



Could you help decide how National Lottery money supports communities in Wales?

Wales Committee Candidate Briefing Pack

Introduction

Thank you for your interest in joining The National Lottery Community Fund's Wales Committee.

We are now recruiting for one current vacancy in our Wales Committee. The Wales Committee sets the direction of our work and takes decisions about our large grants in Wales. There are six members including the Wales Chair.

The Wales Country Committee support the Wales Chair in representing Wales at the UK Board and support the Senior Management Team in delivering The National Lottery Community Fund's functions in Wales. It exercises these roles and responsibilities with due regard for the Nolan principles.

The primary role for Committee members is to use their knowledge of the third sector and strategic thinking to help provide the direction for the National Lottery Community Fund in Wales, providing un-biased input to our grant making committees and being an ambassador for the Fund.

This is an exciting time to join the Fund's Wales Committee. This opportunity comes at a time of significant renewal at the Fund following the launch of our new strategy, *It starts with community*, setting a new direction to 2030. Wales Committee Members joining at this exciting time will be responsible for overseeing delivery within Wales, when growth in returns to good causes is expected, alongside the Fund's ongoing third party and dormant assets work.

This is a significant opportunity to be involved in an organisation transforming people's lives. If you believe you have the background and personal qualities needed, we would be delighted to hear from you.

About the National Lottery Community Fund

Background

The National Lottery Community Fund is the largest single source of community funding in the UK. We support amazing projects that help to strengthen society and improve lives. National Lottery players raise an incredible £30 million a week for good causes. This money funds projects and activities that transform communities, protect our heritage, and enrich lives. We are proud to be one of 12 distributors responsible for awarding this funding across the UK. We also distribute non-National Lottery funds, working closely with UK Government on funding for important issues such as youth social action and health and wellbeing.

It starts with community our journey to 2030

Social connections and community activities are at the heart of creating healthier, happier lives and a flourishing society. That's why The National Lottery Community Fund supports amazing community-led projects. And why we're looking to make a bigger difference in the years ahead, by listening and responding to communities and by focusing on supporting bolder change. The ambition through this strategy is to create resilient communities that are more inclusive and environmentally sustainable, funding activities and organisations that strengthen society and improve lives across the UK. We're focusing our efforts where there is greatest need. We're looking to make a bigger difference in the years ahead, both by listening and responding to communities, and being more focused on supporting the greatest impact. We will be delivering this strategy to 2030 at a time of renewal and expected growth in returns to 'good causes' from The National Lottery, alongside the Fund's third party and dormant assets work.

The organisation

The National Lottery Community Fund is established as a non-departmental public body by an Act of Parliament. The Board is responsible for the overall strategic direction of the Fund and for the Fund's governance. It delegates the day-to-day running of the organisation to the Chief Executive and his Senior Management team. Funding decisions are delegated to five funding committees (UK, England, Northern Ireland, Scotland and Wales) and to Executive Officers. Policy responsibility for The National Lottery Community Fund in England, including setting policy directions, rests with the Department for Digital, Culture, Media and Sport. The National Lottery Community Fund is governed by a Board. The Board is responsible for setting the Fund's long-term strategy and key policies, and making sure that it is run in an effective and efficient way.

Our purpose

We support activities that create resilient communities that are more inclusive and environmentally sustainable - activities that will strengthen society and improve lives across the UK.

Our community-led missions and what we'll achieve by 2030

We'll support communities to connect by:

- creating accessible, welcoming places, both physical and virtual, for people to meet
- initiating engaging and inclusive activities that support connections within and between groups of people
- enabling people from all backgrounds to shape the future of their communities cultivating an increased sense of belonging.

We'll support environmentally sustainable communities that:

- reduce carbon emissions and negative environmental impact
- create positive environmental impacts
- establish equality of access to the natural environment
- improve the quality of natural spaces.

We'll enable children and young people to thrive by:

- creating opportunities for children and young people from all backgrounds to enjoy community experiences
- helping children and young people shape the decisions that affect them and their communities
- providing children and young people access to safe spaces to play, participate, socialise and get support.

