

Succession planning bite-size

Approaches to attracting and retaining committee* members

This is one of a short series of summaries produced by GWSF, EVH and SHARE as a way of promoting GWSF's Spring 2017 report on succession planning for community controlled housing associations.

See the report at

<http://gwsf.org.uk/wp-content/uploads/GWSF-Succession-Planning-Report-FV.pdf>

Attracting new committee members

- Word of mouth – staff ‘talent spotting’ for potential committee members, or recommendations from current committee members.
- AGMs and other events – open days, dedicated recruitment days.
- Advertising in newsletters, housing press, wider press, and local facilities – schools/health centres To find out more contact FionaMurphy@spireview.org.uk
- Other community networking events.
- Via CCHAs’ other volunteering projects.
- Through CCHAs’ own development trusts.
- Development/improvement information sessions in local areas – especially where new developments are happening.
- Through working with local schools/letting pupils observe meetings.
- Resident consultation group meetings.
- Committee Training Forum – Glasgow West HA To find out more contact l.reid@glasgowwestha.co.uk
- Via Volunteer Scotland who have a large database of people who are looking for volunteering opportunities.
- Through linking in with Social Enterprise Networks who often publicise volunteering opportunities amongst their members.

*We recognise that many CCHAs have boards rather than committees. For ease of reading here we use the term committee to refer to both.

Attracting younger committee members

- Offering a bursary to local students.
To find out more contact
charles.turner@thenuehousing.co.uk
- Working with the Duke of Edinburgh Award Scheme to offer a young person a volunteering opportunity as a committee member.
- Working with local secondary schools to engage with young people and inviting them to observe committee meetings.
- Having a dedicated co-optee place on the committee for a young person on an ongoing basis.
- Teenzone Youth Committee –
Ardenglen HA To find out more contact
Fiona.McGovern@ardenglen.org.uk

Retaining committee members

- Good induction processes, including opportunities to observe committee meetings, ensuring that new members are aware of what the role involves from the outset.
- Ongoing training and appraisals.
- Peer mentoring - an established committee member mentoring a new committee member.
- Encouraging new committee members to get out and meet with others in the sector (attend conferences etc.)
- Regular meetings/joint training days with committee members from other committees in the local area.
- Reducing the frequency of meetings/and or training sessions and introducing summer/Xmas recesses.
- Restructuring of committees (reducing the number of sub-committees).
- Reducing the length of meetings: one Association has tried to shorten its main committee meeting, but does have sub-committee meetings more regularly.
- Reducing the amount of papers for each committee meeting and also making these more accessible (e.g. easy-to-follow PowerPoint format with key bullet points/infographics to capture more complex information).



Glasgow and West of Scotland
Forum of Housing Associations



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