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HR & OD CONSULTANCY



# Solo Housing (East Anglia) Board Member Candidate Pack

March 2026

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# Welcome

1985 - 2025  
40 Years Housing People in East Anglia

Thank you for your interest in Solo Housing.

Solo has a proud history spanning over 40 years of providing housing with support for single adults in East Anglia and currently operates in seven Local Authority districts across Norfolk and Suffolk, but we have both a need and the ambition to grow and that is where you come in!

The current operating climate has brought into sharp focus the need for us to increase our asset base and expand our areas of operation across the traditional six counties of East Anglia. We have strong foundations and are just about to embark on our very first new development, but this is only the start.

In recent years we have undergone several changes with a new Chair and Chief Executive joining in 2023, and in November 2023 our head office moved to Bury St Edmunds as the centre of our operating area. In 2023 we also launched a new 5 Year Business Plan and soon after that, our new Growth Strategy. Importantly, we also completed a comprehensive governance review.

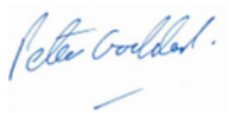
We recognise that the strength of a board lies in the diversity of its members' backgrounds, experiences, and skills set. We are looking to appoint a new Board Member with skills in Property (development, management, or surveying).

As an inclusive organisation, working with a diverse customer base, we actively encourage applicants from the LGBTQ+ community and younger people who are currently underrepresented.

Solo is a friendly and collaborative organisation, with a particularly supportive and dedicated Board and colleague team, so with lots going on and grand plans, why not be part it?

I do hope that after reading this pack, you will also want to be part of our organisation and I look forward to meeting you.

Best wishes,



# About Solo

We have a rich history rooted in compassion and a steadfast commitment to addressing homelessness. Originally established in 1985 as the Campaign for Single Homeless (COSH), we became Solo Housing (East Anglia) in 1996 and are a Registered Provider of Social Housing and a Registered Charity.

Since our inception, we've worked tirelessly alongside trusted partner organisations, including local authorities, fellow registered providers, charities and private landlords. Together, we support single people who are facing homelessness, or at risk of losing their home.

We understand that every individual's situation is different and that's why we offer a diverse range of housing solutions.

Our ambitions include steady but significant growth, acquiring and building properties, to expand our capacity to deliver high-quality services to single people in need.

We're committed to making a lasting impact in the lives of individuals and communities in East Anglia, today and into the future.



## We offer three main types of accommodation:

**General Needs** - Low-cost, self-contained single-person housing serving as a crucial steppingstone for people transitioning from Supported Housing.

**Lodgings** - This innovative programme matches people with spare rooms to those seeking affordable housing. The benefits are mutual, providing landlords with a tax-free income, while fostering companionship and household support.

**Supported Housing** - Temporary for up to 2 years and seeking to assist people to develop skills to sustain longer term accommodation. Accommodation provided is single occupancy, shared occupancy, or a hostel, all with support from Solo colleagues.

In addition, we manage the following projects:

- Temporary Accommodation
- Accommodation for women leaving custody

# Solo at a Glance

21  
Colleagues

Assets  
£1.2 million

Turnover of  
£2.1 million  
(2024/25)



[Click here to read our Tenant Satisfaction Measures](#)

## Our Business Plan 2023-28

As part of our agenda to improve and grow our services, our Board in September 2023 approved a 5-year plan centred around 6 Strategic Objectives.

- 1. Our business, service delivery model and governance** - Knowing Who We Are and Being Clear on Our Purpose.
- 2. Safe and high-quality services** - Ensuring Colleagues and Customers are Safe and Great Service is Delivered.
- 3. Being a housing provider** - Recognising and Promoting Our Role as a Housing Provider.
- 4. Our duty to ensure Solo maximises its revenue and uses its money well** - Maximising Our Income and Managing Our Costs.
- 5. Being an amazing employer** - Attracting and Retaining the Very Best People.
- 6. Our environmental and social impact** - Leaving Our Mark.

# Our Board

We are a successful organisation, with a capable and highly dedicated colleague team. It is an exciting, but also challenging, time to join us.

Our success is driven by a passionate and committed Board, who are unpaid and have been selected for their expertise and skill set.

These vacancies present an opportunity to focus recruitment on enhancing the Boards background and skill set, to support Solo's drive to develop and grow.



