



## **Communities Forum Terms of Reference**

### **Purpose:**

The Communities Forum is a voluntary, representative body of LSL colleagues from across the LSL group of companies. The forum reports directly to the Group CEO providing the LSL Group with a platform to consider what part colleagues can play within their local communities and with charities close to their hearts. It also provides an open forum for discussion with the objective of developing proposals in relation to the Group's engagement within local communities and with charities which will be submitted to the Group CEO for approval, ahead of being promoted to the Group's businesses.

### **The aims of the forum are to:**

- Encourage opportunities for all LSL colleagues to provide support and assistance within their local communities to charitable organisations and voluntary initiatives.
- Engage with charitable organisations to promote a supportive culture across the LSL Group.
- Create opportunities for all colleagues to learn and share vital knowledge and expertise to assist others within their local communities.
- Promote an inclusive culture to ensure that colleagues are proud to share information on existing fundraising, volunteering and support for local charities and community projects .

### **Reports to:**

LSL Group Chief Operating Officer (CEO).

### **Remit:**

- To act as an interface between the Group's CEO and the wider colleague population.
- To act as a communicator and champion for business and LSL Group announcements.
- To champion opportunities to engage and participate across the Group while retaining focus on our local communities and charitable organisations.
- To proactively canvas and represent the views of the colleagues in our business areas.
- To provide feedback on how initiatives are received within our business areas.
- To play a central role in supporting plans to drive our proposals, initiatives and communications across our business areas and the Group.
- To play an active part by leading on campaigns and initiatives while supporting the overall purpose.

**Composition:**

- Chair
- Deputy Chair
- Volunteer representatives from all business areas in LSL

**Meeting Frequency and format (Face to Face/ virtual)**

Monthly, documented with records, available to all forum members to share with their business units accordingly.