



## Borough of Douglas

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

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Town Hall,

Douglas,

3<sup>rd</sup> November, 2017

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held on WEDNESDAY, the 8th day of NOVEMBER, 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

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, 11<sup>th</sup> October, 2017.

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

## EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Friday, 27<sup>th</sup> October, 2017.

Members Present: Mr Councillor D.W. Christian (Chair), the Mayor, Mr Councillor I.J.G. Clague, Mr Councillor J. Joughin (Vice Chair, Environmental Services Committee), Councillor Mrs C.L. Wells.

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, and B15), Senior Engineering & Waste Services Manager (Mr A. Crook) (for Clause A5), Transport & Plant Manager (Mr S. Dugdale) (for Clause A5), 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**

Apologies for absence were submitted on behalf of Mr Councillor S.R. Pitts, and Mr Councillor R.H. McNicholl.

##### **A2. Declarations of Interest**

No declarations of interest were submitted in respect of the public items on the agenda.

##### **A3. Minutes**

The minutes of the meeting held on Friday 29<sup>th</sup> September 2017 were approved and signed.

##### **A4. Matters Arising From Previous Minutes**

There were no matters arising from the previous minutes.

##### **A5. Replacement Vehicles and Plant Report 2018 / 2019**

The Committee considered a written report by the Transport & Plant Manager seeking approval for the replacement of vehicles and plant in 2018 / 2019.

Members were reminded that the vehicle and plant replacement programme ensured that the Council's continued renewal policy was carried out, which in turn maintained a safe and sustainable fleet. The vehicles identified in the report had been evaluated in terms of their current condition, and also from a future perspective - that was, any likelihood of increased downtime and therefore disruption to the front-line service. A number of vehicles scheduled for replacement during 2018, had been deferred for a further twelve months, due to their overall condition being of good order.

It was noted that officers wished to change the current configuration of sweepers to better serve the Borough. Four compact sweepers were currently operated, however, this imposed restrictions on the tasks that could be performed effectively and efficiently, and it was proposed that a mix of sweepers be employed instead, consisting of one mid-truck mounted sweeper, one sub-compact sweeper, and two compact sweepers.

The report also provided the opportunity to replace some vans with electric vehicles. Data relating to the whole-life costs of electric vehicles compared to those of conventional vehicles was considered; and the recommendation of the Transport & Plant Manager was that the concept be evaluated over the forthcoming twelve months in conjunction with the Isle of Man Post Office, which had recently taken delivery of a number of electric vehicles and had agreed to share information on their running costs

(albeit that the Post Office vehicles were used in a specific way, which was not always relevant for the Council).

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

- (ii) That vehicle JMN 454K, a panel van operating in the Housing Section, be replaced at an estimated cost of £16,500, and that it be disposed of via auction at a later date;
- (iii) That vehicle JMN 936G, a small combi-van operating in the Cleansing Section, be replaced at an estimated cost of £9,000, and that it be disposed of via auction at a later date;
- (iv) That vehicle JMN 193N, a refuse vehicle operating in Waste Services, be replaced at an estimated cost of £195,000, and that it be disposed of via auction at a later date;
- (v) That vehicle KMN 204M, a mechanical road sweeper operating in the Cleansing Section, be replaced at an estimated cost of £115,00, and that it be disposed of via auction at a later date;
- (vi) That vehicle KMN 499A, an electric vacuum machine operating in the Cleansing Section, be replaced at an estimated cost of £16,500, and that it be disposed of via auction at a later date;
- (vii) That vehicle KMN 711T, a 3500kg caged tipper operating in the Cleansing Section, be replaced at an estimated cost of £23,500, and that it be disposed of via auction at a later date;
- (viii) That vehicle JMN 515L, a kerbside vehicle operating in the Cleansing Section, be replaced at an estimated cost of £90,000, and that it be disposed of via auction at a later date;
- (ix) That vehicle P71, a fine-cut turf mower operating in the Parks Section, be replaced at an estimated cost of £6,000, and that it be either traded in against the new machine or disposed of via auction at a later date;
- (x) That vehicle P72, a fine-cut turf mower operating in the Parks Section, be replaced at an estimated cost of £6,000, and that it be either traded in against the new machine or disposed of via auction at a later date;
- (xi) That vehicle P14, a greens mower operating in the Parks Section, be replaced at an estimated cost of £28,500, and that it be either traded in against the new machine or disposed of via auction at a later date; and
- (xii) That the recommendation in respect of the mix of road sweepers be endorsed, and that additional funding from the General Revenue Reserve of up to £70,000 be approved to procure a pavement sweeper accordingly.”

#### **A6. Referrals from the Environmental Services Committee**

There were no referrals from the public minutes of the Environmental Services Committee meeting held on Monday 16<sup>th</sup> October 2017.

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

#### **A7. Referrals from the Regeneration & Community Committee**

There were no referrals from the public minutes of the Regeneration and Community Committee meeting held on Tuesday 17<sup>th</sup> October 2017.

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

#### **A8. Town Centre Management Events Programme 2017 / 2018**

The Committee considered a written report by the Assistant Chief Officer (Regeneration) setting out an update on the work of Douglas Town Centre Management over the previous year, and making recommendations in respect of the 2018 / 2019 Town Centre Events Programme.

This year had seen the first Service Plan produced for Douglas Town Centre Management, setting out a wide range of services and activities in the Town Centre, including the Town Centre Events Programme. Town Centre events provided benefit in two distinct ways – larger events generating direct increases in footfall; and smaller events helping to ensure that the town centre experience was enjoyable by creating interest and vibrancy.

Town Centre Management had continued to deliver several large events, which had now become traditional fixtures throughout the year, including the Douglas Carnival and the Tower of Refuge Walk, as well as seasonal events (Hop-tu-Naa and Christmas events). Between the 1<sup>st</sup> April and 30<sup>th</sup> September 2017, Douglas Town Centre Management had organised or supported 133 individual events.

One of the most successful aspects of the Town Centre Manager’s work during the year had been the development of the Town Centre’s social media presence, and the direct benefit to retailers resulting from this presence.

