



Office for  
Nuclear Regulation

# **Appointment of Chief Nuclear Inspector**

## **Applicant Information Pack**

December 2015

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# The Role

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## **PART 1: INTRODUCTION AND BACKGROUND**

A Message from Nick Baldwin, ONR Chair

I am delighted that you are interested in applying for the role of Chief Nuclear Inspector for the Office for Nuclear Regulation (ONR).

The ONR has a mission to “provide efficient and effective regulation on the nuclear industry, holding it to account on behalf of the public”. To deliver this, we need to be an exemplary regulatory that inspires respect, trust and confidence.

ONR has a world class reputation that has been gained in an ever changing economic and social landscape which has required the ONR to work effectively with stakeholders in both the public and private sectors. Our staff face complex challenges in delivering their regulatory objectives in the context of major organisational change and against a backdrop of a global nuclear industry that is also responding to new challenges and increasing demands.

This role is essential to ensuring the success of ONR’s work and being the world-class regulator that we need to be. We are seeking someone who can bring their significant regulatory experience and technical expertise to this high profile role and to ensure effective enforcement and independent regulatory decision-making in particular cases. As the authoritative regulatory head of ONR’s regulatory functions, it requires providing independent advice to Ministers as well as representing ONR in Parliament, Nationally and Internationally.

Having the personal integrity, credibility and resilience to undertake this role under increasing public scrutiny will be essential, as will being able to demonstrate the effective technical skills and experience necessary to maintain delivery and bring about performance improvements through a period of challenge and change.

If this challenging and rewarding role appeals to you, and you think you have what it takes to succeed in this role, then we would like to hear from you and would welcome your application.

The details within this pack outline the key responsibilities of the post and what we are looking for in our next Chief Nuclear Inspector.

Nick Baldwin  
Chair – ONR

# The Role

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ONR was established as a statutory Public Corporation on 1 April 2014 under the Energy Act 2013. It provides the framework of responsibilities and the powers of the organisation. ONR is formally established by part 3 of the Energy Act, and a commencement order brought the relevant sections and the organisation into being. Other legislation that underpins the legal framework for the nuclear industry includes:

- Health and Safety at Work Act 1974 Employers are responsible for ensuring the safety of their workers and the public.
- Nuclear Installations Act 1965 (NIA) A site cannot have a nuclear plant unless the user has been granted a site licence by ONR. Only a corporate body can hold such a licence.
- Ionising Radiations Regulations 1999 Provides for protection of workers in all industries from ionising radiations and by the general health and safety regulation which ONR also enforces at nuclear sites.
- Nuclear Industries Security Regulations 2003 ONR Civil Nuclear Security (CNS) conducts its regulatory activities, approving security arrangements within the industry and enforcing compliance under the authority of these regulations.

ONR independently regulates nuclear safety and security at 37 nuclear licensed sites in the UK. We also regulate transport and ensure that safeguards obligations for the UK are met. Our duty is to ensure that the nuclear industry controls its hazards effectively, has a culture of continuous improvement and maintains high standards. The nuclear industry is undergoing rapid change and our role as a regulator is vital in ensuring new nuclear facilities are designed, built and operated to the highest standards, and in a manner that improves public confidence without compromising safety or security. We also oversee the decommissioning of nuclear sites and cooperate with international regulators on safety and security issues of common concern, including associated research.

Our work is critical to the protection of society at large so it is important that we do it with rigour, diligence and with an appropriate level of assurance. Our mission is 'To provide efficient and effective regulation of the nuclear industry, holding it to account on behalf of the public'. To do this, we must achieve three key outcomes:

- A nuclear industry that has a culture of continuous improvement and sustained excellence in operations.
- All of our stakeholders value our work.
- A nuclear industry that controls its hazards effectively

ONR sets out site licence conditions that each licensee must comply with in different ways; such as, with a safety case to meet a stage in the plant's life, or with arrangements and procedures to meet a license condition. The conditions set out the general safety requirements to deal with the risks on a nuclear site.

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ONR seeks to maintain and improve safety standards for work with ionising radiations at licensed nuclear sites. It does so through its licensing powers by assessing safety cases and inspecting sites for licensing compliance. It sets national regulatory standards and helps to develop international nuclear safety standards.

Further details can be found on ONR's website: [www.onr.org.uk](http://www.onr.org.uk)

## **PART 2: THE ROLE**

### **Tenure**

This post is being offered on a three year fixed term contract, with the possibility of an extension.

