

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

**SUPPORT SERVICES COMMITTEE  
5 APRIL 2011**

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 G Robinson. Councillors A Brolly, P Butcher, M Carten, B Chivers, L Cubitt, B Douglas, G Mullan, C Ó hOisín, A Robinson and E Stevenson.

**IN ATTENDANCE:**

Committee Clerk, Director of Development, Head of Finance, Head of Human Resources and the Chief Executive.

**APOLOGIES:** - Councillors M Donaghy and J F McElhinney

**MINUTES:**

The minutes of meeting dated 1 March 2011 were approved on the proposal of Councillor Butcher, seconded by Councillor Robinson.

**MATTERS ARISING:** - None.

**PAYMENT OF ACCOUNTS:**

The Head of Finance answered queries put to him by members on payment of accounts for February 2011 following which were approved on the proposal of Councillor Ó hOisín, seconded by Councillor Carten.

**HUMAN RESOURCES:**

**IN COMMITTEE** on the proposal of Councillor Chivers, seconded by Councillor Mullan. Councillor Cubitt objected to this decision.

**Human Resource Report:** The Head of Human Resources presented the Human Resource Report for April 2011, which detailed the total number of employees & temporary workers, recruitment & selection, absenteeism and cause of absence and issues relating to investors in people. The report was adopted on the proposal of Councillor Mullan, seconded by Councillor Chivers subject to the following:

**Retirement:** It was agreed that best wishes for a long and happy retirement would be forwarded to Thelma Whitehead. It was suggested that her name be added to Councils causal register.

**Sponsorship Requests:** Council approved sponsorship requests for RLSS Trainer Assessor and ISRM Trainer Assessor courses at a cost of £695.

**Community Wardens Scheme:** The Head of Human Resources advised that since the report had been issued further funding had been secured which enabled

the Community Wardens fixed term contracts to be extended for a further year to 31 March 2012. This was welcomed by members.

In response to a member, the Director of Development explained that a review had taken place of where the Community Wardens presence was required and that it was not solely in the town centre or in the Neighbour Hood Renewal area.

**Health & Safety Officer:** It was agreed that the Health & Safety Officer post would be shared with Moyle District Council, resulting in budgeted savings to Council of £17,000.

**Leadership Development:** The Head of Human Resources outlined that Council had been given the opportunity to participate in a new Diploma in Strategic Leadership, ILM Level 7 to be delivered through a series of practical workshops, action learning sessions, coaching and mentoring. She said that the cost of the course was £2,700, however the Local Government Staff Commission had indicated that up to £700 could be made available from its training group to support the initiative.

It was agreed on the proposal of Councillor Mullan, seconded by Councillor Butcher that Council agree in principle to proceed with this opportunity subject to confirmation of financial support from LGSC and identification of the appropriate manager to attend this course.

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

**RATES COMPARISON:**

The Head of Finance circulated a spreadsheet which compared the domestic rates bill of the 26 councils in Northern Ireland. It was noted that Limavady Borough Council was ranked 13 for the year 2011/12.

**ANY OTHER BUSINESS:**

- A letter was tabled from the DoE to advise that the Executive had approved the reinstatement of the 2010/11 resources element of the General Grant. Members welcomed the reinstatement of £77,780 to Limavady Borough Council.
- Councillor Ó hOisín extended best wishes to those standing in the Local Elections and for those not standing a happy retirement.
- Alderman Coyle, chair of the Support Services Committee thanked members and officers for the work which had been completed during the year.

**NEXT MEETING:** - 7 June 2011.

**THE BUSINESS CONCLUDED AT 7.45 MP.**

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