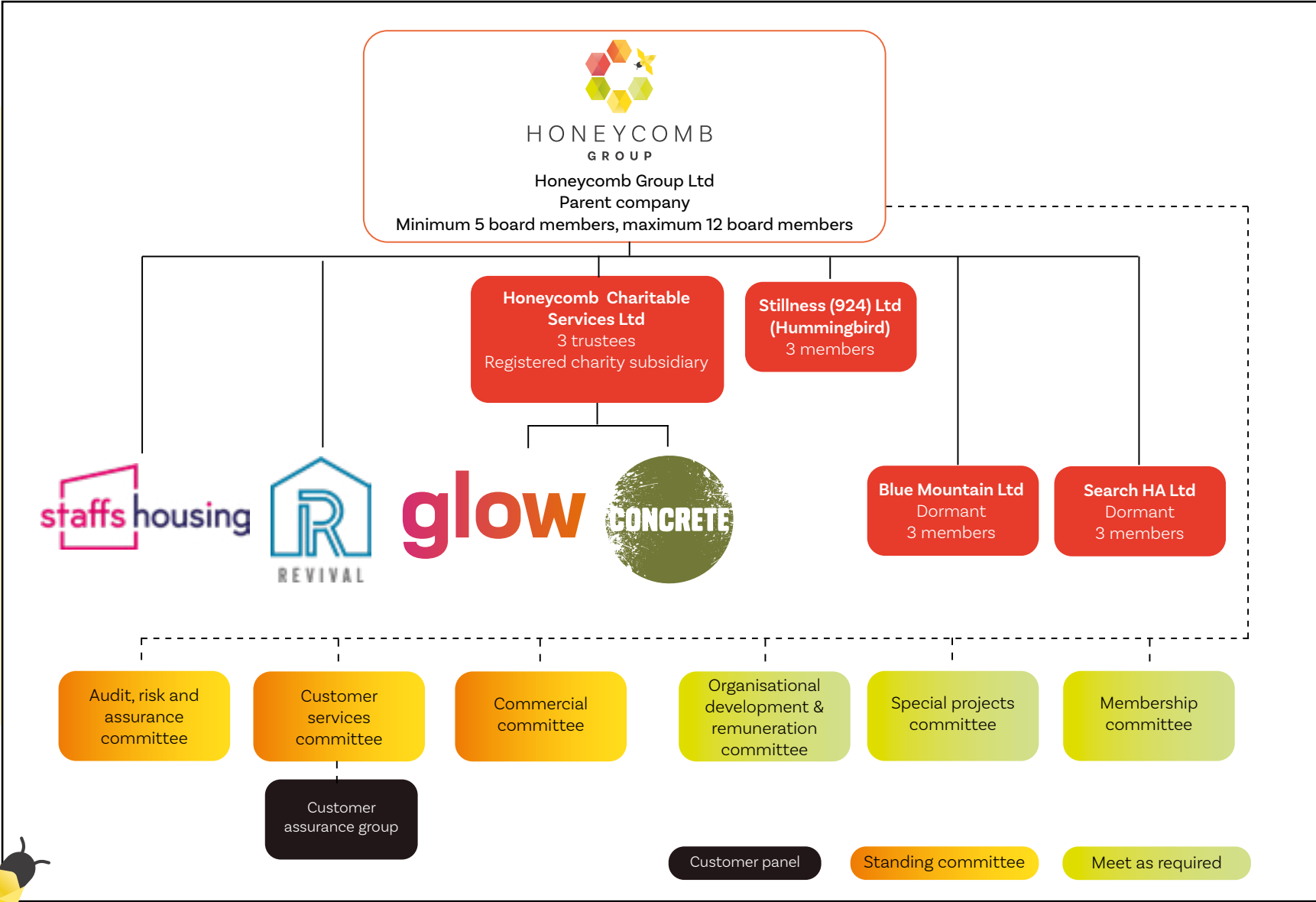
A progressive, passionate region with no barriers to a happy home

Close your eyes and think of a place that's full of life and energy. That's what we're aiming to do for every area we serve through the work we do.

We want to build stronger communities and grow local economies. We want to leave every place better than it was before we got there.



