



Department of the
Environment

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To Members of the Regional Transition
Operational Board and Local Government
Chief Executives

[by email]

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Dear Colleague

LOCAL GOVERNMENT REFORM - REGIONAL TRANSITION OPERATIONAL BOARD (TASK & FINISH WORKING GROUPS)

The Regional Transition Operational Board met for the first time yesterday to consider its role in the reform process, particularly deciding on the business it would take forward to operationally support the Ministerially-led Regional Transition Committee.

The appointment of Task and Finish Working Groups was specifically discussed at the meeting (Paper RTOB 5/12 attached refers) and members advised the Chair that they required more time to consider the proposed remit and core membership of each of the groups.

The Chair agreed that the Department would formally write to RTOB members and local government Chief Executives about the matter, and I am therefore inviting everyone to review the membership of the working groups and confirm that they are content with the group to which they have been allocated. The Department would also welcome any additional views on the composition of the groups such as the need for technical expertise.

In taking forward their responsibilities, the working groups will be asked to consider and scope the range of issues arising from their proposed remit, develop work programmes and bring forward option papers for consideration by the RTOB. Each group will be asked to develop a proposed work plan by September 2012.

The work plan should cover the range of issues that the working group intends to address; set out a methodology for going forward with timescales, and also identify others who need to be involved in supporting the group including the need for any external assistance.

The RTOB 5/12 paper provides more detail but should you require further information please contact Liz Loughran on 02890 256510 or by email to liz.loughran@doeni.gov.uk.

The Chair of RTOB has asked for returns by 7 June 2012 and it would be appreciated if you could meet that date by emailing your comments directly to Simon Sloan (simon.sloan@doeni.gov.uk).

Yours faithfully



LINDA MacHUGH

REGIONAL TRANSITION OPERATIONAL BOARD

TASK AND FINISH WORKING GROUPS

Agenda Item: 9

Summary: This paper sets out the proposed remit and core membership for each of the task and finish Working Groups that will be established initially to support the work of the Regional Transition Operational Board (RTOB).

Action Required: RTOB members are invited to consider and agree the core membership and remit of each of the working groups and to commission a workplan from each group. Discussion on the need for additional Working Groups is also invited, as are suggested for further group members.

Introduction

1. The Minister of the Environment has established a number of regional structures in order to deliver the local government reform programme in partnership with other Executive Ministers and local government. The politically-led Regional Transition Committee will be supported by this officer-led Regional Transition Operational Board, which will be supported in its turn by a number of task and finish working groups.

Purpose of Paper

2. This paper clarifies the remit and membership of those task and finish working groups that already exist and those that are to be established shortly.

Working Groups

3. A number of task and finish working groups already exist; others will be established as necessary. These working groups will consider and scope the range of issues arising from their proposed remit, develop work programmes, bring forward options papers for consideration by RTOB and, where appropriate, develop draft guidance for Voluntary Transition Committees, Statutory Transition Committees and, in due course, Shadow Councils. The working groups will comprise local government and NILGA officers and central government officials, in line with the principle of partnership working. The secretariat to each Working Group will be provided by the Department, with the exception of the LGRJF, which will be supported by the LGSC. A list of groups to be established and the proposed chair, membership and secretariat of each group is attached at Annex A. This list is not exhaustive; new working groups can be established as required and groups that have completed their workplans can be disbanded. Equally, suggested additions to the proposed members are welcome. In particular, each group will need to bring in further members at Director level and below.

Next Steps

4. Each working group will be expected to develop a proposed workplan for the RTOB to agree. The workplan should set out the range of issues that the working group intends to address, a methodology and timescales and should identify any others who need to be involved in

supporting the group and the need for any external expert support. The workplans should be presented to the September meeting of the RTOB for consideration.

Regional Transition Operational Board Secretariat
Department of the Environment
May 2012

Transfer Of Functions Working Group

Remit: To facilitate the smooth transfer of the suite of functions (agreed by the Executive) from central government departments and other organisations to new councils.

Chair: Peter McNaney, Chief Executive, Belfast City Council

Members: Ian Maye (DOE), Fiona McCandless (DOE), Michael Daly (DSD), DETI, DARD, DCAL, David McCammick (Antrim), Liam Hannaway (Banbridge), Danny McSorley (Omagh/Strabane), Sharon O'Connor (Derry), John Dumigan (Down), Trevor Polley (North Down), John Briggs (Armagh), John Dempsey (Ballymoney), Adrian McCreesh (Cookstown), Tom McCall (Newry and Mourne), NILGA officer.

Human Resources Working Group

Remit: To identify human resource issues for departments arising from the transfer of civil servants to local government and to recommend practicable solutions, taking into account the recommendations of the Local Government Reform Joint Forum, where appropriate.

