

Recruitment Pack for

Audit and Risk Committee Member

CRONFA GYMUNEDOL COMMUNITY FUND

Starfish

Welcome

Thank you for your interest in The National Lottery Community Fund.

The National Lottery Community Fund (the Fund) raises millions of pounds a week for good causes, funding projects and activities that transform communities and enrich lives as the largest single source of funding for community activities in the UK. We're One Fund based in communities in England, Northern Ireland, Scotland and Wales, and our work reflects the diversity of the UK. We support activities that create resilient communities that are more inclusive and environmentally sustainable – activities that will strengthen society and improve lives.

We will award over £4 billion by 2030. We receive and award 40% of The National Lottery's good causes income and determine our yearly investment budgets based on the amount raised by National Lottery players across the UK. We're here to support and enable communities to connect, build relationships and take action on the things that matter most to them.

The Fund wishes to appoint an external independent member to serve on its Audit & Risk Committee. The Committee is charged with ensuring that the Board and Accounting Officer gain the assurance they need on risk management, governance and internal controls and therefore needs a range of skills and experience relevant to these aspects. Because of the importance of financial management and financial reporting, candidates should have recent and relevant financial experience.

This is an exciting time to join the Fund's Audit and Risk Committee. We are proud to support the Executive and wider organisation in the delivery of The National Lottery Community Fund's It starts with community strategy to 2030, at a time of optimistic change and growth as we deliver our ambitious new plans. We are looking for a Committee Member who will bring their skills, knowledge and experience to support the Board and Accounting Officer in their responsibilities of risk, control and governance and associated assurance.

You will ideally be someone with strong finance, audit and risk experience at a senior level, unimpeachable integrity, a maturity of judgment as well as a strong commitment to the values of our organisation. We want to ensure any appointee is committed to promoting diversity, in its broadest possible sense.

This is a significant opportunity to be involved in an organisation transforming people's lives. If you believe you have the background and personal qualities needed, we would be delighted to hear from you.

Richard Collier-Keywood
Chair, Audit & Risk Committee, The National Lottery Community Fund

About The National Lottery Community Fund

Background

The National Lottery Community Fund is the largest single source of funding for community activities in the UK. We're One Fund based in communities in England, Northern Ireland, Scotland and Wales, and our work reflects the diversity of the UK.

We support activities that create resilient communities that are more inclusive and environmentally sustainable – activities that will strengthen society and improve lives.

We fund communities across the UK and will award over £4 billion by 2030. We receive and award 40% of The National Lottery's good causes income and determine our yearly investment budgets based on the amount raised by National Lottery players across the UK. We're here to support and enable communities to connect, build relationships and take action on the things that matter most to them.

We invest in projects supporting bold approaches and long-term change and we listen and respond to what matters most to communities as we deliver our four missions. We have a flexible grant making model offering funding from £300 through National Lottery Awards for All to longer term grants and significant strategic partnerships.

We are committed to be more than a funder offering support through learning, convening, partnering and championing.

At The National Lottery Community Fund we believe social connections and community activities are at the heart of creating healthier, happier lives and a flourishing society.

From now to 2030 our strategy, It starts with community, will guide how we'll support community-led projects in every part of the UK, putting an equity-based approach to tackle inequality and focusing most where there is greatest need, at the core of all we do.

We're committed to stay rooted in the communities we serve from the smallest funded projects to the largest strategic investments. We are clear in our ambition to be more than a funder by learning and working with others as we do so.

We will be delivering this strategy to 2030 at a time of renewal and expected growth in returns to good causes from The National Lottery, alongside the Fund's third party and dormant assets work.

The organisation

We're a non-departmental public body. We're operationally independent and distribute funding from The National Lottery, Dormant Accounts and other third parties, receiving policy directions from the UK Government and devolved administrations. Players of The National Lottery provide most of our resources every time they play.

Our purpose

We support activities that create resilient communities that are more inclusive and environmentally sustainable - activities that will strengthen society and improve lives across the UK.

Our community-led missions and what we'll achieve by 2030.

We'll support communities to connect by:

- creating accessible, welcoming places, both physical and virtual, for people to meet initiating engaging and inclusive activities that support connections within and between groups of people.
- enabling people from all backgrounds to shape the future of their communities cultivating an increased sense of belonging.

We'll support environmentally sustainable communities that:

- reduce carbon emissions and negative environmental impact.
- create positive environmental impacts.
- establish equality of access to the natural environment improve the quality of natural spaces.

We'll enable children and young people to thrive by:

- creating opportunities for children and young people from all backgrounds to enjoy community experiences.
- helping children and young people shape the decisions that affect them and their communities.
- providing children and young people access to safe spaces to play, participate, socialise and get support.

We'll enable people to live healthier lives by:

- helping reduce health inequalities.
- increasing opportunities for community participation to shape better health services. taking a preventative approach to health.



Our approach

- An equity-based approach to tackle inequality
- Supporting communities to build from their strengths
- Supporting what matters most to different communities
- Flexible grant making model with small one-off grants starting from £300 up to £20,000, to longer term grants and strategic significant partnership investments.

Our values



We are inclusive
We know that communities and organisations are stronger when everyone can participate, and work to increase inclusion.



We are ambitious
We believe in the power of community and connection and are ambitious for its potential. We support people and communities to shape the future and lead change.



