

# Barnsley Youth Zone

## TRUSTEE RECRUITMENT PACK, March 2024

### AVAILABLE ROLES:

- Chair of Trustees
- Treasurer



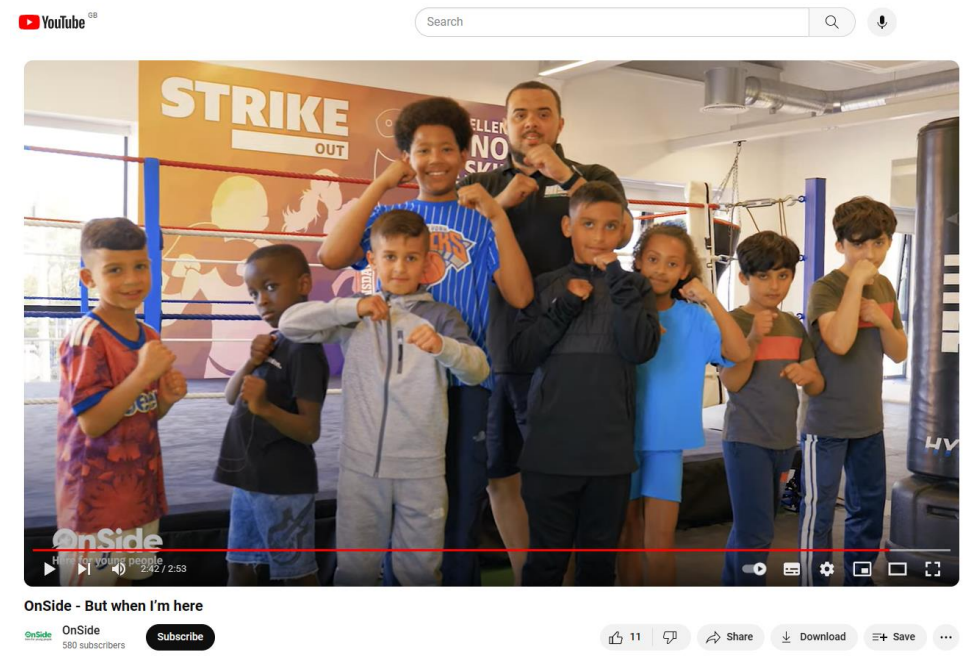
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What is a Youth Zone and what does it do?

Learn about us in less than 3 minutes, by clicking the link to our video “But when I’m here”.

▶ [https://youtu.be/xc0xiaE\\_SGs?si=8oajOmW\\_IXU70Z0I](https://youtu.be/xc0xiaE_SGs?si=8oajOmW_IXU70Z0I)





## WELCOME

Barnsley Youth Zone is an independent charity. Like all OnSide Youth Zones across the country, the charity is part of the OnSide Network. There are 14 open Youth Zones - soon to be 15 as the latest project, 'WEST' will open in Hammersmith and Fulham in late April.

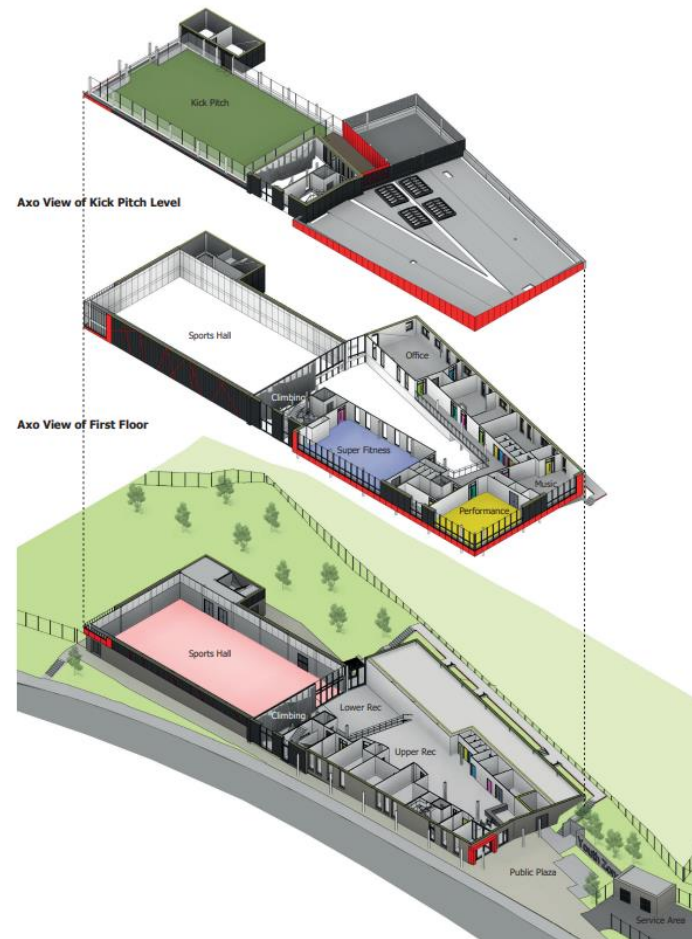
Barnsley Youth Zone's landmark building will soon be under construction. Once the doors open, thousands of young people from across Barnsley and beyond will have access to life-changing facilities and opportunities.

