

<b>Statement on Beyond Housing executive board members</b>	
<b>Document Owner:</b> Director of Governance and Assurance	<b>Document No:</b>

## 1.0 Purpose

1.1 Beyond Housing adopts the NHF Code of Governance 2020. The code stipulates where there are executive board members, the board formally records and publishes policies about the role they play on the board and committees and makes clear those matters for which they must leave the meeting, or not participate in debate or decision making.

1.2 This statement outlines the role of executive board members on the Beyond Housing board and will be publicly available.

## 2.0 Executive board member – role and responsibilities

2.1 An executive board member is a full-time employee of Beyond Housing with executive management responsibilities in addition to their board member role.

2.2 Executive board members perform those duties normally associated with the office of a board member, as detailed, but not limited to, those responsibilities detailed in the board member role profile.

2.3 The requirements of an executive board member are also detailed within their respective contracts of employments and outline that they:

- accept the executive board member appointment without further remuneration
- perform those duties normally associated with the office of a board member
- perform duties with reasonable skill and care, ensuring that the activities of the organisation fall within its permitted objects and that they are exercised in accordance with its powers, and use their powers as a board member for the purposes for which they were conferred
- have the same general legal responsibilities to the organisation as any other board member
- uphold and comply with the Code of Governance and Code of Conduct, together with its policies, procedures and standing orders as set and amended from time to time, and its purpose, values and objectives

- act within and comply with the Constitution and the terms of any role description and abide by any statutory, fiduciary or common-law duties
- contribute to and share responsibility for decisions of the Board
- attend induction, training and performance review sessions and other such sessions or events as are reasonably required by the Board in relation to the position as a board member
- undergo evaluation of performance as a board member as the Board may require from time to time and take any actions agreed arising from that evaluation
- read required papers before meetings sufficiently so as to contribute effectively at meetings
- not do anything which would cause disqualification from acting as a board member
- except with the prior approval of the Board, shall not resign as an executive board member

### **3.0 Executive board member limitations**

3.1 Executive board members must be in a minority on the Board and in the quorum for a board meeting

3.2 Executive board members shall not hold the position of Chair, Senior Independent Director or be members of any of the standing committees

3.3 Executive members must avoid any conflict of interest between their position as a board member and their position as an employee and shall not participate in debate, decision making or voting on the following matters:

- Appointment, and, if necessary, the dismissal of the Chief Executive
- Executive remuneration and contractual terms of the Chief Executive
- Issues around the conduct, or performance of the Chief Executive
- Board membership