Chair: Linda MacHugh, Department of the Environment.

Members: Adrian Kerr (LGSC), Jill Minne (Belfast), Roger Wilson (Coleraine), Ashley Boreland (Ards), David McCammick (Antrim), Steve Hare (DOE), Maeve Walls (DSD), CHR (DFP), NILGA officer, NILGOSC.

Finance Working Group

Remit: To develop common, consistent and cohesive policy and implementation proposals, embracing the local government reform funding and finance issues identified by the Regional Transition Committee, along with change management strategies necessary to ensure a smooth transition to the 11 council model in 2015.

Chair: Ian Maye, Department of the Environment.

Members: Ronan Cregan (Belfast), Teresa Donaldson (Craigavon) , Trevor Polley (North Down), Brendan Hegarty (Fermanagh), Liam Flanigan (Limavady), Paul Duffy (DOE), Brian McClure (DFP), AN Other DFP, Stephen McMurray (DSD), NILGA Officer.

Legislation Working Group

Remit: To input into the development and progression of the necessary primary and secondary legislation programmes.

Chair: Angus Kerr, Department of the Environment.

Members: Julie Broadway (DOE), Michael Daly (DSD), DRD (?), DETI, John Dempsey (Ballymoney), Sheila McClelland (Carrickfergus), Theresa Donaldson (Craigavon), Alan Burke/Iain Frazer (Dungannon), Liam Dumigan (Down), Ciaran Quigley (Belfast), NILGA Officer.

Pilots and Community Planning Working Group

Remit: To design and implement a range of pilot exercises that will test and refine options for delivery of planning and community planning by councils post reform.

Chair: Anne Donaghy, Chief Executive, Ballymena Borough Council.

Members: Liam Hannaway (Banbridge), Suzanne Wylie (Belfast), Sharon O'Connor (Derry), Tom McCall (Newry and Mourne), John McLaughlin (Magherafelt), Fiona McCandless (DOE), Michael Daly (DSD), Brendan Hegarty (Fermanagh), Jacqui Dixon (Newtownabbey), Ian Maye (DOE), NILGA officer.

Delivery Programme Working Group

Remit: To develop and maintain the overall delivery plan for the reform programme.

Chair: Linda MacHugh, Department of the Environment.

Members: Adrian McCreesh (Cookstown), John Briggs (Antrim), Geraldine McGahey (Larne), Jacqui Dixon (Newtownabbey), Michael Daly (DSD), DETI, Stephen Reid (Castlereagh), Alan Burke/Ian Frazer (Dungannon), Danny McSorley (Omagh/Strabane), Richard Lewis (Moyle), NILGA Officer.

Communications Working Group

Remit: To support delivery of the reform programme by identifying and addressing communication needs across central and local government through an effective strategy designed to reach the diverse audiences impacted by reform. The group will also exchange information and ideas to help develop communication strategies for clusters and departments with transferring functions.

Chair: Theresa Donaldson, Chief Executive, Craigavon Borough Council.

Members: Sheila McClelland (Carrickfergus), Tom McCall (Newry and Mourne), Eamon Deeny (Belfast), Geraldine McGahey (Larne), Sharon O'Connor (Derry), DSD, DOE, DETI, NILGA officer, LGSC.

Local Government Systems Convergence Working Group

Remit: To develop common and consistent approaches to ensure improved service delivery through the development of common systems, including the more collaborative use of ICT systems across all clusters, along with the change management strategies necessary to ensure a smooth transition to the 11 council model in 2015.

Chair: Liam Flannigan, Chief Executive, Limavady Borough Council

Members: Linda MacHugh (DOE), Roger Wilson (Coleraine), David McCammick (Antrim), Liam Hannaway (Banbridge), Ashley Boreland (Ards), Norman Davidson (Lisburn), Geraldine McGahey (Larne), Paul Gribben (Belfast), NILGA Officer.

Local Government Reform Joint Forum

Remit: To facilitate consultation and negotiation between Employer and Employee representatives on a range of Human Resource (HR) related issues that are cross sectoral in nature in the context of the TUPE Regulations, employers' statutory obligations, and the NI Executive Principles as recommended by the Public Service Commission.

Chair: Paul O'Brien, APSE

Members: A Councillor (Belfast), Jill Minne (Belfast), Roger Wilson (Coleraine), Pat Barker (NIPSA), Connor Haughey (NIPSA), Bumper Graham (NIPSA), Ryan McKinney (NIPSA), Cllr Tom Hartley (JNC), Gareth Scott (Unite), Jim Parker (Unite), Linda McHugh (DOE), A N Other (NICS), Eamon Coy (GMB), Maureen Taggart (NIHE)

Secretariat: LGSC