



A ROCHA UK

BOARD RECRUITMENT 2022

INFORMATION PACK

This document contains information about A Rocha UK and its Board to help potential Trustees understand the role, and the context.

A Rocha UK is a charity registered in England and Wales (1089276) and in Scotland (SC042147) and a company limited by guarantee (4210929)

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ABOUT A ROCHA UK

A Rocha UK (ARUK) is a member of the A Rocha family of organisations, which include national organisations, affiliated projects, Climate Stewards, and A Rocha International, which is the coordinating body.

History: <https://www.arocha.org/en/our-history/>

Global work: <https://www.arocha.org/en/work/>

A Rocha UK: <https://arocha.org.uk/>

Our “rationale” can be seen at <https://arocha.org.uk/about-us/why-we-do-it/> and a summary of what we do at <https://arocha.org.uk/about-us/what-we-do/>

Programmes

ARUK currently runs four programmes:

Conservation - with urban and rural demonstration reserves (Wolf Fields in West London, Foxearth in Essex), and its growing network of partner organisations (Partners in Action) which it facilitates to manage their land for nature and educate their clients on care for creation.

Churches - with the flagship [Eco Church](#) scheme, now with more than 4,300 registered churches in England and Wales.

Individuals and Families - with the Wild Christian scheme facilitating Christian homes to reflect, take practical action and campaign on environmental issues.

Supporting environmental leadership - convening and enabling mutual support, learning and joint action by Christians working on the environment, through for example, chairing the Churches Environmental Issues Network and providing a twice-yearly prayer forum for Christians in environmental leadership.

ARUK also produces the respected Root and Branch magazine twice yearly and a monthly e-News, with more than 4,000 regular subscribers.

People

ARUK currently has a staff and core volunteer team of approximately 25 people - many of them part time. The staff and volunteer team is led by Andy Atkins, who joined as CEO in 2016.

Finance

ARUK's income comes mostly from supporting individuals and churches and from charitable foundations and trusts in the form of grants. We had an annual budget in 2021 of about £700,000.

Networks

ARUK is an active member of the UK Conservation Charities Network, Wildlife and Countryside LINK, and of the Climate Coalition; and also of the Churches' Environmental Issues Network (EIN) which it co-chairs..

Plans

We describe the mission of A Rocha UK as ‘Mobilising Christians and Churches to care for the natural environment – for nature, people and God’. In a world which is changing in unpredictable ways, we need to discern how that mission can be best lived out.

Our plans are framed around the following issues, and how we can have a positive impact working in partnership with the churches, other agencies, and communities:

Habitat: Can we help increase the amount of quality greenspace available to nature and people in the UK, by mobilising Christians and churches to better use their land, and their influence?

Species: By encouraging the church and other Christian landowners, can we see a measurable increase in the abundance of some species that have been declining in the UK and a renewed presence of some species that had disappeared from these sites?

Climate: How can we best stand alongside others to make a credible contribution (for such a small organisation) to driving a faster reduction in UK GHG emissions - mobilising Christians and Churches in particular to bolder action in their homes and premises, as well as their spheres of influence?

Lifestyle: Can we be helpful to A Rocha supporters and others seeking a reasonable overview of environmental issues, and how they link up to nature and with each other? How can we encourage the adoption of lifestyles consistent with addressing the environmental crisis? How can we as A Rocha UK model this through our own practices?

Church: How can we help the church to speak with integrity and sound theology into the environmental crisis and its existential threat to people and civilisation, encouraging understanding and action? By so doing, can we help the church to be more relevant, particularly to younger generations, and be reconnected with nature and the fullness of creation?

World: How do we best work with the international A Rocha family to collaborate on conservation, education, and funding?

A Rocha UK: What does “sustainability” look like for us in the future? How can we build sustainability into our finances, people, culture, systems, processes and premises?

These are big questions to which we don’t have complete answers – but we share them to give you a flavour of the priorities of the Board in the coming years.

This is summarised at arocha.org.uk/about-us/what-we-do/

BOARD MEMBERS

Ian McKay (Chair)

Board member since 2010, chair since 2017.

<https://uk.linkedin.com/in/imckayuk>

John Eames-Petersen (Treasurer)

Board member since 2015.

Retired, lives in Hatfield.

Helen Oldfield

Board member since 2014.

<https://uk.linkedin.com/in/helen-baker-8b0a738>

James Pearce-Higgins

Board member since 2012.

