

WEAVER VALE HOUSING TRUST

**CHAIR OF GROUP
AUDIT & ASSURANCE
COMMITTEE & BOARD
MEMBER**

RECRUITMENT PACK



WELCOME

Thank you for showing an interest in our non-executive position at Weaver Vale Housing Trust.

For over two decades, we have been more than a housing association, we have been a part of the communities we serve. Since our formation in 2002 we have grown to own and manage over 6,600 homes across Cheshire and Warrington, along with garages, shops, community play areas, and green spaces. But beyond bricks and mortar, our real mission has always been about people - about creating thriving, inclusive neighbourhoods where everyone has the opportunity to live well. In doing so we continue to invest in our existing homes to ensure they remain safe, energy efficient and desirable, as well as delivering an ambitious growth plan so we can play our part in meeting the housing crisis.

As we look to the future, we remain deeply committed to making a meaningful difference. This has been further reinforced following a planned regulatory inspection by the Regulator of Social Housing in August 2024, where we were awarded the highest gradings for the Governance, Viability and Consumer Standards (G1, V1, C1). We continue to shape our plans for the Trust, and we know there is still work to do. We want to continue to improve our services and make a positive difference to customers and communities. It is customer voices that matter the most, and we will keep listening.

In April 2024, we launched our next three-year corporate plan, reinforcing our dedication to putting customers at the heart of everything we do and ensuring fairness and opportunity for all. Our Vision and values truly reflect who we are and what we stand for. Our Vision is simple yet powerful:

"Working together to provide quality homes, places, and services, making a positive impact for people"

This is not just a statement - it is a promise. It is a commitment to continually improve, adapt, and respond to the needs of our customers and communities. Whether it is through investing in our homes, enhancing local services, or supporting residents in times of need, our goal is always to build a future where everyone can thrive. To guide us on this journey, our values define how we work and interact every day:

C - Compassionate
A - Accountable
R - Respectful
E - Exceptional

Together, these values spell **CARE** - because caring is at the very heart of our culture.

Read more about our Corporate Plan, strategies and latest performance, head to our website www.wvht.co.uk/about-us



JOIN US

As part of our Board succession planning the Trust is looking to recruit a curious, experienced and committed individual who will bring diversity of thought to our Board and Committee as the Chair of Audit and Assurance Committee and Board Member. We are looking for an individual with extensive experience of Finance, Audit and Risk at a senior level to work alongside a team of dedicated colleagues who share our Vision and aims for the future.

The Trust's Board is committed to equity, diversity, and inclusion and it is essential Board Members are able to engage with and listen to the voices of our customers and communities. Additionally Board Members help to lead our continued growth in providing good quality homes and services for our local communities in the face of pressures and challenges, in an ever-changing operating environment.

