

Autism at Kingwood **Trustee Application Pack**

Appointment Brief

*Embracing
Autism*



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Welcome from our Chair

Thank you for your interest in joining the Board of Trustees at Autism at Kingwood.

Since its founding thirty years ago Kingwood has focused on providing care and support to adults with autism. Throughout this time our success can be attributed to the dedication, professionalism, and kindness of all our staff with the strategic direction, guidance and support from trustees.

Kingwood, like most charities in the adult care sector, has recently had to navigate turbulent times with a harsh economic and funding environment. Now, with a substantially new management team in place driving change and a new strategic direction, we are strengthening our Trustee Board to help meet the challenges ahead.

There is no such thing as a 'typical' Trustee. Past and existing Trustees have come with a range of backgrounds, careers and experience and it is certainly not required to have had direct experience of autism. But there are common traits: a desire to make a positive difference to those entrusted to our care; the curiosity to question and challenge; the empathy to support and encourage; the ability to work with others in a team and the drive to see Kingwood thrive.

There is also, of course, the need to allocate time to the role which extends beyond simply attending meetings. So, what do Trustees get



from this commitment of time and energy? That will become apparent when you hear from and meet those we care for, their families and all the staff across the organisation. This could become one of the most fulfilling roles you have ever performed.

Still excited about becoming a Trustee at Kingwood? We would love to hear from you.

A handwritten signature in black ink, appearing to read 'D Swann'.

David Swann
Chair



A message from our Chief Executive



Thank you for being interested in a Trustee role at Autism at Kingwood. Since joining the charity as CEO in the autumn of 2023 I have been so impressed with the dedication and commitment of everyone who works here.

I have worked in the field of autism and learning disabilities for nearly 35 years, and the support offered by our staff team is truly outstanding.

You have certainly picked an exciting time to join us! We are devising our new strategy and business plan, setting a course for growth and development in supported living for autistic people with complex needs. The team and I are developing a new autism methodology, along with new training & practice standards. We are also introducing a digital transformation programme and growing our strategic partnerships.

Kingwood is where autism understanding and personalised support come together to enhance the lives of autistic people. I hope you can join us on our journey of growth and development to reach and support more autistic people.

A handwritten signature in black ink, which appears to read 'S. Butcher'.

Sarah Butcher MBE
Chief Executive

“ ... the support offered by our staff team is truly outstanding. ”



About Autism at Kingwood

Autism at Kingwood is a social care charity, which provides support to autistic adults across the Thames Valley.

Dame Stephanie Shirley CH founded Autism at Kingwood in 1994 to support her autistic son Giles, removing him from a psychiatric hospital, where he had been kept for 11 years, and into a regular house, where he was supported by caring people who, for the first time, enabled him to make his own choices about his life.

This was the blueprint for Autism at Kingwood's supported living model.

The Charity enables autistic people to live successfully in their own homes. Dedicated teams of support workers and managers provide a range of care, depending on the needs of the individual. Some people supported might need 24/7 care with a high-level range of needs, whilst others need just a few hours each day or week to help them live independently. Additionally, Autism at Kingwood employs psychologists who provide support for staff in their work, and directly for people we support.

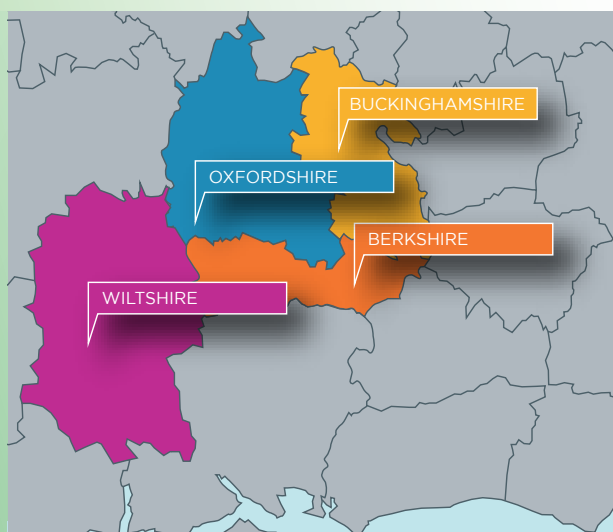


“ The Charity has an excellent reputation both regionally and in the autism sector for, as Dame Stephanie says: Providing creative solutions for complex situations and importantly, for persevering when other services have failed. ”

Dame Stephanie Shirley CH

The Charity also delivers autism diagnosis and post-diagnosis support via the Oxfordshire Adult Autism Diagnosis Support Service on behalf of Oxford Health.

To help enhance the lives of those we support, the Charity provides a range of meaningful and developmental activities, including a skills and work project, gardening therapy, a weekly social club, organised days out and much-loved parties! We have a holiday home, available for people we support, their families and staff.



