



Borough of Douglas

**COUNCILLOR MISS DEBRA ANNE MARIE PITTS, JP
MAYOR**

Town Hall,

Douglas,

6th October, 2017

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held on WEDNESDAY, the 11th day of OCTOBER, 2017, at 2.30 o'clock in the afternoon, in the COUNCIL CHAMBER within the TOWN HALL, DOUGLAS for the transaction of the hereinafter mentioned business.

I am,

Yours faithfully

A handwritten signature in black ink, appearing to read 'Katherine'.

Town Clerk & Chief Executive

Order of Agenda

I - Election of a person to preside (if the Mayor is absent).

II - Any statutory business.

III - Approval as a correct record of the minutes of the last regular and any intermediate Meetings of the Council.

IV - Questions of which Notice has been given by Members of the Council, pursuant to Standing Order No. 39.

V - Consideration of the minutes of proceedings of the Council in Committee.

VI - Consideration of the minutes of proceedings of Committees of the Council in the following order:

- (i) The Executive Committee;
- (ii) The Pensions Committee;
- (iii) The Standards Committee;
- (iv) The Eastern District Civic Amenity Site Joint Committee;
- (v) Any other Joint Committee;
- (vi) The Housing Committee;
- (vii) The Regeneration and Community Committee;
- (viii) The Environmental Services Committee;

VIII - Consideration of such communications or petitions and memorials as the Mayor or Chief Executive may desire to lay before Council.

IX - Notices of Motion submitted by Members of the Council in order of their receipt by the Chief Executive.

X - Any Miscellaneous Business of which Notice has been given pursuant to Standing Orders.

The above Order of Agenda is in accordance with Standing Order No. 16(1); under Standing Order No. 16(2) it may be varied by the Council to give precedence to any business of a special urgency, but such variation shall not displace business under I and II.

AGENDA

III – Chief Executive to read minutes of the Council Meeting held on Wednesday, 9th August, 2017.

VI(i) - The proceedings of the EXECUTIVE COMMITTEE as follows:

EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Friday, 29th September, 2017.

Members Present: Mr Councillor D W Christian (Chair), the Mayor, Mr Councillor S R Pitts, Mr Councillor I J G Clague, Councillor Mrs C L Wells, Mr Councillor R H McNicholl.

In Attendance: Chief Executive (Miss K J Rice), Director of Finance (Mr G M Bolt), Director of Housing & Property (Mrs S Harrison), Director of Environment & Regeneration (Mrs D Eynon), Assistant Town Clerk (Mr P E Cowin) (for Clauses A1 to A9), Assistant Chief Officer (Human Resources) (Mrs C M Ashton) (for Clause A10), Executive Officer (Mrs J M Keig) (taking minutes).

REPORT

PART A –

Matters within the scope of the Executive Committee's delegated authority

A1. Apologies for Absence

No apologies for absence were submitted.

A2. Declarations of Interest

In accordance with the provisions of the Local Government Act 1985, Mr Councillor S R Pitts declared an interest in Clause A12, Statement of Accounts for the Year Ending 31st March 2017.

A3. Minutes

The minutes of the meeting held on Friday 28th July 2017 were approved and signed.

A4. Matters Arising From Previous Minutes

There were no matters arising from the previous minutes.

A5. Referrals from the Environmental Services Committee

There were no referrals from the minutes of the Environmental Services Committee meeting held on Monday 18th September 2017.

Resolved, "That particulars be noted on the minutes."

A6. Referrals from the Regeneration & Community Committee

The Committee considered the following referral from the minutes of the Regeneration and Community Committee meeting held on Tuesday 19th September 2017:

Clause B1 - Cinder Path Woodland Improvements: following a previously-proposed scheme not receiving support from the Executive Committee, and subsequent discussion at the August 2017 meeting of the Council, a new proposal for improvements to the area had been submitted, taking account of the Executive Committee's comments.

Members discussed the Regeneration and Community Committee's recommendation, expressing concern in relation to two of the proposals – that was, to remove the entire length of fencing running alongside the path, and that it had been reported that it would not be feasible to install CCTV in the area.

Resolved, "(i) That particulars of the referral be noted on the minutes;

(ii) That the matter be referred back to the Regeneration and Community Committee, with the request that a report be submitted to that Committee setting out what the cost would be to re-instate the fencing and for the installation of CCTV in the area; and

(iii) That the scheme then be included in the capital programme for 2018 / 2019 for consideration as part of the forthcoming Budget process."

A7. Consultation Document – Encouraging Active Travel on the Isle of Man

The Committee considered a written report by the Assistant Town Clerk in relation to a consultation document issued by the Department of Infrastructure.

It was noted that ‘active travel’, as referred to in the consultation document, meant cycling or walking as opposed to motorised transport. It was, however, restricted to journeys of necessity rather than desire, and did not include leisure activities. Two particular areas had been identified where active travel might be encouraged – journeys to work being made within a 2½ mile radius of Douglas; and travel choices for pupils and students in the Island’s schools and at the University College Isle of Man.

The Department proposed to adopt two overarching principles in order to meet its long-term vision – (i) the creation of a safe, convenient and effective active travel network; and (ii) the promotion of a shift in choice to active travel modes for every-day (functional) journeys.

The Department also proposed to create and deliver an Action Plan, which included measures for infrastructure provision, behaviour change and improved education, a network of routes for people to walk and cycle on, and partnership working and delivery.

Resolved, “(i) That particulars of the report be noted on the minutes;

- (ii) That the Council supports the encouragement of active travel by the Department of Infrastructure on the grounds of environmental and personal health benefits, and as being of benefit to tourism arising from additional options for transport;
- (iii) That the Council accepts the proposed definitions, vision, and overarching principles as set out in the consultation document;
- (iv) That the key issues, identified as required in the Action Plan, be prioritised in order to create a safe network of active travel routes (particularly in the Douglas area) before working on behaviour change and education, with the importance of perceived personal safety being stressed; and
- (v) That in relation to cycling, the Department be requested to consider the provision of proper facilities for the parking of cycles, and for cycle paths to be separated physically from roadways.”

A8. Consultation Document – ‘Smarter Use of Your Data’ to improve Government Services

The Committee considered a written report by the Assistant Town Clerk in relation to a consultation document issued by the Cabinet Office.

Members noted that, historically, each Department of Government had been treated as a separate legal entity, with legislation preventing the sharing of information between them. The proposal now, stemming from the Government’s Programme for Change, was that the sharing of information should be enabled so that certain information, provided to one Government Department, could be available to other Departments. The expectation was that this would enable a more rapid and efficient provision of services, reduce multiple data input, and provide more meaningful statistical data.