It was noted that Town Centre vacancy rates were currently extremely low at just 8.8%, this being the lowest rate since December 2013. Footfall figures had, however, fallen by 2.1% to date this year. A Town Centre survey was due to take place in late October 2017, to gauge shoppers' views on a variety of aspects of the Town Centre, the results of which would be used to guide any future initiatives to help improve the Town Centre experience.

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

- (ii) That approval be given for the sum of £15,000 to be included in the 2018 / 2019 Town Centre Management revenue budget towards the 2018 / 2019 Town Centre Events Programme; and
- (iii) That approval be given for this value to be funded from the Risk Management and Special Projects Fund."

#### **A9. Service Plans and Performance Monitoring**

The Committee considered a written report by the Chief Executive providing an update on performance compared against measures set out in the Chief Executive's Department's Service Plans for 2017 to 2019.

Members recalled that the Council had adopted a new Corporate Plan for 2017 to 2021 in January 2017 and, following on from this, each Service had its own Service Plan to run for the two financial years 2017 to 2019. Service Plans were an important part of the process to ensure that performance and standards were addressed and delivered, and Members accordingly noted the actions from the Service Plans, together with an update on performance as of the end of September 2017.

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

- (ii) That the progress against planned actions and performance indicators also be noted."

#### **A10. 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.

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

#### **A11. Treasury Management Plan 2017 / 2018**

The Committee considered a written report by the Assistant Chief Officer (Income) detailing the Council's plans and related Prudential Indicators for 2017 / 2018.

The plan, an annual report, was a key aspect of delivering the Treasury Management Strategy (as approved in 2011). It summarised planned treasury management activities in respect of long-term loans and short-term investments; and also outlined information in relation to Prudential Indicators in respect of affordability for 2017 / 2018.

The indicator for prudence was that net external borrowing would not exceed the capital financing requirement, and this Plan stipulated that this would be complied with. The indicator for treasury management was whether the CIPFA Treasury Management Code of Practice and Cross-Sectoral Guidance Notes had been adopted by the organisation. It was confirmed that these had been adopted by the Council in 2011, and Members noted that they were to be reviewed during the current year.

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

- (ii) That the Treasury Management Plan 2017 / 2018 be approved."

#### **A12. Climate Change and Mitigation Strategy**

The Committee considered a joint written report by the Director of Environment & Regeneration and the Director of Housing & Property in relation to the Isle of Man Government's Climate Change and Mitigation Strategy 2016 to 2020.

Members were advised that the Strategy had been in existence since June 2016, but had only recently come to the attention of the Council. It sought to significantly reduce the Island's greenhouse gas emissions, and took the form of an on-going series of five-year action plans, leading to an overall target date of 2050. This would be done by eliminating energy demand, improving energy efficiency, and by substituting fossil fuels with sustainable alternatives.

The first five-year plan (as contained within the Strategy document) set out a series of actions that could impact upon the Council, particularly in relation to its housing and property stock and fleet stock, and which could also have cost implications. It was noted that, to date, the Council had not been directly contacted for consultation or comment in respect of the Strategy, however, Council officers had made contact with the lead officer of a newly-established Ecosystem Advisory Group set up within the

Department of Environment, Food & Agriculture, in order to seek clarity on certain areas within the Strategy and offering to provide input.

It was noted that the Council was already aligned to a number of the principles contained within the Strategy, through the adoption of its latest Corporate Plan, namely, environmental stewardship.

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

- (ii) That the Government’s Climate Change and Mitigation Strategy 2016 to 2020 be noted;
- (iii) That the aspects of the Council’s Corporate Plan, which aligned to this Strategy, also be noted;
- (iv) That authority be given to officers to pursue the Council’s involvement, and to seek clarity on some areas of the Action Plan (as contained in the Strategy); and
- (v) That officers be requested to report back to the Committee, as necessary, as clarity was received and the Action Plan was progressed.”

#### A13. **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.”

#### A14. **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 C –***

#### ***Matters subject to Council approval***

#### **C15. Whistleblowing Policy (Confidential Reporting)**

The Committee considered a written report by the Assistant Chief Officer (Human Resources) in relation to the proposed Whistleblowing Policy.

It was recalled that the Whistleblowing Policy had previously been considered at the September meeting of the Committee, having been approved by the Chief Officers’ Management Team and the Unite and Unison Unions. Members had, however, expressed the view that the reporting of serious concerns should not be to an individual’s line manager, but instead direct to the Chief Executive or a Chief Officer, and the revised reporting structure had been incorporated accordingly.

Members also queried where the matter would go after Chief Officers / the Chief Executive, if the person (whistleblower) was not satisfied with the actions taken. This was covered by paragraph 5.3, ‘if a satisfactory outcome is not achieved, the Union Representative may commence the formal dispute resolution procedure.’

It was noted that additional wording had also been included in the Policy at Paragraph 10 – Statutory Obligations. This stated that the Whistleblowing Policy did not affect employee’s statutory rights, and had been inserted to ensure that there was no doubt about this, and to cover those employees who may not be a member of a Union.

Members also requested for clarification that at paragraph 3.1, ‘or the Chief Executive’ should be removed from the end of the first sentence, and ‘or the Human Resources Section’ should be removed from the last sentence; and in ‘PROCESS’ on pages 5 and 7, if a concern involves the Chief Executive, this should be reported to the Leader of the Council, and the reference to the Human Resources Section should be removed, and clarified that the Human Resources Section would be there to support and facilitate the process.

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

- (ii) That the amended Whistleblowing Policy, incorporating the revised reporting structure together with the above further amendments, be approved and implemented with effect from November 2017; and
- (iii) That the Council’s Constitution be updated accordingly.”

The Committee rose at 4.30pm.

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

## PENSIONS COMMITTEE

PENSIONS COMMITTEE – Minutes of Meeting held on Wednesday, 25<sup>th</sup> October, 2017.

Members Present: 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.

