

# DOES HOUSING MATTER *TO YOU?*



Connecting communities

Shaping futures

Helping families

Delivering homes

THEN WHY NOT

**BECOME A NFA BOARD MEMBER**

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## Become an NFA Board Member

The National Federation of ALMOs (NFA) is the umbrella body that represents arms-length management organisations (ALMOs) across England. Being a board member of a national trade body can be a rewarding way to shape and influence the ALMO and wider housing sector whilst representing ALMOs and the indispensable services they provide to millions of residents and their local communities. It's a way to share your knowledge and expertise and gain valuable skills as well as life experiences at the same time. The NFA Board is ultimately responsible for making decisions on NFA priorities and affairs, monitoring its performance and allocating resources to meet its financial and other objectives. You will also be given the opportunity to shape our national policy and attend parliamentary events and meetings with Members of Parliament to influence the government and political parties.

### What you need to know

- What is the NFA Board?
- Typical Duties of a Board Member
- Responsibilities of a Board Member
- What it means for you

## What is the NFA Board?

The NFA board is a body of **nine elected or appointed members** across the four regions (Northern, Midlands, South West, London and Southern) who jointly oversee the activities of the NFA. These members have the responsibility of ensuring the work of the organisation is carried out and of making decisions on behalf of the NFA. The NFA directly appoints nine ALMOs on to their board to reflect the membership of the NFA. Nominations take place every two years whereby ALMOs are nominated to serve on the board who can then appoint an individual who will become a director of the NFA with voting rights at board meetings. NFA Directors will serve a four year term and subject to re-election can remain on the board for a maximum of 8 years. For the chair/vice chair position and portfolio holders the NFA allows for a maximum of four years. If there are more nominations than vacancies an election process follows whereby ALMO Chief Executives vote by secret ballot for the ALMO they wish to represent their region on the NFA board.

ALMOs are able to nominate any suitable person from their board to represent them (i.e. residents, independents, council representatives). The NFA board aims to reflect these constituent groups on its own board for the interests of various key stakeholders to be formally represented. As the representative trade body for wholly owned local authority companies, who are customer-orientated and offer genuine involvement and accountability in decision-making, the NFA particularly encourages applicants from existing tenants for NFA board vacancies. This is an opportunity to have a say and influence housing policy at a national level as well as address other housing-related issues which matter to you.

Please see the **NFA Standing Orders** and **Articles of Association** for more information.

## Typical Duties of a Board Member

Although duties can vary slightly depending on the focus of the NFA the following duties are fairly consistent:

- Governing the NFA by establishing broad policies and objectives
- Selecting, appointing, supporting and reviewing the performance of the NFA
- Approving annual budgets
- Accounting to the stakeholders (ALMOs) for the NFA's performance
- Attend board meetings (at least four times a year)

### Responsibilities of a Board Member

Although responsibilities can vary slightly depending on the focus of the NFA board the following responsibilities are fairly consistent:

#### Attending scheduled meetings/events

- Be prepared for meetings and provide a supporting role to the NFA at events (i.e. annual conference and annual board away day)
- Be knowledgeable about the NFA (i.e. vision, mission, goals)
- Complete assigned tasks

#### Establish leadership

- Defining and ensuring compliance with NFA values and objectives
- Steering policies and establishing plans to achieve these objectives at the national level
- Ensure work of the NFA is completed on time and on budget
- Approving each year's budget and business plan prior to publication
- Contribute to the establishment of policies that govern the NFA
- Making decisions on managing agent procurement and monitoring their performance
- Ensure funds are spent in the best interest of the NFA
- Contribute to problem-solving

#### Contribute to establishment of policies

- Develop strategies to ensure success of the NFA
- Ensure comprehensive policies are in place that will help govern the NFA
- Develop or support existing financial policies
- Comply with existing regulations/requirements
- Ensure a sound financial framework is in place to support and/or adhere to budget constraints

#### To be accountable

The NFA is a company registered under the Companies Act 2006, therefore the NFA Board has constitutional and legal duties under the Article of Associations and the Memorandum of Association. As decision makers of the company, the board is the accountable body for the NFA.

### What it means for you

You will be a part of highly reputable organisation's board and be given the opportunity to make a difference to the governance and priorities of the NFA. This is the ideal opportunity for an ALMO Board member to bring their expertise and knowledge from a local level to a national level, diversifying their CV.

You will be given ongoing support from the NFA and the Executive Steering Group (ESG) to ensure that you have the appropriate guidance in order to fulfil this role efficiently and effectively. It can also be a stepping stone to becoming Vice Chair or Chair of the board once a vacancy arises, as these positions are directly recruited from the existing NFA board.

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## Who we are looking for

Someone who signs up to the NFA's Core Values and aspires to provide excellent, value for money and customer-led housing services. Someone who seeks to develop innovation and continuous improvement in providing, managing and maintaining affordable homes in sustainable neighbourhoods. Someone who actively promotes equality and social cohesion and that will share good practice and help support other members of the NFA. Someone who thinks that everyone deserves a place to call home where they feel safe and secure and someone who wants to make a difference and improve the quality of life of millions of people across the country. The right candidate will also have the ability to engage in strategic debate and contribute to the effective governance of the trade body.

## Remuneration

The position is unremunerated but all reasonable expenses are covered.

## Diversity

The board is keen to diversify its membership and therefore encourages applications from women, young people (under the age of 30), those from BME backgrounds, LGBT candidates and those with declared disabilities.

## Hear what our tenant board member has to say...

I am a tenant board member of the NFA, having previously served as a co-vice chair (2009-2011) and as chair from 2011 until 2015. I am very proud to have had the opportunity to represent ALMOs and the indispensable services they provide. Social housing is a vital part of the lives of millions of residents, families and their communities, including myself, having been a council housing tenant for nearly four decades. Therefore, if you believe that your skills and experience will continue to improve the already substantial services that the NFA provides on behalf of its ALMOs, I encourage you to apply and make a difference.



If you believe this role is for you or have any further enquiries please contact the NFA Business Support Officer, Alli Ward via [alli.ward@almos.org.uk](mailto:alli.ward@almos.org.uk) or 02476851729 for further information

Cover photo: Cornwall Housing

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