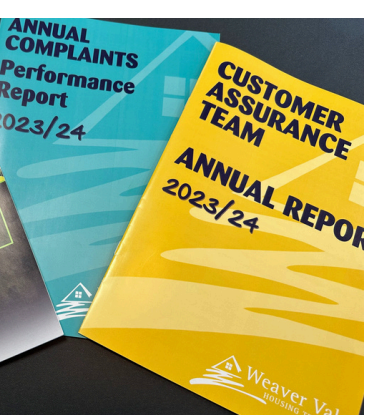
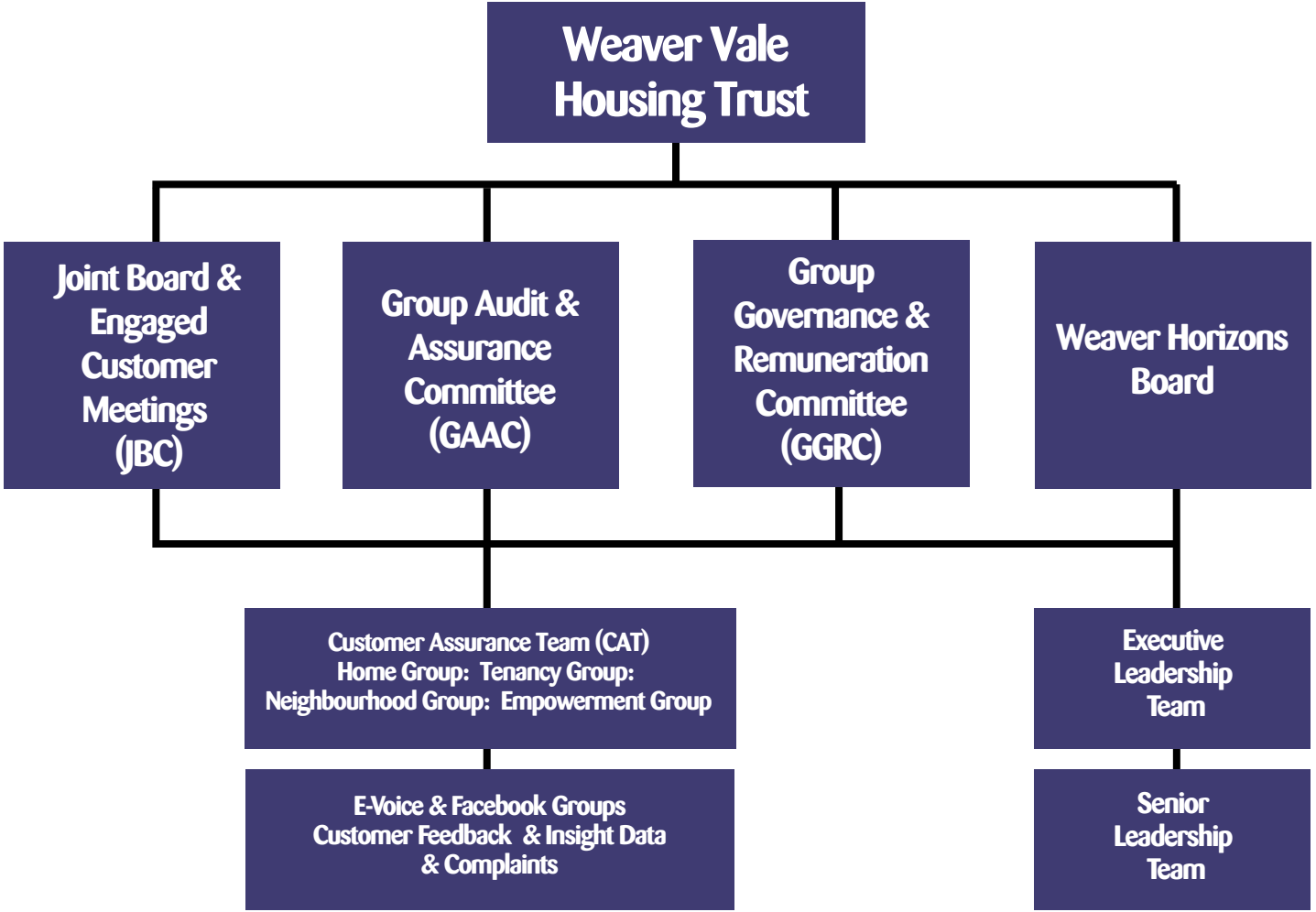
If you believe you are this person, we look forward to hearing from you and wish you every success with your application.

PAUL SMITH
CHAIR OF BOARD

OUR GOVERNANCE STRUCTURE

The work of the Group is led, directed, and controlled by the Board, in partnership with the CEO and the Executive Directors. Specific responsibilities are delegated to the two standing Committees - Group Audit & Assurance Committee and Group Governance & Remuneration Committee. There is also a non-charitable subsidiary company, Weaver Horizons.

Our Customer Assurance Team is a key part of our governance structure, ensuring the influence of our customers impacts all the Board's work. The Customer Assurance Team is made up of four groups of involved customers, who are all volunteers. The groups help to scrutinise our services and hold us to account against the consumer standards set by the Regulator of Social Housing.





OUR CORPORATE PLAN

Our Corporate Plan provides strategic direction for the Trust to meet both the challenges, as well as the many opportunities presented and covers the period 2024 - 2027.



We have developed the plan to guide the Trust through a significant period of change, with social, political, and economic uncertainty alongside the cost of living challenges faced by many.

