



NEIGHBOURHOOD WATCH NETWORK

TRUSTEE RECRUITMENT PACK

APRIL 2020

Dear Candidate,

Thank you very much for your interest in joining the Board of Neighbourhood Watch England and Wales.

Neighbourhood Watch Network is the umbrella organisation for one of the largest grassroots movements in England & Wales, with over 2 million supporters who share our mission of reducing crime and the fear of crime through actions that help build strong and resilient communities.

We are currently seeking new trustees to help us implement our new strategy that builds on our strong legacy and aims to extend our reach, create new ways for individuals and organisations to engage with us and ensures that we are relevant to the concerns of the public about crime in the coming years. The board oversees the work of a six-person Central Support Team, led by our CEO.

We are keen to build a board that reflects the diversity of the communities we serve and are happy to provide support and training for people who wish to develop their skills as a trustee or who are new to the role. **We have identified some specific gaps in our board for trustees who i) bring knowledge of research and policy about crime prevention and public safety, experience of community engagement with the police, and ii) the ability to help us make effective and appropriate use of new technologies and digital in our work.**

This pack includes information on our organisation and our work, the role description and person specification and details of how to apply by the closing date of 18th May. If you would like to arrange an informal chat before applying, please request this via email to enquiries@ourwatch.org.uk.

We look forward to welcoming new trustees who share our values and who can bring forward our exciting future vision for safer, stronger communities. If that sounds like you, then we would really like to hear from you.

Yours sincerely,

Ian Bretman, Chair, Neighbourhood Watch Network



WHO WE ARE

Our Vision

Our vision is a society where neighbours come together to create safer, stronger and active communities.

Our Mission

Our mission is to support and enable individuals and communities to be connected, active and safe, which increases wellbeing and minimises crime.

Our Values

In all our work and relationships, we will be relevant, accountable and inclusive.



Neighbourhood Watch was established in the UK in 1984, to promote and encourage individuals to help prevent crime in their neighbourhoods and communities. It is a free to join member based organisation. Latest independent research estimates 2.4 million households for the period 2017-18.

Neighbourhood Watch operates as a federated organisation in England and Wales, with

other areas of the UK operating under different jurisdictions. Local Associations, who are the members of the national body, are aligned with the structure of police forces and we currently have active members in 31 out of the 43 Police Force Areas.

The Home Office provide the main source of funding for our work on crime prevention, and additional funds are raised from trusts and foundations, and through commercial partnerships. Current partners are Co-op Insurance, ERA Home Security and Avast and we expect to further develop this aspect of our work. The charity is in a strong financial position with income in excess of £500,000 expected for 2020/21 and adequate reserves.

Crime and society has changed since the Charity was first established but crime still remains one of the top three issues for the public. We aim to build on our strong legacy by ensuring our work remains relevant and accessible in the future. Our goals are to extend our reach by developing new ways for people to engage with us, increase our presence in areas of greatest need where deprivation and crime are prevalent, and ensuring we can demonstrate the impact of our work and the efforts of our supporters. We are confident of attracting the general public, businesses and funders and partners across the voluntary sector to work with us.



ROLE DESCRIPTION

1. Introduction

- Neighbourhood Watch Network (NWN) is a Charitable Incorporated Organisation (#1173349) that acts as the umbrella organisation for the voluntary crime prevention movement in England and Wales in which over 2 million people volunteer within their local communities.
- NWN is governed by a board of between 4 and 12 trustees who serve for terms of three years, with a maximum limit of three consecutive terms. Trustees are initially co-opted by the board, through open recruitment and interview to assess their fit with the person specification (section 4). They then stand for election by the charity's members at the next Annual General Meeting.
- NWN's work is delivered by a Central Support Team comprising a CEO and 5 permanent staff based in London.

2. Charitable Purpose

NWN aims to reduce crime and the fear of crime by supporting grass-roots community initiatives that partner with the police, other public services and the voluntary sector. By promoting good citizenship and encouraging public participation, this work helps people be safer and contributes to greater community cohesion and resilience.

3. Duties of Trustees

- a) Ensure that NWN complies with its Constitution, charity law, and any other relevant legislation or regulations
- b) Ensure that NWN pursues its objects as defined in its Constitution
- c) Ensure NWN's financial stability
- d) Ensure NWN applies its resources exclusively in pursuance of its objects.
- e) Safeguarding NWN's good name and values
- f) Providing strategic direction to management by setting overall policy and defining goals and targets, and exercising oversight and scrutiny in evaluating delivery of the strategy.
- g) Appoint and dismiss the CEO, set their remuneration and personal objectives and evaluate their performance. Act as a "critical friend" to the CEO through support and constructive challenge.

