

# LGRJF

facilitating local government reorganisation

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

HELD ON 23 JUNE 2010 AT 2.30PM  
IN LOCAL GOVERNMENT STAFF COMMISSION OFFICES  
COMMISSION HOUSE, 18-22 GORDON STREET, BELFAST

### MEMBERS PRESENT

<b><u>EMPLOYERS' SIDE</u></b>	<b><u>TRADE UNION SIDE</u></b>
<p><b>NIJC</b> Jill Minne, Belfast City Council Roger Wilson, Coleraine Borough Council</p> <p><b>JNC</b> Cllr Tom Hartley, Belfast City Council</p> <p><b>NICS</b> Wesley Shannon, DoE Jim Wilkinson, DSD</p> <p><b>NIHE and Other Transferring Functions</b> Maureen Taggart, NIHE</p>	<p><b>NIPSA</b> Bumper Graham, Assistant General Secretary</p> <p><b>UNITE</b> Jim Parker, Belfast City Council</p>
<p><b>INDEPENDENT FACILITATOR</b> Paul O' Brien, Chief Executive, APSE</p>	
<p><b>INDEPENDENT SECRETARIAT</b> Adrian Kerr, Chief Executive, Local Government Staff Commission for NI 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</p>	

### 1.0 APOLOGIES

Apologies were received and noted.

## **2.0 MINUTES OF THE MEETING OF THE JOINT FORUM HELD ON 29 APRIL 2010**

The minutes were agreed as a true and accurate record.

### **2.1 Matters Arising**

The Trade Union Side Lead confirmed that efforts had been made since the last meeting to progress some of the outstanding issues with Departmental representatives.

## **3.0 Local Government Reform Programme**

### **3.1 RPA Implementation Timeline**

Wesley Shannon provided an overview of the outcomes of a meeting earlier that day between the Minister, NILGA Office Bearers and SOLACE NI representatives to discuss the current position in relation to the reform programme.

Wesley reported that the Minister intended to bring fresh reform proposals to the NI Executive over the summer.

Members discussed the issue of full engagement with the Joint Forum as proposals are drawn up to find efficiencies and improve services and felt that it would be important to have clear leadership and direction in communicating to local government employees.

#### **Decision**

Members agreed that the Joint Forum did not need to meet over the summer period and seek, through the Sides Leads, a date in September for the next meeting. In the meantime Joint Forum business should be progressed by the Independent Secretariat liaising with the Sides Leads.

Members agreed that it may be necessary to review the Terms of Reference for the Joint Forum when there is more clarity around the structures to take forward the reform programme.

### **3.2 Local Government's Response to Minister's Letter**

Noted.

## **4.0 Vacancy Control System**

### **4.1 Vacancy Control System in Local Government - Options Paper**

Linda Leahy guided Members through the identified options and during detailed discussion clarified a number of points.

#### **Decision**

Members agreed to suspend the Vacancy Control System with immediate effect.

Members further agreed to request that the Staff Commission issue a statutory recommendation confirming the suspension.

Members agreed that councils would need to consider carefully their approach to making appointments to chief executive posts and agreed that advice should be sought from the Staff Commission in each individual case.

Members also agreed that the Secretariat could commence work on developing Option 5, a new approach to recruiting and developing local government staff.

#### **5.0 FINAL DRAFT MODEL GENERIC JOB DESCRIPTION AND PERSON SPECIFICATION FOR THE 11 NEW CHIEF EXECUTIVE POSTS**

Noted

#### **6.0 DRAFT PROCEDURE FOR FILLING POSTS IN THE NEW COUNCIL STRUCTURES**

Noted

#### **7.0 HR IMPLEMENTATION ISSUES AND LGRJF WORKPLAN AND TIMETABLE**

##### **Decision**

Members agreed to review the workplan and timetable in the autumn once there was more clarity around the new structures going forward.

#### **8.0 ANY OTHER NOTIFIED, AGREED BUSINESS**

None.

#### **9.0 Schedule of Meetings and Date, Time and Venue of Next Meeting**

##### **Decision**

Members agreed that the next scheduled meeting date be held, if required, for a Sides Leads meeting.

The Sides Leads will agree the date of the September Joint Forum meeting.