



## **Borough of Douglas**

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**MRS RAINA CHATEL, JP  
MAYOR**

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Town Hall,

Douglas,

7<sup>th</sup> January, 2022

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held on WEDNESDAY, the 12<sup>th</sup> day of JANUARY, 2022, 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 and Property 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, 8<sup>th</sup> December, 2021.

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

## EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Thursday, 16<sup>th</sup> December, 2021.

Members Present: Councillor Mrs C.L. Wells (Chair), the Mayor (from 2.45pm), Mr Councillor S.R. Pitts, Mr Councillor I.J.G. Clague, Mr Councillor F. Horning, Councillor Ms J. Thommeny.

In Attendance: Chief Executive (Miss K.J. Rice), Director of Finance (Mr A.J.T. Boyd), Director of Environment and Regeneration (Mrs D. Eynon), Director of Housing and Property (Mr D. Looney), Assistant Chief Officer (Finance) (Mr E.P. Pierce) (for Clauses A1 to A8), 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 the Worshipful the Mayor for late arrival.

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

No declarations of interest were submitted.

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

The minutes of the meeting held on Friday 26<sup>th</sup> November 2021 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**

The Committee considered the following referral from the public minutes of the Environmental Services Committee meeting held on Monday 13<sup>th</sup> December 2021:

Clause B14 – South Quay Festoon and Street Lighting: the Committee had considered a report by the Electrical Services Manager on proposals for the installation of festoon lighting between the Bridge Road junction with South Quay, and also the Parade Street junction with South Quay (at the Swing Bridge), which would mirror the festoon lighting on North Quay. Funding to undertake the installation was accordingly sought.

In respect of the Council being the lighting authority for the Borough of Douglas under the Local Government Consolidation Act 1916, a Member of the Executive Committee queried the wording of the Environmental Services Committee minute, which stated that the Council ‘*has statutory responsibility to adopt the columns on South Quay.*’ It was clarified that the Council had the power to adopt lighting columns; and it was accordingly recommended that the wording of the Environmental Services Committee be amended to reflect this.

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

(ii) That the resolution of the Environmental Services Committee – to install decorative festoon lighting on South Quay – be endorsed, and that funding in the sum of £22,444 be approved from the General Revenue Reserve; and

(iii) That the wording of the Environmental Services Committee minute be amended to read, ‘*under the Local Government Consolidation Act 1916, the Council as lighting authority for the Borough of Douglas, had the power to adopt the columns on South Quay.*’”

##### **A6. Referrals from the Regeneration and Community Committee**

There were no referrals from the public minutes of the Regeneration and Community Committee meeting held on Tuesday 14<sup>th</sup> December 2021.

#### A7. **Referrals from the Housing and Property Committee**

The Committee considered the following referral from the public minutes of the Housing and Property Committee meeting held on Wednesday 15<sup>th</sup> December 2021:

Clause B8 – Douglas Borough Cemetery Cottage (Options Appraisal): the Committee had considered a report by the Assistant Property Manager (Assets) following an options appraisal of the site. It had been recalled that, in January 2020, the sale of the cottage had been agreed by the Council, however, the purchaser's planning application for change of use to residential along with an extension had been rejected by the Planning Committee. The building had not been occupied as a dwelling for several years and to ensure that it did not remain unused, officers had proposed the demolition of the cottage and for the site to be used in such a way as to complement the existing use of the overall site. The suggestion supported by the Committee had been for the creation of a garden of remembrance dedicated to the memory of babies, infants, and children; and funding to undertake the demolition works was accordingly sought.

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

- (ii) That the resolution of the Housing and Property Committee – to approve the demolition of the Douglas Borough Cemetery Cottage and to seek the necessary planning permission – be endorsed, and that funding in the sum of £30,000 be approved from the General Revenue Reserve for the demolition works."

#### A8. **Monthly Financial Review**

The Committee considered a written report by the Director of Finance setting out details of progress made against Key Performance Indicators for Finance, and other related key financial monitoring information.

