



BOARD MEMBER AT WESTWAY HOUSING ASSOCIATION
Recruitment Pack
June 2020

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Welcome,

I am pleased that you are considering joining Westway Housing as a Non-Executive Board member and hope that the information included in this recruitment pack will help you to think about the contribution you can make to Westway and ultimately decide to make a formal application.

We are looking for two Board members to join our established Board and work with us to achieve our goals in providing quality homes for our residents.

The skills and experience we are seeking which will complement our current Board are in

- Construction
- Law

We are interested in you, whether you developed these skills in employment, or as a volunteer; and whether you are currently working or not.

Together with the recruitment pack, we are also sending you a copy of the 2018/19 Annual Report.

Best wishes

Robert Greene
Chair

Board Member at Westway Housing Association

Westway Housing Association is a progressive community-based landlord with a clear vision of its future. We are recruiting for two new Board Members to oversee our work across 8 North/West London boroughs, including Enfield and Hounslow.

You do not need to have served as a Board Member previously, however, you should have a good understanding of what we do at Westway and what the role of a Board Member involves.

As a Board Member you will be able to contribute to and influence how our work impacts on our tenants, communities and business across the boroughs we work in. The role is a great opportunity to contribute to the highest level of governance for which you will receive a small remuneration for your services.

We are particularly looking for individuals with a background and expertise in the fields of Construction and Law.

If this sounds like something you have been looking for, please email an up-to-date CV along with a Supporting Statement outlining why you are a good candidate for either position.

We have appointed Dorian Leatham to act as our consultant to manage the appointment process. Please email your application to dorianl@btinternet.com. If you would like to have an informal discussion, you may contact him on 07958 429384.

Completed applications must be submitted by 12.00 noon on Wednesday, 8 July 2020 with Zoom interviews taking place on Tuesday, 14 July 2020.

Key tasks and person specification

Key Tasks

Work with other Board Members to:

- Oversee the long-term direction of the association.
- Ensure effective business plans, organisational structures, and policies to achieve the objectives.
- Ensure risk and performance are effectively managed through effective systems of internal control and delegation.
- Ensure compliance with Westway's values.
- Commitment to the values of the organisation and the communities in which it works.
- The ability to challenge, to think flexibly and independently, and to contribute to strategic debate.
- General knowledge of the operating environment of the organisation and the broader political, social and economic drivers externally understanding of the roles of Board and Executive.

Person Specification

Essential skills and competencies

- Confident and effective communication and influencing skills, with a willingness to provide constructive challenge to the Executive.
- Proven ability to work effectively as part of a team that makes collective strategic decisions.
- Proven ability to analyse complex information and concepts.
- Understanding of the work of Westway Housing Association and the issues faced by BAME communities.
- An understanding of the role of a Board and a willingness to accept the statutory duties, responsibilities and liabilities of Board membership.
- Experience or an understanding of working in a political environment.
- 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.

Qualities

- Enthusiastic approach – with a desire to make a positive contribution.
- Commitment to Westway's values, mission and objectives.
- Open to change and encourages innovation and creativity.
- Commitment to attend Board meetings regularly and contribute to ad hoc discussions as required.

About Westway HA

Westway Housing Association began life as Grove Housing Association in March 1987, when we took over the running of a hostel from a local charity.

The following year, we registered as a Friendly Society and with the Housing Corporation. The Westway name was adopted in August 1988.

Initially operating only in North Kensington, Westway HA soon expanded into a larger area of Kensington & Chelsea and then into the neighbouring boroughs of Hammersmith & Fulham, Ealing, Barnet, Brent, Westminster, Enfield and Hounslow.

We currently own and manage a total of 518 self-contained dwellings which includes a 17-bedspace hostel and 23 bedsits for people who were sleeping rough on the streets of London. We have plans to develop more homes.

Our vision

Our vision is to be regarded as one of the best housing associations in the UK, providing a unique and exemplary service to people who are in housing need in the communities we serve.

Our mission

Our objective is to be one of the leading community-based housing associations in London, providing housing for those in need at rents they can afford, building balanced communities and giving opportunities to people who have faced discrimination especially people from the black and ethnic minority communities so that we can enable them to participate fully in the provision of social housing.

Our aim is to provide rented housing to the people who need it most and who can least afford private rented accommodation.

We also provide housing to people with support needs, be they former rough sleepers, lone parents, single people coming out of care or released from institutions, or young single people who have left their parents' home or institutional care.

Board of Management

Westway Housing Association is run by a Board of Management. The Board currently consists of 7 members elected by our shareholders and two Board members are tenant representatives.

The Board meets quarterly to consider our overall strategy and future development. It oversees the allocation of our financial resources, and approves our acquisitions and disposals, major investments, annual budgets, treasury policy, risk management strategy and senior executive appointments. It also provides high-level performance monitoring via a balanced scorecard report.

Our members

Robert Greene (Chairman) - Robert Greene is a Fellow of the Chartered Institute of Building with over 25 years of experience in the construction industry, this includes 10 years in social housing. Robert is a member of the RICS and has expertise in all aspects of housing development including design, procurement, quality management and sustainability. Robert joined the Board in February 2012.

