Marine Management Organisation

Appointment of a new Chair

Information pack for applicants

The closing date for the receipt of applications for this role is:

12:00 noon Monday 2\textsuperscript{nd} October 2017

Ref: APPT 06/17
Information packs are available in other formats such as larger font and Braille.

If you need a different format please contact us.

Email: publicappts@defra.gsi.gov.uk

**Diversity**

To ensure our public bodies better represent the communities we serve, we positively welcome applicants from all walks of life. All public appointments are made on merit following a fair, open and transparent process regulated by the Office of the Commissioner for Public Appointments.

**Equal opportunities**

UK government has a policy of equality of opportunity. We aim to promote equal opportunity policies whereby no one suffers unfair discrimination either directly or indirectly, or harassment, on grounds such as race, colour, ethnic or national origin, sex, gender identity, marital status, disability, sexual orientation, religious beliefs or age.

**Disability**

Defra will be operating an interview access scheme for disabled people (as defined by the Equalities Act 2010) who meet the minimum criteria for this appointment as published in these notes. If you wish to apply for consideration under this scheme, please notify the Department when you return your application. In addition, if you require any special arrangements at interview stage, please give details in a covering letter to enable us to make the appropriate arrangements if necessary. Furthermore, any reasonable adjustments required will be made for those candidates appointed to enable them to carry out their duties.

Contents

Ministerial Message to candidates 4

1. The Marine Management Organisation

   Introduction 5
   What is the Marine Management Organisation? 5
   Further information 6
2. Becoming Chair of the Marine Management Organisation

Description of role
Qualities and experience required – essential criteria
Terms and conditions of appointment

3. Applying for the role

How to apply
Selection process
How we will handle your application
Equal opportunities
The Commissioner for Public Appointments

Annex A – The Seven Principles of Public Life

Ministerial Message to candidates

Dear candidate,

Thank you for your interest in becoming Chair of the Marine Management Organisation (MMO).

The MMO is the Government’s principal body for managing the seas around England. It helps us deliver our ambitious vision for sustainably managed seas and a flourishing marine economy.

The MMO will play an important role in preparing for and delivering a successful EU exit. We have a once-in-a-lifetime opportunity to reform how we care for our seas. Leaving the EU allows us to recast our ambition for our country’s environment and the planet. The effective management of our seas is critical to the sustainable economic growth of our fishing and marine industries and the conservation of precious marine habitats. The UK will be fully responsible, under international law, for control of the waters in our Exclusive


Economic Zone (EEZ), and for setting and following the highest standards in marine conservation, husbanding fish stocks more wisely and helping our fishing industry to grow sustainably.

Given this period of great change, the successful candidate will provide vision and leadership to the MMO and work collaboratively with a wide range of stakeholders and partners within the Defra group and beyond.

If you think that you have the ability to take on this rewarding role then I strongly encourage you to apply.

Michael Gove
Secretary of State for Environment, Food and Rural Affairs

1. The Marine Management Organisation

Introduction

We are seeking to appoint a new non-executive Chair for the Marine Management Organisation (MMO).

What is the Marine Management Organisation?

The MMO is an Executive Non-Departmental Public Body (NDPB) established in April 2010 and given powers under the Marine and Coastal Access Act 2009. Defra and ten of its delivery bodies, including MMO, are working to a group operating model that supports joint working in pursuit of shared outcomes. The MMO also delivers functions on behalf of a number of Government Departments (including the Department for Business, Energy and Industrial Strategy (BEIS); Department for Transport (DfT) and the Department for Communities and Local Government (DCLG)). The Ministry of Defence (MoD) also has close links with the MMO.
It is responsible to the Secretary of State for the Environment, Food and Rural Affairs and has a wide range of responsibilities, which include implementing plan-led marine management, licensing marine works and managing UK fishing fleet capacity and UK fisheries quotas.

