

Candidate Information Booklet



25166003 Appointment to the Board of Gas Networks Ireland

Dublin

Minister for Housing, Local Government and Heritage

Closing Date: 15:00 on Monday, 28th of April 2025





**State Boards Division
publicjobs**

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.

publicjobs refers to Public Appointments Service established under the Public Service Management (Recruitment and Appointments) Acts 2004-2013

publicjobs also has responsibility for providing an open, accessible, rigorous and transparent system to support Ministers in making appointments to State Boards. Our dedicated website, www.publicjobs.ie, is the channel through which publicjobs 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.

Contact: State Boards

publicjobs

Email: stateboards@publicjobs.ie

URL: www.publicjobs.ie

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 Gas Networks Ireland (“GNI”)

Location:	Dublin (majority of meetings in Dublin but the Board may meet in other locations such as Cork).
Number of Vacancies:	1
Remuneration:	€15,750. (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). Travel and subsistence is payable at appropriate civil service rates.
Time Requirements:	9 scheduled half-day Board meetings per annum, plus an annual strategy day, and attendance at additional sub-committee meetings, should the Board member sit on a sub-committee. Time commitment of approximately 3-4 days per month, including attendance and preparation for Board and Board sub-committee meetings. A more extensive time commitment is likely to be necessary in the initial induction period. It is expected that the successful candidate will serve on the Audit and Risk Committee and/or Finance and Investment Committee of the Board.
Important Note:	Candidates are requested to note that, under the Gas Regulation Act 2013 (as amended) (“2013 Act”), a person may not be appointed or act as a member of the Board of GNI if he or she is a director or an officer of a company or other body corporate which engages, within or outside the State, in (a) the supply of natural gas, (b) the shipping of natural gas, (c) the production of natural gas, (d) the supply of electricity, or (e) the generation of electricity.

Candidates’ attention is also drawn to the provisions of the Code in relation to Audit and Risk Committee membership which can be found [here](#).

1. Background

publicjobs, in conjunction with NewERA (a business unit of the National Treasury Management Agency (“**NTMA**”))¹, wish to identify suitable candidates for consideration for appointment to

¹ The role of NewERA is to provide financial and commercial advice to the relevant Government 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 GNI 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).

the Board of GNI by the Minister for Housing, Local Government and Heritage (the “Minister”)².

GNI is responsible for the ownership, operation and maintenance of the natural gas transmission and distribution network in Ireland, which is regulated by the Commission for Regulation of Utilities (“CRU”). GNI owns and operates gas interconnector pipelines between Ireland and Scotland and gas transmission pipelines in Northern Ireland. GNI also owns and operates a dark fibre telecoms network in Ireland. As part of the transition to a low carbon energy system, GNI’s strategy includes planned investment in new technologies such as compressed natural gas for transport, renewable gas, and hydrogen. Government has recently approved the development of a State-led strategic gas emergency reserve, to be owned and operated by GNI. Further information on GNI can be found [here](#).

2. Composition and Functions of the Board

The successful candidate will be appointed to the Board of GNI. Under the Gas Regulation Act 2013 (as amended), the Board of GNI will comprise up to 9 members (including the Chairperson and the CEO *ex officio*).

GNI Board Member	First Appointed (to Ervia Board) ³	Appointed (to GNI Board)	Expiry Date	Position Type	Basis of Appointment
Kevin Toland (Chairperson)	01/01/2023	01/06/2024	31/12/2027	Chairperson	PAS process
Cathal Marley (CEO)	29/09/2020	01/06/2024		Board Member	Ex-Officio
Keith Harris	05/07/2016	01/06/2024	04/07/2025	Board Member	PAS process
Geraldine Kelly	12/10/2021	01/06/2024	11/10/2029	Board Member	PAS process
Liz Joyce	12/10/2021 ⁴	20/01/2025	19/01/2030	Board Member	PAS process
Fiona Egan	12/07/2022	01/06/2024	11/07/2027	Board Member	PAS process
Saoirse Fahey	01/01/2023	01/06/2024	31/12/2027	Board Member	PAS process

² Appointments to the Board of GNI are made by the Minister, having consulted with the Minister for Public Expenditure, NDP Delivery and Reform.