In Attendance: Mr A. Beedall, Technical Consultant – Capita, Director of Finance (Mr G.M. Bolt), Assist Chief Officer (Finance) (Mr. E.P. Pierce), Democratic Services Officers (Mrs D. Atkinson and Mrs W. Wynne).

### REPORT

#### A1 Apologies

Mr A. Thomas (Independent Member), submitted apologies for absence.

#### A2 Declarations of Interest

There were no declarations of interest.

#### A3 Minutes – 13th September, 2017

The Minutes of the meeting held on Monday, 13th September, 2017, were approved and signed.

#### A4 Training: Contracting-out and the New State Pension

The Committee received a training presentation from Mr A. Beedall, Technical Consultant from Capita, on Contracting out of the State Second Pension.

Mr Beedall began by providing a background on contracting-out of National Insurance, explaining to the Committee how contracting-out ended in April 2016 in the UK. In addition to the basic state pension, the state previously provided a second-tier top-up pension, based on how much you earned. Introduced in 1978 and originally called the State Earnings Related Pension Scheme (SERPS), it became State Second Pension (S2P) in 2002. LGSS employees were ‘contracted out’ of this additional pension, in exchange for lower National Insurance contributions. The additional state pension top-up was then included as part of the members LGSS pension. It was explained that 30 qualifying years are now required to receive a 100% basic pension, the qualifying years are those in which you have paid or been credited with sufficient National Insurance contributions in that year.

Mr Beedall explained the rates of National Insurance paid by employees and employers, and showed examples for employees are respectively 1.6% and 3.7% higher for members paying contracted-in NI contributions compared to contracted-out contributions. The higher rates will be payable on a members earning between £118 and £770 per week. The Assistant Chief Officer (Finance) advised that a 2% increase for the employers costs will have a rate borne impact of just under £200,000 p.a. in the 2019-20 budget, an increase in the Borough rate of 8p. The Isle of Man Government Treasury has promised some recompense to Public Sector employers through the budgeting system.

Committee was advised that due to UK Government changes contracting-out ceased in April 2016 so a service was set up in 2014 to reconcile employers’ records with HMRC records. This conciliation service closes in April 2018 with limited service to December 2018 and there will be no further opportunity to amend incorrect records after that date. Mr Beedall advised the Committee that the Isle of Man reciprocal agreement with the UK ceased 5th April 2016. The proposals for change to a single tier pension consultation closed 1st September 2017.

Members were advised briefly that the future of contracting-out on the Isle of Man is expected to be similar to the new UK system, although there could be a potential issue to reconcile GMPs, as the UK Government has not stated how GMPs are to be revalued after 2018, and could mean additional increases being paid from the pension fund. The Manx Pension Supplement is planned to be phased out over 20 years.

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

#### Attendance

Councillor Ms C. E. Malarkey gave apologies for the remainder of the meeting.

#### **A5 Pension Fund Annual Report for the year ending 31st March 2017**

The Committee considered a report submitted by the Assistant Chief Officer (Finance) on the IOMLGSS Pension Fund annual report for the year ending 31st March 2017.

The report reminded the Committee that the Accounts and Audit Regulations 2013 require Local Authorities to have their Statement of Accounts approved and certified by the external auditor by 31st October each year. This also applies to the Pension Fund Annual Report. As in previous years, Members noted the Council's auditor has asked that a Letter of Representation be issued by the Council, alongside the Statement of Accounts, in order that audit certification can take place. The Letter of Representation was appended to the report.

A Member had two queries on how two figures were accrued, the Assistant Chief Officer (Finance) agreed to circulate the relevant information outside of the meeting.

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

- (i) The Pension Fund Annual Report for the year ended 31st March 2017 be approved,
- (ii) The Letter of Representation be signed and presented to the Council's external auditor, and;
- (iii) The completion letter from Grant Thornton Limited be noted."

#### **A6 Consideration of a Governance Review**

The Committee considered a report by the Assistant Chief Officer (Finance) for consideration of a Governance Review to be conducted if possible, in house. Members have previously received reports on an approach to fulfil the Best Practice arrangements set out in 'the Governance Statement including Adherence to Best Practice'.

The Committee had previously resolved to commission a review of the governance arrangements of the Isle of Man Local Government Superannuation Scheme (IOMLGSS). Tenders were subsequently twice invited by advertisement, which received a lot of interest but the lowest received was £20,000. The Committee therefore agreed to defer the report and consider an internal review.

The Director of Finance had been made aware that the Pensions Regulator (TPR) had provided a Public Service Pension Scheme Self-Assessment tool to help pension schemes carry out a thorough review against legal requirements and best practice. The Director of Finance, Assistant Chief Officer (Finance), the scheme's Technical Consultant (Mr. A. Beedall) and the scheme's Investment Consultant (Mr Mark Freeman of Hymans Robinson) completed the self-assessment independently and the results were appended to the report. The Director of Finance then reviewed all four sets of responses to compile a consolidated scheme response. In summary the outcome was 70% green rated, two red results were ignored as these were a UK requirement, but not appropriate to the scheme.

The Committee were informed that there is no requirement on the Isle of Man to report breaches of the law or to provide information to the Pensions Regulator. Appended to the report officers and consultants worked together to develop an Action Plan in relation to items rated amber or red. This included the full list of questions and answers in the Self-Assessment for Members' information.

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

- (i) The Action Plan to be approved, and;
- (ii) That the Governance review and the approved Plan be recorded in the Governance Statement including Adherence to Best Practice document on the website."

#### **A7 Superannuation Scheme Performance Monitoring**

The Committee considered a report submitted by the Assistant Chief Officer (Finance) for Superannuation Scheme Performance Monitoring of measures outlined in the Service Plan.

Appended to the report were actions from the Service Plan together with an update as at October 2017. A red, amber, green status had been applied to each measure, the only concern was market testing arrangements for tendering the Pensions Consultants which would be a major piece of work which had commenced but might not be achieved before the end of March 2018.

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

#### **A8 Items for Future Report – report by Director of Finance**



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

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

***Part B – PUBLIC***

***Matters requiring Executive Committee Approval***

There were no matters requiring Executive Committee approval.