Members were advised that the Manx Consumer Price Index figure for November 2021 had been published and that, at 4.6%, represented a 0.2% increase on the October 2021 figure. The Manx Retail Price Index stood at 5.5% - which was noted to be an increase of 0.6% on the previous month.

Resolved, "(i) That particulars of the report be noted on the minutes, including specifically:-

- The 92.6% rates collection figure for the months of April to November 2021, compared against the target figure of 91.6% for that period; and
- The increase in Manx inflation figures for November 2021."

#### A9. **Single Use Plastics at Events**

The Committee considered a written report by the Director of Environment and Regeneration seeking agreement on how single use plastics could be phased out of Douglas Borough Council events and at events held on Council-owned land.

Members were reminded that the Council had an Environmental Policy in which one of the commitments was to '*actively work with suppliers and sub-contractors who engage in green practices and who are committed to environmental stewardship.*' Since that Policy was agreed in 2017, the Council had been actively considering ways in which the environmental impact of its activities could be reduced, and had introduced several initiatives to achieve this aim. In recognition of the Council's endeavours to reduce its environmental impact and support its communities, the Council had been accepted as a UNESCO Biosphere Partner in 2018.

During 2020, and in all Council-organised events since then, there had been a trial ban on single use plastics for food and drink vendors. It was noted that the ban had been well received, without any of the prior-perceived risks of vendors not wishing to attend events materialising.

While it was evident that there were areas where more environmentally-friendly alternatives could be introduced at events (and which were readily available on Island), it was accepted, for the time being at least, that non-single use plastic alternatives were not always available, and that the need to protect hygiene and public safety outweighed environmental aspirations. It was also noted that some plastic items fitted within the re-use element of the waste hierarchy, even if the product was made from non-recyclable plastic, and therefore they should not be considered as part of the policy.

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

- (ii) That a ban on single use plastics at Council events or events held on Council-owned land be agreed, with the exception of those items needed for hygiene or safety purposes, or those that could be re-used."

#### A10. **Isle of Man Municipal Association**

The Committee had been circulated with one document received from the Isle of Man Municipal Association.

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

**A11. Items for Future Report**

The Committee considered a written report by the Acting 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.”

**A12. Time and Date of Next Meeting**

The times and dates of the next meetings were noted as being at 09:30 on Thursday 13<sup>th</sup> January 2022 (Special Budget Meeting); and 14:00 on Friday 28<sup>th</sup> January 2022 (scheduled Meeting).

The Committee rose at 3.45pm.

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

# EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE

EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE – Minutes of Meeting held on Tuesday, 14<sup>th</sup> December, 2021.

Members Present: Councillor Miss N.A. Byron (Douglas) (Chair), Ms F. Logan (Onchan), Mr A. Jessopp (Braddan), Mrs A. Davidson (Santon)

In Attendance: Mr. P.E. Cowin (Secretary), Mrs D. Eynon (Douglas), Mr E.P. Pierce (Douglas), Mr R. Phillips (Onchan), Mr J.C. Whiteway (Braddan), Mr J. Quayle (Department of Infrastructure), Contractor's Representative: Mr S.A. Crook (Item 2 only).

Apologies: Mr J. Quayle (Department of Infrastructure, Mr T. Kenyon (Garff).

## REPORT

### **PART A –**

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

##### **A1. Minutes of Meeting – Tuesday, 5<sup>th</sup> October, 2021**

**Agreed unanimously:** that the minutes circulated be approved as a correct record.

##### **A2. Operational Contractor's Report**

Mr Crook joined the meeting and circulated copies of his report.

In relation to redundant gas cylinders stored on the Site, he confirmed that there had been no change in the position. Mr Crook was asked to try to identify a disposal route for the items, and costs for a secure cage for storage. Members noted that some of the items had been on the Site since before the current Contractor took over operation and there was a suggestion that the Waste Management Unit should take responsibility.

Operational data had been shared with the Department of Infrastructure following the meeting of operational representatives of all four Sites in October, but the resulting comparative statistics had not yet been received.