The principles set out in the consultation document made it clear that the intention was to control the collection, storage, use, and retention of data. Data protection legislation was already in place to protect individuals’ rights to privacy, and information would only be shared where there was explicit authority (by consent or legislation) to do so.

Resolved, “(i) That particulars of the report be noted on the minutes;

- (ii) That the principles embodied in the consultation document be approved, and that the Council supports the sharing of appropriate data between Departments of Government, subject to -
 - the protection of individuals’ rights and privacy;
 - the data which was viewed by individual Departments being only what each Department was entitled to see, and not necessarily the entire data;
 - a specific officer being delegated to receive any complaints, such as the Information Commissioner; and
- (iii) That the Cabinet Office be asked to consider the extension of the data sharing arrangement to local authorities, in relation to specific functions such as the housing provision and waste services.”

A9. Consultation Document – Safeguarding Bill

The Committee considered a written report by the Assistant Town Clerk in relation to a consultation document issued by the Cabinet Office.

It was noted that the safeguarding of children and vulnerable adults was currently monitored and co-ordinated by two separate bodies – the Safeguarding Children Board, and the Safeguarding Adults Partnership. Neither of these bodies had statutory status, and it was therefore intended that the two bodies be combined and a statutory Safeguarding Board be created.

Members expressed concern that there was potential for a conflict of interest, stating that, in their view, the proposed Safeguarding Board should have more independence and, to that end, should at least include some members who were not connected to the Government or Civil Service.

As local authorities were not included in the definition of ‘safeguarding bodies’, the Council was unlikely to be directly affected by the proposed Bill. There were, however, provisions requiring co-operation with any enquiry by the Board or its Committees, and the possibility that, in the longer term, the regulations may extend the definition of ‘safeguarding bodies’ to include local authorities.

Members were advised that, within the Council, services such as Housing and Parks regularly dealt with children, and so there was already awareness and compliance with existing legislative requirements; and that the Human Resources Department (together with other relevant Departments) was working on safeguarding policies in liaison with the Chief Officers’ Management Team.

Resolved, “(i) That particulars of the report be noted on the minutes; and

- (ii) That the creation of a statutory Safeguarding Board (to replace the existing Safeguarding Children Board and Safeguarding Adults Partnership), and the provision of legislative support for its functions, be supported, but that it be recommended to the Cabinet Office that an independent member should be included in the membership of the Board to avoid any potential for conflict of interest.”

A10. Whistleblowing Policy (Confidential Reporting)

The Committee considered a written report by the Assistant Chief Officer (Human Resources) seeking approval for the formalisation of arrangements for the reporting by employees of suspected misconduct, illegal acts, or failure to act within the Council.

It was noted that the Council had had a whistleblowing policy since the Constitution had been adopted in April 2012, and that the updated policy now being considered (which replicated the Isle of Man Government Whistleblowing Policy), had been reviewed and approved by the Chief Officers’ Management Team. It had also been approved by the Unite Union and the Unison Union following consultation.

The Whistleblowing Policy was intended to encourage employees and others to make good faith reports of suspected fraud, corruption or other improper activity, or health and safety concerns, within the Council, without fear of victimisation, subsequent discrimination, or disadvantage.

Members expressed the view that the reporting of serious concerns should not be to an individual’s line manager, but instead that it should be direct to the Chief Executive or a Chief Officer. In response to a Member’s query, it was clarified, that if the serious issue being raised concerned a Chief Officer, then the report should be made to the Human Resources Department, which in turn would report the matter to the Leader of the Council.

Resolved, “(i) That particulars of the report be noted on the minutes; and

- (ii) That the Assistant Chief Officer (Human Resources) be requested to amend the Whistleblowing Policy, incorporating the suggested reporting structure, and that the revised document be re-considered at the Committee’s meeting in October 2017.”

A11. Monthly Financial Review

The Committee considered a written report by the Director of Finance setting out details of progress made compared to key performance indicators in relation to strategic governance objectives; the percentage of rates collected; the increase in the number of non-cash / non-cheque payments; and the percentage of sundry debtors collected within three months.

Members were updated in respect of outstanding rates and, in response to a Member’s query, the Director of Finance undertook to circulate the procedure followed in cases where a property was dilapidated or deemed uninhabitable.

Resolved, “That particulars of the report be noted on the minutes.”

A13. Treasury Management Out-Turn Report for 2016 / 2017

The Committee considered a written report by the Assistant Chief Officer (Income) setting out details on treasury management (including Prudential Indicators).

This out-turn report was a key aspect of delivering the Treasury Management Strategy, and summarised treasury management activities undertaken in respect of long-term loans and short-term investments. It also outlined information in relation to the Prudential Indicators for 2016 / 2017 in respect of

affordability (the indicator for prudence being that net external borrowing would not exceed the capital financing requirement).

It was noted that all the Prudential Indicators for 2016 / 2017 were within Plan; and that the indicator for treasury management (the CIPFA Treasury Management Code of Practice and Cross-Sectoral Guidance Notes, which had been adopted by the Council in 2011), had also been complied with.

The Director of Finance reported on recent discussion between himself and the Financial Controller in the Department of Treasury in respect of petitions for rate-funded Capital Projects and the Government-guaranteed HSBC Local Authority Borrowing Scheme. As the Treasury Management Out-Turn report and the Annual Treasury Management Plan report both showed that borrowing had been carried out within prudential limits and that the amounts were affordable, it was recommended that both be submitted to the Financial Controller accordingly.

Resolved, “(i) That particulars of the report be noted on the minutes;

- (ii) That the achievement of the Prudential Indicators for affordability, prudence, and treasury management, also be noted; and
- (iii) That a copy of this written report and the Annual Treasury Management Plan both be submitted to the Financial Controller in the Department of Treasury, as evidence of prudence and affordability by Douglas Borough Council.”

A12. Statement of Accounts for the Year Ending 31st March 2017

The Committee considered a written report by the Assistant Chief Officer (Finance) in relation to the Statement of Accounts for the year ending 31st March 2017.

The Accounts and Audit Regulations 2013 required local authorities to have their Statement of Accounts approved and certified by the external auditor by 31st October each year, and the Director of Finance, as Responsible Financial Officer, had approved the issue of the accounts for audit in July 2017 in accordance with those Regulations.

As in previous years, the Council’s auditor had also asked that a Letter of Representation be issued by the Council, alongside the Statement of Accounts. This provided added assurances to the auditor on the accuracy and integrity of the accounts, including the control systems that underpinned them, in order that certification could take place.

It was noted that Members would receive their own bound copy of the accounts once they had been certified by audit.

Resolved, “(i) That particulars of the report be noted on the minutes;

- (ii) That the Statement of Accounts for the year ended 31st March 2017 be approved;
- (iii) That the Letter of Representation be signed and presented to the Council’s external auditor; and
- (iv) That the Completion Letter also be noted, with the responses given therein being approved accordingly.”