***PART C - PUBLIC***

***Matters requiring Council approval***

There were no matters requiring Council approval.

The meeting ended at 12:13pm

VI(iii) – The proceedings of the STANDARDS COMMITTEE as follows:

## STANDARDS COMMITTEE

STANDARDS COMMITTEE – Minutes of Meeting held on Monday, 23<sup>rd</sup> October, 2017.

Members Present: Councillor Ms C.E. Malarkey (Chair), Councillor Mrs R. Chatel, Mr Councillor J.E. Skinner, Councillor Mrs E.C. Quirk, Mr D. Booth (Independent Member).

In Attendance: Assistant Town Clerk (Mr P.E. Cowin), Democratic Services Officers (Mrs W. Wynne and Mrs D.C. Atkinson).

### REPORT

#### **PART A –**

##### ***Matters within the scope of the Committee's delegated authority***

##### **A1. Apologies for Absence**

There were no apologies for absence.

##### **A2. Declarations of Interest**

There were no declarations of interest.

##### **A3. Election of Vice-Chair**

Mr Councillor J.E. Skinner was unanimously elected Vice-Chair of the Committee.

##### **A4. Minutes – 1<sup>st</sup> March 2017**

Minutes of the meeting held Wednesday, 1<sup>st</sup> March, 2017 were approved and signed.

##### **A5. Matters Arising**

Members discussed the importance of holding regular Standards Committee Meetings. Members noted that there were insufficient items to convene a meeting earlier in the municipal year, however appreciated that if a meeting was required to consider specific business, it would have been arranged accordingly.

Resolved, "That particulars of the matters arising be noted on the minutes."

##### **A6. Update on Review of Standards Committee Determination Procedures, Rules and Handbook**

The Committee considered the updated Standards Committee Handbook, incorporating suggested revisions submitted by the Committee and officers.

Members discussed various sections and approved the handbook subject to further clerical changes.

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

- (i) The Standards Committee Handbook be approved subject to the changes agreed by the Committee;
- (ii) The final version Handbook be circulated to all Council Members prior to the November Council Meeting;
- (iii) The Handbook be reviewed by Committee on an annual basis."

##### **A7. Date and Time of Next Meeting**

It was agreed that the next meeting of the Committee be held on Monday, 22<sup>nd</sup> January at 10.30am. Members requested an item on full Council training be considered at the Meeting.

#### **PART B –**

##### ***Matters requiring Executive Committee approval***

There were no items requiring Executive Committee approval.

#### **PART C –**

*Matters requiring Council approval*

There were no public items requiring Council approval.

The meeting ended at 12.05pm.

VI(iv) – The proceedings of the EASTERN DISTRICT CIVIC AMENITY SITE COMMITTEE as follows:

## **EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE**

EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE – Minutes of Meeting held on Monday, 23<sup>rd</sup> October, 2017.

Members Present: For Douglas Borough Council - Mr Councillor R.H. McNicholl (Chair), Mrs D. Eynon (Director of Environment & Regeneration). For Onchan District Commissioners - Mr D. Crellin (Member), Mr T. Craig (Acting Chief Executive/Clerk). For Braddan Parish Commissioners - Mr J.C. Whiteway (Clerk). For Garff Commissioners – No attendance. For Santon Parish Commissioners – Mr N.P. Kelly (Member).

In Attendance: Secretary – Mr P.E. Cowin. Democratic Services Officer – Mrs W. Wynne. Accountancy Manager – Mr R.N. Davies (Items A5 & B7 only). Department of Infrastructure Representative – Mr J. Quayle. Contractor’s Representative - Mr S.A. Crook (Item A3 only).

### REPORT

#### **PART A –**

#### ***Matters within the scope of the Joint Committee’s Delegated Authority***

##### **A1. Minutes – 27<sup>th</sup> July, 2017**

The minutes of meeting held on Thursday, 27<sup>th</sup> July, 2017 were approved.

##### **A2. Matters Arising from the Minutes**

Clause A6 – Tendering for WEEE goods Disposal. Mr Quayle queried whether the Committee’s approval to the Department tendering as a single contract had been notified in writing. The Secretary agreed to check.

##### **A3. Operational Issues**

Mr Crook, representing the Contractor operating the Site, joined the meeting at 2.35pm. Copies had been circulated of a written note by Mr Crook detailing a number of issues on which queries had been raised at the last meeting, and further issues identified as requiring consideration by the Joint Committee.

Section 1.1 dealt with the operational working plan for the Site, with a revised document being circulated together with the previous version for comparison. The revised document was approved with the addition of “Electrical goods” to the list of items not accepted for re-use in paragraph 2.4. Mr Crook also agreed to review the wording of paragraph 2.1, relating to the weighbridge, to include for monthly billing of charities using the Site.

Section 1.2 dealt with cleanliness of the Site and Mr Crook explained the cleaning regime. He also undertook to encourage more emphasis on cleaning during quieter periods.

Section 1.3 related to staff and Mr Crook advised that any complaints received were investigated and dealt with under the standard procedures. Good customer service was seen as a priority.

Section 1.4 expressed concern over the waste oil receptacle which Environmental Health (as the waste licensing authority) had stated was not acceptable as it was neither bunded nor double-skinned. The receptacle was provided by a contractor and it was agreed that the contractor be asked if a double-skinned receptacle could be provided instead. Mr Quayle pointed out that any spillage from the container would be contained in the interceptor tanks and would not flow into the adjacent river.

Section 1.5 confirmed that the eight new skips had been ordered and delivery of the first shipment was imminent. In the meantime, because the shortage of skips had led to additional Sunday working, additional costs of £83.60 per week were being incurred by the Contractor on staff and Mr Crook suggested that the Committee might consider a contribution to the additional costs.

Section 1.6 stated that the relaxation of the height restriction on vehicles on Monday afternoons was operating satisfactorily although usage was low. There were no issues with it remaining in place.

Section 2 of the report advised that there had been no unusual incidents at the Site since the last meeting.