Mr Crook advised that the Committee's concern over potential fly-tipping as a result of increased WEEE charges had led to monitoring and it appeared that, at least in Douglas, there had been no appreciable change. No increases had been made known by other Authorities.

In relation to WEEE goods being collected from the Site by the Department's Contractor, Mr Crook advised that the Contractor visited once per week, taking either fridges and freezers or television units. The vehicle used did not have the capacity to clear all units and there was a backlog developing. The Secretary was asked to write to the Department seeking increased capacity or frequency of collection.

DEFA had audited operation of the Site under the Waste Licence, and found it mostly satisfactory. The two identified minor issues that needed to be addressed were the gas bottle storage and the winter opening time which was currently 08:00 whereas the Licence only permitted opening at 09:00. Members considered changing the operational hours but felt that a more realistic solution would be to consider variation of the Licence. Mr Crook undertook to liaise with DEFA.

Two incidents had been reported on the Site: one of a vehicle colliding with the height barrier, and one of a user parking on a disabled car park, permitting a child to enter the Re-Use area unaccompanied, and driving of at excessive speed when challenged. A ban from use of the Site for six months had been issued to the latter.

Mr Crook also circulated copies of the statistics of waste, classified into the types. It was noted that there had been a slight decrease across all categories over recent years.

Mr Crook and Mr Phillips left the meeting at 3.20pm.

##### **A3. Current Site – Continued Occupation**

The Secretary reported that the owner of the current Site had signed a Lease to Douglas Borough Council, acting on behalf of all the Authorities, for continued occupation of the current Site for a twelve-month term to 31<sup>st</sup> December, 2022. The rental to be charged would be at the current level,

increased in line with inflation, and would be split in the usual percentages. There was provision for extension if required, again with inflationary increase.

Appreciation was expressed for the co-operation and willingness of the Site owner throughout the negotiation of the lease.

#### A4. **Planning Application 21/00731/B – New Civic Amenity Site**

Mrs Eynon advised that the Planning Application for the new Site remained “Pending Consideration” by the Planning Committee. She had consulted the Developer who in turn was pressing for an outcome, with the result that the application would be considered in January, 2022.

#### A5. **Officers’ Working Group/Stages of approval for Development**

Notes had been circulated of a meeting of the Officers’ Working Group on 1<sup>st</sup> November, 2021.

The first critical stages in Development of the new Site were to obtain planning approval and consent to the formation of the Joint Committee, and both of those were pending response.

A petition to DoI would then be required under Section 25 of the Local Government Act for consent to purchase of the new Site. It was envisaged that the petition would be submitted by the Secretary to the Joint Committee on behalf of all participating Authorities.

Then each of the Authorities borrowing would need to petition the DoI under Section 51 of the Local Government Act 1985 for consent to the borrowing under the Local Authorities Loans Scheme. That exercise could be co-ordinated to ensure that all the petitions were submitted together and with corresponding supporting documentation.

On all those approvals being granted, the JCT Contract with the Developer could be signed and the programme for the development calculated.

In the meantime, work had already commenced on the application to DEFA for a Waste Licence for the new Site.

Mr Pierce advised that Douglas would be able to fund its ongoing contributions to the funding of the new Site from reserves initially, with the borrowing being undertaken at a later stage. He asked whether the other Authorities would be able to do similar without harm to their cashflows. Braddan indicated that it would, and Santon asked for as much notice as possible of when contributions were due. The Secretary was asked to seek confirmation from Onchan and Garff.

#### A6. **Operational Contract Extension**

Copies had been circulated of the current operational Contractor’s offer to extend the contract until 31<sup>st</sup> March, 2023.

The contract sum proposed was below the current level. However the offer was conditional on the Joint Committee undertaking capital expenditure on a wheeled excavator and a hooklink lorry, at an annual cost over seven years of £45,900 per year. The value of these items would remain with the Joint Committee and any income deriving from their eventual disposal would be shared in the relevant percentages. The purpose of this exercise was to replace the equipment originally provided as part of the current Site, rather than hiring plant as was currently the case. The seven year borrowing term would enable them to be used by any incoming contractor for the new Site if required; otherwise they could be disposed of.

