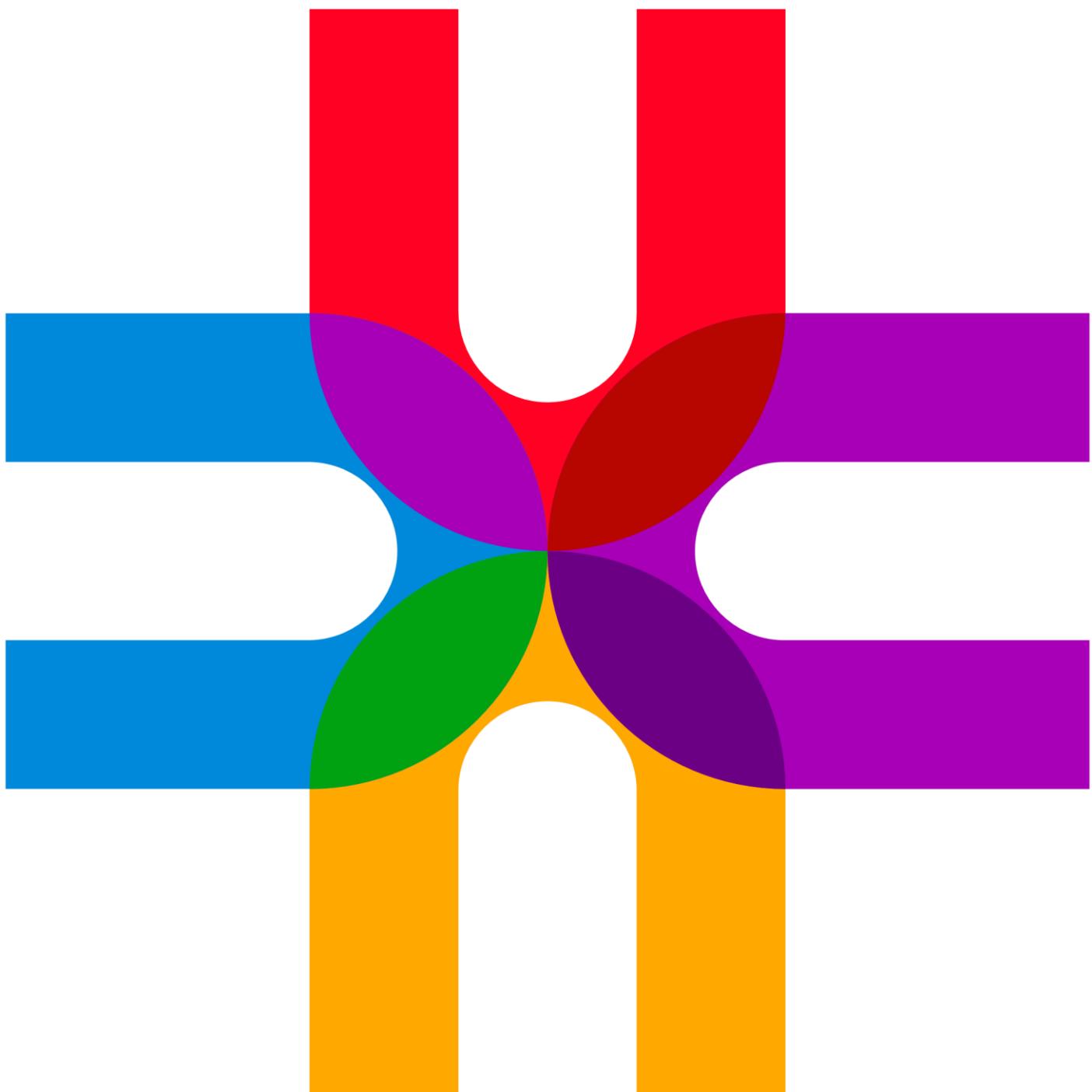


london plus



## Recruitment Pack – Trustee

On behalf of the board of trustees, thank you for your interest in joining London Plus. These are challenging yet exciting times for civil society in London and for London Plus.

London Plus is the result of a big, brave idea to champion London's civil society through insight, influence and powerful connections. To make London's voluntary action more effective it needs to benefit from reliable information, great networks and an influential voice, so we facilitate networks to enable conversations to bring about change. With our stakeholders and partners, we aim to be the go-to place to bring about positive change for Londoners and the diverse communities and networks that make up civil society in this great city.

Having now completed our initial setup phase, we are recruiting new trustees to join the Board at an exciting and pivotal moment in our short history. We are a small agile team, with Trustees working closely to support our amazing staff. We are also refreshing and reviewing our governance to attract a wider range of skills, interests and networks across London. Once we have completed the recruitment of new trustees, we will seek to appoint a chair from the new board.

You will be joining us as we move into developing and delivering new projects, extending our relationships and building on established work. We are not complacent and seek ambitious people to join our Board, ensuring we are always relevant to what London civil society needs now and in the future.

