

From: David McCune
DETI Assembly Liaison Officer

cc see distribution list below

Date: 1st April 2014

To: DETI HoDs
Paul Brush (European Support Unit)
Shane Murphy (Analytical Services Unit)
Alastair Hamilton (Invest NI)
Alan Clarke (NITB)
Keith Morrison (HSENI)
Aodhan O'Donnell (GCCNI)

DETI/NDPB ISSUES/ TOPICS TO BE CONSIDERED BY THE ETI COMMITTEE – 1 MAY 2014 TO 3 JULY 2014 INCLUSIVE

Background

1. For my next review meeting with the ETI Committee Clerk I need to gather information on the likely DETI/NDPB topics that the ETI Committee need to consider in the period Thursday 1/05/14 to Thursday 03/07/14, inclusive. The information will form part of the ETI Committee's draft Forward Work Programme (FWP) for this period.
2. Annex A attached records my current understanding of the topics on which briefing needs to be provided for scrutiny by the ETI Committee. This was collated from recent Divisional/NDPB returns.

Purpose of Exercise

3. To ask you to consider the topics at Annex A which fall to your area of responsibility and as necessary, allocate them to a suitable ETI Committee meeting date in the period 1/05/14 to 03/07/14. Please note that the draft FWP is not "cast in stone". The FWP will be subject to change, either on direction from you when it is reviewed, or because the Committee wish to take other business on a specific date.

Action Needed

4. Please refer to Annex A and action as below:
 - (a) If the written briefing is due in the period 1/05/14 to 03/07/14 use Annex B to allocate the relevant subject on Annex A to a particular ETI Committee meeting date, taking into account the latest information you have on timescales for progress. **Please allocate a date for the provision of Written Briefing only at this stage unless Oral Briefing has specifically been requested by the Committee Clerk.**

- (b) if any of the subjects listed are unlikely to be ready for a Written Brief in the period up to 3 July 2014 please update the narrative as necessary and complete column 3 of Annex A with an approximate date (month) post July 2014.
- (c) Please also add any new topics to Annex A, then complete the columns as appropriate.

NOTE: Please ensure that when updating Annex A and completing Annex B that you include, as necessary, the following:

- New policy proposals being developed;
 - Reviews of existing policies;
 - Budget Plans/End Year Outturn/In Year Monitoring, etc;
 - Draft Corporate Plans;
 - Draft PfG Targets;
 - Proposed draft primary and subordinate legislation (SL1s and SRs);
 - Proposed draft consultation documents, CDs (**remember the Committee should see the policies proposed in CDs at their initial development stage**);
 - Publications, other than consultation documents, due to issue in the period 1/05/14 to 03/07/14 (use Annex A only).
5. When you are considering Annex B and which meeting date might be appropriate for the Written Briefing to be presented, please ensure you allow enough time for the Minister/SpAd's consideration and clearance. A rough guide is to have the Written Briefing submission with DETI Private Office at least 12 working days in advance of the meeting date. For example, if the Written Briefing is to be considered on Thursday 22 May 2014 then it should be with DETI Private Office no later than Tuesday 6 May 2014.

NB If papers are not received by the Committee Clerk by the Thursday before the date of the meeting they may not be tabled.

Deadline

6. Completed forms should be emailed to LMU (lm@detini.gov.uk) **by 5pm Tuesday 8 April 2014, at the latest.**

Queries

7. Please contact Rod Robson on Ext: 29401 or John Murray on Ext: 29637.

DAVID McCUNE

Ext: 29422

Email: david.mccune@detini.gov.uk

Cc David Sterling
David Thomson
Eugene Rooney
Rod Robson

ETI COMMITTEE DATE OF MEETING	DETI/NDPB BRIEFING TOPICS (Lead Division [NDPB])	COMMENTS
THURSDAY 1 May 2014		
THURSDAY 8 May 2014		
THURSDAY 15 May 2014		

ETI COMMITTEE DATE OF MEETING	DETI/NDPB BRIEFING TOPICS (Lead Division [NDPB])	COMMENTS
THURSDAY 22 May 2014	Likely No Meeting on this date due to European and Local Council Elections	
THURSDAY 29 May 2014		
THURSDAY 5 June 2014		

