



Green Synergy

Trustee Recruitment Information Pack

2024



Green Synergy supports the principles of Safer Recruitment

Dear Potential Trustee/Treasurer,

Using community gardening to support people to socialise, learn and thrive.

Green Synergy.
Charity Number: 1153883 Company Number: 08399741



Thank you for downloading/requesting a Trustee/Treasurer Recruitment Information Pack. The pack includes:

- Information on Green Synergy, the role of Trustee, and the application process
- Trustee and Treasurer Role Descriptions and Person Specifications
- Annual Report and Accounts for year ending 31st March 2022
- Application Form

Working with people from the most disadvantaged communities in Lincolnshire, Green Synergy uses community gardening, therapeutic horticulture and nature connectedness to enable them to socialise, learn and thrive. Over the next three years our plan is to develop our Community Gardening spaces and grow the capacity of existing services and activities to meet increasing demand. The charity is now seeking individuals to strengthen the expertise and capacity of our board as we deliver these plans. At present, the Board is particularly keen to strengthen our expertise in the following areas:

- Charity Finance including budgeting and year end accounts (Treasurer)
- Marketing and Communications including social media
- Social Enterprise
- Knowledge of local policy especially regarding health, social care, education, employment and the environment

Applications from people with different skill sets are also welcomed and those with lived experience from the communities Green Synergy work with are particularly welcome. To apply to become a trustee of Green Synergy please complete the application form and send your completed form to info@greensynergy.org.uk or to the address below.

If you would like to discuss this opportunity before applying, please email me at the address above and I will arrange a mutually convenient time to talk with you.

Following shortlisting there will be an opportunity to visit Green Synergy, including a short interview. Successful candidates will be invited to observe a board meeting and assuming both parties wish to continue, the role will then be formalised.

Thank you for your interest in Green Synergy.

Yours sincerely

Caty Collier
Interim Chair of Trustees

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Green Synergy

Our Vision is for the people of Lincoln and the surrounding areas to have access to a network of local community gardening and city farming projects, therefore creating even happier, healthier, stronger and more sustainable individuals and communities.

Our Mission is to use community gardening, city farming and eco-therapies to help people come together to socialise, learn and thrive.

Our Values:

The work of Green Synergy is driven by our core values:

- ❖ **Community:** We are a safe, friendly, inclusive place for people to socialise, learn & thrive.
- ❖ **Synergy:** We believe in the power of partnership.
- ❖ **Love:** We show support & acceptance to everyone, including ourselves.
- ❖ **Potential:** We enable individual & community growth & wellbeing.
- ❖ **Sustainability:** We care for the planet & future generations.



What we do:

The charitable work of Green Synergy focuses on supporting people in the most disadvantaged communities in Lincolnshire to improve their mental and physical wellbeing.

Work includes community gardening and therapeutic horticulture programmes that enable people to learn skills for life and work, and encourages people to care for themselves, each other and the environment.

Green Synergy's community engagement events and activities bring communities together to create more life chances, quality green spaces and to re-connect people to green spaces, growing and nature.

At present most activities and services are focused on our two community gardens in the heart of Lincoln where people who are socially isolated and in under-served communities can meet, socialise and receive support. Last year over 1700 individuals used our services.

The Gardens

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Hillside Garden

Hillside Garden is Green Synergy's primary gardening and horticulture site for delivering our programmes, projects, events and volunteering.



Autumn and winter vibes of Hillside and our garden lawn and borders

Established in 2017, Hillside Garden was a former quarry and then community allotments before falling into an abandoned site with fly tipping, debris and contamination. The land is owned by United Lincolnshire Hospitals Trust and leased and operated by Green Synergy.

Hillside Garden is a 2.5 acre site comprising a garden lawn, crop growing beds, heritage orchard, peace garden, therapeutic sensory garden, a children's garden and a wilding area.

Ellie's Memorial Garden

Ellie's Garden is a memorial garden in memory of Ellie – a much loved and respected City of Lincoln Council Housing Officer who supported tenants on the housing estate.