At this exciting time, we are seeking to build our board of Trustees. To date, a small, dedicated team have been driving the project forward, but now is the time to expand and bring in new perspectives, skills and experiences. We are specifically looking for a Chair of Trustees and a Treasurer - two key roles.

Projects of this scale and ambition come around rarely. There's a unique opportunity here to create meaningful change and we would very much like you to consider finding out more about the difference you could make in Barnsley - for today and for tomorrow.

*Come and join us*

#HereForYoungPeople



# About Barnsley Youth Zone

Located prominently across the from the Interchange on Schwabisch Gmund Way, the Youth Zone will open in 2025 with a team of 70 people (some full time and some part time). It will cost young people only 50p per visit to enter and £5 annual membership and will be accessible 7 days a week.

Almost £10m of capital funding has already been secured from a number of partners including Barnsley Council. Construction will be commencing imminently.

We are currently engaging with the private sector to raise revenue funds through a Founder Patron campaign and have already received several commitments.

In the coming months, a group of Young People from Barnsley will work with a branding agency to develop a name and brand for the Youth Zone, which will be announced this summer.

Read more at:

<https://www.onsideyouthzones.org/youth-zones/barnsley-youth-zone/>

# About OnSide

OnSide are a national charity driven by the belief that all young people should have the opportunity to discover their passion and their purpose.

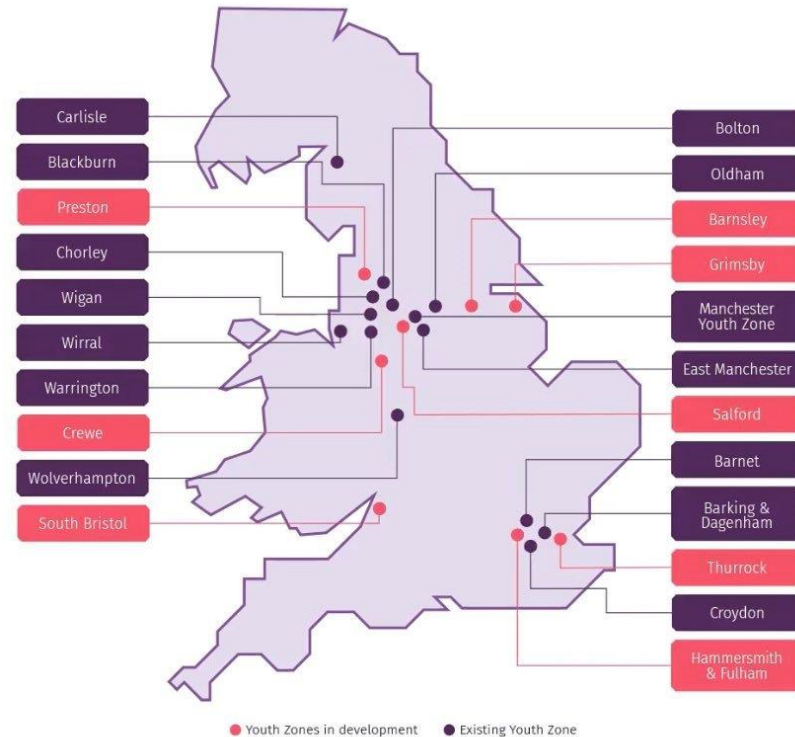
They work collaboratively to build, launch and support new Youth Zones across the country.

Each Youth Zone is its own locally rooted independent charity - a unique partnership between young people and their community, local authorities and private business leadership.

A 'Network Agreement' binds together this growing family of Youth Zones with shared goals, frameworks, mutual support and vision.

Through their work, OnSide is building a growing movement of supporters who believe that how we treat the next generation defines who we are as a society.

