

**LIMAVADY BOROUGH COUNCIL
COMHAIRLE BHUIRG LÉIM AN MHADAIDH**

SUPPORT SERVICES COMMITTEE

1 SEPTEMBER 2009

Minutes of meeting held in the Council Offices, 7 Connell Street, Limavady at 7.00 pm on the above date.

PRESENT:

Aldermen M Coyle, G Robinson and J Rankin. Councillors A Brolly, P Butcher, M Carten, B Chivers, L Cubitt, M Donaghy (chair), B Douglas, J F McElhinney, C Ó hOisín, G Mullan and E Stevenson.

IN ATTENDANCE:

Committee Clerk, Director of Support Services and the Chief Executive.

APOLOGIES:

Councillor A Robinson.

MINUTES:

The minutes of meeting held 4 August 2009 were approved and signed on the proposal of Councillor Carten, seconded by Councillor Chivers.

MATTERS ARISING:

Page 1 – Casual List: It was confirmed that an Officer referred to in the August 2009 minute was not on Councils Casual List of Employees.

Page 3 – Income from Astro turf Pitch: The Director of Support Services agreed to report back to Council on income lost due to the fact that the Astro turf pitch would not be hired out to individuals.

Page 4 – Council Info Website: A member highlighted that information relating to three Councillors was still on ‘Council Info Website’ and it was suggested that this gave a skewed representation of Council. It was confirmed that the details would be removed as Council was no longer subscribing to the website.

PAYMENT OF ACCOUNTS:

The Director of Support Services answered a number of questions relating to the payment of accounts for July 2009 which were approved by members.

MEMBERS ATTENDANCE JULY 2008 – JUNE 2009:

Aldermen & Councillors were congratulated on their high level of attendance at meetings.

HUMAN RESOURCES:

Human Resource Report: IN COMMITTEE on the proposal of Councillor Butcher, seconded by Councillor Chivers.

The Director of Support Services presented the Human Resources Report dated 1 September 2009 which detailed recruitment & selection, absenteeism, cause of absence and issues relating to Investors in People. The report was adopted on the proposal of Alderman Rankin, seconded by Alderman Robinson subject to the following:

Sponsorship Request: The request for sponsorship by the Director of Development to undertake an MSc in Executive Leadership for Local Government at a cost of £3275 + £1000 mileage over 2 years was approved on the proposal of Alderman Robinson, seconded by Councillor Carten.

Training Plan for Councillors: The training plan for Councillors for 2009-2011 was approved by members. It was suggested that training for Councillors on planning issues be added to the list.

Western Home Environmental Assessment Project: The Director of Support Services outlined that funding had been secured from the Big Lottery for the Western Home Assessment Project to run for a period of five years. He said that currently the Home Safety Officer hours were split 50/50 between Strabane and Limavady and that under the new funding she would be employed to work 37 hours within Limavady. He added that her job title would change to Home Assessment Officer to reflect new duties & responsibilities and that the post had been evaluated by BIS at scale 6, £22,001 - £23,473 per annum. Approved.

Carry Over Annual Leave: The request by the DPP Manager to carry over 8 days annual leave into the current financial year was approved.

OUT OF COMMITTEE on the proposal of Alderman Robinson, seconded by Councillor Cubitt.

ANY OTHER BUSINESS: - None.

NEXT MEETING: - 6 October 2009.

THE BUSINESS CONCLUDED AT 7.30 PM

Chair: _____