



trading as



New Lodge Duncairn

Community Health Partnership

Trading as ReachOut Healthy Living Centre

Board Members

Information Pack



Applicants must submit CVs to fionnuala@reachoutni.org by 12noon
on 31.05.24

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Foreword from Billy Hutchinson, Chair

Dear Applicant

Thank you for expressing your interest in becoming a Board Member of New Lodge Duncairn Community Health Partnership. It is an exciting time for the organisation as we seek to build on our success to date.

New Lodge Duncairn Community Health Partnership (hereafter referred to as the NLDCHP) was established in 2003 to bring a range of health related programmes to the neighbourhoods of North Belfast. These programmes have been developed following research into the needs of local residents, from evaluation of current programmes to identify gaps in provision and from requests from statutory and community and voluntary sector organisations for effective health programmes.

New Lodge Duncairn Community Health Partnership is one of 29 Healthy Living Centres situated in areas of disadvantage across Northern Ireland, as such it is a member of the Healthy Living Centre Alliance. Each healthy living centre is tasked with translating high level government policies into accessible and practical community based initiatives and work across four key health pillars.

- Emotional Health & Wellbeing
- Sedentary Lifestyles
- Alcohol & Drug Misuse
- Smoking Cessation

In 2023, after much thought and deliberation and to coincide with our 20th anniversary the organisation re-branded as ReachOut Healthy Living Centre. This allowed the organisation the opportunity to relaunch and raise awareness of the organisation and its programmes and initiatives. The re-brand launch was held on 16.01.23 with over 60 in attendance and engaging in the discussion about the new direction and a celebration of our achievements to date.

We are looking for **three** Board members who are willing to join us and dedicate time and energy to the organisation's vision; To address local health inequalities through a range of early engagement, prevention, support and promotional initiatives.

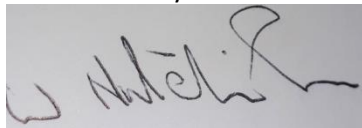
You will be joining a dedicated team of people who care deeply about helping in our community and the difference we are able to make.

In return for their commitment to the organisation, NLDCHP offers trustees the opportunity to promote health and well-being amongst the neighbourhoods of North Belfast.

We will provide you with a full induction to the organisation's work and we will support you in your role as a Board Member.

We are ambitious to continue to grow and diversify, to serve more people in different ways.

Yours sincerely



Chair, on behalf of the New Lodge Duncairn Community Health Partnership Board

To Apply

Please submit a CV of not more than three A4 pages.

Essential Dates and next steps...

1. Please submit your CV to Fionnuala Dunleavy by 12 noon on 31.05.2024.
Either

Email: fionnuala@reachoutni.org

Or

Post:

Fionnuala Dunleavy
206 Duncairn Gardens
Belfast
BT15 2GN

2. This will be followed up with a conversation with Julie Jamieson [Manager] to talk you through the main roles and responsibilities.
3. This will be followed by a conversation with a purpose with the Chair and the Manager to see how you meet the criteria set out in the role description and the level of commitment you are able to make in this voluntary role.
4. There will be an opportunity for successful candidates to meet the full Board before they make a commitment to join.

What we are looking for...

We are looking for **three** individuals with a background in the private, public, voluntary or community sectors who can contribute to the strategic leadership and governance of the organisation. Taking account of the range of skills and experience of NLDCHP's current Board Members, the current skill set is predominantly drawn from a community development perspective and/or we welcome strengthening the Board's collective portfolio of skills in the following areas:

- *Charities Act & Company Law*

- *Employer Responsibilities*
- *Financial Management*
- *Communication & Media*
- *Business Development & Strategic Planning*
- *Health & Safety*

Please note this is not an exhaustive list and if there are other skills and qualities that you feel relevant and would bring value to the NLDCHP Board, please make an application.

NLDCHP is committed to diversity and equality of opportunity and welcomes applications from all sections of the community.

Time commitment

The Board's purpose is to oversee governance and drive the strategic direction of the organisation. The Board meets bi-monthly with potential involvement in other important sub-committees. Each trustee serves a three-year term of office.

There is also an annual planning day you would be expected to attend.

