

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

**SUPPORT SERVICES COMMITTEE**

**7 AUGUST 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 P Butcher, M Carten, B Chivers, L Cubitt, M Coyle (chair), M Donaghy, B Douglas, J McElhinney, A Robinson, and E Stevenson.

**IN ATTENDANCE:**

Committee Clerk and Finance Manager.

**APOLOGIES:**

Councillors A Brolly and C Ó hOisín. Director of Support Services.

**MINUTES:**

The minutes of meeting dated 5 June 2007 were approved and signed on the proposal of Councillor Butcher, seconded by Alderman Robinson.

**MATTERS ARISING:** - None.

**PAYMENT OF ACCOUNTS:**

The payment of accounts for the months of May and June were approved on the proposal of Councillor Robinson, seconded by Councillor Chivers. Councillor Cubitt raised concerns at payments to City Industrial Waste Ltd and to expenditure in relation to operating the ferry service.

**HUMAN RESOURCES:**

It was agreed on the proposal of Councillor Butcher, seconded by Alderman Mullan that discussion on the Human Resource Report would be held **IN COMMITTEE**. Councillor Cubitt objected and said this was pointless as information would be disclosed to the press later in the night.

- Recruitment and Selection – *starters, temporary/agency employees, leavers, career break/acting up, interchange secondments and current vacancies. The Finance Manager advised that the part-time post of Administration Officer within the DPP would be recruited for shortly.*
- Employee Training & Development – *employee requests, details and costs.*
- Sickness & Absence – *statistics & costs per directorate. A query arose on how long the Director of Environmental Services would be off work and to the nature of his illness.*

- Single Status & Job Evaluations – members noted that 45 appeals had been received on results of job evaluations and as a result, none of the staff employed on a 35 hour week who received an increase had accepted the clause of agreement to work 37 hours and would remain on the old rate of pay pending union negotiations. It was also noted that the 28 employees within the Technical Services Department who were evaluated at a rate which resulted in their new pay being less than their old normal pay would still remain on the old rate of pay pending negotiations.
- Closure of Civic Amenities Site at Drumaduff – members noted that the two Council employees based at Drumaduff had now been redeployed to the Depot at Ballyquin Road. It was suggested that the workers should have been used to separate waste rather than paying City Industrial Waste for this service.
- Christmas Opening Hours for Council Office, Connell Street – following review, it was agreed that Council Offices would be closed 24, 25 and 26 December, reopen as normal on 27 & 28 and that employees would be asked to take one days Annual Leave on 31 December, followed by the public holiday closure on New Years day. The Finance Manager agreed to investigate if staff who had no Annual Leave left would take unpaid leave. .

Council came **OUT OF COMMITTEE** on the proposal of Councillor Butcher, seconded by Alderman Mullan.

#### **ACCOUNTS FOR 3 MONTHS ENDING 30 JUNE 2007:**

The accounts for the three months period ending 30 June 2007 were tabled and noted.

#### **DOE CIRCULAR – TRAVELLING ALLOWANCE:**

The DOE Circular No LG/11/07 which advised of revised levels of travelling allowance payable to members of district councils incurred in the performance of an approved duty were tabled and noted.

#### **COURSE/CONFERENCE:**

It was agreed on the proposal of Councillor Cubitt, seconded by Alderman Rankin that one officer would attend the CIPFA Northern Ireland Conference to be held in Slieve Donard Hotel, Newcastle on 27 & 28 September 2007 at a cost of £595.

#### **ANY OTHER BUSINESS:**

**Banking Services:** A resolution was passed by Council to renew the overdraft facility with the Northern Bank.

**RAF Memorial Service:** The Mayor Councillor Stevenson outlined that members were invited to attend the RAF Memorial Service on Saturday 11 August 2007 in Dreenagh Estate.

**NEXT MEETING:** - 4 September 2007.

**THIS CONCLUDED THE BUSINESS**  
(The meeting ended at 7.30 pm)

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