

EASTERN AND MIDLAND REGIONAL ASSEMBLY

PROGRAMME OF WORK

2016



Ireland's EU Structural Funds
Programmes 2007 - 2013

Co-funded by the Irish Government
and the European Union



**EUROPEAN REGIONAL
DEVELOPMENT FUND**

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INTRODUCTION

The Eastern and Midland Regional Assembly was established on 1st January, 2015 as per the provisions of the Local Government Act 1991 (Regional Assemblies) (Establishment Order) 2014, SI 573 of 2014.

The principal functions of the Assembly are:

- The implementation of the appropriate Regional Planning Guidelines operational within its geographical area.
- The preparation and implementation of Regional Spatial and Economic Strategies.
- Ensuring consistency with RPG/RSES in relation to the Local Economic and Community Plans of the 12 constituent Local Authorities
- Establishing and assisting Regional Economic Forums
- Works with to the National Oversight and Audit Commission
- Identification, participation and co-ordination of certain EU projects
- Supports to the National Delegation to the Committee of the Regions
- Participation on EU Operational Programme Monitoring Committees.

The second annual works programme is presented to the members for their approval. Following our establishment year, this programme focusses on consolidating the Assembly as an important contributor to and leader of the planning and economic development of the region. It also retains the focus on continued improvement of the region's participation in EU activities and governance. In 2015 members approved our Corporate Plan and this works programme relates directly to its objectives and contains actions that will deliver upon its stated outputs.

A quarterly progress report will be issued where specific actions relating to the work item and timeline will enable members to monitor progress and assess the effectiveness of the assembly.

The Assembly is now firmly established and 2016 has a number of key objectives such as the commencement of the Regional Spatial and Economic Strategies, providing assistance with the delivery of a National Planning Framework, establishing Strategic Planning Areas and participating in the implementation and monitoring of the Regional Action Plan for Jobs. Along with the ongoing monitoring of county and city development plans and Local Economic Community Plans, a substantial workload will require adequate resources and the recruitment of staff is a priority. Participation within EU activities from a governance and project participation perspective also requires experience and expertise and I will recruit, train and maintain the administration resource required to provide members and stakeholders with a first class service.

The provision of training and information to members is also of key importance to the effective performance of the Assembly and throughout the year information presentations, seminars, workshops and conferences will be held to further members' participation in the wide range of activities with which the Assembly is involved.

I look forward to continuing the close collaboration with the Assembly members during the year ahead and I am confident that the works programme set out for your approval will see 2016 continue with Eastern and Midland Regional Assembly at the forefront of regional economic growth, sustainable planning and EU activities.

Jim Conway
Director
Eastern and Midland Regional Assembly
January 2016

1. Administration of the Regional Assembly

Work	Timeline
Increase capacity of Assembly by filling vacant staff posts in accordance with staff structure.	Q1–Q4
Provided annual reports to Assembly and other stakeholders on the performance of the Assembly over the year	Q2
Facilitate and provide for monthly Assembly Meetings	Q1–Q4
Facilitate and provide for Strategic Planning Area Committee meetings	Q1–Q4
Establish Financial, Human Resource and Administrative Systems	Q1–Q2
Adopt a Programme of Works (PoW)	Q1
Prepare & Provide copy of PoW to constituent Local Authorities	Q1

2. Implementation of Regional Planning Guidelines

Work	Timeline
Ongoing Implementation of Regional Planning Guidelines for the Greater Dublin Area, the Border and the Midlands	Q1–Q4
Statutory role in the preparation of Local Authority Development Plans and in the preparation of local Authority Development Plan variations	Q1–Q4
Maintain Regional Planning Guidelines monitoring function	Q1–Q4

3. Preparation of Regional Spatial and Economic Strategies

Work	Timeline
Formulate a work schedule	Q1

Identify stakeholders in Regional Planning and in formulation of RSES	Q1-4
Liaise with DECLG in review of National Spatial Strategy and RSES process	Q1
Establish sub regional and sectoral working groups	Q2
Prepare issue paper(s)	Q3
Identify (and tender for if necessary) external expertise required for SEA/AA/Flood Directive	Q2

4. Co-ordination between RPGs/RSES and LECPs

Work	Timeline
Monitoring and implementation of LECPs	Q1–Q4
Capacity build and liaise with local authorities	Q1–Q4
Statutory role in preparation of LECPs	Q1–Q4
Monitoring and implementation of Regional Action Plan for Jobs	Q1–Q4
Continue SPA stakeholder meetings	Q1–Q4

5. Working with the National Oversight and Audit Commission (NOAC)

Work	Timeline
Establish a joint programme of works for 2016	Q2-Q3
Deliver statistical and other information as required by NOAC	Q1–Q4

6. Working with the Department of Environment Community and Local Government on the preparation of the National Planning Framework

Work	Timeline
Establish a joint programme of works for 2016	Q1

Identify and meet relevant stakeholders	Q2
Engage with cross departmental steering group and oversee NPF process	Q1-4
Engage with DECLG NPF sub unit	Q1-4
Engage with regional consultation fora on NPF	Q2-Q4