ETI COMMITTEE DATE OF MEETING	DETI/NDPB BRIEFING TOPICS (Lead Division [NDPB])	COMMENTS
THURSDAY 12 June 2014 (meeting to be held in Invest NI HQ – TBC)		
THURSDAY 19 June 2014		
THURSDAY 26 June 2014		

ETI COMMITTEE DATE OF MEETING	DETI/NDPB BRIEFING TOPICS (Lead Division [NDPB])	COMMENTS
THURSDAY 3 July 2014		

*** ITEMS IN BOLD SUGGESTED BY ETI COMMITTEE**

DETI DIVISION / NDPB: SHANE MURPHY (ANALYTICAL SUPPORT)

SUBJECT	LATEST POSITION (2/3 Sentences Max)	INDICATIVE TIMING FOR WRITTEN BRIEFING TO GO TO ETI COMMITTEE (e.g May 14, June 14 etc)
Ongoing Review of the Balance of Competences	Detailed consultations under the scope of the Review of the Balance of Competences are being issued by GB Departments. Relevant HoDs to lead on drafting responses.	The Committee will be copied into any DETI responses.
Research Agenda	The Committee agreed to receive regular updates on the Research Agenda.	TBC
Economic Advisory Group on the Economy	The Committee agreed to receive updates as necessary.	TBC
SFA Evaluation	Written briefing	TBC

DETI DIVISION/NDPB: JACKIE KERR (BRD)

SUBJECT	LATEST POSITION (2/3 Sentences Max)	INDICATIVE TIMING FOR WRITTEN BRIEFING TO GO TO ETI COMMITTEE (e.g Sept' 12, Oct' 12 etc)
DETI – New Insolvency Bill	Written briefing	Deferred from 27 March 14

DETI DIVISION/NDPB: JOHN MILLS (ENERGY)

SUBJECT	LATEST POSITION (2/3 Sentences Max)	INDICATIVE TIMING FOR WRITTEN BRIEFING TO GO TO ETI COMMITTEE (e.g Sept' 12, Oct' 12 etc)
IME3 Consultation on Energy Licence Modification Arrangements	Written briefing (depending on volume and complexity of consultation responses) Note – any revisions to the ongoing energy licence modification process will not be effected until the Directive related modifications, including certification modifications, are in place. Relevant to IME3 consultation noted above.	TBC
Renewable Heat Incentive – 6 Monthly update	Written briefing	Next update May 2014
Offshore Renewable Energy Bill Consultation outcomes/any changes to policy	Written briefing.	TBC
Consultation on proposal to review the Electricity (Connection Charges) regulations (Northern Ireland) 1992	Written briefing	TBC
Energy Bill – final draft of the Bill and EFM, to inform the Committee of our intention to seek Executive approval to its introduction to the Assembly	Written briefing	TBC

SUBJECT	LATEST POSITION (2/3 Sentences Max)	INDICATIVE TIMING FOR WRITTEN BRIEFING TO GO TO ETI COMMITTEE (e.g Sept' 12, Oct' 12 etc)
CD – Revised Procedure for Licence Modifications and Appeals Process	Written briefing	Consultation ends 21 March 2014
Grid Strengthening – DETI response to Committee inquiry	Written briefing	Sept/Oct 2014 TBC
Outcome of consultation on energy licence modifications and appeals and SL1 for required legislation	Written briefing	May 2014
Articles 13 & 15 of the Energy Efficiency Directive	Written briefing on outcomes of Consultation	Consultation ends 4 April.

