

JERSEY GAMBLING COMMISSION

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INFORMATION PACK **COMMISSIONER VACANCY 2025**

Part One – The Jersey Gambling Commission

Background

The Commission is responsible under the Gambling (Jersey) Law 2012, for the licensing and supervision of providers of gambling services, and investigation of whether any person is complying with, contravening, or committing an offence under an enactment relating to gambling.

The Commission is a statutory body corporate, set up under the Gambling Commission (Jersey) Law 2010 (the “**Commission Law**”). The Commission Law established the Commission as an independent body, fully responsible for its own regulatory decisions. The Commission is accountable for its overall performance to the States of Jersey through the Minister for Sustainable Economic Development.

The Commission is currently working with the Minister to transfer the administration of the Licensing Law from the Courts to the Commission. Although this has been subject to a public consultation, the final decision regarding any transfer will be made by the States Assembly.

The Commission’s key purpose

Notwithstanding the transfer of new functions, the Commission conducts itself in accordance with its Guiding Principles, set out in the Commission Law, that any services provided:

- should be conducted responsibly and with safeguards necessary to protect children and vulnerable people;
- should be regulated in accordance with generally accepted international standards to prevent fraud and money laundering, and should not be permitted to be a source of crime; and
- should be verifiably fair to consumers of those services.

Specifically in respect of gambling, the Commission must take the action it considers appropriate to:

- protect children and other vulnerable persons from addiction to gambling and from other forms of harm associated with gambling;
- make assistance available to persons who are or may be affected by problems related to excessive gambling; and
- otherwise avoid and reduce problems related to gambling.

In so doing, the Commission

- reduces the risk to the public of financial loss due to dishonesty, incompetence or malpractice by, or the financial unsoundness of, providers of gambling services;
- protects and enhances the reputation and integrity of Jersey in commercial and financial matters, as those are affected by gambling;
- safeguards the best economic interests of Jersey; and
- counters gambling related crime both in Jersey and elsewhere.

The Board of Commissioners

The governing body of the Commission is its Board of Commissioners. The Board of Commissioners is responsible for setting the strategic aims of the Commission, the exercise of statutory and regulatory powers of the Commission and ensuring that the necessary financial and human resources are in place for the Commission to meet its objectives and fulfil statutory objectives.

A full time Executive Staff serves the Commission. The [Commission's website](#) includes information describing the powers and duties of the Board of Commissioners and its Executive Staff.

The current Commissioners are:

Chairman	Advocate Cyril Whelan
Commissioner	Debbie Sebire
Commissioner and CEO	Dr Jason Lane

Biographies of current Commissioners can be obtained from the annual reports on the [Commission's website](#).

Appointment of Commissioners

The Commission Law sets out the arrangements in relation to the appointment of Commissioners. It requires that the Commission consist of not less than two Commissioners, including a Chair and up to a maximum of five. With the exception of Dr Lane, the Commissioners are non-executive.

The appointment of Commissioners is made by the Minister from persons nominated by the Chairman of the Board after open competition and appointment is for 3-5 years.

The Commission Law requires that the Chair must have regard to the desirability of securing that the Commission includes members who (between them) have experience in or knowledge of:

- provision or regulation of gambling services, or regulation of other activities that are regulated in a similar manner;
- action similar to the action to be taken under the social responsibility function;
- financial, legal or other aspects of management of bodies similar to the Commission; and
- social conditions in Jersey.

To that end the composition of the Board should be such to achieve a proper balance between the interests of persons carrying on the business of gambling services, the users of such services and the interests of the public at large. While knowledge and experience of commercial licensed premises may be useful, it is important to note that this is not currently a responsibility of the Commission.

Commission Website

Further information about the work of the Commission, including the latest Annual Report of the Commission's work, can be obtained from the Commission's Website www.jgc.je/publications/annual-reports.

PART TWO – Role of a Commissioner

Principal Accountabilities

A Non-Executive Commissioner is responsible with their colleagues on the Board for ensuring that the Commission fulfils its statutory functions as set out in the Commission Law.

The Role

The role of Non-Executive Commissioner on the Board includes the following responsibilities:

1. Contributing to discussions on, and agreeing, the strategic objectives and policies that the Commission should follow.
2. Satisfying themselves as to the integrity of the Commission's financial statements and that robust financial controls and systems of risk management are in place.
3. Exercising statutory functions and powers under relevant legislation that involve the making of an administrative decision in relation to regulated entities and individuals, including licensing decisions and the issuing of directions to restrict a person's employment within a regulated industry.
4. Monitoring the performance of the Executive against agreed delegated functions and any objectives set by the Board.
5. Ensuring that the Commission operates effectively and efficiently and conforms to the Memorandum of Understanding signed with the Minister.