You will be joining a team of individuals with extensive and varied experience across the civil society sector. You will have the opportunity to shape decisions and share your skills and experience to benefit civil society in London. The London Plus board meets quarterly, however there are Finance and HR Subgroups that meet in between board meetings and opportunities to contribute to these as well.

We've worked hard over recent years to build strong, trusted and fruitful relationships across the capital. Our agile and responsive approach to addressing voluntary, statutory and business sector opportunities has always had collaboration at its foundation. We have strong, trusted and productive links with London's voluntary and community sector, charitable funders, the GLA, London Councils and specialist infrastructure groups.

Why join us? In short, this is your opportunity to help develop and lead something special for the Capital.

We are looking for people who can work with us to practically deliver our strategy, recognise and nurture relationships, work and respond creatively, whilst keeping an eye on the horizon: trustees who can operate at the interface of civil society and statutory agencies and understand/ help realise the strategic potential of this.

You will have:

- Belief in the value of voluntary sector infrastructure, community development and volunteering
- Desire to increase the voice of civil society
- Ambition to rethink the role of civil society
- Commitment to social inclusion



Our recent skills audit identified a need for skills, knowledge and connections in:

- Campaigning
- Enterprise/business development
- Finance/financial management
- Influencing

We've built the strong foundations for London Plus and being a Trustee here is your chance to add something special and help us realise our vision.

A handwritten signature in black ink, appearing to read "Cam".

Cameron Fitzwilliam-Grey  
Chair Greater London Volunteering



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## **Background Information**

London Plus is now a pan-London civil society organisation, set up in 2018 with a small team that focuses on the following work areas:

- Social research and data
- Networks/Partnerships
- Advocacy and voice
- Communications/digital content and operations
- Employment and skills policy and project work

We emerged out of a shared consensus that although social action by volunteers and the wider civil society sector has made a significant difference to Londoners, a more unified approach was needed to help the public, politicians and business better understand the range, complexity and importance of the work that civil society does.

With an estimated 120,000 civil society organisations in the capital, a Deputy Mayor with an explicit brief on volunteering, social action, social integration and community engagement, and a move to make London the foremost global city for philanthropy, there was an opportunity to support civil society in a different way, by creating a centralised knowledge and information 'hub'. Greater London Volunteering, our legacy body, took on the role of implementing this new 'hub' and London Plus launched in 2018 with support from City Bridge Trust, with a new look and a new remit.

We have achieved a great deal over the last year, working with our networks to define the main areas where they want support and need new input. We have developed a portfolio of priority projects that we will work on in the coming 12-18 months. This programme will evolve and grow as we continue to work with the sector and understand their needs more deeply. The successful applicant will be expected to feed into the planning of this programme of work and make changes where appropriate. Below is a snapshot of projects we have started delivering in the last eight months:

- Defining an equality monitoring data standard for deaf and disabled people/organisations.
- Employment & skills policy – Good Work Commission which will produce a series of case studies and a final report on what 'good work' looks like for all Londoners.
- The development of a dynamic content strategy for the London Plus website that promotes and advocates the work of CSOs through case studies, examples of good practice and downloadable resources.
- Co-ordinating a programme of support for voluntary sector consortia in London – in partnership with Pilotlight and DAC Beachcroft.



## London Plus

Our **Vision**: A city where all Londoners can thrive

Our **Mission**: Championing London's civil society through insight, influence and powerful connections

Our **Values** are London's values:

- We promote equality and champion diversity
- We actively collaborate
- We are always learning
- We act with integrity
- We are bold
- We look for the bigger picture

Our **Brand**:

- Keep it simple
- Be smart
- Think big

## London Plus roles

Our small team of five includes:

- Chief Executive Officer – Elizabeth Balgobin (Interim)
- Social Research and Data Lead - vacant
- Networks and Partnerships Manager – Navinder Kaur
- Employment and skills Policy Lead – Rayhan Haque
- London Plus Coordinator – Emily Coatham
- Business Development and Relationship lead - vacant

London Plus has a remit to support civil society organisations (CSOs) in London to harness the power of data to generate better insights, to convene CSO networks and organisations across London to build collaborative partnerships in order to maximise impact and value, and to increase the voice and influence of CSOs by amplifying issues of common concern and shining a light on best practice.

To find out more about our work and what we do please [visit our website](#).

## Governance

This work is currently supported under the remit of Greater London Volunteering, who adopted a revised set of charitable objectives and trade as London Plus. We will continue to review governance arrangements, and this will include the recruitment of new trustees and revised membership arrangements.



### **Background reading**

For further information:

- The Way Ahead – the emergence of London Plus was part of the wider work in place across London to look at developing effective systems to support civil society. This programme is called the Way Ahead and further details can be obtained via the [website](#) and by downloading the full [report](#).
- London Plus achievements so far (Page 10).
- [City Bridge Trust](#) – London Plus, main funder.
- [London plus website](#) - Particularly resources, analysis and guides.
- The [London Datastore](#).



