



## The National Lottery Community Fund Board

### Chair of Wales Funding Committee

#### Background

The National Lottery Community Fund's core purpose is to support people and communities thrive. This is delivered through its Strategic Framework, People in the Lead.

The Fund is the largest funder of community activity in the UK. Every year £600m of funding raised by players of the National Lottery is distributed. Since its inception, the Fund has distributed money to a wide range of projects throughout Wales. This is done through a number of different grant programmes. In Wales in 2018/19 we awarded 706 grants worth £31.3m. These grants range from a community focused small grants scheme, National Lottery Awards for All Wales, which makes grants of up to £10,000, to our larger grant scheme People and Places making grants of up to £500,000, and major thematic grant schemes which are typically focused on a topic, for example young people or mental health. Details of the range of programmes that we fund can be found here: <https://www.tnlcommunityfund.org.uk/funding>

We are currently seeking a new chair of the Wales Committee, who will also sit as a member of The National Lottery Community Fund Board. This is a time when as an organisation we support communities across the UK to adjust to and recover from the coronavirus pandemic. It is also a time when the Wales portfolio begins developing responses to the themes of homelessness and youth resilience, and planning for 2021 and beyond, strengthening our links with communities across Wales and bringing people together to share their experience and learning.

This is mirrored Fund-wide as the organisation has gone through a period of change and development, making it well placed to deliver the ambitious plans to achieve the Fund's purpose: supporting people and communities thrive. The Fund has many of the building blocks in place and strives to learn, innovate and continuously improve in order to add even greater value to civil society and public life. The Fund is uniquely placed to act as a catalyst, bring people together and make links between practitioners and policy makers.

## 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, as set out in its Strategic Framework, People in the Lead and for the Fund's governance.

Funding decisions are delegated to five funding committees (UK, England, Northern Ireland, Scotland and Wales), Executive Officers, and at times expert committees, with the Board retaining strategic oversight for delivery of the Fund's strategic framework: People in the Lead, and governance responsibility.

Policy responsibility for The National Lottery Community Fund, including setting policy directions, rests with the Department for Digital, Culture, Media and Sport and devolved administrations in Northern Ireland, Scotland and Wales. Policy responsibility for The National Lottery Community Fund in Wales including setting policy directions, rests with The Welsh Government.

Further information about the Fund's [Strategic Framework](#) People in the Lead and its [programmes](#) can be found on our [website](#).

## The role - Wales Committee Chair

- Agree the strategic direction of the portfolio to deliver People in the Lead in Wales in conjunction with the committee and executive team.
- Ensure the Board is engaged and aware of key issues and opportunities which impacts the Fund's work in Wales.
- Bring insight and perspective to the executive to continually improve The Fund's impact through world class funding approaches.
- Ensure that programme and funding decisions fit within the Fund's accountability framework, advised by the executive.
- Shape and sustain a group of diverse and high-quality committee members that has appropriate knowledge and understanding of community and public life across Wales.
- Ensure that the committee individually and collectively operates to the highest standards and performance.
- Oversee decisions on major funding applications directly or through specialist committees.

- Review and reflect on the shape and development of the Wales portfolio,
- Act as an ambassador for The National Lottery Community Fund in Wales and at times the UK.
- Find out more about the current Wales committee members on our website [here](#).

*The role of the Board can be found at Annex A*

## **The person**

### ***Essential***

All candidates will need to demonstrate in their application that they meet the majority of following essential criteria to a high standard:

- An appropriate understanding of the Voluntary Community and Social Enterprise sector in Wales and the ability to engage with senior stakeholders therein along with senior stakeholders in the public and private sectors.
- Experience of charitable and community funding.
- Extensive experience of operating as a non-executive, and ability to operate as a Chair
- An understanding of portfolio management, funding decision-making and oversight at a senior level.
- First class communication and inter-personal skills with the ability to challenge constructively.
- A commitment to improve diversity and inclusion.
- An understanding of the importance of the Welsh language and the relevant legislative requirements.

