

thirteen

Homes. Communities. Support.



Head of Governance Candidate Pack

Location: Middlesbrough (Hybrid working)

Salary: £80,223pa | Generous pension



Who we are

We're a mid-sized housing association that provides around 100,000 people in the North East, Yorkshire and Humber regions with homes, support and opportunities to grow.

First things first – we're proud to put our customers at the heart of everything we do.

That means investing millions of pounds each year to keep our homes safe, secure and well maintained.

It means supporting people who need help to get onto the housing ladder, pay rent and to keep their home in good repair.

And it means building high-quality new homes for rent and shared ownership (we're a strategic partner in Homes England's Affordable Homes Programme).

But we don't just manage and build homes.

We help people into work and training.

We deliver services to prevent homelessness and support people affected by domestic abuse.

And we continue to take decisive steps towards net zero, as we reduce our impact on the environment.

Of course, we know we can't do everything on our own and so we place great importance on working with our partners and listening to their views.

After all, we're better together!

If this sounds like your kind of thing, please do read on.

We're passionate about providing equal opportunities and welcome a broad diversity of talent to apply for our vacancies.



Our strategy

Our Business Strategy 2024-2035 is all about achieving our vision to be the most trusted housing association, with happy customers.

Following feedback from our valued staff and partners, we made it short, simple and snappy.

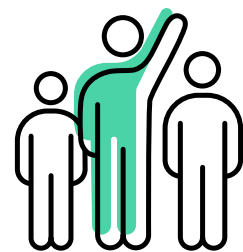


Alongside our vision, it articulates our mission, strategic priorities, values, and how they all fit together.

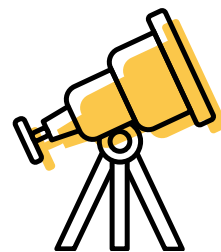
You'll find all the detail in the strategy document itself, including clear objectives, statements of ambition describing where we want to be in 2030 and 2035, and how we'll measure our progress along the way.

Read our [Business Strategy 2024-2035](#).

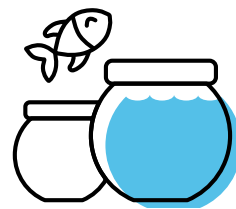
Our values



Accountable



Proactive



Courageous



Considerate

Performance highlights



92.7% satisfaction



83 customer net promoter score



84.7% satisfied we treat our customers fairly and with respect



73.3% satisfied we listen and act

Further reading:

- Read our [Annual Report and Financial Statements](#).
- Read our [Customer Annual Report](#).
- Read our [Environmental, Social and Governance Report](#).

About the role

Role:
Head of Governance & Corporate Support

Salary:
£80,223

Reporting to:
Governance and Corporate Affairs Director

Closing date:
Friday 6 November 2026

In a nutshell

This is a great opportunity for an experienced senior housing governance leader to join an ambitious and growing organisation as our most senior governance specialist. You will build on our strong position and help deliver our vision: innovation and growth at Thirteen will be enabled by simple, strong and predictable governance frameworks, with regulatory compliance embedded in the way we work. We are looking for an inspiring leader who can empower their team, build trusted relationships with Board and Committee members, and shape governance that helps Thirteen grow with confidence.

Key responsibilities

- Set and deliver the governance strategy in line with organisational priorities and regulatory expectations.
- Own and maintain the governance framework and scheme of delegation, ensuring decision rights are clear, relevant and applied consistently.
- Act as Deputy Company Secretary and a trusted governance adviser to the Chief Executive and leadership team, while maintaining strong relationships with the Board Chair and Committee Chairs.
- Provide clear, evidence-based assurance to the Board and executives on governance effectiveness, compliance and progress against improvement actions.
- Identify material governance risks, escalate significant issues and ensure proportionate mitigation, assurance and reporting.
- Plan and deliver Board and Committee cycles, forward plans and agendas that support strategic discussion and effective decision-making.

Role summary

This role leads a focused governance function that strengthens decision-making, Board effectiveness and regulatory confidence. You will ensure governance frameworks, delegated authorities, statutory records and decision processes are clear, consistent and well controlled.

As Deputy Company Secretary and a trusted adviser, you will provide strategic advice, high-quality reporting and structured support to Boards, Committees and senior leaders. You will help people make transparent, evidence-based and timely decisions across Thirteen.

- Improve the quality and consistency of governance reporting by setting clear standards, strengthening templates and giving constructive advice on Board and Committee papers.
- Advise on Board and Committee composition, succession, recruitment, appointment, tenure, remuneration, development and probity.

Leadership and improvement

- Lead and develop the governance team through clear priorities, expectations and a strong focus on continuous improvement.
- Coordinate governance activity across Thirteen to reduce duplication, improve consistency and support modern ways of working.
- Build strong working relationships with Assurance, Finance, Legal and corporate services, and manage relevant budgets and specialist advisers.

Governance regulation and assurance

- Maintain statutory registers, governance records and regulatory submissions, ensuring evidence and documentation remain accurate and inspection-ready.
- Lead governance self-assessments, effectiveness reviews and improvement plans, ensuring compliance with governance, consumer and regulatory standards.

Candidate profile

Qualifications

- Hold a relevant professional qualification in governance, company secretariat or compliance, or bring equivalent experience.
- Show a commitment to keeping your professional knowledge current and developing your governance practice.

