



Great Western Society Limited

Trustee Application Pack

About the Great Western Society and Didcot Railway Centre

The Great Western Society is a Company Limited by Guarantee (CLG) with charitable status (Charity no. 272616, Company no. 899248). The GWS is the governing body of Didcot Railway Centre, an accredited museum (AN1463).



The GWS's charitable objects are:

- 1) To preserve, restore and operate as a permanent public exhibition and museum, steam and other railway locomotives, rolling stock and equipment with particular reference to the former Great Western Railway, both for historical and educational purposes.
- 2) To make available for public reference the history, equipment and operation of the former Great Western Railway.

The Memorandum & Articles of Association are available on Companies House website (<https://beta.companieshouse.gov.uk/company/00899248/filing-history>) and the accounts on the Charity Commission website (<http://apps.charitycommission.gov.uk/Showcharity/RegisterOfCharities/CharityWithPartB.aspx?RegisteredCharityNumber=272616&SubsidiaryNumber=0>).

The GWS leases Didcot Railway Centre on a 50 year lease from Network Rail and owns the buildings and operational assets. The rolling stock and smaller objects are



owned by two other charities, Great Western Preservations Limited (a company limited by guarantee) and Great Western Trust.

The GWS also has a wholly-owned trading subsidiary, Great Western Retail Sales Limited.

About Didcot Railway Centre

Didcot Railway Centre is the living museum of the Great Western Railway. Situated in 25 acres around the original Grade 2 listed Great Western Railway Engine Shed, Didcot Railway Centre's collections tell the story of the Great Western Railway, its constituent companies and successors. The Centre is open on over 200 days a year and runs trains on over 60 days, primarily from Easter to September.



Didcot Railway Centre is operated by the Great Western Society. Members help to keep alive part of the GWR, by volunteering for a variety of roles from restoration and conservation through train operations to finance and marketing. Local groups organise meetings and events in the Bristol, Oxford, South West (Torbay), Swindon and Taunton areas.

The Board of Trustees is the governing body of Didcot Railway Centre and is responsible for making sure that it is doing what it was set up to do.





Vision, Mission and Values

Our Vision is to recreate the golden age of the Great Western Railway.

Our mission is:

- To be a nationally accredited independent organisation
- To maintain Didcot Railway Centre as a working museum dedicated to the Great Western Railway
- To provide suitable facilities to demonstrate restoration and maintenance of the Collection
- To be open to the public for the enjoyment, benefit and education of the community.

Our challenge is to become a more commercially orientated organisation in order to achieve the Vision.

Our values are:

- **COMMITMENT** – We are committed to providing a safe and enjoyable environment for our fellow volunteers, staff and visitors.
- **ACHIEVE** – We can all achieve much more when we work together. Sometimes our pet project may need to take a back seat for the benefit of the wider organisation.
- **SHARE** – We share our love for, and commitment to, preserving the former Great Western Railway and the subsequent organisations. We share that with each other, those we come into contact with and particularly with our visitors.
- **THANKS** – We give thanks when appropriate and don't take each other for granted. We respect each other, treat each other as we wish to be treated and are grateful that we have the opportunity to be part of such a great organisation.
- **LEARN** – We learn from each other. The continuation of our hobby relies on passing skills and stories to future generations. We do this in this spirit of the Mutual Improvement Classes of the former Great Western Railway.
- **EXCEL** – We excel at what we do. Whatever our role and level of commitment, by all excelling together, the whole becomes something to be really proud of.

Future plans for Didcot Railway Centre

The Great Western Society is currently developing a master plan for development and applying for funding to improve its entrance area and the visitor experience.



Application process FAQs

Who can be a trustee?

Membership of a Board of Trustees is open to all adults over 18, unless you:

- Have an unspent conviction for an offence involving dishonesty or deception (e.g. fraud).
- Are bankrupt or have entered into a formal arrangement (e.g. an individual voluntary arrangement) with a creditor.
- Have been removed as a company director or charity trustee because of wrongdoing.

The Great Western Society will actively encourage applications from those who are traditionally underrepresented in trustee roles, and will aim to ensure that our organisation is reflective of our local communities. The most desirable qualities in a trustee are a commitment to the museum, and the ability to contribute towards the delivery of the strategic aims of the museum. There is a minimum limit of three and maximum limit of 15 on the number of serving trustees at any one time. Trustees must, by law, be at least 18 years old. Great Western Society trustees must be members of the Great Western Society (Article 28 of the Memorandum & Articles of Association).

What is expected of Great Western Society trustees?

Being a trustee means making sure that the Great Western Society is carrying out its purposes for public benefit. Trustees use their skills, expertise and experience to support the museum, helping us to achieve our strategic aims. Trustees also often learn new skills during their time on the board.

Are we looking for anything in particular?

All applicants are welcome, but we especially encourage applications from those with experience and networks in fundraising, marketing, human resource and volunteer management, and museum management. With the exception of the last, experience of museums is not necessary, but a commitment to be actively involved and the ability to contribute towards the delivery of the strategic aims of the museum with time, energy and skills are a must.

We are looking in particular for contribution in the following areas:

- Fundraising – looking for external support for a range of fund raising activities from grant applications, through corporate sponsorship to high value giving.



- Commercial – an understanding of marketing and public relations in the heritage sector.
- Human resource and volunteer management – knowledge of current good practice in HR and volunteer management
- Museum management – experience of the functions of accredited museums, including curation, collection management, public education, exhibitions, visitor services and technology.

How much time does it take up?

The Board meets on four or five Saturdays a year for formal meetings. In addition, there may be social events for volunteers where trustee attendance is encouraged.

In addition to formal meetings, trustees are encouraged to take a deeper interest in an aspect of the museum's workings. Trustees spent a varying number of hours on museum business last year.

We expect Trustees to commit to serving a term of three years.

Can I talk to someone about becoming a trustee before I apply?

If you have any questions or would like to talk to one of the existing trustees before you apply, please call Ann Middleton on 0742 959 7194 to arrange a conversation.

How to apply

To register your interest please email ann@didcotrailwaycentre.org.uk providing:

- A copy of your CV
- Contact details for two referees
- A completed recruitment monitoring form
- A covering letter outlining why you would like to become a trustee and how your skills and interests are suited to the role.

The closing date for applications is 25 May 2018.

After review, shortlisted potential trustees will be invited for an informal interview, and, if successful, will be nominated for election to the GWS Board; the closing date for nominations to the Board is Wednesday 20 June 2018. Following that date, potential trustees, who must by then be members, will be put forward for election to the Board at the Annual General Meeting on Saturday 15 September 2018.

Appointments will be made subject to receipt of satisfactory references, which will only be taken up if an applicant is invited to become a trustee.



Prior to being formally appointed, applicants will need to confirm that they are eligible to be a trustee by confirming that they are:

- Not disqualified from acting as a charity trustee or company director, have not been removed from serving as a charity trustee, or been stopped from acting in a management position within a charity.
- Not been convicted of an offence involving deception or dishonesty (or any such conviction that is legally regarded as spent), and have not been involved in tax fraud.
- Not an undischarged bankrupt or have not made compositions or arrangements with creditors from which they have not been discharged.

Trustees may be required to undertake a DBS check.