

Research England Executive Chair

Candidate Pack

Closing date: 23 January 2021

If you have any questions, require further information, or would like this candidate pack in alternative format, please contact

publicappointments@beis.gov.uk

17 January, 2022



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Ministerial Foreword

Dear Candidate,

Thank you for your interest in the role of Executive Chair of Research England (RE), one of the constituent Councils within UK Research and Innovation (UKRI).

Research England is a relatively new organisation formed from the research funding part of the former Higher Education Funding Council for England. Launched as a new Council within UKRI, Research England is now well established and plays a critical role in providing grant funding to English universities for research, as well as supporting knowledge exchange activity and overseeing other major funding programmes. It also plays a key role in overseeing the sustainability of the Higher Education research base in England.

The Government is strongly committed to the advancement of science, research and innovation, and to making the most of the strength of university research and the wider research base. Research England is a central part of our ability to support and nurture the sector, and to support the Government's broader Science Superpower ambitions, which makes the Executive Chair role of key importance.

In making Public Appointments, I and my fellow Ministers are committed to ensuring not only a fair and open recruitment process, but one that looks far and wide for the best talent. We particularly welcome applicants from diverse backgrounds and my officials would be happy to speak about this and other senior roles in the public sector. I trust you will find the information in this job pack of interest and look forward to receiving your application.

George Freeman MP
Minister for Science, Research and Innovation

About UKRI and Research England

We are seeking an outstanding and inspirational leader for one of UKRI's nine Councils. Research England comprises a staff of seventy and a non-executive Council appointed to guide the organisation.

Research England supports research and knowledge exchange primarily in English higher education institutions and invests over £2bn a year across a range of different programmes. It also operates some funding programs UK wide and collaborates closely with partners in the Devolved Administrations. Areas of responsibility include: implementing the UK's Future Research Assessment Programme; leading work on the sustainability of the university research sector in England; and supporting the translation of R&D from Universities into economic and wider societal impact. Some major programmes include the UK wide Research Partnership Investment Fund, Higher Education Innovation Funding, and coordinating the Knowledge Exchange Framework.

Research England is an integral part of UKRI alongside the seven Research Councils and Innovate UK. UKRI is led by an independent Chair, Board and CEO and is sponsored by the Department for Business Energy and Industrial Strategy. The Board facilitates multidisciplinary activity and joint working between the Councils, Central Government, and other key partners.

The successful applicant will be accountable to the Board and CEO and will be appointed by the Secretary of State for Business, Energy and Industrial Strategy. They will be expected to appear in front of the Science and Technology Select Committee if required.

Further information about Research England can be found [here](#)

The Role

The Executive Chair will be responsible for effective, co-operative and inclusive leadership and for providing clear strategic direction. You will be closely involved in the wider leadership and decision-making of UKRI and have the opportunity to lead on one or more major cross-cutting themes for UKRI.

You will have a significant role in championing UKRI's relationships across the Higher Education sector, the other UK Higher Education funding bodies, and the Office for Students.

Responsibilities

Leadership	<ul style="list-style-type: none"> • Ensure delivery of Research England's objectives, providing the inclusive leadership and vision to make the most of its research, skills and capital investments portfolio • Collaborate with the management team and Board to provide overall leadership and direction to UKRI; modelling the values and behaviours required to bring to life UKRI's values • Lead and develop the capacity and capability of the Research England team
Stakeholder engagement	<ul style="list-style-type: none"> • Work with the Senior Independent Member (SIM) of Research England and other Council members to lead and develop Research England's approach to the funding of research and innovation in England • Work with the SIM and other Council members to develop knowledge exchange and commercialisation in universities within England to enhance their contribution to economic growth and social capital • Fulfil Research England's remit to build and sustain the conditions for a healthy and dynamic research and knowledge exchange system within the sector • Coordinate university research capital funding and Quality-related Research funding to maintain the excellence of research capability in English Higher Education Providers • Stimulate research collaborations across the UK between Universities, businesses and charities that help support economic growth and build local collaborations • Be a core member of the UKRI Executive team, working to deliver the best overall impact of the research and innovation funding system and contribute to delivering the UKRI mission • Work collaboratively across UKRI to foster interdisciplinary and cross-sectoral work • Develop positive relationships between Research England and its counterparts in the Devolved Administrations, ensuring excellent research is identified wherever it is being undertaken • Engage constructively with BEIS, especially on the role of universities in the delivery of the R&D policy in England • Work closely with the Office for Students to support Higher Education generally, deliver the Higher Education Innovation Funding Programme and other areas of joint responsibility
Finance, Planning & Analysis	<ul style="list-style-type: none"> • Continuously improve efficiency and value for money from Research England's activities • Work with the UKRI CFO to ensure robust budget planning and financial control • Collaborate with UKRI's analytical and strategy teams to ensure the best possible evidence base for Research England's activities

