



**An Roinn Tithíochta,
Rialtais Áitiúil agus Oidhreachta**
Department of Housing,
Local Government and Heritage



Appointment as Chairperson of An Fóram Uisce -The Water Forum

Closing Date: 15:00 on 19th November 2021

An Roinn Tithíochta, Rialtais Áitiúil agus Oidhreachta

Department of Housing, Local Government and Heritage

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Custom House, Dublin 1, D01 W6X0

www.gov.ie/housing

www.gov.ie/tithiocht

Membership of a State Body

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 Bodies 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 Bodies, and the relevant management team, are accountable for the proper management of the organisation.

Body 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 Bodies, "it is advisable that no member of a State Body should serve more than two full terms of appointment or should hold appointments to more than two State Bodies."

The [Code of Practice for the Governance of State Bodies 2016](#) - click heading for web link, (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 Body 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 as Chairperson of An Fóram Uisce-The Water Forum

Location:	Usually a central location or virtual since COVID-19
Number of Vacancies:	1
Remuneration:	€11,970 per annum
Time Requirements:	Plenary meets 10 times per annum for a half day. Approximately 1 day per week preparatory work. The Chairperson also Chairs the Forum's Catchment Management Standing Committee.

1. Background

An Fóram Uisce (The Water Forum) www.thewaterforum.ie is an independent entity that was established on a statutory basis in June 2018, in accordance with the Water Services Act 2017.

The Forum has advisory roles in relation to the Minister for Housing, Local Government and Heritage, Irish Water, the Commission for Regulation of Utilities and the Water Policy Advisory Committee.

The Water Forum is a National statutory body representative of all stakeholders with an interest in the quality of Ireland's water bodies. Consisting of 26 members including representatives from a wide range of organisations with direct connection to issues relating to water quality and also public water consumers.

The Water Services Act 2017 provided the statutory basis for the Forum. The Act also provided for the dissolution of the Public Water Forum (whose remit was primarily concerned with issues pertinent to Irish Water and the Regulator) and the National Rural Water Services Committee (the committee for addressing issues regarding rural water), with their functions being incorporated into An Fóram Uisce.

The Forum provides an opportunity for stakeholders to debate and analyse a range of issues with regard to water quality, rural water concerns, issues affecting customers of Irish Water and the implementation of the Water Framework Directive and the River Basin Management Plan for Ireland 2018-2021.

The Forum is currently in the process of developing its next strategic Plan for the period 2022 to 2027. The new plan which will take on board learning's from the Forums current strategic plan and from a number of studies recently completed on the governance & administration of the 2nd cycle RBMP. Once developed, the Forum's new strategic plan will set the direction to guide the Forum's work programme and it will align with the 3rd cycle River Basin Management Plan, which is due to be published this year.

2. Functions of the Forum

The Forum's Plenary normally meets on average 10 times per annum

The Forum is required to carry out its responsibilities in compliance with the Code of Practice for the Governance of State Bodies (2016).

Candidate's attention is drawn to the general details of the role of Chairperson as set out on page 18 of the Code which can be found [here](#). The Principle states:-

- The Chairperson is responsible for leadership of the Forum and ensuring its effectiveness on all aspects of its role
- The Chairperson should display high standards of integrity and probity and set expectations regarding culture, values, and behaviours for the State Body and for the tone of discussions at Plenary Forum level.

Committees of An Fóram Uisce

- An Fóram Uisce established the Water Services Standing Committee in 2018 in order to facilitate stakeholder engagement on all water services issues (including drinking water and waste water) at a national, strategic policy level. In 2020 the Committee met on 11 occasions.
- An Fóram Uisce established the Catchment Management Standing Committee in 2019 in order to facilitate stakeholder engagement on all catchment management issues at a national, strategic policy level. In 2020 the Committee met on 11 occasions.

Section 27 of the Water Services Act 2017 provides that the members of the Body shall be appointed by the Minister and shall be not fewer than twenty and not more than forty members (including chairperson).

The Code of Practice for the Governance of State Bodies provides that persons being proposed by Ministers for appointment as Chairpersons of State Bodies are required to make themselves available to the appropriate Oireachtas select committee to discuss the approach which they will take to their role as Chairperson and their views about the future contribution of the State body in question.

