

**LIMAVADY BOROUGH COUNCIL  
COMHAIRLE BHUIRG LÉIM AN MHADAIDH  
SUPPORT SERVICES COMMITTEE**

**4 DECEMBER 2007**

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

**PRESENT:**

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

**IN ATTENDANCE:**

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

**APOLOGIES:**

Councillors M Donaghy and J F McElhinney.

**MINUTES:**

The minutes of meeting dated 6 November 2007 were approved and signed on the proposal of Alderman Mullan, seconded by Councillor Ó hOisín subject to the following:

- Page 2, paragraph 3, point 4, change Alderman Robinson to Councillor Robinson;
- Page 2, paragraph 3, point 7, line 2 – Councillor Chivers requested that parking be restricted opposite the Northern Bank in Catherine Street.

**MATTERS ARISING:** - None.

**PAYMENT OF ACCOUNTS:**

The payment of accounts for the month of October 2007 were approved on the proposal of Councillor Cubitt, seconded by Councillor Chivers.

**HUMAN RESOURCES:**

Discussion on the Human Resource Report was held **IN COMMITTEE** on the proposal of Alderman Mullan, seconded by Councillor Chivers.

**Recruitment & Selection:** The list of agency workers to cover for maternity leave, special leave and part time ad hoc cover was noted. Councillor Cubitt queried why Council was continuing to use a recruitment agency to provide a cleaner at Magilligan Ferry terminal. The pros and cons of this approach were discussed.

**Environmental Services Director:** The Chief Executive updated members regarding the Director of Environmental Services anticipated return to work and the recommendation by Council's Occupational Health Specialist that Council agree to implement a number of support mechanisms to facilitate his return to work.

He said a report had now been received from PSM Consulting on the staffing structure of the Environmental Services Directorate and this had confirmed there was no reason to believe that such a Directorate could not function effectively and efficiently nor was there anything in the organisational structure designed to deliver these functions which is inherently out of step with the approaches taken by other local authorities elsewhere. However, the report recommended that a lead officer be designated within Building Control and Environmental Health to provide cover in the absence of the respective service managers. Council should continue to appoint a Waste Management Officer and consider enhancing the proposed job description for the post. Agreed.

**Flexitime Working Hours Scheme:** It was agreed to accept the lowest tender from North Time and Date in the sum of £5,025.00 for terminal, hardware, software and annual maintenance of system to record employees working hours under flexible working scheme.

The Human Resource Report dated 4 December 2007 was adopted on the proposal of Councillor Butcher, seconded by Alderman Mullan.

**OUT OF COMMITTEE** on the proposal of Councillor Ó hOisín, seconded by Councillor Chivers.

**ANY OTHER BUSINESS:**

**Roe Valley Chamber of Trade:** Alderman Mullan made reference to Chamber of Trade members being refused access to Council building on Monday 3 December 2007 and queried who authorised this action. Councillor Cubitt confirmed that he had asked the caretaker to prevent those with placards entering the building and said he believed elected members were going to be harassed regarding the Town Hall as several photographers were present. He also confirmed that he had apologised to the Mayor and the Director of Development regarding the incident. Noted.

**Seasons Greetings:** The Chair of the Support Services Committee thanked members for their support during the year and wished everyone best wishes for the holiday season.

**NEXT MEETING:** - 16 January 2007.

**THIS CONCLUDED THE BUSINESS**  
**(The meeting ended at 7.45 pm)**

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