## Arts Council of Wales – Capital Committee

## Vacancies for independent members

We are looking for up to three new independent members to join our Capital Committee.

The Committee usually meets 6 times per year, although members may be required to attend additional meetings if the need arises.

The position is unpaid, although we do pay reasonable travel and subsistence expenses, including accommodation costs for overnight stays as appropriate.

Meetings are usually held on a Friday during office hours, and in an arts venue currently or recently in receipt of Arts Council of Wales Capital funding. Therefore, meetings are held in various locations across Wales. In some instances, this may require an overnight stay, the cost of which will be borne by the Arts Council. At present our meetings are held virtually but in person meetings could reconvene when the situation allows.

In addition to attending the meetings, you will also need to attend an induction session. Committee members are also expected to commit time to reading the meeting papers and background information. There may be occasions when a greater level of commitment will be required.

The appointment will be for an initial fixed-term period of three years. When appropriate, relevant training will also be provided to Committee members.

### About the Arts Council of Wales:

The Arts Council of Wales – Cyngor Celfyddydau Cymru – was established by

Royal Charter on 30 March1994 and exists to support and develop the arts in Wales. It does so for the benefit of people throughout Wales, and to support Welsh art internationally.

We are also a Welsh Government Sponsored Body, a National Lottery Distributor, and a registered charity (number 1034245).

Our Royal Charter sets out our objectives. They are to:

* develop and improve the knowledge, understanding and practice of the arts;
* increase the accessibility of the arts to the public; and,
* work through the Welsh and English languages.

Arts Council’s aims, values and objectives are outlined in its Corporate Plan [For the Benefit of All.](https://arts.wales/sites/default/files/2019-02/Corporate_Plan_2018-23.pdf)

We also work with other public bodies in Wales, and with the other Arts Councils in the UK, to achieve these aims. You can find a copy of our Royal Charter on our [website](http://www.arts.wales/about-us).

We operate within a carefully prescribed and regulated environment. Arts Council of Wales is accountable to the Welsh Government’s Deputy Minister for Culture, Sport and Tourism.

We are required to operate within a framework that sets out the terms and conditions under which Welsh Ministers provide our grant-in-aid funding, and how we are able to use this funding.

### Our Governance arrangements:

We are governed by a Board of Trustees –Council – which currently consists of a Chair and fifteen members, one of whom is appointed as Vice-Chair.

The Chair of Council is a remunerated position; rates are set annually by the Welsh Government. All other members provide their time and expertise on a voluntary basis, but are reimbursed for out-of-pocket expenses incurred on Council business.

Council is responsible for the strategic direction and management of our organisation. It is responsible for ensuring, through the Chief Executive, that we operate within the policy framework set by the Welsh Government, and that we satisfy the various other accountabilities required of us. The Chair maintains regular contact with the Deputy Minister, and the Chief Executive meets officials quarterly to provide updates.

As the ultimate decision-making body for the organisation, Council members have retained key decisions on corporate policy, the formulation of our Corporate and Operational Plans, and any major alterations to the terms and conditions of service for staff.

To help support its work, Council has appointed a number of Committees and Groups to provide specialist advice.

Each includes Council members, one of whom acts as chair, and co-opted individuals, and is required to operate under specific terms of reference. Independent members are appointed for their specialist skills and experience, through an open selection process.

All new members of Council and of each Committee and Group undergo an induction process appropriate to their role and are encouraged to continue their development during their period of appointment.

### Capital Committee:

Council has established a Capital Committee to support them in discharging their responsibilities. The Committee’s primary role is to:

* advise the Council in the development of Arts Council policy on all aspects of capital development including funding priorities and schemes.
* recommend capital grants to Council.
* take decisions within delegated authority as determined by Council
* monitor live projects and advise Council accordingly.

 The Capital Committee’s full terms of reference can be found on our [website](https://arts.wales/about-us/our-organisation/committees).

### Who we are looking for:

We are looking for up to 3 new independent members to join our Capital Committee.

We are particularly interested in applicants with a successful track record in refurbishment and development of public buildings including architectural practice, knowledge of the Equality Act 2010 and best practice regarding accessibility requirements. In addition, individuals will ideally have knowledge and experience of working within public and/or charitable sectors, and of working as part of a committee.

We are also keen to hear from applicants with financial and managerial experience, an understanding of public or third sector organisations and, preferably, the delivery of professional services in a particular sector which ultimately benefits the public of Wales.

Practical knowledge and first-hand experience of dealing with the challenges in progressing and embedding environmental considerations under the Well-being of Future Generations Act 2015 faced by public organisations in the current environment, would also be beneficial.

The successful applicants will need to demonstrate a willingness to attend and participate in Group meetings, and to support the Arts Council’s aims, values and objectives.

Group members must demonstrate a commitment to the seven Nolan principles of public life, and be prepared to observe and comply with our Code of Best Practice, a copy of which can be found on our [website](http://www.arts.wales/about-us/governance/code-of-best-practice).

### How to apply:

Should you wish to find out more about the roles or have an informal discussion please contact the Director of Operations on 029 2044 1347.

Application is by CV and brief covering letter (no more than two sides of A4), addressing the requirements of the role, along with an equalities monitoring form (see <https://arts.wales/news-jobs-opportunities>) and the contact details of two referees.

Applications should be sent by 12:00 midday Friday 18 June 2021 to hr@arts.wales

Shortlisted candidates will be invited to interviews on Wednesday 30 June 2021.

We operate an Equal Opportunities Recruitment Policy and warmly welcome applications from all sections of the community.We welcome applications and correspondence in both Welsh and English.