



External: Candidate Brief

Wales Committee Members

January 2024

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Welcome from our Acting Wales Committee Chair

I have the privilege of currently leading the Wales Committee at the Equality and Human Rights Commission. The Wales Committee plays a crucial role in advancing equality and human rights in Wales. Thank you for your interest in joining us.

The Committee oversees and guides the work of the Commission in Wales and contributes to the development of the Commission's strategic and business plans, among other responsibilities. As such, the Committee provides informed, impartial, and balanced perspectives on a range of complex and sensitive issues.

As a Committee Member, you will have a unique opportunity to shape the equality and human rights agenda in Wales, working alongside dedicated and expert colleagues who are committed to making a difference.

To ensure we have the right balance of skills and expertise across the Committee, we are particularly interested in hearing from people with experience of operating at a senior level in the business or academic/research sectors. Expertise in quantitative or qualitative research methodology, legal or regulatory expertise and experience in governance will be additional valuable skills, as will a good understanding of the culture and context of North Wales.

If you have a proven ability to work impartially and non-politically, assimilate complex information, and participate fully in strategic debates, we encourage you to apply. We welcome applications from everyone, including people who belong to disadvantaged groups.

Thank you again for considering this opportunity to make a difference to the equality and human rights agenda in Wales.

Martyn Jones, Acting Wales Committee Chair, Equality and Human Rights Commission

About the Equality and Human Rights Commission

The Equality and Human Rights Commission is Britain's national equality body and an 'A' status National Human Rights Institution (NHRI) within the Global Alliance for NHRIs.

We uphold the UK Equality Act 2010 and the Human Rights Act 1998, and promote and protect people's rights, working without fear or favour.

We use the full force of our legal powers to defend people from unfair or unequal treatment and to challenge breaches of the law.

We advise on developing laws and provide guidance, training and support to enable compliance.

Box 1: Our vision, purpose and values

Our vision

A society built on the foundations of equality and human rights, **improving everyone's lives** and helping people in Britain to live well together.

Our purpose

To promote and uphold equality and human rights laws and standards across England, Scotland and Wales, **so that everyone gets a fair chance in life.**

Our values

We have three powerful values that we use both internally and externally – **fairness, dignity and respect.**

How we work

As the equality and human rights regulator, we aim to prevent and challenge unlawful acts and enable sectors and organisations to understand and meet their legal duties. We use a range of regulatory tools to do this, from advising governments to taking enforcement action when necessary. We pride ourselves on being independent, authoritative, and agile.

We work with employers, governments, regulators, charities and many other organisations.

Our work is relevant to every part of, and every person in, Britain.

Our current Strategy for 2022-25 identifies the main challenges in society where we believe we can most effectively use our powers to protect and promote equality and human rights.

Our regulatory framework describes how we use our statutory powers and functions to improve equality and human rights. There are four strands to this framework:

Evidencing the issues

We inform the decisions and actions of governments, parliaments and others by providing data and evidence on equality and human rights.

Influencing standard setting

We advise governments, regulators and others on how to improve systems and processes to promote equality and human rights through regulatory frameworks and standards.

Ensuring compliance with standards

We provide information, guidance and advice to support organisations to meet their duties under equality and human rights law. We help individuals to understand their rights.

Enforcing the law

We take action against organisations that break equality and human rights law. We hold them to account, secure justice for people whose rights have been breached, and aim to bring about wider compliance with the law.

Further information about the Commission in Wales can be found on our [website](#). The website can be viewed in Welsh by clicking Cymraeg in the top right corner.

Our Wales Committee

Wales is complex with its unique culture and language; a mixture of urban and rural contexts, including sparsely populated areas; high levels of poverty; poor health; and areas of socio-economic disadvantage.

The focus of the Committee is on making the most of the opportunities presented by devolution and Wales' distinctive legislative and policy framework, to progress equality and human rights for the people of Wales.

The role of the Wales Committee is set out in statute in the UK Equality Act 2006. The Committee advises the Commission on delivering its functions in line with the Act.

The Wales Committee is responsible for:

- Overseeing and guiding the work of the Commission in Wales
- Advising the Commission on how its policies and programmes affect people living in Wales.
- Contributing a Welsh perspective to the Commission's strategic and business plans.
- Advising the Welsh Government on all matters relating to the equality and human rights implications of legislation that, in the opinion of the Commission, affect only Wales, in line with our statutory obligations under the Equality Act 2006.

The Wales Commissioner is a member of the EHRC Board and normally chairs the Wales Committee. In the present absence of a Wales Commissioner, Martyn Jones is Acting Chair of the Wales Committee and attends the Board in that capacity. Committee members support the Chair of the Committee in delivering those functions delegated to the Wales Committee.

