



National Council Appointments

Candidate Information Pack

Closing Date: 12 Noon on Monday 19th June 2017



Department
for Culture
Media & Sport



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Introduction

We are seeking to appoint seven new members to the National Council (non-executive board) of Arts Council England.

This information pack is designed to answer some of your questions about the role and the appointment process. We do hope that you will apply for an appointment.

The Secretary of State for Culture, Media and Sport is responsible for making these appointments in accordance with the Cabinet Office's Governance Code on Public Appointments. The appointments process is regulated by the Commissioner for Public Appointments. The Department for Culture, Media and Sport (DCMS) will manage the appointment process with support from Arts Council England.

What is Arts Council England?

Arts Council England (the Arts Council) is a non-departmental public body sponsored by the DCMS. We are also a charity registered with the Charity Commission.

Arts Council England is the development agency for the arts in England. We champion, develop and invest in artistic and cultural experiences that enrich people's lives. We support a range of activities across the arts, museums and libraries – from theatre to digital art, reading to dance, music to literature, and crafts to collections. Our plan between 2015 and 2018 is to invest £1.1 billion of public money from government and an estimated £700 million from the National Lottery to help create these experiences for as many people as possible across the country.

The Arts Council's regular funding underpins the artistic ambition of our established national companies and seeks to develop opportunities for future generations.

We promote excellence and challenge barriers to participation. We offer the chance of funding to anyone in England who has an arts-related project and support the potential and skills of our national talent wherever it emerges.

The Arts Council operates according to a ten-year strategy for the period 2010-20, developed in consultation with the sector. Our mission is to deliver 'great art and culture for everyone' and we have agreed five key goals by which we will measure our success:

- Goal 1:** Excellence is thriving and celebrated in the arts, museums and libraries.
- Goal 2:** Everyone has the opportunity to experience and to be inspired by the arts, museums and libraries.
- Goal 3:** The arts, museums and libraries are resilient and environmentally sustainable.
- Goal 4:** The leadership and workforce in the arts, museums and libraries are diverse and appropriately skilled.
- Goal 5:** Every child and young person has the opportunity to experience the richness of the arts, museums and libraries.

Further information on the Arts Council's current aims and priorities is set out in our ten year strategic framework '[Great Art and Culture for Everyone](#)' and our current corporate plan [Arts Council Plan 2015-2018](#). Copies of these documents are available from the Arts Council's website.

Our latest [annual review and accounts](#) are also available from the Arts Council's website at www.artscouncil.org.uk

Arts Council England's governing body

National Council

The Arts Council's National Council is the governing body or non-executive board of Arts Council England. Council members are also the trustees of the charity.

The National Council is supported by five Area Councils which advise it on and promote the work of the Arts Council in the five English regions (London, the South East, South West, Midlands and the North) who all fulfil a similar role i.e. ensuring that the work of the Arts Council continues to be informed by the perspectives of artists, local authorities and other key stakeholders across the country. Chairs of each Area Council also serve as members of the National Council.

The Chair and members of National Council are appointed by the Secretary of State for Culture, Media and Sport, apart from the Chair of the London Area Council who is appointed by the Mayor of London with the approval of the Secretary of State.

We are seeking to appoint Chairs for the North, South East, South West and Midlands Area Councils; and to fill three Council Member vacancies on the National Council.

Applicants for the Area Council Chair roles should live or work in the areas they will be seeking to represent. Further information on the geographical coverage of our Area Councils is available [on our website](#) or can be downloaded from http://www.artscouncil.org.uk/sites/default/files/download-file/Map_area_boundaries.pdf

The Role of the Council

The role of the Arts Council's National Council is to:

- Determine and uphold Arts Council England's mission and objectives
- Be accountable to the Secretary of State for fiduciary matters and delivering the charitable objectives
- Agree high level priorities and strategies
- Approve Arts Council England's grant-in-aid and lottery accounts
- Monitor delivery of Arts Council England's strategy against stated priorities
- Advocate for the arts and culture

Collectively the Council is expected to embody:

- Artists, arts and culture practitioners and managers.
- Finance and management expertise, public and private sector.
- The Chairs of the Area Councils.

The Chair, Sir Nicholas Serota, has also expressed a strong commitment to improving the diversity of the Council. We welcome applications from black and ethnic minority candidates, women, people with disabilities and other groups under-represented on boards.

The Council as a whole should include a balance of age and gender, and reflect the diverse cultures of England.

The Role of Area Councils

Area Councils work to ensure that the Arts Council develops creative talents and the arts and culture ecology in the area. Members also make sure that the Arts Council invests public money effectively, and they are collectively responsible for making decisions on applications to the National Portfolio.

