



Committee for the North

Two Committee member vacancies

Welcome

Thank you for your interest in working with The National Lottery Heritage Fund.

This is an exciting opportunity to shape Heritage in the North of England. Working as part of the North Area Committee you will ensure that National Lottery funds are invested in a portfolio of remarkable projects to ensure that Heritage is cared for, valued and sustained now, and for future generations.

We are seeking to appoint two new Committee members to join the North Committee from 1 April 2024.

We are looking for people who believe in the power of heritage to inspire joy, ignite imaginations and further pride in local communities.

We are particularly interested in recruiting people who live in the North and can evidence strong skills and experience in either of the following areas:

- **Protection of natural and designed landscapes; especially integrated management,**
- **Heritage-led regeneration and place-making; management of heritage projects and partnerships**
- **Community/intangible heritage (including digital); enabling work with diverse audiences**
- **Accountancy/ finance/ business background, with strong numeracy acumen**

You will get a unique insight into a UK-wide funder, working towards the organisation's strategy, Heritage 2033, whilst delivering local priorities across the North area. Being on the Committee is a fantastic and rewarding opportunity to shape the Heritage of the future and protect the Heritage of the past in an area that you are passionate.

The role will provide you with experience in grant-giving and consensual decision-making. It is remunerated with an annual salary of £3,000.

This document should provide you with all the information you need to apply for this role. If you have any questions about the opportunity or require any adjustments to be made please contact DecisionMakers@heritagefund.org.uk.

Who are we?

Using money raised by the National Lottery, we are the UK's largest funder of Heritage awarding over £8bn to more than 47,000 projects across the UK since 1994. We **inspire, lead** and **resource** the UK's heritage to create **positive and lasting change** for people and communities, now and in the future.

From buildings and museums, to natural heritage and the heritage of cultural traditions and memories, we fund a broad range of projects that connect people and communities to the national, regional and local heritage of the UK.

Drawing on over 25 years' experience as an expert funder, we support and invest in a broad range of heritage and believe that understanding, valuing and sharing our heritage brings people together, inspires pride in communities and boosts investment in local economies.

Our new 10-year strategy, Heritage 2033, sets out our ambitions to support projects of all sizes that connect people and communities to the UK's heritage. Over the next decade we will take a longer-term view, investing in heritage for the future as well as for the present. We will invest in places, not just individual projects, to bring about benefits for people, places and our natural environment. We will strengthen partnerships with governments, local authorities and statutory agencies and create new collaborations with those who share our vision. These ambitions are set out in a simplified investment framework and form the foundation of our shared vision for heritage to be valued, cared for and sustained for everyone.

Over the next 10 years, we aim to invest £3.6 billion raised for good causes by National Lottery players to make a decisive difference for people, places and communities. We will strengthen and focus our support for the UK's heritage using four principles that will underpin our investment:

- saving heritage
- protecting the environment
- inclusion, access and participation
- organisational sustainability

We will use these principles to create a more flexible framework to guide our funding. We will continue to do what we do well: our open programmes with devolved decision-making using the local knowledge and expertise of our six area and nation committees.

Our work in the North

Since 1994 we have awarded almost £2bn to more than 12,200 projects in the North of England.

The diversity of projects supported include:

- **The Piece Hall in Halifax awarded £7,000,000 (July 2012).** This investment made possible the restoration and transformation of this impressive Georgian building. It is the only remaining Georgian cloth hall in the world – the sole survivor of the great

18th century northern cloth halls – a class of buildings which once embodied the vital and dominant importance of the trade in hand woven textiles to the pre-industrial economy of the West Riding of Yorkshire, from the Middle Ages. The Piece Hall is now a nationally recognisable heritage asset and a thriving retail, cultural and entertainment venue in the town centre.

- **Skell Valley awarded £1,502,500 (October 2018).** This four-year project – involving local partners, landowners, farmers and volunteer groups – aims to rejuvenate 12miles of the River Skell, protecting the valley and its cultural heritage from flood risk. This investment will help to improve the landscape’s resilience to climate change, boost the local economy and increase people’s access to green space following the coronavirus (COVID-19) pandemic.
- **The Stockton and Darlington railway project,** awarded over £3m in grant funding, to help create a state-of-the-art visitor attraction and new community engagement scheme to celebrate this historic railway line. The project will empower communities along the line's 26miles to organise their own activities through a programme of smaller grants.

Who are we looking for?