**It was agreed, unanimously:** that Douglas Borough Council’s offer to renew the Operational Contract until 31<sup>st</sup> March, 2023 be accepted.

**It was further agreed, unanimously:** that the purchase of a hookloading lorry and a wheeled excavator, at a total cost of £238,000 to be borrowed over seven years by Douglas Borough Council (as Administrator) with the costs apportioned between the Authorities, be approved.

#### A7. **Revenue Budget 2022-23**

The Committee noted the draft Revenue Budget for 2022-23 which had been circulated, setting out anticipated costs and apportionment.

**It was agreed:** that the draft revenue Budget be forwarded to each of the relevant Authorities with a request to advise the Secretary of any concerns or queries raised.

#### A8. **Capital Budget 2022-23**

The Committee noted the draft Capital Programme for 2022-23 which had been circulated, setting out anticipated costs and apportionment. It was noted that the Joint Committee had not previously approved a Capital Programme but in the light of impending capital expenditure it was useful for each Authority to know of its commitments.

**It was agreed:** that the draft Capital Programme be forwarded to each of the relevant Authorities with a request to advise the Secretary of any concerns or queries raised.

**A9. Onchan District Commissioners – Request for Audit**

Ms Logan advised that Onchan District Commissioners had asked for an Audit of the Civic Amenity Site. There was some discussion on exactly what form of Audit was expected; DEFA had carried out an audit under the Waste Licence, and accounts pertaining to the Site were contained in Douglas Borough Council's Audited Accounts which were published. Ms Logan undertook to seek clarity.

Mrs Davidson asked if the tender specification from the last tendering exercise for operation of the Site could be made available. The Secretary advised that the exercise had been overseen by Onchan District Commissioners but undertook to research and provide copies if possible.

**A10. Onchan District Commissioners – WEEE Goods Disposal Contract**

Ms Logan advised that Onchan District Commissioners had asked for details of the contract for removal of WEEE Goods, and had expressed concern over the prices being charged.

Mrs Eynon confirmed that the Contract was issued centrally by DoI on behalf of all four Civic Amenity Sites. The Secretary advised that he was to contact DoI in relation to WEE Goods collections, and could raise this query at the same time. The Chair asked that the Department Representative be specifically invited to attend the Joint Committee's next meeting.

**A11. Next Meeting**

**It was agreed:** that the next meeting of the Joint Committee take place at 2.30pm on Tuesday, 15<sup>th</sup> February, 2022, at Douglas Town Hall.

The meeting ended at 4.20pm.



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

# HOUSING AND PROPERTY COMMITTEE

HOUSING AND PROPERTY COMMITTEE – Minutes of Meeting held on Wednesday, 15<sup>th</sup> December, 2021.

Members Present: Councillor Ms J. Thommeny (Chair), the Mayor, Mr Councillor S.R. Crellin, Mr Councillor P.J. Washington.

In Attendance: Director of Housing and Property (Mr D. Looney), Assistant Chief Officer (Housing and Property) (Mr V. Zivave), Assistant Chief Officer (Income) (Mrs C. Pulman), Assistant Town Clerk (Mr P. Cowin), Democratic Services Officer (Miss C. Cullen).

## REPORT

### **PART A –**

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

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

Apologies for absence were submitted by Mr Councillor J.E. Skinner.

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

There were no Declarations of Interest.

##### **A3. Minutes – 17<sup>th</sup> November, 2021**

The minutes of the meeting held on Wednesday, 17<sup>th</sup> November, 2021, 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.

Appended to the officer's report was the void properties schedule, which showed that as at the end of November 2021 there were seventeen vacant properties receiving attention. Members were presented with a summary chart showing the number of properties returned in each month, together with details of the category repair type for each property.

