

Trustee roles with Learning Disability England

What this is about



Learning Disability England is looking for new Trustees to help run and guide the charity

Like all charities Learning Disability England has legal rules that say how we must work as a charity.



Our rules say that the Representative Body will lead on choosing new Trustees

This information pack tells you about being a Trustee of Learning Disability England and our plan for how we get new Trustees.

Thank you for your interest. We hope you will apply to join us or get in touch to find out more



The Representative Body members:

Vicky Buckingham, Lynn Jackson, Jordan Smith, Lorna Ely

Lucy Burke, Sheila Moorcroft, Claire Crossley, Wendy Burt

Alicia Wood, Scott Watkin, David Abbey, Rob Greig



About Learning Disability England and how we work

Learning Disability England is a membership organisation working to make life better with people with learning disabilities and their families.



We do this by sharing ideas and working with our organisation and individual members, their skills and experience helps us make services stronger and society fairer.



Learning Disability England wants to be like a megaphone.

We take people's voices and help make them louder. We do not speak for people with learning disabilities because we know that they can speak for themselves and doing this will change the way society sees them.



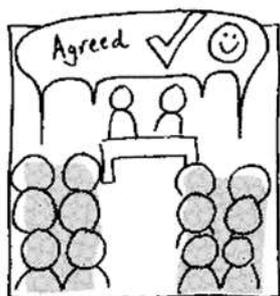
How we work with all our members

Learning Disability England is here to connect all the good work and spread it further. We know that if we all work together we can achieve more.

We have different kinds of membership to try to make sure anyone can be involved and share resources and skills as well as give good value for individuals and organisations of all sizes.

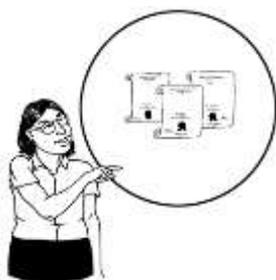


Learning Disability England members bring ideas, skills, money and experiences to support joint work on change and people with Learning Disabilities and their families leading that change.



We want to model our values by bringing together people, families and professionals to make decisions together in the governance of the organisation.

We do that through the Representative Body and how they work with the Trustees and staff.



Our legal rules and how we work as an organisation

Learning Disability England's legal rules say how we will work and make decisions.

We want to work so that people with learning disabilities have more power and control over the work we do.

One way we do this is by having the Representative Body.



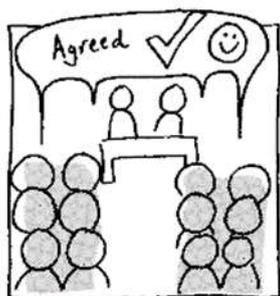
The Representative Body are elected by the members.

The Representative Body is made up of

- People with Learning Disabilities
- Family members and allies
- People who work in organisations



The rules say the Trustees and Representative Body members need to work together for the good of the members and what the charity is here to do.



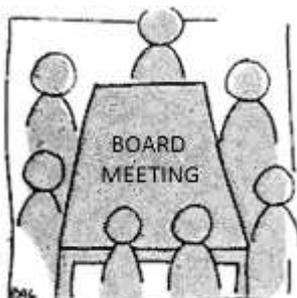
An example of how the two fit together is that both the Representative Body and the Trustees need to agree the rules for who can be a member.

This means it is important the 2 groups work well together and make decisions so Learning Disability England can do its job well.



You can see more about how we work and a simple version of our legal rules on our website here:

<http://www.learningdisabilityengland.org.uk/about/how-we-work/>



Being a Trustee at Learning Disability England

Learning Disability England can have between 8 and 10 Trustees.

We are looking for up to 6 new Trustees to join the Board over the next year.

The Trustees job is set by the law and Learning Disability England's own rules.



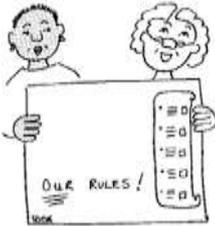
The Trustees are volunteers and do not get paid for being a Trustee. They can get paid their expenses for when they are doing work for learning Disability England.



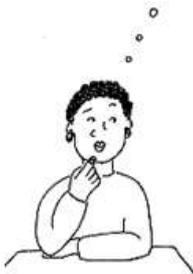
The Trustees have to be able to come to 4 meetings a year and they can get involved in other work with LDE in between.

The Trustees are the people who have the responsibility for the charity overall.

Trustees main jobs are to:



Chair of
Trustees



- Make sure LDE does the things it was set up to do and is following its own rules about working with members and other people
- Check LDE spends its money well and keeps the right accounts
- Make sure that LDE works within the money it has available and changes its work if there is not enough money for the original plans
- Make sure LDE has the right insurances
- Make sure the right reports are sent to Companies House and the Charity Commission
- Be part of telling people about what LDE does and listen to ideas from other people
- Make sure LDE keeps to the law around things like:
 - Employing people
 - Health and Safety
 - Equal opportunities
- Choose and support the Chief Executive or lead staff

They also have the job of making sure it is clear how the Trustees, Representative Body and staff work together.

