



**Appointment to the Board of EirGrid Plc.**

**Closing Date: 15:00 on 16<sup>th</sup> January 2017**

**State Boards Division  
Public Appointments Service  
Chapter House, 26 – 30 Abbey Street Upper, Dublin 1**

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stateboards.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 the 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](http://www.stateboards.ie), is the channel through which the 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.

## Membership of State Boards

High standards of corporate governance in all State Agencies, whether in the commercial or non-commercial sphere, are critical to ensuring a positive contribution to the State's overall social and economic development.

Members of State Boards are appointed to act on behalf of the citizen to oversee the running of the affairs of state bodies. State bodies must serve the interests of the taxpayer, pursue value for money in their endeavours (including managing risk appropriately), and act transparently as public entities. Members of State Boards, and the relevant management team, are accountable for the proper management of the organisation.

Board members should act on a fully informed basis, in good faith, with due diligence and care, and in the best interest of the State body, subject to the objectives set by Government. In that regard and in accordance with 13.2 of the Guidelines on Appointments to State Boards, "it is advisable that no member of a State Board should serve more than two full terms of appointment or should hold appointments to more than two State Boards."

The [Code of Practice for the Governance of State Bodies 2016](#) (the Code) provides a framework for the application of best practice in corporate governance by both commercial and non-commercial State bodies.

In order to be an effective contributor on a State Board it is recommended that members should:

- bring independent and objective scrutiny to the oversight of the organisation;
- be prepared to be challenging when necessary while being supportive to the delivery of organisational strategy and objectives;
- be equipped to offer considered advice on the basis of sound judgement and experience;
- be prepared to make a time commitment to their work commensurate with their role.

## Appointment to the Board of EirGrid Plc.

<b>Location:</b>	Dublin with 2 meetings in Belfast
<b>Number of Vacancies:</b>	4, with a further 1 vacancy to occur before mid-2017 <sup>1</sup>
<b>Remuneration:</b>	€12,600 per annum; travel and subsistence will be provided for at normal Civil Service rates. (It should be noted that 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).
<b>Time Requirements:</b>	2 to 3 days per month inclusive of Board meetings, Committee meetings and preparation.

### 1. Background

On June 20<sup>th</sup> 2001, the Commission for Energy Regulation issued a Transmission System Operator (TSO) Licence to EirGrid plc ("**EirGrid**") pursuant to [Section 14\(1\)\(e\) of the Electricity Regulations Act, 1999](#).

From July 1st 2006, EirGrid assumed the role of Transmission System Operator and Market Operator. Pursuant to [The Electricity Regulation \(Amendment\) \(Single Electricity Market\) Act 2007](#) which provided for the establishment of the Single Electricity Market on an all-island basis, EirGrid together with SONI Ltd, Market Operator in Northern Ireland, operate the wholesale electricity market in Ireland known as SEMO (Single Electricity Market Operator).

EirGrid and its subsidiaries ("**EirGrid Group**") play a number of key roles in the energy sector on the island of Ireland including:

- EirGrid TSO - EirGrid is the independent Transmission System Operator (TSO) for the high voltage electricity transmission grid in Ireland and is regulated by the Commission for Energy Regulation;
- System Operator Northern Ireland ("**SONI**") – EirGrid's subsidiary SONI is the TSO for the high voltage electricity transmission grid Northern Ireland and is licensed by the Northern Ireland Authority for Utility Regulation;
- Single Electricity Market Operator ("**SEMO**") - EirGrid and SONI operate the all-island wholesale Single Electricity Market (SEM) and are currently developing a new set of market arrangements across the island of Ireland which will be compatible with the EU target model known as the Integrated Single Electricity Market (ISEM) which is expected to go-live in 2017; and
- East West Interconnector ("**EWIC**") - EirGrid owns and operates the East West Interconnector, a high voltage electricity connection between the electricity grids of Ireland and Britain;

EirGrid is also responsible for:

- the development and implementation of the grid development strategies in Ireland Northern Ireland to upgrade the transmission system and connect major industrial users of electricity and new generation; and

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<sup>1</sup> Two members of the board of EirGrid have expressed their intention to resign as directors before mid-2017

- delivering and implementing EU Network Codes.

