

LIMAVADY BOROUGH COUNCIL
COMHAIRLE BHUIRG LÉIM AN MHADAIDH
SUPPORT SERVICES COMMITTEE

06 AUGUST 2013

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

PRESENT:

Aldermen M Coyle and J Rankin. Councillors O Beattie, B Chivers, B Douglas, T McCaul, J McCorkell, S McGlinchey, C McLaughlin, G Mullan, A Robinson (chair) and E Stevenson.

IN ATTENDANCE:

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

APOLOGIES: - Councillor D Nicholl and Councillor A Brolly

MINUTES:

The minutes of meeting held 11 June 2013 were approved on the proposal of Alderman M Coyle, seconded by Councillor B Chivers.

MATTERS ARISING: - None

HEAD OF FINANCE MONTHLY REPORT – AUGUST 2013:

The Head of Finance presented his report for the month of August 2013 as follows:

Payment of Accounts – May 2013: The Head of Finance presented the payment of accounts for the month of May 2013 which were approved by members.

Payment of Accounts – June 2013: The Head of Finance presented the payment of accounts for the month of June 2013 which were approved by members.

Accounts for 3 Months ended 30 June 2013: The Head of Finance presented the accounts for 3 months ending 30 June 2013 and explained that the expenditure items checked made up 75% of the total gross expenditure.

Estimates Timetable for 2014/2015: Details noted. The Head of Finance advised Councillors that the first draft of the estimates would be discussed with Councillors at a meeting to be held on Monday 16 December 2013. The Head of Finance also advised members a meeting for individual parties would be scheduled for early December.

Scheme of Allowances Payable to Councillors 2013-2014: The Head of Finance advised that the Scheme of Allowances Payable to Councillors 2013-2014 had not changed significantly.

5 Year Property Valuation Exercise (using LPS): Council agreed not to tender for the valuation exercise and to continue using Land and Property Services on the proposal of Alderman M Coyle, seconded by J McCorkell.

The Head of Finance Monthly Report was approved by Council.

Councillor B Douglas joined the meeting at 7.15pm.

HEAD OF HUMAN RESOURCES MONTHLY REPORT – AUGUST 2013:

IN COMMITTEE on the proposal of Councillor B Chivers, seconded by Councillor T McCaul.

The Head of Human Resources presented the Human Resource Report for August 2013, which detailed standing items including total number of employees & temporary workers, recruitment & selection, absenteeism & cause of absence, and long term sick details. The report was adopted on the proposal of Councillor B Chivers, seconded by Councillor T McCaul subject to the following:

- **Learning and Development:** - The Head of Human Resources informed members that twelve managers and employees have completed and been awarded IOSH Management Safety Level 3 training. In addition the Warden at Benone Tourist Complex achieved an advanced Diploma in Management Practice with distinction.
- **Investors in People (IIP):** - The Head of Human Resources confirmed that Limavady Borough Council retained IIP accreditation for a further three years. A formal report will be communicated to members.
- **Pay Increase 2013/2014:** - The Head of Human Resources advised that the Local Government Services confirmed a pay increase of 1% on the pay scale for 2013/2014. It was agreed that Spinal Column Point 4 (SCP4) £12,266 be deleted with effect from 1st October 2013.

OUT OF COMMITTEE on the proposal of Councillor McCorkell, seconded by Councillor Chivers.

ANY OTHER BUSINESS: -

Severance Payment to Councillors: - The Head of Finance advised members that details of the Severance Payment had been emailed to those with I-pads and a hardcopy for those without and any queries to be directed to the Head of Finance.

NEXT MEETING: - 3 September 2013.

THE BUSINESS CONCLUDED AT 7.20 PM.

Chair: _____