### **Desirable**

- Exposure to decision-making in a funding portfolio of comparable scale
- A commitment to the principles of corporate governance, regularity and accountability with regards to NDPBs.

## **Time Commitment**

The Board meets quarterly, including a two-day meeting with overnight stay. There is also a Board and Committee day once a year. Meetings take place in London and another location in the UK once or possibly twice a year; therefore some travel is required to attend meetings across the UK.

The Wales Committee meets quarterly plus two additional away days per annum. In addition, as a Board member and Wales Chair you will meet with strategic partners, attend events and represent the Fund.

Board and Committee members also provide informal support and advice to the executive drawing on their specific expertise and on occasion represent the Fund at events or assist the Fund with networking. The specific time commitment of individual Board members will be a matter for discussion with the Chair.

The time commitment can be up to 60 days per year.

## Remuneration

The remuneration will be £24,000 per annum. The role is not pensionable. Expenses will be paid.

## Length of Appointment

The appointment is for up to four years. Re-appointment for a second term may be made, at the discretion of the Secretary of State for the Department of Digital, Culture, Media and Sport.

## Type of Appointment

The Secretary of State for the Department of Digital, Culture, Media and Sport has formal responsibility for the appointment of the members of the Board.

In line with the *'The Commissioner for Public Appointments' Code of Practice for Ministerial Appointments to Public Bodies'* the Secretary of State for the Department of Digital, Culture, Media and Sport will be kept informed of the progress of the public appointments process and will be responsible for the public appointment as the appointing authority.

ANNEXES:

A - Role of the Board

B - Strategic Framework: People in the Lead

## ANNEX A

### Role of the Board

The Chair leads a Board of up to 12 members appointed by the Secretary of State for Digital, Culture, Media and Sport. The Board's role is:

#### *Overall strategy and policy setting*

- To agree long-term strategy and the key policies of the organisation.

#### **Accountability**

- To ensure the highest standards of governance and that the board and its committees discharge their responsibilities.
- To observe the Seven Principles of Public Life and the Cabinet Office Code of Conduct for non-departmental public bodies (NDPBs), comply with all statutory responsibilities and demonstrate that it has discharged its responsibilities to the public and to Parliament.

#### **Challenge and support the executive**

- To hold the executive team accountable for the overall performance of the organisation against agreed longer term strategic objectives.
- To select and support the Chief Executive, be a source of wise guidance and advice, and challenge and support the executive.

#### **Effectiveness**

- To agree the Fund's annual operating plan and budget, monitor progress and approve corrective actions.
- To agree the distribution of funds between the nations (including UK-wide funding).
- To ensure that risk is controlled and monitored.

#### **Ambassadorial/reputational**

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

## ANNEX B

### Our Strategic Framework People in the Lead

**Our purpose** We support people and communities to thrive.

**Our strategic framework** When people are in the lead, communities thrive.

People understand what's needed in their communities better than anyone. We listen, collaborate and fund so that good things happen.

That's why we're proud to award money raised by National Lottery players across the UK.

**Our goals in practice** The National Lottery Community Fund supports ideas and projects that matter to people and communities.

We use our funding and relationships to help create stronger, more connected communities.

Charities and community organisations across the UK are vibrant, diverse and active.

The National Lottery Community Fund is valued, trusted and efficient.

**Our principles** We will be guided in the choices we make by a set of principles:

**For everyone** Our funding is open to all communities whatever their starting point and we understand that some will need extra support.

**The strengths people bring** We start with what people can contribute, and the potential in their idea.

**A catalyst for others** We listen to, learn from, act on and facilitate the things that matter to people, communities and our partners.

**ANNEX B**

**Shared direction, diverse approaches** We value the diversity of communities we work with across the UK, are consistent in the quality of opportunities we offer, and support people to tackle inequalities.

**Confidence, not control** We trust in people's ability to make great things happen, believing that our funding should enable rather than control.

**Simple processes, good judgements** We use simple, proportionate processes which enable us to make good judgements.

**Using resources well** We make informed choices about the resources given to us by National Lottery players: with knowledge, with people and with money, and in an environmentally sustainable way.