

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

SUPPORT SERVICES COMMITTEE

6 OCTOBER 2009

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

IN ATTENDANCE:

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

APOLOGIES:

Alderman Robinson and Councillor McElhinney .

MINUTES:

The minutes of meeting held 1 September 2009 were approved and signed on the proposal of Councillor Ó hOisín, seconded by Councillor Butcher.

MATTERS ARISING: - None.

PAYMENT OF ACCOUNTS:

The Director of Support Services answered a number of questions relating to the payment of accounts for August 2009 which were approved by members.

ACCOUNTS FOR 5 MONTHS ENDING 31 AUGUST 2009:

The Director of Support Services presented the accounts for 5 months ending 31 August 2009, which showed a surplus of £84k for the period. He said as the budgeted surplus had been forecast at £39k, there was a favourable variance of £45k. He added that the main variances from budgeted were as follows:

- revised landfill site closure costs - £25k adverse
- revised post closure costs - £24k adverse
- rate reserve clawback - £45k adverse
- waste disposal gate fees - £59k favourable

The Director of Support Services explained in detail and adverse/favourable variances for salaries and wages, other expenditure, loan charges, other income, grants and the district rates. The accounts as presented were approved by members.

HUMAN RESOURCES:

Human Resource Report: Councillor Cubitt proposed that Council do not go into committee as an elected member had leaked information to the local media at a previous meeting. He requested that the member leave the chamber. The proposal was debated and a number of comments were made on adhering to Standing Orders, the Code of Conduct for Councillors and disclosure of documents in which staff were named.

Councillor Brolly proposed, seconded by Councillor Chivers that the report be discussed in committee. The proposal was put to the meeting and declared carried, 8 for, 4 against and 1 abstention.

IN COMMITTEE: The Director of Support Services presented the Human Resources Report dated 6 October 2009 which detailed recruitment & selection, absenteeism, cause of absence and issues relating to Investors in People. The report was adopted on the proposal of Alderman Coyle, seconded by Councillor Butcher.

Vacancy Control System Detailed Procedure: The Director of Support Services outlined that the primary rationale for the introduction of a vacancy control system was to safeguard the employment of existing council staff as a result of decisions from RPA and to have a mechanism in place to avoid redundancies. He said with effect from 1 October 2009, the vacancy control system would apply to vacancies within the existing 26 councils for the “at risk” posts of Chief Executive, Directors, Heads of Service, PAs to Chief Executives, Directors and Heads of Service and staff in Member Services.

It was noted that other posts would be phased into the vacancy control system as more information became available on staff designated to be at a clearly identified risk of compulsory redundancy [“at risk” staff]. It was also noted that the vacancy control system was not to be unilaterally applied to all posts.

The vacancy control system was approved on the proposal of Alderman Coyle, seconded by Councillor Ó hOisín.

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

BANK MANDATE FOR COUNCIL’S FIVE SIGNATURES:

It was agreed on the proposal of Alderman Rankin, seconded by Councillor Cubitt that the Chief Executive, Director of Support Services, Director of Environmental Services, Director of Development and the Finance Manager would be approved as cheque signatures for Councils banking details with the Northern Bank.

ANY OTHER BUSINESS:

- Best wishes were extended to Councillor Robinson on his return to the chamber after a period of ill health.

NEXT MEETING: - 3 November 2009.

THE BUSINESS CONCLUDED AT 7.30 PM

Chair: _____