

MINUTES OF MEETING OF THE STRATEGIC SUPPORT SERVICES COMMITTEE OF DUNGANNON AND SOUTH TYRONE BOROUGH COUNCIL HELD ON WEDNESDAY 25 JUNE 2014 IN THE COUNCIL OFFICES, CIRCULAR ROAD, DUNGANNON

- MEMBERS PRESENT:** In the Chair, Councillor Brush (Chair)
- Councillors Ashton, F Burton, R Burton, Cuddy, Cuthbertson, Daly, Donnelly, Gildernew, Gillespie, McGonnell, Molloy, Monteith, Robinson and Somerville
- APOLOGIES:** Councillors McGuigan, Mulligan, O'Neill, Reid, Varsani and A Burke, Chief Executive
- OFFICERS PRESENT:** B Currie, Human Resources Advisor (HRA)
I Frazer, Director of Development (DD)
P Kerr, Director of Finance (DF)
G Smith, Council Business Manager (CBM)
- IN ATTENDANCE:** **Item 4**
Mr Alistair Butler, Department of Finance and Personnel

The meeting commenced at 7.40 pm

1 ELECTION OF CHAIR

The Deputy Mayor chaired the meeting for the election of Chair.

Under the previously agreed d'Hondt arrangement nomination was sought from DUP.

Councillor Ashton nominated Councillor Brush who was appointed.

Councillor Brush took the chair and thanked his party colleagues for their nomination.

2 ELECTION OF VICE CHAIR

Under the previously agreed d'Hondt arrangement nomination was sought from Sinn Féin.

Councillor Molloy nominated Councillor Gildernew who was appointed.

3 DECLARATION OF CONFLICT OF INTEREST

The Chair reminded members of their responsibility with regard to any declaration of conflict of interest.

4 REGISTRATION SERVICES AND RPA

The Chair, Councillor Brush, welcomed Alistair Butler from Department of Finance and Personnel and invited him to address the Council.

Mr Butler with the use of a power point presentation (appendix 1) outlined the current service and spoke in relation to registration services post RPA.

In response to queries Mr Butler stated that DFP has a legislative responsibility to provide and maintain a suitably equipped Register Office in such premises as it may determine and post RPA will continue to fund offices and services in the current three locations. The registrar is a statutory appointment with only one per district. The current workload exercise calculated a need for 3.6 staff to provide the registration service in Mid Ulster. GRO will be revisiting the workload exercise to determine if that is still the correct number. Deputies can perform all functions but would not be tied to that district, if staff shortages could bring in deputy from another district. All clusters have stated that the provision of services for members of the public will continue to be provided in offices currently in use. Any change from that will be the responsibility of Mid Ulster District Council.

Members welcomed this news.

The Chair thanked Mr Butler for his attendance following which he left the meeting at 8.00 pm.

5 CONSIDERATION AND ADOPTION OF REPORTS AND NOTES OF MEETING HELD ON WEDNESDAY 28 MAY 2014

As Members were previously advised at Council meeting on 9 June 2014 this committee held on Wednesday 28 May 2014 was convened without Declarations of Office, under the new mandatory code of conduct for all councillors, being completed by Councillors. In order to regularise this situation and deal with any ultra-vires issues members were asked to consider the reports presented to and notes of Strategic Support Services Committee meeting held on Wednesday 28 May 2014.

Proposed by Councillor Monteith

Seconded by Councillor McGonnell and

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Resolved That the reports presented to and notes of Strategic Support Services Committee meeting held on Wednesday 28 May 2014 be adopted.

6 FINANCIAL MATTERS

The report (appendix 2) and addenda (appendix 3 and 4) of the Director of Finance were presented reference being made to the following:

STRATEGIC

6.1 Financial Update

The DF presented reports, reconciliation between the management report out-turn reported in May and the figures in the financial statement (appendix 3) and update re reserves as at 31 March 2014 and the projected position as at 31 March 2015 (appendix 4). She took members through the reports and how they related to the Financial Statement presented to the previous meeting.

Councillor Monteith left at 8.03 pm.

Member asked if there is any indication of what reserves are held in Cookstown and Magherafelt. The DF stated that accounts are due to be filed by 30 June and information should be available. It was noted that Dungannon's accounts at 31 March 2014 show a 10 per cent reserve level which is projected to be 5 per cent at March 2015.

As discussed at previous meeting hoping to have Deloitte carryout scheme review which will look at project management and governance arrangements in place over the implementation of capital schemes across the Council. They will advise on lessons learnt, how things can improve and what can be done to ensure delivery of projects on time.

