



Finance, Audit and Operations Committee independent member



Image: Broken Silence group project in London,
Face Front Theatre



Welcome from the Committee Chair

People are dying too young because of who they are, where they were born, and where they live.

At People's Health Trust, we believe in longer lives, better lived.

We partner with expert local organisations working on the front line of addressing health inequalities, corporate organisations and donors, universities, and policy-makers, to understand the effectiveness of different approaches to improving people's quality of life and health. By using the connections, evidence and expertise we have developed, we influence government on how to shape policy that tackles the real causes of poor health.

We listen closely to our vibrant network of over 600 organisations across Great Britain to build funding programmes, develop campaigning and policy work, and connect decision-makers with communities with direct experience of poor health and shortened lives.

We are recruiting an independent member, with finance and accounting skills and experience to our Finance, Audit and Operations Committee. You will provide scrutiny to the work of the Committee, ensuring objectivity and impartiality in its decision making. You will help ensure we are in sound financial shape and that there is a strong framework for accountability. The Independent Member will advise on areas such as financial planning and reporting, income generation, financial governance and risk management.

This is an exciting time to join the Committee as we implement our new income generation strategy, developing existing and exploring new funding opportunities. You will bring your knowledge and experience of organisational transition to bear as we move forward with the next phase of our development.

We very much welcome applications from anyone who had a keen interest in our work and believe their skills and personal experience will enhance the Trust's governance. Previous experience of sitting on an audit committee is not required.

We look forward to hearing from you.

Shelagh Kirkland

Chair of the Finance, Audit and Operations Committee

About us

Who we are

Strategic priorities 2022-2026

Our four strategic areas of work are:



1. We will **listen to and support** marginalised groups to speak out about their experience of health inequalities.



2. We will **build evidence and practice** around what works to address health inequalities.



3. We will **speak clearly and boldly** on the avoidable inequalities in health faced by marginalised people.



4. We will **develop as a diverse, equitable and inclusive** organisation and funder.

Our objectives place a clear emphasis on the Trust listening to marginalised groups and speaking clearly and boldly on the avoidable inequalities in health faced by marginalised people. We will build our evidence on what works and influence policy and decision-makers through local and national partnerships, and we very much welcome opportunities to form new partnerships with others.

**people's
health
trust**

**people
make
change**

**we
help it
happen**

Our values

Our values are at the core of everything we do and are reflected in how we work with staff and our partners.

True

We are true to our vision to address health inequalities, and work with local people to make improved health a reality in their communities. Our approach is rooted in listening and learning from local people.

Strong

We speak out and stand up for our principles to support local people. We engage our critics and supporters and be active in boldly challenging health injustice, discrimination, racism and oppression.

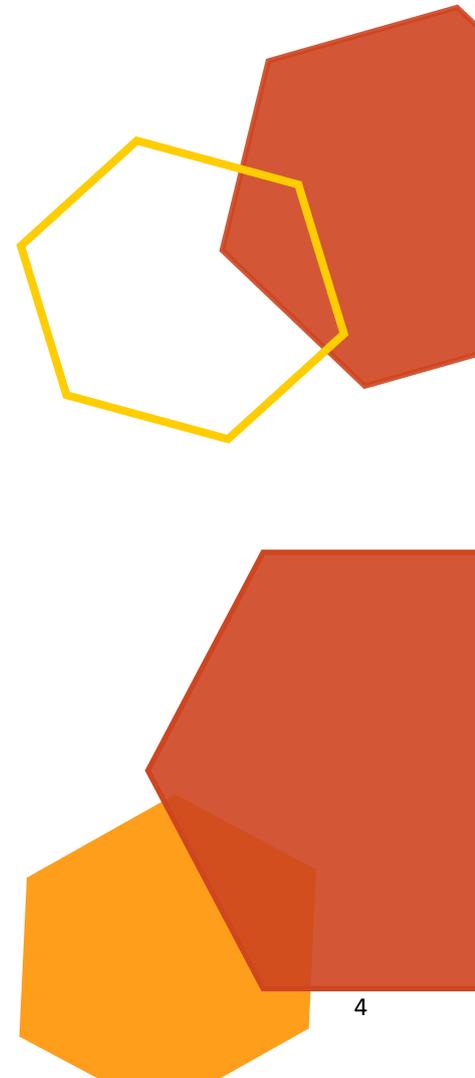
Together

There is strength in unity: we will develop deep connections with marginalised people and others who share our values. We strive to create solutions alongside those most affected to bring about health justice and ensure all voices and ideas are heard.

