

Midlands Succession Planning Programme 2023

Programme information

Succession planning is a crucial element of good governance and Museum Development's Organisational Health Check 2022/23 highlights succession planning as a key developmental need for many museums.

- Have you considered how the board will manage if one of the trustees decides to leave?
- Have the events of the last few years highlighted gaps on your board and the need for new expertise and experiences?
- Do you know which skills, experience and attitudes are required to enable your museum to flourish and be sustainable?
- Have you thought about the representation on your board, does it reflect a range of views, viewpoints and your audiences?
- Are you fully up to date with your governing document and the rules and terms of office for trustees?

This Museum Development East and West Midlands short programme will support museums to consider all elements of good practice in succession planning and enable you to develop a focused and realistic plan for the future. Facilitated by Heather Lomas, it will provide a blend of intensive support to a cohort of museums.

The programme will start with an introductory session, followed by *Introduction to Diversity and Inclusion* workshop led by [Inclusive Boards](#).

This will be followed by two online meetings of the cohort, focussing on key elements of succession planning. There will be additional one to one support available, access to a peer support network, provision of resources, links to additional information, plus a final peer support meeting in November 2023 to share learning from the programme.

This intensive support opportunity is available to six museums, who will be selected through a competitive expression of interest process.

This programme aims to:

- Support museums in developing plans for succession of trustees and boards
- Champion diversity and encourage museums to have a range of people represented on their boards
- Facilitate museums to develop effective plans and procedures for trustee recruitment.
- Enable museums to develop equality action plans
- Provide museums with peer group meetings, one to one support, resources and signposting

Recruitment

This opportunity is open to six museums in the East and West Midlands regions who are Accredited or officially Working Towards Accreditation and from non-national portfolio or national organisations.

Each applying organisation should nominate up to three people to be involved, this should include your Chair if possible and other trustees where applicable. Please note we can only accept applications from those who can commit to attending all the proposed support available.

Timetable:

Dates	Programme Detail
5pm, Friday 24 March	Closing date for applications
Friday 31 March	Outcome of recruitment
Monday 3 April onwards	An initial individual telephone call with Heather Lomas – programme facilitator
Monday 18 April 2pm-4pm	Introduction to the programme – meet the cohort Developing your succession plan
Tuesday 9 May 10am -12.30pm	Diversifying your museum board – Introduction to Diversity and Inclusion: Online workshop session led by Inclusive Boards
Wednesday 7 June 10am-12.30pm	Trustee roles, recruitment and advertising procedure
Thursday 6 July 10am-12.30pm	Recruiting Younger Trustees
Tuesday 5 September 10am-12.30pm	Developing an equality and diversity policy and plan Induction for trustees
Ongoing	Individual tailored support with the programme facilitator to support activity – Dates TBC with museums
Tuesday 7 November	A peer network sharing session for all programme delegates

Museum Outcomes:

- Museums will have increased awareness of the importance of board diversity and inclusivity.
- Museums will have developed plans for board succession planning.
- Museum boards will have new trustees and more diverse trustees than previously.
- Museums will have worked together across the cohort to provide shared learning and peer support.
- Your museum will have developed equality action plans

How to apply?

To apply for this opportunity, please complete the Expression of Interest form by **5pm, Friday 24 March 2023** and email to mdem@leics.gov.uk Depending on interest this may be a competitive process and all applicants will be notified if they are successful by **Friday 31 March 2023**. If you have any questions about the opportunity, then please email [Heather Lomas](mailto:Heather.Lomas@leics.gov.uk).

Please note that MDEM will be managing the application process for both East and West Midlands. You can view our [data processing policy here](#).