

Thoughts on decision making (on one side of A4)

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- **Take a breath:** most decisions can wait five minutes. We are making lots of important decisions during uncertain times. Its easy to feel pressure to take the next decision with speed. Give yourself permission to give the decision the appropriate amount of time. Your time and energy will be needed for many more months to come.
- **There is always an alternative:** if you can't see the alternative, you are too close to the problem. Find a box to think outside of.
- **It'll be fine:** Most decisions don't need to be perfect, just good enough. Procrastination will sap energy and rarely adds value to a decision that is ready to be made. All will be well. Or perhaps not.
- **Test it out:** Especially if you are doing anything for the first time. Rooky mistakes are inevitable, so test out important decisions, and if there is a high chance of something failing, make sure it fails quickly to make the best use of limited resources. Pop up events can pop down with little fuss.
- **Make sure the decision will stand the test of time:** People are generally really good at making short term decisions. Thinking about the longer term consequences is harder. A good charity board will focus on those strategic decisions. If you haven't got a good chair to test out an idea, find a new one.
- **Learn from mistakes:** share as much as you can with others, and be as generous in spirit as possible when mistakes occur. Don't spend too long playing the "what if" game.
- **Get some perspective:** even if you are thinking about something that is new, there will be colleagues and peers who have thought about something similar. Imaginary friends should be a last resort.
- **Value led decisions are never wrong:** if you are clear about your objectives, and decisions reflect your values, then even if things don't go to plan, there will be a well-rehearsed rationale to fall back on that can support the decision.
- **Make sure the right people are making the decisions:** Expertise can come from unexpected places. With so many teams working remotely it's easier to miss people out of the loop. If in doubt, blame the lawyers.

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