Autism at Kingwood currently supports over 100 autistic adults from Oxfordshire, Wiltshire, Buckinghamshire and Berkshire

Our staff

Our staff team are Kingwood, without them we would not be able to provide the care and support that we do. We have approximately 210 operational frontline staff who are supported by a head office and senior team of around 20.



Our staff team come from a multitude of diverse backgrounds, a number of whom have worked for Autism at Kingwood for over 20 years.

Many staff members are local, but we also employ 40 people from overseas and who are employed by Kingwood on sponsorship licences. Our sponsorship colleagues have greatly enhanced the staff team, providing stability and an inquisitiveness that comes from having many highly educated and qualified staff members.

We provide extensive internal training, and bespoke externally sourced training as is required to meet the needs of the people we support. This year, as Kingwood grows, we aim to recruit another 60 people – exciting times ahead!

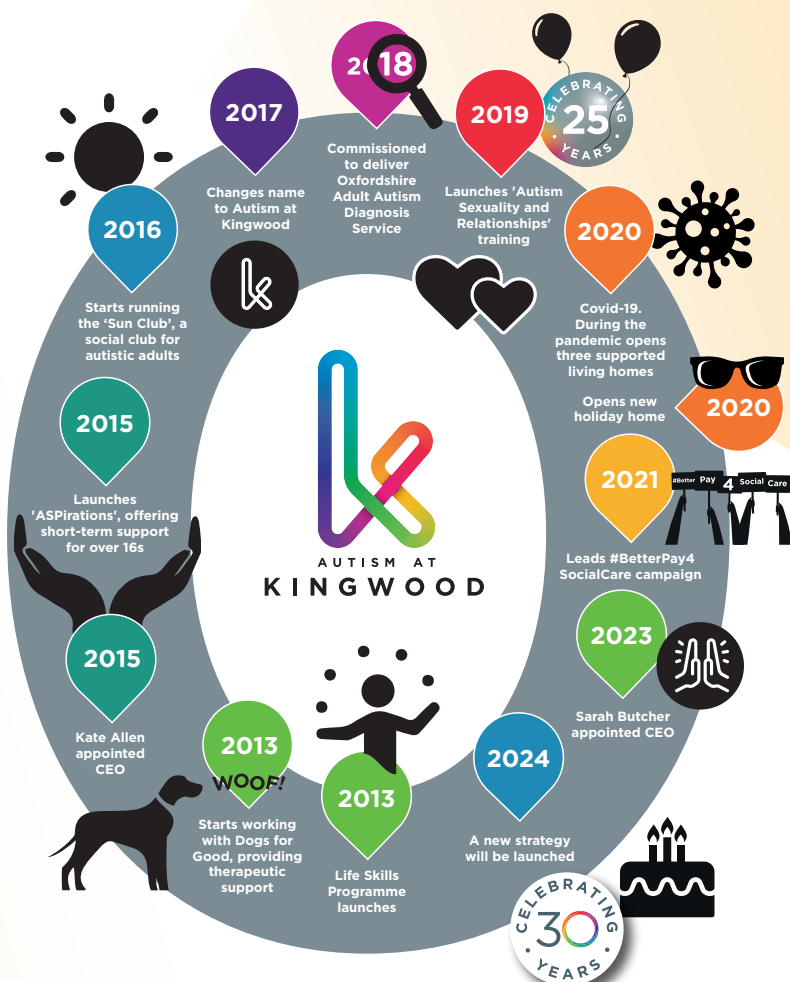
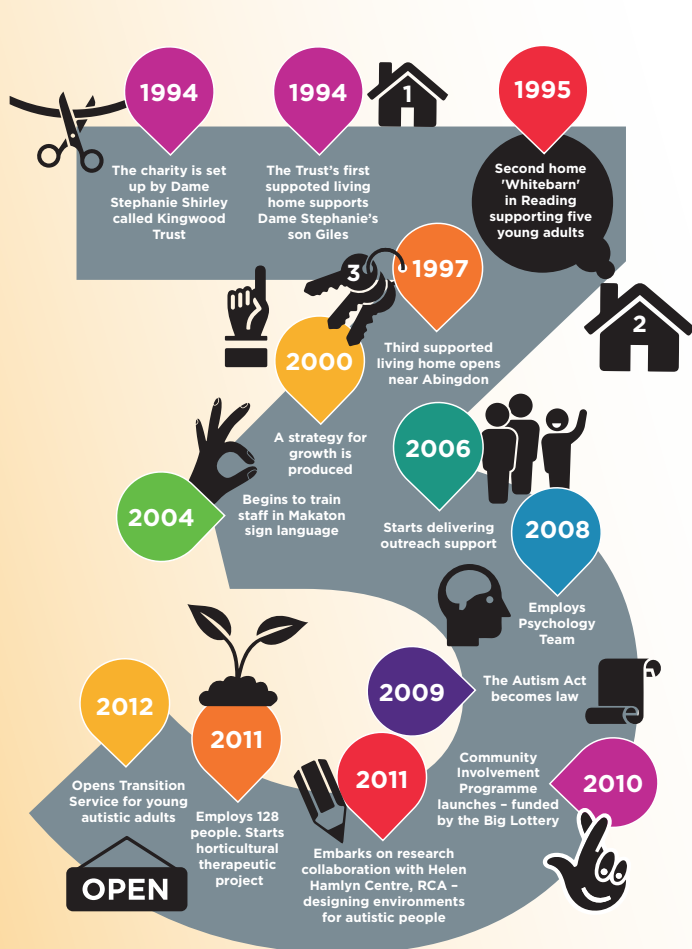
Sector average source: The state of the adult social care sector and workforce in England 2022/23