We'll enable people to live healthier lives by:

- helping reduce health inequalities
- increasing opportunities for community participation to shape better health services
- taking a preventative approach to health.

Our approach

- An equity-based approach to tackle inequality
- Supporting communities to build from their strengths
- Supporting what matters most to different communities
- Flexible grant making model with small one-off grants starting from £300 up to £20,000, to longer term grants and strategic significant partnership investments.

Our values

We are:

- inclusive
- ambitious

- impact focused
- adaptable
- compassionate

The Wales Committee

The Wales Committee sets the direction of our work in Wales in line with the Fund's strategy direction and decides on our large grants in Wales. This is an opportune time to join the Wales Committee, as we are entering an exciting period of change and undertaking a Wales Portfolio Review.

We will use a One Fund approach to our grant making, bringing together the many parts of our organisation and rich expertise to deliver transformative funding across Wales as well as the rest of the UK. The Wales Committee will have strategic oversight of how we will distribute £208.7 million to Wales communities by 2029.

We will be applying a sharper focus on tackling inequality meaning we will focus more on the places, people and communities who experience poverty, disadvantage and discrimination in Wales. We will also be supporting environmental action across all our funding, investing in environmental sustainability and supporting projects to consider the environment even when it isn't their main focus.

We are currently refreshing our funding offer in Wales to ensure we build on what the public and stakeholders have told us are their key priorities for The National Lottery Community Fund in Wales. We have already made changes to the award size of grants through [National Lottery Awards for All to a maximum of £20,000](#), and we're currently refreshing our larger responsive programme People and Places and in the early days of developing a new funding stream to focus on children. More information about our funding in Wales at [tnlcommunityfund.org.uk/funding](https://www.tnlcommunityfund.org.uk/funding).

To find out more, go to: <https://www.tnlcommunityfund.org.uk/>

Role profile

Wales Committee Members

Overall strategy and policy setting

- To agree long-term strategy and the key approaches to our funding in Wales, in line with the Fund's overall strategy and its governance processes.

Accountability

- To ensure the highest standards of governance and discharge of responsibilities.
- To observe the Seven Principles of Public Life and the Cabinet Office Code of Conduct for non-departmental public bodies (NDPBs) and comply with all statutory responsibilities.

Challenge and support the executive

- To support the Wales Director, be a source of wise guidance and advice, and challenge and support the executive.

Effectiveness

- To agree the Wales Directorate's annual grants budget, monitor progress and approve corrective actions.
- To agree the distribution of funds for Wales.
- To agree changes to funding programmes and monitor progress and impact of our grant making.
- To ensure that risk is controlled and monitored.

Ambassadorial/reputational

- To be ambassadors for the organisation, within guidelines agreed by the England Directorate.
- To enhance and protect the reputation of the Fund.

Person Specification

Skills and Experience Required

We want our Committees to have a broad base of knowledge, skills and experience and to reflect the diversity of modern society and the communities that we serve, in so doing embracing our society as a whole.

As the Fund is implementing a new strategy to 2030, we are looking for new Members able to bring a fresh outlook and energy.

We are seeking individuals who will bring exceptional knowledge, skills and experience from the broadest base. In particular, we welcome candidates who have regional knowledge and mainstream charity and community experience, wider public or private sector experience, knowledge and experience relevant to our four missions and focus areas and senior experience developing partnership and collaborations.

The person - essential criteria

- **Welsh context:** An understanding of and interest in the Welsh political, social and cultural landscape and the role of the voluntary and community sector in it. A business support background from within the third sector in Wales.
- **Strategic leadership:** ability to contribute to strategic decision making on priorities and funding in Wales in line with The National Lottery Community Fund's strategy and missions; demonstrating significant leadership experience, providing clear and compelling direction and encouraging decision-making and personal responsibility.
- The ability to understand complex issues and make decisions taking into account competing demands.
- **Representing the Fund:** Experience of representing an organisation and willingness to represent the Fund at public events and build relationships with other stakeholders.
- **Equity Diversity and Inclusion:** A clear understanding and commitment to achieving equity, diversity and inclusion and its advancement in the context of a public body and a funder.
- **Governance:** Awareness of the governance framework relevant to The National Lottery Community Fund; able to contribute to and lead decision-making forums. Understanding and commitment to the principles required to hold a public post of this nature (The Nolan Principles).