### **Accountabilities and Strategic Relationships**

The key relationships in the discharge of your obligations will include:

- The ONR Board Chair and other Non-Executive Board members
- The ONR Executive Team and ONR Programme Directors
- Key Industry Representatives
- Ministers, Senior Civil Servants and public appointees with a regulatory interest e.g. HSE, DECC and MOD
- Other regulators – in particular the HSE, Environment Agency and Scottish Environmental Protection Agency, the Defence Nuclear Safety Regulator, Fire and Emergency Services
- Interest Groups and Non-Governmental Organisations within the nuclear, health and safety and wider regulatory sector
- The EU, International Atomic Energy Agency, the OECD Nuclear Energy Agency and nuclear regulatory bodies across the globe

### **Resources**

You will be responsible for ensuring effective regulatory decision-making and enforcement action in particular cases across all of ONR's operational delivery programmes. Delivery is through an Operating Model that is based on programme working which has been deployed across the business.

ONR has around 550 staff drawn from a wide range of disciplines (nuclear and non-nuclear specialists, programme managers and administrative staff). Staff are located in offices in London and Cheltenham, but with the headquarters in Bootle, Merseyside.

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## Principal Responsibilities

As Chief Nuclear Inspector (CNI), you will be the authoritative regulatory head of ONR's regulatory functions, ensuring effective enforcement and independent regulatory decisions in particular cases. This will include ensuring that effective regulation and its delivery is undertaken by suitably qualified inspectors, as well as maintaining a visible oversight role for all regulatory decisions made on behalf of ONR. You will also be responsible for providing independent and authoritative expert advice to Ministers, Parliament and others, as appropriate.

- Recipient of ONR's delegated operational nuclear regulatory functions in particular cases and accountable to the Chief Executive and Accounting Officer, ONR Board, Ministers and Parliament for effective delivery of all regulatory functions and ensuring effective enforcement and regulatory decision making
- Granting nuclear site licences and attaching such conditions as considered appropriate in accordance with the relevant legislation; rescinding licences when seen fit to do so
- Ensuring effective, efficient and evidence based nuclear regulation in particular cases and its delivery, including nuclear safety, nuclear security, the transport of radioactive materials and nuclear safeguards, by suitably qualified and empowered inspectors
- Ensuring that regulatory resource needs are included in the Annual Business and Resource Plan and are effectively deployed and accounted for within appropriate organisational structures
- Providing oversight and quality control of all enforcement and regulatory decisions made on behalf of the ONR and ensuring adequate assurance, review and appeals procedures are in place including escalating issues to the ONR Board, Ministers and Parliament
- Working with the Chief Executive and ONR Board, shape and implement ONR's regulatory style for the long term as one that draws on risk-based, outcome focused models that encourage and enable nuclear licensees to drive demonstrable safety and security improvements for themselves
- Lead and manage the ONR's Deputy Chief Inspectors responsible for regulatory programmes to deliver ONR's Board's long term strategy and business plans, ensuring a fully integrated approach to nuclear regulation that delivers high standards of nuclear regulation and value for money in ONR's pending on regulatory functions
- Acting as the authoritative regulatory head of ONR's regulatory functions in Parliamentary, National and Internationally and in advising and supporting Government during a nuclear emergency
- Providing independent authoritative expert advice on nuclear regulatory functions to Ministers of the UK Government and Devolved Administrations, including written quarterly reports and an Annual Report to the ONR Board and others as required by the Board (e.g. to DECC Ministers). This will include advice on the effectiveness of the regulatory framework within the regulatory function

You will be an executive member of the ONR Board, contributing to Board decisions and ONR's corporate governance and championing continuous improvement across ONR.

# The Role

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## Key Deliverables

- Lead the drive for improved regulatory efficiency, effectiveness and consistency, and communicate ONR's regulatory strategy and judgements to key stakeholders
- Work collaboratively with the CE and Chair to provide ONR with regulatory leadership to deliver an enabling and responsive regulator
- Ensure that the regulatory authorities further delegated within ONR are exercised in an effective manner in accordance with ONR's Enforcement Policy Statement
- Ensure that ONR is meeting its regulatory priorities and duties with robust arrangements for monitoring progress, identifying and addressing underperformance, and providing reassurance to the Board
- Lead ONR's regulatory programmes in meetings with Ministers, licensees' senior management, NGOs and other stakeholders
- Represent the UK as Chief Nuclear Inspector in multinational meetings concerned with nuclear regulation
- Participate in international activities, including: meetings of the European Nuclear Safety Regulators' Group (ENSREG); representing the UK in meetings of the Nuclear Safety and Joint Conventions; International Nuclear Regulators Association (INRA) meetings

## Location

Bootle, Merseyside. The role involves regular travel within the UK and internationally.

Bootle is located on the North Sefton coast and is within commuting distance of the Liverpool area generally, and from Lancashire, Greater Manchester, Cheshire and North Wales.

If you have to move home to take up appointment then you may be eligible to receive relocation expenses. Further information on this can be provided prior to you accepting appointment.

