



Truro Cathedral

sacred space, common ground

Health & Safety Committee Member

Truro Cathedral is a Registered Charity (number 1207821)

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

Role Title	Governance Committee Member – Health & Safety Committee
Hours of Voluntary Work	There are no set hours, but there are 4 meetings a year. They are usually daytime, on weekdays, and are based in the cathedral office next to Truro Cathedral. Appointments to the committee are for up to 3 years (extendable).
Supported by	Chief Operating Officer
Location and time commitment	Typical time commitment is about 3 hours, 4x a year. Committee members usually meet face to face. Meetings typically last 2 hours, and include visiting the cathedral and its grounds to see facilities and arrangements. An ability to climb staircases is needed to visit some areas of the cathedral. Any committee papers are circulated a week in advance, and preparation for the meeting may take up to an hour. Occasionally, sub-groups may be formed to undertake specific tasks on behalf of the committee, but participation is voluntary.
Purpose of the role	The committee supports the board of trustees (known as the Chapter) by advising on Health & Safety and checking existing Health & Safety arrangements. 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 Health & Safety 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 that is open daily to the public.

We welcome applications from people with a diverse range of backgrounds to join our governance committees. If you have relevant skills and experience in Health & Safety, 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 a cathedral committee 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.

Health & Safety Committee members

- Are curious, ask questions, see for themselves and act as a 'critical friend'
- Provide advice based on their own knowledge and experience of Health & Safety
- Make recommendations to the Chapter

Meetings typically involve considering reports from the officers (staff) of the cathedral, asking questions, walking around the cathedral (site inspections), having discussions on key issues, and reviewing progress or performance.

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

Health & Safety Committee members must have relevant experience (within the last 6 years) in one or more areas of Health & Safety.

Professional qualifications in Health & Safety are desirable.

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 and if necessary, to whistle blow
- A strong personal commitment to Health & Safety
- 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

Smoking	The cathedral operates a no-smoking policy
Policies (e.g. Health & Safety)	All volunteers are required to follow the policies and procedures set out in the team handbook or www.trurocathedral.org.uk
Equal Opportunities	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.
Safeguarding	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 www.trurocathedral.org.uk
Other	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.