

Department for Energy Security  
and Net Zero

Candidate Information Pack:  
Lead Non-Executive Board  
Member

Campaign No: GSe100776  
Closing Date: 23:55 on 2 August 2023



# Ministerial Foreword

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Dear Candidate,

Thank you for your interest in the Non-Executive Board Member roles at the Department for Energy Security and Net Zero.

The launch of a new department dedicated to energy security and net zero earlier this year was a clear statement of intent from the Government. Our job at the Department for Energy Security and Net Zero is not merely to bring down energy bills and keep them down. It's to deliver greater energy independence for Britain, so we're far less exposed to volatile international markets. It's to decarbonise energy by replacing fossil fuels with renewables and nuclear. And it's to seize the opportunities of the energy transition in exciting new industries like carbon capture and hydrogen, creating hundreds of thousands of green jobs, and helping level up Britain.

If you have the experience, skills and vision to help us achieve these goals and shape the development of the new department, we would very much like to hear from you.

This candidate pack will tell you more about the purpose and nature of the role. We welcome applications from individuals of all backgrounds.

**Grant Shapps**  
**Secretary of State for Energy Security and Net Zero**





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Department for  
Energy Security  
& Net Zero

# About the Department

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The Department for Energy Security and Net Zero (DESNZ) is responsible for delivering the security of energy supply, ensuring properly functioning energy markets, encouraging greater energy efficiency, and seizing the opportunities of net zero to lead the world in new green industries.

DESNZ priorities are:

1. Energy Security: Protect energy security through increasing our energy independence.
2. Climate Security: Transform our economy to ensure Net Zero emissions by 2050.
3. Consumer Security: Bring down bills and have among the cheapest electricity wholesale prices in Europe 2035
4. Economic Security: Seize the opportunities of our green energy future to create new energy industries and new jobs.



# DESNZ Departmental Board

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## The DESNZ Departmental Board

The DESNZ Board is chaired by the Secretary of State and sets the vision for the Department and guides its overarching policy. Board Members provide advice and challenge, based on business acumen and experience, to the Secretary of State and the Department's executive team. The Board's remit is set out in the Code of Good Practice for Corporate Governance in Central Government.

## Non-Executive Board Members

We are looking for Board Members to join the Board who can challenge conventional approaches to policy development, inspire innovative thinking and push DESNZ to continuously improve. As DESNZ is a new Department, Non-Executive Board Members will have the opportunity to shape the operation, priorities, and ambitions of the Department.



# About the Role: Lead Non-Executive Board Member

**Remuneration:** £20,000 per annum

**Time commitment:** c. 20 days work per year.

As well as attending Board meetings, the Non-Executive Board Members will be called upon to advise on specific issues within the Department or its Partner Organisations.

**Appointment term:** Successful candidates will be appointed for a three year term, with the possibility of extension for a further term.

**Location:** Anywhere in the UK with travel to the DESNZ London office (1 Victoria Street, Westminster, London, SW1H 0ET).

## Responsibilities:

- Be the Deputy Chair of the Departmental Board and lead the meeting in the absence of the Chair (SoS).
- Chair the Nominations Committee, which provides provide assurance on the Department's strategies and plans for talent management; succession planning; capability building; Board appointments; senior performance management; incentives & rewards and the implementation of corporate governance policy.
- Undertaking an annual assessment of the Permanent Secretary's performance to inform the Permanent Secretary Remuneration Committee and the Cabinet Secretary.
- Leading the Department's non-executive team, ensuring that they are able to fulfil their role effectively and that their views are given due weight on the Board and the lead minister is aware of any concerns.
- Working with the Government Lead Non-Executive and Non-Executives across government, to learn from the experiences of other government departments and comparable organisations, including playing an active role in the cross-government network of lead NEBMs and to feedback views to the Prime Minister.



# Person Specification

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## Essential Criteria

- An understanding of how Boards operate, including proven leadership of Non-Executives and Executives.
- Experience of operating at Board or senior level in the public or private sector.
- Proven leadership in large and complex organisations in the private, public, or voluntary sectors.
- Ability to think logically and objectively in analysing complex information to identify key issues/implications, make balanced judgments and effective decisions, and communicate these clearly.
- The ability to work well as part of a diverse team and take collective responsibility for decisions, as well as building and maintaining successful relationships with a wide range of stakeholders.
- An appreciation of the political context in which we work, including an understanding of the key challenges faced by the public sector.

## Desirable Criteria:

- Experience of working as a Board Chair or equivalent.
- Experience working in the energy or net zero sectors or on domestic or international climate mitigation.
- Experience in managing change transformation and major organisation transition.



# How to Apply

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Executive Search provider GatenbySanderson has been selected to partner with DESNZ on this appointment.