More specifically, they:

- Make decisions on applications up to a certain threshold (currently £800,000 a year) to join the National Portfolio in their area and make recommendations to National Council on grants of over a certain threshold (currently £800,000 a year) to organisations applying to join the National portfolio.
- Provide advice on the strategy and plans of the Arts Council.
- Review the Arts Council's performance and advise on the challenges and risks relating to the achievement of the Arts Council's goals in their area.

The Executive

National Council is supported by an executive leadership team, which is led by Darren Henley, the Chief Executive and Accounting Officer. Darren Henley leads an Executive Board which includes two Deputy Chief Executives and four other Executive Directors. The Arts Council's Executive Board is responsible for developing the long-term strategy of the Arts Council and for the day-to-day running of the organisation. Further details on the Executive Board are available from the [Arts Council Website](#).

Why apply to join the National Council?

These roles offer candidates the chance to play a significant role in shaping the future of our national cultural life, at an exciting but challenging time.

New Council Members will join an organisation that is in good shape and on a steady course.

Relationships with its stakeholders are largely positive. The current government understands and supports the contribution made to society and the economy by the arts and culture, and the crucial part they play at the heart of the creative economy as a whole.

New trustees will be helping to ensure that Arts Council England delivers on the goals of its ten-year strategy, Great Art and Culture for Everyone.

This strategy runs from 2010-20.

While there has been considerable progress in many areas, there's still work to do.

The Arts Council has supported artistic ambition while making progress on greater inclusion, highlighting the diversity agenda and ensuring the impact of investment is shared throughout the country.

It has encouraged greater resilience, both financially and in terms of skills. It has championed the importance of cultural education and encouraged new partnerships with local government, the media, technology, business, charities and higher education.

Importantly, it has also maintained and strengthened the spirit of unity across the arts and cultural sector.

Our new Council Members have the chance to use this momentum; to build on good relations with stakeholders; to further develop the resilience of the sector and its approach to new funding streams; to skills, diversity and the use of technology; to increase its reach and to ensure that all children and young people have access to the arts.

However, we are likely to experience a tough environment for public finances. In particular, many arts organisations, museums and libraries are seeing their local authority funding squeezed or removed altogether.

Moreover, we do not yet know what the long-term economic impact will be of the decision to leave the EU. However, we are sure that the arts and culture will be ever more important in our national life – and can help strengthen our relationships internationally.

Throughout this, we will need to ensure that public investment delivers public benefit and life opportunities for everyone, everywhere.

We are excited about the role that art and culture can play in leading the re-emergence of cities – as shown by the recent success of Manchester and Hull. New Council Members will help be helping to build cultural capacity across the nation, driving engagement with communities presently excluded from the arts – while preserving London's place as the showcase of our national culture.

All of this is relevant to the Arts Council's new investment process, by which it is determining how to allocate its funds from 2018. This was launched at the end of 2016: applications to the National Portfolio are currently being assessed and funding decisions will be announced this summer.

These issues will also inform the evolution of the next 10-year strategy, to run from 2020.

New Council Members can play a role informing this strategy, and will have a significant influence on the Arts Council's direction.

They also have an important ambassadorial part to play. Over the last few years, the Arts Council has made progress in broadening the conversation about the arts, bringing in new voices to advocate what the arts do for us as a nation. New Council Members will be networkers and champions, keeping the importance and many benefits of arts and culture high on the political agenda, through engagement at a personal and public level.

Strong relationships with other sectors will be valuable – across government, business, charities and local authorities. The arts are increasingly businesslike, and must be both locally and globally ambitious. Wide and practical skills, different perspectives and experience of other business environments, communities and countries are all useful.

Finally, the Arts Council is now a lean and efficient organisation. While this is good news, it sets limits to its capacity, and new Council Members will make a vital contribution to maintaining organisational morale, inspiring us to approach this new era with confidence, sure of the value of what we do.

Role specification

Arts Council England is looking to appoint four Area Chairs (South East Area, South West Area, North Area and Midlands Area) and three general council members to its non-executive Board.

The Role

- As a member of National Council you will be a member of the Arts Council's governing body and a trustee with responsibilities for :
 - Upholding the Arts Council's mission and objectives;
 - Setting the strategic direction of the organisation and making key investment and policy decisions;
 - Ensuring that the Arts Council has effective management arrangements and is managing its resources responsibly.
- Individual Council members may be asked to advocate for the arts and culture sector and represent the work of the Arts Council.
- From time to time Council members may be asked to lead or assist with specific aspects of policy development.
- Council members are expected to remain up to date with developments in the sector including opportunities, challenges and risks, drawing the Chair of the Arts Council and its senior executives' attention to the issues as appropriate.