6.2 Capital Update

The DF presented details of capital budget for 2014/15 which showed total revised expenditure of £14,462,565 which included additional budget allocation of £356k. She took members through the explanations for the additional expenditure. In addition to this list was proposal at Monday night's committee meeting in relation to the need for additional £10,000 in relation to contract at Drumcoo.

The DF stated that Capital Working Group would monitor, reprofile and report would be brought to this committee on a monthly basis.

In relation to what happens to obsolete vehicle the DF stated that this was a question which should be put to Strategic Service Delivery Committee and relevant Director will be asked to report on this at the next meeting.

6.3 Adoption of Report

Proposed by Councillor F Burton
Seconded by Councillor Daly and

Resolved That the report and addenda of the Director of Finance be adopted and that all recommendations, subject to the foregoing, be approved.

Mr Frazer left at 8.30 pm

7 PERSONNEL MATTERS

The report (appendix 5) of the Human Resources Advisor was presented reference being made to the following:

STRATEGIC

7.1 RPA (item 1.1)

The HRA advised that interim appointments to assist the Chief Executive and the new Council are ongoing and should be completed by Friday.

In response to query the HRA stated that all post will be paid through this Council's payroll and reimbursed through the Mid Ulster District Council.

7.2 Local Government Pay

The HRA referred to this section in report and advised that Unison members have voted for strike with 10 July 2014 being the targeted date. In the event of a strike appropriate guidance will be issued to management and staff on responding to and managing the strike action.

OPERATIONAL

7.3 Industrial Tribunals (item 2.1)

The HRA advised that the Industrial Tribunal has now issued a decision in relation to the two outstanding cases;

- (1) The claimant's claim of disability discrimination was dismissed.
- (2) The claimant's claim for equal pay on the grounds that she is engaged in "like work" with a male comparator is dismissed. The "equal value" aspect of the claim will now be listed for hearing. Also the claim of discrimination on the grounds of part-time status was dismissed and no award could be made in the claim for the respondent's failure to complete the grievance procedure.

The Human Resources Advisor will review the findings and identify, where possible improvement could be made to Council Procedures.

In response to query the HRA stated that this is a long and lengthy process and these particular cases have been in the system in excess of two years. The HRA further stated that it had cost approximately £20,000 to defend the cases and that has asked legal advisor to look at putting in claim for costs, in one of the cases, as firmly of the opinion that was a frivolous and vexatious case.

7.4 Drivers/General Operatives (item 2.3)

The HRA advised that the Waste Operations Manager has highlighted the necessity to recruit an additional two HGV Drivers and four General Operatives to service the roll out of a further tranche of brown bins to household in the borough.

Proposed by Councillor Cuddy
Seconded by Councillor Gildernew and

Resolved That recruitment of the additional posts is approved.

Councillor Gildernew left at 8.40 pm.

7.5 Caretaking Proposals – Northland Row (item 2.5)

Councillor R Burton arrived at 8.40 pm.

The HRA stated that he had previously brought proposals to the Council and additional information was requested. He presented the additional information and presented proposal which showed efficiencies and savings to be achieved.

Members spoke of the detailed proposal and complex figures verbally presented and the need to have information in writing before making a decision.

Councillors Cuthbertson, Daly, Gillespie, McGonnell and Robinson left at 8.50 pm.

Following discussion

Proposed by Councillor Somerville
Seconded by Councillor Molloy and

Resolved That full written report be brought to the next meeting of the Committee.

7.6 Overtime Working (item 2.6)

The HRA presented details as set out in report in relation to overtime working and recommendation from the Acting Director of Environmental Services that due to ongoing workloads the two waste operations supervisors be included on the approved list for payment of planned overtime.

Member spoke in relation to staff unable to take leave when requested. The HRA stated that managers, having regard to the needs of the service have to regulate and ensure fair practice when considering leave requests. Not aware of any complaints from people not getting time off.

Proposed by Councillor Cuddy
Seconded by Councillor Molloy and

Resolved That the recommendation of the Acting Director of Environmental Services is approved.

7.7 Adoption of Report

Proposed by Councillor Ashton
Seconded by Councillor Somerville and

Resolved That the report of the Human Resources Advisor be adopted and that all recommendations, subject to the foregoing, be approved.

8 RPA UPDATE

The RPA Update report (appendix 6) was presented reference being made to the undernoted:

8.1 Staff

In response to query the HRA stated that interim staff in place up to 31 March 2015 with possible extension and possibility that may become permanent. New Council staffing structure has not yet been agreed.

8.2 Adoption of Report

Resolved That the RPA Update report is noted.

9 DURATION OF MEETING

The meeting commenced at 7.40 pm and concluded at 9.10 pm.

MAYOR _____

CHIEF EXECUTIVE _____