

# TRUSTEE CANDIDATE INFORMATION

## 2025

### Private Sector Fundraising

#### WHO WE ARE

Croydon Youth Zone, named as Legacy by young people, was opened in September 2019. The Youth Zone is an independent Charity, but we are proud to be part of the growing OnSide Network whereby we have adopted a set of principles that guide our work with young people.

#### WHAT WE DO

We inspire young people to lead happier, more positive lives, raising their aspirations to become happy, caring and responsible citizens with more to offer themselves, their families, the community and employers. Join our team and positively transform the lives of young people in Croydon!



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# WELCOME MESSAGE



Legacy Youth Zone is more than a building — it's a place where young people feel safe, supported, and inspired to reach their potential.

Every month, our incredible team of staff and over 30 volunteers provide opportunities for circa 1,000 young people to develop skills, build confidence, and create their own positive futures. Legacy delivers 190 activities every week, with some of our most active young people having attended over 895 sessions in the time they have been members.

As a Trustee, you will play a vital role in shaping our vision, ensuring good governance, and championing the voices of young people at every level of our organisation. This is both a strategic and deeply rewarding role — one that offers the chance to make a lasting impact in a community that believes in the power of youth.

We are looking for individuals who share our passion and values, who bring diverse experience and insight, and who are ready to contribute their skills to help Legacy continue to grow and thrive.

On behalf of the Board of Trustees, thank you once again for your interest. We hope this pack gives you a clear sense of who we are, what we do, and the vital role our Trustees play. We look forward to the possibility of welcoming you to our team and to this exciting journey of empowering young people together.

Simon Culpeper, Chair of Trustees





# ABOUT LEGACY

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Our universal offer is focused on a state-of-the-art, multimillion-pound facility that is purpose-built and remains dedicated to young people. We work with young people aged from 8-19 (up to 25 with additional needs) and offer an array of activities for young people to get involved in. Our services are affordable for young people who can access the provision for just a £5 annual membership and a 50p entry fee. Whilst our building and activities provide a hook for young people to initially engage with us, the relationships they develop with our ambitious and energetic team of Youth Workers ensure they return night after night. We pride ourselves on being open when young people need us the most, during evenings and weekends, whenever schools are closed.

Find out more about how we help young people by watching our case study with Mohammed.

Click the image to watch!



# OUR MISSION, VISION & VALUES

## MISSION

We give young people of Croydon the opportunity to discover their full potential through positive activities and inspirational Youth Workers within a safe environment.

## VISION

Every young person to become the best version of themselves.

## VALUES

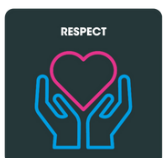
**Young People First:** Young People First: young people are at the heart of everything we do inspiring and challenging us to deliver services that exceed their needs and challenge them to be the best they can be.



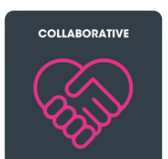
**Excellence:** We encourage ourselves and each other to be best we can be through continuous development and a focus on finding solutions.



**Respect:** We act with honesty, integrity, and celebrate diversity across the organisation and caring about each other, our young people, and the Youth Zone environment.



**Collaborative:** We will create and nurture strong, creative relationships and partnerships, working together to achieve better results and outcomes for young people.



**Ambitious:** We are passionate and driven in taking on new challenges and embracing new ideas.



# OUR STRATEGY

Our strategy has three main strategic aims, including young people, people and culture and sustainability. Read our goals below for each strategic aim.

**Young People:** We aim to be a safe, welcoming, and high-quality youth provision that is led by young people and responsive to the changing needs of young people and the community.

- Goal 1: Young people will be at the heart of decision-making and will be able to inspire and influence all aspects of the charity and wider community.
- Goal 2: The charity will be at the heart of the community with high levels of engagement and busy universal sessions through exceptionally high-quality Youth Work and access to opportunities.
- Goal 3: We will be safe, welcoming, and accessible.

**People and Culture:** We aim to be a values-led and inclusive organisation that people aspire to be a part of and commit to continual growth.

- Goal 1: We will recruit and retain the best people who represent the local community and make a commitment to our values.
- Goal 2: The vision and values of the Youth Zone will be embedded within the behaviours and actions of all stakeholders, and high expectations exist in every area of our work.
- Goal 3: We will ensure health and well-being are prioritised within the organisation.

**Sustainability:** We aim to be a sustainable organisation which uses its resources responsibly and effectively and has a long-term positive impact on the local community and environment.

- Goal 1: We will have a sustainable income model and be effective in our approach to fundraising.
- Goal 2: We will be responsible with our resources.
- Goal 3: We will build our reputation as a local charity and provider of best-in-class universal Youth Work and activities that will create a positive and long-lasting impact.



## OUR IMPACT

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3,589

Active Members in the  
last 12 months.

Active Members in the last  
12 Months

1777

Senior

1809

Junior

33,625

Hours of Youth Work delivered in  
2024.

850

Average Weekly Attendance

20%

of our active members have  
additional needs.

67%

of our members are from the  
top three most deprived  
areas in Croydon.