Chinyere Ugwu (Vice Chair) - Chinyere is an experienced Managing Director in Housing associations with a strong track record of successfully managing organisations through a period of change. She has over 20 years' experience working in the housing and community regeneration sector. Chinyere joined the Board in February 2012.

Debra Redhead-Allen (Treasurer) - Debra Redhead-Allen is an MBA graduate, an Associate member of the Association of Corporate Treasurers and a Fellow of the Chartered Association of Certified Accountants, with over 20 years of experience in the private and public sector. She is currently the capital accountant at the Greater London Authority and is responsible for the financial management of their strategic capital projects. For more than 10 years, Debra worked in the housing sector in a range of organisations including local councils and executive non-departmental public bodies. Debra joined the Board in September 2016.

Meera Bedi - Meera Bedi has over 25 years' experience in London's Housing Sector. She has worked for large and small Housing Associations and BME and specialist organisations. Meera's main expertise lies with Development but in recent years she had done work within fundraising, communications and public relations. Meera joined the Board in September 2013.

Addy Olubajo - Addy Olubajo is a Business graduate with an MBA and currently a Fellow of the Chartered Institute of Personnel & Development. Addy is a qualified Human Resource specialist with over 20 years' service experience in both Private and Public sector organisations. Addy has expertise and specialist knowledge in HR Strategy, Employee Relations, Organisation development, Employment Law, Equality & Diversity and TUPE. Addy is currently Managing Director of AOMC HR consultancy. He is also a member of the Scrutiny Committee. Addy joined the Board in 2013.

Lucy Knight- Ballard (Tenant Representative) - Lucy Knight-Ballard is a higher-level teaching assistant. She is also a member of the Tenant Forum. Lucy joined the Board in 2011.

Leroy McKenzie (Tenant Representative) - Leroy McKenzie is a freelance counsellor and Chair of the Tenants' Committee. He joined the Board in 2017.

Our staff

Westway Housing Association currently has 12 full-time staff members based at its main office at 292B, Kensal Road, W10 5BE. There are also five staff based at our hostel for single adults in our Hostel at Lancaster Road, W11.

Management Team

Ricky Scipio: Chief Executive - The staff team is led by Chief Executive Ricky Scipio, who joined the organisation in 2001. Ricky is responsible for the performance, development, and financial viability of the Association within the strategic direction set by the Board. Prior to joining Westway, Ricky was Housing Director for a leading London Association responsible for over 5,000 homes. His portfolio covered, tenancy management, income collection, asset management, supported housing and community development. Ricky has sat on a number of housing Boards from small to a large national provider.

Previn Tailor: Director of Financial Services - The Finance Department is led by the leadership of Previn Tailor who is a fully qualified Accountant with vast knowledge and experience within the housing and blue-chip private sectors. Previn's leadership ensures that the association financial management is of the highest standards and quality, therefore providing accurate information to our stakeholders and Board of Management for making decisions and strategic planning.

Leonard Brown: Interim Head of Housing Director- Leonard is an experienced housing officer. His experience includes allocations, customer service, neighbourhood management and supported housing. He acted as a Housing Manager and has successfully been appointed to Interim Head of Housing.

Head Office Staff Members

- **Shajia Ataur:** Executive Assistant/ Office Manager
- **Mihai Botiz:** Customer Services Officer
- **Kaysha Hanson:** Customer Services Officer
- **Stephen Okai:** Snr. Financial Accounting Analyst
- **Akin Obembe:** Finance Officer
- **Patricia Boothe:** Housing Manager
- **David Rankin:** Neighbourhood Officer
- **Janet Adebayo:** Income & Tenancy Officer
- **Louis Rutherford:** Property Service Manager

Hostel Staff Members

- **Rosemary Owusu- Antwi:** Senior Housing Support Worker
- **Natiche Weir:** Housing Support Worker
- **Taiwo Kuku:** Housing Support Worker
- **Sylvanus Iyamu:** Housing Support Worker
- **Alex Johnson:** Housing Support Worker

Our partners

Our work would not be possible without the ongoing help and support of our partners. We would particularly like to thank:

- A2Dominion
- Genesis Housing Group
- Metropolitan Housing Group
- Royal Borough of Kensington & Chelsea
- London Borough of Hammersmith & Fulham
- London Borough of Westminster
- London Borough of Brent
- London Borough of Barnet
- London Borough of Enfield
- London Borough of Ealing
- Borough of Hounslow.

Our housing

- Westway Housing Association currently owns and manages 518 self-contained homes and a 17-bedspace hostel for single people.
- Our properties are located across seven London boroughs. The vast majority are flats built in the last 15 years.
- Our general needs homes are let on assured tenancies at social rents.
- Our stock

London borough	Bedsit	1 bed	2 beds	3 beds	4 beds	Total
Barnet	-	3	10	-	-	13
Brent	-	10	40	16	4	70
Ealing	1	24	81	18	1	125
Enfield	-	-	36	3	4	43
Hammersmith	15	28	21	8	-	72
RBK&C	50	36	24	30	9	149
Westminster	-	11	20	11	-	42
Hounslow	-	1	2	1	-	4
Total	66	113	235	86	18	518

We have also embarked on developing a range of products to meet the diverse needs of our communities which include PRS, Shared Ownership and PSL. With further growth opportunities identified in our Strategic Plan.