Celebrating 30 years

2024 is a special year for Autism at Kingwood as we celebrate our 30th year of supporting vulnerable people.

Here are some of the highlights.

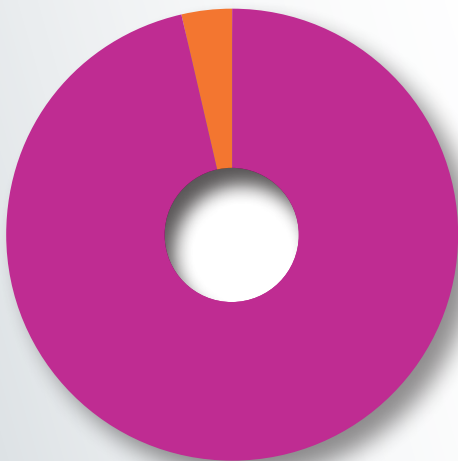


YEARS OF AUTISM AT KINGWOOD

Financial overview

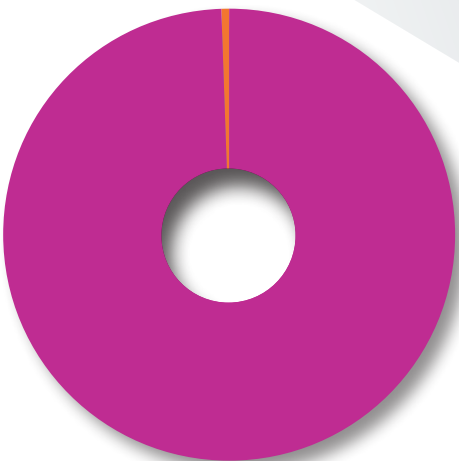
Following a period of turbulence caused by Covid and high inflation and the impact it had on staff health and recruitment, the focus in 2022-23 was on stabilising operations and strengthening the quality of existing services.

Autism at Kingwood 2022/23 Financial Performance



Income

Income from charitable activities	£10,503,471
Other income	£388,145
Total	£10,891,616



Expenditure

Charitable activities	£10,619,039
Cost of raising funds	£45,819
Total	£10,664,858

Meet our Board of Trustees

David Swann **Chair**

David joined the Board in 2017 as the Treasurer and took on the role of Chair in 2023.

Formerly treasurer of BAT plc. and past President of the Association of Corporate Treasurers, David also sits on the Board of a regional housing association.

Lisa Basford

Lisa runs Good Endeavours, a freelance business consultancy supporting businesses and charities to deliver social impact.

Previously, she held senior Corporate Social Responsibility roles in global corporations and is a Fellow of the Institute of Corporate Responsibility & Sustainability. Lisa has a son and a daughter who has ASD.

Steve Bastiman-Davies

Steve helped found a global leadership and mentoring firm and has over 20 years' experience in guiding organisations, including the NHS, police and local government through change and improvement.

Bella Ikpasaja

Bella Ikpasaja is an Organisational Culture Specialist, collaborating with ambitious leaders to establish standards and behaviours that foster cultures of respect, dignity and trust. By delivering transformation programmes; designing policies and developing industry Codes of Conduct.

In 2023, Bella developed a LinkedIn Learning course titled *From Compliance to Culture: A Psychological Safety Framework for Inclusion*, reaching thousands of professionals worldwide. This resource has been integrated into LinkedIn's new 'Accountability Learning Pathway' for leaders and senior managers.

As a Board Chair and Member, she brings years of experience in brand development, commercial strategy, and relationship building, gained primarily from the advertising and branding sector.

Bella holds a Master's PGCE in Corporate Governance and International Business Ethics (2018). She is a member of the Institute of Regulation, Women on Boards, and an RSA Fellow.

