



Department  
for Culture,  
Media & Sport

**APPLICANT PACK**

# 2x Committee Members Treasure Valuation Committee

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# Introduction

## **Introduction**

The Secretary of State wishes to appoint two new Members to the Treasure Valuation Committee.

The Treasure Valuation Committee provides independent advice to the Secretary of State on the fair market value of declared Treasure finds from England, Wales and Northern Ireland which museums wish to acquire. Its membership comprises experts on the range of antiquities submitted for valuation, on museums and their collections, and on the law relating to antiquities. In addition, one member of the committee represents the general interests of finders.

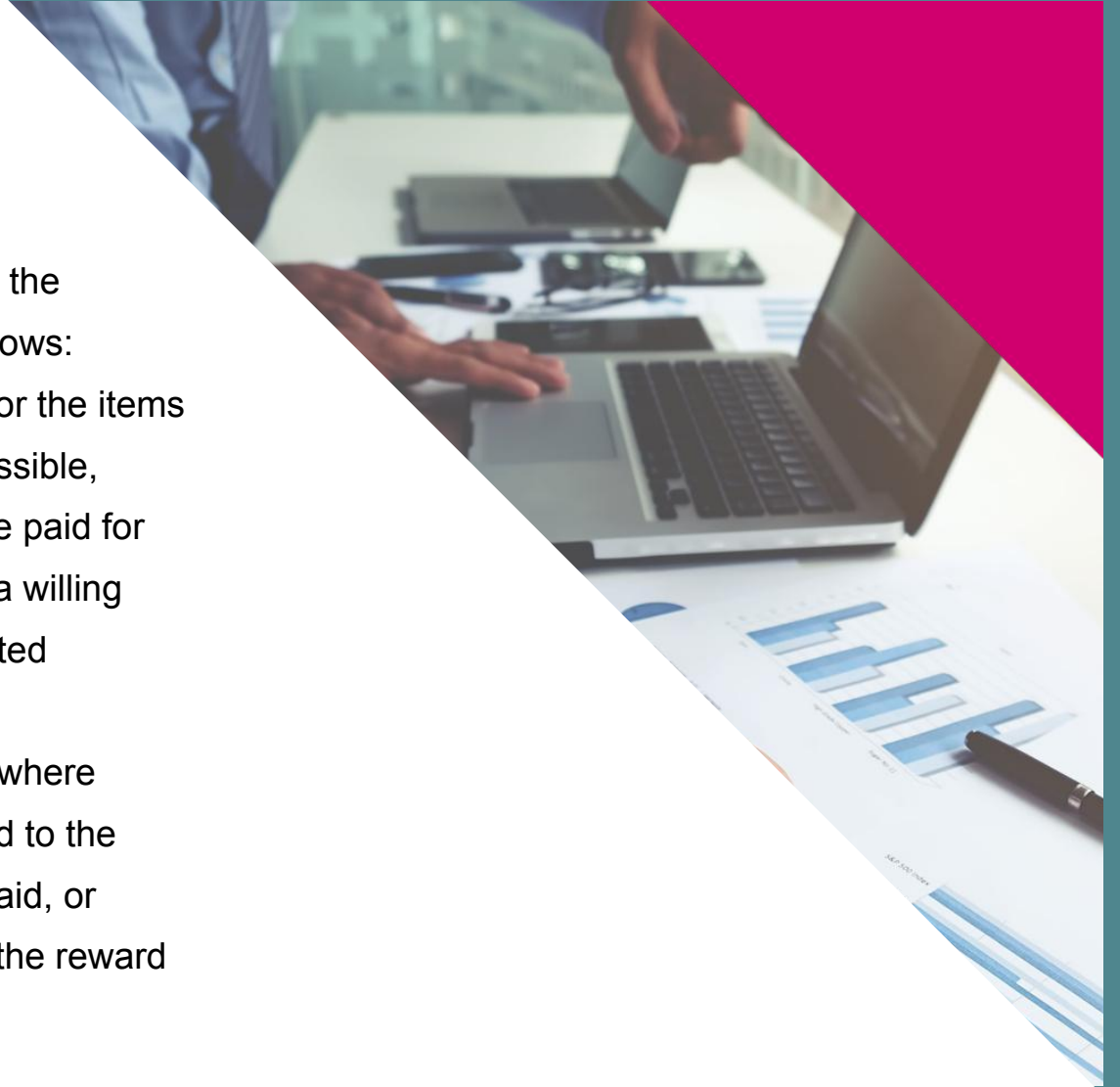


# The role of the Committee

The role of the Treasure Valuation Committee is set out in the Treasure Act 1996: Code of Practice (3rd Revision) as follows:

- to recommend to the Secretary of State valuations for the items brought before it which correspond as closely as possible, taking account of all relevant factors, to what may be paid for the object(s) in a sale on the open market between a willing seller and a willing buyer as reflected in the anticipated hammer price for the object(s) at public auction;
- to provide advice to the Secretary of State in cases where there may be grounds for either no reward to be paid to the finder or landowner, or for a reduced reward to be paid, or where there is a dispute as to the apportionment of the reward between interested parties.

You will adhere to the Seven Principles of Public Life, the 12 Principles of Governance.



# Essential Criteria

You will be assessed against the following:

All candidates should be able to demonstrate:

- Knowledge of the types of antiquities commonly classed as 'Treasure' and acquired by museums
- A general understanding of Treasure issues and appreciation of the need to be seen to act within the spirit as well as the letter of the law.
- An ability to assess objectively the value of Treasure finds
- Experience of working as member of a committee or in a similar collegiate situation

# Desirable Criteria

## **Expert in Medieval and Post-Medieval objects role**

Candidates interested in this role should be able to demonstrate:

- Knowledge of Medieval and Post-Medieval archaeological objects, in particular those object types commonly reported as Treasure: gold and silver jewellery, dress-accessories, decorative mounts and religious objects.
- Experience with the commercial antiquities market for these items, either as a participant in the trade or by being involved in the acquisition of this material for an institution or collector
- Membership of the relevant trade association or an appropriate academic qualification or experience

# Desirable Criteria

## **Finders representative role:**

Candidates interested in this role should be able to demonstrate:

- Understanding and experience of the valuation process from the perspective of Treasure finders
- Ability to to promote an understanding of the work of the Committee and present it positively to finders
- Ability to assure that finders have confidence in the fairness of the Committee's recommended values.
- Effective verbal and written communication skills
- Knowledge of the current market value of Treasure finds

# Additional information

## Time commitment

7-8 Committee meetings a year plus additional time to study papers, exchange opinions with other members by email and telephone etc. The average time commitment is likely to be 2 days per month.

## Remuneration

The post is not salaried, but reasonable travel and subsistence is paid.

## Term of Appointment

The term of appointment is up to five years. Meetings are held at the British Museum, though some may be conducted via videoconferencing software as appropriate.



# Key dates

OPEN FOR  
APPLICATIONS

**13/05/2024**

DEADLINE FOR  
APPLICATIONS

**07/06/2024**

PANEL SIFT

**W/C**  
**24/06/2024**  
subject to  
confirmation

INTERVIEWS

**W/C**  
**15/07/2024**  
subject to  
confirmation

# 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 across the organisation, helping to ensure that the organisation is one in which a genuinely diverse range of views can be expressed, without fear or favour.

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.

We try to guarantee an interview to 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, either state this in the covering email or letter when submitting your application, or contact the team. This will in no way prejudice your application.

## **Reasonable adjustments**

If you would like a confidential discussion regarding any reasonable adjustments during the process, please indicate this in the covering email or letter or communicate with the public appointments team, who will be happy to discuss this with you.





## STEP 1

### **CV**

on no more than 2 sides of A4



## STEP 2

### **Statement of suitability**

Describe how you meet the criteria for this role, on 2 sides of A4.



## STEP 3

A Conflict of Interest form and a Disability Monitoring Form, completed via the website.

# How to apply

Please find the job advert on the Public Appointments website [here](#)

Any queries should be emailed to:  
[publicappointments@dcms.gov.uk](mailto:publicappointments@dcms.gov.uk)



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

### **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 Directors 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 The Treasure Valuation Committee, 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.

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Contact us

Interested in  
other DCMS  
Appointments?

**PUBLIC APPOINTMENTS TEAM**

publicappointments@dcms.gov.uk

Campaign Manager: Victoria Watts

victoria.watts@dcms.gov.uk

**JOIN THE DCMS PUBLIC  
APPOINTMENTS NETWORK**

Hear about vacancies that match your  
interests, attend events, and more.

[Click here](#) or email the address  
above.