



Expressions of interest sought re appointment as Member of the Commission on Housing

Closing Date for Applications: 10 December at 18:00 (Irish Standard Time – UTC+1)

The Minister for Housing, Local Government and Heritage, Darragh O'Brien TD invites applications from interested candidates for appointment as members of the Commission on Housing.

This document sets out the details of the role, the terms and conditions of the appointment and the process by which the appointment will be made. The Terms of Reference for the Commission on Housing can also be found at Appendix 1.

Member of the Commission on Housing

Location: Dublin (or Via WebEx Video Conferencing Software if required)

Number of Vacancies: 9

Time Period: The Commission on Housing will be in place from end 2021 to July 2023.

Remuneration: Member of the Commission: €11,970 per annum (paid Quarterly in arrears).

Travel and subsistence is payable at the appropriate Civil Service Rate.

(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)

Time Requirements: Members will be required to attend meetings of the Commission (minimum 12 meetings per annum). Briefing papers will be circulated in advance of meetings and there is an expectation that the papers have been read prior to the meeting. In addition, members will be required to serve on various subcommittees of the Commission. The number of subcommittee meetings will vary depending on the subcommittee.

1. Background

The Programme for Government and *Housing for All: A New Housing Plan for Ireland* commits to establishing a Commission on Housing to examine issues such as tenure, standards, sustainability and quality-of-life issues in the provision of housing, all of which have long-term impacts on communities. The establishment of the Commission presents an opportunity to build on the policy direction set out in *Housing for All* and take a long-term strategic view on these aspects of housing, over an extended time horizon, as well as other issues identified as being suitable for in-depth examination. The Commission on Housing will also bring forward proposals on the referendum on housing referred to in the Programme for Government.

The Minister for Housing, Local Government and Heritage has appointed Mr. John O'Connor as chair designate of the Commission on Housing. The membership shall be up to a maximum of 12, including the Chair, with the potential for sub-committees to draw on the expertise of outside individuals or organisations as necessary.

Nine members will be appointed by the Minister following this campaign seeking expressions of interest in membership of the Commission. A further two international experts will be appointed by the Minister.

2. Functions of the Commission Members

The Commission will examine various matters of housing policy as set out in the Terms of Reference.

The Commission will consider long-term housing policy post 2030 and examine how to build on the policy changes outlined in *Housing for All* and related Government policies. Having regard to the commitments in the Programme for Government and in *Housing for All*, the Commission will:

- i. Examine and report on maintaining a sustainable housing supply and providing balance and choice of tenures, having regard to social, environmental and economic objectives;

- ii. Examine and report on the cost and quality of housing, the drivers of cost (including, inter alia, embodied carbon compliance), and how costs may be addressed and compliance achieved in the longer term, having regard to international comparators and benchmarks;
- iii. Examine and report on the capacity of the construction sector to meet housing supply requirements, drawing on international experience and alternative approaches to meeting capacity requirements, including Modern Methods of Construction and Modular / Off Site Construction;
- iv. Examine and report on the affordability of private rental accommodation;
- v. Examine and report on the affordability of house purchase for those entering the market for the first time using comparisons with similar countries; in particular examine measures which would complement or enhance the recently introduced suite of affordable housing measures and examine the potential for introducing new models identified as successful in other jurisdictions in terms of enhancing affordability for people who want to purchase a home with a view to increasing and expanding homeownership to more people as part of an appropriate tenure mix;
- vi. Examine specifically the issue of rural housing and how this can be facilitated in a way that is both environmentally and socially sustainable and allows for the development of appropriate one off housing;
- vii. Examine and report on the need for regulation of social housing;
- viii. Examine and report on the optimum role of Approved Housing Bodies in housing provision, including their role regarding the housing needs of vulnerable groups;
- ix. Examine and report on the referendum on housing. The Commission will establish a sub-committee with appropriate expertise to examine the complex constitutional questions arising and examine the various proposals that have been made around potential wording for an amendment to the Constitution. It will advise the Government in an independent and objective manner regarding the critical factors for consideration and will make recommendations as to the appropriate wording to be put to the people.

The Commission will seek to build consensus on issues of importance to stakeholders. The Commission and/or its subcommittees may consult with such external experts and stakeholders as may be appropriate.

The work of the Commission should be complementary to work already ongoing to implement *Housing for All*. In particular, pursuant to Housing Policy Objective 13.3 of *Housing for All*, a significant piece of work to review and consolidate planning legislation is being undertaken by the Attorney General's Office and the Department of Housing, Local Government and Heritage. In addition, Section 3.2 of *Housing for All* deals with the wider aspects of Planning and Urban Development and the Commission will therefore not consider planning reform under its terms of reference.

For further information regarding the functions of the Commission please see the Terms of Reference at Appendix 1.

The Commission will submit report(s) on the above areas to the Minister for Housing, Local Government and Heritage by no later than end July 2023, with such interim reports as the Minister may require in consultation with the Chair.

The Commission on Housing will create momentum by setting out a programme of operation from the outset. During the initial phase, the Chair of the Commission will establish milestones around reporting intervals as may be agreed with the Minister.

3. Person Specification

The Commission on Housing will bring together experts from various housing-related sectors and will take a trans-governmental and enduring approach to our current housing crisis, and will play a role in the State achieving good quality, affordable homes for all.