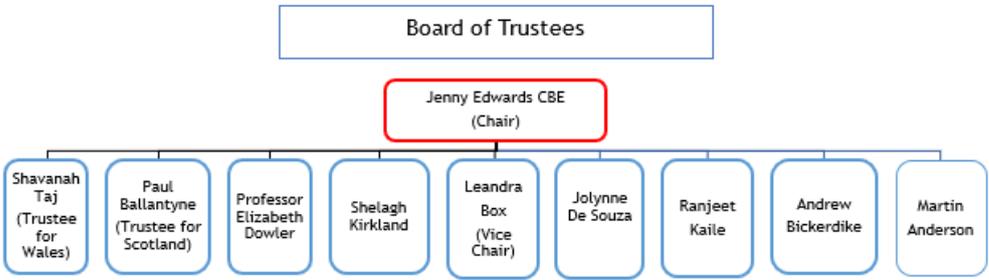
Equity, diversity

and inclusion

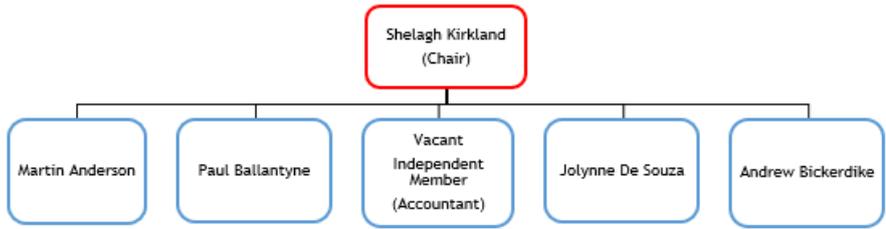
We are committed to strengthening our approaches to equity, diversity and inclusion (EDI) as an organisation and as a funder and we have a published (and very much alive) EDI strategy. We aim to have a staff team and Board in place that represents the communities we serve, including having the necessary range of skills and perspectives. We are committed to providing a safe place of work, free from racism, oppression and bigotry.



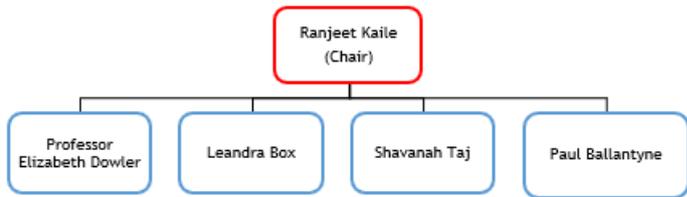
Our Board and Committees



Finance, Audit and Operations Committee members
(Jenny Edwards is ex-officio member)



Programmes, Impact and Influencing Committee members
(Jenny Edwards is ex-officio member)



About the opportunity

The main duties of the Finance, Audit and Operations Committee are summarised as follows:

- To advise the Board of Trustees on the minimum and optimum level of internal and external audit arrangements. To plan, oversee, review and report on such arrangements.
- To advise the Board on all investments, and taking direction from the Board in relation to investing Trust funds and selling investments.
- To recommend the annual budget to the Board and scrutinise in-year and end-of-year management accounts.
- To advise the Board on matters of risk and performance.
- To advise the Board and Leadership Team on strategic matters relating to legal and human resources, including safeguarding and data protection.
- To offer advice and guidance to the Executive as required.

About the Committee

People's Health Trust has two Committees which report to the Board - the Finance, Audit and Operations Committee and the Programmes, Impact and Influencing Committee. Both have responsibilities delegated by the Board and regularly report to and provide assurance to the Board on the areas that come under the Committee's remit, as set out in its Terms of Reference (TOR).