You will be joining our Committee for the North for a term of four years with the potential to be renewed for a second term.

You should live in Yorkshire and the Humber, North East of England or the North West of England and have a passion for, and commitment to heritage and be able to demonstrate this through your professional or lived experience. We are particularly seeking people who can evidence strong skills and experience in the areas outlined in the Welcome section of this document, coupled with those who are representative of the diverse communities in the North of England.

We are keen to enhance our knowledge and experience in equality, diversity and inclusion. This experience will be used to help the Heritage Fund improve policies and procedures in relation to our governance and investment and help remove barriers that may discourage under-served groups from engaging with us.

It is the Heritage Fund’s belief that all people can bring useful insight and value to our decision-making process, and that it is only by our committees being representative of wider society that we can help make both our organisation and the heritage we fund be more inclusive.

To achieve this goal we are particularly keen to encourage applications from under-served groups both on our funding Committee and in the heritage sector more widely. This includes:

- young people
- people of black, Asian and diverse ethnic backgrounds
- people who identify as disabled or with long-term health conditions
- people who identify as LGBTQ+
- people from lower socio-economic backgrounds

Members are not expected to provide detailed or specialist advice on grant applications. Where this is required, it is commissioned separately from our specialist advisers.

Anyone applying should be able to demonstrate the following:

- a passion for and commitment to heritage
- the ability to think objectively, analytically and strategically
- experience of consensus decision making
- strong communication, advocacy and influencing skills
- awareness of, or connections to, other organisations or groups within the country;
and
- active commitment to equality, diversity and inclusion

If you feel that you do not quite have all the knowledge, skills and experience listed above but are still interested in the role and feel you could make a useful contribution to the work of the Heritage Fund and help us reach a wider audience, we encourage you to contact a member of our governance team to discuss the opportunity at

DecisionMakers@heritagefund.org.uk

What do the Nation and Area Committees do?

To assist the Board in awarding National Lottery funds we have set up six committees based across the UK. These are Scotland, Northern Ireland, Wales, and three committees in England split across the following geographic areas: London & South, Midlands & East and the North. These committees are referred to as the 'Nation and Area Committees'.

Our Nation and Area Committees meet four times a year (March, June, September and December) to discuss and make decisions on grants between £250,000 and £5m, provide advice to the Board on UK-wide campaigns and any funding decisions reserved for the Board e.g. our grants over £5m, and keep oversight of small grants awarded by staff (up to £250,000). Meetings may last a full day but can be less depending on the amount of business to be discussed.

In between these meetings Committee members also act as advocates for the Heritage Fund, attending project visits, speaking at event launches, and working alongside local teams to engage under-served groups. To assist this work, we try to ensure that our committees are made up of members who, collectively, have a range of relevant skills and experience so they can reflect and understand the cultural identities and diversities of the communities they are representing.

You should expect to dedicate approximately 12 days per year to The National Lottery Heritage Fund business. This does not include time to prepare for meetings (reading meeting papers etc); the time for this can vary dependent on the length of the agenda but typically takes half a day.

Committee members should also expect some travel around their Area whilst on business for the Heritage Fund, with the occasional overnight stay where necessary (any costs associated with this would be covered by the Heritage Fund). When travel is required local teams will work to identify the most appropriate member to attend.

What do we mean by heritage?

Our view of heritage is broad, progressive and inclusive. We believe that understanding, valuing and sharing our diverse histories changes lives, brings people together and provides the foundation of a confident, modern society. Heritage can include many different things from the past which individuals and communities value and want to pass on to future generations. For example:

- people's memories and experiences which are often recorded as 'oral history'
- histories of people and communities
- languages and dialects
- cultural traditions such as stories, festivals, crafts, music, dance and costumes
- histories of places and events
- historic buildings and streets
- archaeological sites
- collections of objects, books or documents in museums, libraries or archives
- natural and designed landscapes and gardens
- natural heritage, including habitats, species and geology
- places and objects linked to our industrial, maritime and transport history.

What can we offer you?

In return for your time and expertise the Heritage Fund will pay you an annual salary of £3,000 (paid in monthly instalments). The Heritage Fund will also pay for any expenses, in line with our policy, that you incur whilst completing business for us (petrol, train tickets, food etc.).

You will be assigned a 'buddy' as part of your induction. This will be an experienced member of the Committee who you will be able to use to ask for advice and assistance on all aspects of being a committee member e.g. what to look out for at project visits, how they approach reading papers, etc.