The Assistant Chief Officer (Housing and Property) advised that as 15<sup>th</sup> December 2021, there were sixteen vacant properties outstanding. It was noted that during November, 2021 thirteen properties had been returned by tenants. Three properties are ready for allocation.

Resolved, "That particulars of the discussion and the number of void properties be noted on the minutes."

##### **A5. Housing Rent Arrears**

The Committee considered a report submitted by the Assistant Chief Officer (Housing and Property) to monitor the progress made on rental income collection.

Members were presented with a table setting out the rent arrears statistics for October and November 2021, it was noted that as at the 5<sup>th</sup> December, 2021 the level of rent arrears was £152,218.33 which was a decrease of £2,856.62 from the previous month.

Resolved, "That particulars of the report and discussion be noted on the minutes and that the progress made on rental income collection be noted."

##### **A6. Items for Future Consideration**

The Committee noted the monthly report and schedule setting out items which will be brought forward for consideration to future meetings.

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

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

Members were reminded that the next scheduled meeting was due to take place at 10.00am on Wednesday, 19<sup>th</sup> January, 2022.

Resolved, "That the date and time of the next meeting be noted on the minutes."

**PART B –**

***Matters requiring Executive Committee approval***

**B8. Douglas Borough Cemetery Cottage – Options Appraisal**

The Committee considered a report submitted by the Assistant Property Manager (Assets) detailing the proposals for demolition of the Douglas Borough Cemetery Cottage following an options appraisal of the site.

Members were reminded that the Cemetery Cottage had not been occupied as a dwelling for several years, but more recently, it had been used as on-site storage for the Cemetery staff's plant and equipment. In January 2020, the Regeneration and Community Committee had agreed to the sale of the cottage, together with proposed restrictive covenants and conveyance conditions that were endorsed by the Council and subsequently accepted by the potential purchaser. However, the purchaser's planning application for the change of use to residential along with an extension had been rejected by the Planning Committee.

In order to ensure that the building does not remain unused, officers had reviewed the options appraisal of the site. Detailed within the report were the options that had been considered including; disposal as a Commercial Asset, Commercial Rental, Residential Rental, alternative Council use and demolition.

Members noted that planning permission would be required before the building could be demolished, but if approved, the requirement to maintain the building would be removed.

The report concluded that demolition of the Manx Cottage and use of the site as either a Burial Ground, Pet Cemetery or Garden of Remembrance would best complement the existing use of the overall site.

Members discussed the options for use of the site. The suggestion to use the site as a Pet Cemetery was considered and discounted by the Committee with Members in favour of the suggestion to form a Garden of Remembrance dedicated to the memory of babies, infants and children. This garden would be a special place for all those who have been touched by the death of a child to reflect and find peace. A Member suggested that officers liaise with local charities in order to develop the idea and that a shelter for the Garden be explored so that it can be used in inclement weather.

In response to question, the Director of Housing and Property advised that officers would explore the opportunity to potentially reuse suitable stone from the demolition to construct the new Memorial Garden.

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

- (i) The demolition of the Douglas Borough Cemetery Cottage be approved and that planning permission be sought, subject to confirmation on the use of the grounds of the Cottage;
- (ii) Officers be authorised to establish the feasibility and costs of the creation of a Garden of Remembrance dedicated to the memory of babies, infants and children in the area of the Cottage and report to the Regeneration and Community Committee with recommendations; and
- (iii) That the matter be referred to the Executive Committee seeking funding of £30,000 from the General Revenue Reserve for demolition of the Douglas Borough Cemetery Cottage."

The meeting ended at 11.15am.

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, 14<sup>th</sup> December, 2021.

Members Present: Mr Councillor S.R. Pitts (Chair), the Mayor, Councillor Miss N.A. Byron, Mr Councillor A.J. Bentley, Mr Councillor F. Schuengel.

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Assistant Chief Officer (Finance) (Mr P. Pierce), Assistant Chief Officer (Regeneration) (Mr C. Pycroft), Head of Parks (Mr D. Hewes), Assistant Town Clerk (Mr P. Cowin), Assistant Democratic Services Officer (Mr M. Peach).