Board Member Role Profile

Role purpose: To contribute to the leadership and governance of CHP	
Key accountabilities	Key elements and tasks
To contribute to the leadership of NLDCHP.	<ul style="list-style-type: none"> • Contribute to the development and monitoring of NLDCHP's Strategic and Business Plans; • Always uphold the best interests of NLDCHP • Uphold the aims, principles and values of NLDCHP; • Communicate, explain and support the decisions of the Board. • To work in partnership with other community/voluntary and statutory agencies to design and deliver health promotion programmes tailored to community need.
Contribute to effective decision making by the Board.	<ul style="list-style-type: none"> • Prepare for, attend and contribute to six Board meetings each year. • Prepare for, attend and contribute to an annual planning day each year; • Prepare for, attend and contribute to the Annual General Meeting; • Prepare for, attend and contribute to potential involvement in other important sub-committees; • Apply independent judgement to all issues under discussion at Board meetings.
Fulfil the legal requirements of being a Board Member.	<p>Ensure NLDCHP:</p> <ul style="list-style-type: none"> • Is financially viable; • Complies with all legal requirements; • Fulfils its responsibilities as an employer; • Is committed to ensuring equality of opportunity in service provision and employment;
Understand and promote the interests of NLDCHP and our clients	<ul style="list-style-type: none"> • To build community capacity that supports the full participation of local people in identifying and addressing their health needs. • To identify, develop, nurture and sustain partnership work on health and wellbeing locally and strategically, as well as through community and interagency partnerships.

Board Member Person Specification

Those interested in serving as a NLDCHP Board Member must be able to demonstrate that they:

1. Have relevant experience in the private, public, voluntary or community sectors either as an employee or on a volunteer basis.
2. Have leadership skills, including the ability to be objective, to probe and question, and to act decisively when necessary.
3. Are visionary, creative and passionate about NLDCHP's service, and prepared to invest energy in its success.
4. Are team players, able to listen and work with others, offering guidance and support to ensure effective decision-making by the Board.
5. Have a strong community background.
6. Are good communicators, willing and able to promote the decisions of the Board and the interests of NLDCHP and its clients.
7. Can commit to the time commitments as detailed previously.

Candidates must sign a Trustee Declaration [- see appendix 1] and disclose any information about their personal or professional life which in the Board's perception could bring NLDCHP into disrepute, including removals from previous governance roles, current or previous membership of organisations which may conflict with the aims, principles and values of the organisation, or behaviour which might be seen to undermine public confidence and trust.

Candidates must also disclose if they have been convicted of a crime which debars them from acting as a Company Director, or they are an undischarged bankrupt or disqualified to act as a Company Director.

Candidates must disclose any information which could give rise to a perception of conflict of interest with their role as a NLDCHP Board Member. This will not necessarily result in an inability to serve on the Board.

Background to New Lodge Duncairn Community Health Partnership

New Lodge Duncairn Community Health Partnership is a company limited by guarantee with charitable status and as such is governed by the Memorandum and Articles of Association.

The New Lodge Duncairn Community Health Partnership was established in response to the findings of health research that was conducted in the North Belfast area in early 2000.

The aim of the research was to gather information on local people's health knowledge and their perceptions of health, and to use this information to better inform health and social services and in particular the targeting of health promotion activities.

Coinciding with this local work was the development of a Healthy Living Centre Programme through the New Opportunities Fund with the stated aim of;

"Healthy Living Centres will be the Local flagships for health in the community, reaching out to people who have until now been excluded from opportunities for better health and being powerful catalysts for change in their neighbourhoods".

The NLDCHP has established a solid reputation of delivering high quality health related projects since 2003, during the more recent timeframe of 2018-2023 the organisation delivered 1107 community based health programmes to 24829 participants over 15330 delivery hours.

Some of the projects designed to address the prevalent health inequalities in North Belfast include:

- Supporting Families North Belfast- a holistic family support care pathway.
- Carers Support Partnership with 174 Trust Young Adults Disability Group
- Belfast Area Outcomes Group - mentoring, home visitation & after school services for children aged 5-12 years with/awaiting an ASD; ADHD or challenging behaviour diagnosis.
- Community Food Initiative 2019-2024- promoting healthy eating and cooking skills in families in the Belfast Trust area.
- Older peoples programmes – connecting older people with nutritional information and physical activity to minimise social isolation
- Health events for all ages - supporting community partners to promote healthy living.
- Digital Transformation Project in conjunction with Precept IT.

Expenses

Board Members will be reimbursed for travel and subsistence costs when carrying out NLDCHP Board business.

Board Member Induction and Support

All new Board Members will be offered induction and supporting material.