Person Specification

Candidates for the advertised positions must live and be ordinarily resident in Jersey. The Chair is particularly seeking one Commissioner with applicable experience in the licensed hospitality sector, as well as a further Commissioner with a strong corporate governance background.

Part One – Personal Qualification and Experience

1. A demonstrable awareness and understanding of the needs of the public and the public interest.
2. A sound knowledge of the workings of the Island including its social, political and commercial environment.
3. A working knowledge of the hospitality sector, corporate governance, or business and change management.
4. An understanding of the local and international environments in which the Commission operates.
5. Relevant experience and professional qualifications.

Part Two – Personal Style and Behaviour

1. A high level of analytical ability, combined with an ability to take a wide view on regulatory matters as they affect Jersey.
2. A high standard of integrity, impartiality, transparency and objectivity in the performance of their functions.
3. An understanding of the need for, and commitment to, international standards as they apply to regulated industries.
4. An appreciation of the importance of innovation, flexibility and enterprise in local marketplace.
5. An appreciation of the role of the Minister and government in setting policy objectives for the Island within the scope of operational independence of the Commission.
6. An understanding of individual behaviour and how different skills and experience can be harnessed together to make an effective team and a proven ability to work as a member of a team.
7. A clear understanding of the role of a non executive and how they will support the executive in the delivery of the Commission's objectives and statutory responsibilities.
8. Recognised as having stature in the local community.

Terms and Conditions of Engagement

Appointments are made for a term of between three and five years and may be renewed.

New Commissioners will be paid a fee of £12,000 per annum plus any reasonable out of pocket or other expenses incurred in the course of carrying out their duties.

Time Commitment

Commissioners are expected to commit to an average of two days a month to the Commission, occasionally more when necessary. This will include time required to review relevant papers, attend Board of Commissioners' meetings (held quarterly) or Licensing Hearings. Board Members are encouraged to attend meetings of industry bodies and fellow regulators at least once during their term of office. Some meetings are held off Island and the Commission will cover reasonable expenses in accordance with its relevant policies and procedures.

Code of Conduct regarding Conflicts of Interest

Upon appointment, Commissioners are required to adhere to a Code of Conduct regarding Conflicts of Interest and sign an "Undertaking regarding confidentiality and investment dealing".

Conduct of Commissioners

The Board of Commissioners endorses and abides by the Code of Conduct for Appointment as set out by the Jersey Appointments Commission. In so doing Commissioners are expected to act in accordance with the Nolan Principles¹ for conduct in public life:

1. Selflessness

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

2. 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.

3. Objectivity

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

4. 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.

5. 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.

6. Honesty

Holders of public office should be truthful.

7. 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.

To that end:

- Commissioners shall not stand for election as a Member of the States without the prior consent of the Board;
- Commissioners should not publicly support a candidate for election as a Member of the States without first notifying the Board;

¹ <https://www.gov.uk/government/publications/the-7-principles-of-public-life/the-7-principles-of-public-life--2>

- Commissioners may take a public part in any political matter as long as they have due regard to the reputation and standing of the Commission. However, the Board should be consulted prior to any participation in any particular matter;
- Commissioners shall not apply for any executive or non-executive positions in any regulated entities without the prior consent of the Chairman;
- Commissioners charged with a criminal offence or involved in a civil or disciplinary action must promptly inform the Chair;
- Commissioners convicted of a criminal offence or sanctioned as a result of disciplinary action which may prejudice the interests of the Commission may be liable to dismissal.

Response Instructions

If you wish to apply for this post, please respond by completing the attached application form. You may also submit a comprehensive CV plus any other supporting material in the manner and by the deadline stated in the advertisement. A CV is not a substitute for the application form which must be filled out in full in order to be considered for the position.

Part One of the Person Specification lists a number of criteria that are applicable to the post. It is important that in your written submission you provide evidence or examples of your proven experience against each of those criteria where possible.

Identification and management of conflicts of interest are particularly important, and your written submission should identify any conflicts that might arise and indicate how they would be managed.

For those candidates invited for interview, these responses will be further developed and discussed together with those criteria listed in Part Two of the Person Specification.

Please ensure you give the name, position, organisations and telephone contact numbers of at least two referees. If you specifically do not wish referees to be approached without your prior permission please indicate this in your application. References will only be taken on those candidates taken forward to the final interview stage.

Finally, please provide both work and home telephone contact numbers and an email address.