Applicants for ordinary member positions should have significant senior level experience over an extended period in one or more of the following areas:

- Housing policy and regulation
- Planning policy and regulation
- Sustainability
- Architecture
- Infrastructure
- Building costs
- Constitutional law
- Communities
- Taxation
- Design
- Construction and development
- Project management
- Finance
- Investment

4. Terms of Appointment

The Commission on Housing will be in place from establishment until end July 2023.

- The membership of any member of the Commission may be terminated by the Minister at any time, on the basis of reasons to be stated by the Minister.
- A member of the Commission may resign his or her membership of the Commission 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.

- The Minister for Housing, Local Government and Heritage may appoint new members to the Commission, should vacancies arise following resignations or terminations.
- Members of the Commission 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 Membership of the Commission must review and agree to the Principles and Procedures for Members of the Commission on Housing.

5. Submitting your Expression of Interest

Having considered the general suitability criteria for membership of the Commission on Housing, 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 as a member of this Commission.

To express your interest in the role please send:

(1) A Curriculum Vitae; and

(2) A short Cover Letter of no more than two pages outlined your interest in the role and the relevance of your expertise to the work of the Commission

By email to EOI.Commission@housing.gov.ie by 10 day of December.

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 ensure your Cover Letter (and supporting CV) clearly specifies how your particular background and experience meets the requirements of the position(s) specified in this booklet, and

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 the Commission. 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 EOI.Commission@housing.gov.ie.

6. Assessment Process

An Assessment Panel (the “Panel”) will be convened to consider and assess the expressions of interest received. The assessment panel will comprise of the Chair of the Commission, a senior Department official and an independent third person.

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
 - References may be requested; and/or
 - Any other selection or verification method deemed appropriate (this may include the requirement of 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.

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.

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 Members of the Housing Commission, 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 Member of the Housing Commission.

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 member of the Housing Commission 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 the Advisory Panel in order to assist in advising the Minister as to candidates' eligibility for the role of member of the Commission on Housing.

Cross-border Data Transfers

The Department will not transfer personal data collected in respect of the expression of interest process for membership of the Commission on Housing 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: 23 November 2021

Commission on Housing

Terms of Reference

1. Scope of the Commission on Housing

As set out in the Programme for Government, the Commission on Housing is being established to examine issues such as tenure, standards, sustainability, and quality-of-life issues in the provision of housing. This should include the efficient functioning of the markets for housing construction and provision.

As further set out in *Housing for All – A New Housing Plan for Ireland*, the Commission will also bring forward proposals on the Referendum on Housing referred to in the Programme for Government.

2. Policy areas for review

The Commission will consider long-term housing policy post 2030 and examine how to build on the policy changes outlined in *Housing for All* and related Government policies. Having regard to the commitments in the Programme for Government and in *Housing for All*, the Commission will:

- i. Examine and report on maintaining a sustainable housing supply and providing balance and choice of tenures, having regard to social, environmental and economic objectives;
- ii. Examine and report on the cost and quality of housing, the drivers of cost (including, inter alia, embodied carbon compliance), and how costs may be addressed and compliance achieved in the longer term, having regard to international comparators and benchmarks;
- iii. Examine and report on the capacity of the construction sector to meet housing supply requirements, drawing on international experience and alternative approaches to meeting capacity requirements, including Modern Methods of Construction and Modular / Off Site Construction;
- iv. Examine and report on the affordability of private rental accommodation;

- v. Examine and report on the affordability of house purchase for those entering the market for the first time using comparisons with similar countries; in particular examine measures which would complement or enhance the recently introduced suite of affordable housing measures and examine the potential for introducing new models identified as successful in other jurisdictions in terms of enhancing affordability for people who want to purchase a home with a view to increasing and expanding homeownership to more people as part of an appropriate tenure mix;
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The Commission will seek to build consensus on issues of importance to stakeholders. The Commission and/or its subcommittees may consult with such external experts and stakeholders as may be appropriate.

The work of the Commission should be complementary to work already ongoing to implement *Housing for All*. In particular, pursuant to Housing Policy Objective 13.3 of *Housing for All*, a significant piece of work to review and consolidate planning legislation is being undertaken by the Attorney General's Office and the Department of Housing, Local Government and Heritage. In addition, Section 3.2 of *Housing for All* deals with the wider aspects of Planning and Urban Development and the Commission will therefore not consider planning reform under its terms of reference.

3. Reporting and Administrative Arrangements

The Commission will submit report(s) on the above areas to the Minister for Housing, Local Government and Heritage by no later than end July 2023, with such interim reports as the Minister may require in consultation with the Chair.

The Minister for Housing, Local Government & Heritage will appoint the members of the Commission. There shall be twelve members of the Commission (including the Chair). Nine members will be appointed by the Minister following a campaign seeking expressions of interest in membership of the Commission. A further two international experts will be appointed by the Minister.

There will be a minimum of twelve meetings of the Commission per annum. In addition, members will be required to serve on various subcommittees of the Commission. The number of subcommittee meetings may vary depending on the committee.

The Commission will be independent in its functions under the Terms of Reference and supported by a secretariat drawn from the Department of Housing, Local Government and Heritage.

The Minister of Housing, Local Government and Heritage may amend the terms of reference following consultation with the Chairperson.