- h) Ensure that the board operates in the interests of NWN itself and not in the interests of any of its members, or other groups, or of external bodies.

In addition to the above statutory duties, each trustee should use any specific skills, knowledge or experience they have to help the board of trustees reach sound decisions. This may involve leading discussions, identifying key issues, providing advice and guidance on new initiatives, and evaluating or offering advice on other areas in which the trustee has particular expertise.

The Charity Commission publishes a guide to [The Essential Trustee](#) which provides more detailed information.

4. Person specification

We expect every trustee to bring the following:

- a) An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship, and be willing to undertake training as needed.
- b) A willingness to commit the time needed to fulfil the role effectively.
- c) A commitment to NWN's mission and personal values in-line with [Nolan's seven principles of public life](#) (selflessness, integrity, objectivity, accountability, openness, honesty and leadership).
- d) The ability to identify and manage tensions between different roles held by trustees, including actual or perceived conflicts of interest, but also extending to relationships with, or loyalties to, different organisations.
- e) A commitment to equality and diversity and an understanding of the factors that can limit inclusion.
- f) The ability to read reports, exercise good independent judgment and make decisions based on evidence.
- g) Good listening skills and be prepared to speak your own mind while respecting the views of others
- h) Sufficient numeracy skills to understand accounts with the support of the treasurer
- i) Be willing to learn about NWN's work and to abide by its policies including confidentiality, data protection, and safeguarding.

We also aim for our board to comprise skills and experience in the following areas, with at least one trustee able to provide leadership in board discussions:

- a) Charity governance and legal matters.
- b) Financial and risk management, and income generation, particularly from statutory and institutional funders.

- c) Human resource management and organisational development
- d) Directing communications and public affairs work.
- e) An understanding of the Neighbourhood Watch movement, preferably through involvement in a local Association or scheme
- f) Current knowledge of the public policy framework relating to policing, public safety and crime prevention and the issues and trends that may impact on NWN's work in the future.
- g) The ability to help NWN make effective and appropriate use of new technologies to increase its impact
- h) Knowledge of good practice in community development, public engagement and participation, and developing a base of supporters and volunteers.
- i) Development of a public-facing brand and leveraging value through sponsorships and licensing.
- j) Strategic partnerships within the charity sector and between charities and the private or public sectors.

5. Eligibility

To serve as a trustee:

- You must be at least 16 years old
- You must not be
 - disqualified as a company director
 - have an unspent conviction for an offence involving dishonesty or deception (such as fraud)
 - an undischarged bankrupt (or subject to sequestration in Scotland), or have a current composition or arrangement including an individual voluntary arrangement (IVA) with your creditors
 - have been removed as a trustee of any charity by the Commission (or the court) because of misconduct or mismanagement
 - listed on the sex offenders' register

6. Time Commitment

- The board normally meets quarterly. Meetings are scheduled on weekday evenings and are held in Central London.

- New trustees are expected to participate in an induction programme and to undertake training in any areas in which they require development.
- Trustees are also expected to be available for discussions between board meetings via email or telephone and to participate where possible in working groups and task forces where their expertise is relevant.
- Trustees may also occasionally be asked to represent the board at public events, meetings of member Associations or with the charity's partners.
- Overall the minimum time commitment of trustees would equate to around 2 days per month (with additional time required of officers such as the Chair, Vice-Chair, Treasurer and Secretary).



APPLICATION PROCESS & TIMETABLE

- Application is by a cv with a short (maximum 2 pages) supporting statement. Please use the statement to explain your interest in the role and what you would bring to our board with reference to the person specification above.
- If you would like to have an informal discussion with our Chair before applying, please request this via email to enquiries@ourwatch.org.uk
- Interviews will be organised using Zoom videoconferencing.
- References for successful candidates will be obtained once an offer has made and accepted.
- Successful candidates will be asked to attend two board meetings as observers before being co-opted.
- The provisional timetable for the recruitment process is as follows (although exact dates may change):

Monday 27 th April	Advertisements placed
Monday 18 th May	Closing date
Tuesday 19 th – Thursday 21 st May	Shortlisting
Tuesday 2 nd & Wednesday 3 rd June	Interviews
June and August Board Meetings	Successful candidates attend as observers
October Board Meeting	Approved candidates co-opted as trustees.