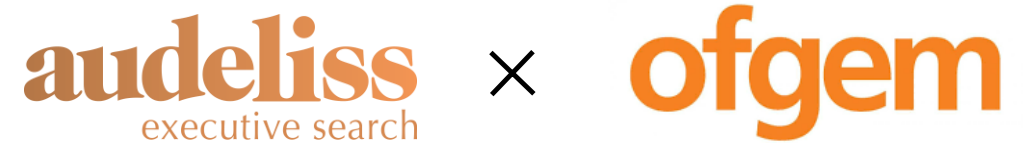


Ofgem, Non-Executive Directors

Candidate Pack

Closing date: 31st March 2023



If you have any questions, require further information, or would like this candidate pack in alternative format, please contact: Audeliss on applications@audeliss.com

21 February, 2023



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For queries about your application or the recruitment process, please
email applications@audeliss.com



Ministerial Foreword



Dear Candidate,

Thank you for your interest in becoming a Non-Executive Director of Ofgem.

You may already have some idea about the important work of Ofgem and the following pages will tell you more about the purpose and the nature of the Board's role. Ofgem is a non-ministerial government department and its principal objective when carrying out its functions is to protect the interests of existing and future electricity and gas consumers.

It does this in a variety of ways including promoting value for money; promoting security of supply and sustainability, for present and future generations of consumers, domestic and industrial users; the supervision and development of markets and competition; and regulation and the delivery of Government schemes. Under its Chair, the Board has a key role in leading the organisation, setting strategy, holding executives to account, and successfully dealing with current and future challenges in the energy sector.

If you believe you have the experience and qualities, we are seeking to help to lead this important organisation, we very much look forward to hearing from you.

Graham Stuart
Minister of State (Minister for Energy and Climate)

A message from the current Chair



As the energy regulator for Great Britain, the Office of Gas and Electricity Markets (Ofgem), supervised by its Board, the Gas and Electricity Markets Authority (GEMA), has a vitally important role in protecting the interests of domestic and non-domestic energy consumers, both now and in the future.

The challenges ahead are profound. Our reliance on international gas markets that have been manipulated by an aggressive state means that geopolitics is playing a far stronger hand in our energy system than is desirable, or we had planned for.

In tandem, seismic changes in the economics of energy, with low carbon generation rapidly becoming not only the greener but often the less costly choice, mean that together we must fundamentally rethink how we plan, operate, and regulate our energy system. This includes reconsidering how we think about security of supply, strategic risks, and, assuming that price volatility may continue to feature for many years to come, how we interact with global energy markets.

Ofgem is playing a pivotal role in this agenda, taking on new functions and responsibilities from government, both on the regulatory and delivery side of its operation. This includes ensuring that regulation keeps up with the rapidly evolving digital transformation and increasing use of data across the energy sector, and ensuring that Ofgem seizes the opportunities brought by digitalisation in our own internal operations. As the outgoing Chair of Ofgem, I am proud to have been part of this very important mission, and I know my Board colleagues are too.

Ofgem's staff have shown great dedication and commitment in stepping up to meet the unprecedented challenges of navigating the energy crisis.

As one of the board's non-executive directors, you will have the chance to influence the strategic direction across many important issues, ranging from how to plan, build, and supervise the roll out of new energy infrastructure, at a pace not seen for decades, to the reshaping of a retail market to be both resilient to financial risk, and sufficiently innovative and dynamic to deliver new offers to customers.

A more flexible energy system will also require a great deal of new thinking on consumer price protections, how consumers can best engage with new demand flexibility technology, how to drive up supplier standards in a market where the role of people switching may not play the role once hoped for, and, above all at a time of very high energy bills, how to ensure that customers in vulnerable situations are treated fairly and properly protected.

Finally, as Government steps up the pace to help consumers and suppliers decarbonise through new schemes such as Boiler Upgrade Scheme, ECO4 and the Green Gas Levy, we will benefit from sharp and efficient commercial knowledge as our scheme administration remit expands.

This is a unique opportunity to provide new leadership to a dedicated, diverse, and high performing workforce, making a real difference to one of the most important and high-profile challenges the world faces today. We seek leaders who will truly advocate for consumers and who know and take to heart the issues consumers face every day.

I have been involved in regulation and competition in many sectors over the years, both in the UK and internationally, and I can honestly say there has never been a more significant moment to be involved in regulation than now at Ofgem. Applications from people of all backgrounds are very welcome, and I would strongly encourage you to apply.