## REPORT

### **PART A –**

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

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

No apologies for absence were received.

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

There were no Declarations of Interest.

##### **A3. Minutes – 16<sup>th</sup> November, 2021**

The minutes of the meeting held Tuesday, 16<sup>th</sup> November, 2021 were approved and signed.

##### **A4. Matters Arising**

No issues were raised as arising from the previous minutes.

##### **A5. Borough Cemeteries – Grave Tending Service**

The Committee considered a report by the Head of Parks following an enquiry from an individual to provide a grave tending service to the public who have plots in Borough Cemeteries.

During discussion the Head of Parks stated that although the recommendation of the report is to permit the business proposal, it does not reflect an endorsement from the Council.

The report states that the business will have to meet all criteria requested by the Council, including providing all insurance and Health and Safety documentation.

In response to question the Director of Environment and Regeneration stated that this service is currently not being offered by anyone else.

Resolved “The proposal for Grave Tending Services (IOM) to provide a grave tending service to the public, subject to Officers being satisfied that adequate Health and Safety procedures and insurances are in place is approved.”

##### **A6. Douglas Golf Course – Perimeter Stone Path Alternative Route**

Members considered a report by the Head of Parks to inform the Committee on the alternative proposed route for the Perimeter Stone Path following site surveys and discussions with the Health and Safety Officer.

The report stated that an alternative route for the stone path had been proposed due to the Health and Safety Officer and Head Greenkeeper raising issues with certain sections of the original proposed route not being suitable due to close proximity to greens and golf tees, and potential future relocations of golf tees.

Appended to the report were two maps of the Golf Course, one showing the original proposed route, with coloured routes representing the course boundary, and problematic areas with the original proposed route, the second map showing the alternative proposed route of the stone pathway, with colour coding highlighting which were public rights of way, which were existing tarmacked footpaths and which were not public rights of way but were intended to be stoned as part of this initiative.

During discussion the Assistant Chief Officer (Regeneration) highlighted that an additional benefit to the route is that it helps define where the already established footpaths are across the golf course, as this has been an issue brought up by non-golfers using the paths.

In response to a question, the Head of Parks advised the route would be surfaced with a membrane base with stone placed on top, highlighting that similar comparisons would be the surfacing of the Nursery car park or Ballaughton Recreational Ground.

Resolved, "That the alternative route for the stone pathways across the golf course be approved."

#### **A7. Noble's Park - Installation of Pay and Display Machines**

*During this item, The Worshipful the Mayor left the meeting.*

The Committee considered a report submitted by the Head of Parks to inform Committee on plans to install cashless pay and display machines at Nobles Park. This followed planning consent for the pay and display parking area and Motorhome aire in Noble's Park.

The Head of Parks advised that eight companies were approached to provide costings for Pay and Display machines, one company (Metric) have provided costings for two machines and two models.

The report stated that the cost of the cashless and contactless machines fall within the £10,000 budgeted for them. Appended to the report was the breakdown of costings of both types of machines, in addition to a map showing the proposed locations in Nobles Park to install the machines (adjacent to Police Headquarters and the Motorhome area). A second appendix had a breakdown of estimated total income from the machines at £14,040 annually - £10,400 from the area adjacent to Police Headquarters and £3,640 from the Motorhome area.

The Assistant Chief Officer (Regeneration) advised that the introduction of the machines was primarily about enforcing correct use of the parking space.

In response to a question, the Assistant Chief Officer (Regeneration) advised that staff will be trained on how to use the equipment after it is received.

The Head of Parks advised once the machines are ordered they will take approximately 10 weeks to be delivered.

Resolved, "That the installation of cashless pay and display machines be approved."

3 for, 1 against.

*Motion Carried.*

*Mr Councillor A.J. Bentley asked that his name be recorded as voting against the resolution.*

#### **A8. Douglas Town Centre Management Geographical Remit**

The Committee considered a report submitted by the Assistant Chief Officer (Regeneration) to seek clarity from the Committee regarding the geographical remit of Douglas Town Centre Management (DTCM) following requests from businesses outside the town centre to become involved in Douglas Town Centre Management initiatives and events.