Under the provisions of the Local government Act 1985, Mr Councillor S R Pitts declared an interest in the item and retired whilst it was considered.

A14. Hampton Farm, Douglas – Open Space Adoption

The Committee considered a written report by the Assistant Chief Officer (Environment) in relation to a request received from the developer for the Council to adopt and maintain the open space on the Hampton Farm Estate.

Members were reminded that the Hampton Farm Estate had been completed and fully occupied for several years. The developer had maintained the verges within the initial development stage, but had discontinued shortly after the site was completed. Since the developer had withdrawn, the Parks Department had continued maintenance of the open space on the understanding that, in time, the land would be adopted by the Council as public open space.

Members noted the annual revenue cost of maintaining the development site (including all grass and play equipment), together with the estimated annual revenue cost for street sweeping and gully emptying. These would be maintained from existing budgets, as would the public lighting.

Resolved, “(i) That particulars of the report be noted on the minutes;

- (ii) That approval be given for the adoption of the open space at Hampton Farm Estate, Douglas; and
- (iii) That authority be given for the Chief Executive to apply to the Department of Infrastructure for the acquisition of the land, in accordance with Section 25 of the Local Government Act 1985.”

A15. Isle of Man Municipal Association

The Committee had been circulated with a number of documents received from the Isle of Man Municipal Association.

Resolved, “That particulars of the documents be noted on the minutes.”

A16. Items for Future Report

The Committee considered a written report by the Chief Executive identifying those issues on which further reports had been requested or which were outstanding, so that Members and officers were aware of them and could monitor progress.

Resolved, “That particulars of the report be noted on the minutes and that it be considered and monitored at each meeting of the Executive Committee.”

PART B –

Matters subject to Council approval

B17. Media Contact Policy

The Committee considered a written report by the Director of Housing & Property setting out a framework and guidance for media interaction and media relations.

Effective and transparent communications formed part of good governance, and the Media Contact Policy aimed to put in place a standard framework for reference by Members and officers. The objectives of the Media Contact Policy were as follows:-

- To ensure that the Council complied with the principles of corporate governance (that was, openness, accountability, and integrity);
- To ensure that the Council communicated effectively with all its stakeholders
- To ensure all communication with the media was consistent, balanced, well-informed, timely, professional, and appropriate;
- To improve communication with customers and to support the Council’s public relations; and
- To limit the possibility of mis-communication, and to clearly indicate the Council’s authorised spokespersons.

Resolved, “(i) That particulars of the report be noted on the minutes;

(ii) That it be recommended to Council that the Media Contact Policy be approved and adopted; and

(iii) That subject to Council approval, the Media Contact Policy be inserted as Section (M) in Part 5 of the Council’s Constitution, Codes and Protocols.”

The Committee rose at 4.50pm.

VI(ii) – The proceedings of the PENSIONS COMMITTEE as follows:

PENSIONS COMMITTEE

PENSIONS COMMITTEE – Minutes of Meeting held on Wednesday, 13th September, 2017.

Members Present: Mr Councillor C.L.H. Cain (Chair), the Mayor, Mr Councillor J. Joughin, Councillor Ms C.E. Malarkey, Mr Councillor F. Horning, Councillor Ms K. Angela, Mr A. Thomas (Independent Member).

In Attendance: Mr M. Freeman, Scheme's Investment Advisor – Hymans Robertson – (Items A1 to A14). Mr D. Long, Chief Investment Officer, Capital International (Items A1 to A4). Mr C. Bell, Investment Manager, Capital International (Items A1 to A6). Mr R. Stanley and Mr S. Wilson, Investment Managers, Canaccord (Item A11 only). Director of Finance (Mr G.M. Bolt), Assistant Chief Officer (Finance) (Mr E.P. Pierce), Assistant Chief Officer (Income), Mrs C. Pulman (Items A7 to A15), Democratic Services Officer (Mrs D.C. Atkinson) (taking notes), Secretary/Administration Assistant (Ms W. Wynne).

REPORT

PART A –

Matters within the scope of the Committee's delegated authority

A1. Apologies

There were no apologies for absence submitted.

A2. Declarations of Interest

There were no declarations of interest.

A3. Minutes – 24th May 2017

The minutes of the meeting held Wednesday, 24th May, 2017 were approved and signed.

A4. Training: Optimising Asset Allocation

Mr Long provided the Committee with a training presentation on optimising asset allocation. Mr Long began by differentiating between stock selection and asset allocation, the latter being a particular type of investment. He explained how Capital International determines the optimal allocation for the Isle of Man Local Government Superannuation Scheme (the Scheme) and their objective is to deliver the highest returns commensurate with the agreed level of risk.

Members were presented with a graph plotting the different types of investments against their return distribution. The graph identified individual average returns, volatility of returns and the spread of return possibilities. Mr Long moved on to explain that diversification, investing in different assets, is the key to consistent performance. Investing in two or more investments reduces the overall volatility, improving the return/risk ratio which Capital International aim to deliver.

Mr Long presented a graph of assets plotted against average return and average volatility. The correlation line plotted is the efficient frontier of possible portfolios, which means higher returns for lower risk, or reduced risks for the same return. The graph demonstrated where Capital International determines their optimum position to be.

Members were presented with a further graph considering the investment time horizons. The graph demonstrated a spread of possible outcomes of portfolios at different time frames. Mr Long explained that a calculation of monies required and toleration of volatility determines the Scheme's investment horizon is 4 years.

A graph demonstrating how to find the optimal strategy based on a 4 year time horizon vs 5% minimum return target was presented to the Committee. The chart calculates the best and worst case outcomes over a 4 year period. The graph plotted the optimum position for the Scheme. Mr Long presented a table of the different types of assets and their risk strategy bandings in order to calculate the expected average return, volatility and negative return expectations. Mr Long finished by presenting the different risk strategy bandings on further graphs to demonstrate their risk versus return.

In response to question, Mr Long explained the current asset allocation is assessed frequently and in the event of changes to the market, flags would be raised through modelling and if significant changes are required, the Committee would be informed accordingly.

Resolved, "That the presentation be noted on the minutes."

Mr Long was thanked for his attendance and left the meeting.

A5. Manager Reporting: Capital International

Mr Bell presented Capital International's review of the second quarter of 2017. Members were presented with the key economic and market themes, it was noted that most themes were a continuation of the previous quarter and quarter two was considered a largely featureless period.

Mr Bell provided an overview of the portfolio strategy, in response to query, he advised that there were currently no holdings or plans to invest in residential property.