OUR LEGAL & GOVERNANCE STRUCTURE



BEING A BOARD MEMBER

As a board member, your key responsibilities will include:

- Setting the vision and values. Developing the strategy, ambition, priorities and policy for Honeycomb Group and all its brands
- Establishing effective control and risk management frameworks
- Ensuring the Group maintains its financial viability and achieves its aims and objectives

Your specific duties might also include:

- Defining and ensuring compliance with the values and objectives of the Group
- Defining and ensuring compliance with the Group's Code of Governance
- Establishing strategy, policies and plans to achieve objectives across the Group's functions.
- Approving each year's budget and final accounts before they are published
- Establishing and overseeing a delegation framework and systems of control
- Agreeing policies and making decisions on matters that might create significant financial or other risks to the Group, or which raise material issues of principle
- Setting targets and monitoring performance
- Appointing and monitoring the performance of the Chief Executive
- Satisfying itself that the Group's affairs are conducted lawfully and in line with generally accepted standards of performance and probity
- Undertaking board appraisal and development plans
- Contributing specific skills to strategic projects or policy development alongside executive team members, e.g re-financing, stress testing the business plan, business growth, customer engagement and service delivery
- Participating in customer or stakeholder events



BEING A BOARD MEMBER

As a board member you'll also need to:

- Be able to understand the environment in which we work, see the bigger picture, think differently to see the implications of changing circumstances, and can use this knowledge to provide strategic direction and inform debate and decision making.
- Be able to consistently understand and represent the needs and interests of tenants, customers and communities.
- Believe in our purpose, vision and values and can translate these into expectations, goals and tangible measures, so that our performance can be delivered and monitored.
- Understand the risks and level of risk inherent in the market conditions in which we operate.
- Understand the individual and collective roles and perspectives of the Executive Team and Board, and can use communication and influence to identify priorities, resolve any conflict, and give guidance.
- Help us to make good business judgements and decisions and share your perspective on business issues.
- Be prepared to be a critical friend, be proactive, apply your knowledge broadly and have the confidence to ask difficult or challenging questions to enable objective judgements to be made.
- Prepare thoroughly, and at meetings show that you have evaluated proposals, can describe and summarise key issues clearly and prioritise the main risks and benefits, to inform and help make the best decision.
- Self-aware and aware of the needs of others, can observe and listen well, involve others in discussion and debate, ask questions in a non-threatening way, able to admit mistakes.
- Can work constructively to build consensus, can adjust your behaviour according to the situation or context, and can network within the Board, the executive team, the staff team and with external stakeholders. Able to offer appropriate challenge to the Executive and colleague Board members.



CHAIR OF THE BOARD OPPORTUNITY

As Chair of the Honeycomb Group board, you'll have similar duties to board members as noted above with key chair responsibilities including:

- Providing strategic leadership and direction to all board members.
- Ensuring the Board's actions and decisions comply with the current statutory and regulatory obligations.
- Promoting the core policies, values, and goals of Honeycomb Group across the board member team, including its commitment to equal opportunities
- Preparing and facilitating effective board meetings and seeking clarification when necessary.
- Contributing to and sharing responsibility for decisions made by the Board or relevant committees.
- Representing Honeycomb Group to external stakeholders, partners and the community when required.
- Representing Honeycomb Group at conferences held nationwide.

A very special opportunity

After a successful XX year term as Honeycomb Group Chair, Andy Spencer will be stepping down in September 2024.

'This truly is a fantastic opportunity for an experienced board member looking for their next challenge.'

Honeycomb Group is bursting with ambition with many innovative projects and life-changing services across its four brands. The positive impact the Group's support has across the local area is spectacular. It really has been an honour to be a part of the Group and work alongside so many passionate people.'



WHO WE'RE LOOKING FOR

Experience, knowledge, and qualities

- Understanding of local communities and marketplaces. Be in tune with the breadth of our current and future customer base, their needs, challenges and aspirations. Promote diversity and inclusion.
- Expertise and knowledge of social housing delivery and current housing policy and practice across all forms of tenures in the not-for-profit charitable, and commercial sectors. Understanding the importance of housing and support and the development of shelter with a wide range of support around connectivity, security and stability and confidence and self-security.
- A strategic understanding of finance and risk incorporating business planning, budgeting, value for money, treasury, internal controls, audit, current accounting standards, financial markets, cost control and liquidity, and profit and loss.
- An understanding of governance and its application to fulfil regulatory requirements, control and assurance, risk management and compliance. Have a knowledge of how to develop excellent boards with strong relationships with executive.
- Knowledge and understanding of the importance of organisational culture and it's impact on services and performance. The ability to enhance and add value to a people-focused culture that supports great customer service, high quality performance, ambition, and a great place to work.
- A sound commercial, market-focused approach to Group business. The ability to contribute to decisions considering all aspects of the business.
- Experience of social housing and affordable housing development and leveraging a positive relationship with Homes England.

