

Committee on Fuel Poverty - Member

Candidate Pack

Closing date: 19th September 2025



If you have any questions, require further information, or would like this candidate pack in alternative format, please contact partnerships@energysecurity.gov.uk

7 August, 2025



Contents

- 03: Ministerial Foreword
- 04: The Committee on Fuel Poverty
- 05: The Role
- 06: Diversity
- 07: Person Specification
- 08: Criteria
- 09: Terms of Appointment
- 10: How to apply
- 11: Assessment Panel, Process and Timing
- 12: Annex A – Conflicts of Interest and Due Diligence
- 13: Annex B – The Seven Principles of Public Life
- 14: Annex C – Complaints

Ministerial Foreword



Dear Candidate,

Thank you for your interest in becoming a member of the Committee on Fuel Poverty (CFP).

It is imperative that the fuel poor and vulnerable households benefit from the transition to net zero. The strategic advice of the Committee is required now more than ever as we review the fuel poverty strategy and embark on the Warm Homes Plan.

If you believe you have the experience and qualities we are seeking and could make a positive contribution to the Committee, we very much look forward to hearing from you.

We welcome applications from individuals of all backgrounds, including those from currently under-represented groups.

Miatta Fahnbulleh
Minister for Energy Consumers

The Committee on Fuel Poverty

The Committee on Fuel Poverty (CFP) is an advisory non-departmental public body sponsored by the Department for Energy Security and Net Zero.

The CFP consists of a Chair and five members who are each appointed for up to three years (with the potential for their membership to be renewed for a second term).

The CFP's role is to:

- monitor and report on progress of the government's Fuel Poverty Strategy in England
- support and challenge the government on delivery
- encourage and foster a partnership approach between government and stakeholders

The Committee on Fuel Poverty

Examples of the activity undertaken by the Committee include:

- Preparation of an annual report to provide strategic advice on the government's 2030 fuel poverty target in England.
- Regular engagement with senior stakeholders from across industry, civil society and government ministers, helping to inform a clear evidence base for their work.
- Responding to public consultations, attending public events and sharing communications to bring awareness to issues relative to fuel poverty to help and influence policy.
- Commissioning annual research which aims to inform priorities for discussion and focus by the CFP and to highlight issues to consider in reaching recommendations for to government across a breadth of subject areas relevant to fuel poverty.

The Role

As a member of the Committee on Fuel Poverty, you will be responsible for monitoring and reporting on progress towards the department's interim milestone and 2030 fuel poverty target.

You will also support and challenge the Government on its delivery approach to underpin successful implementation of the strategy. This includes:

- Leading on and developing policy positions for the Committee on cross-cutting fuel poverty issues
- Engaging with stakeholders including government, civil society, regulators and the energy industry to gather evidence to provide strategic advice to the Department
- Engaging in public consultations, correspondence and external events to influence fuel poverty policy
- Support the Committee's yearly strategy and work plan, and contribute to its primary annual outcomes including its annual report and research project

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 partnerships@energysecurity.gov.uk

Criteria (1 of 2)

Essential criteria

- The ability to quickly understand and analyse complex issues and overlapping policy areas such as delivering Net Zero solutions and decarbonising heating in homes while ensuring that bills are affordable and providing pro-active engagement on solutions.
- Strong leadership skills, with the ability to inform and influence strategic direction in a complex subject area
- The ability to command the confidence of, and build, collaborative relationships at a senior level with stakeholders, including Government, other public bodies and agencies, industry and campaign groups
- The ability to tailor communications and convey clear messages on complex subjects to a variety of audiences

Note: If a large volume of applications are received, our lead criterion will be: The ability to quickly understand and analyse complex issues and overlapping policy areas such as delivering Net Zero solutions and decarbonising heating in homes while ensuring that bills are affordable and providing pro-active engagement on solutions.

Criteria (2 of 2)

Desirable experience:

- Understanding of the consumer experience and experience engaging directly with households, including low income, vulnerable or fuel poor households.
- Knowledge of fuel poverty and related areas of policy (such as housing, health, energy supply, local government, household energy efficiency and community engagement).
- Experience of working with fuel poverty stakeholders (such as housing, health, energy supply, local government, household energy efficiency and community engagement).
- Forward-looking and an advocate for how innovation, including technology developments, can play an important role in delivering the fuel poverty strategy.

Note: If a large volume of applications are received, our lead criterion will be: The ability to quickly understand and analyse complex issues and overlapping policy areas such as delivering Net Zero solutions and decarbonising heating in homes while ensuring that bills are affordable and providing pro-active engagement on solutions.

Terms of Appointment

- **Appointment Term:** The post-holders will be appointed for a single term of up to 3 years, renewable subject to performance and at the discretion of the Secretary of State.
- **Remuneration:** The post-holder will receive a part-time pay at the rate of £8,400 per annum. Reasonable travel and subsistence expenses will be reimbursed.
- **Time Commitment:** The post-holder will be contracted for 2 days per month.
- **Location:** Committee meetings will take place monthly, both online and bi-monthly in the DESNZ office at 3-8 Whitehall Place, London
- **Nature of Appointment:** This is a Ministerial Appointment by the Secretary of State for Energy Security and Net Zero. The post holder would be an officeholder and not be an employee of the Department or the Committee on Fuel Poverty.
- **Availability:** Successful candidate/s will be encouraged to take up their appointment as soon as pre-appointment checks and security clearance are completed.

How to Apply

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 Timing

The members of the Advisory Assessment Panel are:

- Charlotte DuBern/Julie McLynchy – Deputy Directors for Fuel Poverty & Warm Home Discount, DESNZ (job share)
- Rt Hon Caroline Flint – Chair of the CFP
- Adam Scorer – Chief Executive of National Energy Action (Independent Panel Member)

The timelines for this campaign is indicative and subject to change. Please check the advert, for any updates.

Advert Closes	19th September 2025
Panel Sift	w/c 6 th October
Panel Interview	w/c 27 th October & 3 rd November
Candidates notified of the outcome	w/c 1 st December 2025
Appointment confirmed	w/c 5 th January 2026

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 partnerships@energysecurity.gov.uk

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 the Public Appointments team (partnerships@energysecurity.gov.uk) 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 the Department for Energy Security and Net Zero's Complaints Procedure [here](#).

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.