



Solihull Care Housing Association Ltd
Phoenix House
2 Swallows Meadow
Shirley
Solihull
West Midlands
B90 4PQ

Tel: 0121 745 4281
Email: administrator@scha.org.uk
Website: www.scha.org.uk

Dear Sir or Madam,

Join our Board and help shape the future of supported housing

We are an ambitious, community-focused, not-for-profit housing association providing supported housing across two Extra Care schemes and a number of other properties in the Solihull area. Our purpose is simple: to provide quality homes and support that enable people to live independently, safely and with dignity.

Behind our success is a dedicated team of just thirteen employees who consistently punch above their weight, delivering excellent services and outcomes for our residents. As a registered provider with the Regulator of Social Housing (RSH), our registration provides assurance that we comply with current housing law and meet the standards expected of a responsible landlord. While our name reflects our history and commitment to supported housing, we do not directly provide care services. Instead, we work in partnership with two trusted care agencies, who deliver care and support to residents where this is part of their individual arrangements.

As we look to the future, we have exciting ambitions for growth, development and service improvement. To help us achieve this, we are seeking three new Trustees who can bring challenge, insight and strategic thinking to our Boardroom.

We are particularly keen to strengthen the skills and experience around our Board table with at least one new Trustee bringing expertise in social housing regulation and governance. However, we welcome applications from anyone with relevant experience in asset management and repairs, IT systems, HR, business or organisational growth. Equally important is a commitment to our values and a willingness to learn. If you have the passion and potential, we are prepared to invest in your development through a dedicated training and development budget.

This is an opportunity to make a genuine difference while helping to shape an organisation with the ambition to grow, innovate and expand its impact.

What you'll contribute:

- Strategic leadership
- Attend four Board meetings and around four Committee meetings each year. Committee meetings offer valuable insight into the work and governance of a registered housing provider
- Approximately three hours per month, including preparation time
- Support for our growth, development and governance ambitions





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What we offer:

- Annual remuneration of £1,500
- Reasonable out-of-pocket expenses
- An individual training and development budget
- The opportunity to influence the future direction of a respected local housing association
- The chance to work alongside an experienced Board, committed leadership team and dedicated staff

Whether you are an experienced housing professional, an established leader from another sector, or someone looking for a rewarding first non-executive role, this is your opportunity to help shape the future of supported housing and improve the lives of local people.

Join us and be part of an organisation that is ambitious, values-driven and ready for its next chapter.

Yours faithfully,

Adrian Evans
Chair of the Board



Help shape the future of supported housing in Solihull and beyond

Trustee recruitment pack



**SUPPORTING INDEPENDENCE
BUILDING COMMUNITIES
CREATING OPPORTUNITIES**



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“

I have enjoyed my whole period of association with the organisation. Just good quality people working together for the benefit of the residents

Quote from a previous Trustee

”





Welcome from our Chair

“Solihull Care Housing Association is entering an exciting new chapter.”

Over the last two years, we have strengthened our governance, invested in our homes, improved tenant engagement and laid the foundations for a sustainable future. We are proud to be a small, locally focused organisation that remains close to its residents and responsive to their needs.

As we look ahead, we have clear ambitions to strengthen our services, embrace innovation, explore opportunities for sustainable growth and continue delivering excellent outcomes for residents.

We are seeking Trustees who can bring fresh perspectives, expertise and strategic insight to help us achieve those ambitions.

If you share our values and want to make a genuine difference to people's lives, I encourage you to consider joining our Board.

Adrian Evans
Chair of the Board



TRINITY APARTMENTS
SHIRLEY, SOLIHULL
49 APARTMENTS



PHOENIX HOUSE
SHIRLEY, SOLIHULL
51 APARTMENTS



About us

“Strong foundations. Exciting future.”

We've spent the last two years strengthening the foundations; now we're ready to build on them.

Our next Trustees will play an important role in helping us navigate a changing sector while pursuing opportunities for sustainable growth and greater community impact.

