

Appointment to the Board of Grangegorman Development Agency

Closing Date: Midnight on 23 April 2015

**State Boards Division
Public Appointments Service
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State Boards.ie operates under the auspices of the Public Appointments Service and is committed to a policy of equal opportunity.

The Public Appointments Service (PAS), established under statute in 2004, provides an independent shared service in recruitment, assessment and selection to organisations across the Civil and Public Services. On 30 September 2014, the Government decided that PAS should also be given responsibility for putting in place an open, accessible, rigorous and transparent system to support Ministers in making appointments to State Boards. Our dedicated website, www.stateboards.ie, is the channel through which PAS advertises vacancies on State Boards. It is also the means through which accomplished, experienced and qualified people, including people who might not previously have been identified as available for appointment, can then apply to be considered for particular vacancies.

1. **Entity:** Grangegorman Development Agency (GDA)
2. **Board Meeting Location:** Meetings will be in Dublin.
3. **Number of Vacancies:** A maximum of 8
4. **Remuneration:** Chairperson €8,978 and member €5,985.(It should be noted that in line with the 'One Person One Salary' principle, no serving public servant will be entitled to receive remuneration in the form of board fees). Board members have the option to waive the fee.
5. **Time Requirements:** 11 meetings per annum

1. Background

The Grangegorman Development Agency (GDA) is a statutory agency established in 2006 by the Irish Government under the [Grangegorman Development Agency Act 2005](#) to redevelop the former St. Brendan's Hospital grounds in Dublin City Centre. The GDA aims to create a vibrant new city quarter with a diverse mix of uses, in a way that is sensitive to the context of the Grangegorman site, its surrounding neighbourhoods and the existing community.

The GDA is responsible for the implementation of a complex, multi-phased development at the 73 acres Dublin City Centre site that aims to provide:

- A new campus for Dublin Institute of Technology (DIT), bringing together all students and staff into one location.
- New health care facilities for the Health Services Executive (HSE).
- A high quality area with physical linkages to Smithfield, Phibsborough, Prussia Street and the City Centre.
- New arts, cultural, recreational and public spaces to serve the community and the city.
- A primary school, public library and children's play spaces.
- Complementary mixed-use development.

The vision for the Grangegorman project elaborates upon the statutory purpose of the GDA and establishes the overall objectives which are best illustrated in the [Grangegorman Master Plan](#).

2. Functions of the GDA

The functions of the GDA are detailed in Part 2 Section 9 of the Grangegorman Development Agency Act 2005.

The overarching responsibilities of the GDA are to facilitate the development of the site as a modern campus for DIT, to provide the HSE with upgraded primary health and social care facilities and to provide community access/facilities. The GDA is charged with the management of these developments in an integrated and sustainable manner in accordance with the Government approved [strategic plan](#) for the site. As an aegis body of the Department of Education and Skills, the GDA in discharge of its functions and responsibilities must at all times consult with the Department of Education and Skills.

3. Board Vacancies

The term of office of the 15-person existing Board expires on 12th May 2015 with the exception of the CEO whose term continues until at least December 2015. Appointing Board members is the responsibility of the Minister for Education and Skills subject to the consent of the Minister for Public Expenditure and Reform. Terms of office shall not exceed 3 years and consistent with best corporate governance practice it is advisable that no member of the board should serve more than two terms of appointments. Nominees to the Board are as follows:

- The CEO.
- 2 persons nominated by the Minister for Health and Children.
- 2 persons nominated by the President of DIT.
- 1 nominated by the City Manager of Dublin City Council.
- 1 resident from the Grangegorman neighbourhood.
- 1 elected public representative of Dublin City Council nominated by the Council.
- **Up to 7** remaining members to be appointed by the Minister for Education and Skills in consultation with the Minister for Public Expenditure and Reform and in line with revised guidelines published by the Department of Public Expenditure and Reform and operated by Public Appointment Services (PAS).

The Minister designates a member of the Board as the Chairperson.

The role of the Chair and ordinary Board Members are described in the [Code of Practice for the Governance of State Bodies 2009](#) which is available on the website of the Department of Public Expenditure and Reform.