Members were presented with the asset allocation during the quarter, there were no notable changes. The fund underperformed the benchmark slightly by 0.02%, but since inception has outperformed by 22.0%. The economic and market outlook was reported to Members.

Capital International had been asked to provide an overview of their approach to corporate responsibility. It was noted that the Committee would be considering a report on Responsible Investment (RI) later in the meeting. Mr Bell gave an overview of RI, why it is growing in popularity and the factors to consider. It was noted that Capital International hold a small number of direct investments, but the majority of investments are within pooled funds, which it is more difficult to implement an RI approach for. In response to question, Mr Bell advised that Capital International do not currently exercise their right to vote on issues at AGMs of the directly held companies due to resource constraints.

Resolved, "That particulars of the presentation and discussion be noted on the minutes."

A6. Tour of Capital International Office

The Committee received a tour of the Capital International office.

A7. Adjournment and Resumption

The meeting adjourned at 1.00pm and resumed at 2.00pm in the Committee Room at Douglas Town Hall.

The Chairman, Mr Councillor C.L.H. Cain submitted his apologies for the remainder of the meeting.

A8. Chair of Meeting

In the absence of the Chair, the Vice-Chair, Mr Councillor J. Joughin took the Chair for the remainder of the meeting.

A9. Capital Market Service

The Committee considered a presentation by Mr Freeman on capital markets for the second quarter of the period, April to June 2017.

Members were presented with the market returns and a series of graphs. Mr Freeman focussed on the currency change during the period. Sterling regained value during the period against the dollar and the yen; however Mr Freeman explained that this was not positive for the fund as the overseas equities in the Global Equity mandate and the overseas income received by the larger companies in the All-Share index-tracking fund would be worth less when converted back to sterling.

Mr Freeman presented a graph demonstrating the 10-year gilt yields, both conventional and index-linked gilt yields have increased over the quarter, which has reduced the value of these assets. Mr Freeman explained the correlation between gilt yields and the pension scheme's liabilities and it was expected that the value of the Scheme's liabilities will also have fallen over the quarter.

Mr Freeman finished with a graph on UK property rents demonstrating that property is now in a more stable position compared to the disruption following the Brexit referendum.

Resolved, "That the presentation be noted on the minutes."

A10. Review of Investment Managers' Performance

The Committee considered a report by Hymans Robertson reviewing the Investment Managers' performance for the second quarter of 2017.

Mr Freeman confirmed that the de-risking exercise had been implemented during the quarter resulting in £1.75m being disinvested from global equities with Investasure and £2.2m being disinvested from UK equities with Canaccord. The proceeds were reinvested in gilt funds, absolute return and corporate bonds.

Members noted that the Canaccord index-tracking funds had successfully tracked their benchmarks, whilst the active property and corporate bond funds had outperformed their benchmarks by 0.2% and 0.9% respectively over the quarter.

Resolved, "That the discussion be noted and continued after the Canaccord presentation."

A11. **Manager Reporting: Canaccord**

Mr R Stanley and Mr S Wilson joined the meeting to present Canaccord's review of quarter two of 2017. The Canaccord portfolio consists of corporate bonds, UK equities and gilts, and the BlackRock UK Property Fund.

Mr Stanley reported on the corporate bonds portfolio. Members were presented with a series of graphs and charts to demonstrate the economic background during the quarter and Canaccord's future market expectations. Members were presented with the portfolio summary, including the allocation during the period and transactions, and Mr Stanley finished with a portfolio positioning outlook.

Mr Wilson reported on the UK equities and gilts portfolios, Members were reminded that these funds are passively managed by tracking the relevant index. Mr Wilson demonstrated with a series of graphs how closely the funds had followed the indices. Members were presented with a summary of investment views in relation to asset class positioning.

Mr Wilson reviewed the BlackRock UK Property Fund, in comparison to its peers, the fund is providing acceptable returns. Members were advised that Canaccord can diversify to other property funds if required to; however, selling down from the fund would be expensive due to high transaction costs.

Resolved, "That particulars of the presentation and discussion be noted on the minutes."

Mr R Stanley and Mr S Wilson were thanked for their attendance and left the meeting.

Mr Thomas submitted his apologies for the remainder of the meeting and left at 3.48pm.

A12. **Adjournment and Resumption**

The Committee adjourned at 3.50pm and resumed at 4.00pm. The Mayor submitted her apologies for the remainder of the meeting.

A13. **Review of Investment Managers' Performance (Continued)**

Mr Freeman continued the Hymans Robertson review of investment managers' performance during the quarter.

The total fund had outperformed the benchmark by 0.7% during the quarter. The St James's Place mandate had been particularly positive during the quarter, outperforming the benchmark by 1.9%, resulting in since inception returns in line with the benchmark before fees.

Resolved, "That particulars of the report and discussion be noted on the minutes."

A14. **Responsible Investment**

The Committee considered a report prepared by Hymans Robertson to develop a policy outcome on responsible investment.

Members were presented with a proposed plan of action, which included three stages. Stage 1 is an initial assessment of the managers' current responsible investment policies. The initial review would consist of a series of questions to the managers in relation to each asset class and investment structure. Members were presented with an order of priority for reviewing each asset class. Hymans Robertson would review and summarise the answers provided by the managers and report back to the Committee at a future meeting.

The second action is to develop the Committee's responsible investment policy outcome. It was proposed that each Committee Member individually answers a series of responsible investment questions, which will allow for any further training needs to be determined and to prioritise the issues which are important to the Committee. Members had in front of them a proposed questionnaire for completion. Hymans Robertson would use the answers to help draft a consensus policy outcome for review and agreement by the Committee which will subsequently be written into the Committee's investment beliefs document and shared with the Scheme's investment managers.

The third action recommended is reviewing managers' policies against the Committee's policy every year and the results communicated to the managers for further comments, including questioning managers on responsible investment at each Committee Meeting.

There was a further discussion about Capital International not exercising their right to vote at AGMs for their direct holdings. Mr Freeman explained that going forward this is an example of what the Committee could ask the managers to undertake as part of their responsible investing policy. It was noted that managers could ask for additional fees if the Committee begin making requests that were not included in the original mandates.

Resolved, "That particulars of the report and discussion be noted on the minutes and;

- (i) The plan of action to develop a responsible investment policy be approved;

- (ii) The questionnaire for completion by investment managers be reviewed by Hymans Robertson, the Finance Director and Assistant Chief Officer (Finance) to reduce the number of questions and circulate to the managers accordingly;
- (iii) The Committee questionnaire be completed by individual Members and returned to the Democratic Services Officer to forward to Hymans Robertson to collate responses;
- (iv) The results of both questionnaires be reported back to the Committee as part of a future report on the topic.”

Mr Freeman was thanked for his attendance and left the meeting.