How the Committee operates

The Committee places great importance on ensuring that the Commission engages with, listens to, and learns from people across Wales. Through its membership, the Committee seeks to bring together a broad range of experiences and perspectives to help inform its work.

Outside of Committee meetings and events, Committee Members act as ambassadors for the Commission and there are numerous opportunities to represent the organisation and its work. These include through meetings with senior government officials, Members of Senedd Cymru and Welsh Government Ministers and attending and speaking at relevant events.

Committee Members also provide strategic advice to staff on projects, including through our Committee Links programme, where they meet informally with project leads and share expertise and intelligence, and can connect staff to key players in their networks.

We know that having a diverse Committee improves the quality of decision making, so we are keen to hear from a wide range of people.

What is it like to be a Committee Member?

Being a Committee Member offers you a unique opportunity to influence the equality and human rights agenda in Wales.

Here is what some of our Committee Members have said:

“Membership of the Wales Committee offers an excellent opportunity to debate issues about equality and social justice, to influence the direction of one of the UK's main "thought-leading" bodies and to help develop a distinct voice for Wales. It is about making a difference.”

“Wales Committee has been the way in which I have been able to support the EHRC's pioneering work...working with the Wales staff and fellow committee members has also been huge fun.”

“I'd never imagined that I would have an impact on influencing the equality and human rights agenda in Wales until I became a member of the Wales Committee.”

“Being a Committee member provides a unique opportunity to make new contacts, develop your personal skills and engage in interesting and thought-provoking debate on current equality issues, whilst ensuring that the work of the EHRC is relevant and responsive to the needs of the people of Wales.”

About the role

We are seeking new Wales Committee Members to fill two vacancies arising in February and June 2024.

The role of the Wales Committee is to ensure that the work of the Commission reflects conditions in Wales.

Committee members are non-executives. They bring added value to the work of the Commission in Wales by scrutinising the work in Wales and advising the Board of the Commission on matters as they affect Wales. Committee members bring their own individual and distinctive voice to the Commission but are not representatives for any specific issue.

The Committee holds **4 formal meetings throughout the year**, with normally two additional development sessions. Committee Members are expected to commit to **12 days per year** to the role.

Committee Members are **remunerated at £250 per day plus reasonable expenses**, as agreed by the Commission.

Appointments will be for two to five years, subject to annual performance appraisal.

If you believe you have the skills, experience, and commitment to be a member of the Wales Committee, we would like to hear from you.

Outline of responsibilities

Our Wales Committee Members play a key role in strategy, business planning, scrutiny of impact reports, and reviewing proposals or papers in order to advise on the Welsh context. They:

- Support the Wales Commissioner/Chair of the Wales Committee in their interaction with the Chair and Commissioners of the Board and with the Chief Executive and officers of the Commission.
- Contribute to the process of advising the Welsh Government about the equality and human rights impact of legislation affecting Wales.
- Contribute to the development of the Commission's Strategic and Business plans, to ensure the Wales context is reflected.
- Help to shape the delivery of the Commission's priorities in Wales.
- Represent the Commission in Wales as agreed with the Wales Commissioner/Chair of the Wales Committee, including stakeholder and community engagement activity.
- Engage with other Committees in the Commission to learn or contribute, as agreed with the Wales Commissioner/Chair of the Wales Committee.
- Are ambassadors for the Commission and its work, sharing its findings and reports and helping to foster good relations by helping bring people together to listen and learn.
- Always adhere to the roles, obligations and procedures set out in the Commission's Governance Manual and Code of Conduct for Commissioners and Committee Members, upholding the Nolan seven principles of public life.

Person Specification

Being a Committee Member offers you a unique opportunity. You will work with dedicated and expert colleagues to influence the equality and human rights agenda in Wales, supporting the important work of our Board of Commissioners and the wider Commission.

We are looking for two new Committee Members to bring new insights and constructive challenge to the Commission's work.

To ensure we have the right balance of skills and expertise across the Committee, we are particularly interested in hearing from people with experience of operating at a senior level in the business or academic/research sectors. Expertise in quantitative or qualitative research methodology, legal or regulatory expertise and experience in governance will be additional valuable skills, as will a good understanding of the culture and context of North Wales.

Essential Criteria

- Significant experience of operating at a senior level in a relevant sector or business, with experience of regulation being an additional benefit.
- Proven knowledge of the context of equality and human rights across Britain, and particularly in Wales.
- Practical understanding of the social, economic, cultural, legal and political context in Wales.
- An excellent understanding of, and commitment to, good governance, including confidentiality and collective responsibility. Prior experience as a non-executive or Trustee is desirable.
- Proven ability to work impartially and non-politically, in a sensitive and sometimes politically charged policy agenda.
- Ability to assimilate complex information and participate fully in Committee deliberations and strategic debate across the whole range of the Commission's work.
- Effective interpersonal and communication skills, demonstrating an ability to work collaboratively, identify key issues, and reach balanced conclusions.
- Ability to work in partnership and engage with a wide range of people and organisations in Wales to promote and explain the work of the Commission.
- Confident technology skills, comfortable across multiple online and virtual applications and channels.

