



# Truro Cathedral

*sacred space, common ground*

## Audit & Risk Committee Member

Truro Cathedral is a Registered Charity (number 1207821)

[www.trurocathedral.org.uk](http://www.trurocathedral.org.uk)



## **Our Vision, Ambition and Values**

### **Vision**

Our vision for Truro Cathedral is to create **Sacred Space** in which the holiness of God is encountered in an open and inclusive way and **Common Ground** where issues shared by the whole of humanity can be explored.

### **Ambition**

Inspired by the Gospel of Jesus Christ, we work to build a welcoming, inclusive and engaging environment that, through the delivery of a diverse and inspiring programme of worship, events, educational activities and community outreach, fulfils and spiritually enriches all who experience Truro Cathedral.

### **Values**

#### **Love & Unity**

We care for one another with compassion and kindness and our work is embedded in a spirit of love and cooperation as we come together to succeed in our mission for the cathedral.

#### **Dignity & Respect**

We respect others and value diversity, embracing our similarities and differences with gentleness, self-control and a willingness to learn. We welcome expressions of spirituality, respecting and valuing those with different faiths or no faith.

#### **Accountability & Integrity**

We act with honesty, openness and integrity in everything we do. We use the resources entrusted to us wisely and effectively with transparency and accountability. We demand high standards of professionalism from ourselves every day, always striving to deliver excellence in our work.

#### **Creativity & Courage**

We are bold and challenge ourselves and others to question the norm. We explore new options and take intelligent risks, confident that we do so in a supportive environment. Committed to continual development, we embrace change and nurture personal growth.

## Role Description

<b>Role Title</b>	Governance Committee Member – Audit & Risk Committee
<b>Hours of Voluntary Work</b>	There are no set hours, but a typical time commitment would be 4 hours per month. Appointments to the committee are for three years (extendable).
<b>Supported by</b>	Chief Finance Officer, Dean, Chief Operating Officer, plus administrative support for minutes etc. External advisors, such as the Auditor, also support the committees.
<b>Location and time commitment</b>	Committee members usually meet face to face five times per year. Meetings are usually daytime, on weekdays, in the cathedral office in Truro. They typically last 2 - 3 hours (plus preparation time).
<b>Purpose of the role</b>	The committee supports the board of trustees (known as the Chapter) to ensure that the cathedral's finances are properly managed so that the cathedral deliver its charitable objects. Further details of the functions of the Committee are set out in the Terms of Reference (attached).

## Introduction


Truro Cathedral is constantly changing to respond to the needs, desires and hopes of people in Cornwall and the Isles of Scilly. The Audit & Risk Committee plays a vital role in enabling the cathedral to meet its religious purpose as a church and to act as a custodian of the Grade 1 listed cathedral building.

We welcome applications from people with a diverse range of backgrounds to join our governance committees. If you have relevant financial skills and experience, and you want to help the cathedral succeed in the next period of its history, we would like to hear from you.

For the right person, joining one of the cathedral's financial committees is a wonderful opportunity to make a significant contribution to the life of Truro Cathedral in the run up to 2030 - the 150th anniversary of the laying of our foundation stone.

## Governance Overview

Truro Cathedral is a registered charity, and is under the joint regulation of the Charity Commission and the Church Commissioners. The cathedral must deliver its charitable



and ecclesiastical purposes, as set out in the constitution and statutes, for the public benefit.

To find out more about the cathedral, its finances and its work, please visit

- The [cathedral website](#)
- The [Charity Register](#)

The governance structure of the cathedral focusses on strategic rather than operational decisions. In the Church of England, the charity trustees are known as the Chapter.

The governance committees are appointed by the Chapter to support its decision-making, or to undertake a time-limited project. Chapter members may serve on committees, but they are usually a minority of members.

Audit & Risk Committee members receive reports from the officers (staff) of the cathedral and

- Make decisions and recommendations to the Chapter
- Provide advice and act as a 'critical friend'
- Act as enthusiasts and advocates for the cathedral.

Meetings typically involve considering reports, asking questions, having discussions on key issues, reviewing progress or performance and sharing previous knowledge and experience.

Governance committee membership is an unpaid voluntary role. Reasonable out of pocket expenses can be paid in accordance with Charity Commission rules and the cathedral's expenses policy.

Provisional appointments to committees are only confirmed upon completion of safer recruitment protocols: mandatory safeguarding training, and satisfactory references.

### **Person Specification**

Audit & Risk Committee members must have recent and relevant experience (within the last 6 years) in one or more areas of finance, audit and risk management.

Members should demonstrate:

- Enthusiasm for the cathedral and commitment to its charitable and ecclesiastical purposes (set out in the Constitution)
- Willingness to act as an advocate or ambassador for the committee or the cathedral
- Ability to contribute to committee meetings through constructive engagement and questioning, respecting the confidentiality of proceedings and reports

- Effective communication skills, including listening skills, and willingness to participate actively in discussion
- A strong personal commitment to safeguarding
- A strong personal commitment to equality, diversity and inclusion, and openness to work with different traditions and different faiths
- Willingness to prepare by reading committee reports in advance of meetings
- Willingness to undertake appropriate training
- Commitment to the seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

### Requirements & Terms

<b>Smoking</b>	The cathedral operates a no-smoking policy
<b>Policies</b> (e.g. Health & Safety)	All volunteers are required to follow the policies and procedures set out in the team handbook or <a href="http://www.trurocathedral.org.uk">www.trurocathedral.org.uk</a>
<b>Equal Opportunities</b>	Truro Cathedral operates under the principles of Equal Opportunity, insisting on and promoting equality of opportunity and access to all. This applies to all we do.
<b>Safeguarding</b>	Safeguarding – Everyone Matters – Everyone’s Responsibility Truro Cathedral strives to be trauma-informed and is committed to developing safer policies, cultures and practices. Truro Cathedral’s safeguarding policy provides a framework to promote the welfare and protection of children and vulnerable adults. It is available at <a href="http://www.trurocathedral.org.uk">www.trurocathedral.org.uk</a>
<b>Other</b>	Parking may be available in the cathedral car park but only on a first come first served basis and only while performing volunteer duties, not at any other time. The car park operates a number plate recognition system, so drivers need to log their registration number either in the cathedral office or caretaker’s office on entry.

### Attachments and Links

- [Truro Cathedral Constitution and Statutes](#)
- [Truro Cathedral Annual Reports and Accounts](#)