7. Participation by Regional Assembly in projects

Work	Timeline
Celtic Seas Partnership Project – Produce a draft strategic management framework for Dublin Bay	Q3–Q4
Celtic Seas Partnership – two workshops to be held in order to engage stakeholders and gain feedback on the management framework	Q1-Q3
Celtic Seas Partnership – collate baseline data, and set up a Dublin Bay data module for information share, monitoring and evaluation	Q1-Q2
Establish works programme and SLAs for Innovation Enterprise Network	Q1-Q2
RESILENS – Development of a European Resilience Guideline for critical infrastructure	Q1–Q4
RESILENS - Lead with the technical management of testing of pilot demonstrations and evaluation of methods	Q3-Q4
Research opportunities on EU funded projects with a view to identify one further new project.	Q1-Q4

8. EU Affairs

Work	Timeline
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Align work of the Committee of the Regions National Delegation with identified local government, regional, and EU priorities and the agreed work programme for 2016	Q2–Q4
Provide analysis and advice to regional assemblies, local authorities and other relevant stakeholders including identification of project funding opportunities across national and EU funding programmes:	Q1–Q4
Identifying and formulating the appropriate local and regional government policies to maximise opportunities within the EU Policy and Funding Framework	Q1-Q4
Maintain an EU projects register	Q1–Q3
Engagement and representation with relevant institutions and stakeholders in Brussels including the Permanent Representation of Ireland to the EU, regional offices and relevant EU networks	Q1–Q4
Engagement with local government, relevant public bodies and other stakeholders in Ireland on EU affairs	Q1-Q4
Develop appropriate communications tools on EU material to relevant stakeholders	Q1–Q4
Provide support to the National Delegation to the Committee of the Regions (CoR)	Q1-Q4
Examine opportunity for networking	Q1-Q4
Review Irish Regions Office accommodation	Q1–Q2

9. Participation on EU Programmes

Work	Timeline
Support Members on EU related Programme Committees	Q1–Q4
Participate in Programme Monitoring and other EU Committees	Q1-Q4

Enhance EMRA capacity in relation to EU Operational Programmes	Q1–Q4
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10. Policy and Research

Work	Timeline
Providing a general research and information resource for elected members	Q1-Q4
Prepare policy submissions on behalf of the Assembly	Q1–Q4
Monitoring the development and implementation of national policies and regional policy and their impact upon the Eastern and Midland Region	Q1–Q4
Draft, commission or manage relevant research projects	Q1-Q4
Stakeholder mapping of key regional stakeholders	Q1-Q4
Identification of upcoming regional issues	Q1–Q4
Collating relevant data on the region in the areas of demographics; socio-economics; environment	Q1–Q4
Developing a repository of relevant datasets and spatial data	Q1–Q4

11. Operational Issues

Work	Timeline
Implement the Assembly’s Communication Strategy	Q3–Q4
Implement the Official Languages Act 2003 as it relates to the Assembly	Q1–Q4
Ongoing review of the work place Safety Statement	Q1–Q4
Compile a Training Needs Analysis	Q1–Q4
Provide members and staff training	Q1–Q4
Work with the Southern and Northern and Western Regional	Q1–Q4

Assemblies on operational issues	
Respond to Freedom of Information requests, as they arise, in accordance with the relevant legislation, and continue to participate in the FOI network	Q1–Q4
Promote the region to visiting delegations and study groups	Q1–Q4
Prepare Estimates for 2017	Q3
Provide comprehensive financial administrative support for all Assembly activities	Q1–Q4
Facilitate attendance at relevant conferences by Assembly Members	Q1–Q4
Participate in the EU Commission Open Days in 2016.	Q4

Appendix 1 – Elected Members participation on relevant committees

First name	Last name	Party	Local Authority	Membership	Full / alternate	Appointed when
Lettie	McCarthy	Labour	Dún Laoghaire-Rathdown	Southern & Eastern Regional Operational Programme Monitoring Committee - Dublin	Full	February 13th 2015
Gerry	Horkan	Fianna Fáil	Dún Laoghaire-Rathdown	Southern & Eastern Regional Operational Programme Monitoring Committee - Dublin	Alternate	24th April 2015
Gerry	Horkan	Fianna Fáil	Dún Laoghaire-Rathdown	Chair of Irish Seas Maritime Forum	Chair	
Tommy	Reilly	Fianna Fáil	Meath	Southern & Eastern Regional Operational Programme Monitoring Committee - Mid-East	Full	February 13th 2015
Pat	Vance	Fianna Fáil	Wicklow	Southern & Eastern Regional Operational Programme Monitoring Committee - Mid-East	Alternate	24th April 2015
Paddy	Bracken	Fianna Fáil	Laois	Boarder, Midland and Western Regional Operational Programme Monitoring Committee	Full	February 13th 2015
Catherine	Fitzgerald	Fianna Fáil	Laois	Boarder, Midland and Western Regional Operational Programme Monitoring Committee	Alternate	24th April 2015
Brian	McDonagh	Labour	Fingal	Ireland Wales Operational Programme Monitoring Committee	Full	March 27th 2015
Pamela	Kearns	Labour	South Dublin	Ireland Wales Operational Programme Monitoring Committee	Alternate	24th April 2015
Tommy	Byrne	Fianna Fáil	Louth	PEACE Programme Monitoring Committee	Full	March 30th 2015
Colm	Markey	Labour	Louth	PEACE Programme Monitoring Committee	Alternate	24th April 2015