In addition, **Area Chairs** will be required to:

- Lead the Area Council, working with the Area Director to ensure that the Area Council:
 - Is diverse and has the right mix of knowledge and experience;
 - Makes timely and effective contributions to the development of Arts Council strategy, policies and investment decisions;
 - Oversees and supports the delivery of the Arts Council's ten year strategy – *Great Art and Culture for Everyone* – in the area;
 - Makes investment decisions in accordance with Arts Council England policy and the Seven Principles of Public Life; and
 - Monitors the impact of the Arts Council's investment and other initiatives in the area.
- Advocate for the Arts Council and the arts and culture sector in the area and represent the Arts Council at events in the area (and nationally from time to time).
- Work with the Area Director to identify and exploit opportunities, and address challenges in ensuring great art and culture for everyone in the area; offering advice, counsel, strategic challenge and support.
- Work with the Area Director to maintain a dynamic relationship with local authorities in the area, making the case for their continued investment in the arts and culture.

The person

All candidates will need to demonstrate the following:

- Deep knowledge of, and commitment to, arts and culture and an understanding of the importance of the arts and culture to society.
- Knowledge and/ or experience in one or more of the following areas:
 - Higher Education
 - Cultural Policy
 - Digital Marketing
 - Diversity
 - Local Government
 - The following areas of arts and cultural expertise:
 - o Music
 - o Dance
 - o Theatre
 - o Literature
 - o Visual Arts
 - o Libraries
 - o Museums
 - Philanthropy
 - Private Sector/ commercial
 - Entrepreneurship
 - Business/ retail/ customer experience
- The ability to act as a credible advocate of the Arts Council with key stakeholders in the sector and the ability to support the Arts Council's work in building networks and effective partnerships with the arts and culture sector.
- Commitment to championing diversity and ensuring that the benefits of arts and culture are available to the widest range of people.
- The ability to think imaginatively and strategically, and contribute to effective decision-making.
- A successful track record in business or strong business/ organisational skills.
- A commitment to the Seven Principles of Public Life.

Area Chairs will also need to demonstrate:

- The ability to effectively Chair meetings and lead an area council.
- Knowledge and understanding of the challenges and opportunities facing the arts and culture in the area they are representing.

Area Chairs must also live or work in the area they are representing.

Time commitment

Area Chairs

- Up to 36 days per annum.
- You will be expected to chair at least 5 Area Council meetings a year and attend and contribute to National Council meetings. You may also be asked to chair or participate in one or more of National Council's sub-committees or panels.

General Council Members

- Up to 20 days per annum.
- Council members are expected to attend a minimum of eight out of the 10 Council meetings each year. Council members may also be asked to participate in a number of committee or panel meetings each year.

Term of office

3 or 4 years

Remuneration

Area Chairs

- £6400 per annum.

General Council Members

- Not remunerated.

Eligibility

DCMS promotes an equal opportunities policy. Applications are welcomed regardless of gender, age, marital status, disability, religion, ethnic origin, political opinion, sexual orientation, or whether or not you have dependents.

Appointments are made on merit, following a fair and transparent process, and the appointment is regulated by the Office of the Commissioner for Public Appointments. If you wish to bring a complaint about a public appointments process under the Cabinet Office Governance Code on

Public Appointments please visit <http://publicappointmentscommissioner.independent.gov.uk/what-we-do/complaints-and-investigations/>.

New members of Arts Council England are required to sign a declaration form to demonstrate that they are willing to act as a trustee of Arts Council England, understand Arts Council England's purposes (objects) and rules set out in its governing document and are not prevented from acting as a trustee. Further details are available from the [Charity Commission](#).

The appointment process

Closing Date

The closing date for applications is 12 Noon on Monday 19th June 2017.

Interviews

Interview dates are to be confirmed.

How to Apply

To apply, please send:

- a CV of no more than two sides of A4;
- a supporting statement of not more than two sides of A4, setting out how you meet the criteria – make sure you refer to the contents of the specification;
- completed OCPA 2017 Monitoring Form and Conflicts of Interests Form. The Diversity Monitoring Form will be kept separately from your application and Conflicts of Interest Form, and will not be seen by the selection panel in order to meet the Cabinet Office's Governance Code on Public Appointments.

Completed applications should be sent to: **publicappointments@culture.gov.uk** Please put either 'ACE Area Chair' or 'ACE General Council Member' in the subject title. Alternatively, they can be posted to Stephanie Legg, Public Appointments Adviser, 4th Floor, 100 Parliament Street, London SW1A 2BQ.

For queries in relation to ACE, or further information on the roles, please contact Ruth Alaile (Director, Governance and Planning) on 020 7268 9680 or **Ruth.Alaile@artscouncil.org.uk**

If you have any questions regarding the Public Appointments process please contact:

Stephanie Legg, in the DCMS in the Public Appointments team on 020 7211 2314 or Stephanie.legg@culture.gov.uk

For further information on the roles and Arts Council England please contact Ruth Alaile on **ruth.alaile@artscouncil.org.uk** or **020 7268 9680**.



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