The 2015 Annual Report for EirGrid plc can be accessed [here](#), and further information may be found on their [website](#).

## 2. Functions of the Board

Day to day responsibility for the leadership and control of the EirGrid Group is delegated to the Chief Executive and his/her management team within defined authority limits, however the board of EirGrid (“**Board**”) is ultimately responsible for the performance of the EirGrid Group. The Board has a formal schedule of matters specifically reserved to it for decision at the Board Meetings which include:

- Approval of EirGrid Group strategy, annual budget and annual and interim financial statements;
- Approval of major capital expenditure; and
- Appointment of the Chief Executive.

The Board is assisted in its discharge of its responsibilities by the following committees of the Board:

- Audit Committee;
- Remuneration Committee;
- Grid Infrastructure Projects Committee;
- Public Affairs Committee; and
- Risk Committee.

A successful candidate will be expected to participate in one or more of the Board Committees. Candidate’s attention is drawn to the provisions of the Code in relation to Audit and Risk Committee membership which can be found [here](#).

Information on the current board membership is available [here](#).

## 3. Person Specification

The Public Appointments Service (the “**PAS**”), in conjunction with New Economy and Recovery Authority (“**NewERA**”)<sup>2</sup>, wish to identify suitable candidates for consideration for appointment to the Board by Minister for Communications, Climate Action and Environment (“**Minister**”) with the consent of the Minister for Public Expenditure and Reform.

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<sup>2</sup> The role of NewERA is to provide independent commercial and financial advice to the relevant Ministers in relation to the exercise of specific functions, including, pursuant to Section 19 of the National Treasury Management Agency (Amendment) Act 2014 “the appointment of the chairperson, members, directors or chief executive of the designated body”, with EirGrid being one of the designated bodies. Further detail on NewERA’s activities is set out in Part 3 of the National Treasury Management Agency (Amendment) Act 2014 and in the annual reports of the NTMA ([www.ntma.ie](http://www.ntma.ie)).

Applications are invited from members of the public who consider they possess the skills and experience necessary to join the Board. Appointments may be made with regard to ensuring that there are at least two members on the Board with the relevant experience (see below) who are normally resident in Northern Ireland.

Candidate's attention is drawn to the provisions of the Code in relation to the role of a Board member, where the principle states:-

- Each State body should be headed by an effective Board which is collectively responsible for the long-term sustainability of the body.
- Non-executive Board members should bring an independent judgement to bear on issues of strategy, performance resources, key appointments and standard of conduct.

Details on the role of Board Members can be found in Section 3 of the Code which can be found [here](#).

Applicants should have a career history which demonstrates the following core competencies:

- Sound business judgment;
- Excellent communication skills;
- Proven ability to critically analyse information and constructively challenge (in particular large capital expenditure proposals);
- A strong sense of ethics and integrity;
- The ability to work effectively and cohesively as a member of a team; and
- An understanding of good governance practices

Applicants must also have significant senior management level experience in a large complex organisation and must also demonstrate relevant experience in at least one of the following areas.

#### **(i) Accounting/Finance Expertise**

Candidates must have significant senior level experience in an Accounting or Finance role in a large organisation.

##### Desirable

Experience of risk management, particularly in the area of financial risk management;  
Professional accounting qualification; or  
Audit committee experience.

#### **(ii) Strategy/Policy Development in the Energy Sector**

A substantial proven track record of being a strategic leader/senior manager in a large and/or complex organisation in the energy sector which demonstrates expertise in evidence-based strategic planning, decision-making and policy-analysis.

### **(iii) Local Government Experience**

Extensive senior management and leadership experience and knowledge of local government issues relating to planning and development.

### **(iv) Stakeholder Engagement/Marketing/P.R.**

A career history which demonstrates relevant extensive experience of engagement with community and environmental stakeholders or significant experience of marketing/P.R. relevant to the energy sector.

### **(v) Regulation**

Senior leadership role in a large complex organisation which demonstrates experience of regulation within the energy or similar sector.

