

TRUSTEE RECRUITMENT PACK



cornwallairambulancetrust.org

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INTRODUCTION FROM THE CHAIRMAN

Thank you for expressing an interest in becoming a Trustee of Cornwall Air Ambulance. We are extremely proud of 'our' charity, having grown from small beginnings to now operating 19 hours a day, 365 days per year and delivering over 1,000 critical care missions across Cornwall and the Isles of Scilly. But these aren't just missions, they are people, loved ones who are in desperate need of help.

We do not stand still, and are always thinking ahead. We are prepared to take calculated risks, to nurture aspiration, to encourage growth and to develop talent.

Cornwall Air Ambulance holds a special place in the hearts of the people of Cornwall and beyond. As a Board we have a clear, shared understanding of the difference between executive and non-executive roles. Our CEO, Tim, has the benefit of many years of senior leadership and now leads an executive team to whom the Trustees delegate day to day running of the organisation.



We have a tried and tested committee structure, an established budget and planning process, a team of highly skilled staff and a whole network of committed and enthusiastic volunteers (our 'Groundcrew') and strategic partners.

We are also ambitious. In 2020, a state of the art AW169 helicopter went into service. In 2025, a second AW169 Air Ambulance will arrive in Cornwall. Both aircraft will be fully owned by Cornwall Air Ambulance, following hugely successful fundraising campaigns that reflect the widespread support and affection for the charity in both Cornwall and further afield. This, alongside the evolution of our clinical model will mean we will be able to deliver more advanced care, undertaking more missions and ultimately saving more lives – making Cornwall Air Ambulance not only the first, but striving to be the best.

Wishing you the best of luck in your application.

A handwritten signature in black ink, appearing to read 'David Richards'.

David Richards CBE, Chairman

OUR MISSION, VISION AND VALUES

Our Mission

Critical care by air; improving survival across Cornwall and the Isles of Scilly

Our Vision

The best quality emergency care, meeting the pre-hospital needs of every critical patient in Cornwall

We are:

KINDNESS Showing compassion, empathy, and consideration towards others, fostering a positive and supportive environment.

RESPECT Recognising the worth and value of others, embracing diversity and treating everyone with dignity.

INTEGRITY Standing true to moral principles, being honest and acting with consistency and transparency.

PROGRESSIVE Embracing innovation, challenging the status quo, and continuously evolving for a better future.

TEAMWORK Working together towards a common goal, combining individual strengths for collective success.

ABOUT CORNWALL AIR AMBULANCE

History

The Cornish people are justifiably proud of their air ambulance, and especially of the fact that it was the first of its kind in the UK. The successful model pioneered in Cornwall has been copied across the country, where there are now more than 40 air ambulance helicopters, the majority funded by charitable donations.

In April 1987, the air ambulance was introduced as an integral part of Cornwall's ambulance service. The initial funding provided by the local health authority was withdrawn in October of that year, and shortly afterwards the charity, then known as the First Air Ambulance Service Trust, was formed.

Following considerable publicity, the service was then financed by public fundraising and donations.

This remains the case to this day, with fantastic support given by the people of Cornwall and local business. Our different income streams include a successful weekly lottery, retail, legacies, corporate support, events, regular giving, collection boxes, community fundraising and trading activity.

Our charity is now known as the Cornwall Air Ambulance Trust, and is a VAT-registered company limited by guarantee. There is a wholly owned trading subsidiary company (CAAT Trading Ltd).

The former unincorporated charity is almost dormant, saved for receiving some legacy gifts. Cornwall Air Ambulance Trust is overseen by a group of professional business trustees, normally nine in total, bringing a range of skills and expertise from both the public and private sector in the county.

Our Head Office is based at Trevithick Downs, Newquay, Cornwall TR8 4DY. The building is purpose designed and constructed with grants from ERDF and LIBOR, and some funds from charity reserves. Our fundraising activities and the helicopter operations are co-located on this Freehold site adjacent to Cornwall Newquay Airport.

Our Charity Patron is HM The Queen, the former Duchess of Cornwall. Our President is Colonel Sir Edward Bolitho OBE, Lord Lieutenant of Cornwall.



The Future

Due to the demands on our service and the increased level of sophistication with the medical interventions the team are able to perform, we now operate 19 hours a day, 365 days a year covered by two daily crew shifts (7am - 5pm and 4pm - 2am).

The first AW169 aircraft (registration G-CRWL) that arrived in 2020 revolutionised our service due to the advanced technological capabilities and range. A second AW169 will increase the number of missions Cornwall Air Ambulance can fly by increasing the amount of time the helicopter is online and available to respond to emergencies. But it is not just in aviation where we are ambitious. In aiming to meet the clinical needs of the people of Cornwall and the Isles of Scilly, we commissioned a review which recommends doctors are integrated alongside our Critical Care Paramedics on board the aircraft.

Supporting our operational needs are teams of dedicated professionals, in operations, fundraising, retail, marketing and business support services - to ensure every penny and pound raised is used to further our charitable objects.

Other Key Stakeholders

The Cornwall Air Ambulance is part of a fully integrated response to emergencies in Cornwall, facilitated through the South Western Ambulance Service NHS Foundation Trust (SWASfT). The helicopter in Cornwall is deployed on emergency missions from their Emergency Clinical Hub in Exeter, and the charity meets quarterly

with SWASfT and other air ambulance operations in the South West region.