Current composition of the Forum:

	Sector	Nominee	Representative Body
1	Rural Water	Barry Deane	National Federation of Group Water Schemes (NFGWS)
2	Rural Water	Jean Rosney	National Federation of Group Water Schemes (NFGWS)
3	Irish Water Domestic Customer	Laurie Kearon	Public Consumer
4	Irish Water Domestic Customer	Connie Rochford	Public Consumer
5	Irish Water Domestic Customer	Keith Hyland	Public Consumer
6	Agriculture	Denis Drennan	Irish Creamery Milk Suppliers Association (ICMSA)
7	Agriculture	Paul O'Brien	Irish Farmers Association (IFA)

8	Agriculture	Derrie Dillon	Macra
9	Agriculture	Dominic Cronin	Irish Co-Operative Society (ICOS)
10	Environment	Bernadette Connolly	Cork Environment Forum
11	Environment	Ollan Herr	Zero Waste Alliance ZWAI
12	Environment	Sinead O'Brien	Sustainable Water Network (SWAN)
13	Environment	Charles Stanley-Smith	Environmental Pillar
14	Environment	Elaine McGoff	An Taisce
15	Rivers Trusts	Siobhan Ward	Moy River Trust
16	Angling	Martin McEnroe	Anglers
17	Recreation	Dr. Tim Butter	Irish Underwater Council
18	Forestry	Brendan Fitzsimons	Tree Council of Ireland
19	Tourism Sector	Tim Fenn	Irish Hotels Federation (IHF)
20	Trade Union	Liam Berney	Irish Congress of Trade Unions (ICTU)
21	Business	Neil Walker	Irish Business & Employers Confederation (IBEC)
22	Education	Dr. Suzanne Linnane	Institutes of Technology of Ireland (IOTI)
23	Community & Voluntary	Gerald Quain	Irish Rural Link
24	Social Housing	David Wright	Irish Council for Social Housing
25	Community & Voluntary	Issy Petrie	St Vincent De Paul

3. Person Specification

The Minister for Housing, Local Government and Heritage invites applications from suitably qualified candidates for consideration for appointment to the role of Chairperson of An Fóram Uisce.

Candidate's attention is drawn to the general details of the role of Chairperson as set out on page 18 of the Code which can be found [here](#). The Principle states:-

- The Chairperson is responsible for leadership of the Body and ensuring its effectiveness on all aspects of its role.
- The Chairperson should display high standards of integrity and probity and set expectations regarding culture, values, and behaviours for the State Body and for the tone of discussions.

Essential:

An Fóram Uisce has signalled that the candidates should, ideally, be a qualified professional with extensive experience at a senior level and:

- Have an understanding of the role of a stakeholder forum, and its potential impact with stakeholders and with policy.

- Have extensive Facilitation & Group Management Experience.
- Have the ability to be independent, impartial and objective when facilitating meetings.
- Display principles of Social justice, equality and empathy.
- Have an understanding of and ability to meet the level of commitment required.
- Have experience of leading/chairing a multi-sectoral Team or Group.
- Have Executive/Managerial/Professional Experience.

Desirable:

In addition to the required skills set out above, the following skills and experience would be considered desirable: -

- Experience of interacting with Government departments, statutory agencies & NGO organisations.
- Good knowledge of Irish and European water regulations/legislation.
- Good knowledge of risk identification/risk management in the context of water quality in Ireland.
- Brings intellectual rigour to debate.
- Sectoral Knowledge / Experience (Water as an environmental, social and economic resource).

Candidates must not have any conflicts of interest likely to interfere with his/her ability to assume the role of Chair.

In order to qualify for appointment a person must not have any legal impediment or conflicts of interest likely to interfere with his/her ability to assume the role Chairperson of the Body. Please give careful consideration to the possibility of any potential conflict of interest that may exist and address this in your cover letter. The Assessment Panel may decide, based on the perceived level of conflict, not to forward your name for consideration.

4. Term of Appointment

Appointments to the Body will be for an initial period of 3 years with an option to extend the term of engagement for a second term of up to 3 years, subject to:

- The membership of any member of the Body may be terminated by the Minister at any time, on the basis of reasons to be stated by the Minister.