DETI DIVISION/NDPB: PAUL BRUSH (EU SUPPORT UNIT)

SUBJECT	LATEST POSITION (2/3 Sentences Max)	INDICATIVE TIMING FOR WRITTEN BRIEFING TO GO TO ETI COMMITTEE (e.g Sept' 12, Oct' 12 etc)
Update on Enterprise and Tourism themes of the INTERREG IVA programme	07/06/12 No significant changes yet to report.	End 2015 TBC

DETI DIVISION/NDPB: TREVOR COOPER (FINANCE)

SUBJECT	LATEST POSITION (2/3 Sentences Max)	INDICATIVE TIMING FOR WRITTEN BRIEFING TO GO TO ETI COMMITTEE (e.g Sept' 12, Oct' 12 etc)
Prompt Payment	<p>The Committee has asked for quarterly performance stats on payments against the 10 day payment target for DETI and its NDPBs.</p> <p>Regular updates for 2013/14 are as follows – next Report to cover the first six months of 2013/14 with a second report covering the period 01/04/13 to 31/03/14.</p>	<p>Quarterly</p> <p>Final figures likely to be available mid-April for submission to a meeting in May 2014.</p>
In-Year DETI Monitoring Reports	<p>In addition to usual In-Year Monitoring Reports^{*1} Committee members want to receive details of substantive reduced requirements from DETI on an ongoing basis as and when they inform DFP.</p>	TBC

DETI DIVISION/NDPB: SHANE MURPHY (EPD)

SUBJECT	LATEST POSITION (2/3 Sentences Max)	INDICATIVE TIMING FOR WRITTEN BRIEFING TO GO TO ETI COMMITTEE (e.g Sept' 12, Oct' 12 etc)
Consultation – Strategic Framework to tackle Economic Inactivity in NI	Written briefing	Consultation ends 17 April 2014
Enterprise Action Plans (Exports; Business Incubation)	Written briefing	2014 TBC
Monitoring Arrangements for the Northern Ireland Economic Strategy	Written briefing (including a progress report on actions contained within the Economic Strategy's Comprehensive Action Plan and an assessment of the NI Economy).	2014 TBC
Access to Finance - Enterprise Finance Guarantee Scheme - Ulster Bank funding for Lending Scheme - UK Schemes - Invest NI Loans fund	Written & Oral briefing.	TBC
Review to Reduce Regulatory Burden on Local Business (Review due to complete Mid 2014)	Written briefing	Sept 2014 (TBC)
Update on progress with the development of the Export Strategy	Written briefing	TBC

SUBJECT	LATEST POSITION (2/3 Sentences Max)	INDICATIVE TIMING FOR WRITTEN BRIEFING TO GO TO ETI COMMITTEE (e.g Sept' 12, Oct' 12 etc)
Action Plan		
Agri-Food Strategy – Going for Growth	Oral briefing from Tony O'Neill	TBC
Summary of Consultation response to the consultation on the revised draft Regulatory Impact Assessment guidance [EPD]	Postponed from March 2014	April 14
Review of Business Red Tape [EPD]	Postponed from March 2014	April 14

DETI DIVISION/NDPB: WENDY JOHNSTON (HUMAN RESOURCES & CENTRAL SUPPORT DIVISION)

SUBJECT	LATEST POSITION (2/3 Sentences Max)	INDICATIVE TIMING FOR WRITTEN BRIEFING TO GO TO ETI COMMITTEE (e.g Sept' 12, Oct' 12 etc)
2011/15 DETI Corporate Plan & 2013/14 DETI Operating Plan Monitoring of Performance	Written briefing	June 2014 TBC - ETI Committee to receive for information, the outturn performance of 2013/14 DETI Operating Plan.
DETI Operating Plan 2014/15	Written briefing	1 May 2014

DETI DIVISION/NDPB: MIKE THOMPSON (TOURISM, TELECOMS & GSNI POLICY)

SUBJECT	LATEST POSITION (2/3 Sentences Max)	INDICATIVE TIMING FOR WRITTEN BRIEFING TO GO TO ETI COMMITTEE (e.g Sept' 12, Oct' 12 etc)
Strategic Environmental Assessment of Petroleum Licensing in the Internal Waters (Belfast Lough/Larne Lough) – Consultation Outcomes	Written Briefing	TBC
Tourism Update	Oral Briefing	15 May 2014 Officials to attend: Mike Thompson, DETI: Alan Clarke & Kathryn Thompson, NITB and Niall Gibbons, Tourism Ireland
Tourism Accommodation Review	Written briefing	September 2014
Review of NITB	Written briefing	29 May 2014