## **Trustee – Role Description**

### **The role of a trustee board:**

The Trustee Board of a charity is the group 'responsible under the charity's governing document for controlling the management and administration of the charity, regardless of what they are called' (Section 97 of the Charities Act 1993).

It is the body that takes decisions, sets direction and ensures that the work of a charity is carried out.

It is accountable in law to the donors through the Attorney General and the courts.

### **Role description:**

The statutory duties of a trustee:

- To ensure that the organisation complies with its governing document, charity law, company law and any other relevant legislation or regulations.
- To ensure that the organisation pursues its objects as defined in its governing document.
- To ensure the organisation uses its resources exclusively in pursuance of its objects: the charity must not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities are.
- To contribute actively to the board of trustees' role in giving firm strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.
- To safeguard the good name and values of the organisation.
- To ensure the effective and efficient administration of the organisation.
- To ensure the financial stability of the organisation.
- To protect and manage the property of the charity and to ensure the proper investment of the charity's funds.
- To appoint the Director and monitor his/her performance.

### **Other duties:**

In addition to the above statutory duties, each trustee should use any specific skills, knowledge or experience they have to help the board of trustees reach sound decisions.

This will involve scrutinising board papers, leading discussions, focusing on key issues, providing guidance on new initiatives and other issues in which the trustee has special expertise.

The board meets quarterly in Central London, however there are Finance and HR Subgroups that meet in between board meetings and opportunities to contribute to these as well.



## **Person Specification**

- Commitment to the organisation
- Willingness to devote the necessary time and effort
- Strategic vision
- Good, independent judgement
- Ability to think creatively
- Willingness to speak their mind
- Understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- Ability to work effectively as a member of a team
- Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- Belief in the value of voluntary sector infrastructure, community development and volunteering
- Desire to increase the voice of civil society
- Ambition to rethink the role of civil society
- Commitment to social inclusion

This guide is adapted from [www.governancehub.org.uk](http://www.governancehub.org.uk).



## **Application Process**

If you would like to apply for this position, please send the following:

- A full CV
- A supporting statement that tells us why you are interested in this post and your suitability to meet the requirements of the person specification.

Applications should be submitted through the Webrecruit portal: <http://bit.ly/32TroV9>  
We are unable to accept applications directly. Your application may not be considered if it is not submitted through Webrecruit.

- If you would like an informal chat about this role, prior to applying, please send an email to our Interim CEO, Elizabeth Balgobin ([elizabeth@londonplus.org](mailto:elizabeth@londonplus.org)) and include your phone number and availability for a call, including early evenings. She will respond and call you back.

### **Next Steps**

**Closing Date:** 9am on Monday, 7<sup>th</sup> October 2019.

**Shortlisted candidates will be notified by:** Tuesday 15th October 2019.

**Interviews:** TBA. Possible dates are Friday 25th Saturday 26<sup>th</sup>, Monday 28<sup>th</sup> October.

Please note interviews will be held in Central London.



## **Appendix**

### **London Plus Achievements so far**

#### **Set up phase**

- [Launch event at City Hall](#)
- Visited over 95% of Volunteer centres and councils for voluntary services in London.
- Set up the new [London Plus website](#) as the centralised resource for information about what happening within London's civil society network and is well used by key target audiences.

#### **Research**

- London Plus has undertaken research into the [state of volunteering](#) and [diversity of volunteers](#) in London.

#### **Networks**

- [4 CVS Director meetings](#)
- Support to sub regional network events:
- [Volunteering @ the heart of civil society.](#)
- Knowledge Seminars:
- [Digital Leadership](#)
- [Consortia Governance](#)
- London Infrastructure Forum
- Developed in partnership with the GLA, the forum meets quarterly and creates an opportunity to share ideas, insights and information from infrastructure organisations across London.

#### **Projects**

- Voluntary Sector Consortia Development
- Cornerstone projects (Superhighways as delivery partner) other organisations supported through advocacy.
- Social Prescribing
- Pan London support & advocacy for voluntary sector involvement in social prescribing programmes.
- Communities & Land
- Working with TCPA, HEAR Network, ROTA, Planning Aid for London and Community Land Use – to develop a programme that enables voluntary sector infrastructure organisations to support local community groups to become more engaged with the Planning system in London.

#### **Advocacy**

- Research into 'Good Commissioning' to identify good practice and gaps in support for commissioning voluntary sector organisations and consortia.
- [Advocating for Data](#)
- Convening and leading the [Disability Equalities Data Standards Working Group.](#)



- Supporting data maturity in civil society through delivering training and developing resources to help organisations access and analyse open data.
- Report on Cornerstone Fund bids and work with Cornerstone Fund Learning partner.
- 2019 Superhighways DCMS Digital Fund – completed by March 2019.
- Representing civil society on strategic boards, such as Mayor's Skills for Londoners Board.
- Launching the [London Good Work Commission](#), bringing together 24 London leaders ([two commission meetings taken place by the end of June 2019](#)).