The charity receives daily, monthly, quarterly and annual reporting, which provides the controls to ensure proper operational use of the aircraft.



GOVERNANCE

Overall responsibility for the charity lies with the Board of Trustees who delegate the day-to-day running to the CEO, Tim Bunting, and his senior leadership team comprising of departmental leads in Operations, Finance, Income Generation & Marketing and HR. Trustees serve a term of office consisting of three years and can be re-elected for a further two terms and thereafter annually.

There are normally nine trustees plus the chair and their constitution allows them to increase this number if required, e.g. to provide a handover prior to a planned retirement.

The Board works to a schedule of quarterly meetings, normally held at the HQ. The Board is supported by four sub-committees, covering Finance, Risk & Audit, Operations and HR and Remunerations, each chaired by a nominated trustee. Outside of committees, trustees take an active role in supporting the charity, attending conferences, presentations, volunteer events and fundraising activities.



BOARD OF TRUSTEES



Robert Cowie,
Since 2015



Dougal Scott,
Since 2019



Daisy Griffith,
Since 2019



Ben Mark,
Since 2018



Laura McKay,
Since 2021



Paul Reed,
Since 2023



David Harland,
Since 2024



David Richards CBE,
Chairman, since 2024

PHILANTHROPY FORUM



Jonathan McCulloch,
Forum Member & Ambassador



Dr Karen J Dickens,
Forum Member & Ambassador



Barbara Sharples MBE,
Vice President & Forum Chair



Jackie Stanley D.L.,
Forum Member & Ambassador



Lisa Day,
Forum Member



Karen Hurn,
Head of Fundraising & Philanthropy

CEO “

Tim Bunting,
Since 2021

**It's only working together,
that we can provide advanced
care, fly more missions and
save even more lives. ”**



TRUSTEE ROLE

Cornwall Air Ambulance Trust has a rolling succession plan for Directors (Trustees) of the Charity. This is to ensure the Charity is led by a diverse Board, and that the terms of office fall within the scope of the Company Articles, whilst at the same time, flex to allow some Trustees to serve shorter periods of office.

We also try to plan ahead to replace skillsets we expect to lose from the Board in due course, and to introduce new critical and strategic thinking and knowledge bases to help us develop future activities.

New Trustees

We are looking for new Trustees with ideally, but not limited to, the following specific skill sets and knowledge:

- 1) Operations background, ideally with a familiarity with Clinical, Aviation or Helicopter Emergency Medical Services (HEMS)
- 2) Income generation, specifically with a fundraising focus
- 3) Legal or HR background

Our Trustees

Charity Trustees are the people who serve on the governing body of a charity. They are equally responsible in law for the Board's actions and decisions and have equal status as Trustees. Cornwall Air Ambulance Trustees have and must accept ultimate responsibility for the charity's affairs. They use their personal skills and experience to ensure that Cornwall Air Ambulance is solvent, well run and efficient and delivering its charitable outcomes. The Trustee role can be very rewarding and enjoyable, offering an opportunity to serve the community whilst learning new skills. The Trustees role is to focus on the strategic direction of the organisation and to ensure effectiveness and accountability. Day-to-day operational decisions are delegated to the Chief Executive and, through him, the remainder of the charity staff.

All this sounds rather formal but in practice, our Board is a fascinating and fun place to sit. We experience all the challenges facing charities in fundraising, and we are constantly balancing risk and opportunity to achieve the best we can for our beneficiaries. The patient is at the heart of every strategic decision made, every operational plan delivered, and each tactical move which is necessary.

The Board is very proud of the Cornish heritage of the Charity, and the quality and pride built from its Brand. Being a part of the continued journey for this lifesaving charity is something every single Trustee has highlighted both during and after their terms of service.



TRUSTEE SPECIFICATION

We are looking for a Trustee with the following attributes:

Essential

- No conflicts of interest, or legal reasons why they may not act as Company Director
- Knowledge and understanding of Charity Governance and the duties and responsibilities of Charity Board Directors
- A commitment to Nolan's 7 principles of public life
- A passion for organisations committed to their values and with healthy cultures
- The time to commit to the role, including daytime Board meetings
- Leadership and people management skills
- Communication and interpersonal skills, discretion and diplomacy
- Creative and strategic thinking abilities

Desirable

- Previous experience on a non profit Board
- Previous experience of carrying out Director level Appraisal
- Experience of leading or managing change
- An understanding of charity law and best practice
- Confident and able to express their views
- Ability to expand our networks to support further fundraising aims.

Useful

- Crisis management and conflict resolution skills
- Ability to interpret complex financial information
- An understanding of aviation or clinical related industry

ADDITIONAL INFORMATION

Time Commitment

- Approximately four board meetings (approx. three hours duration) per year, normally held in the Cornwall Air Ambulance offices in Newquay
- Sub-committee meetings – four a year or when requested
- A board strategic away day per year
- Reading time for papers
- Contribution to charity events and activities

Cornwall Air Ambulance recognises the positive value of diversity, promotes equality and challenges discrimination. We welcome and encourage Trustee applications from people of all backgrounds.

HOW TO APPLY

Please forward your CV and covering letter FAO David Richards, with the reference 'CAAT Trustee' in the title of your email to: jackie.davis@cornwallairambulancetrust.org

For more information or to discuss the opportunity to become a Trustee for Cornwall Air Ambulance Trust, please call Jackie on **01637 838959**





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