Martin Cave
February 2023

Ofgem

Ofgem has a tough but vitally important job. We are Great Britain's' independent energy regulator working to improve the lives of customers today, especially vulnerable people. We are also working to build a lower carbon, lower cost and more secure energy system for the future. This has never been a more important time to do so. Our energy market has faced unprecedented price increases over the last 18 months and as a result, this is a very tough winter for many households across Britain.

Ofgem is doing everything we can to protect consumers today, but also to move our energy system strategically away from reliance on international gas. This has meant taking on new functions and responsibilities from government, both on the regulatory and delivery side of our operations.

We are responsible for:

- Working with government, industry and consumer groups to deliver a net-zero economy, at the lowest cost to consumers
- Stamping out sharp and bad practice, ensuring fair treatment for all consumers, especially the vulnerable
- Enabling competition and innovation, which drives down prices and results in new products and services for consumers.

Further information about Ofgem can be found [here](#)

Our Purpose

- Our priority is to make sure that customers' interests are protected today and that we can help lead Britain's effort to meet its climate change goals. We are passionate about both.
- Many customers rely on Ofgem's rules and funding to ensure that their energy needs are met, particularly at this time of high and volatile prices.
- Equally, the UK has one of the most ambitious climate change goals in the world and at the heart of this is our transition from a high carbon traditional energy system to one that is fully decarbonised by 2050. Ofgem has a key role in ensuring that we make this change and that customers' interests are looked after along the way.
- We do this through reforming the energy market, directly regulating companies and taking action against poor behavior and through the delivery of government schemes for renewable energy, energy efficiency and to protect the poorest energy customers.
- We are a 'Non-Ministerial Department' – this means we work effectively with, but independently of, government, the energy industry and other stakeholders.

Our Structure

GEMA

Our governing body is the Gas and Electricity Markets Authority and is referred to as GEMA, the Authority, or the Ofgem Board. It comprises non-executive and executive members, and a non-executive chair. Members are appointed by the Secretary of State at the Department for Business, Energy and Industrial Strategy.

Executive Committee

Our Executive Committee (ExCo) is chaired by our Chief Executive Officer (CEO) and is responsible for our overall performance.

Ten directors from across our organisation make up the committee membership.

[View details of ExCo members](#)

The Role

Purpose of the Role

As a NED, your function is to bring independent oversight, support and constructive challenge to Ofgem successfully dealing with current and future challenges including:

- The rise in global gas prices and subsequent impact on consumers;
- Restoring resilience in the retail gas and electricity markets;
- Supporting continued security of supply;
- Maintaining progress to net zero;
- Responding to rapid change in the electricity market, allowing the emergence of smart, decentralised technologies;
- Implementing plans for a future system operator;
- New responsibilities for Ofgem, including the regulation of heat networks and CO2 transport and storage, subject to Parliamentary approval;
- Taking on lessons learned from the [Oxera Report](#) and the [BEIS Select Committee Report](#); and
- Improvement in the delivery of several HM Government social and environmental schemes.

The Board makes decisions on major regulatory issues and you will be expected to contribute to these collective decisions.

You may also be involved in working groups or offer advice and support to individual directors, in addition to ad hoc pieces of work across Ofgem.

Diversity

We are committed to increasing the diversity of our boards and bringing in talent, regardless of its origins. We encourage applications from all candidates regardless of ethnicity, religion or belief, gender, sexual orientation, age, disability or gender identity. We particularly welcome applications from people with ethnicity, gender and disability characteristics currently underrepresented on our Boards.

Arrangements for candidates with a disability:

As a Disability Confident leader, we guarantee to interview anyone with a disability whose application meets the essential criteria for the post. More details on the criteria can be found in this pack. If you wish to apply through the Disability Confident scheme, you will need to tick that option on the Diversity Monitoring form that you will submit alongside your application.

Adjustments:

All candidates are entitled to request reasonable adjustments at any stage of the application process. If you would like to discuss reasonable adjustments prior to submitting your application, please contact Audeliss (applications@audeliss.com)

Person Specification & Criteria

Proposed selection criteria – NEDs

Essential Criteria

Specific skills:

- Role one: Experience with consumer representation or advocacy, or significant knowledge of consumer preferences.
- Role two: Understanding and experience of the future impact of data and digitalisation on the energy sector.
- Role three: Understanding and experience of commercial aspects of the processes associated with Ofgem's delivery and schemes activities.
- Role four: Understanding and experience of regulatory economics and applying it to both behavioural and economic outcomes.

