

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

SUPPORT SERVICES COMMITTEE

21 DECEMBER 2005

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 A Brolly, P Butcher, M Carten, B Chivers, L Cubitt, M Coyle, M Donaghy, B Douglas, J F McElhinney, C Ó hOisín, A Robinson and E Stevenson.

IN ATTENDANCE:

Committee Clerk, Director of Development, Director of Environmental Services, Director of Support Services, Technical Services Manager and the Chief Executive.

APOLOGIES:

None

WELCOME:

The Chair welcomed Mr Errol Ogilby, newly appointed Technical Service Manager to the meeting.

MINUTES:

The minutes of meeting dated 16 November 2005 were approved and signed on the proposal of Councillor Coyle, seconded by Alderman Robinson subject to amendment on page 2, paragraph 6, 'Councillor Douglas said he had no interest in wireless networking.

MATTERS ARISING:

Wireless Networking: The Director of Support Services outlined that whilst a wireless networking system had been successfully installed in Council Chamber, only 6 relatively new laptops with Windows XP would work on the system and that the other laptops, which were about 4 years old with Windows 98 may have to be replaced. He said all the members laptops would have to be brought into Council for updates, virus and spyware checks and inserted with a wireless network card. Members noted that Council's IT Officer would deal with these matters in February 2006.

Audit Committee: It was agreed that Alderman Rankin, Councillor Cubitt and Councillor Stevenson would serve on Councils Audit Committee.

PAYMENT OF ACCOUNTS:

The Director of Support Services answered a number of queries put to him by members after which the payments for the month of November 2005 were signed and approved.

Councillor Cubitt requested that the cost of running the transfer station at Aghanloo be provided at the next Support Services meeting. Agreed.

HUMAN RESOURCES:

IN COMMITTEE: The Director of Support Services presented the Human Resource Report dated 21 December 2005 and enlarged thereon. The Report was adopted on the proposal of Councillor Coyle, seconded by Councillor Chivers subject to the following:

Seasonal Recruitment: The Director of Support Services reported that a review of services provided by Grafton Recruitment in year one of a two year tender option had been carried out and that positive feedback had been received from those employees at Council locations. He said that training had been completed by Benone Complex Manager, HR Assistant and Duty Manager at RVLC to facilitate further and better induction and awareness training for seasonal staff.

Fair Employment Tribunal – Case 377/02: Members welcomed results of review of FET 377/02 and Court of Appeal conclusion that the decision that the former Chief Executive/Limavady Borough Council was guilty of victimisation could not be upheld. **OUT OF COMMITTEE.**

INTERNET & E-MAIL POLICY:

The Director of Support Services reported that NIPSA had not responded to Councils request for comment on proposed Internet and E Mail Policy and recommended that the policy be agreed and communicated to employees at Corporate Briefings scheduled for January 2006. Agreed.

PROVISION OF INTRANET:

The Director of Support Services explained that four companies had been shortlisted and presented to a panel their tender submission for provision of Intranet for Council staff. He said after evaluation and taking into account cost, content management, functionality and NI local government experience, the panel had recommended that the contract be awarded to TIBUS at a cost of £10,425, which included the provision of PC's at RVLC and Council Depot.. This was agreed on the proposal of Councillor Coyle, seconded by Councillor Cubitt.

ANY OTHER BUSINESS:

Moving and Replacing Massey Plinth: Councillor Butcher requested details of cost and queried if Planning Permission had been required for the provision of plinth for the Massey statue. The Director of Environmental Services said members had agreed to provide the plinth as disabled visitors had not been able to access or see the plinth in its former location and as far as he was aware, Planning

Permission was not required. Councillor Cubitt said Councillor Butcher was raising frivolous points.

NEXT MEETING:

It was agreed that the next Support Services meeting would take place on 18 January 2005 to discuss the rates estimates.

THIS CONCLUDED THE BUSINESS
(The meeting ended at 8.50 pm)