A15. Items for Future Report

The Committee considered a report submitted by the Director of Finance setting out items that are to be considered at future meetings and to review any future training requirements.

Resolved, “That particulars of the items for future report be noted on the minutes.”

PART B –

Matters requiring Executive Committee approval

There were no matters requiring Executive Committee approval.

PART C –

Matters requiring Council approval

There were no matters requiring Council approval.

The Committee rose at 4.33pm.

VI(vi) – The proceedings of the HOUSING COMMITTEE as follows:

HOUSING COMMITTEE

HOUSING COMMITTEE – Minutes of Meeting held on Wednesday, 20th September, 2017.

Members Present: Councillor Mrs C.L. Wells (Chair), the Mayor, Councillor Ms C.E. Malarkey, Mr Councillor C.L.H. Cain, Mr Councillor J.E. Skinner, Councillor Mrs E.C. Quirk, Mrs J. Quaggan (Independent Member), Mr Councillor D.W. Christian (as an observer).

In Attendance: Director of Housing and Property (Mrs S. Harrison), Assistant Chief Officer (Housing and Property) (Mr G. Atkin), Assistant Chief Officer (Income) (Mrs C. Pulman), Assistant Town Clerk (Mr P. Cowin), Democratic Services Officer (Mrs D. Atkinson) (Items A7 & A8) and Assistant Democratic Services Officer (Miss C. Cullen).

REPORT

PART A –

Matters decided by the Committee

A1. Apologies for Absence

No apologies for absence were submitted.

A2. Declarations of Interest

There were no declarations of interest.

A3. Minutes – 19th July, 2017

The minutes of the meeting held on Wednesday, 19th July, 2017, were approved and signed.

A4. Vacant Properties Update

The Committee considered the monthly report submitted by the Assistant Housing Manager (Maintenance) to update on the number of vacant social housing properties. The Committee noted the latest position of 10 void properties as at the end of August 2017.

Resolved, “That the list of vacant properties and discussion be noted on the minutes.”

A5. Housing Request Refusals

The Committee considered a report submitted by the Assistant Chief Officer (Housing and Property) advising on the proposed housing request refusals. All refusals are made by Housing Management officers in accordance with current Council policy, Government regulations and guidance.

Appended to the report was the list detailing four proposed housing request refusals. Members reviewed and discussed the particulars of each case.

Resolved, “That particulars of the report and discussion be noted on the minutes; and

- (i) Approval be given to case one as shown in appendix one, for the removal of ten points and that officers be authorised to contact the applicants to establish if they want to remain on the Social Housing list;
- (i) Approval be given to case number two as shown in appendix one, for the transfer request refusal;
- (ii) Approval be given to case number three as shown in appendix one, for the transfer request refusal on the grounds that lack of evidence had been provided in relation to the number of dependants; and
- (iii) Approval be given to case four as shown in appendix one, for the transfer request refusal.”

A6. Social Housing Strategy for Rents 2018/19 Onwards

The Committee considered a joint report submitted by the Director of Housing and Property and Director of Finance on the proposed strategy for rent increase for the Council’s social housing stock for 2018/19 and following years.

Appended to the report was correspondence from the Department of Infrastructure seeking the Council’s views on rent increases, and the allowances for expenditure by the Council on management, maintenance and community.

The Committee were reminded that a robust stance was taken last year on a number of issues including the need for an above inflation rent increase, increases in Maintenance, Community and Administration

Allowances and to not support the Departments Deficiency guidelines. The Minister subsequently increased rent by 2% with no change to allowances.

The current amount of allowances permitted to be retained from rental income for Housing Maintenance and Housing Management has reduced significantly over recent years. Members recognised that the present funding mechanism for social housing by Government is unsustainable. Despite objection by the Committee last year the Department have yet to take into account the Council's case for reinstating the allowances to the previous percentage levels.

The report recommended a rental increase of 4.1% (Manx CPI as at August 2017) along with an increase in allowances to 26.2% for Maintenance (currently 24.8%); 8.5% for Community Allowance (currently 8.3%) and 7.5% for Management (currently 5.5%) as this would see a reduction in support from Executive Committee whilst keeping the Housing Deficiency Grant to £310,000.

Two Members expressed concern that the proposed level of rent increase was too high. The Chair advised that to maintain and administer the Housing stock for future years a rent increase of Manx CPI, as a minimum would be required as any lower than this amount would result in a rateborne increase.

In response to question, it was noted that social housing rents were approximately half those charged in the private sector.

Resolved, "That particulars of the report and discussion be noted on the minutes; and

- (i) The Committee agrees that the amount of rental income being allocated to Housing Maintenance and Housing Management through the Housing Deficiency Grant system is presently insufficient;
- (ii) The Committee agrees that the present funding mechanism for social housing by Government is unsustainable and recommends that local authorities revert to being responsible for setting social housing rent as appropriate without the need for allowances set by Government;
- (iii) Should recommendation (ii) fail to be accepted, then the Committee agrees that in due course the Maintenance Allowance needs to be increased up to 30% of rental income, the Community Allowance needs to be increased up to 10% of rental income and the Management Allowance needs to be increased up to 10% of rental income;
- (iv) The Committee agrees to a rent increase for 2018/19 that together with the changes in (iii) above reduces support from Executive. It be recommended to the Department that the rent increase is 4.1% along with an increase in allowances to 26.2% of rental incomes for Maintenance; 8.5% of rental income for Community Allowance and 7.5% of rental income for Management;
- (v) The Committee considers that the amount required to be spent in maintaining the Council's housing stock and the costs of administering the service need to be decided by the Housing Committee in accordance with the Council's governance procedures;
- (vi) The Committee considers that to maintain and administer the Housing stock in future years requires a rent increase of Manx CPI (as a minimum) due to the programme of improvements being made; and
- (vii) Approval be given to a separate consultation involving the Minister the Leader of Council and the Chair of the Housing Committee together with relevant officers before the Housing deficiency for Douglas is decided upon."

Resolution (iv) For:3 Against: 3

Councillor Ms C.E. Malarkey, Mr Councillor C.L.H. Cain and Mrs J. Quaggan requested that their names be recorded as voting against the resolution.

The Chair exercised her casting vote for the Motion.

Mr Councillor C.L.H. Cain left the meeting at 12.50pm. He was not present for voting on resolutions (v) (vi) and (vii).

Adjournment & Resumption and Attendance

The Committee adjourned at 1.00pm for the lunch break. Members agreed to reconvene at 2.00pm.

The Mayor submitted her apologies for the remainder of the meeting.

A7. Quarter One Performance Monitoring

The Committee considered a report submitted by the Director of Housing and Property to update on the performance against measures outlined in the Housing and Property Services Plans as relevant to the Housing Committee.

