

# CEC Board Recruitment Pack



**cec**

cornwall  
environmental  
consultants **LTD**



**Cornwall  
Wildlife Trust**

Thank you for your interest in applying for the role of Board Member for Cornwall Environmental Consultants (CEC).

CEC are really proud to be the consultancy arm of Cornwall Wildlife Trust (CWT). All of our profits are returned to CWT, meaning we work for a purpose and have the opportunity to help CWT deliver nature both on their own land, and on land they help others to manage.

Since CEC was established in 1991 it's delivered over £1.3m of unrestricted funds back to the trust, enabling the delivery of nature conservation projects across Cornwall.

We've been working to support responsible development for over 30 years and we're passionate about the environment and about helping our customers realise their aims and protect nature

Based near Truro, we've grown to become a team of sixteen and offer ecological, landscape and contaminated land services under one roof, which enables us to deliver consistent and high-quality outcomes for our clients.

CEC is a registered practice with the Landscape Institute and Chartered Institute of Ecology and Environmental Management. We are also a member of the Association of Wildlife Trust Consultancies (AWTC) which brings together the experience of 27 different Wildlife Trust Consultancies across the UK.

The role of a CEC Board member is key to our business, and we are looking for someone to join us who both shares our mission and vision for nature recovery and who brings experience, preferably at Board level. Equally important is a commitment to making time to be an active and fully engaged member of the Board. We are especially keen to hear from people with business or consultancy experience (not necessarily in the environmental sector).

We look forward to hearing from you and I wish you every success with your application.

**Matt Walpole, Chair, Cornwall Environmental Consultants**



# About us:

We've been working to support responsible development for over 30 years and we're passionate about the environment and about helping our customers realise their aims and protect nature.

Based near Truro, we've grown to become a team of sixteen and offer ecological, landscape architecture and contaminated land services under one roof, which enables us to deliver consistent and high-quality outcomes for our clients. Our clients range from householders who need a bat survey, to large scale infrastructure projects, including many of the largest current projects in Cornwall.

## What we believe

We believe humans and nature can live in harmony; developmental projects don't need to be at odds with the environment, so we create better developments by working closely alongside our clients to make space for nature when designing new buildings or renewing old ones.

## What we do

We know that doing the right thing for nature is not always easy; many of our clients have commercial priorities and need to deliver projects. How do we deliver this right result? By building long-term relationships and creating innovative solutions that make commercial sense and deliver for nature. We are also proud to work for many statutory and non statutory bodies, advising on habitat creation and management for private land owners and community and conservation bodies alike.

## Why we are different

Being fully owned by Cornwall Wildlife Trust, we really can make a difference. Our clients know that when they choose us, they are moving their project forward whilst making a long-term contribution to wildlife in Cornwall. All of our profits are returned to CWT, meaning we work for a purpose and have the opportunity to help CWT deliver nature both on their own land, and on land they help others to manage. Since CEC was established in 1992 it's delivered over £1.3m back to the trust, enabling the delivery of nature conservation projects across Cornwall.



# Role Description:

## Board member of Cornwall Environmental Consultants

The duties are as follows:

- Ensuring that the business pursues its stated objects and complies with its governing documents, company law and other relevant legislation
- Developing and agreeing a long-term strategy, ensuring that the organisation defines its goals and evaluates performance against agreed targets
- Safeguarding the good name and values of the organisation
- Ensuring the effective and efficient administration of the organisation, including maintaining appropriate policies and procedures
- Ensuring the financial stability of the organisation
- Following proper and formal arrangements for the appointment, supervision, support, appraisal and remuneration of the Managing Director

In addition to the above statutory duties, each Board member should use any specific skills, knowledge or experience they have to help the Board reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the Board member has special expertise.

