



Trustee

Information Pack

Contents

Welcome from the Chair	3
Who we are	4
Vision & Aims.....	5
What we do.....	6
What we're looking for	9
Finances	10
Trustee Role Description.....	10
Trustee Person Specification.....	13
The application process	15

Welcome from the Chair

Dear Candidate

On behalf of the LFT Charitable Trust team, I am delighted that you have expressed an interest in joining LFT in this important and rewarding role.

LFT Charitable Trust was established in 2017 to promote and support charitable purposes and activities. We are a family-led Trust and are looking to expand our team with the appointment of new Trustees.

Our Trust is intended to be exclusively grant making, with no fundraising or operating activities. We are funded by donations from Alterity Investments.

Our vision is of a just world where people have equal opportunity to transform their lives, participate in their communities and build successful futures.

We currently have a portfolio of c.60 grant partners delivering pioneering and life changing projects, advancing health & wellbeing, promoting education and working to alleviate poverty and distress.

If you are passionate about supporting grassroots organisations and feel you have the experience to make informed decisions on how best to direct funding, then this could be an ideal opportunity for you.

If successful, you will be joining a highly skilled and enthusiastic Trustee team.

I invite you to take some time to read this information pack intended to give you an insight into the work, values and culture of our organisation and provide an overview of the opportunities, commitment and responsibilities that Trusteeship brings.

If you believe you have the credentials, commitment and experience to become a LFT Trustee, please submit your interest via our board appointment partners Engage in the first instance.

We hope to hear from you soon.

Yours faithfully

Gavin Lonergan
Chair

LFT

Who we are

LFT Charitable Trust was established as a family foundation in 2017 to promote and support charitable purposes and activities. We are a family-led Trust funded by entirely by donations from Alterity Investments, a privately-owned property and investment company, which has pledged up to 50% of annual operating surpluses to LFT.

Another charity, the Adsum Foundation, which supports individuals and communities in the developing world, was set up by family members in 2008.

Our team

Gavin Lonergan, Chair

Edward Lonergan, Trustee

Anne Lonergan, Trustee

Darren Lonergan, Trustee

Ciara Lewis, Trustee

Aisling Johnston, Manager



Vision & Aims

LFT's vision is of a just world where people have equal opportunity to transform their lives, participate in their communities and build successful futures.

LFT aims to fund work delivered by partner organisations which:

- will make a lasting difference to people's lives as well as alleviating the symptoms or current problems;
- is aimed at reducing isolation, inequality and stigma; and
- inspires or empowers individuals to realise their potential and share in the life of the whole community.

Values

LFT Charitable Trust is family led and reflects the vision and values of its founders.

Compassion

We are committed to listening to and understanding the needs of those who are suffering and we are driven by a desire to act responsibly.

Fairness and Integrity

We aim to operate in a clear and transparent manner and make the process of applying for funds as simple as possible for prospective partners

Continuous Learning

We seek to build honest relationships with partners in which both success and failure offer opportunities for learning. We strive to be responsive to change, unexpected consequences and external developments that require shifts in strategy and expectations.

Partnership & Collaboration

Recognising we can achieve little on our own, we aim to develop close relationships with our partners in order to best support their work and to achieve shared goals.

What we do

Grant Making

LFT Charitable Trust is primarily a proactive funder. We build our knowledge by talking to and meeting with individuals and organisations working within our priority areas. This approach enables LFT to proactively identify, through research and engagement, initiatives and organisations related to LFT's focus areas. Where we identify opportunities and the prospect of a project that aligns with our current grant making policy, we invite proposals for funding. This pre-invitation engagement is led by individual Trustees, facilitated by the General Manager.

Invited applications are scored by the sponsoring Trustee and presented as a recommendation, if appropriate, to the Board of Trustees. Grantmaking decisions are made by the full Board of Trustees.

On occasion the proactive approach will be supplemented by open calls for speculative applications to address a specific need or beneficiary group. In the past 12 months we have made five open calls for applications to support people living with dementia, meaningful employment opportunities for adults with learning disabilities, community environmental projects, volunteers involved in delivering frontline support to those experiencing homelessness and initiatives to support people in recovery from addiction.



Trustee Involvement

Trustees are committed to adopting a personal approach in grantmaking and seek to build relations with grant partners. Most Trustees are engaged from the outset and meet prospective grant partners before inviting an application. In other cases, Trustees meet with grant partners post award.

It is recognised that the personal visit is as much to benefit the grant partner in a display of support as it is to satisfy due diligence requirements of LFT.

Trustees review and update our grant making policy at regular intervals to ensure it is responsive and relevant to current needs.

Areas of Interest

LFT Charitable Trust will only make grants that further its charitable purposes for public benefit. The charitable objects are defined in the Trust Deed as follows: the relief of the suffering and distress of those persons who are in need; the furtherance and advancement of the education of children and adults; and the promotion of the health and wellbeing of children and adults.