The recruitment and selection process

How to apply

The closing date for applications is 11.59pm, 8 February 2024. We will be unable to accept any applications after this date and time. If you have any questions about the role or the appointments process, please contact edward.elliott@nurole.com

Box 2: How to apply

- a CV of no more than two sides of A4, including the e-mail addresses and contact numbers of two referees, and confirmation of when you would be available to take up an appointment, if offered;
- two supporting statements of no more than 3,000 characters each, setting out your interest in the role and how you meet the essential criteria:
- supporting information, as appropriate: equality monitoring, disability confident declaration, reasonable adjustments, and criminal convictions declaration;
- information relating to any outside interests, reputational issues, or potential conflicts of interest. There will be an opportunity to discuss these in confidence with the Wales Commissioner if we proceed with your application.

Selection Process

Timetable

Action	Deadline
Closing date	11.59pm, 8 February 2024

Action	Deadline
Shortlist	w/c 19 February
References	w/c 4th March
Panel Interviews	8, 11 and 13 March

Please note that timetables are subject to change.

Recruitment panel and interview process

The recruitment panel will consist of

- the Acting Chair of the Wales Committee
- Committee member
- Chief Executive Officer

Interviews will last for approximately 60 minutes. Further details about the format will be provided to you in advance.

The panel chair will make recommendations to the Board for the appointment of preferred candidates.

Equality and Diversity

At the Commission, we are proud of our respectful workplace that values the contribution of our people, whatever their background. We do not tolerate discrimination or harassment. Our recruitment decisions are based on **fair, open competition, with appointment on merit**. We welcome applications from everyone to ensure we achieve a balanced representation on our committees.

It is important that the Wales Committee can demonstrate that it is diverse in its thought, experience and ability to carry out its work. We would welcome applications from those who help to keep our Wales Committee broad and diverse.

Disability Confident Leader

As a Disability Confident Leader, the Equality and Human Rights Commission offers an interview for disabled people (as defined by the Equality Act 2010) and who meet the minimum criteria for the appointment.

Where high numbers of applications are received, only the candidates that best meet the essential criteria for the role may be invited to interview. If you wish to apply for consideration under this scheme, please complete the relevant form provided with the appointment brief. This will enable us to make the appropriate arrangements, if necessary.

Reasonable adjustments

If you require any reasonable adjustments at any stage of our recruitment and selection process, please contact us at edward.elliott@nurole.com.

Additional Information

Conflicts of Interest and due diligence

If you have any interests that might be relevant to the work of the Commission, and which could lead to a real or perceived conflict of interest if you were to be appointed, please provide details in your application. If you have queries about this and would like to discuss further, please contact edward.elliott@nurole.com.

If there are any issues in your personal or professional history that could, if you were appointed, be misconstrued, cause embarrassment, or cause public confidence in the appointment to be jeopardised, it is important that you provide details in your application.

In considering whether you wish to declare any issues, you should also reflect on any public statements you have made, including through social media. As part of our due diligence checks we will consider anything in the public domain related to your conduct or professional capacity. This may include us undertaking searches of previous public statements and social media, blogs or any other publicly available information. This information may be made available to the recruitment panel, and they may wish to explore issues with you should you be invited to interview.

Reserve list

We use a reserve list when more people are appointable than we have roles available at that time.

Should the same or a significantly similar role on our Wales Committee become available within 12 months, you may be considered without having to re-apply/interview. When drawing candidates from a reserve list we appoint in merit order. There is no guarantee you will be offered a role from our reserve lists so if you see a vacancy that you are interested in, we recommend you apply.

General Data Protection Regulation

The Commission is committed to protecting the privacy and security of your personal information and does so in accordance with data protection law including the General Data Protection Regulation (GDPR).

All the information you provide will be used to proceed with the appointment listed in this information pack and in the case of diversity monitoring information will be anonymised and used solely for monitoring purposes.

For more information about the way we collect and hold your information, please read the Privacy Notice <https://www.nurole.com/gdpr>

Complaints procedure

If you feel you have reason to complain you should direct your concerns in the first instance to Edward Elliott, Head of Public Sector at Nurole, who will make every effort to deal with these and respond to you. Email: edward.elliott@nurole.com

Annex A: The seven principles of public life

Box 3: The seven principles of public life

Selflessness

Holders of public office should act solely in terms of the public interest.

Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

Honesty

Holders of public office should be truthful.

Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.