

# NORTH VIEW Housing Association

North View is a registered Scottish charity – charity registration number SC032963

## POLICY

### COMMITTEE TRAINING

Passed:-	25/02/2026	Review Date:-	January 2031
----------	------------	---------------	--------------

All North View policies and publications can be made available on CD/data-to-voice, in Braille, large print and community languages.

For further details please contact us on 0141 634 0555 or email us on [enquiries@nvha.org.uk](mailto:enquiries@nvha.org.uk)

#### 1.0 Introduction

- 1.1 The Management Committee has overall responsibility for North View Housing Association. In order to be able to discharge its duties effectively, the Committee must be well informed and knowledgeable about topics that affect the Association's business. Training is one of the main mediums through which this can be achieved.
- 1.2 The Code of Conduct that Committee Members are required to sign annually contains the following commitment to training, *"I will contribute to the identification of training needs, keep my knowledge up to date, and participate in ongoing training that is organised or supported by us."* This policy is reliant upon Committee Members' adherence to that statement.
- 1.3 In this Policy, we have set out a framework for the training and development of Committee Members.
- 1.4 We believe that a set out a framework for the training and development of Committee Members. is central to the Association's continued success and viability. The implementation of this Policy will help achieve that.

#### 2.0 Objectives

- 2.1 Training will be provided to Committee Members to help ensure that Members:
  - understand the aims, objectives, and function of the Association;
  - understand their roles and responsibilities within, and to the Association;
  - are aware of legislation, the Scottish Social Housing Charter, the regulatory framework, guidance etc. that affects the Association's work;
  - are able to provide effective management and leadership;
  - are able to make informed decisions.
- 2.2 Another objective is to reduce the risk of maladministration, through having a well informed Committee.

**NORTH VIEW HOUSING ASSOCIATION**  
29A Stravanan Road, Castlemilk, GLASGOW G45 9LY  
Tel:- 0141 634 0555 Fax:- 0141 631 3231  
e-mail:- [enquiries@nvha.org.uk](mailto:enquiries@nvha.org.uk)



# NORTH VIEW Housing Association

North View is a registered Scottish charity – charity registration number SC032963

## POLICY

### COMMITTEE TRAINING

#### 3.0 Training

##### **Induction**

- 3.1 All Committee Members will receive induction training upon joining the Committee.

##### **Learning and Development Plan**

- 3.2 The Association will prepare an annual 'Learning and Development Plan' for each Committee Member, and a collective one for Committee as a whole. The individual plans will be tailored to meet the needs of each Committee Member, and be designed to support them discharge their duties in an informed and effective manner.

##### **Annual Evaluation**

- 3.3 The training undertaken by each Committee Member in the past year will be considered as part of the annual 'performance evaluation' exercise that the Association undertakes on all of its Committee Members. The tailored 'Learning and Development Plan' for each Committee Member will be established from these sessions.

##### **Reactive**

- 3.4 The Association will provide training in response to relevant, unplanned issues that arise. This 'reactive training' will complement the planned programme set out in each Committee Member's 'Learning and Development Plan'.
- 3.5 It is also recognised that there will also be 'on the job learning', through the reading of briefing reports and updates from membership bodies etc that are regularly circulated.

##### **Recording**

- 3.6 The Association will record all learning and development opportunities undertaken by Committee Members.

##### **Resources**

- 3.7 The Association shall designate appropriate resources to enable the implementation of the Learning and Development Plan.
- 3.8 An annual Committee Training Budget shall be established. The budget will cover all costs relating to training events and conference attendance (e.g. attendance allowance payments).

##### **Training providers**

- 3.9 The Association will procure training from a variety of sources, but will seek to ensure the competency of all the trainers used.

#### NORTH VIEW HOUSING ASSOCIATION

29A Stravanan Road, Castlemilk, GLASGOW G45 9LY

Tel:- 0141 634 0555 Fax:- 0141 631 3231

e-mail:- enquiries@nvha.org.uk



# NORTH VIEW Housing Association

*North View is a registered Scottish charity – charity registration number SC032963*

## POLICY

### COMMITTEE TRAINING

#### ***Annual Report***

3.10 The Committee shall receive an annual report, detailing training undertaken.

#### **4.0 Access**

4.1 North View will take reasonable steps to try to remove any barriers that may prevent a Committee Member (or the Committee collectively) participating in training events.

#### **5.0 Review**

5.1 This Policy will be reviewed at least every five years.

***End***

#### ***reviews and amendments***

26/2/97	-	Policy passed.
24/2/99	-	Policy amended.
27/10/99	-	Policy amended.
25/2/09	-	Policy reviewed.
30/9/15	-	Policy reviewed.
26/3/21	-	Policy reviewed.
25/2/26	-	Policy reviewed.

#### **NORTH VIEW HOUSING ASSOCIATION**

29A Stravanan Road, Castlemilk, GLASGOW G45 9LY

Tel:- 0141 634 0555 Fax:- 0141 631 3231

e-mail:- [enquiries@nvha.org.uk](mailto:enquiries@nvha.org.uk)