70+

Members of staff at Legacy

41

young people have  
participated in our Young  
Leaders Programme.

30+

Volunteers who give their time  
weekly.

84%

of our members experienced an  
improvement in their  
mental health.

80%

of staff live in Croydon

£1 → £13

For every £1 invested ,  
Youth Zones generate over £13  
in social value.



# THE ROLE PROFILE

## GENERAL DUTIES OF ALL TRUSTEES:

- 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 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/Youth Zone activities
- Safeguard the reputation and values of the Youth Zone
- Ensure the financial stability of the Youth Zone

## SPECIFIC DUTIES OF A TRUSTEE - PRIVATE SECTOR FUNDRAISING:

The Private Sector Fundraising Trustee is there to help the fundraising team bring on new funding opportunities and relationships with potential donors. As well as this, they are there:

- To support the CEO and Head of Fundraising in cultivating relationships with businesses and individuals with the capacity to support the Youth Zone
- To support a fundraising and stewardship events programme
- To ensure proper control of funds where people are raising money on the Youth Zone's behalf.
- To ensure that funds are spent (or earmarked) for the purposes for which they were raised.
- To be aware of and promote good fundraising practices
- To ensure openness and honesty about the costs of all such fundraising, including events, and to explain in the Annual Report the effectiveness of fundraising at the Youth Zone



# THE ROLE PROFILE

## 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 as outlined above
- Become familiar with OnSide's Excellence Framework and be active in supporting the Charity to make progress against the relevant standards within it.

## COMMITMENT:

- 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 a series of induction activities, including on-line training, as designated in the Youth Zone induction pack.
- Trustees are expected to attend all board meetings, which are held at the Youth Zone once every two months as well as any associated sub committees as delegated by the board.
- The Board of Trustees will get together for an annual 'away day' to take the opportunity to strengthen governance, collaborate with the Senior Management Team and review our progress.
- Trustees are expected to serve a minimum of one, and a maximum of two, 3 year terms.
- Trustees may also be asked to take part in governance training and development opportunities.
- Papers are distributed one week in advance of meetings – trustees are expected to have read them in advance of the meeting.
- In addition to reading the Board pack and attending meetings, it is important trustees get to know the organisation, key members of staff and understand the context that the Youth Zone operates within.

## IN RETURN WE PROMISE YOU:

- An opportunity to network with other Trustees from across the OnSide Youth Zone Network.
- The chance to directly see the impact of your support and involvement in the Charity.
- The chance to work with a dedicated and passionate group of Trustees and employees.
- An opportunity to utilise your professional skills and experiences to positively transform young people's lives.

## MEET OUR TRUSTEES



**Simon Culpeper**

Chair of Trustees



**Crispin Rees**

Fundraising and OnSide  
Nominated Trustee



**Indy Chatwel**

Fundraising



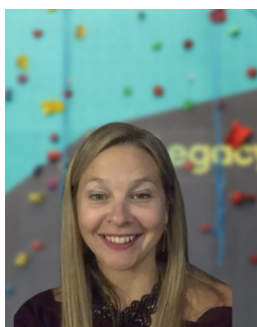
**Jay Amin**

People and Culture



**Palvesh Patel**

Treasurer



**Shelley Davies**

Safeguarding



**John Trayfoot**

Stewardship



**Shea Williams**

Young People

## OUR SENIOR LEADERSHIP TEAM



**Myke  
Catterall**

Chief Executive



**Jack Calvert**

Director of Fundraising &  
Communications



**Angela  
Parkes**

Head of Youth Work and  
Partnerships



**Hayley  
Kleiman**

Head of HR

# TERMS OF APPOINTMENT

Type of Role: Voluntary (unpaid)

Length of term: Initially three years, followed by a review with the possibility of extension for a further term (maximum two terms).

Trustees may be required to serve on at least one of the Subcommittees that report to the Board, for example: Finance, Fundraising, Safeguarding and People.

Time commitment: Our Board of Trustees is an active and involved group, and we advise all applicants to think carefully about the amount of time they are able to give to this role. Trustees will be asked to commit around 8-10 days per month for this role (which can mostly be carried out remotely). Your time will be spread across pre-booked board meetings, reading and preparation in advance of the board meeting and informal time with board and executive colleagues and volunteers through subcommittees.

Confirmed Board Dates:

21<sup>st</sup> October 2025

16<sup>th</sup> December 2025

17<sup>th</sup> February 2026

21<sup>st</sup> April 2026

16<sup>th</sup> June 2026

Expenses: As an unpaid role, trustees can claim back expenses through the expenses policy.

Location: Our board meetings take place in person at Legacy Youth Zone. Trustees can join by Teams if unable to attend in person. Other meetings can take place online or at other venues.

Your 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 they had responsibility.

Application Process: To apply for a trustee position, please send a cover letter and CV to [Myke.Catterall@legacyyouthzone.org](mailto:Myke.Catterall@legacyyouthzone.org)

As this role will be based in the Youth Zone, an enhanced DBS is required upon being offered the post.