<https://www.bto.org/about-bto/our-staff/james-pearce-higgins>

Jonathan Hingston

Board member since 2020.

<https://www.linkedin.com/in/jonathan-hingston-97011615/>

Nick Baker

Board member since 2020.

<https://www.linkedin.com/in/nawbaker/>

Richard Thornbury

Board member since 2020.

Hilfield Priory, <https://www.hilfieldfriary.org.uk/environment/>

Richard Kirby

Board member since 2020.

Retired, lives in North Yorkshire.

Colin Beale

Board member since 2020.

<https://www.linkedin.com/in/colin-beale-2b5729103/>

Jack Moore

Board member since 2020.

<https://uk.linkedin.com/in/jackmooreuk>

Mike Perry

Board member since 2020.

<https://www.linkedin.com/in/mike-perry-91751a45/>

Brian Griffiths

Board member since 2020.

Retired, NSM, lives in Chinnor.

Andy Atkins (CEO)

<https://uk.linkedin.com/in/andy-atkins-2866056>

The Board meets typically 4 times a year, usually on a Saturday but sometimes on a Friday. At the moment, the meetings are held on-line. It is our intention, health and safety allowing, to have hybrid Trustee meetings with some meeting in Brentford (or elsewhere) and others joining on-line or by phone. Most meetings are 10:00 to 15:00, but they are occasionally planned as full-day meetings if there is a need. Lunch is provided for those who join in person.

The Board has one standing sub-committee, the Standing Committee, which is chaired by the Treasurer. Other temporary groups are formed as needed.

A GENERIC TRUSTEE JOB DESCRIPTION

Key responsibilities

With other trustees to hold the charity “in trust” for current and future beneficiaries by:

1. ensuring that the charity has a clear vision, mission and strategic direction and is focused on achieving these;
2. being responsible for the performance of the charity and for its “corporate” behaviour;
3. ensuring that the charity complies with all legal and regulatory requirements;
4. acting as guardians of the charity’s assets, both tangible and intangible, taking all due care over their security, deployment and proper application;
5. ensuring that the charity’s governance is of the highest possible standard.

Duties and tasks to fulfil these key responsibilities

1. Ensuring that the charity has a clear vision, mission and strategic direction and is focused on achieving these;

To work in partnership with other trustees, the chief executive and other senior staff to ensure that:

- 1.1 the charity has a clear vision, mission and strategic plan that have been agreed by the board, and that there is a common understanding of these by trustees and staff.
- 1.2 the business, operational and other plans support the vision, mission and strategic priorities.
- 1.3 the chief executive’s annual and longer term objectives and targets support the achievement of the vision, mission & strategic priorities.
- 1.4 board policies support the vision, mission and strategic priorities.
- 1.5 there are effective mechanisms
 - to listen to the views of current and future beneficiaries;
 - to review the external environment for changes that might effect the charity;
 - to re-assess the need for the charity and for the services it provides, or could provide and
 - to review regularly its strategic plans and priorities.

2. Being responsible, with the other trustees, for the performance of the charity and for its 'corporate' behaviour;

- 2.1 To agree the method for measuring objectively the progress of the charity in relation to its vision, mission, strategic objectives/priorities, business plans and annual targets, and to receive regularly reports on the performance of the charity.
- 2.2 To ensure that the fundamental values and guiding principles of the charity are articulated and reflected throughout the charity.
- 2.3 To ensure that views of beneficiaries on the performance of the charity are regularly gathered and considered by the board.
- 2.4 To appoint the chief executive, to set his/her terms and conditions and to ensure that the chief executive and the charity invest in the chief executive's ongoing professional development.
- 2.5 To receive regular reports from the chief executive on progress towards agreed strategic priorities.
- 2.6 To hold the chief executive to account for the management and administration of the charity.
- 2.7 To ensure that the chief executive receives regular, constructive feedback on his/her performance in managing the charity and in meeting his/her annual and longer term targets and objectives.
- 2.8 To ensure that the chief executive develops a learning organisation and that all staff, both paid and unpaid, review their own performance and regularly receive feedback.
- 2.9 To articulate the values of the charity.
- 2.10 To agree board policies.

2.11 To ensure that there are mechanisms for beneficiaries, employees, volunteers, other individuals, groups or organisations to bring to the attention of the trustees any activity that threatens the probity of the charity.