Skills and abilities

- Be able to work as a part of a high performing team, build respect, listen to and influence others.
- The ability to operate strategically with a sound understanding of how to develop strategy in the environment we are operating in and how this impacts on risk and short, medium and long term priorities and growth.

Personal qualities

- A curious mind with the ability to identify and seek out relevant and critical information, analyse and apply thinking that supports debate and decision making as a critical friend.

WHO WE'RE LOOKING FOR









SPECIFIC SKILLS AND EXPERTISE

We would like to hear from people with one or more of the following skills and/or expertise:

- Customer engagement experience in a housing or community context particularly relevant to the new consumer standards.
- Experience of commercial activity as well as investment management.
- Experience of social and affordable housing development and leveraging a positive relationship with Homes England.
- **A sound understanding of the needs and aspirations of local communities, ability to champion those needs, stay abreast with local and regional issues and changes that might impact on customers and communities**

At Honeycomb Group we know that a Group full of people from diverse backgrounds and communities makes us better at what we do. This means building a more inclusive and diverse Board and promoting equality for all regardless of what you look like, where you come from and who you love. We are an equal opportunities employer and welcome applications from everyone.

We will not discriminate against any applicant because of race, ethnicity, age, gender, sexual orientation, disability or belief.

-  A passion for our purpose and mission
-  The ability to live our values
-  High energy
-  The desire to be a part of a team
-  To stay relevant through learning and personal development
-  To be a good listener and a clear communicator
-  To respect diversity, inclusion and value differences
-  To provide challenge and support in equal measure

YOUR COMMITMENT

When joining Honeycomb Group as a board member or chair you'll need:

- Commitment to the Group's vision, values and purpose.
- Time to prepare, attend and contribute to board and committee meetings both virtually and face to face.
- Participation and commitment to strategy days, sub-committees, training and development.
- Time to participate in project work outside of regular meetings.
- Learning and development appropriate to the role and the business.
- Allocating around 1 to 2 days per month for board work.
- **The board member term is currently 6 years.**

In return, we will provide the following remuneration:

- £4,415 per annum

If you would like an informal and confidential discussion before formally expressing your interest, please contact

- Group Chief Executive Julie Guildford Smith
julie.guildfordsmith@honeycombgroup.org.uk or
- Chair of the Board Andy Spencer
andy.spencer@honeycombgroup.org.uk

Before you apply:

You'll need to let us know if you are related to a board member, an existing employee or resident of Honeycomb Group, and if you have any financial interest in the organisation.

If you are invited for interview, you will be asked to bring along evidence of your professional qualifications as described on your CV.



HOW TO APPLY

Submit your CV and covering letter, outlining your reasons for wishing to join our board and the potential contribution you think you could make, online via Networx.

It is important that your covering letter highlights supporting evidence of how your previous experience and skills relate to the criteria outlined in the recruitment pack.

Your CV should provide the following:

- Full name and postal address.
- Mobile number and email address.
- Your National Insurance Number.
- Details of any criminal convictions other than spent convictions (as defined by the Rehabilitation of Offenders Act 1974).
- Employment history (explaining any gaps).
- Education and dates your qualifications were obtained.
- Current memberships of relevant professional associations/institutes including dates.
- Name and contact addresses/phone numbers of two referees. We will not contact your referees without your prior permission.

THE PROCESS

1. Applications will first be shortlisted by the CEO and Chair of the Board
2. Initial interviews will take place with the CEO and Chair of the Board
3. Final interviews will take place with four board members (including the CEO and Chair of the Board)

TIMELINE

DATE	Application deadline
DATE	Shortlisting takes place
DATE	Initial interviews
DATE	Final interviews

We're looking for both board members and our chair to join as soon as possible.



THANK YOU

We look forward to receiving your application