Principles of Grant Making

A number of guiding principles that underpin the strategy have been agreed:-

- LFT Charitable Trust attaches great importance to its role as a family foundation which embraces and promotes the family's values
- LFT Charitable Trust will focus on its role as a grant making body responding to the expressed needs of the community & voluntary sector rather than directing and managing projects to secure specific outcomes
- LFT Charitable Trust strives to be a responsible grant maker by building trusted and equitable relationships with grant partners that will foster partnership and true collaboration
- LFT Charitable Trust seeks to prioritise the promotion of the impact and value delivered by its grant partners rather than the role of LFT as a grant making body
- LFT Charitable Trust aims to carve out a position as a perpetual independent family foundation that sets its own agenda and retains agility and flexibility to respond to emerging needs



Grant Partners

Identifying the right network of dedicated and ambitious partners enables us to deliver on our charitable purposes and activities.

Our ideal Grant Partner demonstrates:

- **Effectiveness and impact** – expert understanding of the issue, how best to address it, how to measure and continuously improve outcomes;
- **Strong governance and management** – a leadership team that is passionate, professional, ambitious, courageous and credible;
- **Synergy** – connecting and collaborating with others to maximise outcomes for beneficiaries;
- **Grassroots Engagement** – lived experience, strong track record, embedded in their community and a history of mobilising collective action.

Funds Committed

To date LFT Trustees have pledged £3.7m in grants to over 100 grant partners. Funds worth over £3m have been disbursed.

Flourish NI



Helping survivors of human trafficking not only recover from their traumatic experiences but also to regain self-belief and new skills so that they can lead safe, independent and fulfilled lives.

Caring Breaks



Caring Break's weekly respite sessions enable carers to physically and mentally sustain their caring role secure in the knowledge that their loved one is being well cared for and supported.

Sólás



Initially established in 2009 as a charity supporting children and young people with a broad range of additional needs including autism and ASD.

Dreamscheme NI



Dreamscheme is an award-winning youth development organisation seeking to bring about positive transformations in young people and communities in South and East Belfast.

S. Belfast Foodbank



A network of support for struggling individuals and families, the Foodbank is responsible for providing over 270,000 meals to people in crisis and for the distribution of over 200 tonnes of food.

Brain Injury Matters



A local charity dedicated to supporting, promoting and empowering all those affected by Acquired Brain Injury (ABI) injury to rebuild their lives and reach their full potential in family and community life.

What we're looking for

To enable us to continue awarding grants to dynamic and ambitious grant partners we are looking to invite new Trustees to join our family Trustees.

Key traits

- Committed, engaged and involved;
- Influential yet discreet and unobtrusive;
- Able to challenge with good intent;
- Willing to have an informed debate at meetings;
- Make well thought out decisions.

We place a great deal of importance on the personal relationships that we develop with our partners and field visits to them by Trustees are an important element of our work. That's why we suggest that the time commitment includes two half days per month for Trustees to visit, learn from our grantees and underscore LFT's support for them.

All applications for funding are considered by the full LFT Board and ensuring a wide range of interests are represented in our Trustees enables us to support a more diverse range of projects with confidence.

New Trustees will be encouraged to bring forward their own suggestions as to priority themes that can be developed.



Finances

Here is a summary of our accounts to date.

	Total		Total		Total		Total
	2022		2021		2020		2019
	£		£		£		£
Incoming resources							
Donations received	1,018,025		531,820		878,813		408,905
Total income	1,018,025		531,820		878,813		408,905
Resources expended:							
Charitable activities	1,016,819		546,619		863,443		408,709
Total expenditure	1,016,819		546,619		863,443		408,709
Net movement in funds	1,206		(14,799)		15,370		196
Reconciliation of funds:							
Total funds brought forward	767		15,566		196		-
Total funds carried forward	1,973		767		15,566		196

Further details, including our Trustee Reports, can be accessed by clicking on the links below to our annual returns lodged with the Charity Commission for Northern Ireland.

[Annual Report March 2022](#)

[Annual Report March 2021](#)

Trustee Role Description

The statutory duties of a Trustee are:

- To accept ultimate responsibility for directing the affairs of LFT Charitable Trust, and ensuring that it is solvent, well-run, and delivering its charitable objectives.
- To ensure that LFT Charitable Trust complies with its Trust Deed, charity law and any other relevant legislation or requirements issued by its regulator. This includes the preparation of Annual Reports and accounts as required by charity law.
- To ensure that LFT Charitable Trust proactively pursues its charitable objects as defined in its Trust Deed.
- To ensure that LFT Charitable Trust applies its resources exclusively in pursuance of its objects, i.e. LFT must not spend money on activities, which are not included in its own objects, no matter how worthwhile or charitable those activities are.
- To act with integrity and avoid any personal conflicts of interest or misuse of LFT funds or assets.
- To safeguard the good name and values of LFT Charitable Trust, avoiding activities that might place the charity's funds, assets or reputation at undue risk.
- To use reasonable care and skill in their work as Trustee, using their personal skills and experience as needed to ensure that LFT Charitable Trust is well-run and efficient.
- To ensure the current and future financial stability of LFT.
- To protect and manage the property of LFT Charitable Trust and to ensure the proper investment of the charity's funds.
- To consider getting external professional advice on all matters where there may be material risk to LFT, or where the Trustees may be in breach of their duties.