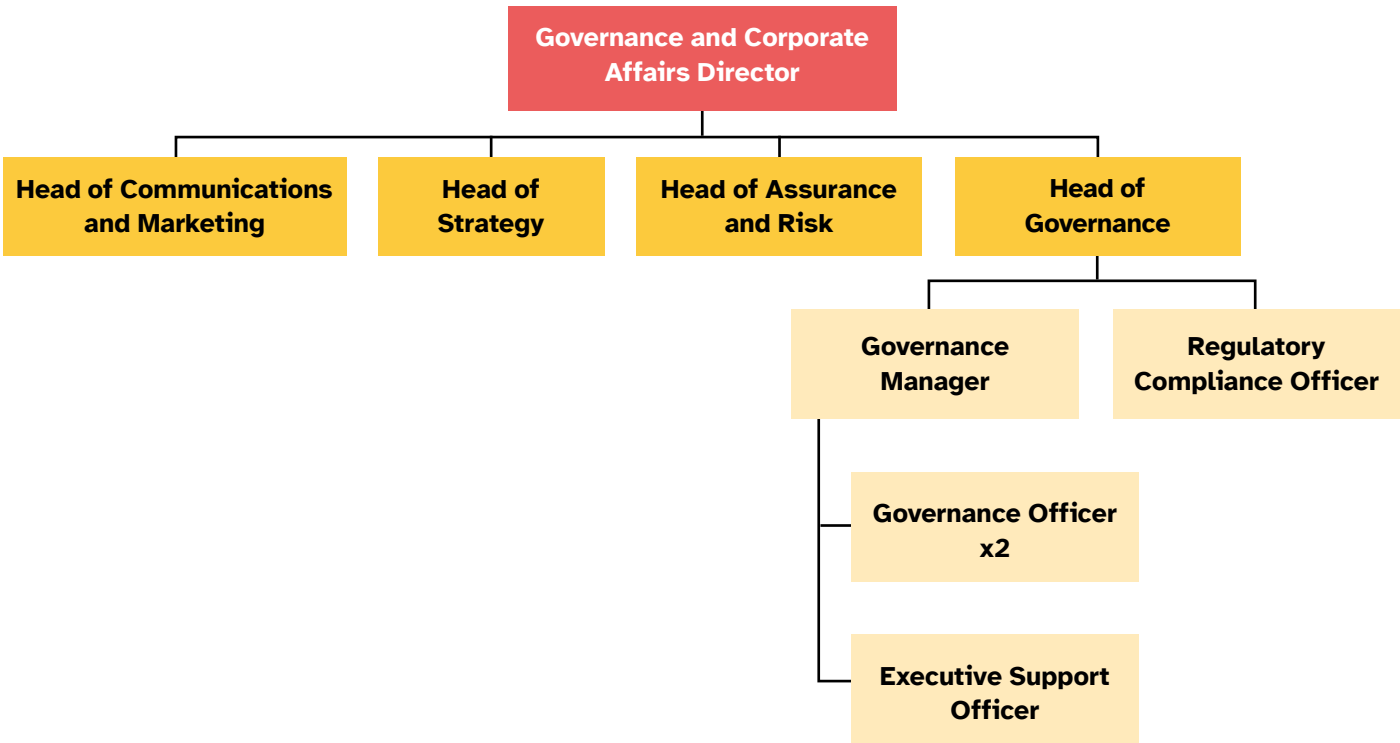
Experience

- Have significant experience of leading governance services in a large, complex and regulated organisation.
- Have a strong track record of advising Boards, Chairs, Committee Chairs, Chief Executives and senior leaders on complex governance matters.
- Have led Board effectiveness, succession planning, governance reviews and improvement activity, while developing a professional team across a complex governance cycle.

Knowledge and skills

- Apply governance frameworks, regulatory standards, delegated authorities and statutory requirements to support sound decisions and organisational control.
- Understand corporate governance, constitutional arrangements, entity governance and statutory record-keeping.
- Understand the regulatory environment for registered providers and the links between governance, risk, assurance, finance and consumer regulation.
- Deliver effective Board and Committee cycles, forward plans, paper standards and clear decision routes.
- Build credibility, influence without formal authority and explain complex or sensitive issues clearly.
- Handle confidential information with sound judgement and build effective relationships with senior leaders, Boards, regulators and partners.

Governance and Corporate Affairs structure



How to apply

Closing Date: Friday 6th November 2026

Castle Peak Group has been appointed as search partner for this important appointment.

To apply, please submit a full CV and covering letter outlining your relevant experience, leadership achievements and motivation for joining Thirteen Group to **James Carss**, CEO, Castle Peak Group at **james.carss@castlepeak-group.com**.

Expected interview date: Thursday 19 November 2026.

Equality, Diversity, and Inclusion

At Thirteen, we believe everyone is an individual. That is why we don't just provide properties; we offer a home to suit each person's needs.

We are responsible for promoting inclusivity for everyone, particularly people from underrepresented or marginalised groups.

We aspire to have an inclusive working culture and embrace diversity across Thirteen for both our customers and colleagues. In 2026 we were awarded a Silver Talent, Inclusion and Diversity Evaluation (TIDE) Award for our approach to embedding an inclusive work culture. If you have a disability, a learning difficulty such as dyslexia, a medical condition or an individual need which you believe may affect your performance at selection, we'll be happy to adjust our processes to enable you to perform at your best.

Working for Thirteen

If you're looking to have great days at work, you're looking in the right place!

But that's not all. When you work at Thirteen, you get access to a comprehensive benefits package too.

It includes:



28 days' annual leave



Birthday leave



Simplyhealth cash plan



Defined contribution pension scheme



Hybrid working



Car salary sacrifice scheme



Cycle to work scheme



Shopping and leisure discounts



For full details of our vacancies visit www.thirteengroup.co.uk/jobs

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www.thirteengroup.co.uk



thirteen-group



ThirteenGroup

Thirteen Housing Group is a registered society under the Co-operative and Community Benefit Societies Act 2014, registration number 7522.

INVESTORS IN PEOPLE®
We invest in people Gold