Catherine Kevis
CEO

SCHA key facts

156 units of accommodation:

**For individuals with
mental health
needs**

**With care and support for
individuals with learning
disabilities in association
with Caretech and
Advance Care**

**Two Extra Care
Schemes offering a
mix of apartments
for social rent and
shared ownership**

**13 dedicated
employees**

**Community Benefit
Society established
in 1990**

**Regulated by the
Regulator of Social
Housing and the
Financial Conduct
Authority**



Our priorities for 2026-2031

Safe, sustainable homes

We will invest in our homes, ensuring they remain safe, compliant, energy-efficient and well maintained for residents

Sustainable growth

We will explore opportunities to grow our impact and provide more homes where there is clear need, strategic fit and financial viability

Governance and regulatory excellence

We will continue to strengthen governance, assurance and compliance, ensuring we meet the expectations of residents, regulators and stakeholders

Residents' voices

We will strengthen resident engagement and ensure that residents influence decisions about services and the future direction of the Association

Better use of technology and data

We will improve systems, reporting and data quality to support evidence-based decision-making and service improvement

Investing in our people

We will continue developing both staff and Board members so we have the skills, resilience and capacity to thrive in a changing sector



We are proud of how much our team of 13 achieves. Our next Trustees will help us think bigger, move faster and deliver even more for residents