Finances

NEW LODGE AND DUNCAIRN HEALTH PARTNERSHIP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

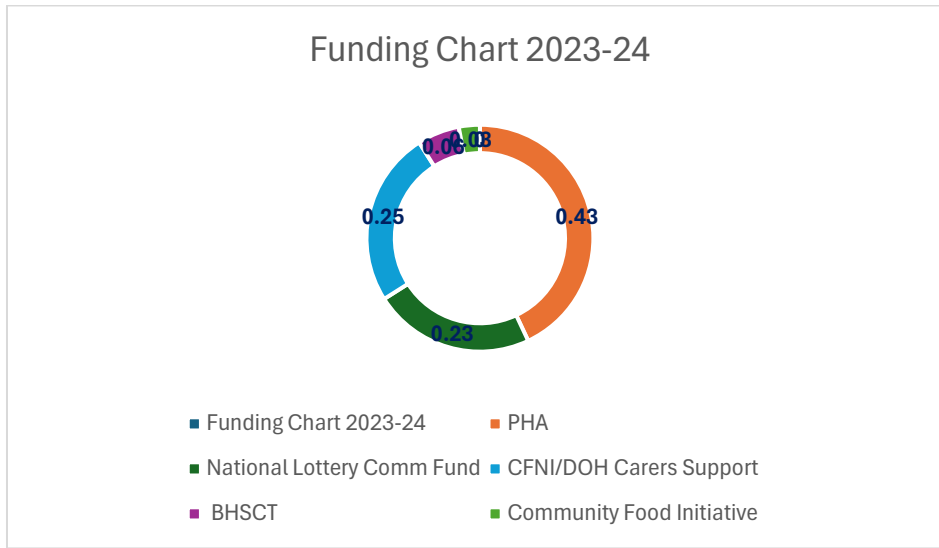
		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:							
Donations and legacies	3	130,595	-	130,595	115,715	-	115,715
Charitable activities	4	49,997	129,857	179,854	9,732	211,687	221,419
Total income		<u>180,592</u>	<u>129,857</u>	<u>310,449</u>	<u>125,447</u>	<u>211,687</u>	<u>337,134</u>
Expenditure on:							
Charitable activities	5	167,429	184,033	351,462	168,521	208,749	377,270
Gross transfers between funds		-	-	-	12,714	(12,714)	-
Net income/(expenditure) for the year/ Net movement in funds		13,163	(54,176)	(41,013)	(30,360)	(9,776)	(40,136)
Fund balances at 1 April 2022		<u>12,066</u>	<u>113,723</u>	<u>125,789</u>	<u>42,426</u>	<u>123,499</u>	<u>165,925</u>
Fund balances at 31 March 2023		<u><u>25,229</u></u>	<u><u>59,547</u></u>	<u><u>84,776</u></u>	<u><u>12,066</u></u>	<u><u>113,723</u></u>	<u><u>125,789</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

Funding Chart



Our Vision

“To address local health inequalities through a range of early engagement, prevention, support and promotional initiatives.”

Our Aims

To build community capacity that supports the full participation of local people in identifying and addressing their health needs.

To identify, develop, nurture and sustain partnership work on health and wellbeing locally and strategically, as well as through community and interagency partnerships

Our Values

New Lodge Duncairn Community Health Partnership adheres to the principles and values of community development practice. The operational values of the organisation are detailed below:

1. On your side

ReachOut acts as a kind of interface between services and needs – finding and providing answers to difficult questions. But the relationship between service provider and service user is not simply transactional or dispassionate. It is committed and supportive. We take sides. The side where the need is.