The Trustees elect a person to be the Chair of Trustees and they can elect another person to be Vice Chair of the Board of Trustees.

How the Trustees need to work



The law and our legal rules set out the important things the Trustees need to think about or how they need to act in doing their job.

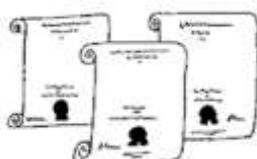
These include:

1. The Trustees working in partnership with Representative Body members, being open to sharing power to run Learning Disability England.
2. Be honest and open about the other things they are involved in. This is so that other Trustees can see whether they might find it difficult to make a decision in LDE's best interests. This is called a conflict of interest
3. Act and make decisions together
4. Ask for help and advice when they do not know enough to make a decision
5. Not make money from being a Trustee
6. They must use their skills to act and make decisions carefully and thoughtfully. This is sometimes called a duty of care
7. Trustees should make decisions in the best interests of the charity and the people we are here to work with
8. Trustees must make sure LDE is working to keep vulnerable people it works with and its own staff are safe. They are responsible for safeguarding overall.



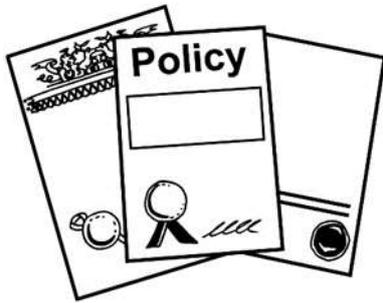
There are rules about who can be a Trustee.

Trustees must be over 18 years old



They must be people who have not been made bankrupt or committed a crime that stops them being a Trustee or working for a charity. These rules are there to make sure that charities are

run by people who the public can have confidence in.



Before people become a Trustee, Learning Disability England will need to check these rules with them.

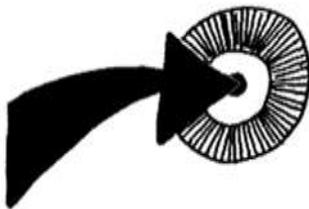
You can find out more about the general rules for Trustees in this Easy Read guide by The Advocacy Project

<https://www.ncvo.org.uk/accessible-guides>

or on the Government website here

<https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3>

What we think is important for the Trustees of Learning Disability England



We are looking for people who want to join us in helping Learning Disability England to do its job well.

The most important things are for everyone who is involved to agree to and support

- Learning Disability England's aims and values
- Working in partnership to make decisions in partnership with the Representative Body who represent our members

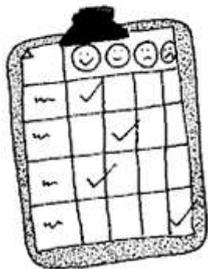


You can read about some of these on our [website](#) or we can share more detail with you



We would also really like people with some of these skills or experiences to be part of the Trustee Board.

- Being part of local or national decision making for an organisation
- Being involved in influencing local or national policy or approaches to regulation
- Fundraising for organisations or campaigns
- Leading or being part of research
- Managing finances or doing accounts
- Running or being part of the decision making of a social care or health or housing provider organisation from the private, voluntary or statutory sector
- Developing or leading communications
- Marketing for companies or organisations
- Being part of community or campaigning groups



We want the Board of Trustees to include people with Learning Disabilities and family members so welcome people with that lived experience applying.

What to do next if you are interested



We would really like to hear from anyone who thinks they can help make Learning Disability England a strong good organisation with us.

If you are interested, please answer the few questions about yourself.



You can use the short form at the end of this pack or send us a film or recording of yourself talking if that is easier.

We will be inviting people who are interested to join us at a meeting in October
This will be a chance for us to work together and see if we all think you being a Trustee is a good idea.



If you have any questions or just want to talk about this, please do contact our Chief

Executive:

Samantha Clark

E: Samantha.clark@LDEngland.org.uk

P: 07823536603

Trustee application information

If you are interested in becoming a Trustee please tell us a little bit about yourself and what you think about how you would work with the Representative Body. We do not expect long answers but it will help us to know a bit about you and why you are interested

You can send us this information on this short form or as a film or audio file if you prefer. If you want to get in touch another way let us know.

<p>Your name</p> <p>Address</p> <p>E mail address</p> <p>Phone number</p>	
<p>Why are you interested in being a Trustee at Learning Disability England?</p>	

What skills or experience do you think you would bring as a Trustee?	
How do you think you will need to work as a Trustee to work in partnership with the Representative Body?	

Please send this to Samantha Clark via info@LDEngland.org.uk

If you have any questions you can email Sam or phone 0300 201 0455

Please send it to us by 1st October at the latest.

We will invite people to join a meeting with us in October to talk about being a Trustee.

We will only use the information you send us as part of deciding who becomes a Trustee. We will keep it securely and only the staff or Representative Body members involved in this recruitment will see your information. We will not keep anyone's information if they do not become a Trustee.