We are impact focused
We are inspired by communities and learn with them. We listen, reflect and use evidence to improve knowledge, inform action and increase impact.



We are adaptable
We welcome and embrace new ideas and ways of working.



We are compassionate
We work with care, consideration and humility.



Role description

The Audit and Risk Committee

This is an important role both for the Fund and for the Audit & Risk Committee, which supports the Board and Accounting Officer in their responsibilities of risk, control and governance and associated assurance. The appointed member will provide independent advice to the Committee (and, through the Committee, to the Board), as well as to the Chief Executive and the Head of Internal Audit.

Along with the ability to confidently challenge assurances and understand the importance of strategic risk management and its impact on the organisation, the successful candidate will be expected to possess or develop an understanding of:

- Accountability and financial management within The National Lottery Community Fund.
- The National Lottery Community Fund's strategic ambitions, missions and values.
- The National Lottery Community Fund's structure and relationships with its key stakeholders.

Audit and Risk Committee Members

We are looking for someone who will bring exceptional knowledge, skills and experience to the Committee.

In particular, we welcome candidates who have strong, proven experience at audit partner level, in the public, private or voluntary sectors and senior experience developing partnership and collaborations.

A high level of financial /accounting experience is also desirable.

The preferred candidate should be willing and able to constructively challenge the assurances provided to the Chief Executive (who serves as the Fund's Accounting Officer) and the ways in which those assurances are developed. They should possess a good understanding of how strategic risk management can help increase the performance of the organisation.

We particularly encourage applicants from underrepresented groups and also welcome applicants who have achieved success through non-traditional educational routes. We want to ensure any appointee is committed to promoting diversity in its broadest possible sense.

Person specification

Skills and experience required

As the Fund is implementing a new strategy to 2030, we are looking for new Members able to bring a fresh outlook and energy.

The person – essential criteria

We are seeking individuals who will bring exceptional knowledge, skills and experience from the broadest base. In particular we welcome candidates who have skills in:

- Audit – external and/or internal
- Risk Management.
- Financial Management and Accounting.

An ability to provide independent advice to the Audit & Risk Committee, Board, Accounting Officer and Head of Internal Audit is also essential.

The person – desirable criteria

We would also value knowledge and experience of:

- Risk management in the area of Cyber and Digital.
- Sector specific knowledge of mainstream charity and community.
- Financial qualification or equivalent.

Personal skills and qualities

- A strong empathy and understanding of the National Lottery Community Fund's purpose and commitment to our mission and vision.
- The ability to drive forward a culture of collaboration and openness, a non- hierarchical approach and excellent communications skills.
- Integrity, authenticity and the ability to act impartially and fairly.
- A collaborative listener.
- Sharp attention to detail, ability to scrutinise and challenge constructively where appropriate.
- Maturity of judgement.

Terms of appointment

Time commitment and meetings

The Audit and Risk Committee meets every quarterly. They may occasionally hold additional meetings when necessary.

Annual time commitment will be approximately 8 days per year.

Remuneration

Remuneration is £1,744 per annum, plus travel and subsistence allowances in line with The National Lottery Community Fund rates.

The role is not pensionable.

Length of appointment

The appointment is for an initial term of up to four years. Information on current Committee Members can be found here.

Equality, diversity & inclusion

Equity, diversity and inclusion in our grant-making, and amongst our people, are all vital to our success in supporting people and communities to thrive. We believe our people should represent the communities, organisations and individuals we work with. We are committed to being a fair and inclusive place to work and recognise people in our society come from diverse backgrounds. We are a Disability Confident employer and positively welcome applications from people with disabilities.

Public appointments

This appointment will be made in accordance with the OCPA Code of Practice, which requires that appointments are made on merit with independent assessment and transparency of process. Political activity will play no part in the selection process.

Candidates may come from a wide range of backgrounds and experience. The National Lottery Community Fund welcomes applications irrespective of race, colour, ethnic or national origin, sex, marital status, disability, sexual orientation, religion, religious beliefs or similar philosophical beliefs, age, gender re-assignment or community background.

Accessibility to public appointments is a fundamental requirement and the public appointments process promotes, demonstrates and upholds equality of opportunity and treatment to all applicants. If you require any of the application documentation in an alternative format, please contact abbey.watt@starfishsearch.com at Starfish.

These positions are public appointments, not employment positions, and subject to the relevant appointment principles. All public appointments are based on merit.

How to apply

We hope you will consider making an application. To make an application, please go to https://starfishsearch.com/jobs/tnlcf-aud-risk-comm-mem/ and click on the apply now button, with the following prepared:

- Your CV (no more than three sides).
- A supporting statement (no more than two sides) that sets out why you think this role is the right move for you and how you meet the knowledge and experience criteria.

We would also be grateful if you would also complete the Equality and Diversity monitoring form on the online application process. This form is for monitoring purposes only and is not treated as part of your application.

Closing date:	Monday 17th June 2024
Preliminary interviews:	w/c Monday 24th June and w/c Monday 1st July
Final Panel interviews:	Friday 12th July or Monday 15th July (tbc)

Following the interviews, the panel will submit its recommendations to the Chair of The National Lottery Community Fund Board. The National Lottery Community Fund Board Chair will write to the successful candidate to offer the position.