One of the MMO’s key objectives in the next five years will be to transform the ways that we manage our seas as we leave the EU and the Common Fisheries Policy. New approaches will be needed. It must become simpler and easier to do business with, embracing digital and data. It must add value in the right place, maximise its impact and act together with the rest of the Defra group, the Inshore Fisheries and Conservation Authorities (IFCAs) and other agencies.

It will have an increased focus at an international level as we embark on managing the Blue Belt Programme in partnership with Cefas to support the UK Overseas Territories in delivering a demonstrable increase in the protection of their marine biodiversity by 2020. Managing our seas to support sustainable economic growth and care and protect our precious marine habitats will be as important as ever when we leave the EU.

The MMO is based in Newcastle, but has an extensive presence and profile in English coastal areas and London.

About the board

The MMO board is the highest decision-making body at the MMO.

Meeting every 1 to 2 months, non-executive board members guide the MMO taking a broad perspective of the organisation. They bring objectivity, creativity and perspective to the future management of our seas.

MMO board members have a strong track record of leadership in business, public service or have specialist knowledge about our seas and provide strategic direction and hold the MMO leadership to account on how the organisation is managed, how business plans are delivered and how our budget is spent. They also represent the work and views of the MMO to key stakeholders and the wider public.

Further information

For further information about the Marine Management Organisation, including the Board’s Terms of Reference and Standing Orders, you may wish to visit the MMO web site: http://www.marinemanagement.org.uk/.

For further information on the role or the MMO Board please telephone Ruth Thirkettle on 020 802 64000, alternatively e-mail: ruth.thirkettle@defra.gsi.gov.uk

2. Becoming the Non-Executive Chair of the Marine Management Organisation
Description of role

The non-executive Chair of the MMO will lead the Board, set the overall strategic operational direction of the MMO, ensure good governance and with the Board, hold the Executive to account. The Chair will be responsible for:

• providing effective leadership and strategic direction to develop a cohesive and focused Board which recognises the need to work collaboratively with the Defra group, wider Government, other delivery bodies and stakeholders;

• leading the formulation of the Board's strategy, ensuring the Board and the MMO discharges its statutory duties as set out in the Marine and Coastal Access Act 2009 and other associated legislation;

• leading the Board in contributing to UK and MMO preparations for a successful EU exit to take back control of our waters, setting the highest standards in marine conservation and ensuring a sustainable and profitable future for the sector;

• leading the Board in overseeing the timely production of realistic and costed business and forward corporate plans and monitoring in-year performance;

• leading oversight of the development of change and reform plans and supporting their effective implementation whilst maintaining focus on delivery;

• leading the Board in scrutinising and holding the Executive to account;

• ensuring that the Board, in reaching decisions, takes proper account of evidence and any guidance provided by Ministers or the sponsor department;

• encouraging high standards of governance, propriety and promoting the efficient and effective use of staff and resources throughout the MMO;

• representing the MMO and engaging with stakeholders to ensure that the MMO’s work and objectives are visible and understood;

• working with the CEO to build relationships with other delivery bodies, ensuring that the MMO works closely with them to ensure that policy delivery is cohesive and offers a top quality service for customers;

• meeting Defra Ministers and/or Secretary of State periodically and accompanying them, if asked to do so, to give evidence to Select Committees.

Qualities and experience required – essential criteria

Candidates must be able to demonstrate all of the following essential criteria:

1. The ability to provide effective strategic leadership of a complex delivery organisation.
2. The ability to lead and support reform to address the opportunities leaving the EU presents.

3. The ability to engage successfully with others, building productive and collaborative working relationships with a diverse group of senior stakeholders and partners to deliver a top quality service to customers.

4. The ability and capacity to visibly lead and represent the MMO, clearly communicating its strategic direction and purpose.

5. An ability to build an effective team culture and create consensus on practical solutions both within the Board and in the way the wider organisation does business.

The successful candidate must also uphold and be seen to uphold the 7 principles of public life (Annex A).