- A member of the Body may resign his or her membership of the Body 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 Body 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 Body Members are described in the Code of Practice for the Governance of State Bodies 2016 which is available here [Code of Practice for the Governance of State Bodies](#).
- S.I. No. 526 of 2020 Water Services Act 2017 (Membership of Water Forum Regulations) provides that membership of the Body shall not include: -
 - a member of a local authority;
 - a member of Seanad Éireann;
 - a member of either House of the Oireachtas;
 - a member of the European Parliament;

5. Submitting your Application

Having considered the general suitability criteria for membership of a State Body, 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.

Your submission should be made to the following email address WaterSectorPolicy@housing.gov.ie together with your **Curriculum Vitae** and a **cover letter**. The email subject box should be titled "**Chair of An Fóram Uisce**".

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:

- *Ensure your Cover Letter (and supporting CV) clearly specifies how your particular background and experience meets the requirements of the Authority position(s) specified in this booklet.*

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 Body. **Please only include information that is directly relevant to the particular role for which you are applying.**

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 Body. You must also confirm that you can make yourself available to attend meetings and to carry out the duties of a Body member.

If you have any questions regarding the application process please email WaterSectorPolicy@housing.gov.ie.

6. Assessment Process

An Assessment Panel (the “Panel”) will be convened by the Department of Housing, Local Government and Heritage to consider and assess the applications received. 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 the Department of Housing, Local Government and Heritage 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 the most suitably qualified candidates (based on the information provided by the candidate) to be sent forward for consideration by the Minister.

Please note that the Department of Housing, Local Government and Heritage will not be responsible for any expenses incurred by candidates as part of our 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.

Privacy Statement

The Department of Housing, Local Government and Heritage is the Government Department responsible for housing and water, for physical and spatial planning, for local government, for weather forecasting and for built and natural heritage.

The Department is committed to protecting and respecting your privacy. This privacy statement explains how the Department, as the Data Controller, will process the personal data provided to it in respect of the recruitment of Chairperson for An Fóram Uisce – The Water Forum, how that information will be used, and what rights you may exercise in relation to your personal data.

Purposes of the processing

The Department will use the information provided in order to assist in advising the Minister as to candidates' eligibility for the role of Chairperson An Fóram Uisce – The Water Forum. The Department will not process your personal data for any purpose other than that for which it was collected.

Profiling

The Department will not use any personal data collected from you in respect of the recruitment of Chairperson for An Fóram Uisce – The Water Forum for automated decision-making, or for profiling purposes.

Lawfulness of processing

This processing of your personal data is lawful under GDPR Article 6 (1) (b) processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract.

Security of your personal data

The Department implements appropriate technical and organisational measures to protect your information from unauthorised access. However, despite these efforts, no security measures are perfect or impenetrable, and no method of data transmission can be guaranteed against any interception or other type of misuse. In the event that your personal data is compromised as a result of a breach of security, the Department's Breach Management policy and procedures will be implemented.

Recipients of the data

Personal data may be exchanged with other Government Departments, local authorities, agencies under the aegis of the Department, or other public bodies, in certain circumstances where this is provided for by law.

Personal data may be shared with An Fóram Uisce – The Water Forum in order to assist in advising the Minister as to candidates' eligibility for the role of Chairperson.

Cross-border Data Transfers

The Department will not transfer personal data collected in respect of the recruitment of Chairperson for An Fóram Uisce – The Water Forum to any country or international organisation outside the EU/EEA.

How long will your data be kept?

The Department will only retain your personal data for as long as it is necessary for the purposes for which it was collected and processed.

In line with legislative and business requirements, the data retention period for your personal data, in this instance, is one year unless you request the withdrawal of your application such data may be used in considering your suitability for other similar vacancies/roles that arise, for this body, during this period.

Your rights

The Department's Data Protection Policy, which sets out how we will use your personal data, as well as providing information regarding your rights as a data subject (including details regarding right of access, right to rectification, right to erasure, right to restriction of processing, right to object), is available on our website. The policy is also available in hard copy upon request. If you consider that your rights have been infringed, you have the right to complain to the Irish Data Protection Commission (www.dataprotection.ie), and you have the right to seek a judicial remedy.

Contacting Us

If you require further information, or wish to access your personal data, please contact the Department's Data Protection Officer, details below:

Data Protection Officer

Department of Housing, Local Government and Heritage

Newtown Road

Wexford

Email: data.protection@housing.gov.ie

Date: 22nd October 2021