

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

SUPPORT SERVICES COMMITTEE

7 MAY 2013

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, J McCorkell (Chair), S McGlinchey, C McLaughlin, G Mullan, D Nicholl, A Robinson and E Stevenson.

IN ATTENDANCE:

Chief Executive, Head of Finance, Head of Human Resources and the Administration Officer.

APOLOGIES: - None

MINUTES:

The minutes of meeting held 9 April 2013 were approved on the proposal of Councillor T McCaul, seconded by Councillor A Robinson.

MATTERS ARISING: - None

HEAD OF FINANCE MONTHLY REPORT – MAY 2013:

The Head of Finance presented his report for the month of May 2013 as follows:

Payment of Accounts – March 2013: The Head of Finance presented the payment of accounts for the month of March 2013 which were approved by members.

Proposed Scheme Design for the Local Government Pension Scheme (NI) 2014: The Head of Finance circulated a consultation document and consultation response on the proposed scheme design for the Local Government Pension Scheme. It was agreed by members that the response would be sent to the Department of the Environment (DOE) with no further amendments.

Treasury Management Movements: The Head of Finance presented movements in investment banking for the month ending up to 30 April 2013. He said as previously advised it was recommended under Treasury Management that the movements be brought to Council as these occurred.

The Head of Finance Report was approved on the proposal of Alderman Robinson, seconded by Councillor McLaughlin.

HEAD OF HUMAN RESOURCES MONTHLY REPORT – MAY 2013:

IN COMMITTEE on the proposal of Councillor B Chivers, seconded by Councillor A Brolly.

The Head of Human Resources presented the Human Resource Report for May 2013, which detailed standing items including total number of employees & temporary workers, recruitment & selection, absenteeism & cause of absence, and long term sick details. The report was adopted on the proposal of Alderman Robinson, seconded by Alderman Rankin.

Councillor B Douglas joined the meeting at 7.42pm

- **Career Break:** - The request by the Committee Clerk for a 12 month Career Break was approved.
- **Sponsorship Request:** - Council approved sponsorship request for 1 Senior Recreational Attendant to undertake a UEFA 'A' Licence course on up skilling to provide coaching development in football to the public at nil cost to Council.
- **Youth Employment Scheme (YES):** - The Head of Human Resources explained the YES Scheme to members. She clarified that the programme consisted of 2 elements, work experience and the skills development programme, Council agreed to participate in this programme.
- **Job Evaluation – Neighbourhood Renewal Officer:** - Following outcome of a job evaluation exercise, it was recommended that the Neighbourhood Renewal Officer post be evaluated at Scale S02 Pts 32-24 effective from 9 January 2013. Agreed.
- **Job Evaluation – Environmental Services Directorate:** - Council agreed that the Head of Human Resources and Director of Environmental Services would facilitate a review of the Operations Manager and Waste Services Manager posts and forward the agreed outcome for evaluation.
- **Job Evaluation Framework:** - The Head of Human Resources explained that work had now been completed on a proposed Framework in Respect of Matters Concerning the GLPC Job Evaluation Scheme. Approval was given to begin consultations with the Councils Trade Unions, NIPSA and UNITE regarding the framework.
- **RPA Staff Severance Scheme for Local Government:** - Council agreed to adopt the RPA Staff Severance Scheme for Local Government as outlined in Circular LRGFJ/05.

OUT OF COMMITTEE on the proposal of Alderman Robinson, seconded by Alderman Rankin.

ANY OTHER BUSINESS: -

Road Closure - A2 Seacoast Road, Downhill, Limavady: A discussion took place regarding the disruption to businesses due to the closure of Seacoast Road. It was agreed by members that the Chief Executive contact the Department for Regional Development NI (DRDNI) regarding the signage for the Seacoast Road closure and to seek clarification for local businesses on how long the road was likely to be closed.

NEXT MEETING: - 11 June 2013.

THE BUSINESS CONCLUDED AT 8.20 PM.

Chair: _____