Appended to the report were the measures as outlined in the Service Plan, together with an update on performance as at the end of Quarter One 2017/18. A red, amber and green status had been applied to each measure.

Members discussed collections of rents. It was noted that rent paid by direct debit was preferable and as such would continue to be promoted by housing officers.

Resolved, "That particulars of the report and discussion be noted on the minutes and that the progress against performance indicators in the Service Plan for Quarter One 2017/18 be noted."

A8. Spring Valley External Refurbishment – Trial

The Committee considered a report submitted by the Assistant Property Manager (Capital) to progress the Spring Valley external refurbishment trial.

Members were reminded that the properties at Spring Valley have decaying lintels and window cills at an advanced stage of deterioration. Since appointment of the design team at the Committee Meeting in February 2017, an anomaly in the construction of the decaying lintels had been identified, which may have an effect on the amount of disturbance encountered to complete the project, and may now require tenants to be decanted during the works.

To clarify this issue, the report proposed carrying out an urgent trial on one void property in Spring Valley to determine the precise extent of the disturbance that the work will cause. The results will then be reflected in the forthcoming D1 report, which in turn, will determine the method and procurement of the work for the remainder of the estate. Officers were asked to photograph the inside of the properties before and after the trial to determine the scale of internal works that will be required as a result of the exterior refurbishment.

It was proposed that the work is funded temporarily from the Housing Maintenance reserve until the main project capital petition is approved, and that the Council's current void property contractor, Maclo Ltd, be appointed to carry out the trial. It was noted that Maclo Ltd would only be appointed to carry out the trial, and the scheme will be tendered following the usual process. Members were reassured that the contractor will carry out the trial under the direct supervision of the project engineers.

Members expressed disappointment at the delay in the project. In response to question, the Assistant Chief Officer (Housing and Property) explained that petition for professional fees had been submitted to the Department of Infrastructure (DOI) for approval. The DOI subsequently requested that an architect be appointed as part of the design team, and this appointment had delayed the project by six months. Members were also concerned that correspondence advising of the proposed works had been circulated to tenants prematurely and in future requested that liaison with tenants take place at a later stage in projects when firm timelines have been determined. The Leader suggested that signs be erected outside the trial house explaining the progress and the current works taking place. A meeting to update tenants was also considered.

It was unanimously accepted that the trial is required to progress the project.

Resolved, "That particulars of the report and discussion be noted on the minutes and;

- (i) The Spring Valley external refurbishment be progressed with an initial investigatory trial on one void property in Spring Valley, which will provide vital information for the procurement of the remainder of the scheme; and
- (ii) The cost of these works in the sum of £16,400 be funded from the housing maintenance reserve fund, pending petition approval of the capital scheme due to commence early next year."

A9. Items for Future Consideration

The Committee considered the monthly report setting out items which will be considered at future meetings. Members noted the reports list for the October 2017 meeting.

Resolved, "That the report and discussion be noted on the minutes."

PART B –

Matters requiring Executive Committee Approval

There were no items requiring Executive Committee approval.

PART C –

Matters requiring Council Approval

There were not items requiring Council approval.

VI(vii) – The proceedings of the REGENERATION AND COMMUNITY COMMITTEE as follows:

REGENERATION AND COMMUNITY COMMITTEE

REGENERATION AND COMMUNITY COMMITTEE – Minutes of Meeting held on Tuesday, 19th September 2017.

Members Present: Mr Councillor S.R. Pitts (Chair), the Mayor, Councillor Miss N.A. Byron, Councillor Mrs R. Chatel.

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Director of Housing and Property (Mrs S. Harrison), Assistant Town Clerk (Mr P. Cowin), Assistant Chief Officer (Finance) (Mr E.P. Pierce), Head of Parks (Mr D. Hewes), Borough Librarian (Mrs J. Macartney) (Items A1 to A5), Secretary/Administrative Assistant (Mrs W. Wynne), Democratic Services Officer (Mrs D. Atkinson).

REPORT

PART A –

Matters within the scope of the Committee's delegated authority

A1. Apologies

Councillor Mrs H. Callow and Councillor Ms J. Thommeny submitted their apologies for absence.

A2. Declarations of Interest

There were no declarations of interest.

A3. Minutes – 18th July 2017

The minutes of the meeting held Tuesday, 18th July, 2017, were approved and signed.

A4. Henry Bloom Noble Library, Duke Street – Proposed Alterations

The Committee considered a report submitted by Assistant Property Manager (Assets) and Assistant Chief Officer (Finance), to consider alterations to the Library building. The report had been requested by the Committee following a site visit earlier in the year. Members specifically requested officers to consider the draught from the front entrance doors, and the provision of additional toilet facilities.

Members had been advised that one person had commented that there can be a draught from the main entrance doors when using the public computers on the ground floor. Two options were considered to prevent the draught, a glazed porch area or an air curtain; however, the report recommended not pursuing either option as the draught had not been identified as problematic by most users including staff. Both options also had disadvantages that were considered to outweigh the advantage of addressing the draught.

The second request was to consider the provision of an additional customer toilet. Currently, there is one unisex disabled toilet with baby changing facilities for library users. There is also one staff unisex toilet adjacent to the disabled toilet that has controlled access. To provide a second unisex toilet with disabled and baby changing facilities, the staff toilet would have to be relocated elsewhere in the Library premises. To upgrade the current toilets and relocate the staff toilets is estimated to cost in the region of £32,000 plus the cost of an external consultant at £8,000. In response to question, the Borough Librarian confirmed that a separate staff toilet is required.

Members were also advised that as part of the library fit out works, a temporary ramp structure was placed at the main entrance to allow access for all into the library with the anticipation that the regeneration work would commence in due course allowing for level access to the library. The regeneration works are scheduled to commence in January 2019, in order to maintain ramped access into the library, Members were presented with two options. The first is to retain the temporary ramp which will require repair and maintenance to be continued at a maximum cost of £1,500. The second was to progress the Council's scheme to provide level access which requires DOI approval, and will cause disruption to the entrance to the library. The second option is estimated to cost in the region of £10,000. The report recommended maintaining the current temporary ramp.

Resolved, "That particulars of the report and discussion be noted on the minutes and;

- (i) The installation of a glazed porch to the entrance area of the HBN Library not be progressed;
- (ii) A project to install an air curtain to the main entrance of the HBN Library not be progressed;

- (iii) The reconfiguration of the toilet facilities at a cost of £40,000 be included in the draft capital programme for 2018/19;
- (iv) The temporary ramp be retained and any maintenance works be undertaken as necessary until the completion of the regeneration of the Duke Street area.”

A5. Library Performance Monitoring

The Committee considered a report submitted by the Assistant Chief Officer (Finance) to update on the performance against measures outlined in the library service plan.

