



Llywodraeth Cymru
Welsh Government

PUBLICATION

Non-Executive Director Information Pack

Thank you for your interest in the appointment of Non-Executive Director to the Renewable Energy Developer Interim Board.

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Making an expression of interest

As a Non-Executive Director of the Board you will contribute to overseeing the development of a publicly owned renewable energy developer. You will bring an independent perspective, support and challenge to help shape the developer and ensure the perspectives of communities on whose behalf the developer will operate are embedded in the design of the organisation.

To make an expression of interest, please send a personal statement and CV by non on 25 April 2022 to Jennifer Pride, at YmatebionYnni-EnergyResponses@gov.wales

Personal statement

The personal statement is your opportunity to demonstrate how you meet each of the criteria set out in the person specification. How you choose to present the information is up to you. However, you should aim to provide detailed examples that demonstrate how your knowledge and experience matches each of the

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criteria, and which describe what your role was in achieving a specific result. It will also benefit the selection panel if you can be clear which particular evidence you provide relates to which criteria. Providing separate paragraphs in relation to each criterion is common practice.

CV

Please ensure your CV includes brief details of your current or most recent post and the dates you occupied this role.

Please limit your personal statement and CV to two pages each, minimum size 12 font (for accessibility purposes).

Indicative timetable

Advert open: 16 March 2022

Applications received by: 1200 25 April 2022

Shortlisting: w/c 25 April 2022

Stakeholder panel sessions and interviews: w/c 2 May 2022

Board appointment: w/c 23 May

Diversity and inclusion

We value the unique differences that each of our colleagues bring to work every day and are committed to creating an environment where everyone feels respected, included and able to perform at their best. Welsh Government's Energy Division would welcome expressions of interest from Women, Black, Asian and Ethnic Minorities, LGBTQ+ and candidates who have a disability.

Annex A: appointment of Non-Executive Director to the Renewable Energy Developer Interim Board

Background

Welsh Ministers have committed to establishing a development company, initially wholly owned by the Welsh Government, to develop large scale solar and wind projects that meet Wales' needs and deliver benefit to the people of Wales. An Interim Board is being established to consider proposals to deliver this commitment. This Interim Board is likely to be in place for up to two years until the permanent developer structure is in place. Future governance arrangements beyond that will be designed as part of the development process. Appointments to the Board will be for the duration of this development phase, anticipated to be up to two years.

The Board

The Board is chaired by the Welsh Government's Energy Division and includes a number of senior members of Welsh Government, representing areas such as Treasury, Governance and Local Government. External members include representatives of Natural Resources Wales, who manage the Welsh Government Woodland Estate, and of the commercial renewable development industry in Wales. This post will sit alongside those external posts as a further Non-Executive Director.

The role

Although the development company will initially develop projects owned by Welsh Government, we would like it to be able to support community groups who may choose to use its capabilities. Though some community groups already have the capacity to develop projects at all scales, other communities may

welcome the company's support to take projects forward.

This post will ensure that communities and community energy groups are fully considered and represented during the development process. The successful candidate will be someone that can make a positive impact and vital contribution in ensuring the community energy perspective shapes the company. You will understand how to operate at Board level and work with Board members to ensure the perspective of the sector you represent is fully represented, within the wider Welsh context. As a non-executive member, you will work collaboratively with the other senior members of the Board, to take an active role in shaping and defining the company's future direction, strategic objectives and values.

Annex B: role description and person specification

You will be appointed by Welsh Government's Energy Division as a Non-Executive Director. Nothing in this document shall be construed as, or taken to create, a contract of employment between you and Welsh Government.

This role will include:

- Helping to define and develop strategic direction and set challenging objectives
- Promoting high standards of public finance, upholding the principles of regularity, propriety and value for money
- Ensuring that the Renewable Energy Developer programme activities are conducted efficiently and effectively; and
- Ensuring that the design of the Renewable Energy Developer means it is likely to fully meet its aims, objectives and performance targets.

