



POSITION DESCRIPTION

Role title:	Principal Regulatory Analyst	Position number:	ERA21319
Status:	Permanent	Classification:	Level 7
Division:	Regulation	Effective date:	24 June 2024
Team area:	Electricity Access		

Conditions of employment are in accordance with the Public Sector CSA General Agreement 2022 and the Public Service Award 1992.

Reporting Relationships

Number of Positions Supervised 0

Supervisor

Position number: 27004
Position title: Assistant Director (Electricity)
Classification/Level: Level 8

Organisational Context

The ERA is the independent economic regulator of electricity, gas, water and rail in Western Australia. Our purpose is to benefit all Western Australians by promoting strong economic outcomes through effective regulation and decision making. We strive to make sure current and future consumers pay no more than necessary for safe and reliable utilities.

The Regulation Division is responsible for managing the ERA's role in carrying out the following functions:

- Regulating third party access to monopoly infrastructure for electricity networks (e.g. Western Power) and gas pipelines (e.g. ATCO Gas).
- Approving the framework for agreements for third party access to covered railways
- Issuing licences to providers of gas, electricity and water services (e.g. Alinta, Synergy and the Water Corporation), monitoring compliance with the conditions of these licences and taking enforcement action when required.
- Approving customer contracts and setting minimum customer service standards that protect residential and small business electricity, gas and water customers.

People in the Division work collaboratively, sharing knowledge with colleagues and networking with stakeholders and regulators from other jurisdictions. We ensure analytical rigour in developing the ERA's decisions and determinations across regulated utilities.

We are one of two regulatory divisions at the ERA, the other being Energy Markets which monitors market participant behaviour and investigates and enforces compliance with the Market Rules.

Position Summary

This position:

- Provides specialist expertise to the management, undertaking, reviewing and evaluation of complex, sensitive and/or difficult projects relating to the regulation of network service providers.
- Defines underlying problems within a project, develops options and makes recommendations on appropriate solutions and prepares briefing papers and recommendations for determinations and decisions.
- Analyses and assesses regulatory, economic and financial information and models relevant to regulated network service providers, including researching and assessing alternative approaches and best practice.
- Provides, and/or coordinates the provision of, briefing papers, discussion papers and recommended determination/decision documents for the Board.

Position Activities

Strategic Role

- Contributes to the planning, development, implementation and evaluation of strategic activities.
- Contributes to the development and implementation of change initiatives.

Management Role

- Participates in and assists with activities to ensure the achievement of team outcomes.
- Initiates and manages own workload and contributes to setting strategic direction.
- Supports Change.
- Coaches and mentors other team members.
- Manages the human, financial and physical resources associated with the project.
- Monitors the performance of projects against budgets, authorises invoices and accounts for financial performance.
- Engages, coordinates, and manages the activities of external consultants and contractors.
- Provides advice and assistance to the Assistant Director on issues related to the management of the Division.

Communication Role

- Communicates, over a wide range, ideas and information both in written and oral formats to obtain information, provide advice and liaise, influence and negotiate on more complex and sensitive projects/issues.
- Develops consultation processes to ensure effective coordination, development and evaluation of strategic initiatives, policies and programs.

- Manages public consultation processes as required for industry, government, representative bodies and other stakeholders.
- Develops and maintains relationships and networks with key stakeholders on behalf of the ERA.
- Leads consultation with stakeholders and secures agreement/consensus within the group.
- Represents the ERA at various inter agency, state and national forums and meetings with senior industry representatives and stakeholders and on appropriate committees and working parties on complex and strategic issues.

Governance/Accountabilities

- Actively promotes others and models behaviour demonstrating compliance with public sector legislative requirements and departmental policies, procedures, including exercising given delegations. In this regard particular attention is given to the application of:
 - The guidelines and principles of the Western Australian Public Sector Code of Ethics and the ERA's Code of Conduct within a framework of high ethical standards.
 - Appropriate Work Health and Safety and Equal Opportunity legislation and plans, policies, standards and practices.

Other

Other duties as required

Position Competencies

Required

Tertiary qualifications in a relevant discipline and comprehensive skills, knowledge and experience in:

- Policy formulation and strategy development.
- Developing, undertaking, and managing complex/sensitive projects.
- Applied research and problem solving for complex/ sensitive economic/financial/policy and regulatory issues.
- The use, development and/or review of complex databases, econometric and financial models, including data visualisation techniques and tools, to analyse, monitor and explain financial and operational performance.
- Written and verbal communication skills to communicate complex information to diverse stakeholders.
- Building and enhancing stakeholder relationships at a strategic level.

Appointment Conditions

Location:	Perth
Accommodation	NA
Allowances / Special Conditions	NA
Specialised Equipment Operated	NA

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Executive Director

[Sara O'Connor]

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