4. Person Specification

The board of the GDA requires a variety of different skills to operate effectively. Four separate skills profiles have been identified as particularly valuable. Expressions of interest are invited from applicants who consider they possess these skills and have the experience necessary to join the Board of GDA. Candidates can apply for one or more of the following board roles:

Education and Health Sector

Candidates will possess experience in one or more of the following areas:

- Experience in Strategy Development, Public Administration or Public Affairs in the higher education and health sectors
- Experience in Public Engagement and Communications
- Experience of developing the facilities of a third level campus

Corporate Governance

Candidates will have previous Board experience and must have extensive experience in corporate governance and compliance. In addition, they must possess experience in one or more of the following areas:

- Experience in Human Resources of a large organisation
- Experience and expertise in Law/Insurance
- Experience in public procurement

Corporate Finance

Candidates will have previous board experience and must have extensive experience in corporate finance. In addition they must possess experience in one or more of the following areas:

- Extensive senior level experience of accounting, financial management, risk management, economics and/or information technology
- Auditing experience
- Experience of tendering processes

Site Development / Construction

Candidates must have extensive experience in one or more of the following areas:

- Project Management
- Engineering
- Construction
- Architecture
- Spatial planning and/or Urban Regeneration / Sustainability
- Energy efficiency
- Health & Safety

The Minister reserves the right to appoint more than one suitable candidate from any specific area of expertise.

The Minister shall have regard to the desirability for gender balance on the Board as the Minister considers appropriate and determines from time to time when making nominations for the Board.

5. Terms of Appointment

Appointments to the Board will be for a fixed period not exceeding 3 years subject to:

- The membership of any member of the Board may be terminated by the Minister for Education and Skills at any time, on the basis of reasons to be stated by the Minister.
- A member of the Board may resign his or her membership of the Board by notice in writing sent or given to the Minister, and the resignation shall take effect on the day on which the Minister receives the notice.
- Members of the Board shall, subject to the provisions of this Schedule, hold office upon such terms and conditions as the Minister may, with the consent of the Minister for Public Expenditure and Reform, from time to time determine.
- In line with the 'One Person One Salary' principle, no public servant will be entitled to receive remuneration in the form of board fees, save for situations that are statutorily provided for e.g. Worker Directors.
- A Board member shall cease to be a member of the board if he or she is nominated as a member of Seanad Éireann, is elected as a member of either House of the Oireachtas or as a representative in the European Parliament, elected to the European Parliament

6. How to Apply

Applicants are requested to review the self-assessment questionnaire which can be found on www.stateboards.ie. Please note that you are not required to submit the questionnaire as part of the application process.

Having considered the overall suitability for membership of a State Board, applicants should establish if they consider that they meet the specific appointment criteria set out in Section 4 above.

If you wish to be considered for appointment, you should submit an application via the following link www.stateboards.ie together with a detailed Curriculum Vitae and cover letter. In order to submit your application, please:

- i. Go to www.stateboards.ie.
- ii. On the bar at the top of the page click on "Available Appointments".
- iii. This brings you to a page with all our advertised vacancies. Select whichever position you would like to apply for (you are welcome to apply for more than one if you wish).
- iv. On the relevant page please click on the button at the bottom of the page saying "apply for this position"
- v. This will bring you to a page on www.publicjobs.ie and, if you already have a publicjobs.ie account, will prompt you for your username and password. If you do not have an account you will be asked to set one up.
- vi. Once you input your details you will be brought to a page where there is a prompt in the middle of the page which says "apply here". Click on the link to the online application form beside it.
- vii. A form will appear on your screen, some of the text boxes will be populated with information from your publicjobs.ie profile (Name, address etc.). You will need to complete the rest of the fields and enter your name and the date at the bottom of the form. Click on "continue".
- viii. You will then be brought to a screen where you should upload your CV and Cover Letter. These are required documents and your application cannot be processed without them. Once you have selected these and uploaded them, please click on "submit" button at the bottom of the page.
- ix. You will receive an e-mail confirmation (to the address listed in your publicjobs.ie profile) to confirm that your application has been submitted.

You must confirm that you do not have any conflicts of interest or legal impediment which would be likely to interfere with your ability to play a full part on the Board. You must also confirm that you can make yourself available to attend meetings and to carry out the duties of a Board member.

7. Appointments Process

An Assessment Panel (the “Panel”) will be convened by PAS to consider and assess the expressions of interest received by the PAS via www.stateboards.ie. The Panel shall:

- review and discuss the expressions of interest received against specific appointment criteria for the role; to be agreed by the panel
- assess potential appointees further, once they meet the specified appointment criteria, by undertaking any or all of the following steps:
 - Consideration of the written applications; and/or
 - Meeting/conference call; and/or
 - Referee checks;
 - Any other selection method deemed appropriate.
- Arrive at a short list of suitable candidates to be sent forward for consideration by the Minister.

If you have any questions regarding the application process please email info@stateboards.ie.

8. Data Protection Acts 1988 & 2003

For further information on Data Protection please follow the [link](#)