

LGRJF

facilitating local government reorganisation

MINUTES OF THE MEETING OF THE LOCAL GOVERNMENT REFORM JOINT FORUM (JOINT FORUM)

HELD ON 25 NOVEMBER 2009 AT 2.30PM
IN LOCAL GOVERNMENT STAFF COMMISSION OFFICES
COMMISSION HOUSE, 18-22 GORDON STREET, BELFAST

MEMBERS PRESENT

<u>EMPLOYERS' SIDE</u>	<u>TRADE UNION SIDE</u>
NIJC Roger Wilson, Coleraine Borough Council	NIPSA Bumper Graham, Assistant General Secretary Connor Haughey, Newry and Mourne DC Paddy Mackel, Assistant Secretary Pat Baker, Down District Council
JNC Cllr Tom Hartley, Belfast City Council	Unite Albert Mills, Senior Regional Industrial Organiser Jim Parker, Belfast City Council
NICS Wesley Shannon, DoE Sheila Cunningham, DSD (Substitute)	GMB John Dawson
NIHE and Other Transferring Functions Maureen Taggart, NIHE	
INDEPENDENT FACILITATOR Paul O' Brien, Chief Executive, APSE	
INDEPENDENT SECRETARIAT Linda Leahy, Professional Officer, Local Government Staff Commission for NI Diana Stewart, Project Officer, Local Government Staff Commission for NI Lisa O' Neill, Policy Officer, Local Government Staff Commission for NI	

1.0 APOLOGIES

Apologies were received and noted.

2.0 FOR INFORMATION

2.1 Addendum to Circular LGRJF/01 Vacancy Control System – Detailed Procedure

Members noted the Addendum issued on 9 November 2009.

3.0 MINUTES OF THE JOINT FORUM MEETING HELD ON 14 OCTOBER 2009

The minutes of the Joint Forum meeting held on 14 October 2009 were agreed as a true record of the meeting.

3.1 Matters Arising

3.1.1 The Transfer of Functions

Decision

Wesley Shannon agreed to make available a paper on the transfer of functions to local government which would include details on the precise nature of the functions and the staffing numbers broken down by grade. The paper would be made available as soon as possible in advance of the next meeting.

3.2 Arrangements for the Conference on 10 & 11 December 2009

Lisa O' Neill provided an overview of the conference programme and arrangements made to date.

Decision

It was agreed that the event was timely and that members should contact the Secretariat if they wished to attend.

7.0 FINAL DRAFT MODEL GENERIC JOB DESCRIPTION AND PERSON SPECIFICATIONS FOR THE 11 NEW CHIEF EXECUTIVE POSTS

Members agreed to bring forward Agenda Item 7.0 for consideration at this stage.

Following an overview of the document circulated for consideration by AS Associates, members made a number of comments and suggestions.

Decision

AS Associates agreed to provide a revised draft to the Secretariat within a week for further consideration by Joint Forum members.

4.0 LOCAL GOVERNMENT REFORM PROGRAMME – UPDATES FOR INFORMATION

4.1 Strategic Leadership Board (SLB) 16 October 2009

In response to a query, Wesley Shannon provided clarification on the progress of the legislative programme and the implementation timetable.

Pension Provision for NICS Staff Transferring to Local Government

Members expressed concern that issues were being remitted to the Joint Forum to consider but no formal notification had been received.

Decision

Members agreed that a letter should be sent from the Independent Facilitator to the SLB Secretariat detailing members' concerns and seeking the establishment of a formal communication mechanism.

5.0 FINAL DRAFT LOCAL GOVERNMENT RPA STAFF SEVERANCE SCHEME

Members made a number of final amendments and agreed the final draft of the Scheme subject to a few minor outstanding issues which could be cleared by the Side Leads.

Decision

Members agreed that the outstanding amendments could be approved by the Sides Leads and that the final draft of the Scheme could be released by the Sides for a short consultation period.

Members further agreed that operational guidelines be required to supplement the Scheme.

6.0 DRAFT 2ND ADDENDUM TO CIRCULAR LGRJF/01 – PHASE 2 “AT RISK” POSTS

Linda Leahy guided members through the draft and members discussed a number of issues including the position of fixed term, temporary and funded posts. The Employers' Side requested more time to consider the draft.

In response to a query the Secretariat reported that the Addendum to Circular LGRJF/01 – November 2009 detailed monitoring and review arrangements which require councils to submit copies of completed Vacancy Control System Proformas for the period 01 October – 30 November 2009 by 07 December 2009. These responses would be considered by Joint Forum members at their next meeting.

Decision

Members felt that any changes to the RPA implementation timetable may impact on the Vacancy Control System and agreed to review the matter at the next Joint Forum meeting. There was agreement in principle to make provision to allow for suspension of the vacancy control system.

8.0 UPDATE ON FILLING POSTS IN THE NEW COUNCIL STRUCTURES

Linda Leahy provided an update on progress in relation to the work of the short life Task Group.

The Trade Union Side Lead raised concerns regarding councils creating posts.

Decision

The Secretariat agreed to follow up, with the councils concerned, in advance of the next meeting. Members agreed to keep this issue under review.

9.0 SHORT PRESENTATION OF THE PWC REPORT “LOCAL GOVERNMENT SERVICE – ECONOMIC APPRAISAL OF OPTIONS FOR LOCAL GOVERNMENT SERVICE DELIVERY IN ITS ENTIRETY”

Wesley Shannon provided a brief overview of the PWC Report and the options and recommendations therein.

Members noted that the Strategic Leadership Board will consider responses to the consultation at its next meeting to be held on 09 December 2009.

10.0 HR IMPLEMENTATION ISSUES WORKPLAN AND TIMETABLE

Decision

Members agreed that when the Severance Scheme was finalised a draft Staff Transfer Scheme and Guidance document should be prepared by the Secretariat for consideration at the next meeting.

11.0 ANY OTHER NOTIFIED BUSINESS

None

12.0 SCHEDULE OF MEETINGS AND DATE, TIME AND VENUE OF NEXT MEETING

Members agreed to hold the next meeting in Commission House at 2.30pm on Wednesday 16 December 2009.

The Individual Side meetings will commence at 1.30pm in Labour Relations Agency offices.