For more info visit:  
<https://www.onsideyouthzones.org/who-we-are/>



<b>OUR VALUES</b>	<b>YOUNG PEOPLE FIRST</b>
<b>RESPECT</b>	<b>AMBITION</b>
<b>COLLABORATION</b>	<b>EXCELLENCE</b>

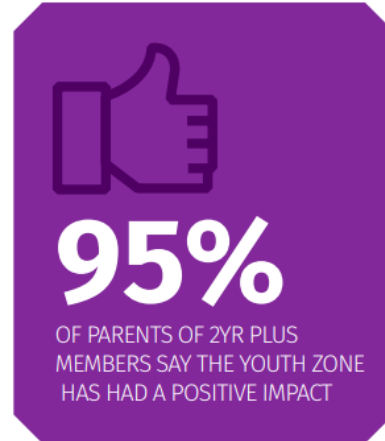
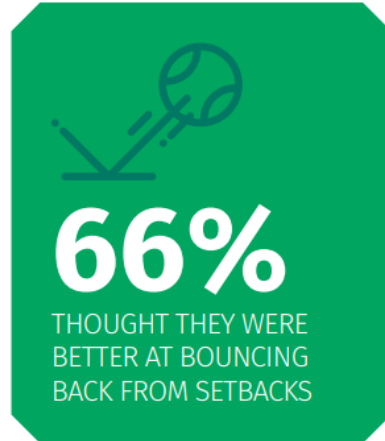
<b>50K</b> MEMBERS ACROSS THE ONSIDE NETWORK	<b>MEMBERS MAKE OVER 650K</b> VISITS EVERY YEAR
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<b>£187M</b> INVESTED IN YOUNG PEOPLE THROUGH OUR NETWORK	<b>97%</b> OF LOCAL STAKEHOLDERS SAY THEIR AREA IS BETTER SINCE THEIR YOUTH ZONE OPENED
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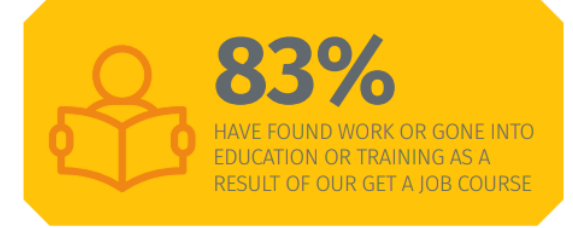
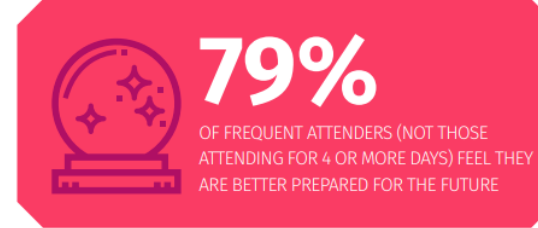
# Impact

Based on data from other Youth Zones, Barnsley Youth Zone will:

## ENABLE YOUNG PEOPLE TO BETTER FACE THE CHALLENGES OF LIFE



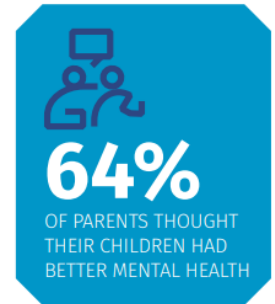
## SUPPORT YOUNG PEOPLE TO RAISE THEIR ASPIRATIONS AND FULFIL THEIR POTENTIAL



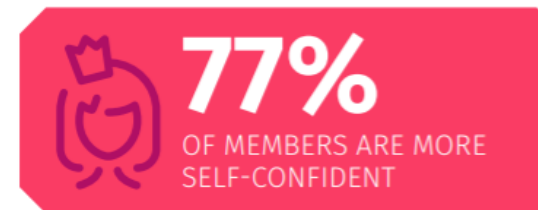
## STRENGTHEN COMMUNITIES BY SUPPORTING YOUNG PEOPLE TO BE EMPOWERED, ACTIVE, RESPONSIBLE CITIZENS



## HELP YOUNG PEOPLE LEAD HEALTHIER, HAPPIER LIVES



## GIVE YOUNG PEOPLE A SAFE EXCITING PLACE TO GO TO HAVE FUN, BUILD THEIR SOCIAL NETWORKS AND SUPPORT THEIR PERSONAL DEVELOPMENT



# TRUSTEE RESPONSIBILITIES

- Always act in the best interests of the Youth Zone exercising the same duty of care that a prudent person of business would in looking after the affairs of someone for whom he/she had responsibility
- Act as a group and not as an individual
- Ensure that the Youth Zone complies with charity law, company law and any other relevant legislation or regulations
- Ensure that the Youth Zone pursues its purpose as set out in its M&AA, its objectives as defined in the OnSide DNA and other provisions as outlined in the OnSide Network Agreement and in the overall Youth Zone Strategy and Business plans
- Ensure that the Youth Zone applies its resources wisely and applies 'best value' principles

- Contribute actively to the board of trustees' role in giving firm strategic direction to the Chief Executive in setting overall policy, defining goals and setting targets and evaluating performance against agreed targets
- Contribute actively to Board Meetings and other appropriate events and Youth Zone activities
- Safeguard the reputation and values of the Youth Zone
- Ensure the financial stability of the Youth Zone
- Ensure that there is a suitable framework of internal controls and risk management in place that are regularly reviewed and updated