Appended to the report were the actions from the service plan together with an update as at end of July 2017. A red, amber, green status had been applied to each measure.

It was noted that two actions were marked as overdue, the new library website launch and the review of the eBook service. The Borough Librarian advised that the launch of the new library website was imminent, and offered to provide the Committee with a demonstration at the next Committee Meeting. Members were advised that the eBook service review will take place following a visit from the Council’s current provider later in the month.

Resolved, “That particulars of the report and discussion be noted on the minutes and;

- (i) The progress against planned actions in the Service Plan be noted;
- (ii) The Committee receive a demonstration of the new library website at the October 2017 Committee Meeting.”

The Borough Librarian was thanked for her attendance and left the meeting.

A6. November Public Events

The Committee considered a report submitted by the Democratic Services Officer on arrangements for the 2017 Fireworks Display, Armistice Day, Remembrance Sunday and the Christmas Lights Ceremony.

Members noted that the fireworks display, sponsored by Celton Manx, will be fired from a barge on Friday, 3rd November, 2017 at approximately 19:45. The music licence for the event had been approved with two contingency dates, Saturday, 4th and Sunday 5th November, in the event of cancellation.

An advert seeking quotations for the sound and staging at the Fireworks Display, Armistice Day and Remembrance Sunday had been circulated to previous suppliers and promoted on the Council’s digital platforms. No quotations were returned and the specification was subsequently re-advertised. The report recommended authorising the Chair and Vice-Chair to approve quotations.

Members were advised that the Christmas Lights Ceremony, taking place Thursday, 23rd November, will be organised in the same format as the 2016 event. Members were asked to consider entertainment for the event and agreed that Douglas Town Band open proceedings at 18:15, followed by the local pantomime and singers performing in the remaining slots. The lights will switch on at 19:00.

An advert seeking quotations for the sound, staging and ancillary features at the Christmas Lights Ceremony had been circulated to previous suppliers and promoted on the Council’s digital platforms. One quotation was returned from Event Lighting Services to supply the specification at a cost detailed within the report. Event Lighting Services provided and managed the equipment in 2016. The submission included for the provision of two screens to be placed in the same locations as 2016.

Members noted that the music licence application for the Christmas Lights Ceremony had been deferred by the Courts in response to a request from the Police and Fire Service. The Courts will reconsider the licence at the October sitting following a meeting between the relevant authorities.

Resolved, “That particulars of the report and discussion be noted on the minutes and;

- (i) Arrangements for the 2017 Fireworks Display, Armistice Day, Remembrance Sunday and Christmas Lights Ceremony be noted;
- (ii) The Chair and Vice-Chair be authorised to approve quotations for the provision of sound and staging at the Fireworks Display, Armistice Day and Remembrance Sunday;
- (iii) The quotation submitted by Event Lighting Services for the provision of sound, staging and ancillary features for the 2017 Christmas Lights Ceremony be approved;
- (iv) Douglas Town Band be invited to open proceedings at the Christmas Lights Ceremony, and the local pantomime and local singers as detailed within the report, be invited to perform at the event.”

A7. Items for Future Report

The Committee considered a report by the Democratic Services Officer regarding reports for future consideration by the Committee.

Resolved, “That particulars of the matters for future consideration be noted on the minutes.”

PART B –

Matters requiring Executive Committee approval

B8. Cinder Path Woodland Improvements

The Committee considered a report submitted by the Head of Parks on proposed improvements to the Cinder Path woodland area following a Member request.

The Committee considered improvements to the area at the July 2017 Committee Meeting; however, on referral to Executive Committee the proposed scheme and additional funding was not approved. The proposal was discussed in detail at the August Council Meeting, and a new proposal brought forward to the Committee taking into consideration the comments raised.

The new proposal recommended seeking £10,000 revenue reserve funding from the Executive Committee for general improvements to the area to enhance the environment.

It was suggested that the estimated expenditure of £31,000 for new fencing was unwarranted. The current fencing is not acting as a barrier for access to the woodland area of the site and Parks Services are not aware of any complaints concerning anti-social behaviour in the area affecting the rear of properties. It was noted that the installation of CCTV in the area is not a feasible option.

A Member queried if the Manx Utilities works scheduled in the area would have an effect on the scheme. The Head of Parks explained the Manx Utilities attenuation scheme in the adjacent car park will require utilising 20 metres of the path to maintain access during the period which will not affect the proposed works to be undertaken by the Council. Manx Utilities will be required to reinstate the area upon completion of the works; however, the previous requirement to replace the fencing will no longer be necessary.

A Member advised of a business trading in the area that has offered volunteers to assist with the scheme. It was agreed that the surrounding community be engaged with works when safe to do so however the Head of Parks advised that most of the works cannot be carried out by members of the public.

Resolved, “That particulars of the report and discussion be noted on the minutes and

- (i) The improvements recommended for Cinder Path woodland be approved;
- (ii) The report be referred to the Executive Committee to seek General Revenue Reserve funding of £10,000, to enable the following work to be undertaken;
 - (a) Installation of new bins;
 - (b) Thinning out of woodland floor planting to enable introduction of wildflower and reduce invasive plant species;
 - (c) Removal of all fencing adjacent to the public footpath which runs alongside the boundary;
 - (d) Installation of signage.”

PART C –

Matters requiring Council approval

There were no matters requiring Council approval.

The meeting ended at 11.35am.

VI(viii) – The proceedings of the ENVIRONMENTAL SERVICES COMMITTEE as follows:

ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of Meeting held on Monday, 18th September, 2017.

Members Present: Mr Councillor R.H. McNicholl (Chair), the Mayor, Mr Councillor J. Joughin, Mr Councillor F. Horning.

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Assistant Chief Officer (Regeneration) (Mr C. Pycroft), Assistant Chief Officer (Environment) (Mr A. Donnelly), Accountancy Manager (Mr R. Davies), Building Control Manager (Mr N. Kaighin) (Items A9 & A10), Assistant Town Clerk (Mr P. Cowin), Assistant Democratic Services Officer (Miss C. Cullen), Secretary/Administrative Assistant (Ms W. Wynne).

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies

Apologies for absence were submitted by Mr Councillor F. Pabellan and Councillor Ms K. Angela.

A2. Declarations of Interest

There were no declarations of interest.

A3. Minutes – 17th July, 2017

The Minutes of the meeting held on Monday, 17th July, 2017, were approved and signed.

A4. Matters Arising – Clause A4 – 17th July, 2017

In response to question from the Chair, the Assistant Chief Officer (Environment) advised that the cost of undertaking the Local Environmental Quality Survey was approximately £5,000.00.