Harvesting apples from Ellie's Garden for the local community

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Structure and Finance

Green Synergy was formed in 2013 and is a Company Limited by Guarantee (No: 8399741) and registered as a charity (No: 1153883). The charity is currently governed by a board of 5 trustees who meet bimonthly.

Based within the City of Lincoln the organisation has 9 employees (7.4FTE) and 26 regularly active volunteers (excluding trustee roles).

The last independently examined accounts, year ending March 31st 2022, show an income of £743K and an expenditure of £216k. Total reserves are £632k with £74k being unrestricted. The high level of restricted reserves reflects the award of large multi-year grants which have been included in the year of the award, the majority of this is shown in debtors as the cash will be received over a period of years. The management accounts for the 2022/23 year indicate an income of £324,094 and expenditure of £331,090 creating a deficit of £6,996. Total charity funds are £191,757.08. The forecasted budget for 2023/24 is Income of £304720 and a forecast of break even.

The main source of income is grants from a wide range of funders including the National Lottery, Lloyds Bank Foundation, Children in Need and the Community Renewal Fund. Additional income includes £12k of donations and £3k from earnings.

Business Plan

Green Synergy is currently in the process of developing its new strategic plan for 2024 to 2027 and new trustees will have the opportunity to be involved in developing this plan.

Role of the Trustee

At its simplest, the role of the trustee board is to receive assets from donors, safeguard them and apply them to the charitable purposes of Green Synergy. The trustee board must always act in the best interests of Green Synergy, exercising the same standard of duty of care that a prudent person would apply if looking after the affairs of someone for whom they have responsibility. The trustee board must act as a group, not as individuals.

Green Synergy strives to deliver good governance and seeks to follow the seven principles for good governance highlighted in [The Charity Governance Code](#) for small organisations:

- *Organisational purpose* - The board is clear about the charity's aims and ensures that these are being delivered effectively and sustainably.

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- *Leadership* - Every charity is led by an effective board that provides strategic leadership in line with the charity's aims and values.
- *Integrity*- The board acts with integrity, adopting values and creating a culture which help achieve the organisation's charitable purposes. The board is aware of the importance of the public's confidence and trust in charities, and trustees undertake their duties accordingly.
- *Decision-making, risk and control* - The board makes sure that its decision-making processes are informed, rigorous and timely and that effective delegation, control and risk assessment and management systems are set up and monitored.
- *Board effectiveness* - The board works as an effective team, using the appropriate balance of skills, experience, backgrounds and knowledge to make informed decisions.
- *Equality, diversity and inclusion* - The board's approach to diversity supports its effectiveness, leadership and decision-making.
- *Openness and accountability*- The board leads the organisation in being transparent and accountable. The charity is open in its work, unless there is good reason for it not to be.

Role of the Treasurer

The role of the Treasurer is to maintain an overview of Green Synergy's finances, ensure its financial viability and ensure proper financial records and procedures are maintained.

Main responsibilities include:

- Overseeing budgeting and strategic financial planning
- Management reporting
- Statutory Financial Reporting
- Chair the Finance and Fundraising Review Group

The Treasurer works closely with the Chair, CEO and the Finance and Office Manager.

More details on the Trustee and Treasurer roles can be found in the Role Description and Person Specification documents.

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Recruitment Process

If you are interested in joining the board please apply through the Reach Volunteering portal

Following shortlisting there will be an opportunity to visit Green Synergy, including a short interview. Successful candidates will be invited to observe a Board meeting and assuming both parties wish to continue, the role will be formalised.

Appendix 1: Green Synergy Charitable Objects

Green Synergy exists to fulfil the following charitable objectives, as stated in our governing document:

1. Use community gardening and horticulture to develop skills and capacity of the members of the socially and economically disadvantaged communities in such a way that they are better able to identify and help meet their own needs and to participate more fully in society.
2. Promote sustainable environmental, economic and social development for the benefit of the public.
3. Promote social inclusion.
4. Promote and protect good health by providing opportunities to engage in therapeutic horticulture and agriculture.
5. Advance the education of the public in horticulture, agriculture and conservation of the environment.
6. Provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation.

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