

SUPPLEMENTARY INFORMATION

INDEPENDENT BOARD MEMBER

VACANCY

CLOSING DATE

12 NOVEMBER 2010

A vacancy has arisen at Hounslow Homes Limited within its Board. We are looking for a Board Member to help ensure that the organisation continues to develop and improve and turn our vision into reality. The position will begin immediately upon appointment.

Hounslow Homes Limited –

Hounslow Homes is an Arms Length Management Organisation providing Housing Management and Maintenance services for over 16,000 properties owned by the London Borough of Hounslow (LBH). We have been assessed by the Audit Commission as providing three star (excellent) services with excellent prospects for improvement, the highest possible rating. Our vision is to be the best ALMO in the country and the service provider of choice for the Council, its tenants and leaseholders.

The Company employs 560 employees and its principal activity is the management and maintenance of the housing stock of LBH and the management of the investment programme for the modernisation of the housing stock. Under the management agreement with LBH, Hounslow Homes receives a sum of money to carry out the business of managing and maintaining the housing stock on behalf of the LBH.

The company is limited by guarantee and does not have any share capital. LBH the sole member of the organisation undertakes in the event of the Company being wound up, to contribute such amount as may be required for the payment of the debts and liabilities of the Company providing this amount does not exceed one pound. After the satisfaction of all the debts and liabilities the remaining assets will be transferred to LBH Housing Revenue Account (as defined in the Local Government & Housing Act 1989).

Hounslow Homes is one of the top ALMO performers nationally and has a reputation of delivering excellent housing services. It has been one of the pioneers on the government's initiatives for high performing ALMOs and was the first in the South East to start building new affordable homes.

Current Board –

Hounslow Homes is governed by a Board of 15 Non-Executive Directors known as Board Members, made up of five tenant representatives (including one leaseholder), five council nominees and five independent representatives from the business community. The role of the Board is to give strategic leadership to the organisation and its employees.

The composition of the Board reflects the range and mix of skills and experience required for the effective management of the Company. The Board's recruitment of members reflects its commitment to both full representation and to equality of opportunity.

The Board Members have a wide range of skills, knowledge and experiences covering the fields of finance, personnel, project management, local government, social housing and tenant participation activities. The Board Members, while highly professional are volunteers. They are neither financially advantaged or disadvantaged in respect of expenses incurred in undertaking official business and will be reimbursed for expenses incurred whilst undertaking their duties.

The Board is supported by a senior management team which is responsible for the day to day running of the Company.

Role of Board Members –

A job description and specification is enclosed in the information pack.

Other obligations of Board Members -

- Must adhere to the Board's Code of Conduct at all times.
- Declare any conflict of interest they may have in any company business at the commencement of their term of office and as further interests become apparent.

- Legal responsibilities under the Companies Act 2006. Generally, individual Board Members will not be liable for losses or liabilities incurred whilst undertaking their duties unless they behave negligently or recklessly in the performance of their duties. While training and advice will be provided, it remains the responsibility of the individual Board Member to be aware of the legal responsibilities.

Ineligibility –

Certain people are ineligible for the position of Independent Board Member. They include (but not limited to):

- Current members of staff of Hounslow Homes and London Borough of Hounslow.
- Current, or within the last four years, elected member of the Borough of Hounslow.
- Undischarged bankrupts.
- People the subject of a court order disqualifying them from being a Company director.
- People convicted of certain criminal offences.
- People the subject of a court order or mandatory detention as a result of a mental disorder.

Candidates must ensure that they are eligible for the position before submitting their application form. Should you have any queries in relation to information in the application pack, please contact Jacqueline Mutibwa on 0208 583 3974.