Section 3 provided statistics for the first two quarters of 2017/18 on the tonnages of cardboard, clothing, green waste, construction waste and metals, together with total tonnages and totals sent to the Energy from Waste Plant. There was some discussion on the revised format of the statistics and some suggestions were made to make them more readily understood in future reports.

**It was agreed:** that

- (1) The report be noted;
- (2) That the revised working plan be approved, subject to the inclusion of electrical goods in the list of items not accepted for re-use;
- (3) That discussions be opened with the contractor for disposal of waste oil on the provision of a receptacle acceptable to the licensing authority;

#### A4. **Recycling Bins**

The Secretary read a letter from the Waste Minimisation & recycling Officer of the Department of Infrastructure asking for completion of a three-year licence agreement for the Department to place recycling bins on the Site. Mr Quayle explained that the Department was seeking to formalise the existing arrangements in order to facilitate tendering of the contract to empty the recycling bins.

**It was agreed:** that the licence be approved and that the Secretary be authorised to sign the licence documents on behalf of the Joint Committee.

#### A5. **Revenue Outturn 2016/17**

The Accountancy Manager had circulated the revenue outturn report for the year ended 31<sup>st</sup> March 2017.

Also circulated was a report on the apportionment of costs between the respective authorities in the year, showing the cost of administration and waste disposal.

A query was raised as to the costs shown for disposal of television sets, computer monitors, fridges and freezers, when a charge is levied on users depositing them. The Accountancy Manager undertook to review exactly where that income was accounted for and to circulate a revised report through the Secretary if necessary.

#### A6. **Next meeting**

Consideration was given to the date of the next meeting, and it was agreed that the Secretary consult the respective authorities nearer the time to fix a date at the end of January or early February, 2018.

### **PART B –**

#### ***Matters requiring approval of the respective Authorities***

#### B7. **Draft Budget 2018/19**

The Accountancy Manager had circulated a draft budget for the year 2018/19, based on the current year's costs. He advised that it was at a very early stage and that although the revised figure for waste disposal charges, recently notified, had been included, there were other variables that could still change. However any such changes were likely to be minor and the budget was presented now for approval in principle, to facilitate budgeting by the respective authorities, and any changes would be notified as soon as practicable.

The costs to each authority for 2018/19 were shown as:

Douglas	£345,246
Onchan	£97,981
Braddan	£66,599
Garff (Laxey and Lonan)	£29,579
Santon	£9,216

Mr Quayle advised that he had been notified by the Landowner of an impending rental increase which was likely to increase the amount of rental charged by the Department to the Joint Committee.

**It was agreed:** that the draft budget be approved in principle and any further changes notified to the respective authorities in due course.

The meeting ended at 4.45pm.

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

## HOUSING COMMITTEE

HOUSING COMMITTEE – Minutes of Meeting held on Wednesday, 18<sup>th</sup> October, 2017.

Members Present: Councillor Mrs C.L. Wells (Chair), the Mayor, Councillor Ms C.E. Malarkey, Mr Councillor J.E. Skinner, Councillor Mrs E.C. Quirk, Mrs J. Quaggan (Independent Member).

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), Assistant Democratic Services Officer (Miss C. Cullen), Democratic Services Officer (Mrs W. Wynne).

### 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 – 20<sup>th</sup> September, 2017**

The minutes of the meeting held on Wednesday, 20<sup>th</sup> September, 2017, were approved and signed.

##### **A4. Voids Property List**

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 16 void properties as at the end of September 2017. It was further noted that 90 vacant properties have been completed to date in the current financial year.

The report advised that as at the end of September 2017, expenditure was approximately 78% of this year's total voids budget. In order to maintain the current void standard and to keep void property turnaround times and rent loss to a minimum, any overspend on the voids budget is supplemented by proportionately reducing the cyclical maintenance budget; this has reduced the amount of cyclical work being carried out.

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.

Members were presented with a list detailing five proposed refusals. The Assistant Chief Officer (Housing and Property) advised that cases one and two, as listed, have progressed since completion of the report and no longer require consideration by the Committee.

Members reviewed and discussed the particulars of the other three cases listed; two transfer requests and for permission to have a guide dog in sheltered accommodation request.

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

- (i) In respect of case three, approval be given to the transfer request;
- (ii) In respect of case four, approval be given to accept the applicant onto the transfer list and officers be authorised to advise the applicant of the current status of the transfer list and further encourage the tenant to seek a mutual exchange; and
- (iii) In respect of case five, the matter be deferred until the Committee's November meeting and in the meantime a meeting take place between the applicant, a Council officer and Council Member to discuss the applicant's requirements."

##### **A6. Lheannag Park Retaining Wall and Tanking**

The Committee considered a report submitted by the Assistant Housing Manager (Maintenance) to update on additional works required to the two ground floor flats of 96 and 97 Lheannag Park.

Members were reminded that in February approval was given for the construction of a retaining wall and external works to the rear of the properties. As construction of the retaining wall progressed a further ingress of water from under the foundation of the upper floor entrance block was discovered. As such, a tanking system is required to be applied to all internal floors and walls in both flats to halt this ingress of water. The report set out a breakdown of the current cost of works.

The Chair expressed concern that the ground water experienced may migrate to other further outlying apartments as a result of these works. She suggested that the Department of Infrastructure be engaged with to ascertain if there is an underlying road drainage issue.

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

- (i) It be noted that further tanking work than previously reported is required; and
- (ii) Additional funding of £13,945.60 from Capital Receipts be approved."

#### **A7. Proposal to Create Mobility Flat at Waverley Court**

The Committee considered a report submitted by the Assistant Chief Officer (Housing and Property) on the proposal to create a Mobility Flat at Waverley Court.

The report advised that the Waverley Court sheltered housing complex has no current provision of a mobility unit for persons with disabilities. A recent management re-structure has created two vacant former Wardens' flats which can be converted into sheltered flats for letting; it was noted that these two flats have not been incurring rent loss as they were previously Warden accommodation.

Members were advised that one of the flats had already been converted by Housing Maintenance and is currently being used as a decant flat for the kitchen refurbishment work.