It will give you an opportunity to build your network and contacts within the sector and across the four nations both through interaction with other Committee members and staff and wider engagement with the sector through project visits/openings.

You will have access to our internal training, with opportunities to attend briefing sessions on key policy areas.

Find out more

You can contact Helen Featherstone, Director for the North, at helen.featherstone@heritagefund.org.uk for an informal discussion about the role and how the Heritage Fund operates across the area.

There are also two opportunities for interested parties to find out more about the role of a Committee Member in the North. Join Helen Featherstone, Director for the North and Carol Pyrah, Chair of the North Committee virtually on Tuesday 12th Dec, 12:00-13:30 or Monday 18th Dec, 18:00-19:30 to find out more about the role. RSVP to north@heritagefund.org.uk to receive the MS Teams link.

How to apply

Please apply via our application portal:

[Vacancies | The National Heritage Memorial Fund](#)

Recruitment process

Application stage

The following advice is designed to help you apply as effectively as possible:

- Study all the information you have about the role so that you can understand what is involved.
- When completing your application, it would be helpful if you can detail exactly how you meet the required criteria, including examples of your skills, knowledge and experience for each criterion. Consider all experience that may be relevant, whether it was gained through professional or lived experiences.

- Make sure that you do not make any assumptions within the application process. Be explicit about your previous roles, skills and knowledge and if you are not sure if the short-listing panel will understand any areas, explain them clearly and as accurately as possible.
- Identify any potential conflicts of interest that you might have, and if selected for interview, this would be explored further with you. Applicants are expected to respect and uphold the 'Seven Principles of Public Life' (the Nolan Principles). These are selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- Let us know if you have any special requirements which will help you fully engage with the appointment process.

Finally, please assist us by also completing the monitoring form. Information on gender, ethnic origin and disability, gathered from those applying for and obtaining appointments, helps the organisation monitor how effective it is in achieving its aim to attract a diverse range of candidates for public appointments. Your return will be detached from your application and will not be seen by the selection/interview panel.

The closing date for applications is **31 December 2023**.

Short listing stage

All applications will be considered by the selection/interview panel. They will assess applications against the criteria for the role. We will let candidates know if they have been selected for interview by **17 January 2024**.

Interview stage

Shortlisted candidates will be invited for an interview held in **Manchester** on **13 February 2024**. Please hold these dates in your diary. The interview panel will consist of Simon Thurley (Chair of The National Lottery Heritage Fund and the National Heritage Memorial Fund (NHMF)), Carol Pyrah (Trustee and Chair of the Committee for the North), and Anne Jenkins (Executive Director, Business Delivery).

If you are selected for interview, the panel will explore the application questions in greater depth with you and any potential conflicts of interest. Before the interview you will also receive a case paper, like those discussed at a Committee meeting. You will be asked to familiarise yourself with the paper to inform a discussion with the interview panel.

Recommendation stage

The successful candidates will be appointed by the NHMF chair.

Further information

The National Lottery Heritage Fund's guiding principles

The National Lottery Heritage Fund is committed to a progressive and democratic view of heritage. We believe all sectors of society are entitled to identify, care for and enjoy heritage, ensuring that it is a legacy for future generations that we can be proud of. Our guiding principles are clarity, prioritisation, judgement, responsible authority and accountability. As we mature as an organisation, our approach to funding and how we work with our customers will be guided by the values and principles we have developed:

- Clarity – we will use transparent criteria and communicate in accessible ways, offering good-quality advice and honest feedback.
- Prioritising – we will prioritise in a strategic context, taking account of emerging developments in the wider environment, and embrace innovation.
- Judgement – we will undertake robust, fair, assessment of applications, with processes that are as simple and friendly as possible.
- Responsible authority – we will be a wise investor using expertise and evidence to make our decisions.
- Accountability – we will be responsive to the needs and interests of National Lottery players and all our stakeholders, and report effectively on our performance at all levels.

Public service values

The Trustees of The National Lottery Heritage Fund and National Heritage Memorial Fund aim to:

- provide best value for money – ensuring services are delivered in the most effective, efficient and economical way
- maintain the highest standards in the stewardship of public funds – demonstrating impartiality, integrity and objectivity
- demonstrate openness and responsiveness in the way they operate and in their communications with the public
- adhere to the standards in public life described by the seven Nolan principles