



## Becoming a Board Member - What Do I Need to Know

### **What does the Board Do?**

The Board of Angus Housing Association Leads and directs to achieve good outcomes for its service users. It sets the Strategic Direction and makes sure that the senior officers deliver the operational and strategic goals. The Board monitors performance, makes sure that the Association is compliant with legal and regulatory obligations, manages risk, makes sure that the Association is financially viable and can continue to deliver for our customers and that it works in an honest and open way that is accountable to our tenants and other partners. With around 50 staff, the Board are also employers of the Association's staff.

### **What skills and experience do I need?**

We don't require you to have any specific skills or experience but from time to time we will arrange training on subjects that as a Board Member, you need to know about. We try to ensure that we have a range of experiences and skills and we carry out a skills analysis for the whole Board to see if there are skills gaps that we need to fill. This for example may identify we need someone with IT or HR experience on the Board. We then include this information in our Board recruitment. What we are looking for are Board members who are aligned with our aims and values. We actively encourage diversity in Board recruitment.

### **Is there an induction?**

Yes. Before becoming a Board member, we invite you to sit in on a meeting and if you are interested in becoming a Board member, we ask you to complete an application form to tell us why. Depending on the timing of this, you can join the Board to fill a vacancy or be elected to the Board at the AGM.



### **How much time would I need to commit?**

The Board meets 6 times a year (every 2 months), on a Wednesday morning and meetings should last around 2 hours. We have an expectation that Board members will sit on one of our 2 key sub committees which are the Finance, Audit and Risk, and the Service Delivery Sub Committee. These meet quarterly, again for around 2 hours. There are a further 2 Sub Committees which meet twice yearly which are the Development Sub Committee and the Remunerations Sub Committee. This makes a minimum of 10 meetings a year (20 hours in attendance with reading of papers before the meeting which is estimated to be around an hour to an hour and a half per meeting). Along with this we have the AGM which is usually just an hour long, Board appraisal which again is usually an hour and a Board Away Day which is 6 hours.

### **Why do Board Members have appraisals?**

This is part of our good governance and is a requirement of the Scottish Housing Regulator. It allows the Board members and the Chair to have a chat about being on the Board and any training that would assist with a better understanding of the business.

### **Do AHA pay Board Members for their time?**

No. The Housing Association movement in Scotland is largely voluntary and most Housing Associations do not pay their Boards. The AHA Board have discussed this and are very clear that they wish to remain volunteers. We pay expenses for travel and subsistence.

### **How and where are the meetings held?**

Where possible we like Board Members to come along to the meetings at Russell Square, Arbroath however we are happy to have members who are not local join through Teams.

### **How are the papers for the meetings presented?**

We use a programme called Decision Time. We provide you with a laptop or tablet to access Decision Time and your emails. The Decision Time portal allows you to view all the meetings, see all the papers, comment or ask questions and a whole lot more.