

Become a member of the Reviewing Committee on the Export of Works of Art and Objects of Cultural Interest



January 2023



Contents

Foreword from the Secretary of State for Digital, Culture Media and Sport	3
Introduction	4
The work of the Reviewing Committee on the Export of Works of Art and Objects of Cultural Interest	5
About the role and who we're looking for	8

Foreword from the Secretary of State for Digital, Culture Media and Sport

It is my privilege as Secretary of State for Digital, Culture, Media and Sport to invite you to apply to this role.

DCMS public bodies play a vital role in promoting growth across the digital, culture, sport, and media sectors. We protect and promote our cultural and artistic heritage and help businesses and communities to grow by investing in innovation and highlighting Britain as a fantastic place to visit. To ensure the success of these organisations, we need talented people to apply to public appointments. Our boards can only thrive when benefitting from the best people, from the broadest range of backgrounds, and with the widest range of perspectives.

But why should you apply? Many of our board members are driven by the desire to give something back to your country and your community. When you're on a board, you can use your voice to help to ensure that our organisations are delivering the right things for everyone throughout the UK. But we also believe that these roles provide an unparalleled opportunity to develop your skills, build networks, and raise your profile – at whatever stage in your life and career.

Whoever you are, wherever you have come from – you can be sure to thrive in a DCMS board role. So if you are reading this and thinking of applying to this role, I wholeheartedly encourage you to do so, and I wish you the very best of luck.

The Rt Hon Michelle Donelan MP
Secretary of State for Digital, Culture,
Media and Sport

Introduction

The Department for Digital, Culture, Media and Sport (DCMS) is looking to appoint two members of the Reviewing Committee on the Export of Works of Art and Objects of Cultural Interest. This recruitment pack will guide you through the role of the Committee and its members, and the application process.

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

DCMS is committed to eliminating discrimination and advancing equality of opportunity in its public appointments. We particularly encourage applicants from underrepresented groups, those based outside London and the South-East, and applicants who have achieved success

through non-traditional educational routes. This ensures that boards of public bodies benefit from a full range of diverse perspectives and are representative of the people they serve.



The Arts and Minds group hold up their own creations of the Robert Wallace Martin anthropomorphic crab acquired by The Box, Plymouth
© The Box, Plymouth.



Large sculpture of Anthropomorphic Crab, R.W. Martin, 1880. Salt glazed ceramic. PLYBX.2020.1 Acquired with support from the National Heritage Memorial Fund, Art Fund, V&A Purchase Grant Fund, Henry Moore Foundation and the Decorative Arts Society.

The work of the Reviewing Committee on the Export of Works of Art and Objects of Cultural Interest

Objects are the beating heart of museums, libraries and archives. They attract visitors, inspire stories and create memorable moments. The Reviewing Committee plays a key role in identifying national treasures, providing a final opportunity for institutions to attempt to acquire these extraordinary items which go on to impact audiences of museums, galleries and libraries across the country.

The Committee is a non-statutory, independent advisory body whose main role is to advise the Secretary of State whether a cultural object, which is the subject of an export licence, is of national importance under the 'Waverley criteria'.

These are as follows:

History	Aesthetics	Scholarship
Is it closely connected with our history and national life?	Is it of outstanding aesthetic importance?	Is it of outstanding significance for the study of some particular branch of art, learning or history?

The Committee is advised in each case by three independent assessors who are experts in the relevant field. If the Committee finds that an item meets at least one of the Waverley criteria, it will recommend to the Secretary of State that the decision on the export licence should be deferred for a specified period. This will allow institutions in the UK a chance to raise the money to purchase the item to enable it to remain in this country.

Recent case examples

In 2021-22 the Committee reported on 19 cases. Fifteen of these were recommended for deferral. Three items with a collective value of £1.9 million were saved.

These were:

- **Gould's Original Drawings, Vols I and II – purchased by a private individual who has entered into an agreement with the Natural History Museum to put them on public display**
- ***The Nativity*, a painting by Baldassare Tommaso Peruzzi – the Ulster Museum, National Museums NI**
- **17th-century manuscript of Italian and French lute music – the University of Edinburgh**

In 2020-21 the Committee reported on 10 cases. Nine of these were recommended for deferral. Three items with a value of £1 million were acquired and are now on display in public collections.

These were:

- **A Romano-British Mosaic – purchased by Dorset County Museum**
- **The Astor Armada Drawings – purchased by the National Museum of the Royal Navy**
- **Death of Cleopatra by H. Triqueti – purchased by the Victoria and Albert Museum**

Annual reports detailing the work of the Reviewing Committee can be found on the [Arts Council website](#).

