

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

**SUPPORT SERVICES COMMITTEE  
3 AUGUST 2010**

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

**PRESENT:**

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

**IN ATTENDANCE:**

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

**APOLOGIES:** - Councillors A Brolly and A Robinson.

**APPOINTMENT OF CHAIRPERSON:**

It was agreed on the proposal of Councillor Chivers, seconded by Councillor McElhinney that Alderman Coyle would Chair the Support Services committee for the year 2010/11.

**MINUTES:**

The minutes of meeting dated 1 June 2010 were approved on the proposal of Councillor McElhinney, seconded by Alderman Robinson.

**MATTERS ARISING:** - None.

**PAYMENT OF ACCOUNTS:**

The payment of accounts for the months of May & June 2010 were tabled and noted.

**HUMAN RESOURCES:**

**Human Resource Report: IN COMMITTEE.** The Director of Support Services presented the Human Resource Report dated 3 August 2010 which detailed recruitment & selection, absenteeism, cause of long term absences and issues relating to Investors in People. The report was adopted on the proposal of Alderman Rankin, seconded by Councillor Chivers subject to the following:

**Suspension of Vacancy Control System:** Members were advised that following the NI Executive's decision not to proceed with RPA by May 2011, the Joint Forum had recommended that the Vacancy Control System be suspended with immediate effect. The Forum would consider the re-introduction of the vacancy controls in a managed way when the timetable for implementing RPA had been clarified. In the interim Councils were advised to consider the need to fill posts on a permanent basis; the ability to demonstrate an inescapable requirement for the post; making appointments to chief executive posts and arrangement already in place.

**Flexible Working Arrangements Policy:** It was noted that from June 2010 parents with children up to 16 years of age or those having a disabled child of 18 year of age had a statutory right to apply for flexible working arrangements in Northern Ireland and for employers to reasonably consider their request.

**Councillor Development:** Members were informed that a one day course on Media Training was being made available at a suitable date for those councillors interested in attending. The course cost £1,000 would be paid for from the Good Relations budget.

**SUMMARISED FINANCIAL INFORMATION FOR 3 MONTHS ENDED 30 JUNE 2010:**

The Director of Support Services reported that for the year 2010/11 the Finance Department would be preparing 5 & 8 months accounts to better link in with the estimates timetable. He said because of this instead of preparing complete 3 months accounts, only the large items of expenditure and income were checked as outlined in the summarised financial information for 3 months period up to 30 June 2010. The following variances were noted and agreed by Council.

- Salaries & Wages - £1k favourable
- Other Expenditure - £16k adverse due to reduction in trade waste; £14k adverse on vehicle cost, hire & repairs; £2k adverse on energy costs
- Loan/Leases Charges - £3k favourable
- Other Income - £44k adverse due to reduction in trade waste and usage of RVLC
- Rates Reserve Clawback - £27k adverse.

**REDUCTION OF THE RESOURCES ELEMENT OF THE GENERAL GRANT 2010/2011:**

The Director of Support Services informed members that the Department of the Environment had an overall budget shortfall in excess of £16 million and despite their efforts to reduce expenditure, the minister had made the decision to cut the resources element of the general grant by £1.5million. He said that this decision would reduce the General Grant to Limavady Borough Council by £77K and that there was a possibility of further cuts throughout the year.

Reference was made to severe cutbacks made by Councils in mainland UK and it was suggested that Council should start with immediate effect to identify where savings could be made.

**ANY OTHER BUSINESS:** - None.

**NEXT MEETING:** - 7 September 2010.

**THIS CONCLUDED THE BUSINESS  
(The meeting ended at 7.40 pm)**

**Chair:** \_\_\_\_\_