It was agreed that the Senior Engineering and Waste Services Manager provide the Committee with an update in relation to resolution (i) on whether landowners of industrial estates had been engaged with.

A5. Special Initiatives in Chester Street Car Park

The Committee considered a report submitted by the Assistant Chief Officer (Regeneration) advising on the current revenue position for Pay and Display income in Chester Street Car Park and the impact that special initiatives have had on use of the car park. Members were reminded of the two special initiatives; “Free After Three” and £2 flat rate tariff on Saturdays.

Set out in the report and reviewed by the Committee was a graph demonstrating the increased use of Chester Street based on monthly average counts for 2015, 2016 and 2017 and a graph showing the hourly footfall for the week commencing 31st July, 2017. Although the combination of both initiatives appeared to have been successful in increasing the use of Chester Street, it was probable that they had also had an impact on overall revenues during 2015/16 and 2016/17 although it was noted that it was difficult to analyse exactly how revenues were affected due to the lack of data for previous years.

Members noted the Pay & Display revenue for Chester Street Car Park of £146,347 against a profiled budget of £149,580, a shortfall of £3,233. The Assistant Chief Officer (Regeneration) advised that inclusion of August’s data had increased this shortfall to approximately £13,000. Review of the current initiatives was therefore being proposed.

Following discussion, the Assistant Chief Officer (Regeneration) suggested that consideration be given to a £1 tariff for parking after 3.00pm and an increase to the Saturday tariff to bring in line with the 2 hour tariff. It was agreed that this suggestion be discussed at a meeting of the Car Park Access Working Group to be held week commencing 25th September, 2017 and subsequently reviewed as part of the Budget process.

The Mayor felt it prudent for the Committee to note that closure of St. Thomas’ school in September 2018 could potentially affect use of the Car Park after 3.00pm.

Resolved, “That particulars of the report and discussion be noted on the minutes; and

- (i) The current revenue position with regard to Pay and Display income in Chester Street Car Park and the impact that special initiatives are having on use of the car park be noted; and
- (ii) The current special initiatives; “Free After Three” and flat rate £2 Saturday tariff be reviewed annually as part of the Budget process.”

A6. Replacement of Eight Skips at the Eastern Civic Amenity Site

The Committee considered a report submitted by the Senior Engineering and Waste Services Manager advising on the quotations received for the replacement of eight skips at the Eastern Civic Amenity Site.

The report advised that following an incident at the Civic Amenity Site an independent Structural Engineer had been commissioned to carry out a condition survey of the skips. The site has a total of twenty skips, ten of which are provided by the Eastern Civic Amenity Site Committee (ECAS) which comprise of eight 40cu yd and two 8cu yd skips. The remaining ten are provided by the Contractor to maintain service continuity.

The Structural Engineer’s report outlined the condition of all twenty skips present on site and all of the 40cu yd skips belonging to the ECAS Committee were condemned. Subsequently, a proposal seeking funding for the replacement of the eight skips was presented to the ECAS Committee at a meeting held on 27th July, 2017. The Committee resolved in favour of their replacement subject to confirmation from their own respective Authorities.

In order to ratify the expenditure, the contractor had been requested to seek quotations from skip suppliers for the supply of eight heavy duty skips. Set out in the report were details of four quotations received by the closing date. All quotations met the specification requirements. The report recommended that the quotation from Glosta Engineering be accepted.

The Assistant Chief Officer (Environment) advised Members that the ECAS Committee would benefit proportionately from the scrap value received for the condemned skips.

Members discussed the cost of carriage of the skips to the Isle of Man. The Assistant Chief Officer (Environment) advised that the quote received reflected the use of higher grade steel; which has been at the request of the ECAS Committee in order to guarantee longevity of the skips. Members noted that due to the fluidity of carriage costs the overall cost may be subject to change.

Resolved, “That particulars of the report and discussion be noted on the minutes; and

- (i) The quotation from Glosta Engineering be accepted, subject to agreement by all other Authorities; and
- (ii) Approval be given to purchase eight skips; and
- (iii) The Council’s contribution of £19,551.09 be noted; and
- (iv) Approval be given for a virement of sufficient funds to cover the Council’s contribution to the replacement of skip purchase; and
- (v) The Council secures agreement from the joint authorities to recharge in line with their proportional contributions.”

A7. Public Toilets Queens Promenade, Douglas

The Committee considered a report submitted by the Assistant Chief Officer (Environment) updating on the previously approved proposal for the provision of semi-automatic toilets on Queens Promenade, Douglas.

The report advised that there are significant synergies in completing remedial works to the existing redundant underground toilets in tandem with the project to install new semi-automatic toilets (subject to planning approval). These relate to contractual preliminaries in the execution of the projects. Whilst the initial proposal to infill the existing toilets was to be included in the Promenade refurbishment, the current approved Promenade Scheme does not include these works or any other works adjacent to the existing underground toilets.

The Committee noted that the revenue cost for works to the existing toilets is estimated at £10,000, to be funded from reserves.

Members discussed the 20 pence charge for use of public toilets. Following suggestion by a Member, the Director of Environment and Regeneration advised that the introduction of payment by card facility would need to be discussed with Healthmatic in order to establish its viability.

Resolved, “That particulars of the report and discussion be noted on the minutes; and

- (i) The Committee note that the planning application, as requested, has been submitted for the proposed semi-automatic toilets; and

- (ii) The contract when awarded, will include works to decommission the existing redundant below ground public toilets, removing stairwells, lightwells and landscaping over; and
- (iii) The Committee recommend to Executive Committee funding approval of £88,500 for consideration as part of the 2018/19 Budget Setting round.”

A8. Adjournment and Resumption and Attendance

The Committee adjourned at 11.00am and resumed at 11.05am with the same Members and officers present.

The Building Control Manager joined the meeting for discussion of the following two items.

A9. Schedule of Neglected, Dilapidated, ruinous and Dangerous Properties

The Committee considered the monthly schedule of neglected, dilapidated, ruinous and dangerous properties being dealt with on behalf of the Council.

In response to question from the Chair, the Director of Environment and Regeneration advised that for future months, a narrative explaining the ‘unknown’ and ‘other’ categories would be provided.

The Building Control Manager advised that the Pitcairn and Wyndham properties were pending an application to Court by the Council’s Advocate for a dangerous structure order.

Resolved, “That the schedule and discussion be noted on the minutes.”

A10. Items for Future Report

The Committee considered the monthly report setting out items which will be considered at future meetings. Members noted the reports listed for the October 2017 meeting.

Resolved, “That the report be noted on the minutes.”

PART B –

Matters requiring Executive Committee approval

There were no items requiring Executive Committee approval.

PART C –

Matters requiring Council approval

There were no items requiring Council approval.

The meeting ended at 12.05pm.