

Building Digital UK
Non-Executive Directors
Candidate Pack
Closing Date: 16 February 2024

If you have any questions, require further information, or would like this candidate pack in an alternative format, please contact the Public Appointments team at partnerships@dsit.gov.uk.



Contents

3. Ministerial Foreword
4. About Building Digital UK
5. The Role and Person Specification
6. Terms of Appointment
7. How to Apply
8. Assessment Panel, Process and Timeline
9. Equality, Diversity and Inclusion
10. Annex A: Conflicts of Interest and Due Diligence
11. Annex B: The Seven Principles of Public Life
12. Annex C: Complaints Procedure

Ministerial Foreword

Dear Candidate,

Thank you for your interest in the Building Digital UK (BDUK) Non-Executive Director roles.

This is an exciting time to join the BDUK Board. These roles provide the strategic leadership necessary to deliver the Shared Rural Network, which will bring 4G coverage to 95% of the UK, and Project Gigabit, which is investing £5 billion in rolling-out gigabit-capable broadband to rural communities and hard-to-reach areas. The importance of digital connectivity in every corner of the UK cannot be understated. Not only will households in these communities be able to more reliably access online services, such as streaming and banking; better digital connectivity will be a major boost to businesses and local economies too.

We are recruiting two non-executive directors to the BDUK Board. We are especially looking for candidates with a strong record in delivering technology-led programmes. You must also have knowledge and understanding of the telecoms industry.

My Ministerial colleagues and I are committed to fair and open recruitment processes across all public appointments that we make. We welcome applications from individuals of all backgrounds, including those from under-represented groups.

Should you need any further assistance or information, my officials would be happy to talk to you about this significant role.

If you are interested in the role and in driving forward the work of BDUK, I encourage you to apply.

Rt Hon Michelle Donelan MP
Secretary of State for Science, Innovation and Technology

About Building Digital UK

BDUK is an executive agency of DSIT, responsible for the roll-out of gigabit-capable broadband and the expansion of 4G mobile coverage in hard-to-reach areas of the UK. It works with supplier and communities to ensure access to fast and reliable digital connectivity. BDUK delivers two overarching programmes: Project Gigabit and the Shared Rural Network.

Project Gigabit is the government's £5 billion programme to enable hard-to-reach communities access to lightning-fast gigabit-capable broadband. It targets homes and businesses that are not included in broadband suppliers' plans, using local, regional and cross-regional contracts. These contracts are complimented by a number of other programmes, including:

- **Gigabit Broadband Voucher Scheme:** Up to £210 million in vouchers to give eligible communities immediate financial help with the costs of getting gigabit speeds.
- **GigaHubs:** Up to £110 million to connect public sector buildings such as GP surgeries, libraries and schools in hard-to-reach parts of the UK.
- **Superfast Programme:** The Superfast Broadband Programme is now largely providing gigabit-capable speeds and will reach half the remaining premises that have slow broadband speeds.

The **Shared Rural Network** is a £1 billion government deal with the UK's four mobile network operators to improve 4G coverage and level-up connectivity across the UK. The public and private investment in a shared network of phone masts will significantly improve mobile coverage for an extra 280,000 premises and 16,000km of roads across the UK.

Further information about BDUK can be found here: www.gov.uk/bduk

The Role and Person Specification

BDUK Non-Executive Directors advise the Chief Executive and senior management on the strategic direction and management of the agency. They have a key role in ensuring continuous organisational improvement, high performance management, service delivery, accountability, and effective corporate governance.

Essential Criteria:

- Strong track record of delivery across complex and multifaceted, technology-led programmes
- Knowledge and understanding of the telecoms industry and the role of government market interventions
- Possess strong communication skills, including an ability to offer challenge in a constructive, straightforward and open manner, as well as acting as an external ambassador for BDUK.
- Possess the ability to provide challenge to an organisation, its culture and its frame of reference

Desirable Criteria:

- Experience of managing public infrastructure investment projects
- Demonstrate the ability to adapt to changing political and industry/market factors
- Knowledge of accounting protocols and/or treasury operations and risk and control issues and frameworks

Terms of Appointment

Appointment Term: An initial period of 3 years.

Remuneration: £15000 per annum. Remuneration and expenses are taxable.

Time Commitment: 30 days per annum

Location: London

Nature of Appointment: This is a Public Appointment by the Secretary of State for Science, Innovation and Technology. The post holder would be an officeholder and not be an employee of the Department or the public body.

Availability: Successful candidates will be encouraged to take up their appointment as soon as possible, following the successful completion of pre-appointment checks and security clearance at Baseline Personnel Security Standard (BPSS) level. Further details can be found here <https://www.gov.uk/government/publications/united-kingdom-security-vetting-clearance-levels/national-security-vetting-clearance-levels>.

How to Apply

Applications must be submitted **by 23:00 on 16/02/2024**. Applications received after this date will **not** be considered

In order to apply you will need to create an account or sign in. Once you are logged into your account, click on 'apply for this role' and follow the on-screen instructions. To apply, all candidates are required to provide;

- A Curriculum Vitae (CV)
- A supporting statement
- Equality information
- Information relating to any outside interests or reputational issues

We will ask you to check and confirm your personal details to ensure your application is accurate.

You will also have the opportunity to make a reasonable adjustment request or apply under the disability confident scheme before you submit your application.

Assessment Panel, Process and Timeline

Candidates will be sifted and interviewed by an Advisory Appointment Panel (AAP). Scoring at sift and interview is based on the criteria set out in the Person Specification. The AAP will determine which candidates are appointable.

The Secretary of State will appoint on merit from the list of appointable candidates.

The members of the AAP are:

Panel Chair and Public Body Representative – Simon Blagden, BDUK Chair

Departmental Representative – Rebecca Molyneux, Deputy Director – Broadband Regulation and Investment

Independent Panel Member - Wendy Barnes

Additional Panel Member – Shonnel Malani, DSIT Lead Non-Executive Director

Date	Actions
16/02/2024	Application Deadline
w/c 11/03/2024	Shortlisting
w/c 01/04/2024	Interviews
May	Successful candidates notified
May	Appointment announced

The above timeline is indicative and subject to change. Please check the advert for further details.

Equality, Diversity and Inclusion

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 the 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 adjustments prior to submitting your application, please contact partnerships@dsit.gov.uk.

Annex A: Conflict 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 partnerships@dsit.gov.uk.

Annex B: The Seven Principles of 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 the Public Appointments team at partnerships@dsit.gov.uk who will make every effort to deal with these and respond to you within 48 hours.

The Commissioner for Public Appointments is the independent regulator of public appointments. The Commissioner's primary role is to provide independent assurance that public appointments are made in accordance with the Governance Code on Public Appointments. The Commissioner also investigates complaints and may conduct an inquiry into the policies and practices followed in relation to appointments processes which he regulates. The Commissioner will not investigate complaints relating to non-selection unless it appears that the appointments process has breached the Governance Code on Public Appointments.

You can contact the Commissioner by email at publicappointments@csc.gov.uk or by post, as follows:

The Commissioner for Public Appointments
Room G/8, 1 Horse Guards Road
London, SW1A 2HQ

Further information on the role of the Commissioner or the appointments process is available at:
publicappointmentscommissioner.independent.gov.uk.