

FGO PROGRAMME OVER VIEW BOARD

DRAFT ROLE SPECIFICATION FOR FGO PROGRAMME MANAGER

The gas industry is reviewing the Funding, Governance and Ownership arrangements for Xoserve Ltd. Ofgem has published a conclusions document outlining the model to be implemented but recognising the crucial role that collaboration will play in implementing the changes.

The industry, including Gas Transporters, Shippers and Xoserve Ltd, recognise the importance of collaboration and co-ordination and therefore proposes an FGO Programme Overview Board to oversee the implementation of this change.

In recognition of the work required, we would like to appoint an individual / organisation to programme manage the change. Clearly, the Programme Manager/organisation will not be solely accountable for the delivery of the change, but will play a key role in leading and co-ordinating the work required. The Programme Manager will be independent but accountable to the FGO Programme Overview Board. A key requirement will be the ability to work with multiple stakeholders covering a number of work streams.

The role is likely to be up to a two year appointment and applicants/organisations should plan on this timescale.

For any individual/organisation wishing to apply for this role, they should meet the following attributes;

Role Specification

- We are looking for a highly motivated individual / organisations with a track record of delivering significant change by coordinating a number of different organisations.
- The person/organisation would need to be independent and have the ability to work with multiple stakeholders to deliver a complicated implementation plan
- An FGO Programme Overview Board and outline scope and delivery programme will be in place.
- The person / organisation would be accountable to the FGO Programme Overview Board and be required to provide leadership to the group.
- It is likely that the implementation plan may take circa 2 years and hence availability for this time period would be required.
- It is desirable that the person/organisation has relevant gas industry knowledge.
- Effective Oral, Written and Presentational Communication skills will be critical
- Relevant project tracking and associated software skills are expected

Discussion Points for Work Group:

1. Amendments / omissions
2. Do we need an Individual or Organisation (or both)
3. Anticipated start date
4. Who will contract / tender – ENA?
5. Should we specify the locations (e.g. London / Solihull) where the individual is expected to work / travel requirements
6. Job title: The post is referred to as Programme Manager – is this OK?
7. Selection process and we will need to include contact details for further information
8. The salary / fee, but wonder how we are to arrive at a figure for this?