And the following generic criteria:

- Ability to lead large and complex organisations in the private, public or voluntary sectors in a non-executive or senior executive role or equivalent.
- The ability to contribute and inspire confidence with a wide range of stakeholders both in formal environments (such as Board meetings) and in less formal environments (such as one-to-one meetings with Executives).
- Candidates should be able to demonstrate good judgement and high levels of integrity. This as part of a commitment to the seven principles of conduct in public life (www.gov.uk/government/publications/the-7-principles-of-public-life).
- Genuine interest in contributing to the effective running of Ofgem.

Desirable Criteria

- Practical or strategic experience of the energy sector or other major national utility.

Terms of Appointment

- **Appointment Term:** 5-7-year appointment, that can be renewed.
- **Remuneration:** £20,000 per annum. Remuneration and expenses are taxable.
- **Time Commitment:** The role has a minimum time commitment of 40 days per annum. Board meetings take place 10-11 times a year and are a commitment of roughly 1.5 days each plus preparation time. Board members are also encouraged to sit on the Authority committees which require an additional four 2-4-hour meetings a year, and to contribute informally as appropriate.
- **Location:** Predominantly London (for meetings) with some UK travel
- **Nature of Appointment:** This is a Ministerial Appointment by the Secretary of State for Business, Energy and Industrial Strategy. The post holder would be an officeholder and not be an employee of the Department or Ofgem.
- **Availability:** Successful candidates will be encouraged to take up their appointment as soon as possible, following the successful completion of pre-appointment checks. Currently there is no security clearance required but this is under review and could change.

How to Apply

Applications must be submitted **by 11:59 p.m. on 31st March 2023**. Applications received after this date will **not** be considered. Please submit the required documentation as below to: applications@audeliss.com and include 'Ofgem Non-Executive Director' as the subject line of your email.

1. Curriculum Vitae (maximum 2 pages). Include your education, professional qualifications, and full employment history.
2. An accompanying Supporting Letter (maximum 2 pages). Please tailor setting out your suitability for the role and how you meet the Selection Criteria. We suggest you use specific examples to demonstrate how you meet the Criteria. Please also include the details of two referees who we could contact should you be successful after interview stage
3. Application Form and Diversity Information. See link below. You should declare any potential issues including conflicts of interest (perceived, potential or actual), this includes your personal or professional history that could, if you were appointed, be misconstrued, cause embarrassment to the Ofgem, DESNZ or HM Government, or cause public confidence in the appointment to be jeopardised. The Panel will explore your declarations during the interview process. Failure to disclose such information could result in an appointment either not being made or being terminated.
4. Biography. Please could you provide as part of the application form a short biography that you would be happy to be shared with the panel, Ministers, and with officials. (max 250 words). This information will not be assessed, the panel will assess your suitability using your CV and Covering Letter. Please provide a brief career history set out as follows: your name; current or most recent role(s); board appointments (if any) and any highlights or significant achievement.

[Ofgem NED application form](#)

We are unable to process incomplete applications so please ensure you include all requested documentation when you apply.

Assessment Panel, Process and Timing

The members of the Advisory Assessment Panel are:

To be Confirmed

The timelines for this campaign are indicative and subject to change. Please check the [advert](#) for any updates.

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| Advert Closes | 31 st March 2023 |
| Panel Sift Commence Expected Sift End | w/c 10 th April 2023 14 th April 2023 |
| Panel Interview Expected Interview End | w/c 1 st May 2023 11 th May 2023 |
| Candidates notified of the outcome | July 2023 |
| Pre-Appointment Hearing | July 2023 |
| Appointment confirmed | July / August 2023 |

Annex A: Conflicts of Interest and Due Diligence

Public Appointments require the highest standards of propriety, involving impartiality, integrity and objectivity, in relation to stewardship of public funds and the oversight and management of all related activities. This means that any private, voluntary, charitable or political interest that might be material and relevant to the work of the body concerned should be declared.

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 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. The Panel may explore issues with you before they make a recommendation on the appointment.

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 Panel, and they may wish to explore issues with you, should you be invited to interview.

If you have any queries or would like to discuss further, please contact applications@audeliss.com

Annex B: The Seven Principles Underpinning Public Life

In 1995 the Committee on Standards in Public Life defined seven principles for public life. All candidates for are expected to demonstrate a commitment to, and an understanding of, the value and importance of the principles of public service which are:

1. Selflessness
2. Integrity
3. Objectivity
4. Accountability
5. Openness
6. Honesty
7. Leadership

Further information on the principles of public life can be found [here](#).

Annex C: Complaints Procedure

If you feel you have reason to complain you should direct your concerns in the first instance to Audeliss who will make every effort to deal with these and respond to you within 48 hours.

If your complaint is not dealt with satisfactorily, you can find information about the steps you can take under DESNZ Complaints Procedure [here](#).