# Person Specification:

- A commitment to the Business
- A willingness to devote the necessary time and effort to all aspects of the Board's work. In practice board duties may in aggregate amount to two to three days per month. Commitment may be dependant on ongoing workload
- Strategic vision
- Good, independent judgement
- An ability to think creatively
- A willingness to speak ones mind
- An understanding and acceptance of the legal duties, responsibilities and liabilities of being on the CEC Board
- An ability to work effectively as a member of a team
- A commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership

# FAQ's:

## What does the Board of Trustees do?

The Board of Cornwall Environmental Consultants is a small group of dedicated volunteers from across a broad spectrum of Cornwall's community, all of whom have the desire to protect Cornwall's special wildlife through the actions of Cornwall Wildlife Trust's consultancy arm, CEC.

The Board has the responsibility to ensure delivery on the approved outcomes. The Board sets the strategic direction of travel and provides an overview on, and contribution to effectiveness of delivery.

Currently the Board consists of people with business, financial and conservation backgrounds. These skills enable the business to operate efficiently within the ongoing economic constraints. The business seeks to maintain a diversity of skills, age, abilities and backgrounds on its Board and is now seeking people to join the Board and supplement existing and provide additional skills.

## How does the Board work?

The Board currently meets formally 6 times a year, increasing to a maximum of 12 times a year if circumstances demand. Occasional working groups are established in addition to these formal Board meetings to look at specific issues, as the need arises. The CEC Board appoints, from within itself, a Chair.

There is an important distinction between strategic overview (the CEC Board members role) and operational delivery (paid staff roles) that all Board members are encouraged to understand and respect.

## How is a CEC Board member appointed, and for how long?

There may be up to 7 CEC Board members, including the Managing Director of CEC, and the CEO of Cornwall Wildlife Trust. They are recruited by the Board according to skills identified and to ensure an effective number of Board members is maintained.

CEC Board members are nominated by the Board for appointment by our membership at the Annual General Meeting of the company each November. However, Board members can join the Board before a nomination is considered at the AGM via a co-option process. CEC Board members can complete a maximum of three terms of three years. At the end of each term a Board member will decide whether to stand for re-election at the appropriate AGM. A Board member can resign from the Board at any time.

## Reasons why you might want to become a Board member of Cornwall Environmental Consultants (CEC)

Cornwall is renowned for its natural beauty; this environment is largely what makes Cornwall so special, but Cornwall's wildlife has diminished considerably over the last few decades and continues to be under threat from pressures on a finite resource. The Trust recently published its State of Nature 2020 report which highlights the huge challenges that wildlife faces in Cornwall.

CEC works with a range of clients, including major landowners, developers, and householders, to provide high quality environmental consultancy advice. The aim is to provide expert support and ensure that development and land management maximise its gains for biodiversity and landscape, and minimises any adverse effects.

CEC are well placed to lead in Cornwall on how nature's recovery can be implemented. CEC can really make a difference and can help sustain Cornwall's special environment by getting involved in development and land management projects, working with clients to deliver high quality schemes which have a benefit for the environment.

By being a CEC Board member, you will play a critical part of the means by which we can contribute to protecting its environment and raising an awareness of the ecological crisis we all face. You can also help make sure CEC continues as a sustainable and financially secure business, which continues to gift profit to its parent body, Cornwall Wildlife Trust.

Whilst you may already be contributing to nature's recovery in Cornwall through your job, becoming a CEC Board member would place you in a position where you can make significant strategic contributions above and beyond what you may already do.



# How to apply :

Applications should be made in the form of a cover letter accompanied by a CV and sent to:

[recruitment@cornwallwildlifetrust.org.uk](mailto:recruitment@cornwallwildlifetrust.org.uk)

The closing date is midnight on the 28<sup>th</sup> January 2024

Interviews will be held in February with the successful candidates put forward for cooption at the CEC Board meeting on the 18<sup>th</sup> March 2024.

If you'd like to discuss these roles with us, you are welcome to contact Matt Walpole (Chair of the Board). Please contact Joanne Greaves – Head of People at

[joanne.greaves@cornwallwildlifetrust.org.uk](mailto:joanne.greaves@cornwallwildlifetrust.org.uk) to arrange an informal discussion.