The Committees are made up of Trustees and Independent Members.

As an Independent Member of the Finance, Audit and Operations Committee, you will bring your financial knowledge and expertise to bear on the work of the Committee.

The Independent Member will advise on areas such as financial planning and reporting, income generation, financial governance and risk management.

Responsibilities

The Independent Member will primarily provide scrutiny to the work of the committee to ensure that the Trust is in sound financial shape and that there is a strong framework for accountability by advising on:

- Financial planning, reporting and management
- Financial procedures and reporting on audit, including appointment of and working with auditors
- Risk management policy and practice

In addition you may also provide guidance to the wider work of the committee, including:

- Income generation
- Information technology policy and practice
- Human resources, policies, procedures and practice
- Legal work

Person specification

An Independent Member of the FAOC should be able to demonstrate and provide evidence of the following:

- An accountancy background, being a full member of ICAEW, ACCA, CIPFA ICAS, CAI or CIMA, or qualified by experience
- Experience of charity financial management and accounting policies and awareness of the relevant legal and financial regulations
- Experience of scrutinising accounting and risk management policies
- Knowledge of governance processes
- Experience of working with organisations going through a transition
- Experience at senior level in a charity or business environment
- Understanding of the operating environment
- An ability to think in a strategic, innovative and flexible way
- Experience of contributing regularly, constructively and with respect for other views to strategic planning or project meetings
- Excellent interpersonal and communication skills and a strong team player
- An interest in the work undertaken by People's Health Trust
- Commitment to our anti-racism and anti-oppression intentions
- A willingness to devote the necessary time and effort to fulfil the duties as a committee member.

Time commitment

The role will require a time commitment of attending and preparing for four two and a half hour meetings a year.

These are currently timed for the end of the working day (from 16:00).

Additional information

Although this role is unpaid, all expenses (travel, accommodation, meals) to in-person meetings are covered. Remuneration for any additional living costs associated with being a committee member can also be discussed with the Trust.

Independent Committee Members are usually appointed for a period of three years, with eligibility for a further two three-year terms (a maximum of nine years).

Meetings are held at People's Health Trust offices in London or online.

How to apply

Please forward a CV together with a supporting statement, no longer than one side of A4.

Together these should set out your interest in the role and how you meet the following criteria.

- An accountancy background, being a full member of ICAEW, ACCA, CIPFA ICAS, CAI or CIMA, or qualified by experience
- Experience of charity financial management and accounting policies and awareness of the relevant legal and financial regulations
- Experience of scrutinising accounting and risk management policies
- Knowledge of governance processes
- Experience of working with organisations going through a transition
- Experience at senior level in a charity or business environment
- Understanding of the operating environment
- An ability to think in a strategic, innovative and flexible way
- Experience of contributing regularly, constructively and with respect for other views to strategic planning or project meetings

Please use these as headings in your supporting statement. Please send your CV, supporting statement and the completed [diversity monitoring form](#) to: recruitment@peopleshealthtrust.org.uk .

Our diversity data shows that we are currently underrepresented by certain groups of people across our Board and committees. We particularly encourage applications from people from racially minoritised communities, disabled people and people from disadvantaged neighbourhoods.

We are committed to being a **Disability Confident Employer**. This means that we are committed to the recruitment, progression and retention of disabled individuals. If you are disabled and have the essential skills and experience for this role, we will invite you for interview. If this applies to you, please ensure you indicate this on your email when you submit your application.

If you require any additional support with your application please get in touch. This particularly applies to people who need us to make reasonable adjustments under the Equality Act 2010.

For example, if you:

- would like this document in a different format,
- would like to make an application in a different format
- require the support of a BSL interpreter

You can contact us to discuss support by:

Telephoning 020 4548 0953

Emailing recruitment@peopleshealthtrust.org.uk

In writing at 19-21 Garden Walk, London, EC2A 3EQ

Recruitment timetable:

Recruitment is ongoing and so the opportunity may close if there is a high number of applicants.

If you would like to have a discussion before applying

please contact us at

recruitment@peopleshealthtrust.org.uk