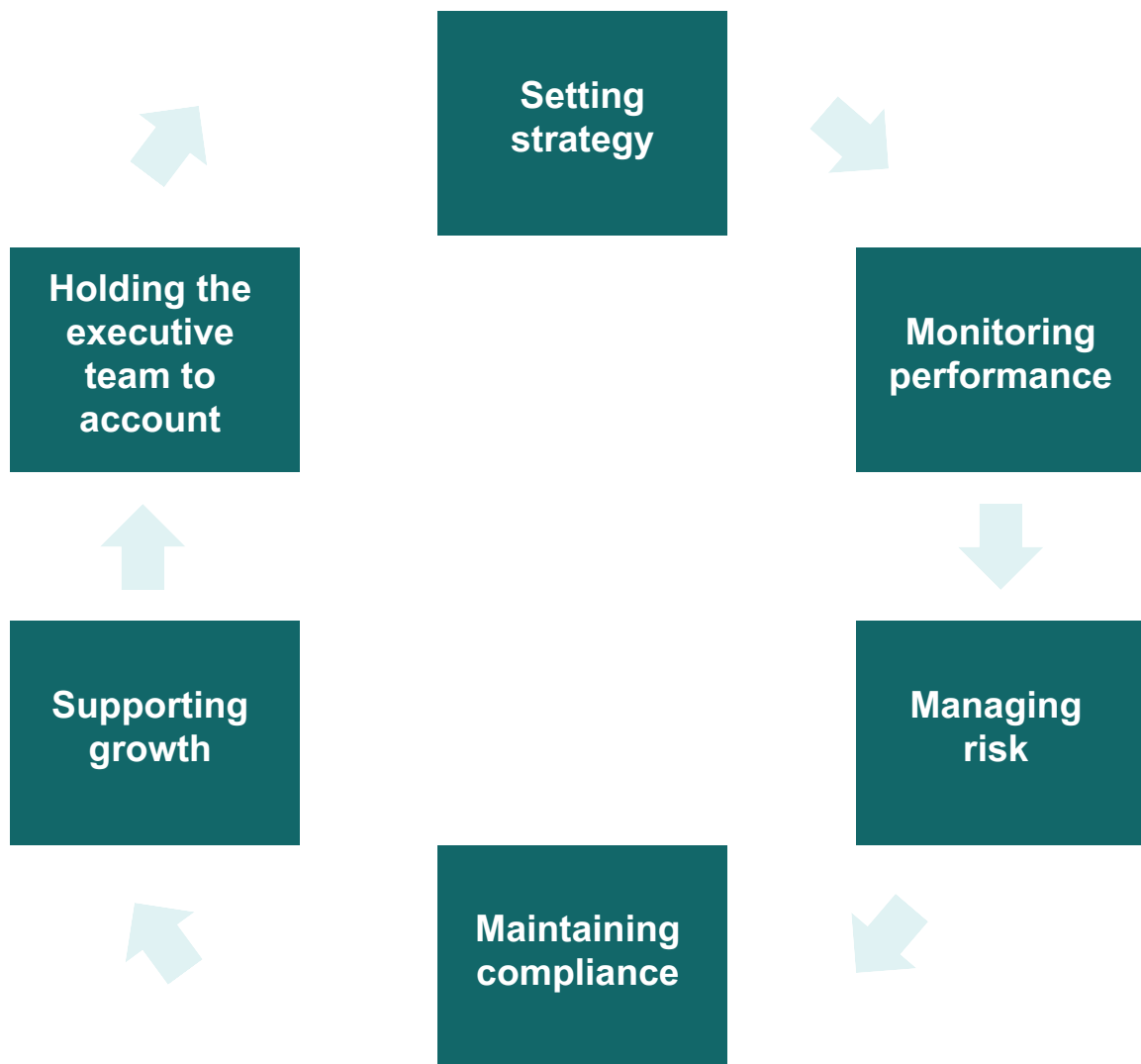
The role of Trustees

Trustees have a legal duty to act in the best interests of Solihull Care Housing Association and to ensure that the Association is run effectively and responsibly. Trustees serve a three-year term with SCHA, with opportunities for reappointment. Most Trustees serve up to nine years.

Trustees act collectively as a Board. Decisions are taken together, and trustees share responsibility for those decisions.

Trustees are appointed for their skills and experience, but they do not represent personal, professional or external interests.

Trustees help by:



Trustees' job description

Responsible to: The Chair of the Board

Duties and responsibilities:

1	Attend all Board meetings
2	Attend meetings of any Committee to which appointed
3	Consider all reports, briefing papers and information documents provided by Officers and be prepared to comment upon or question any item or issue raised
4	Contribute to discussion and decision-making at all meetings attended, bringing to bear your own special knowledge and expertise
5	Contribute to the development and review of the Association's policies, strategies and performance
6	Contribute to the establishment and overseeing of an appropriate framework of delegation and systems of control
7	Assist in taking key decisions on all matters likely to create significant risks for the Association
8	Ensure the Association's ongoing financial viability
9	Monitor standards of performance of the Association
10	Keep abreast of current developments and thinking in relation to supported and special needs housing
11	Represent the Association at key marketing and promotional events
12	Attend appropriate training courses and seminars



The role of the Chair

The Chair is responsible for providing leadership to the Board and for ensuring that the Board operates effectively.

The Chair's role includes:

- Leading Board meetings and setting agendas in conjunction with the executive team
- Ensuring that trustees receive accurate, timely and relevant information
- Promoting constructive challenge and inclusive decision-making
- Acting as a point of liaison between the Board and the Chief Executive
- Supporting the induction and development of trustees

The Chair does not have individual authority beyond that delegated by the Board.

Committees and their remits

Committees are where trustees can get closer to the detail

They provide space for a deeper dive into key areas of the Association's work, allowing trustees to explore the evidence behind reports, ask thoughtful questions and support good decision-making before matters are brought to the full Board.

This helps ensure the Board remains strategic, while still benefiting from careful scrutiny and informed discussion.

Solihull Care Housing Association currently has a standing Finance and Risk Committee. As part of our Business Plan, we are reviewing our committee structure to share the workload more effectively.

Committees report to the Board on their discussions, findings and recommendations.

Committees are supported by the Association's Business Support Officer and the CEO, who acts as Company Secretary.

The Finance Manager and the Operational Manager attend the Committees and provide reports and insights.



Commitment and reward

What you'll give

- Four Board meetings annually and one AGM
- Around four Committee meetings annually
- Around 3 hours per month including preparation
- Annual Board strategy day

What you'll receive

- £1,500 annual remuneration
- Reasonable expenses
- Personal development budget
- Governance experience
- Opportunity to influence organisational growth
- Induction into the role and support throughout

Equality and diversity statement

At Solihull Care Housing Association, we believe that better decisions are made when different experiences, backgrounds and perspectives come together.

We are committed to building a Board that reflects the communities we serve and values diverse thinking, constructive challenge and inclusive discussion.

We are looking for people who can demonstrate:

- Strategic thinking and sound judgement
- Transferable professional or lived experience
- Diverse perspectives and fresh ideas
- An inclusive and respectful approach to working with others
- A commitment to our residents and communities
- A willingness to learn and contribute

We recognise that many talented individuals may not see themselves as "traditional" trustees. If you have the skills, enthusiasm and commitment to help guide our organisation, we would encourage you to apply.

We provide a comprehensive induction programme, ongoing training, mentoring and access to an individual development budget to support your success.





Join us

We are looking for people who share our ambition, our values and our determination to make a difference



FOR AN INFORMAL CHAT:

catherinekevis@scha.org.uk

or call 07970 043123

FOR AN APPLICATION FORM:

louisewilson@scha.org.uk

VISIT OUR WEBSITE

www.scha.org.uk