We are committed to continued investment in services, existing homes, regeneration, and sustainable growth through:

- Delivering excellent front-line services and a person-centred experience.
- Ensuring tenancy sustainment and customer resilience remains a key priority to mitigate cost of living pressures.
- Maintaining strong financial viability.
- Providing well maintained and safe homes - delivering all investment / maintenance and keeping all customer promises.
- Continuing to strengthen the customer voice and embed the value of lived and living experience.
- Maintain strong engagement with our people.
- Delivering sustainable growth through new homes and appropriate stock rationalisation by others.
- Continue to grow grant funded support services that support our new Vision.
- Ensuring all relevant regulatory and legislative requirements and expectations are met.
- Strengthening local and regional partnerships.



OUR STRATEGIES

We have developed five strategies to deliver the 2024-27 Corporate Plan.



Our Customers

A person-centred customer experience



Our Money

Ensure the long-term financial sustainability of the Trust



Our People

A culture of trust, openness, and inclusivity where all colleagues can flourish, be safe and deliver excellent services to our customers (internal and external)



Our Homes & Places

Homes and places that are safe and desirable



Our Environment

Improving the environmental sustainability of WWHT, its homes and places



OUR BOARD

Our Board has ultimate responsibility for directing the Group's affairs and setting and delivering the strategic objectives. The purpose of the Board is to lead, direct and control the Group's business, determining strategy and culture as well as scrutinising and evaluating delivery of those strategies. Operational management of the organisation is delegated to the Chief Executive and Executive Directors.

Our Board is made up of people from different backgrounds, with a variety of skills, knowledge and experience, who are interested in social housing and share our values. Collectively the Board make decisions about what the Trust does, and ensures we deliver what we promise and improve the services we provide.

The Board sets a culture that is positively focused on the needs of customers and embeds equity, diversity and inclusion within the Trust. The operational management of the organisation is delegated to the Chief Executive and Executive Directors.

You can read more about our Board members on our website www.wvht.co.uk/our-board

OUR EXECUTIVE TEAM

Our Executive Leadership team (ELT) and Senior Leadership team (SLT) are responsible for implementing and directing our Corporate Plan.

Their primary role is to set and drive the Trust's strategic direction, ensuring operational alignment across departments, and make high-level decisions that impact our overall performance. They oversee financial planning, resource allocation, talent management, risk mitigation, and major initiatives to ensure that we meet our performance targets and ultimately achieve our Vision.

You can read more about our ELT and SLT on our website www.wvht.co.uk/about-us



OUR ENGAGED CUSTOMERS

Our Customer Assurance Team help scrutinise our services and hold us to account against the consumer standards set by the Regulator of Social Housing. The Customer Assurance team is made up of four groups of involved customers, who are all volunteers. We want as many customers to get involved with us as possible, to volunteer, to help influence and improve our services.

Our Customer Assurance team is vital to ensuring that our services remain responsive, inclusive, and aligned with customers' real needs. By working alongside involved customers in decision-making, planning, and feedback processes, we are constantly improving our service delivery, building trust, and creating a sense of community ownership. This partnership not only enhances transparency and accountability but also leads to more effective, tailored solutions that support customer wellbeing and satisfaction. Meaningful customer involvement helps us to create more resilient and sustainable communities.

You can read more about our Customer Assurance team on our website
www.wvht.co.uk/customerinvolvement



ROLE PROFILE

Chair of Group Audit & Assurance Committee & Board Member

The Group Audit and Assurance Committee's responsibilities are delegated by the Board of Weaver Vale and are detailed within the Committee's Terms of Reference, which you can read on the role specification on our website www.wvht.co.uk/jobs.

ROLE PURPOSE

The Board's role is to set and monitor the strategic direction of the Trust and be collectively responsible for ensuring its success and compliance with all legal and regulatory obligations. Board Members add value to our business by contributing their experience, expertise, and insight in determining our Vision and strategy.