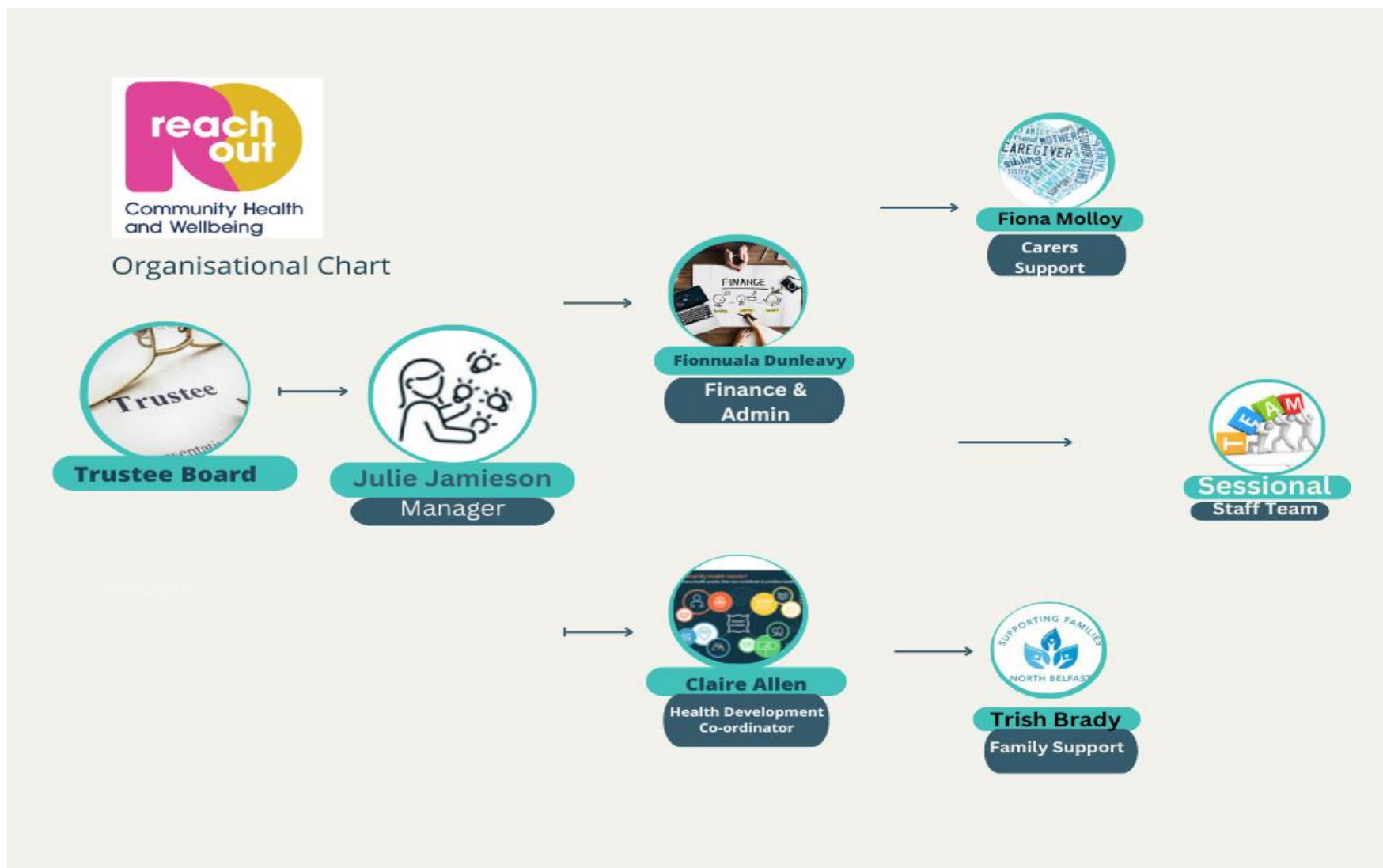
2. Compassionate expertise

Dignity, respect and kindness are ReachOut’s DNA, the elements that shape and drive us. Yes, we bring understanding and compassion to what we do. More than that, though, we also apply professionalism and proven expertise to the issues facing families, children and the broader community.

3. What matters is the substance

We speak up for the vulnerable, the overlooked and the hard-to-reach. And we speak with authority. The substance of what we say and do, the programmes we deliver: these are what truly matter. Because these are what make a difference.

Organisational Structure



Current Board Members

Billy Hutchinson, Chair

Justine Brown, Vice Chair

Bernadette Caughey, Treasurer

Mary Josephine Murphy

Mary Ann Watson (retired April 2024)

Management Team

Liza Wilkinson

Fiona Molloy (leave of absence)



Declaration for new charity trustees

Name of organisation: _____

Name of charity trustee: _____

Charity trustee eligibility and responsibility

By signing this form, you declare that you:

- Are willing to act as a charity trustee
- Understand your organisation’s purposes (objects) and rules set out in its governing document
- Are not prevented from acting as a charity trustee because you:
 - Have an unspent conviction for an offence involving dishonesty or deception
 - Are currently declared bankrupt (or subject to bankruptcy restrictions or an interim order)
 - Have an individual voluntary arrangement (IVA) to pay off debts with creditors
 - Have made a composition or arrangement with, or granted a trust deed for, creditors and this has not been discharged
 - Are subject to a moratorium period under a debt relief order or a debt relief restrictions order
 - Are disqualified from being a company director
 - Have previously been removed as a trustee by the Commission or the High Court due to misconduct or mismanagement, or removed as a charity trustee by any other charity regulator or Court in the UK
 - Are disqualified or barred from acting as a trustee of this charity under the Safeguarding Vulnerable Groups (Northern Ireland) Order 2007 (as amended by the Protection of Freedoms Act 2012).

You also declare that:

- The information you provide is true, complete and correct
- You will comply with your responsibilities as a trustee set out in the Charity Commission for Northern Ireland’s guidance.

Charity trustee declaration

Name (Print)	Signature	Date (DD/MM/YYYY)