To apply for this post, you will need to complete the online application process. All applications must be submitted using the following link: <http://www.gatenbysanderson.com/job/GSe100776>

We ask that you submit your application **by 23:55 on 2<sup>nd</sup> August 2023**. Applications received after this date will **not** be considered.

Please provide the following documentation in order for your application to be considered complete. Please ensure that your documents contain your full name and the role that you are applying for.

## Your application is submitted in two parts

1. A **CV** setting out your career history, with key responsibilities and achievements. Please ensure you have provided reasons for any gaps within the last two years (no longer than two pages)
2. A **Statement of Suitability** (no longer than two pages) explaining how you consider your personal skills, qualities and experience provide evidence of your suitability for the role, with particular reference to the criteria in the person specification.

Failure to submit both documents will mean the panel only have limited information on which to assess your application against the criteria.

In addition, you will be asked to complete a **Diversity Monitoring Form**. The completion of the Diversity Monitoring Form is mandatory but it includes the option 'prefer not to say'. All monitoring data will be treated in the strictest confidence, will not be provided to the selection panel and will not affect your application in any way. You will also be required to complete a **Declaration of Conflicts of Interest/Political Activity Form** and will be requested to read the **Privacy Policy**.

Should you encounter any issues with your online application, are unable to apply online or require any reasonable adjustment (due to a disability) please contact [kirsten.hasseriis@gatenbysanderson.com](mailto:kirsten.hasseriis@gatenbysanderson.com)



# Indicative Timetable

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The timeline for this campaign is indicative and subject to change.

Candidates are asked to note the below timetable, whilst exercising flexibility through the recruitment and selection process.

Stage	Date
Advert closes	Wednesday 2 August 2023 at 23.55
Longlisting	w/c 14 August 2023
Preliminary Interviews with GatenbySanderson	w/c 21 August – 1 September 2023
Shortlisting	w/c 4 September 2023
Final Panel Interviews	w/c 11 September
Appointment confirmed	Mid September 2023



# Terms of Appointment & Conflicts of interest and due diligence

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**Member liability:** The Department will provide that where a Board member has acted honestly, reasonably, in good faith and without negligence, they will not have to meet out of their own personal resources any personal civil liability which is incurred in the execution or purported execution of their Board functions.

**Standards in public life:** Candidates must confirm that they understand the standards of probity required of public appointees outlined in the 'Seven Principles of Public Life' drawn up by the Committee on Standards in Public Life.

**Security clearance:** By applying, candidates are confirming that they are willing to satisfy the Baseline Personnel Security Standard (BPSS) and the higher 'Security Check'. BPSS is a number of pre-employment checks that must be satisfactorily completed before employment, and before moving to a 'Security Check'.

**Conflicts of Interest:** 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 Department should be declared.

Any conflict will not prevent you going forward to interview but may be explored with you during the selection process. 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.

**Due Diligence:** 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 [kirsten.hasseriis@gatenbysanderson.com](mailto:kirsten.hasseriis@gatenbysanderson.com)



# Diversity, Disability Confident, and reasonable adjustments



The Department for Energy and Net Zero is committed to the principle of public appointments on merit with independent assessment, openness and fairness of process and to providing equal opportunities for all.

Applications are welcome from all, but we particularly encourage applications from women, people from an ethnic minority, people with disabilities and other underrepresented groups. The role is only available to UK nationals due to the level of security clearance required.

DESNZ offers professional training courses on public sector. All applicants are asked to complete an anonymised Diversity Monitoring Form used for data gathering information only in order to ensure Departments are recruiting from the widest possible pool.

**Arrangements for candidates with a disability:** as a Disability Confident leader, HMT 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 Kirsten Hasseriis at [Kirsten.Hasseriis@gatenbysanderson.com](mailto:Kirsten.Hasseriis@gatenbysanderson.com)



# The Seven Principles of Public Life

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In 1995, the Committee on Standards in Public Life defined seven principles which should underpin the actions of all who serve the public in any way. Applicants will be assessed on merit, and all candidates will need to uphold the standards of conduct set out in the Seven Principles of Public Life. These will be tested as part of the selection process and the Selection Panel must satisfy itself that all candidates for appointments can meet these standards; which are:

**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.



# Complaints procedure and privacy policy

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## Complaints

If you feel your application has not been treated fairly and you wish to make a complaint, you should initially send an email to [kirsten.hasseriis@gatenbysanderson.com](mailto:kirsten.hasseriis@gatenbysanderson.com). If your complaint is not dealt with satisfactorily, you can find information about the steps you can take under the Complaints Procedure [here](#).

## Privacy Policy

For our privacy policy, please refer to the Privacy Notice upon application.



**For a confidential discussion please contact our recruitment advisers at GatenbySanderson:**

**Russell Brandon, Research**

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