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

# Additional Role-Specific Responsibilities:

## CHAIR OF TRUSTEES

- To lead the Board of Trustees, ensuring that the Board fulfils all of its responsibilities for the proper governance of the organisation
- To chair meetings of the Board of Trustees
- To act as a figurehead of the organisation and represent it at functions, meetings, in the press and in broadcast media
- To lead on the development of a diverse Board and ensure that its decisions are implemented
- To work in partnership with the Chief Executive (CEO) of the Youth Zone, helping them to achieve the aims of the organisation; and to optimise the relationship between the Board of Trustees and Youth Zone staff
- To undertake the CEO Appraisal and objective setting on behalf of Board
- To work with the OnSide nominated Trustee and HR trustee on the appointment of any Youth Zone CEO
- To support HR processes as required including appeals, grievances and whistleblowing
- If agreed by the Board, to take urgent action (but not decision-making unless authorised) between Board meetings when it is not possible or practical to hold a meeting

## TREASURER

- To ensure that the Youth Zone's finances are used appropriately, prudently, lawfully and in accordance with its objects and any funding agreements
- To be accountable (within Trustee role) for the charity's solvency, continuing effectiveness and the preservation of its endowments (if any)
- To exercise overall control over the Youth Zone's financial affairs
- To ensure accurate and up to date accounting records are maintained
- To ensure that restricted and unrestricted funds are appropriately identified in financial records and used in line with any restrictions
- To oversee the preparation of the charity accounts and Annual Reports and submit Annual Reports and Annual Returns to Companies House and the Charity Commission as appropriate
- To arrange external audit of accounts
- To ensure the accounts are made publicly available
- To chair the Finance Committee. This group will meet at least twice each year to review the financial position of the Youth Zone in more detail and agree annual budgets



# PERSON SPECIFICATION



## Each trustee must:

- Have commitment to the mission, values and DNA of the Youth Zone
- Show willingness to devote the necessary time and effort
- Act with integrity and have a willingness to speak their mind
- Employ a strategic vision
- Have an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- Have the ability to work effectively as a member of a team and to take decisions for the good of the Youth Zone.
- Be sufficiently experienced in the area of specialism for which the trustee is to take responsibility.

# TIME COMMITMENT

- Youth Zone Board Member Period of appointment: 3 Years
- Trustees are expected to attend an induction meeting with the Chair of the Board and the Chief Executive prior to attendance at their first board meeting.
- Trustees are expected to undertake an induction process, as designed by the OnSide Youth Zones Network.
- Trustees are expected to attend all board meetings, which are held at the Youth Zone.
  - Board meetings are held every 2months, normally during normal office hours, lasting approximately 2 hours.
  - In addition to Board meetings there will be a designated Annual General Meeting for Board Members to discuss items such as governance or finance
- Trustees may be asked to take part in governance training
- Papers are distributed one week in advance of meetings - trustees are expected to have read them in advance of the meeting
- It is also important trustees visit to observe sessions and walk the Youth Zone, to take their own soundings of the delivery performance and contextualise the information being provided.

# SUPPORT FOR TRUSTEES

Becoming a charity Trustee is a commitment, but it is also a very rewarding experience.

- A unique chance to give back to the community
- An opportunity to learn new skills
- A chance to make new networks
- Brilliant for your CV

We strive to provide the best support possible so that Youth Zone Trustees feel equipped to fulfil their duty and are enabled to gain the most from the experience.



## What's on offer?

- We provide training to all our board members on safeguarding and governance along with a comprehensive induction.
- Each member also receives a Trustee's handbook which includes all our policies, values and guidance.
- Buddying up and mentor schemes are available to support skill development, if required.
- Chance to join in sessions with the young people, to better understand our values, mission and work.
- National “OnSide Summit” events where Trustees come together from across the country and share practice.

### Please note:

This a voluntary (not a paid) role, however reasonable expenses can be reimbursed, and we'd be happy to talk to you more about this. We are especially keen to remove barriers such as transport or childcare costs that might put you off applying.

# How to Apply

We are open to expressions of interest from Monday 8<sup>th</sup> April. To find out more about the role, please email:

[Vanessa.Haworth@onsideyouthzones.org](mailto:Vanessa.Haworth@onsideyouthzones.org)

There will be the opportunity for informal conversation with an existing Trustee, giving you the opportunity to ask any questions you may have.

We could also arrange a conversation with the Chair or Treasurer of another Youth Zone for a hand-on perspective from someone already doing the role.

A brief covering letter and a CV will then be required and there will be an opportunity to meet the full Trustee board on 29<sup>th</sup> April in Barnsley for shortlisted candidates.

## *PLEASE NOTE:*

If you're interested in a future Trusteeship but not the role of Chair or Treasurer, please do send a CV to [asma.pandor@onsideyouthzones.org](mailto:asma.pandor@onsideyouthzones.org) as we would be keen to reach out to you in the coming months.