³ A number of the current members of the GNI Board previously served on the board of Ervia. Ervia was formerly the parent body of GNI but, pursuant to the Gas (Amendment) and Miscellaneous Provisions Act 2024, on 1 June 2024 all of the activities of Ervia transferred to GNI and Ervia was dissolved.

⁴ Liz Joyce was appointed to the Ervia Board in October 2021. The legal separation of Uisce Éireann (“UÉ”) from the Ervia Group took effect on 1 January 2023. At the time of the legal separation of UÉ from the Ervia Group, a separate independent board of UÉ was established to oversee and govern UÉ, with a number of Ervia Board members (including Ms. Joyce) stepping off the Ervia Board and appointed to the UÉ Board.



Keara Robins	01/01/2023	01/06/2024	31/12/2026	Board Member	PAS process
John Curran	n/a	18/09/2024	17/09/2028	Board Member	PAS process

The Board of GNI is responsible for the overall performance of the organisation and for ensuring good governance of GNI and its subsidiaries, including in accordance with the Code, and approval of the following:

- Annual budgets;
- Multi-annual business plans;
- All contracts and expenditure with a value in excess of €10m;
- Annual Reports and Annual Financial Statements;
- Appointment/removal of auditors;
- Treasury matters;
- Significant amendments to pension schemes;
- Appointment, remuneration and assessment of performance of the Chief Executive;
- Terms of employment of senior management;
- Formal submissions to the regulatory authorities in relation to price control;
- All matters requiring Ministerial consent;
- Code of Business Conduct;
- Enterprise Risk Management policy,
- Anti-Fraud, Bribery and Corruption Policy;
- Protected Disclosures Policy; and
- Health and Safety Policy.

The Board is assisted in the discharge of its responsibilities by sub-committees, which currently include Audit and Risk; Remuneration; Finance and Investment; and Safety, Sustainability and People. Please note that the successful candidate will be expected to participate in the Audit and Risk Committee and/or the Finance and Investment Committee of the Board.

The key roles and responsibilities of Board members include the following:

- Bringing independent and objective scrutiny to the oversight of the organisation;
- Being prepared to be challenging when necessary, while being supportive to the delivery of organisation strategy and objectives;
- Being equipped to offer considered advice based on sound judgement and experience;
- Being prepared to make a time commitment to their work commensurate with their role; and
- Ensuring that the expectations of the shareholders (i.e. the Ministers) are fully met.

3. Person Specification

The Minister for Housing, Local Government and Heritage is seeking to appoint one suitably qualified candidate to the Board of GNI.

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](#).

Essential Criteria

Candidates must demonstrate in their application evidence of a career history serving in positions of leadership at an appropriately senior level (i.e. executive level and/or equivalent advisory level and/or non-executive board membership) in a commercial organisation of scale in the regulated utility or infrastructure sectors, with:

- major infrastructure delivery experience and significant experience of working internationally.

In addition, candidates must demonstrate in their application evidence of significant experience of at least one of the following:

- Financial experience across accounting, audit, financial risk management, corporate finance or other relevant financial disciplines, together with a professional accountancy or finance qualification; or
- Experience of planning and delivery of large capital investment programmes and/or projects, together with an engineering qualification.

It is expected that the successful candidate for this role will serve on the Audit and Risk Committee and/or Finance and Investment Committee of the Board.

The Minister encourages applications from diverse, qualified candidates to ensure the Board is a true reflection of Irish society and shall have regard to the desirability for gender balance, diversity and inclusion on the Board as the Minister considers appropriate and determines from time to time when making appointments, in line with the updated Code of Practice for the Governance of State Bodies 2016

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 of a member of the Board. Please give careful consideration to the possibility of any legal impediment or 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.

Note: Members of the GNI Board, their immediate family members and close associates, are deemed to be “Politically Exposed Persons” (“**PEPs**”) under the Criminal Justice (Money Laundering and Terrorist Financing) Act 2010 (as amended). This legislation places a requirement on “designated persons” (e.g., credit institutions) to undertake “Enhanced Customer Due Diligence” on those clients who are classified as a PEPs. Further information is available [here](#).

Candidates are reminded about the legal restrictions referred to earlier in this booklet as Board members of GNI cannot be a director or officer of a company involved in the supply of natural gas, shipping of natural gas, the production of natural gas, the supply of electricity, or the generation of electricity.