# Terms and Conditions

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## **PART 3: CANDIDATE PROFILE**

### **PERSON SPECIFICATION**

**Please note that it is absolutely essential that in your application, you provide examples of your proven experience in response to the appointment criteria listed in the person specification. For those invited for interview, these responses will be further developed and discussed.**

It is essential that the successful candidate will have:

- Record of delivery and significant regulatory experience and high technical competence and expertise gained within the nuclear or high hazard sector.
- A membership of a chartered professional body relevant to the nuclear sector.
- Evidence of the personal integrity, credibility and resilience that will enable them to provide regulatory direction and inspire confidence and reassurance in the role and decisions of the nuclear regulator in an environment of significant and increasingly public scrutiny.
- Demonstrable strong track record in ensuring informed and effective regulatory judgements, balancing the various technical, regulatory and other factors such as value for money, and also ensuring accountability for regulatory decisions and communicating those decisions in plain English and in a way that engenders sustained public trust in nuclear regulation.
- Evidence of working collaboratively with senior stakeholders, including central government, leading and influencing them to deliver and promote improved safety and security.
- Demonstration of strategic thinking to work with others to deliver and sustain improved delivery and organisation performance.

### ***Skills, Knowledge and Ability Required***

#### Senior Leadership and Personal Integrity

1. To provide delegated regulatory direction and leadership in a way that inspires confidence and reassurance in the undertaking of regulatory functions and decisions of the regulator and its staff in a highly sensitive and challenging environment.

2. Able to work collaboratively with Board colleagues to set and monitor challenging regulatory goals, and target continuous improvement in the overall efficiency and effectiveness in the use of regulatory resources.

3. Robust regulatory judgement and able to demonstrate, and role-model, independence of thought and application of technical skills, experience and judgement in a decisive but controlled manner.

#### Stakeholder Engagement

4. Excellent communication and interpersonal skills with the ability to engage effectively on regulatory matters with Ministers, senior industry stakeholders, international regulators and regulatory bodies and with the public to influence and provide reassurance both at home and abroad.

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## Leading innovation and change

5. Able to challenge resistance, promoting and encouraging innovative thinking within the regulatory function to stimulate new opportunities and solutions to risks and to foster a culture of openness and transparency.

## Delivering Improved Performance

6. To provide strong leadership & accountability for regulatory decision-making that is measurable for its impact and takes full account of the need to ensure efficient and effective deployment of regulatory resources and use of public money.

7. Able to lead the long-term development of the regulatory functions and decision-making capability and processes to support improved organisational performance and resilience, and a responsive approach that will enhance the confidence in, and reassurance from, regulatory decisions.

## **Part 4: TERMS AND CONDITIONS**

There are four elements to the overall reward package for this role:

- Salary
- Pension
- Performance related bonus
- A range of other benefits in line with other leading employers

The Office for Nuclear Regulation needs to attract, keep, engage and motivate the calibre of leaders, professionals and specialists it requires to deliver its objectives successfully. To do this effectively we must reward people appropriately and recognise achievements in ways that support what we seek to deliver.

Taking on this role will offer many rewards to the successful candidate. In addition to the basic salary, the ONR may offer the availability of bonuses for those who perform well. We also offer a choice of valuable pension arrangements, generous annual leave arrangements, job security, an excellent working environment, supportive colleagues, and full support for work life balance. This challenging role in a high profile senior leadership position within the public sector will give the post holder the opportunity for career advancement and personal development.

### **Salary:**

The salary for this role will be in line with the salary quoted in the advertisement for the post which is circa £140,000.

Future pay awards will be determined by ONR's Remuneration Committee taking regard to public sector pay guidance. Increases depend on individual circumstances including your current salary level at the time of the award.

### **Bonuses:**

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Non-consolidated performance bonuses are currently available within the ONR performance related pay system including for this role. Bonuses are not determined until after the year end so it is not possible to quote amounts in advance of the annual performance assessment and pay award decisions each April. Bonuses are awarded based on the level of success in delivering on in-year corporate and business objectives, demonstration of personal behaviours and overall impact. Bonus awards for this role are determined by the ONR Remuneration Committee taking due regard to public sector guidance.