**Terms of appointment**

The Chair is appointed by the Secretary of State.

**Terms and conditions**

The draft terms and conditions for the appointment can be supplied on request. Key points to be aware of are set out below.

**Period of appointment**

Terms of appointment are normally for three years, with the possibility of re-appointment, subject to satisfactory performance and attendance. No individual will serve in any one post for more than ten years.

**Meetings**

The Board will meet at least six times a year.

**Remuneration and Time commitment**

Remuneration for the post is set at £40,459.77 per annum. This is based upon a time commitment of 8 days per month.

Your fee will be paid into your nominated bank account by BACS transfer monthly in arrears. All remuneration relating to the appointment is taxable and PAYE in respect of income tax and National Insurance Contributions will be deducted at source.

Legitimate travel and other expenses will be fully reimbursed in line with the MMO’s travel and subsistence policy.
Location of Office

The MMO is based at Lancaster House, Hampshire Court, Newcastle upon Tyne, NE4 7YH. Board meetings may be held at this office or at other locations in the UK.

3. Applying for the role

How to apply

Candidates should submit their CV with education, professional qualifications and employment history and the names and contact details for two referees, together with their statement of suitability. The statement of suitability should give evidence of the strength and depth of your ability to meet the essential criteria for this role. Please provide specific examples to demonstrate how you meet each of the criteria (max two pages please).

All candidates are required to complete the Public Appointments monitoring forms. Your personal data will always be treated in confidence and when anonymised with data from other applicants will help compile the Annual Statistical Bulletin of the Commissioner for Public Appointments.

Your CV, statement and questionnaires should be returned by email to publicappts@defra.gsi.gov.uk - quoting reference APPT 06/17 by the closing date: 12 noon on Monday 2nd October 2017.

Selection process

Selection Panel
The selection panel will comprise: Sonia Phippard (Chair and Defra Director General - Environment, Rural and Marine), Emma Howard Boyd (Environment Agency, Chair) and Sir Theodore Agnew (Independent Panel member and Non-Executive Board member - Ministry of Justice).

Shortlisting
The panel will invite the candidates who best demonstrate how they meet the criteria required for interview. Your statement of suitability should therefore focus on demonstrating how you meet the criteria for the post.

Interviewing
Interviews will be held at Defra’s head office in London at Nobel House, 17 Smith Square, London SW1P 3JR. The interview will last approximately 45 minutes.

Candidates will be able to claim for reasonable expenses incurred travelling to and from interview. Additional expenses incurred because of a disability or because of caring responsibilities may be reimbursed to enable candidates to attend the interview.

An expenses claim form will be available at the interview.
How we will handle your application

The advertisement and this application pack give details of the Chair’s role.

• We will acknowledge receipt of your application, via email or post.
• Candidates will be notified by letter whether or not they have been short-listed.
• The proposed sift date is week commencing 9 October (TBC) References will be taken up if candidates are selected for interview.
• It is intended that the interviews will take place on 9th November although that could be subject to change.
• All candidates will be notified of the progress of their application.

Equal opportunities

To ensure our public bodies better represent the communities we serve, we positively welcome applicants from all walks of life. All public appointments are made on merit following a fair, open and transparent process as regulated by the Office of the Commissioner for Public Appointments.

Dealing with your concerns

For queries about your application or the recruitment process, please email publicappts@defra.gsi.gov.uk.

The Commissioner for Public Appointments

This appointment is made under the Government’s Governance Code for Public Appointments. The Commissioner for Public Appointments regulates and monitors ministerial appointments to public bodies to ensure that they are made on merit after fair and open competition. More information about the role of the Commissioner and the Code of Practice is available at http://publicappointmentscommissioner.independent.gov.uk/.

For full details of the complaints process for public appointments please click on the following link: http://publicappointmentscommissioner.independent.gov.uk/what-wedo/complaints-and-investigations/.
Annex A

The Seven Principles of Public Life

Selflessness

Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other 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 seek to 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.