3. Ensuring that the charity complies with all legal and regulatory requirements;

- 3.1 To be aware of, and to ensure the charity complies with, all legal, regulatory and statutory requirements.
- 3.2 To maintain familiarity with the rules and constitution that govern the charity, to ensure that the charity and remains true to its charitable purpose and complies with its governing instruments and to review the constitution regularly.
- 3.3 If the charity has powers to delegate, to agree the levels of delegated authority, to ensure that these are recorded in writing by means of minutes, terms of reference for board committees and sub-committees, job descriptions for honorary officers, trustees and key staff, etc., and to ensure that there are clear reporting procedures which are also recorded in writing and complied with.
- 3.4 To ensure that the responsibilities delegated to the chief executive are clearly expressed and understood, and directions given to him/her come from the board as a whole.

4. Being guardians of all the charities assets, both tangible and intangible, taking all due care over their security, deployment and proper application.

- 4.1 To ensure that the charity has satisfactory control systems and procedures for holding in trust for the beneficiaries all monies, properties and other assets and to ensure that monies are invested to the maximum benefit of the charity, within the constraints of the law and ethical and other policies laid down by the board.
- 4.2 To ensure that the major risks to which the charity is exposed are reviewed annually and that systems have been established to mitigate or minimise these risks.
- 4.3 To ensure that the income and property of the charity is applied for the purposes set out in the governing document and for no other purpose, and with complete fairness between persons who are properly qualified to benefit.
- 4.4 To act reasonably, prudently and collectively in all matters relating to the charity and always to act in the interests of the charity.
- 4.5 To be accountable for the solvency and continuing effectiveness of the charity and the preservation of its endowments.
- 4.6 To exercise effective overall control of the charity's financial affairs and to ensure that the way in which the charity is administered is not open to abuse by unscrupulous associates, employees or volunteers; and that the systems of control are rigorous and constantly maintained through regular evaluation and improvement in the light of experience.
- 4.7 To ensure that intangible assets such as organisational knowledge and expertise, intellectual property, the charity's good name and reputation etc are properly valued, utilised and safeguarded.
- 4.8 If the charity owns land, to know on a continuing basis what condition it is in, if its boundaries are being encroached upon, what can be done with it and how it is or should be used. In particular, to ensure that any property which is a permanent endowment is preserved and invested in such a way as to produce a good income while at the same time safeguarding the real value of the capital.
- 4.9 To ensure that all income due to the charity is received and that all tax benefits are obtained and all rating relief due is claimed.

5. Ensuring that the charity's governance is of the highest possible standard.

- 5.1 To ensure that the charity has a governance structure that is appropriate to a charity of its size/complexity, stage of development, and its charitable objects, and that enables the trustees to fulfil their responsibilities.
- 5.2 To reflect annually on the board's performance and your own performance as a trustee.

- 5.3 To ensure that the trustee board has the skills required to govern the charity well, and has access to relevant external professional advice and expertise.
- 5.4 To ensure that there is a systematic, open and fair procedure for the recruitment or co-option of trustees.
- 5.5 To ensure that there are succession plans for the chair and the chief executive.
- 5.6 To participate in individual and collective development and training of trustees.
- 5.7 To abide by the code of conduct for trustees as set out by the Charity Commission (see CC3 – “The Essential Trustee, what you need to know”).
- 5.8 To ensure that major decisions and board policies are made by the trustees acting collectively.

SOME ARUK SPECIFICS – TRUSTEES SHOULD:

1. Have awareness of / access to:
 - the Memorandum and Articles of Association
 - the latest annual report and accounts
 - current budgets, plans, strategy
 - any memoranda of understanding with partnering organisations
 - ARUK website, projects, key staff and volunteers
 - ARUK external communications
2. Sign a copy of the A Rocha Statement of Faith
3. Sign the Charity Commission’s declaration of eligibility
4. Sign the minute book affirming that they accept their appointment and are aware of their duties
5. Have a copy of CC3(a) – Charity Commission’s leaflet ‘The essential trustee - an Introduction’
6. Understand that they are appointed for a three year term as from the next AGM (appointment may be renewed)
7. Participate in a regular self-assessment of the performance of this Board of Trustees
8. Pray for one another and for ARUK

The Charity Commission record for A Rocha UK is at:

<https://beta.charitycommission.gov.uk/charity-details/?regId=1089276&subId=0#overview>

Reports and Accounts are also on the ARUK website at:

<https://arocha.org.uk/about-us/how-we-are-funded/>

Form CC3(a) can be downloaded from:

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