The person - desirable criteria

- An ability to communicate in Welsh would be desirable.

Terms of appointment

Time Commitment and meetings

The time commitment is expected to be an average of 2 days per month. This includes:

- The Wales Committee meets every three months plus two annual planning days. A majority of meetings will have the option to attend virtually, but we will ask members to attend face to face meetings on an ad-hoc basis.
- There will be other Committee or Funding Panel meetings which will be identified on appointment and in discussion with the Chair of the Wales Committee.
- We expect attendance at project visits and meetings with other stakeholders.

The post is for an initial period of four years.

Remuneration

The successful candidate will receive an annual fixed payment of £5,232 plus travel and subsistence allowances in line with The National Lottery Community Fund rates. The role is not pensionable.

Length of appointment

The appointment is for an initial term of up to four years. Information on current Committee Members can be found at

<https://www.tnlcommunityfund.org.uk/about/our-people/wales-committee>.

Equality, Diversity & Inclusion

Equity, diversity and inclusion in our grant-making, and amongst our people, are all vital to our success in supporting people and communities to thrive. We believe our people should represent the communities, organisations and individuals we work with. We are committed to being a fair and inclusive place to work and recognise people in our society come from diverse backgrounds. We are a Disability Confident employer and positively welcome applications from people with disabilities.

How to Apply

Email a completed application form, Equalities, Diversity and Inclusion form, and your CV to: wales.committee@tnlcommunityfund.org.uk

If you have any questions on any aspect of the appointment process, need additional information or wish to have an informal discussion, please contact wales.committee@tnlcommunityfund.org.uk before submitting your application.

All applications will be assessed against the person specification for the post. Shortlisted candidates will be invited for an interview. The interview panel will be chaired by John Rose ([Wales Director](#)), Simone Lowthe-Thomas ([Wales Committee Chair](#)), and an external panellist.

The closing date for receipt of completed applications is midday, Thursday 22 August 2024.

Interviews are expected to be held in September.

Following the interviews, the panel will submit its recommendations to the Chair of The National Lottery Community Fund Board. The Chair will make the appointment with the consent of the Cabinet Secretary for Culture and Social Justice of Wales. The National Lottery Community Fund Board Chair will write to the successful candidate to offer the position.

About the Way We Work

Our Commitment to the Welsh language

The National Lottery Community Fund is committed to providing a bilingual service to the public in Wales. Find out more about our Welsh Language Standards by visiting tnlcommunityfund.org.uk/welshlanguage.

Disability Confident committed employer

The National Lottery Community Fund is proud to be a Disability Confident committed employer. We will commit to interviewing an applicant with a disability if they meet the minimum criteria for selection. The National Lottery Community Fund will make any reasonable adjustment to help attendance at the interview stage of the selection process. To help us please complete the equal opportunities form which will be emailed to all applicants.

Nolan Principles - The Seven Principles of Public Life

The Committee on Standards in Public Life (originally the Nolan Committee) set out Seven Principles of Public Life: Selflessness; Integrity; Objectivity; Accountability; Openness; Honesty; Leadership. All National Lottery Community Fund Board and Committee members are expected to uphold these.

All public appointments are based on merit

This appointment will be made in accordance with the OCPA Code of Practice, which requires that appointments are made on merit with independent assessment

and transparency of process. Political activity will play no part in the selection process.

Candidates may come from a wide range of backgrounds and experience. The National Lottery Community Fund welcomes applications irrespective of race, colour, ethnic or national origin, sex, marital status, disability, sexual orientation, religion, religious beliefs or similar philosophical beliefs, age, gender re-assignment or community background.

Accessibility to public appointments is a fundamental requirement and the public appointments process promotes, demonstrates and upholds equality of opportunity and treatment to all applicants.

If you require any of the application documentation in an alternative format, please contact wales.committee@tnlcommunityfund.org.uk

These positions are public appointments, not employment positions, and subject to the relevant appointment principles.