



# Populo Living

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## Non-Executive Director Candidate Information Pack



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# About Populo Living

“Making Newham home”

## About Us

**Populo Living is Newham’s housing company; we are wholly owned by the London Borough of Newham. Populo exist to tackle the shortage of homes in the Borough and to deliver half of these homes at genuinely affordable levels.**

The Populo Group has evolved since its inception to become a leading provider of both affordable and privately rented homes. Our profits are recycled back into delivering even more high quality homes for people who want to make Newham home. Having somewhere to call home is fundamental to people’s health and wellbeing and is the central pillar of our mission.

We believe in **“Making Newham home”**. We are designing and building better homes and places that people want to call home. Our high quality, spacious and environmentally friendly developments will become new communities and strengthen existing ones.

Whether for private or social rent, residents enjoy excellent standards of design and attention to detail. Together with our sole shareholder Newham Council, we are focused on the need to deliver for Newham’s people. This long-term commitment means that our exceptional customer service and commitment to our tenants is here to stay.

Populo Homes is our registered provider of social housing and is an integral part of the Populo Group. The Group also includes a design and build subsidiary. We are a small dynamic team who have grown quickly and operate in a very collegiate way. We value our connections to Newham, it is important to us to reflect and understand our Borough and its diverse communities. We are always keen to hear from local people who share our values around diversity and inclusion. We welcome applications from all individuals who can bring skills and importantly, the right attitude for our ambitious team.

## Our History

We started life as Red Door Ventures in 2014 - a company wholly-owned by Newham Council. Our original job was to build homes for the private rental market, generating income for the Council.

Since October 2018, we've had a broader role. The new Mayor, Rokhsana Fiaz tasked us with tackling the serious shortage of genuinely affordable homes in Newham. We are onsite now in 12 different locations and aim to have over 1,300 new homes underway by March 2022.

We're also helping bring back to life buildings and areas that have not been cared for, maintaining Newham's heritage. We have taken on the role of development managers to co-design a masterplan for the Carpenters Estate with the local community. We will also continue to build on brownfield sites across the borough.

## Our Plans

We are committed to meeting or exceeding all green building standards now and in the future. That also means considerate construction, minimising waste, noise, pollution and disruption. For our residents, it means their homes require less energy to run. We also ensure social and green spaces are part of our planning and encourage sustainable travel.

Our backing from Newham Council means we can build for the future and offer stability. As well as public funding, we benefit from access to Council-owned land and property that we can turn into the homes that Newham needs.

With several sites already earmarked for development across Newham, our development plans stretch well into the next decade.

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# Our Commitment to Diversity and Inclusion

**We are an inclusive organisation that supports a diverse range of people. We want this diversity to be reflected on our Board.**

**We welcome applications from anyone regardless of their age, experience, sexuality, religion/beliefs, disability, ethnicity, heritage, gender and socio-economic background.**

Populo is deeply committed to inclusive working practices, so during the application process we commit to:

- Paying for childcare whilst you're at Populo interviews where these are held in person.
- Paying for your travel costs to the office and back for interviews when this is held in person.
- Making any reasonable adjustments – for example providing any documentation in an accessible format or ensuring we have sign language interpreters organised in advance if you'd like them.
- Providing this document in a Word document format readily available to download.
- Offering a guaranteed first stage interview for disabled candidates who meet the minimum requirements for the role with Inclusive Boards.

**If there is anything else you're concerned about or think we could provide, please let us know.**

**We are particularly keen to hear from people who live, work or have links to Newham, come from BAME background and/or identify as LGBTQ+ as these groups are currently underrepresented on our Board.**

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# Role Description

## About the Role

We are searching for one new NED to join our Group Board (The Board of Populo Living) at a time of exciting accelerated growth for our organisation. The purpose of the role is to work with fellow Board members to provide and ensure strategic leadership and direction to Populo.

## Responsibilities

- Attend Board meetings, having thoroughly prepared by reading the reports / papers provided and by drawing on wider experience and be ready to robustly scrutinise.
- Build and maintain effective working relationships with the Executive Team and such other parties as are appropriate.
- Contribute to and share responsibility for decisions of the board and any committee of the Board of which you are from time to time a member.
- Be engaged in a range of activities to support the development of Populo through working with the Executive and wider teams.
- Participate in other meetings within your remit as a Populo Board member and take part in activities designed to improve understanding of Populo and its work.
- Ensure that appropriate protection, systems, and checks remain in place to mitigate exposure of the organisation to major risks.
- Respect confidentiality of information.
- Uphold the Board Members' Code of Conduct.
- Uphold and promote the core policies, values, and objectives of Populo.

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# Person Specification

## Knowledge

- Knowledge and understanding of governance best practice.
- Understanding of Best Value and business improvement.
- Understanding of approaches to identifying and monitoring risk
- Financial Awareness and ability to understand budgets, management accounts, financial statements.

## Experience

- Able to operate at a strategic level, bringing insight and interrogation to the development of organisational strategy and taking high-level decisions about the future of the organisation.
- Proven experience of being an ambassador for an organisation and evidence of effective public speaking.
- Evidence of effective stakeholder relationship management and the utilisation of networks for business gain.

## Values and Ways of Working

- A good communicator with strong interpersonal skills, including the ability to constructively challenge.
- Goal focused, positive and resilient with the determination to support Populo in developing its organisational potential and outcomes for its customers and communities.
- A willingness to devote time and energy to the role.
- A commitment to the principles and promotion of equal opportunities and diversity through the organisation's work
- Commitment to Populo's mission, culture and ethos.

## Skills

We are looking for individuals who can bring ONE of the following areas of specialism to the Board;

- Community Engagement
- Marketing and Branding
- Digital and Technology

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# Further Information

- **Time Commitment:** We expect NEDs to commit to two days per month to include Board meetings, preparation and additional duties as required as part of the role.
- **Remuneration:** The role is remunerated at £10,000 per annum.
- **Location:** : Board meetings will usually take place at our offices: 373 High Street Stratford, London. However, due to the ongoing Covid-19 pandemic they are currently taking place virtually.
- **Terms of Appointment:** An offer of appointment will be made once all candidates have been interviewed, and will be subject to satisfactory completion of eligibility checks, including reference checks. If you are offered an appointment you will receive a detailed summary of your main terms and conditions.
- **Conflicts of Interest:** All candidates will be asked to disclose any actual, potential or perceived conflict of interest, and these will be discussed with the candidate to establish whether and what action is needed to avoid a conflict or the perception of a conflict.
- **Questions:** If you have any questions or would like to arrange a call to discuss the role, please email [populo@inclusiveboards.co.uk](mailto:populo@inclusiveboards.co.uk) or call 0207 267 8369 to speak to Sam Carey.

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# How to Apply

The recruitment process is being undertaken by Inclusive Boards on behalf of Populo. If you wish to apply for this position, please supply the following:

- A detailed CV setting out your career history, with responsibilities and achievements.
- A covering letter (maximum two sides) highlighting your suitability for the role and how you meet the person specification. Please note that the covering letter is an important part of your application.
- Details of two professional referees together with a brief statement of their relationship to you and over what period of time they have known you, referees will not be contacted without your prior consent.
- Diversity monitoring form - your data will be stored separately from your application and will at no time be connected to you or your application.
- Due to the ongoing Covid-19 restrictions we anticipate that all interviews will take place via video conference.

Please send your **CV** and **cover letter** to [populo@inclusiveboards.co.uk](mailto:populo@inclusiveboards.co.uk) by **23.59 10/01/2021**.