The Assistant Chief Officer (Housing and Property) circulated plans for the second flat which is located at ground floor level overlooking the rear courtyard. Following a site inspection it was suggested that its best use would be a conversion to a two bedroom mobility unit. The work is estimated to cost no more than £16,000 and will be funded from the sheltered community reserve. This funding source is ring fenced for sheltered communal matters and is appropriate in this case as creation of the unit within the complex will benefit the building as a whole through compliance with the Disability Discrimination Act 2006 and Equality Act 2010.

Work is envisaged to commence as soon as possible with the aim of having the converted flat available for letting by 1<sup>st</sup> April 2018.

Resolved, "That particulars of the report and discussion be noted on the minutes and that the use of the Sheltered Community Reserve Fund to a maximum of £16,000 to create a two bedroom mobility unit in Waverley Court be approved."

#### **A8. Items for Future Consideration**

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

It was agreed that the Central Heating Contract and Damp Surveys be added to the schedule.

Resolved, That the schedule 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 Committee approval***

There were no items requiring Council approval.

The meeting ended at 12 noon.

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, 17<sup>th</sup> October 2017.

Members Present: Mr Councillor S.R. Pitts (Chair), the Mayor, Councillor Miss N.A. Byron, Councillor Mrs H. Callow, Councillor Ms J. Thommeny.

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Director of Housing and Property (Mrs S. Harrison) (Items A8 to A12), Assistant Town Clerk (Mr P. Cowin), Assistant Chief Officer (Finance) (Mr E.P. Pierce), Assistant Chief Officer (Regeneration) (Mr C. Pycroft), Assistant Chief Officer (Digital and Information) (Mr D. Looney) (Items A1 to A4), Head of Parks (Mr D. Hewes), Borough Librarian (Mrs J. Macartney) (Items A1 to A5), Democratic Services Officers (Mrs W. Wynne and Mrs D. Atkinson).

## REPORT

### **PART A –**

#### ***Matters within the scope of the Committee's delegated authority***

##### **A1. Apologies**

Councillor Mrs R Chatel submitted apologies for absence.

##### **A2. Declarations of Interest**

There were no declarations of interest.

##### **A3. Minutes – 19<sup>th</sup> September 2017**

The minutes of the meeting held Tuesday, 19<sup>th</sup> September, 2017, were approved and signed.

##### **A4. Henry Bloom Noble Library Website Demonstration**

The Assistant Chief Officer (Digital and Information) presented the new Library website to the Committee. He explained the objectives of the website and the Council's overall online strategy.

The Assistant Chief Officer (Digital and Information) was thanked for his attendance and left the meeting.

Resolved, "That the demonstration of the new Henry Bloom Noble Library website be noted on the minutes."

##### **A5. Manx Newspaper Holdings Progress Report**

The Committee considered a report submitted by the Borough Librarian to update on the review of the newspaper holdings by the Manx National Heritage Librarian and lack of response from other Local Authorities.

Members were reminded of the Committee decision in February 2017 asking the Manx National Heritage Librarian to review the newspaper holdings by May 2017, and to offer newspapers to Local Authorities and other libraries on the Island on a permanent loan basis. It was noted that a letter and follow up e-mails had been sent to two Local Authorities but no response has been received.

The Manx National Heritage Librarian reviewed the holdings and is interested in taking some of the newspapers. A proposal has been put to the Manx National Heritage Board but due to two key Members not being in attendance, the decision has been deferred. The Borough Librarian advised that an answer should be back in time for the November Committee Meeting.

It was noted that Chrystal's Auctions, in response to query, were unable to provide a monetary value for the holdings, but would be willing to sell them on the Council's behalf.

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

- (i) Peel and Ramsey Commissioners no longer be pursued with the offer of volumes of the Peel City Guardian, Ramsey Courier and Ramsey Chronicle;

- (ii) The Borough Librarian continue to liaise with Manx National Heritage;
- (iii) Any newspapers that Manx National Heritage do not want for their collection be sold by auction.”

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

#### **A6. Johnny Watterson’s Lane Allotments**

The Council’s Allotment Representatives, Mrs Hilary Cleverley and Mr Les Gerrard, joined the meeting to discuss the Johnny Watterson’s Lane allotments.

Mrs Cleverley reported an issue with vegetation being dumped at the side of the road. The Head of Parks confirmed his Section are aware of the issue and are looking into it.

In response to a further issue raised, the Head of Parks advised that the Parks Service is considering options for filling the holes in the car park.

Mr Gerrard advised that he would be vacating his plot before Spring 2018 and would therefore have to resign as Allotment Representative.

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

The representatives were thanked for their attendance and left the meeting.

#### **A7. Department of Environment and Regeneration Performance Monitoring**

Members considered a report submitted by the Director of Environment and Regeneration to update on the performance against measures outlined in the Environment and Regeneration Department Service Plans as relevant to the Regeneration and Community Committee.

Appended to the report were the measures as outlined for the Parks Service, Douglas Town Centre Management, and Electrical Services as relevant to the Committee. A red, amber, green status had been applied to each measure. Two red measures had been identified within Parks Services; however one measure had subsequently been reduced to green on review of the information. It was agreed that the table of updated figures be re-issued to Members.

Resolved, “That particulars of the report and discussion be noted on the minutes and the Parks Services quarter two performance monitoring table with the updated figures be recirculated to Members.”

#### **A8. Asset Performance Monitoring**

The Director of Housing and Property joined the meeting.

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 Service Plan as relevant to the Regeneration and Community Committee.

A red, amber, green status had been applied to the measure. There was one measure for consideration, commercial property inspections, which was marked as green, in progress, and 31% complete by quarter one, on schedule to be completed within the 2017/18 year.

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

#### **A9. The Action Plan for Pollinators in Douglas**

The Committee considered a report submitted by the Head of Parks to endorse and adopt Plan Bee – Douglas Borough Council Pollinator Action Plan.