DETI DIVISION/NDPB: ALASTAIR HAMILTON (INVEST NI)

SUBJECT	LATEST POSITION (2/3 Sentences Max)	INDICATIVE TIMING FOR WRITTEN BRIEFING TO GO TO ETI COMMITTEE (e.g Sept' 12, Oct' 12 etc)
Invest NI End Year Report 2013/14	Written briefing	Push back until 15 th May – this is to facilitate validation of end of year figures.
Invest NI Half Year Progress Report 2014/15	Written & Oral Briefing	November 2014 TBC
Invest NI to keep the Committee informed of key export area data	Oral briefing	TBC
ETI Committee meeting in Invest NI HQ	Written and oral briefing	12 June 2014

ETI DIVISION/NDPB: ALAN CLARKE (NITB)

SUBJECT	LATEST POSITION (2/3 Sentences Max)	INDICATIVE TIMING FOR WRITTEN BRIEFING TO GO TO ETI COMMITTEE (e.g Sept' 12, Oct' 12 etc)
Causeway Coast and Glens Masterplan [Kathleen McBride]	Written briefing. Masterplan is due to finish in 2013.	Jun/Jul 2014
Draft 2014/15 NITB Operating Plan [Mark Hazelton]	Written Briefing. To coincide with DETI/INI date(s).	May/June 2014.
Capital Investment Programme [Aine Kearney]	Oral Briefing To include major project Belfast Conference & Exhibition Centre.	Easter to June 2014

DETI DIVISION/NDPB: KEITH MORRISON (HSENI)

SUBJECT	LATEST POSITION (2/3 Sentences Max)	INDICATIVE TIMING FOR WRITTEN BRIEFING TO GO TO ETI COMMITTEE (e.g Sept' 12, Oct' 12 etc)
Employers Liability (Compulsory Insurance) (Amendment) No.2 Regulations (Northern Ireland) 2013 – SL1	Written briefing	TBC (depends on the passage of the Education Bill through the Assembly)
Dangerous Substances and Explosive Atmospheres Regulations Approved Code of Practice and Guidance - advance copy of consultation document	Written briefing	Consultation ends 21 April 2014
Legionnaires Disease: the Control of legionella bacteria in water systems - Approved Code of Practice and Guidance – advance copy of consultation document	Written briefing	Consultation ends 21 April 2014
Control of Substances Hazardous to Health Approved Code of Practice and Guidance - advance copy of consultation document	Written briefing	Consultation ends 21 April 2014
Safety in the installation and use of gas systems and appliances Approved Code of Practice – advance copy of consultation document	Written briefing	Consultation ends 21 April 2014

SUBJECT	LATEST POSITION (2/3 Sentences Max)	INDICATIVE TIMING FOR WRITTEN BRIEFING TO GO TO ETI COMMITTEE (e.g Sept' 12, Oct' 12 etc)
H&S Codes of Practice on how duty holders can comply with the requirements of the Provision and Use of Work Equipment Regulations	Outcomes of consultation to be brought to the Committee	Consultation end date 26 May 2014
Consolidation of Mines Legislation – The Mines Regulations (Northern Ireland) 2014 – CD	End April/ early May (19/3/14)	
Genetically Modified Organisms (Contained Use) Regulations (Northern Ireland) 2014 – CD	End May (19/3/14)	
The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (Northern Ireland) 2014 – SL1	Deferred from 27 Mar meeting (19/3/14)	
Proposals to amend the Health and Safety (First-Aid) Regulations (Northern Ireland) 1982 (as amended) – advance copy of consultation document	Deferred from 10 April meeting (19/3/14)	

DETI DIVISION/NDPB: AODHAN O'DONNELL (GCCNI)

SUBJECT	LATEST POSITION (2/3 Sentences Max)	INDICATIVE TIMING FOR WRITTEN BRIEFING TO GO TO ETI COMMITTEE (e.g Sept' 12, Oct' 12 etc)
Consultation on future consumer representation arrangements in NI	Written briefing Consultation closes 17 January 2014	TBC
CCNI Business Plan for 2014–15	Written briefing	After Easter recess