THE ROLE OF THE AUDIT CHAIR IS TO

- Provide leadership and direction to the Committee.
- Act on behalf of the Committee and in the best interests of the Board.
- Works closely with the Board Chair and, as necessary, the Chief Executive, Executive Leadership Team and Company Secretary to ensure the Trust has a planned and robust approach to demonstrating assurance.
- Collaborate with the Board Chair to ensure that the Committee is comprised of members that possess an effective mix of skills and experience.

THE RESPONSIBILITIES OF THE CHAIR

- Lead, inspire and motivate the Committee.
- Ensure the efficient conduct of the Committee's business.
- Ensure the Committee operates in line with the desired culture and values of the organisation and the Governance Framework including its Terms of Reference.
- Ensure that all Committee Members are given the opportunity to express their views, and that appropriate standards of conduct and behaviour are maintained in accordance with the Code of Conduct approved by the Board.
- Ensure Committee meetings are held regularly, as necessary.
- Establish a constructive working relationship with members of the Executive Team.
- Ensure that the Committee receives professional advice when it is needed, either from its senior staff or from external sources.
- Take decisions between Committee meetings under Chair's action, with the advice of the Committee Executive Lead and report back to the Committee.
- Take decisions delegated to the Chair of the Committee.
- To undertake arrangements for the Committee's own appraisal and that of members including the Chair's own appraisal.

COMMITTEE RESPONSIBILITIES

The Chair will support and contribute to the delivery of those responsibilities defined within the Group Audit and Assurance Committee's Terms of Reference by:

- Actively ensuring those responsibilities are met collectively.
- Adding value to the work of the Committee by contributing experience, expertise and insight.
- Acting in the best interests of the Trust, and its key stakeholders.
- Participating in group decision making by contributing to debate and challenging the views of others where appropriate.
- Utilising skills and knowledge to analyse issues presented to the Committee.
- Ensuring high standards of probity and integrity in all aspects of the Trust's activities.
- Applying specialist knowledge where appropriate to assist the Committee in making decisions.

GOVERNANCE DUTIES

- To uphold the values and objectives of the Trust as it fulfils its governance duties.
- To offer the Board evidence-based assurance on compliance with statutory and regulatory requirements including, but not limited to, the requirements of the Economic and Consumer Standards under the Regulatory Framework.
- To ensure compliance with the adopted Code of Governance and Code of Conduct, Standing Orders and Financial Regulations and any Trust policies relating to Committee activity.
- To uphold the core policies, purpose, values and objectives of the Association (including its commitment to equity, diversity and inclusion).
- To contribute to and share responsibility for decisions of the Committee.
- To attend induction, training and performance review sessions and other such sessions or events as are reasonably required.
- To attend all meetings of the Committee and to read Committee papers (as applicable) before meetings.

PERSON SPECIFICATION

PART ONE

Please ensure that you demonstrate how you meet one or more of the key areas from the requirements listed in part one in your supporting statement (please see how to apply).

EXPERIENCE AND KNOWLEDGE

- Qualified accountant (eg CCAB) or equivalent qualification and significant relevant experience at a senior level.
- High profile track record of senior leadership in finance and/or business management and achievement within an organisation of a similar scale and complexity to the Trust whether in the commercial, public or third sectors.
- Recent experience of an audit, risk and assurance function.
- Chairing Boards/Committees, dealing with audit related issues such as governance, risk and value for money, ensuring high performance and good decision-making.
- Experience of operating within a highly regulated sector and ideally an understanding of the regulatory framework for registered providers of social housing.
- Knowledge of corporate governance and/or the housing sector and the environment within which it operates.
- Lived experience of disability and/or social housing.

PART TWO

SKILLS AND ABILITIES

- Shares the Vision, values and commitments of the Trust.
- A high degree of personal probity and integrity.
- Excellent communication and interpersonal skills, with an approachable and engaging style.
- Strong negotiator and influencer, able to work intuitively with a wide range of stakeholders.
- Considers the long term implications and broader view of issues, identifying key risks and the means of mitigating them.
- Able to make sound and balanced judgments and is comfortable with accountability.
- Able to listen to a wide range of contributions, challenge constructively, and achieve consensus in collective decision-making.