In response to the declining bee population, Members were presented with an action plan detailing pledges made by the Council as to how it will ensure the protection and future sustainability of pollinators throughout its public open spaces.

Resolved, “That particulars of the report and discussion be noted on the minutes and the Plan Bee – Douglas Borough Council Pollinator Action Plan, be endorsed and adopted.”

#### **A10. Henry Bloom Noble Library, Duke Street – Proposed Alterations**

The Committee reconsidered a report submitted on the Henry Bloom Noble Library proposed alterations which was considered in September 2017. Members previously considered three alterations to the library building, to consider eliminating a draught from the front door entrance reported by one Library user, consider the provision of an additional customer toilet, and whether to maintain the current temporary ramp or progress a scheme to provide level access.

Members resolved to provide an additional customer toilet at cost of £40,000 to be included in the draft capital programme for 2018/19. Before the October Council Meeting the Finance Department advised the Chair that as the Council does not own the library building it would not be technically correct to include this cost in a capital programme. The minute was subsequently withdrawn by the Chair at Council. The Assistant Chief Officer (Finance) explained that the appropriate approach would be to



include the provision of the toilets as a one-off growth item in December when the Committee consider the Draft Revenue Budget 2018/19 report.

Members agreed to the previous resolutions subject to amendment of the reconfiguration of the toilet facilities resolution.

Resolved, "That particulars of the report and additional information 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 list of growth bids as a one-off item in December when the Committee consider the draft revenue budget 2018/19 report;
- (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."

#### A11. **Douglas Carnival**

The Committee considered a report submitted by the Town Centre Manager on the Douglas Carnival 2017 debrief and proposals for the 2018 event.

Members were advised that officers have held several debrief sessions since the 2017 event, including one with the Leader and Chair of the Regeneration and Community Committee. The main area of concern raised during the debriefs was in relation to the arrival of the parade at Harris Promenade. Subsequently, a meeting has taken place with the Department of Infrastructure to propose putting arrangements in place to turn the Parade at the Sefton Island, rather than splitting into two carriageways at Broadway. The proposal in principle has been approved; subject to conditions to be undertaken by the Council to alleviate traffic issues in the area.

The Assistant Chief Officer (Regeneration) explained the reasoning behind the recommendations put to Committee and Members discussed some of the suggestions in detail. The Chairman asked if the manoeuvring of an articulated vehicle around Sefton Island could be tested before the event to assist with determining the running order of the parade. It was noted that the reason for a contingency date in September is to give entries time to re-organise, and to avoid the school holidays as most groups will take a break for the summer and many people also go on holiday off-island.

It was proposed that judging move back to Strathallan at or near the beginning of the parade and to announce the winners at the staged area on Harris Promenade. The Chairman felt that the winning entries should be announced at the start so they can display their winning signage during the parade. The Assistant Chief Officer (Regeneration) explained that it is difficult to judge the walking groups statically rather than as the parade is in motion.

The report also listed other items that were raised during the debrief process that are being considered. As part of the report, Members were asked to consider if the Event Director and staff with a safety responsibility should be in fancy dress. Members had mixed opinions on the question, and agreed to consider as part of a future report on the Douglas Carnival preparations.

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

- (i) Douglas Carnival 2018 event takes place from 12pm on Sunday, 15<sup>th</sup> July, 2018 on Douglas Promenade in a very similar format to Douglas Carnival 2017 with the parade starting at 3.00pm but turning around Sefton Island and parking up as a static display on Harris Promenade;
- (ii) Charities be invited to submit proposals for how they would like to be involved in the Carnival;
- (iii) The contingency date, should the Carnival have to be postponed from 15<sup>th</sup> July, be Sunday, 16<sup>th</sup> September, 2018;
- (iv) The sandcastle and kite competition be repeated, subject to tides being suitable;
- (v) The judging take place at Strathallan at or near the beginning of the parade but be announced on the stage at Harris Promenade when the parade arrives;

For: 3 Against: 1

Mr Councillor S.R. Pitts asked that his name be recorded as voting against the resolution.

- (vi) The parade order be revised to try keep walking entries and larger vehicles separate;
- (vii) A gazebo be erected at the Carnival to be manned by Councillors as part of the community engagement programme;

For: 2 Against: 2

The Chairman exercised his casting vote against the motion which was therefore not carried.

- (viii) £5,000 to cover the sound and stage system and security staff be included in the list of growth bids in December 2017 when the Committee consider the draft revenue budget 2018/19 report.”

**A12. 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***

There were no public matters requiring Executive Committee approval.

***PART C –***

***Matters requiring Council approval***

There were no matters requiring Council approval.

The meeting ended at 12.45am.

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

# ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of Meeting held on Monday, 16<sup>th</sup> October, 2017.

Members Present: Mr Councillor R.H. McNicholl (Chair), the Mayor (from 10.35am), Mr Councillor J. Joughin, Mr Councillor F. Horning, Councillor Ms K. Angela.

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Assistant Chief Officer (Regeneration) (Mr C. Pycroft) (from 11.10am), Assistant Chief Officer (Environment) (Mr A. Donnelly), Accountancy Manager (Mr R. Davies), Building Control Manager (Mr N. Kaighin) (Items A6 to A8), Dilapidation Enforcement Officer (Mr A. Gordon) (Items A6 to A8), Assistant Town Clerk (Mr P. Cowin), Assistant Democratic Services Officer (Miss C. Cullen), Democratic Services Officer (Mrs W. Wynne).

## REPORT

### **PART A –**

#### ***Matters delegated to the Committee***

##### **A1. Apologies**

Apologies for absence were submitted by Mr Councillor F. Pabellan and by the Mayor for late attendance.

##### **A2. Declarations of Interest**

There were no declarations of interest.

##### **A3. Minutes – 18<sup>th</sup> September, 2017**

The minutes of the meeting held on Monday, 18<sup>th</sup> September, 2017, were approved and signed.

##### **A4. Deep Clean of Areas in Douglas**

The Committee considered a report submitted by the Assistant Chief Officer (Environment) on the areas identified for a proposed joint deep clean with partnering Government Departments. Appended to the report and reviewed by the Committee was the proposed schedule listing 24 areas within the Borough, as identified by Council officers.

