



# Barnwood Trust

## Welcome Pack



# Welcome from Ann Santry

Chair of Barnwood Trust

Barnwood is an independent charitable Trust that has been working across Gloucestershire since the nineteenth century. We love being an integral part of the life of this county, acting as an agent of social change, working alongside disabled people and people with mental health challenges to change conditions impacting on them, using the Trust's significant resources to support that change.

The Trust's vision is to make Gloucestershire a better place for disabled people and people with mental health challenges. Our quest, which we pursue with passion, is for Gloucestershire to be a place where everyone with a disability or mental health challenge is valued for who they are and what they can give, can do the things they love, and feel fully welcome and at home in their communities.

Our close connections to people and organisations across the county enable us to respond swiftly in this rapidly changing world, ensuring that what we do makes the difference that disabled people and people with mental health challenges seek.

Some highlights from the last year illustrate the range of work that the Trust undertakes:

- **1757 grants awarded to disabled people and people with mental health challenges...for everything from laptops to exercise equipment**
- **£755,000 grants to charities in Gloucestershire working directly with disabled people and people with mental health challenges**
- **Over 250 disabled people and people with mental health challenges contributed directly to Barnwood's research**
- **3500 clear facemasks distributed in our Let's Be Clear Campaign for clear communication during the pandemic**
- **5 Strategic Partnerships secured with organisations who are instrumental in changing conditions to benefit disabled people and people with mental health challenges.**
- **Total charitable spend in 2021 came to £4.75million.**

**Thank you for your interest  
in becoming a Trustee of  
the Barnwood Trust, this is  
much appreciated.**



I have been Chair at the Trust since 2018 and I have really enjoyed being part of such a dynamic organisation, one that has the ability and commitment to really make a difference across the county.

Following a major change in the way the Trust is governed, the Board has been successfully recruiting new Trustees in 2022. We are now seeking to fill a final vacancy, specifically for someone with a background of knowledge and experience in financial investment management.

Our trustees share a passion for social justice and for improving the lives of disabled people and people with mental health challenges. You do not need previous experience as a trustee to apply; we will provide support and training to enable you to play your full part on the Board.

Being a Trustee gives you an opportunity to gain experience beyond what your life or job might currently offer as well as insight into how others work as individuals and in different sectors. It also enables you to be part of a collaborative and dedicated team that shares responsibility and gives you the opportunity to use your skills and experience to impact the lives of others in a positive way

Even if you are not sure if this is a role for you, do read on, and if you want to find out more, please do get in touch with our Chief Executive Sally Byng a call on 07891 392391. Applications close at noon on Friday 25th November and interviews will be arranged to suit the candidates shortly after that date.

We look forward to hearing from you

Best wishes

*Ann Santry*

**Chair of Barnwood Trust**





# Why become a Barnwood Trustee?

Trustees are volunteers from all walks of life, who are legally responsible for ensuring the charity is well run, financially solvent and able to meet its aims and purpose.

As a Trustee you have the chance to support and shape the work and strategic direction of the Trust, and you can make a significant difference to a cause that matters to you. Trustees aren't involved in the day to day running of the Trust as this is delegated to the staff, but they offer support and challenge to the Chief Executive and Leadership Team to help them run the Trust effectively.

Previous experience on a Board is not essential; it's more important to us that new Trustees share our values, bring fresh ideas and new perspectives to the Trust.





# What the Trustees do

This is defined in our formal 'Articles' which are approved by the Charity Commission. The key responsibilities of Trustees are to:

- Ensure the Trust has a clear vision, mission and strategic direction and is focused on achieving these, whilst ensuring that all activities undertaken are within the charitable objects.
- Provide guidance and support to the Chief Executive and other senior employees.
- Approve and monitor the delivery of the annual work plan ensuring delivery of key projects and milestones.
- Ensure the ongoing financial sustainability of the Trust and safeguard its assets for current and future beneficiaries.

A full description of the role of a Trustee can be provided separately by contacting Olivia Tilley

[olivia.tilley@barnwoodtrust.org](mailto:olivia.tilley@barnwoodtrust.org) or 01242 539935

# The Trust's governance

The Trust is governed by a Board of Trustees. We can have a maximum of 12 members.

Trustees are usually appointed for a fixed term of 3 years which can be renewed twice, enabling Trustees to serve for a maximum continuous term of 9 years.

Board meetings are held approximately 6 times a year. Each meeting is for up to 3 hours and is usually held during the daytime although this could be reconsidered if this made attendance difficult. There is also an annual Board awayday and an Annual Public Meeting.

In addition, there are currently 2 sub-committees of the Board (Finance, Risk & Audit, People, Nominations & Remuneration and Funding). New Trustees will normally be invited to join 1 of these sub-committees, or an occasional focused short-term working group.