The impact

The activity of the Reviewing Committee has significant public impact. The objects saved for the nation demonstrate the breadth of material considered by the Committee and the range of public collections and audiences who benefit from their work.

It is an exciting time to join the Reviewing Committee. The year 2022 marked the 70th anniversary of the Waverley Report (1952) which led to the founding of the Committee. This was an occasion to celebrate and communicate widely the work of the Committee and its public impact. The Reviewing Committee picked just seven of the hundreds of artefacts that have been kept in the UK to [reveal the stories](#) behind what can be achieved when museums and galleries acquire a national treasure into their collections.

The 70-year anniversary was also an opportunity to take stock and ensure the Committee's work remains relevant and responsive moving forward amid changes in wider society and the cultural sector. This builds on work to introduce the 'binding offers' process, which became law on 1 January 2021, aimed at enabling more items to find homes across the UK.



The Armada Maps © National Museum of the Royal Navy

About DCMS

Our department operates at the heart of government on some of the UK's biggest economic and social issues. Our mission is to drive growth, enrich lives and promote the UK to the world. We champion innovation and creativity. From the arts to artificial intelligence, a quarter of UK businesses are in our sectors, and are among the fastest growing of our economy. Emerging technology is opening up new possibilities for human endeavour and self-expression. But we need to harness it, create new norms a new normal for the online world and build a strong civil society so that the benefits are shared by all. Our actions over more than 25 years of DCMS have become woven into the fabric of our nation. Today we continue to shape the world we want to live in – building a future fit for everyone.

DCMS is a ministerial department, supported by 45 agencies and public bodies.

The role of the Arts Council as Secretariat

Arts Council England is the national development agency for creativity and culture. We champion creativity and culture across the country, develop talent in every corner of the nation, and support cultural organisations and practitioners to work in partnership and to be world-leading in their fields

Our Museums & Cultural Property team provides the Secretariat and administrative support for the Committee and hosts the latter's webpages on its website.

Arts Council England passionately believes that our nation's collections, held in organisations of many types and sizes across the country, are an unmatched cultural asset. It is essential that they are developed and cared for, celebrated and protected, so they can be enjoyed by as many people as possible. This is both a privilege and a challenge, which is why we provide standards, funding and advocacy and deliver schemes to help in meeting these responsibilities. Where possible, we work to keep items of particular cultural significance in the UK. This includes reviewing items due for export and offering tax incentives for individuals and organisations that want to purchase cultural goods.

Outgoing members of the Committee, Peter Barber and Christopher Rowell, said:

'It has been enormously worthwhile to have been members of this important Committee. As well as the wide variety of significant works of art and objects of cultural interest that we have seen, it has been stimulating, fascinating and educative to listen to the proceedings of each case, presented by experts in their respective fields.

The insights offered by our fellow Committee members have also been instructive and quite often riveting, added to which has been the satisfaction of knowing that some of the 'treasures' considered by the Committee are now available for the general public to enjoy in museums and galleries across the country. Leaving the Committee will be a wrench, but we shall remain in touch with the many friends whom we have made during our term of office.'

About the role and who we're looking for

We are looking to appoint new members of the Reviewing Committee on the Export of Works of Art and Objects of Cultural Interest.

Terms of reference

The Committee consists of eight permanent members, seven of whom have expertise in one or more subject areas such as paintings, furniture, and manuscripts, and a Chair. Its terms of reference are as follows:

- to advise on the principles which should govern the control of export of objects of cultural interest under the Export Control Act 2002 and on the operation of the export control system generally;
- to advise the Secretary of State on all cases where refusal of an export licence for an object of cultural interest is suggested on grounds of national importance;
- to advise in cases where a special Exchequer grant is needed towards the purchase of an object that would otherwise be exported.



Visitors in the exhibition 'Bellotto: The Königstein Views Reunited' following export deferral and funding. ©The National Gallery, London

At each meeting they are usually joined by three independent assessors who are chosen for their knowledge of the object under consideration. The Expert Adviser (usually a director, senior keeper or curator in a national museum or gallery), submits a written statement as to why they believe the object's departure from the UK would be a misfortune because it satisfies one or more of the Waverley criteria.

The Applicant is also invited to submit a written statement giving reasons why, in their opinion, the object's departure from the UK would not be a misfortune. Having carefully examined the object, the committee as a whole discuss the arguments put forward by all parties and take an objective view on its national importance in order to provide advice to the Secretary of State.