4. Term of Appointment

Under the 2013 Act, appointments to the Board will be for an initial period of up to 5 years and may, with Ministerial approval, be renewed for one further period, subject to:

- The Minister may remove from office any member of the Board who has become incapable through ill-health of effectively performing his/her duties, or who has committed stated misbehaviour, or has contravened sub-section 10 or section 10(1) of the 2013 Act⁵, or whose removal appears to the Minister to be necessary for the effective performance by the Board of its functions.
- 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 the 2013 Act and GNI's Constitution, [here](#), hold office upon such terms and conditions as the Minister may, with the consent of the Minister for Public Expenditure, NDP Delivery and Reform, from time to time determine.
- The roles and responsibilities of Board Members are described in the Code which is available here [Code of Practice for the Governance of State Bodies](#).
- 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 to be a member of the European Parliament, or elected to the European Parliament.
- A person may not be appointed or act as a member of the Board of GNI if he or she is a director or an officer of a company or other body corporate which engages, within or outside the State, in (a) the supply of natural gas, (b) the shipping of natural gas, (c) the production of natural gas, (d) the supply of electricity, or (e) the generation of electricity.

⁵ Gas Regulation Act 2013, as amended by the Gas (Amendment) and Miscellaneous Provisions Act 2024.

5. Submitting your Application

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.

Your submission should be made via the following link www.publicjobs.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. **Please only include information that is directly relevant to the particular role for which you are applying.**

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

6. Assessment Process

An Assessment Panel (the “Panel”) will be convened by publicjobs, in conjunction with NewERA, to consider and assess the applications received by publicjobs. 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 publicjobs 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.



The outcome of the Panel's assessment will be forwarded by PAS to NewERA for the purposes of the advice to be provided by NewERA pursuant to Section 19 of the NTMA (Amendment) Act 2014.

Please note that the publicjobs and NewERA 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.

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

8. Data Protection

The Data Protection Act 2018 provides that the processing of personal data shall be lawful where such processing is necessary for the performance of a statutory function of a controller. PAS is mandated by statute under the Public Service Management (Recruitment and Appointments) Act, 2004 to act as the centralised assessment and selection body for the civil service and to carry out all the procedures necessary to undertake the recruitment, assessment and selection of suitable candidates for appointment. By submitting your personal data (including your name, address, contact details and details of your education and work history contained in your curriculum vitae and cover letter) via publicjobs.ie, you acknowledge that such data may be used by publicjobs and disclosed to and used by client departments, in connection with its statutory role to assist and advise relevant Ministers in relation to appointments to the boards of State bodies and to the NTMA in connection with its statutory role under the National Treasury Management (Amendment) Act 2014 to assist and advise relevant Ministers in relation to appointments to the boards of relevant State bodies (as defined in that Act). The information contained in your publicjobs profile is yours to manage, amend, update or delete as appropriate. For more detailed information on our Data Protection Policy, please see our [Code of Practice for the Protection of Personal Data in the Public Appointments Service](#).

NTMA / NewERA

In performing its statutory functions, the NTMA may disclose your personal data to relevant Ministers and Department staff, including the State Board Liaison Officer. Once it obtains your personal data, the NTMA will act as data controller of such data and will retain it for up to one year following completion of the appointment. 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 a period of up to one year for this State Board. If appointed, NewERA may retain your information for the duration of your appointment. For further information in relation to how the NTMA processes personal data, including your various rights under data protection law and details of how to contact the NTMA, please refer to the NTMA Data Protection Statement policy which is available [here](#).



Departments

If your application is assessed and you are considered to be suitable for appointment, your CV and cover letter (and any additional supplementary information requested as part of the application process), may be forwarded to the relevant Government Departmental staff. Once it obtains your personal data, the Department will act as data controller of such data and will retain it for up to one year following the appointment. 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 a period of up to one year for this Board. If appointed, the Department of Housing, Local Government and Heritage will retain your information for the duration of your appointment.

APPENDIX 1

Submitting your application:

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

1. Go to www.publicjobs.ie.
2. On the bar at the top of the page, State Boards, 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 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.
8. If there is a supplementary question, ensure that your response complies with the word limit and that it does not contain any special characters (i.e. %, & etc.) or you may receive an error message and will be unable to submit your application.
9. Click on "continue".
10. 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.
11. You will receive an e-mail confirmation (to the address listed in your publicjobs.ie profile) to confirm that your application has been submitted.



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