Meetings are generally held in person at the Trust's base in Cheltenham, however we realise this can sometimes be challenging so we facilitate online or hybrid meetings too. Our offices in central Cheltenham are accessible and there is accessible parking on site. We welcome assistance dogs.

The overall time commitment expected from Trustees is approximately 12-16 days per year which includes time for preparing for meetings.

Trustees are not paid for carrying out their duties on behalf of the Trust; it is a voluntary role. They can however claim reasonable expenses that are incurred whilst fulfilling the role of a Trustee. This might include expenses for travel, childcare, a personal assistant or a BSL interpreter, for example.

# The kind of person we are looking for

## Essential Personal Attributes:

- A desire to make a positive difference to the lives of disabled people and people with mental health challenges
- A positive attitude
- A desire to generate goodwill and build relationships with fellow Trustees and staff
- The utmost integrity
- Strong self-awareness combined with tact, diplomacy and sensitivity

## With the ability to:

- Listen with an open mind and ask constructive questions
- Challenge constructively
- Employ thoughtful, considered judgement
- Engage in collective decision making
- Reflect on their own contributions to the Board as a whole
- Hold and respect confidential and sensitive information



## Experience:

In this recruitment round we are specifically looking to recruit someone with first-hand knowledge and experience of management of financial investments as the Trust has a significant investment portfolio, currently managed by three different investment houses.

We are not looking for a new trustee to actively manage the funds, but rather to be able to contribute to Board discussions and decisions from an investment-informed perspective



# About the Trust

Barnwood Trust was set up over 200 years ago to support disabled people and people with mental health challenges living in Gloucestershire. Today, we help thousands of people every year and we are a financially independent organisation that doesn't rely on fundraising. We have recently published our research into the origin of the Trust's funds in the nineteenth century. <https://www.barnwoodtrust.org/news/barnwood-trust-funding-origins/> These findings have intensified our aim to become an anti-racist organisation which we are actively working towards. More about this can be found here. <https://www.barnwoodtrust.org/about-us/becoming-anti-racist/>

We support people in three main ways:

- **Investing in the county through our funding programme**
- **Researching issues relating to disability and mental health in Gloucestershire**
- **Working in partnership across the county to change the way things work to make Gloucestershire a better place for disabled people and people with mental health challenges.**

This involves us in a wide range of activities. For example, we give grants to support and encourage community initiatives or help people access opportunities. We work collaboratively, sharing knowledge and ideas to help people find new ways around familiar problems.

We also open doors to new directions and experiences by bringing people together to share ideas.

Our work builds belonging. Something wonderful happens when people gain a sense of being part of a community. Togetherness means people can take control of their lives and then support others in similar situations, through sharing their experiences. Everything we do works towards creating closer communities in Gloucestershire by sparking that sense of belonging.

Importantly, we don't work in isolation. We have long-established relationships with organisations and groups across the county. Through sharing ideas and experience we support them to think differently about disability, community, housing and opportunities.

We view our relationships with disabled people and people with mental health challenges as a partnership. We don't run services. Rather, we offer connections so that together, we can support change in communities, encouraging people's diverse strengths and bringing the county closer together.

We have four goals, which are that disabled people and people with mental health challenges across Gloucestershire can:

- **Follow their passions and take up opportunities**
- **Live in well-designed homes in welcoming, sustainable communities**
- **Be fully involved in creating welcoming communities, spaces, and places**
- **Influence people, places, and organisations to make positive changes on disability issues and inclusion**



# How?

We make this change happen in three ways:

- *Funding*
- *Listening and Learning*
- *Changing Conditions*

Our strategy can be found on our website:

<https://www.barnwoodtrust.org/about-us/what-we-do/>



# Funding

The Trust is the steward of funds on behalf of the people of Gloucestershire. We provide funding to individuals, organisations, groups and places. Our funding is informed by research and supported by relationships that increase its impact.

As well as responding to requests for funding, we also identify priority areas for investment that will benefit disabled people and people with mental health challenges, and then initiate partnerships and projects for this investment.

# Listening and Learning

We want to hear from disabled people and people with mental health challenges about what needs to change in the county to make things better. We believe in strength in numbers and the importance of every voice.

Our research helps us, and others, to drive systemic and societal change, through campaigning and policy work.

We have a learning programme which builds thinking and capacity in the county and helps participants to understand more about disability, mental health, and how to make change in the county.

Barnwood Trust has a research programme that is focused on disability and mental health.

# Changing Conditions

Barnwood works across the county proactively in place-based development, brokering collaborations and introducing funding where necessary, to create societal and systemic change which will benefit disabled people and people with mental health challenges.

locally and county-wide, to drive that systemic and societal change, as a means of influencing conditions impacting on disabled people and people with mental health challenges.

We have a staff of 39 people who carry out all the Trust's work, led by a Leadership Team of three people.