Person specification

To be considered, you must be able to demonstrate that you have the qualities,

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skills and experience to meet all the essential criteria for appointment. Candidates should be able to demonstrate the following:

Essential criteria

- A strategic thinker with relevant operational and strategic energy development experience
- A strong community background, preferably in community energy, with experience in developing and growing a community enterprise
- A strong understanding of the current energy sector
- A track record of strategic thinking, with experience of working with local and/or Welsh or UK Government to successfully deliver shared outcomes
- Experience in considering the future of the community energy sector and working with others to develop a shared perspective
- Commercial experience and familiarity with private/public sector working
- Strong influencing and communication skills, with the ability to interpret complex material
- Previous experience of working at Board level would be an advantage

Desirable skills

- Experience working within emerging energy markets
- Ability to speak and write in the Welsh language
- Experience of working in a start-up organisation

Key facts about the post

Location

The post is location neutral. We anticipate meetings will be conducted virtually. If physical meetings are unavoidable we will reimburse travel and subsistence costs.

Term of appointment

Appointments will be for the duration of the Board, anticipated to be up to two years.

Time commitment

On average, this role will require a time commitment of attendance at a minimum of ten Board meetings per year, plus preparation. There may also be additional workshops on specific topics.

Remuneration

Welsh Government does not normally pay non-executive directors. However we wish to ensure the Board has the strongest possible sector representation. If necessary, we will consider covering the costs of time to prepare for and attend meetings, at a daily rate of £198. The need for remuneration will not be an issue that is considered in the selection process.

Due diligence

Welsh Government will undertake due diligence checks on all candidates successfully shortlisted to interview. This will include, but not necessarily be limited to, social media and internet searches. As a result, you may be asked questions at interview in relation to any due diligence findings.

Conflict of interests

You will be asked to declare any private interests which may, or may be perceived to, conflict with the role, including any business interests and positions of authority.

Any conflicts of interest will be explored at interview. If appointed, you will also be required to declare these interests on a register which is available to the public.

Standards in public life

Non-Executive Directors must observe the highest standards of impartiality, integrity and objectivity in relation to the stewardship of public funds and governance of the Renewable Energy Developer.

The successful candidate must also uphold and be seen to uphold the **7 principles of public life**

You will be expected to demonstrate high standards of corporate and personal conduct. All successful candidates will be asked to subscribe to the **Code of Conduct for Board Non-Executive Directors of Public Bodies**

Annex C: the selection process

The selection process

The shortlisting panel will assess candidates' personal statements and CVs to determine who it believes best meet the criteria for the role, and who will be invited to interview. The panel will rely only on the information you provide in your CV and statement to assess whether you have the skills and experience required. Please ensure that you provide evidence to support how you meet all of the essential criteria.

The interview panel will be chaired by Ed Sherriff, the Chair of the Board, and will also include Alyson Hall, who will ensure the process is consistent and fair, and a community energy representative. The process will be conducted using Microsoft Teams.

We anticipate that the shortlisting panel will have decided who will be invited for

participation in a stakeholder exercise and for interview by 29 April 2022. The panel will select for interview only the strongest applicants who it feels have demonstrated they best meet the criteria set out in the person specification.

Shortlisted applicants will be invited first to take part in a stakeholder panel exercise. This will involve a 30 minute conversation with a small number of the people you will be representing. The views of the panel will form part of the selection process.

If you are invited to interview, we will aim to provide you with as much notice as we can of the stakeholder panel and interview dates. If you are unable to make the arranged dates, we will try to re-arrange but it might not be possible due to time constraints within the appointment timetable or stakeholder and interview panel availability.

You will receive an email from Jennifer Pride to let you know whether or not you have been invited to be interviewed. It is our intention that interviews will take place virtually via Microsoft Teams.

If invited to interview, the panel will question you about your skills and experience, asking specific questions to assess whether you meet the criteria set out for the post.

Candidates who the panel believe are 'appointable' will be recommended to the Renewable Energy Developer Interim Board for approval. There will be a time gap between interview and a final appointment decision being made. It is anticipated that the Renewable Energy Developer Interim Board will meet on 19 May 2022. Candidates who have been interviewed will be kept informed of progress.

If you are unsuccessful at interview, you will be notified by Jennifer Pride. We appreciate it takes a lot of time and effort to apply for roles and that feedback is a valuable part of the process. As a result, the letter will provide the details of who you may approach for feedback on your interview and application, if you so wish.

Queries

For queries about your application, please contact YmatebionYnni-EnergyResponses@gov.wales and one of the team will respond as quickly as possible.

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