



Grangeegorman  
Development Agency  
Gníomhaireacht Forbartha  
Ghráinseach Ghormáin

# Grangeegorman Employment Charter

9 July 2019



## Document Control

<b>Revision</b>	<b>Date</b>	<b>Project / Filename</b>	Grangegorman Employment Charter		
	29 <sup>th</sup> March 2012	<b>Description</b>	The Grangegorman Development Agency has established and adopted this policy entitled the Grangegorman Employment Charter. The aim of the Charter is to ensure as far as practicable the structural and social regeneration of the Grangegorman neighbourhood.		
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<b>Revision</b>	<b>Date</b>	<b>Project / Filename</b>	Grangegorman Employment Charter		
	9 <sup>th</sup> November 2015	<b>Description</b>	Amendment to Footnote 3, Page 2 “Long Term Unemployed – replaced ‘3 months’ with ‘12 months’.		
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## 1. Introduction

- 1.1. The Grangegorman Development Agency (GDA) has established and adopted this policy entitled the Grangegorman Employment Charter (Charter).
- 1.2. The Charter applies in respect of the implementation by the Contractor of a project for which it has been engaged by the GDA<sup>1</sup>. It is designed to respect the Contractor's rights under Irish and European law and is to be interpreted accordingly.
- 1.3. The aim of the Charter is to ensure, as far as practicable, the structural and social regeneration of the Grangegorman neighbourhood<sup>2</sup> for a sustainable future for local people and businesses. In order to achieve this, the GDA encourages a synergy between the public and private interests for the benefit of the Grangegorman community, to the maximum extent possible. The Charter applies to the extent practicable in the context of a given project.
- 1.4. By subscribing to the Charter or entering into any contract incorporating the Charter, Contractors commit to the terms of the Charter.
- 1.5. At the same time, the GDA is mindful and agrees that the Charter's implementation should not impact upon the efficiency of the Contractor's contract with the GDA. The GDA is equally conscious that the Contractor should not cause any of its or its subcontractors' current employees to become unemployed as a result of this Charter.

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<sup>1</sup> The "project" means the works or other deliverables being provided by the Contractor under a contract with the GDA which includes the carrying out of works.

<sup>2</sup> "Grangegorman neighbourhood" as defined in the Grangegorman Development Agency Act.

## **2. The Grangegorman Employment Charter**

- 2.1. The GDA will strive to implement this Charter to optimise employment and training opportunities arising from the Grangegorman Development project for persons residing within the Grangegorman neighbourhood.
- 2.2. The GDA will seek to ensure that a minimum of 20% of new jobs created on projects will be on offer to residents of the Grangegorman neighbourhood in the first instance and, after that, of its surrounding areas.
- 2.3. The Contractor agrees to use all reasonable steps to fill at least 10% of new jobs created for the delivery of the project with new entrants or long term unemployed<sup>3</sup>. It will treat locals equally and give specific consideration to their employment.
- 2.4. This proportion can be divided into full-time jobs and apprenticeships. The GDA accepts that local jobs are dependent on the availability of appropriate skills in the Grangegorman neighbourhood.
- 2.5. The Design Team, whether under a traditional contract or a design and build contract, will be responsible for monitoring the implementation of this Charter by the Contractor and will report accordingly to the Employment Coordinator or an appropriate other person appointed by the GDA.

## **3. Employment Coordinator**

- 3.1. The Employment Coordinator or an appropriate other person appointed by the GDA will oversee the implementation of the Charter and deal with queries on behalf of the Contractor or Design Team in connection with this Charter

## **4. Contractor Liaison Officer**

- 4.1. The Contractor will appoint a Liaison Officer who will liaise with the Employment Coordinator in order to promote and achieve the objectives and terms of the Charter. The Contractor ideally will appoint a Liaison Officer residing in the location.

## **5. Meetings**

- 5.1. The Contractor, within 4 weeks of contract commencement and/or in advance of projected employment opportunities, will participate in a 'meet the Contractor day', which will be hosted at an agreed local venue. The aim of the day will be to introduce the project and the Contractor to local people and businesses to enable the contractors to network and develop opportunities.

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<sup>3</sup>“Long-term unemployed” means those who are out of paid employment for more than 12 months.