We use our convening power with people, groups, and organisations



The following short example shows how we go about achieving our strategic goals:

“Cheltenham Housing Aid Centre (CHAC) provides people with mental health challenges and people with drug and alcohol issues with advice and assistance on matters relating to housing, benefits, and money skills. They have provided support to people who are homeless and at risk of homelessness in Cheltenham for the past 35 years. Last year, our Strategic Development Team worked with CHAC to access funding through Gloucestershire Funders so that they could continue to operate as an independent service.

Barnwood Trust recognises CHAC’s important role in improving access for people with mental health challenges to housing that meets their needs - one of the Trust’s strategic objectives. Being able not only to fund CHAC’s work, but also work alongside them through our Strategic Development Team to influence and change conditions in Cheltenham is important us.

CHAC and Barnwood Trust have developed a working relationship, collaborating on two important pieces of work; co-chairing ‘End Furniture Poverty Cheltenham’, a group of statutory and voluntary sector organisations committed to improving people’s access to household essential items through partnership working and policy change, as well as commissioning CHAC to provide learning opportunities about housing for our colleagues and other professionals working with disabled people and people with mental health challenges.”





# How to apply & next steps

If you are interested in applying to be a Trustee, please submit, via an online application <https://www.barnwoodtrust.org/about-us/current-jobs/> by 25th November 2022 in whatever format works best for you (written or a voice note for example) a short response to the following question:

**Why are you interested in the role of Trustee at Barnwood Trust, and how do you meet the personal attributes, skills and experience mentioned on page 10-11?**

The online application form contains a text box for your response, however if you wish to send your response in a different format you can also upload files to the application. The response should be no longer than 2 pages of A4 or a 5 minute voice note.

We would also like you to complete an Equal Opportunities form, this is separated from your application at source.

We want our application process to be right for you, so if there's anything you think we can do to make this process more straightforward for you please contact Olivia Tilley at [olivia.tilley@barnwoodtrust.org](mailto:olivia.tilley@barnwoodtrust.org) or **01242 539935** to discuss what support we provide.

Below are some examples of what is on offer:

- A phone call before you apply to discuss the role and ask any questions you may have
- The application pack in an alternative format
- A conversation before your interview if you are shortlisted
- The provision of digital or hard copies of questions to be asked at the interview in advance
- At the interview itself we can provide BSL interpreters, extra time for the discussion, hearing loops or travel adjustments.
- You can of course bring a personal assistant with you.



Interviews will be held as soon as possible after the closing date to suit the availability of candidates, when candidates will also have the opportunity to meet Trustees and staff to find out more about what the Trust does.

Ideally all interviews will be held in person at the Trust's base in Cheltenham, but arrangements can be made to hold them online via zoom if that makes it easier for a candidate.

We will share the names of the panel members and the format of the interview in advance. If you have access needs, we will meet them.



## Next steps

All applications will be reviewed by the shortlisting panel which will agree which candidates they would like to invite for interview.

All applicants will be contacted by 2nd December about whether they have been shortlisted or not. All applicants who attend an interview will be offered individual feedback.

## Guaranteed Interview

If you have a disability (this includes mental health or long term health conditions) and have the abilities and personal qualities we are looking for (see page 10), we will guarantee you an interview. If you feel you qualify, please ask us to consider your application under the guaranteed interview scheme when you submit your answer to the question set on page 18.

Please note however that a request under the guaranteed interview scheme does not guarantee an

applicant will become a Trustee. Following interview, the best candidates will be offered the role of Trustee.

For all applicants, we want to make the process of applying as fair as possible so we will only use your answer to the question to shortlist. Your Equal Opportunities form will be separated from your application when we receive it so that it will not influence the shortlisting.



# Further Information

Should you have any questions, wish to have a conversation with Sally Byng, the Chief Executive, to find out further information about Barnwood Trust and the role of a Trustee, or require any of the information in a different format, please contact Olivia Tilley directly at [olivia.tilley@barnwoodtrust.org](mailto:olivia.tilley@barnwoodtrust.org) or 01242 539935.

## Useful links

[www.barnwoodtrust.org/](http://www.barnwoodtrust.org/)

[www.youtube.com/channel/UCkgtvFCJWIWQg1sUEeFMUkQ](https://www.youtube.com/channel/UCkgtvFCJWIWQg1sUEeFMUkQ)

[www.barnwoodtrust.org/blog/](http://www.barnwoodtrust.org/blog/)

[www.barnwoodtrust.org/news/annual-report-2020/](http://www.barnwoodtrust.org/news/annual-report-2020/)

[www.barnwoodtrust.org/news/our-changing-world/](http://www.barnwoodtrust.org/news/our-changing-world/)

[www.barnwoodtrust.org/resourcing-resilient-gloucestershire-report/](http://www.barnwoodtrust.org/resourcing-resilient-gloucestershire-report/)

[www.barnwoodtrust.org/vcs-reports/](http://www.barnwoodtrust.org/vcs-reports/)



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