## **Pension Scheme:**

ONR offers an excellent occupational pension scheme. As soon as you start your new job, you are eligible to join the Civil Service Pension arrangements. We offer the choice of two types of pension

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- **alpha.** This is a high quality, defined benefit occupational pension scheme that currently has a member contribution rate of **7.35% (for salaries up to £150k) or 8.05% (for salaries £150k and over)**. As your employer we also make a substantial contribution (approx. **24.3%** of pay) or
- **partnership** pension account. This is a stakeholder pension with a contribution from us. How much we pay is based on your age. We pay this regardless of whether you choose to contribute anything. You do not have to contribute but, if you do, we will also match your contributions up to 3% of your pensionable earnings. The contributions are in addition to the age-related employer contribution mentioned above

Full details of the pension scheme and the range of benefits that are included can be found on the Civil Service Pensions website at: [www.civilservice-pensions.gov.uk](http://www.civilservice-pensions.gov.uk)

## **Other Benefits:**

These include;

- Flexible working hours;
- 30 days annual leave and 8 days public holidays plus 1 privilege day in a year (pro rata for part timers);
- Maternity, paternity and adoption leave allowance; carers leave; and
- A range of occupational health services to help ensure your wellbeing.

ONR is committed to providing services which embrace diversity and which promote equality of opportunity. As an employer, we are also committed to equality and valuing diversity within our workforce. Our goal is to ensure that these commitments, reinforced

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by our Values, are embedded in our day-to-day working practices with all our stakeholders, colleagues and partners. We do not discriminate on any basis.

## **PART 5: TERMS OF APPOINTMENT:**

### **Nationality**

This role is defined as a reserved post therefore only UK nationals are eligible to apply.

### **Professional Membership**

A membership of a chartered professional body relevant to the nuclear sector.

### **Security Clearance**

The successful applicant will require National Security Vetting to enhanced “developed vetting”.

### **Conflicts of Interests**

Candidates must note the requirement to declare any interests they may have that might cause questions to be raised about their approach to the business of the ONR. They are required to declare any relevant business interests, share holdings, positions of authority, retainers, consultancy arrangements or other connections with commercial, public or voluntary bodies, both for themselves and for their spouses/partners. The successful candidate will be required to give up any conflicting interests and his/her other business and financial interests may be published.

### **Disability**

We recognise that people with disabilities are under-represented in the workplace and we are committed to work to increase their number. Help will be available if you have any special access, communication or other requirements in applying for this post.

### **Equal opportunity**

There will be no direct or indirect discrimination against any applicant on the grounds of gender, marital status, race, colour, ethnic or national origins, sexual orientation, age, religion/belief or disability, or for any other reason.

### **Diversity**

ONR wants to employ a workforce that reflects the diversity of society in which we seek to protect people from harm. We value the individual contributions that people with different backgrounds, skills and abilities bring to the organisation. We therefore seek and welcome applications from people irrespective of age, disability, gender, race, religion or belief, or sexual orientation.

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## PART 6: HOW TO APPLY:

The **closing date** for receipt of applications is 17 January 2016.

Should you wish to discuss this opportunity or arrange an informal discussion with an ONR representative please contact Debbie Harrison-North on 0151 951 3473.

Please submit your application through the recruitment portal.  
Your application should include:

- A **full CV** with your education and professional qualifications and a full employment history. Please include in your CV details of your achievements relevant to the person specification above and latest remuneration which will be treated in confidence;
- A **covering letter** briefly describing your suitability for the role clearly evidencing your experience set against both the principal responsibilities in the person specification (Part Three). Your ability and skills will be assessed at an in-depth interview if you are invited to the next stage of the recruitment process. An initial sift of applications is made against these criteria and a failure to address any or all may affect your application;

### Queries

If you have any queries about any aspect of this appointment, or merely wish to have an informal discussion, please contact Debbie Harrison-North 0151 951 3473 or email [debbie.harrison-north@onr.gsi.gov.uk](mailto:debbie.harrison-north@onr.gsi.gov.uk)

### Selection Process

All applications will be acknowledged shortly after receipt.

### Informal Discussion

Applicants who are successful after the shortlist meeting will be given the opportunity to meet informally to discuss the role and organisation prior to interview. These will take place by mutual arrangement.

Stage	Timescale
Closing date for applications	17 January 2016
Sift	1 February 2016

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"Fireside chats"	Week commencing 8 February 2016
Panel Interviews	11 March 2016
References & security checks	Immediately post panel interview

**ALL DATES ARE CORRECT AT TIME OF WRITING BUT CANDIDATES SHOULD NOTE THAT THEY MAY BE SUBJECT TO CHANGE SHOULD BUSINESS NEEDS DICTATE AN ALTERATION**

## **Expenses**

Travelling expenses will be reimbursed to candidates who are required to travel a significant distance to attend an interview.

## **Complaints**

The ONR's recruitment processes are underpinned by the principle of selection for appointment on merit on the basis of fair and open competition as outlined in the Civil Service Commission's Recruitment Principles which can be found at [www.civilservicecommissioners.org](http://www.civilservicecommissioners.org). If you feel your application has not been treated in accordance with the Principles and you wish to make a complaint, you should contact **David Caton, ONR HR Director** ([david.caton@onr.gsi.gov.uk](mailto:david.caton@onr.gsi.gov.uk)) in the first instance.