Candidate criteria

The successful candidates should be able to demonstrate the following:

Essential Criteria:

- A thorough understanding of and a clear commitment to delivery of the Committee's remit, including familiarity with the legal issues related to the Committee's work
- A broad knowledge of UK collections of fine and decorative arts, and objects of cultural interest and the issues surrounding their protection
- An in-depth knowledge of either:
 - o Manuscripts and archives
 - o Furniture and historic houses
- An ability to assess objectively and come to an evidenced judgement on whether cultural objects brought before the Reviewing Committee meet the Waverley criteria
- An ability to act as a credible advocate for the Committee
- Experience of strategic thinking and making decisions at a senior level, with good communication and interpersonal skills
- A commitment to preserving cultural heritage, and improving education and understanding of British and World history

- A commitment to improving opportunities for people throughout the UK and access to people from a diverse range of backgrounds

Location of meetings

Central London.

Time Commitment

Approximately 10 to 12 meetings a year (usually held on a Wednesday of each month) which may last up to a day. In addition, members will need to put aside time to consider casework and policy issues.

Term of Appointment

Committee members are appointed for a term of 4 years.

Remuneration

This post is not salaried. However, Committee members' travel expenses, incurred through attending meetings, are paid in line with Arts Council policy.

How to apply

To apply, please send:

- a CV of not more than two sides of A4
- a supporting statement of not more than two sides of A4, providing examples and setting out how you meet the criteria
- The Diversity Monitoring Form concerning your personal information and political activity, and the Declaration of Interests Form.

Completed applications should be emailed to: publicappointments@dcms.gov.uk. Please put 'RCEWA –Committee member' in the subject line.

If you have any questions about the appointments process, please contact lucy.allinson@dcms.gov.uk

If you would like to speak about the role itself, please contact Sarah Posey on sarah.posey@artscouncil.org.uk

Diversity and inclusion

DCMS is committed to equality of opportunity and is committed to ensuring that public appointments better represent the views of the communities which they serve. We particularly encourage applicants from underrepresented groups, those based outside London and the South-East and applicants who have achieved success through non-traditional educational routes. We want to ensure any appointee is committed to promoting diversity, in its broadest possible sense. This will include embedding a commitment to the principles of levelling up and championing opportunity for all, helping to ensure that the Reviewing Committee, sponsored by the DCMS and serviced by the Arts Council, is one in which a genuinely diverse range of views can be expressed.

We ask all applicants to complete a diversity monitoring form. We hope you will help us by providing this information. Your data is not disclosed to the panel but allows us to constantly evaluate any potential barriers to becoming a public appointee and what we can do to encourage a more diverse field to apply.

Disability confident

We guarantee to interview anyone with a disability whose application meets the minimum criteria for the role. By 'minimum criteria,' we mean that you must provide evidence in your application, which demonstrates that you meet the level of competence required under each of the essential criteria.

If you wish to apply under this scheme, state this in the covering email or letter when submitting your application. This will in no way prejudice your application.



Jane Austen's ring © Peter Smith

Reasonable adjustments

If you would like a confidential discussion regarding any reasonable adjustments ahead of making your application or during the process, please contact us.

If you're not completely satisfied

We aim to process all applications as quickly as possible and to treat all applicants with courtesy. If you have any complaints about the way your application has been handled, please contact publicappointments@dcms.gov.uk

Supporting information

This appointments process adheres to the Cabinet Office Governance Code on Public Appointments, which is regulated by the Commissioner for Public Appointments.

All applicants are expected to abide by the Seven Principles of Public Life.

The Committee's webpages are [here](#).

The most recent Reviewing Committee Annual Report (2021-2022) can be found [here](#).

Eligibility criteria

You cannot be considered for a public appointment if:

- you become bankrupt or make an arrangement with a creditor
- your estate has been sequestrated in Scotland or you enter into a debt arrangement programme under Part 1 of the Debt Arrangement and Attachment (Scotland) Act 2002 (asp 17) as the debtor or have, under Scots law, granted a trust deed for creditors;
- you are disqualified from acting as a company director under the Company Director Disqualification Act 1986;
- you have been convicted of a criminal offence, the conviction not being spent for the purposes of the Rehabilitation of Offenders Act 1974 (c. 53);
- you become subject to a debt relief order or a bankruptcy restrictions order;
- you fail to declare any conflict of interest.

Conflicts of Interest and Due Diligence

If you have any interests that might be relevant to the work of RCEWA, 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 the Public Appointments Team.

Given the nature of public appointments, it is important that those appointed as members of public bodies maintain the confidence of Parliament and the public. 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 bring them to the attention of the Advisory Assessment Panel and provide details of the issue(s) 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 will 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 Advisory Assessment Panel and they may wish to explore issues with you should you be invited to interview. The information may also be shared with ministers and the Cabinet Office.

Expenses

Expenses incurred by external candidates during the recruitment process will not be reimbursed, except in exceptional circumstances, and only when agreed in advance.