Person Specification

- We are seeking an outstanding and inspirational leader for one of UKRI's nine Councils. Research England comprises a staff of seventy and a non-executive Council appointed to guide the organisation.
- The successful applicant will be accountable to the Board and CEO and will be appointed by the Secretary of State for Business, Energy and Industrial Strategy. They will be expected to appear in front of the Science and Technology Select Committee if required.
- The Executive Chair will be responsible for effective, co-operative and inclusive leadership and for providing clear strategic direction. You will be closely involved in the wider leadership and decision-making of UKRI and have the opportunity to lead on one or more major cross-cutting themes for UKRI.
- You will have a significant role in championing UKRI's relationships across the Higher Education sector, the other UK Higher Education funding bodies, and the Office for Students.

Criteria

The successful candidate will be able to command confidence and represent Research England at the highest level of Government/Academia and be able to meet the following criteria:

Essential:

- A highly respected senior leader and manager with proven experience of delivering research and innovation results;
- An in-depth understanding of research and knowledge exchange in the UK Higher Education sector - particularly the operational implications of institutional block grant funding;
- An inspirational leader and communicator with a collegiate approach, able to command confidence and credibility with a wide range of partners;
- The ability to build and deliver a clear strategic vision for Research England, based on a detailed understanding of the landscape;
- Flexibility to adapt and respond to major developments and manage risk.

Desirable:

- Experience of working on university research policy and knowledge exchange functions and funding.

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 the campaign manager at publicappointments@beis.gov.uk.

Terms of Appointment

- **Appointment Term:** An initial period of 4 years.
- **Remuneration:** £120,000 with Performance Related Pay of up to 10% (with scope to negotiate up to £144,500 base salary for an exceptional candidate). Remuneration and expenses are taxable.
- **Time Commitment:** Full-time role.
- **Location:** Bristol/Flexible
- **Nature of Appointment:** This is a Public Appointment by the Secretary of State for Business, Energy and Industrial Strategy.
- **Availability:** Successful candidate/s will be encouraged to take up their appointment as soon as possible, following the successful completion of pre-appointment checks.

How to Apply

Your application is submitted in two parts.

Both parts must be submitted **by 23:00 on 23 January 2022** in order for your application to be considered complete. Applications and completed forms received after this date will **not** be considered.

Part one: CV and Statement of Suitability

- **One document combining a two-page statement of suitability and two-page CV** (no more than four sides of A4 in total). The key to a good application is to give the reader specific information about how you meet the criteria for appointment. Think about your knowledge, skills, experience and personal attributes, and take full advantage of the space available. Provide practical evidence that best demonstrates how you meet the essential criteria.
- Save the document as 'Surname, First initial – Application'.
- Send to publicappointments@beis.gov.uk with URN416 – Research England in the subject heading.

Part two: Diversity Monitoring and Conflict of Interest Form.

- Complete this [form](#).

Assessment Panel, Process and Timing

The members of the Advisory Assessment Panel are:

- **Panel Chair and BEIS Representative:** Alexandra Jones (Director, Science Research & Innovation, BEIS)
- **Representatives of Organisation:** Dame Ottoline Leyser (CEO)
- **Independent Panel Member:** Sir David Eastwood (Vice-Chancellor, University of Birmingham)
- **Independent Panel Member:** Sir Douglas Flint (Former Chair, HSBC)

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

Advert Closes	23/01/22
Panel Sift	TBC
Panel Interview	TBC
Pre-Appointment Hearing	TBC
Appointment confirmed	TBC

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 the BEIS Appointments, Diversity and Talent Team at publicappointments@beis.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 (publicappointments@beis.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 BEIS 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.