

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

**SUPPORT SERVICES COMMITTEE**

**7 AUG 2012**

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, T McCaul, S McGlinchey, C McLaughlin, G Mullan, , A Robinson.

**IN ATTENDANCE:**

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

**APOLOGIES:**

Councillors E Stevenson, J McCorkell, and D Nicholl.

**APPOINTMENT OF CHAIRPERSON:**

It was agreed that the Mayor, Councillor Cathal McLaughlin would chair the meeting in the absence of Councillor McCorkell.

**MINUTES:**

The minutes of meeting held 12 June were approved on the proposal of Councillor S McGlinchey, seconded by Councillor T McCaul.

**MATTERS ARISING:** -None.

**HEAD OF FINANCE MONTHLY REPORT – AUGUST 2012:**

**Payment of Accounts – May and June 2012:** The Head of Finance presented the payment of accounts for the month of May and June 2012 highlighting all payments over £5k for the month of May 2012. In response to a query he confirmed that vehicles hired on a regular basis were used solely by Council and not available for hire by other businesses. The Chief Executive agreed to ask the Director of Development to prepare a report for the September meeting on the effectiveness of the RNLI Lifeguard service at Benone beach.

Councillor A Robinson joined the meeting at 7.09 pm

**Accounts for 3 Months Ended 30 June 2012:** The Head of Finance presented the accounts for 3 months ending 30 June 2012 and explained that the expenditure items checked made up 75% of the total gross expenditure. A saving of £13k for DERV costs in the first quarter has been attributed to the Vehicle Tracking System purchased at a cost of £28k. It was envisaged that the total annual saving

could be in the region of £30-£40k which would mean the initial purchase cost would be covered within the first 6-8 months of its use.

**Estimates Timetable for 2012/2014:** 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 17 December 2012.

**Scheme of Allowances Payable to Councillors 2012-2013:** The Head of Finance advised that the Scheme of Allowances Payable to Councillors 2012-2013 would be uploaded onto Council's website. In response to a query the Head of Finance confirmed paragraph 2.3 Basic Allowance had been reduced to one third from 1<sup>st</sup> April and from 1<sup>st</sup> July the payment has been further reduced to one sixth for those councillors who were also MLAs, MPs and members of the House of Lords, or MEPs.

The Head of Finance Monthly Report was approved on the proposal of Alderman G Robinson, seconded by Councillor B Douglas.

#### **HEAD OF HUMAN RESOURCES MONTHLY REPORT – AUGUST 2012:**

**IN COMMITTEE** on the proposal of Alderman G Robinson, seconded by Councillor A Brolly.

**Human Resources Report:** The Head of Human Resources presented the Human Resource Report for August 2012, which detailed standing items including total number of employees & temporary workers, recruitment & selection, absenteeism & cause of absence, long term sick details and sponsorship requests. The report was adopted on the proposal of Councillor T McCaul, seconded by Alderman M Coyle subject to the following:

- **Sponsorship Requests:** Council approved a sponsorship request for one employee to attend a Kettle Bell Instructor course at a cost of £240.
- **Agency Workers:** In response to a query from a member on the employment of agency workers as opposed to the use of short term/temporary contracts, the Head of Human Resources explained the different considerations taken into account when a vacancy had to be filled. The Human Resources department would liaise with the Head of Finance to get a comparison costing to ensure agency costs would never be more than recruitment costs.

The Head of Human Resources Monthly Report was approved on the proposal of Councillor T McCaul, seconded by Alderman M Coyle.

**OUT OF COMMITTEE** on the proposal of Councillor A Brolly, seconded by Councillor B Chivers.

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

**Magilligan Prison:** On a proposal from Councillor A Robinson, seconded by Alderman G Robinson it was agreed the Chief Executive would to arrange an informal discussion meeting with David Ford MLA, Minister of Justice with Councillors and an invited number of members of the Roe Valley Chamber of Trade to discuss the proposed closure of Magilligan Prison.

**NEXT MEETING:** - 4 September 2012.

**THE BUSINESS CONCLUDED AT 7.35 PM.**

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