## **6. Employment Opportunities**

- 6.1. The Contractor's Liaison Officer will, within four weeks of contract commencement and at the end of each calendar quarter after that, provide the Employment Coordinator with a non-binding projection of any employment or apprenticeship opportunities, including those of subcontractors on the project in the following six month period. S/he will do this by completing and submitting the GDA's quarterly planning forecast template to the Employment Coordinator (Appendix 1).
- 6.2. The Employment Coordinator will then forward details of any vacancies and relevant contractor/subcontractor contact details to Intreo (Department of Employment Affairs and Social Protection) who will seek to match suitable clients to vacancies. Intreo will subsequently forward details of suitable applicants directly to the Contractor(s). The Employment Coordinator, working with Intreo, will maintain a separate list of skills required in relation to the Grangegorman development based on all Contractors' forecasts
- 6.3. The Employment Coordinator will also maintain a register of the names and contact details of local residents who are not registered with Intreo and/or who have indicated a preference for receiving details of vacancies directly. S/he will then forward details of any vacancies and contractor/sub-contractor contact details directly to those on the register to make direct contact with hiring contractors.
- 6.4. The Contractor's Liaison Officer will inform the Employment Coordinator of any employment/apprenticeship opportunities or subcontractor opportunities on the project at least 14 days (or, in urgent cases, as soon as reasonably possible) before filling the position and no later than when they first advertise the opportunity elsewhere. This is so local people/local businesses have an equal opportunity to fill the position or engage with the contractors.
- 6.5. To promote the employment and business opportunities on the site the Contractor's Liaison Officer will provide the Employment Coordinator with the names and contact details of the Contractor and sub-contractors. This will be published on the GDA website for the period of the contract.

## **7. Monitoring**

- 7.1. The Contractor's Liaison Officer will complete and submit the employment monitoring template (Appendix 2) to the Employment Coordinator.
- 7.2. The Employment Coordinator and the Contractor's Liaison Officer will have regular meetings to monitor and review the implementation of the Charter. It is envisaged that these meetings take place on a monthly basis though at initial stages these meetings might be more frequent.
- 7.3. The Employment Coordinator will, in particular, monitor and review the effectiveness of measures taken to achieve any commitments or targets of the Contractor under this Charter. The Contractor's Liaison Officer, in conjunction with the Employment Coordinator, will also monitor the number of local people employed on the project.
- 7.4. Monitoring of local employment will also be a standing item on the agenda of the Contractor's programme meeting.
- 7.5. The Contractor's Liaison Officer will, upon request, provide an explanation as to why they are not meeting any of the Contractor's commitments or targets under this Charter.

## **8. Training and Development**

- 8.1. The Employment Coordinator will work with relevant educational provider partners to identify apprentice opportunities and training /upskilling programmes in relation to employment opportunities arising from the Grangegorman project, and to coordinate their development and roll out by educational provider partners for the local community.

## Appendix 1 – Quarterly Planning Forecast

Contractor \_\_\_\_\_ Period \_\_\_\_\_ Projects \_\_\_\_\_

List of jobs for recruitment on site	Qualifications Required (for jobs being advertised)	Date when recruitment starts	Date when employment starts	Number of own staff	Number of local labour
Site Staff					
Direct Labourers					
Day work Labourers					
Bricklayers					
Scaffolders					
Carpenters					
Roofers					
Plumbers					
Glaziers					
Painters					
Electricians					
Heating engineers					
Tilers					
Fencers					
Landscapers					
Security					
Other please state					
Total on site					

\*Please note if jobs are not listed please add job titles as appropriate



**Appendix 1 - Quarterly Planning Forecast, contd.**

Contractor \_\_\_\_\_ Period \_\_\_\_\_ Projects \_\_\_\_\_

List of jobs for recruitment on site	Qualifications Required (for jobs being advertised)	Date when recruitment starts	Date when employment starts	Number of own staff	Number of local labour
Architects					
Planners					
Project Management					
Engineers					
Administration					
Security					
Building officer					
Finance					
Total on site					

\*Please note if jobs are not listed please add job titles as appropriate

## Appendix 2 – Employment Monitoring

Main Contractor \_\_\_\_\_

Month Beginning \_\_\_\_\_

Projects \_\_\_\_\_

Sheet Number \_\_\_\_\_

Analysis of local labour					
Number	Address	Trade/Job type	Name Contractor/sub-contractor. Please state if local	Apprenticeships	No of days worked
1					
2					
3					
4					
5					
6					
		Total Number of local employees on this sheet:			
		Total number of local employees from previous sheet:			
		Total number of employees employed this month:			
		Total number of local labour employed this month:			
		Cumulative local labour carried/forward:			
		% local labour in this month:			
		% local labour cumulative:			

Signed for main contractor \_\_\_\_\_ Title \_\_\_\_\_

Date \_\_\_\_\_