ATTRIBUTES AND BEHAVIOURS

- Acts in alignment to the Trust's Vision, values and objectives.
- Champions the rights of customers and service users to be involved and influential.
- Acts with integrity and places a high premium upon transparency and probity.
- Proactively demonstrates a strong commitment to equity, diversity, and inclusion.
- A collaborative style that delivers respect and confidence.
- Has the necessary time and commitment needed to discharge the responsibilities for this leadership role.

TERMS & CONDITIONS

REMUNERATION

Remuneration for Chair of Group Audit & Assurance Committee & Board Member: £6,940 per annum plus reasonable expenses.

TIME COMMITMENT

The time commitment for this role is equivalent to a minimum of two days per month, currently comprising: five Board meetings, two strategic Board events, two Joint Board & Engaged Customer meetings, quarterly Audit Committee meetings, Learning & Development, appraisals, reading/preparation and stakeholder events.

As the Audit Committee Chair you will participate in bi-monthly catch ups with other Trust Chairs and the CEO.

You may be required to devote additional time to the Trust when it is undergoing a period of increased activity. It may be necessary to convene additional Board, Committee or General Meetings to ensure decisions are enacted in a timely manner.

LOCATION

Meetings will be held either at our Head Office in Northwich, Cheshire, external venues in Cheshire or virtually.

TERMS OF OFFICE

Board Members will be appointed for an initial term of three years. Subject to a recommendation from the Governance & Remuneration Committee a Board Member will be appointed for a second term of up to three years. The maximum period of service is six years. All Board Members will have an annual appraisal and a half yearly review as well as regular catch ups with the Chair.

INDUCTION

Full support is provided for all new Board Members, including an Induction and Mentoring Programme. You will be expected to commit additional time during your first six months in order to undertake the Induction Programme.

MEETINGS IN 2025/2026 TO ATTEND

Board Meeting

29th July 2025 4:30pm - 8pm (virtual)
4th November 2025 4:30pm - 8pm (Head Office)
3rd February 2026 4:30pm - 8pm (Head Office)
3rd March 2026 10am - 1pm (Head Office)
7th May 2026 4:30pm - 8pm (Head Office)

Group Audit & Assurance Committee

16th July 2025 5pm - 7:30pm (Head Office)
22nd October 2025 5pm - 7:30pm (virtual)
21st January 2026 5pm - 7:30pm (virtual)
22nd April 2026 5pm - 7:30pm (virtual)

Board Strategy Events

Day 1 - 25th September 2025 9.30am – 5pm (Park Royal, Warrington)
Day 2 - 26th September 2025 9.30am – 1pm (Park Royal, Warrington)
Provisional date 16th January 2026 9.30am – 5pm (Head Office)

Joint Board & Engaged Customer Meeting

5th December 2025 9:30am - 2pm (Head Office)
June 2026 (date TBC) - (Head Office)

HOW TO APPLY

To find out more and how to apply please visit www.emaconsultancy.org.uk or www.wvht.co.uk/jobs

If you feel you would be a great fit with us, please apply by sending the following to: responsehandling1@emaconsultancy.org.uk

- **CV** - Please provide a detailed CV, including details of previous and current positions held and dates/tenures and achievements relevant to a non-executive position.
- **Supporting Statement** - A supporting statement of no more than 2000 words explaining your motivation in applying for this position and addressing how you meet Part One and Part Two of the Person Specification.
- **Declaration & Equal Opportunities Form** - Please complete the Declaration & Equal Opportunities Form and submit with your CV and Supporting Statement. The form is available on the role specification our website www.wvht.co.uk/jobs or www.emaconsultancy.org.uk

For a confidential discussion please contact Anne Elliott (EMA) on 07875 762029.

Key Dates

- Closing Date 9th June 2025 10am.
- Initial Interview with EMA Consultancy (Virtual) 12th / 13th June 2025
- Final Interviews (in-person at our Head Office in Northwich, Cheshire) 20th June 2025

The successful candidate will be invited to attend the Board Strategy Event on Thursday, 25th September 2025 and Friday, 26th September 2025 (this includes an optional overnight stay on the 25th).

WEAVER VALE HOUSING TRUST

WWW.WVHT.CO.UK

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