Abraham Williams



Pete Goddard



Tracey Dowse



Alton Nutile



Alex Cole



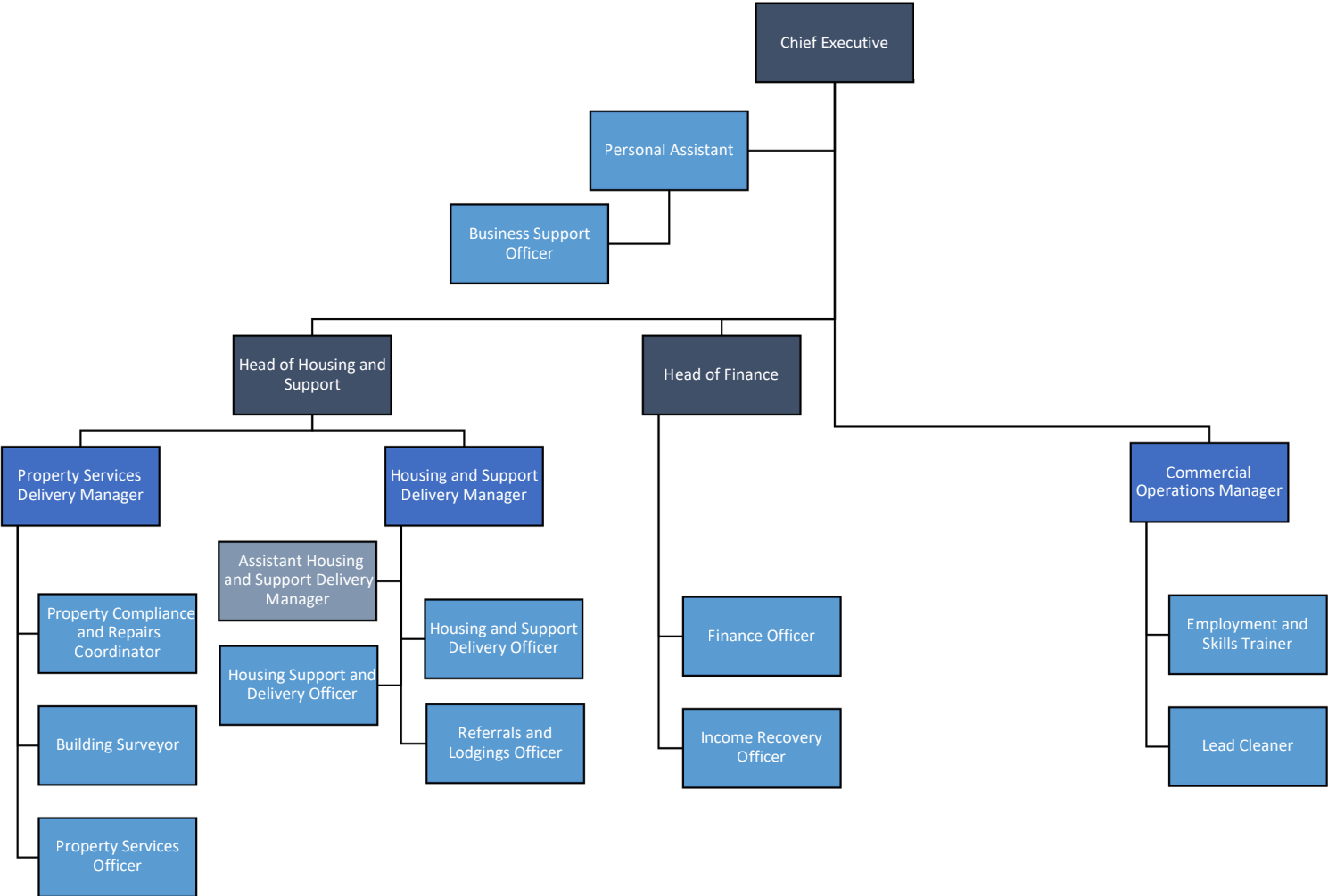
Stephen Peattie



Sarah Fish



# Organisational Structure



# Role Profile and Person Specification

## Role Purpose

To take overall responsibility for the governance and strategic direction of Solo; developing and committing to its mission, vision and strategic objectives and ensuring its continuing financial viability and regulatory compliance.

## Skills and Experience

A strong professional background in Property (development, management, or surveying).

[Click here to read the Role Profile](#)



## Terms and Time Commitment

- An initial term of 3 years, which may be extended for a further 3 years
- 5 x Board Meetings per annum in person at Bury St Edmunds
- 1 x Away Day per annum in person
- Membership of at least one Sub Committee - 4 meetings per annum via Teams
- Training and other events as necessary

This is an unremunerated position, but reasonable expenses will be paid.



# How to Apply

**Read the pack carefully:** Before doing anything, make sure you know what we are about and what the role involves.

**Polish up your CV:** Ensure it tells us what you can bring to the role and organisation but make sure it's no longer than three pages!

**Answer the following 3 questions via [Willo Video](#)** (1 minute per question):

1. What skills, talents and expertise will you bring to Solo if appointed?
2. What achievements are you most proud of in your career that evidences your fit for this role?
3. How will your Board colleagues know that you are making a lasting contribution to Solo?

**Willo Support:** If you encounter any issues whilst completing your video interview, please email Willo Support who will be able to assist you: [support@willotalent.com](mailto:support@willotalent.com)

Send it all into us: Answer the video questions and send your CV, with the role in the subject bar, to: [recruitment@distinctivepeople.co.uk](mailto:recruitment@distinctivepeople.co.uk). Please also fill in the [Equal Opportunities Monitoring Form](#) and [Declaration Form](#) and return them with your CV.

Inclusivity and Accessibility are very important to us at Solo Housing. If this means of applying does not work for you, that's not a problem. Just contact Denise on 07833 475669 and we'll arrange for your application to be submitted in the best way for you.



Interested? For an informal conversation please contact:

Denise Kirkham

Partner

Distinctive People HR & OD Consultancy Ltd

Mobile: 07833 475 669

Email: [denise.kirkham@distinctivepeople.co.uk](mailto:denise.kirkham@distinctivepeople.co.uk)



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