The Assistant Chief Officer (Environment) advised that the Council's works, as part of the deep clean, would entail jet washing, weeding and cleaning of the designated areas and of street furniture/litterbins. It was envisaged that the Department of Infrastructure would utilise the road closure to repair footways and potholes and the Police would have authority to ticket any abandoned vehicles. Members recognised that as such this proposal would need to be a coordinated effort.

It was noted that the Department would apply for the necessary temporary suspension of parking in the areas. A leaflet drop to residents in each area would also need to take place prior to the clean to ensure residents are aware of the works; this would be a coordinated effort between the Council and the Department.

In response to question from the Chair, the Assistant Chief Officer (Environment) advised that officers of the Department had indicated agreement in principle of the proposal, although they had requested for a schedule of works to be proposed and agreed. The Chair opined that joint clean ups should commence as soon as is practicable.

There was discussion about certain areas of Douglas where wheelie bins are being left out in lanes rather than being brought back in to the grounds of the property. The Director of Environment and Regeneration suggested that the Housing Department could remind Council tenants of this requirement as part of their tenancy agreement.

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

- (i) The areas identified in the schedule, as appended to the report, are considered by the Committee as worthy of a joint deep clean with partnering Government Departments;
- (ii) Approval be given for officers to identify and agree a schedule to be forwarded to the relevant Ministerial Members of Government for agreement to implement a 'deep clean'; and

- (iii) Sufficient resources are sought from Government to assist in deep cleans, including provision of required road closures and a timely consultation with the residents in the area in advance of commencing the works.”

#### **A5. Quarter Two Performance Monitoring**

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

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

Of particular note for this quarter were the savings of £24,234 made in relation to street lighting electricity consumption. Members were advised of a delay to one of the actions within the Fleet Service which was behind target due to a re-prioritisation of available funding within ICT.

Members discussed the Warden Service Plan. In response to question, the Assistant Chief Officer (Regeneration) advised that this Department was prioritising workload to ensure any urgent tasks were dealt with.

Resolved, “That particulars of the report and discussion be noted on the minutes and that the progress made against performance indicators in Service Plans for Quarter Two be noted.”

#### **Attendance**

The Building Control Manager and Dilapidation Enforcement Officer joined the meeting for discussion of the following three items.

#### **A6. Planning Application 17/00951/b**

The Committee considered a report submitted by the Dilapidation Enforcement Officer on the planning application for the erection of a storage building with associated paths and landscaping at The Nunnery, Douglas.

It was noted that the application had been presented to the Committee on the grounds that a previous planning application for the site, 16/00678/B, had been considered in July 2016 and was considered and supported by the Committee as part of a perceived ‘Master Plan’ for the Nunnery development site.

The report advised that the proposal is for the erection of a new storage building located towards the North West part of the Nunnery Estate. Its siting had been chosen to minimise visual impact relative to public highways, the existing building and access roads as well as utilising the natural screening of existing trees.

The report recommended that the Council neither supports nor objects to the application given that it is not considered to be of significance to the area of Douglas nor are there any solid reasons to raise an objection as it meets planning policy requirements. Members unanimously agreed to the Chair’s proposal of supporting the application.

Resolved, “That particulars of the report and discussion be noted on the minutes and that the Council supports the application.”

#### **A7. Planning Application 17/01021/C**

The Committee considered a report submitted by the Dilapidation Enforcement Officer on the planning application for the premises at Ballafletcher House, Douglas.

The Director of Environment and Regeneration advised that she felt it prudent for the Committee to consider the application as a matter of priority given that the proposed development, which is outside of Douglas, not only contravenes the Isle of Man Strategic Plan but could be detrimental to existing businesses and the continued growth of shopping areas within Douglas Town Centre.

The proposal is for a change of use from offices to retail which will allow for retail space, preparation space and office space within the existing building. It was noted that the site sits firmly within an industrial estate and is covered by the zoning of ‘Predominately Industrial’. Members raised concern that approval of the application could set a precedent for other retail outlets in the area and it was noted that the Council had already adopted an ethos to protect Town Centre businesses.

In response to question, it was agreed that if a letter of objection or support is lodged by Braddan Commissioners the Dilapidation Enforcement Officer would circulate it to the Committee.

Resolved, “That particulars of the report and discussion be noted on the minutes and that the Council objects to the planning application on the grounds that the proposal contravenes the Isle of Man Strategic Plan.”

**A8. Schedule of Neglected, Dilapidated, Ruinous and Dangerous Properties**

The Committee considered the schedule of Neglected, Dilapidated, Ruinous and Dangerous Properties being dealt with on behalf of the Council.

Members were advised that the Imperial Hotel had been classified as a dangerous building by a Structural Engineer with further concerns being raised as to whether the property can be demolished safely. The Dilapidation Enforcement Officer advised that he had been liaising with the owner as matter of priority in order to either progress with temporarily making the structure safe or having it demolished.

The Dilapidation Enforcement Officer advised that works to the covered car park at Finch Road is expected to last two to three weekends until completion. There was discussion about the littering in the area. The Director of Environment and Regeneration advised that the Council must exercise caution so as not to set a precedent for cleaning on private land but that a way forward would be found.

Members were advised that documentation had now been received from the Council's advocates in relation to the Pitcairn and Wyndham and that an application to the Court for a dangerous building order and Substitute Service of Notice would take place imminently. It was noted that the Council would undertake essential repairs to make the building safe following the granting of the orders.

Members noted that the Dilapidation Enforcement Officer had now met with the new owner of 33 Princes Street and agreed a schedule of works.

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

The Building Control Manager and Dilapidation Enforcement Officer were thanked for their attendance and left the meeting.

**A9. Items for Future Consideration**

The Committee considered the schedule of items for future consideration. Members noted the reports list for future months. The Director of Environment and Regeneration advised of an item to be removed from the schedule as the matter would be dealt with by way of Briefing Note.

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

**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.

***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 3.15pm.