### **(vi) Technology**

Senior leadership role in a large complex organisation which demonstrates experience of technology and innovation within the energy or similar sector.

## **4. Term of Appointment**

Under the Act, appointments to the Board will be for an initial period of up to 5 years with an option to extend the term of engagement for a second term of up to 5 years, subject to:

- The membership of any member of the Board may be terminated by the Minister 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.
- The roles and responsibilities of Board Members are described in the Code of Practice for the Governance of State Bodies 2016 which is available on the website of the Department of Public Expenditure and Reform [Code of Practice for the Governance of State Bodies 2016](#). The Code (para 4.5) recommends that no individual should be a member of more than two State Boards.
- 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, or becomes a member of a local authority.

## 5. Submitting your Expression of Interest

Before submitting your application, please review the self-assessment questionnaire which can be found [here](#). This questionnaire is designed to help you in considering whether to submit an expression of interest - you are not required to submit the questionnaire as part of the application process.

Having considered the general suitability criteria for membership of a State Board, you should consider carefully how your background and experience fits with the specific appointment criteria set out in the Person Specification section in this booklet. Please give careful consideration to the possibility of any potential conflict of interest that may arise if appointed to this board.

Your submission should be made via the following link [www.stateboards.ie](http://www.stateboards.ie) together with your **Curriculum Vitae** and a **cover letter** (see Appendix 1 of this booklet for help with the online process).

### IMPORTANT NOTE

Please take care when submitting your expression of interest. As the Assessment Panel will generally make its recommendation(s) based on consideration of the documentation which you submit, it is most important that you do the following:

1. *Ensure your Cover Letter (and supporting CV) clearly specifies how your particular background and experience meets the requirements of the Board position(s) specified in this booklet, and*
2. *That you fully answer any supplementary questions which are presented to you as part of our online application process.*

This will help ensure that the Assessment Panel is as informed as possible as to the basis for your candidature and why you believe you are a person who could potentially be appointed to this State Board.

If you have any questions regarding the application process please email [info@stateboards.ie](mailto:info@stateboards.ie).

## 6. Assessment Process

An Assessment Panel (the “**Panel**”) will be convened by PAS in conjunction with NewERA to consider and assess the expressions of interest received by PAS. The Panel will:

- review and discuss the expressions of interest received against the specific appointment criteria for the role, as advertised in this Information Booklet;
- assess potential candidates 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; and/or
  - Any other selection or verification method deemed appropriate (this may include PAS requiring statutory declarations from shortlisted applicants as to the bona fides of the qualifications and experience contained in their applications).
- arrive at a shortlist of suitable candidates to be sent forward for consideration by the Minister.

In undertaking its functions under section 19 of the National Treasury Management Agency (Amendment) Act 2014, NewERA may also identify candidates from other sources that meet the specification in Section 3. These names will also be assessed by the Panel. On completion of the assessment by the Panel, NewERA will recommend suitable candidates for consideration by the Minister.

Please note that the Public Appointments Service or NewERA will not be responsible for any expenses incurred by candidates as part of the selection process.

## **7. Confidentiality**

Subject to the provisions of the Freedom of Information Acts, 2014, applications will be treated in strict confidence. All enquires, applications and all aspects of the proceedings are treated as strictly confidential and are not disclosed to anyone, outside those directly involved in that aspect of the process.

Certain items of information, not specific to any individual, are extracted from computer records for general statistical purposes.

## **8. Data Protection Acts 1988 & 2003**

Should your name be forwarded to a Minister for consideration, please note that your cover letter and curriculum vitae will be forwarded to the State Board Liaison Officer in the relevant department and may be retained for up to one year.

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

## APPENDIX 1

### Submitting your application:

In order to submit your application, you should take the following steps:

1. Go to [www.stateboards.ie](http://www.stateboards.ie).
2. On the bar at the top of the page click on "Available Appointments".
3. 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 position if you wish).
4. On the relevant page please click on the "apply for position" button at the bottom of the page
5. This will bring you to a page on [www.publicjobs.ie](http://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 create one.
6. 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.
7. 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".
8. 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 the "submit" button at the bottom of the page.
9. 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.