



# Candidate Brief

Non – Executive Director  
Channel Islands Competition and Regulatory Authorities

6 June 2018

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# Foreword

Dear Candidate

Thank you for your interest in the role of Non –Executive Director of the Channel Islands Competition and Regulatory Authorities (CICRA).

The Channel Island economies have demonstrated resilience in the face of significant turmoil globally. CICRA fulfils a number of vital functions with the core objective of ensuring that consumers receive the best value, choice and access to high quality services, while promoting competition and consumer interests. CICRA must also show itself to be capable of balancing economic efficiency and consumer protection with the challenges of operating in a very small market.

CICRA provides guidance and advice to Ministers and to business, and has a role in representing the Islands overseas. The role of CICRA is thus a dynamic and evolving one and the successful candidate will join the Board at an exciting and challenging time.

As the Chairman I believe the CICRA Board must demonstrate an understanding of scale and proportionality, acting pragmatically in the delivery of CICRA’s core objective. A partnership approach based on a clear understanding of the needs of business and those of consumers will provide a lasting legacy and allow CICRA to continue to serve the needs of the Channel Islands’ economies.

I look forward to meeting the candidates applying to fill this exciting and demanding position.

**Michael O’Higgins**

Chairman of the Channel Islands Competition and Regulatory Authorities

# CICRA

The Channel Islands Competition and Regulatory Authorities (CICRA) comprises two legally separate bodies: the Jersey Competition Regulatory Authority and the Guernsey Competition and Regulatory Authority. It has a single board, staff and organisation, operating independently with two different political-sponsoring departments in the two islands.

CICRA promotes competition and consumers' interests and by sharing resources and expertise between the islands, the Authorities aim to ensure that consumers receive the best value, choice and access to high quality services.

Further information about CICRA and its work can be found on its website [www.cicra.gg](http://www.cicra.gg).

## The Role

The role of Non-Executive Director of CICRA incorporates the following responsibilities:

- Ensuring that CICRA's business is conducted in an impartial, open and efficient manner and in accordance with good practice
- Providing strategic direction to CICRA and offering guidance in decision making
- Maintaining a close working relationship with fellow board members and the Chairman, providing support and guidance as required
- Together with the Chairman and fellow board members, building and maintaining a positive reputation for CICRA which should command the trust and respect of the public, consumers, businesses, the States of Guernsey and Jersey, and in doing so enhance the reputation of the Channel Islands in the international community
- Ensuring that the Board maintains an appropriate level of scrutiny of the operations and governance of the organisation and that it is alert to the different circumstances facing the two authorities

### **Commitment Required**

The time commitment for a Non-Executive Director equates to approximately 30 days per year, this includes time required to review relevant papers, attend CICRA meetings and liaise with key stakeholders. Regular travel between the Islands, and on occasion to the UK, will be required.

### **Remuneration**

£20,000 per annum.

# Person Specification

Candidates for this position should ideally possess the following skills, experience and behaviours:

## **Part One - Experience**

- An understanding of the politics of the Channel Islands, particularly Guernsey, and the wider context in which local businesses operate
- Evidence of having operated at a senior level in a commercial, regulatory or public service environment with a successful track record of achievement in their professional field
- An understanding of the key principles of consumer, competition and regulatory policy
- A good understanding of the commercial, economic and legal issues addressed by CICRA
- An appreciation of the challenges faced by small island economies
- An understanding of the management and monitoring of risk, for a public body.

## **Part Two – Personal Style and Behavior**

- The ability, stature and personal authority to establish credibility both internally and with key stakeholders
- The resilience, determination and integrity to reach well balanced judgments in an impartial objective and transparent manner, despite emotive lobbying or media pressure
- The ability to demonstrate the highest standards of honesty, probity and integrity, and the encouragement of such standards across CICRA
- Politically astute and aware, with a thorough understanding of the public interest
- Analytical ability, combined with an ability to take a wide view of economic matters, including an understanding of consumer interests
- The ability to ensure that key objectives and projects are developed and taken forward, ensuring that that Board maintains momentum whilst effectively prioritising key issues
- To enhance the discussions of CICRA through knowledge of the local context

## **Nolan Principles**

Non- Executive Directors are expected to apply the Nolan Principles which are set out below.

### **Selflessness**

Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

### **Integrity**

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

### **Objectivity**

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

### **Accountability**

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

### **Openness**

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

### **Honesty**

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

### **Leadership**

Holders of public office should promote and support these principles by leadership and example.

# The Recruitment Process

Applications should be submitted by Friday 22 June 2018. The short-listing process will take place shortly thereafter and once completed all applicants will be contacted. Interviews will take place on 26 July in Guernsey. If candidates find the interview date above difficult, they should make this known at the start of the process.

## How to Apply

Applications should be made by submission of a full CV and covering letter setting out the contribution that you consider you could make to CICRA's work. Please include the names and contact details of two referees who are in a position to comment on you professionally, with a brief indication of how long and in what capacity they have known you (referees will not be contacted without your prior agreement).

Please include your full contact details including daytime and evening telephone numbers.

The application should be sent by email to [louise.read@cicra.je](mailto:louise.read@cicra.je).

The closing date for applications is 22 June 2018.

Any questions should be directed to Louise Read: [louise.read@cicra.je](mailto:louise.read@cicra.je) or by telephone +44 (0) 1534 514994.