Other duties are:

- To act as an ambassador of LFT Charitable Trust promoting its good name and work as well as that of its other Trustees and staff.
- To hold the General Manager and executive team to account to ensure strategic objectives are met.
- To scrutinise thoroughly and fully understand the Board papers and other relevant documents including governance guidance.
- To fully participate in discussions and sometimes take the lead.

- To attend all Board meetings as well as other important events where possible.
- To attend any recommended training and to proactively develop governance related skills and knowledge.
- To regularly communicate, cooperate and make every effort to work well with fellow Trustees and staff at all times.
- To offer appropriate support, guidance and advice to the General Manager, executive team and other staff where appropriate.



Trustee Person Specification

Those interested in serving on the organisation's board must be able to demonstrate:

Legal Eligibility Criteria

- Minimum 18 years of age
- Appointed following the procedures of the Trust Deed
- Not disqualified from acting as a charity trustee of any charity for any of the reasons or on any of the grounds listed in section 86(1) of the Charities Act (Northern Ireland) 2008. These disqualifications broadly include but are not limited to anyone who:
 - has been convicted of an offence involving deception or dishonesty, unless the conviction is a spent conviction under the Rehabilitation of Offenders (NI) Order 1978
 - is an undischarged bankrupt or has made an arrangement (IVA) with creditors
 - has previously been removed as a trustee by the Commission or by the courts
 - is subject to disqualification under company legislation.
- not disqualified and/or barred from acting as a trustee of this particular charity under the provisions of the Safeguarding Vulnerable Groups (Northern Ireland) Order 2007(as amended by the Protection of Freedoms Act 2012) which deal with people who are working in a regulated and/or controlled activity.

Essential Criteria

- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship.
- Evidence of a commitment to LFT Charitable Trust , its vision and values.
- Have an active interest in, either as an employee or on a voluntary basis, the community and voluntary sector
- A commitment to devote the necessary time and effort; both in terms of attending formal meetings, fully preparing for meetings (e.g. reading papers and asking questions ahead of meetings), regular meetings with grant partners and other ad hoc support to the organisation.
- Evidence of discretion, integrity and diplomacy in line with the family's values.
- Excellent at communicating with people of all levels in order to be an effective ambassador of LFT.
- Creative thinking and strategic vision.

- Quick to learn; able to assimilate new information, scrutinise decisions and apply governance principles.
- Pragmatic, solution-focused approach to problems.
- Sound, independent judgment, backed up with evidence and rationale.
- Confidence to speak up at meetings; to challenge appropriately and to consider alternative points of view.
- The ability to work effectively as a member of a team and to proactively support others in pursuit of LFT Charitable Trust's strategic objectives.
- The ability to relinquish the detail and day to day management to others.
- The ability to monitor and evaluate performance of LFT and its activities.

Time Commitment

Two half days per month (meeting with grant partners) plus one Board meeting (60-90 mins) per month.

Term of Appointment

Trustees are appointed for a three-year term, renewable for a further three-year term.

Induction and Support

New Trustees will be offered a full induction programme and support.



The application process

For a confidential discussion about the position in the first instance, please contact Engage Director Patrick Minne, patrick@co3.org.uk 07792 509003.

1. Candidates are asked to provide a full CV by email to Engage by **noon on Tuesday 12 September 2023** to Patrick Minne **patrick@co3.org.uk**.
2. Engage will submit your application to the LFT Board Panel who will shortlist candidates.
3. Shortlisted candidates will be invited to meet the Panel for a two-way discussion about their candidacy.
4. The full Board will vote to ratify the selection of the successful candidate(s).

Please address any enquiries relating to the advertised position to LFT's recruitment partners:

Patrick Minne
Engage Executive Talent



Tel: 07792 509003
Email: patrick@co3.co.uk

www.engageexec.co.uk

LFT CHARITABLE TRUST

Enquiries unrelated to this recruitment can be addressed to:

LFT Charitable Trust
4 Annadale Avenue
Belfast
BT7 3JH

Tel: 028 9620 6151

Email: aisling@lftcharitabletrust.com

Web: www.lftcharitabletrust.com

LFT is registered with the Charity Commission for N. Ireland NIC107373