



Become a Trustee of Herne Hill Velodrome Trust

Herne Hill Velodrome Trust is currently looking for new Trustees to join its Board of Trustees, to play a role in both the present and future of a much loved part of the cycling infrastructure of the United Kingdom. Becoming a Trustee is a rewarding experience, particularly with the Herne Hill Velodrome Trust, and the Board of Trustees is actively encouraging applications from those with an interest and enthusiasm for what we do, and particularly those with specific skills outlined in this role specification.

If you would like to apply please send a brief covering letter and a copy of your CV to our Chair, Tim McInnes, at tmcinnes@hhvt.org. If you would like to discuss this position or have any questions please contact Tim at the above email address. The deadline for applications is 16 February 2023.

Herne Hill Velodrome Trust

The Herne Hill Velodrome Trust (HHVT) is a registered charity (No. 1140128) responsible for the running of the Herne Hill Velodrome, a long-established and well-loved cycling facility located in South East London that has been in continuous operation since 1891. The Velodrome operates a 450m outdoor banked cycling track, an extensive area of off-road trails and ancillary facilities particularly focused on supporting young riders and accessible cycling. It has a large and enthusiastic community of riders and spectators and a thriving Friends' organisation, the Friends of Herne Hill Velodrome. Each year the site attracts around 60,000 rider visits and cumulative attendances far in excess of 100,000 spectators.

Over its history the Velodrome has hosted many of the world's most famous cyclists, it has built an enviable track record of successfully developing elite-level talent and has always strived to provide the community of London and the South East with a safe, accessible and welcoming location to both learn to ride a bike and participate in cyclesport, in as many of its forms as possible.

HHVT believes that cycling has the potential to change people's lives in many positive ways. It exists to promote participation in healthy recreational activity in general, and cyclesport in particular, through the facilities available at its circa nine acre site in Herne Hill. The charity was established in 2010 principally as a fundraising organisation to raise money to pay for the resurfacing of the Velodrome, which was completed in 2012, and the construction of a new pavilion, which was opened in 2017. Since 2017 HHVT has also been responsible for the operation of the facility.

HHVT's current focus is on ensuring the financial sustainability of the Velodrome and securing the facility's future, and in making sure that the riders that visit the site represent the multicultural and socially diverse community it operates within. Access for all is important to HHVT and to the Velodrome, and this is critical to the future health and popularity of our sport in the United Kingdom.



Become a Trustee of Herne Hill Velodrome Trust

The Role of HHVT's Board of Trustees

HHVT's Board of Trustees (the **Board**) are responsible for the overall governance and strategic direction of the charity, developing the organisation's aims, objectives and goals in accordance with its governing documents. The Board also make sure HHVT meets its legal duties.

At the core of its role HHVT oversees the company that manages the Herne Hill Velodrome, which in 2022 generated revenue of around £540,000 and employed nine members of staff, led by Iain Cook. This company principally derives its income from managing the Velodrome's outdoor cycling track and its off-road trails, sales at a popular café and through special events. It is also looking for new and sustainable revenue opportunities.

In the next five to ten years the Velodrome's outdoor track will have to be resurfaced at a considerable cost, and HHVT will play a central role in the fundraising and oversight of this major capital project.

The Board is accountable in varying degrees to a variety of groups, including: staff, coaches and volunteers, riders and spectators, the Friends of Herne Hill Velodrome, British Cycling, other key stakeholders, funders, the Charity Commission, and Companies House.

Your Duties and Responsibilities as a Trustee

The Board is currently looking for new Trustees, to replace long-standing Trustees who will be stepping down in 2024 and also to bolster the Board's strength in particular areas. As a Trustee you will help to support HHVT in the next phase of its journey and, in particular, help to protect the charity's future financial sustainability. The role is voluntary and part time. Trustees report to the Chair of Trustees.

Trustees of all charities in the United Kingdom have six legal and regulatory duties that are detailed in the Charity Commission's guidance [The Essential Trustee: What You Need To Know, What You Need To Do](#). As a Trustee this means you must: act in the best interests of HHVT; manage HHVT's resources responsibly; and act with reasonable care and skill in your role as Trustee. In doing so you must also: deal appropriately with all conflicts of interest; implement financial controls and manage risks; and take appropriate advice when it is required.

You will be expected to attend four Board meetings annually as well as a strategy day, usually held in the Summer. Outside these structured meetings it is also hoped that you will contribute to the life and community of Herne Hill Velodrome by attending or volunteering at events, promoting the Velodrome across your personal or professional network and, where relevant, by identifying opportunities to support the Velodrome and its staff including by applying your professional or other experience and expertise.



Become a Trustee of Herne Hill Velodrome Trust

Your Profile as a Trustee of HHVT

All Trustees at HHVT are expected to understand and appreciate the history of Herne Hill Velodrome and the role it plays today, as an integral part of its local community as well as being a critical part of the infrastructure of cyclesport in the United Kingdom. In addition, it is essential that you have an interest in and an enthusiasm for the work of HHVT.

Previous experience as a Trustee is not necessary but you are expected to be able to demonstrate an ability and willingness to devote the necessary time and effort to your duties as a Trustee. It is also important that you can display effective communication skills, a positive and creative approach to problem solving, an ability to speak your mind, to work effectively as a member of a team and robust and independent judgement.

The Board welcomes applications from anyone interested in becoming a Trustee of HHVT however they are particularly looking for individuals with the following skills and experience:

- Public Relations, Marketing and Communications;
- Facility, Site or Environmental Management;
- Events Management;
- Fundraising; and
- Equality, Diversity and Inclusion.

How You Can Apply

Please send a brief covering letter and a copy of your CV to: Tim McInnes at tmcinnes@hhvt.org. If you would like to discuss this position or have any questions about the role please contact Tim at the above email address. The deadline for applications is 16 February 2023.