Roger Setchell **Treasurer**

Roger is a Chartered Accountant with over 25 years' leading senior management in the social housing and the public sector including the NHS.

During this time, Roger has helped deliver on a wide financial remit, including corporate reporting, business integration, change improvement, pension management and financial planning.



Meet our Senior Leadership Team

Sarah Butcher MBE **Chief Executive**

Sarah has specialist knowledge and expertise in autism. Having worked in the autism sector for over 34 years, Sarah holds an MSc. Leadership & Management in Health & Social Care and in 2018 was awarded an MBE for Services to Children with Autism and Special Educational Needs.

Prior to working at Autism at Kingwood, Sarah worked at Priors Court, a residential school for autistic children which was also established by Dame Stephanie Shirley CH.

Pam Creaven **Interim Director of Quality and Improvement**

Pam is employed on an interim basis to lead the Charity's services, with a strong focus on embedding a continuous improvement approach and ethos across all services.

Pam has vast experience in services, stretching across local authority, NHS and the third sector. Her most recent role was with Age UK as their Services Director for ten years.

Tapiwa Moyo **Director Of Operations**

Tapiwa has worked in social care since 2007, and before joining Kingwood in 2019, specialised in supporting people with mental health problems. He has excelled in his roles through being compassionate, creative, versatile and always interested.

'Mahesh' Arcott Mahesh **Chief Financial Officer**

Mahesh joined as CFO to Autism at Kingwood in November 2021. He is a Chartered Management Accountant and holds an MBA degree in corporate finance.

Mahesh brings strategic leadership, entrepreneurial and business turnaround experience gained in both the private and voluntary sectors.

His private sector experience includes international aerospace, engineering and manufacturing, and organic food sectors.

Mahesh has also worked for several charities. Mahesh believes that a sustainable third sector is critical to the delivery of essential services in partnership with the public sector.

Philippa Stannard **Head of Engagement**

Philippa joined Autism at Kingwood in 2019 and is responsible for stakeholder engagement, communications and fundraising.

Philippa has worked in the charity sector for over 25 years in a range of marketing and fundraising roles. In 2022 Philippa was awarded a Women Achieving Greatness in Social Care Award for her campaigning work.

Anne Asprey **Head of HR**

Anne joined Autism at Kingwood in September 2022 as Interim Head of HR.

Anne is an experienced senior manager in the public, private and not for profit sectors.

Dr Sally Powis **Consultant Clinical Psychologist**

BSc, MSc, CPsychol, DClinPsych, AfBPS

Sally is a renowned autism psychologist who has worked with autistic children and adults since 1999, in the NHS, third sector and private practice.

She provides strategic and practical support to Autism at Kingwood, leading the Charity's psychology team and OAADSS (Oxfordshire Adult Autism Diagnosis Service and Support), which is delivered via Kingwood.

Skills and experienced desired

We welcome applications from people with a good business acumen and a variety of backgrounds, and are particularly keen to receive applications from individuals with experience in adult social care and working collaboratively/negotiating with local authorities and understanding the regulatory requirements of the Care Quality Commission.

Adult Social Care can be a challenging environment with often limited resources and increasing demands for efficiencies alongside a continuous drive for higher quality services; this requires a resilient Board of Trustees with the ability to think laterally.

Responsibilities of a Trustee

- Commitment to Autism at Kingwood; its vision, mission and values
- Contribute to its strategic direction, setting overall policies, defining goals, setting targets, managing risks and evaluating progress
- Providing oversight and taking responsibility for directing the Charity's affairs
- Scrutinising Board and committee papers; preparing in advance in order to contribute positively to discussions
- Ensuring Kingwood remains focused on delivering its intended charitable outcomes
- Using individual skills, knowledge and experience to help shape its development and enable it to reach sound decisions
- Acting as an ambassador using networks where possible to inform and promote our work

Knowledge and skills

- Provide strategic guidance to the Board and Executive Team on charity affairs including:
- Have a high level of understanding with regard to commissioning practices with local authorities and the regulatory requirements of the CQC
- Proactively support the Charity's work on Diversity and Inclusion, Culture and Organisational Development
- Good communication skills, with the ability to motivate others and bring people together
- Sound financial acumen and understanding of charity finance issues
- A good understanding (or willing to learn) of charity governance and the non-executive nature of a Charity Board role



How to apply

To find out more about the role, express an interest and to apply for this role, please send a CV plus a written statement of no more than 500 words to support your application to Anne Asprey:

anne.asprey@kingwood.org.uk

For more information about Autism at Kingwood visit www.kingwood.org.uk



Autism at Kingwood

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Autism at Kingwood is a UK registered charity,
managed by a highly skilled Senior Leadership
Team and led by a Board of Trustees

Charity No.1041924

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