

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

SUPPORT SERVICES COMMITTEE

2 DECEMBER 2014

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

PRESENT:

Aldermen M Coyle, J Rankin and A Robinson. Councillors O Beattie (Chair), A Brolly, B Chivers, R Donaghy, B Douglas, T McCaul, J McCorkell, G Mullan, D Nicholl, E Scott and E Stevenson.

IN ATTENDANCE:

Chief Executive, Head of Finance and the Committee Clerk.

APOLOGIES:

Councillors S McGlinchey.

DECLARATION OF INTEREST: - The Chief Executive declared an interest with regard to item 6 within the Human Resources Report.

MINUTES:

The minutes of meeting held 4 November 2014 were approved on the proposal of Alderman M Coyle, seconded by Councillor B Douglas.

MATTERS ARISING: - None.

HEAD OF FINANCE MONTHLY REPORT ~ DECEMBER 2014:

The Head of Finance presented his report for the month of December 2014 as follows:

Payment of Accounts – October 2014: The Head of Finance presented the payment of accounts for the month of October 2014. He drew members attending to page 11 miscellaneous cheques paid and said that the payment of £94,457.89 to Marsh Ltd was for insurance renewal up to March 2015.

In response to a member the Head of Finance confirmed that the payment on page 3 to Derry City Council related to kennel costs fees for the year.

Reference was made to payments made to the Countryside and Strendhal festivals and it was agreed that the Director of Development would be asked to provide feedback on both of these events.

Accounts for 7 Months Ending 31 October 2014: The Head of Finance presented the accounts for 7 months ending 31 October 2014 which set out a surplus for the period of £163k. He said that as a budget deficit of £175k was forecast, there was a favourable variance of £338k. The main variances were noted as follows:

- Waste Disposal Costs - £56k favourable due to 10% less tonnes than expected.
- Benone Net Costs - £50k favourable due to increase in both cost and income.
- Loan Charges - £61k favourable as capital expenditure was lower than expected.
- District Rates - £92 favourable. Land & Property Services informed Council as at 30 September 2014, additional rates of £158k were due to Limavady Borough Council. The £92k represented 7/12^{ths} of this figure. Welcomed.

Investments to 31 October 2014: The Head of Finance gave an overview of Council's investments for the 7 months ending 31 October 2014. Noted.

Accounts Authorised for Issue Certificate 2013/14: The Accounts Authorised for Issue Certificate signed by the Chief Executive was circulated to members for information.

Local Government Auditor's Report 2014: The Local Government Auditor's Report for 2014 was circulated to members. The Head of Finance advised that the report drew attention to a number of thefts and frauds reported by councils and to absenteeism figures. Members welcomed that Limavady Borough Council had not been included in any of the issues raised in the report.

The Head of Finance report was approved on the proposal of Alderman J Rankin, seconded by Councillor E Scott.

HUMAN RESOURCES MONTHLY REPORT – DECEMBER 2014:

IN COMMITTEE on the proposal of Councillor B Chivers, seconded by Councillor E Scott.

The Head of Finance presented the Human Resource Report for December 2014, which detailed standing items including total number of employees & temporary workers, absenteeism & cause of absence, and long term sick details. The items for information were noted and the report was adopted on the proposal of Councillor B Douglas, seconded by Alderman M Coyle subject to the following:

Seasonal Tenders: The Head of Finance explained that following review by a Procurement Professional, Council was unable to extend its contract with Riada Recruitment. It was agreed that Council would opt into the current cluster wide contract in operation in Ballymoney and Coleraine with Diamond Recruitment.

Chief Executive's Severance Arrangements: *The Chief Executive left the meeting 7.15 pm.*

The Head of Finance circulated a confidential report on severance arrangements for the Chief Executive. Following discussion, Alderman M Coyle proposed, seconded by Councillor A Brolly that Limavady Borough Council would approve the request for voluntary severance by the Chief Executive. The proposal was put to the meeting, with 8 voting for, 0 against and 2 abstentions, with 4 members not taking part in the vote.

It was noted that this request would have to be taken to the CC&GSC and the DOE. *The Chief Executive returned to the meeting at 7.45 pm.*

Human Resources – General:

The report on Accident Statistics in 2014 for Limavady Borough Council was tabled and noted.

OUT OF COMMITTEE on the proposal of Alderman M Coyle, seconded by Councillor E Scott.

ANY OTHER BUSINESS: - None.

NEXT MEETING: - 13 January 2015.

THE BUSINESS CONCLUDED AT 7.50 PM.

Chair: _____