

# LGRJF

Local Government Reform Joint Forum

## JOINT COMMUNICATION BULLETIN

### 1ST AGREEMENT— VACANCY CONTROL SYSTEM

At the inaugural meeting on 22nd July the Joint Forum identified the introduction of vacancy controls in councils in preparation for RPA implementation as a priority item for action.

At the 02 September meeting it was agreed that the Detailed Procedure should be considered by the Staff Commission on 07 September with a view to being finalised and issued for implementation from 01 October 2009.

The Vacancy Control System — Detailed Procedure will be issued as the first formal Agreement of the Joint Forum endorsed by the Staff Commission and issued by way of a Commission statutory recommendation to councils.

### OVERVIEW OF VACANCY CONTROL SYSTEM DETAILED PROCEDURE

#### Implementation Date

All 26 councils (including Environmental Health and Building Control Group Committees), arc21 and SWaMP 2008 will implement the Vacancy Control System uniformly across local government, on a phased basis, commencing on the 01 October 2009.

#### Phased Introduction

From 01 October the vacancy control system will apply to the posts of:

- Chief Executive
- Directors
- Heads of Service
- PAs to the above
- Member Services

#### Order of Consideration for the Operation of the Vacancy Control System

Councils should seek to fill a vacancy from 'at risk' staff in the following order of consideration:

- 'At risk' staff in the individual council
- 'At risk' staff in the amalgamated council cluster
- 'At risk' staff across the 26 councils
- 'At risk' staff across all the sectors in the RPA Affected Group

Other issues for consideration by the Joint Forum include identifying 'at risk' posts.

#### Monitoring

The Independent Secretariat will prepare periodic progress reports on the operation of the Vacancy Control System which will be made available to both Sides of the Joint Forum.

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#### Priority Issues for the Joint Forum:

Local Government RPA Staff Severance Scheme

System for Filling Posts in the New Council Structures

Staff Transfer Scheme

Consultation and Negotiating Arrangements Post 2011

#### Contact Details:

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## INFORMATION ON THE JOINT FORUM

More on the Joint Forum can be accessed on the dedicated web page at:

<http://www.lgsc.org.uk/new-initiatives/local-government-reform-joint-forum/>

Here the following details can be accessed:

Terms of Reference and Operating Arrangements

Agreed Minutes

Membership Details

Joint Communication Bulletins

The next Joint Forum meeting will be held on

Wednesday 14 October 2009

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## JOINT COMMUNICATION BULLETIN

### 2ND AGREEMENT— MODEL TERMS OF REFERENCE AND OPERATING ARRANGEMENTS FOR LOCAL CONSULTATION AND NEGOTIATION FORUMS

The Joint Forum have agreed the model terms of reference and operating arrangements for local consultation and negotiation forums at Transition Committee level. The document will be considered by the Employers' Side of the NIJC and JNC respectively with a view to issuing on 30 September 2009.

The agreed remit of each individual Local Forum is to:

- Consider the human resource policy and implementation issues connected to the RPA transfer of staff to the new Council in May 2011 with a view of reaching agreement.
- Further good industrial and employee relations practice and efficiency through the development of an acceptable system of engagement and communications between the Transition Committee, Transition Management Team and employees and their representatives.

AT THE MEETING ON 02 SEPTEMBER 2009 THE FOLLOWING PROGRESS WAS ALSO MADE:

#### Local Government RPA Staff Severance Scheme

Members were given an overview of the issues including affordability, consistency of application and timing. They agreed to establish a short-life Task and Finish Group to take forward the development of a detailed scheme in advance of the next meeting.

#### Filling Posts in the New Organisations

Members discussed the proposed approach for filling posts in the new council structures and agreed to establish a short-life Task and Finish Group to consider this aspect of work. It was agreed that the Secretariat could commence work on the drafting of chief executive job descriptions and person specifications to inform discussion.

LGRJF LOCAL GOVERNMENT REFORM JOINT FORUM

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