

Circular letter: WQ 02/05

16 August 2005

Establishment of River Basin District Advisory Councils

Dear Manager

I am directed by the Minister for the Environment, Heritage and Local Government to refer to circular letter WQ 02/04 dated 28 October 2004 and to enclose a copy of the European Communities (Water Policy)(Amendment) Regulations, 2005 (SI No. 413 of 2005) which have recently been made by the Minister in relation to the establishment of River Basin District Advisory Councils. Enclosed also is a copy of guidelines in relation to the establishment of the Advisory Councils.

Establishment of Advisory Councils

The co-ordinating local authority in relation to each river basin district should now make arrangements for the establishment of an Advisory Council for the district. The co-ordinating local authorities are -

River Basin District	Co-ordinating Local Authority
Eastern	Dublin City Council
Western	Galway County Council
South Eastern	Carlow County Council
South Western	Cork County Council
North Western	Donegal County Council
Neagh Bann	Monaghan County Council
Shannon	Limerick County Council

The necessary steps require the co-ordinating authority in each river basin district to –

- (a) invite each local authority (county council or city council) in the district to appoint as members of the Advisory Council two persons each of whom is either a member of the local authority or of a strategic policy committee established by the authority; a template of a letter of invitation is attached:
- (b) publish a notice in the national media inviting all interested parties to nominate persons for co-option to the Advisory Council: a template of a Press Notice is attached together with

a template of a nomination form: publication of an Irish-language notice in Foinse is recommended; Foinse will provide translation service if required; the notices in the national media can be supplemented by such additional notices in local media or by the issue of such invitations as the local authority considers appropriate:

- (c) assess the nominations for co-option received at (b) above and make a report to the Advisory Council (preferably at its first meeting) in relation to the co-option of members
- (d) assign the duties of secretary of the Advisory Council to an employee of a local authority
- (e) prepare an estimate of the expenses of the Advisory Council for consideration by the Advisory Council (preferably at its first meeting) and for approval by resolution of the relevant local authorities
- (f) brief the members of the Advisory Council in relation to the Characterisation Report prepared in relation to the district and provide such other information as may be appropriate to assist the members to perform their duties, and
- (g) convene a first meeting of the Advisory Council.

Travel expenses are payable by an Advisory Council in relation to attendance at meetings of the council to members of the council who are not local authority members.

All local authorities will have to make provision in their Estimates for 2006 for contributions towards the expenditure to be incurred by the Advisory Councils. Further information in this regard will be provided by the co-ordinating local authorities in advance of the Estimates process in 2005.

Further information in relation to this circular letter may be obtained from Ms Mary O'Brien (tel 01-8882471, email marym_o'brien@environ.ie) or Mr Andy Bogie (tel 01-8882317, email andrew_bogie@environ.ie), Water Quality Section.

Yours sincerely

Andrew Caldicott
Assistant Principal
Water Quality Section

To each City Manager and County manager
Cc to AMAI, GCCC, LAMA, Office of the Ombudsman