

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

**SUPPORT SERVICES COMMITTEE**

**6 DECEMBER 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 O Beattie, A Brolly, B Chivers, B Douglas, G Mullan, T McCaul, J McCorkell, S McGlinchey, C McLaughlin, D Nicholl, A Robinson and E Stevenson.

**IN ATTENDANCE:**

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

**APOLOGIES:** - None.

**MINUTES:**

The minutes of meeting dated 1 November 2011 were approved on the proposal of Alderman Coyle, seconded by Councillor McGlinchey.

**MATTERS ARISING:**

**Bus Shelter - Lilac Avenue:** A member advised that the meeting held to discuss provision of a bus shelter at Lilac Avenue had been unsuccessful.

**September Payment of Accounts:** In response to a member the Head of Finance reported that taking into account performance fee, ticket sales and sponsorship, the Kieran Goss concert had generated surplus funds of £1,542.

**Training on Local Government Finance Act & Prudential Code:** Members were advised that training on the Local Government Finance Act & Prudential Code had been organised for Thursday 8 December between 5 and 7 pm. The importance of members being familiar with the Act was emphasised.

**Payments of Councillors' Allowances:** The Head of Finance clarified that proposed changes to payment date would mean that Councillors would receive two payments for allowances in December. Members noted that the payment dates for allowances was 21 December 2011 and 23 January 2012.

**HEAD OF FINANCE MONTHLY REPORT:**

**Payment of Accounts:** The Head of Finance presented the payment of accounts for the month of October 2011. He answered queries on payments relating to the Neighbourhood Renewal Programme, NILGOSC, Consilium Technologies and to Telefonica UK Limited. The accounts as presented were approved by members.

**Summarised Accounts for 7 Months Ending 31 October 2011:** The Head of Finance presented summarised financial information for 7 months ending 31 October 2011. The variances relating to salaries & wages, waste disposal, vehicle costs, energy costs, loan/lease charges and other income were noted by members.

**HEAD OF HUMAN RESOURCES MONTHLY REPORT:**

**IN COMMITTEE** on the proposal of Alderman Robinson, seconded by Councillor Chivers.

The Head of Human Resources presented the Human Resource Report for December 2011, which detailed the total number of employees & temporary workers, 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 Alderman Robinson subject to the following:

- A member requested a copy of the Job Description on the vacancy for a Cohesion Officer.
- Members welcomed that the industrial action held on 30 November 2011 had not affected services and that facilities had remained open and operational.

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

**ANY OTHER BUSINESS:**

**Seasons Greetings:** The Chair of the Support Services extended season's greetings to elected members and officers.

**NEXT MEETING:** - 10 January 2012.

**THE BUSINESS CONCLUDED AT 7.20 PM.**

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