

## **SP Energy Networks – Job description**

### **Transmission User Group Chair**

The Chair of SP Energy Networks' Transmission User Group (UG) will be expected to conduct the following, as part of his or her role:

- Provide direction for the development of the UG, shaping how the group interacts with SP Energy Networks through to the conclusion of RIIO-2
- Assist SP Energy Networks with the recruitment and vetting of the group's members, providing input to the shortlist, the recruitment process, and the required skills
- Be independent of SP Energy Networks, able to demonstrate complete impartiality throughout the duration of the role
- Challenge the quality and extent of SP Energy Networks' customer and stakeholder engagement, thereby providing appropriate assurance to Ofgem that customers' needs and wants are being addressed
- Challenge SP Energy Networks' overall strategic priorities and approach, the options considered, and the justification of the selected option across a range of topics:
  - Innovation, including incorporating innovation into business as usual
  - Associated totex budgets
  - The range of scenarios considered to anticipate future network requirements
  - Consideration of alternatives to investment proposals
  - Any issues of particular relevance to a local region
- Provide direct input to identifying investment requirements and outputs representing desired performance levels and service quality improvements
- Act as a spokesperson, taking an independent viewpoint and encouraging the various group members and SP Energy Networks representatives to work together throughout the price control process
- Develop and maintain a good relationship with UG members, the relevant company representatives at various levels, and Ofgem representatives
- Chair all UG meetings in a way that facilitates objective discussion and debate
- Assist in the development of, fully understand and adhere to the Terms of Reference (ToR) of the UG, and support all members in fulfilling their responsibilities
- Lead the group's interaction with Ofgem, either individually or through meetings

## **Summary of the requirements**

The following criteria are either essential or an advantage for the role:

### Essential criteria

- Strong experience of effective chairing of groups with a wide range of stakeholders and views
- Proven leadership qualities with the ability to build relationships, negotiate and build consensus from differing interests and opinions
- Conflict resolution capabilities – ensuring that, where possible, the group retains its membership for the full term, where possible
- Excellent interpersonal skills – capable of drawing out views from all members, both those that are vocal and quieter members that need to be encouraged
- Time management – understanding and managing the time constraints and expectations of the group's members
- Sufficient gravitas to command the respect of the group's members, Ofgem and SP Energy Networks senior management
- Experience working in a regulated industry
- Commercial awareness
- Highly motivated to do a good job
- Prepared to invest the necessary time to understand the business

### Criteria that would be an advantage

- Experience with consumer advocacy and/or customer research, both approaches and interpretation
- Extensive experience / knowledge of stakeholder engagement
- Knowledge of electricity or gas transmission / distribution industries
- Knowledge of or experience in working with / representing vulnerable customers
- Knowledge of sustainability and environmental issues, as well as innovation
- Knowledge of utility regulation
- Previous experience within a Customer Challenge Group / Forum or similar

## **Time Commitment**

The estimated time requirement for the role is approximately 20-25 days a year for the first year, reducing to 15-20 days for subsequent years. This time will consist of:

- Approximately 12 meetings of the User Group a year beginning September 2018
- Attend RIIO-2 Challenge Group meetings, facilitated by Ofgem beginning mid-August 2018 (likely to be held once every quarter)
- The appropriate preparation time for each meeting, as well as separate time for field trips, site visits and additional meetings closed to the group
- An induction process, and time set aside early in the process to contribute to the selection of the other members of the group

The duration of the appointment will be agreed as part of the recruitment process.

## **Remuneration**

A financial package will be structured to attract candidates of the appropriate quality.

## **Timeline**

June 2018:

- Chair is appointed

June/July 2018:

- Recruitment of remaining group members
- Induction process for the members

July 2018:

- Onboarding programme for entire User Group
- Site visits & field trips

September 2018:

- First meeting of SP Energy Networks' User Group