Appended to the report was a map with colour coding showing the Town Centre Boundary as defined by the Area Plan for the East and which was the proposed geographical remit of Douglas Town Centre Management.

The Assistant Chief Officer (Regeneration) advised that Douglas Town Centre Management do not have the staffing capacity to accommodate requests from businesses outside the town centre to be engaged in events. The Assistant Chief Officer (Regeneration) further advised that the Town Centre Manager is increasingly receiving requests and that planned work within the town centre had to be abandoned due to capacity issues. This was despite the Assistant Chief Officer (Regeneration) assisting and therefore unable to undertake his normal day to day responsibilities.

The Director of Environment and Regeneration advised the issue has come about as a result of Douglas Town Centre Management's success with engaging with local businesses in events.

During discussion Members suggested encouraging local businesses to arrange their own events and initiatives, in response the Assistant Chief Officer (Regeneration) replied that has been attempted before but Douglas Town Centre Management's assistance would be sought to the point where it still led to difficulties managing workloads.

The Assistant Chief Officer (Regeneration) advised that a key issue is if you agree to involve one business outside of the Town Centre in an event then at that point you have to agree to any business' request to be involved or it could be considered preferential treatment, so establishing a clear Douglas Town Centre boundary can help to eliminate any ambiguity as to which businesses would be eligible to be involved in Douglas Town Centre Management events and initiatives. The only exception to this would be the shopwatch scheme.

Members showed concern that the boundary proposed in the appendices to the report may still be too much for the single member of Douglas Town Centre Management and requested that the Assistant Chief Officer (Regeneration) provide a map showing all businesses that Douglas Town Centre Management frequently work with, to bring to Committee next month, so the matter can be looked into further.

Resolved, "That the Assistant Chief Officer (Regeneration) return next month with a further report and map concerning the geographic remit of Douglas Town Centre Management."

**A9. Items for Future Report**

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

Members requested a report on Douglas Town Centre Management identifying staffing requirements so this can be considered within the 2023/24 budget process.

Resolved, "That particulars of the matters for future consideration and discussions be noted on the minutes."

**A10. Date and Time of Next Meeting**

The next scheduled meeting was due to take place at 10.00am on Tuesday, 18<sup>th</sup> January, 2022.

Resolved, "That the date and time of the next meeting be noted on the minutes."

The meeting ended at 11.48am.

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

# ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of Meeting held on Monday, 13<sup>th</sup> December, 2021.

Members Present: Mr Councillor F. Horning (Chair), Councillor Miss N.A. Byron, Mr Councillor D. Watson.

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Assistant Chief Officer (Regeneration) (Mr C. Pycroft), Assistant Chief Officer (Finance) (Mr E.P. Pierce) (Items A1 to A6 and B14), Accountancy Manager (Mr M. Quayle) (Items A1 to A8 and B14), Electrical Services Manager (Mr D. Cullen) (Items A5 and B14), Senior Engineering and Waste Services Manager (Mr A. Crook) (Item A6), Dilapidation Enforcement Officer (Mr S. Salter) (Items A9 to A11), Assistant Town Clerk (Mr P.E. Cowin), Democratic Services Officer (Miss C. Cullen).

## REPORT

### **PART A –**

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

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

Apologies for absence were submitted by the Worshipful the Mayor and Mr Councillor J.E. Skinner.

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

Mr Councillor D. Watson declared an interest in Item A9, Planning Application 21/01398/C.

##### **A3. Minutes – 15<sup>th</sup> November, 2021**

The minutes of the meeting held on Monday, 15<sup>th</sup> November, 2021 were approved and signed.

##### **A4. Matters Arising**

No issues were raised as arising from the previous minutes.

##### **A5. Snaefell Road / Julian Road Lane Public Lighting Improvement**

The Electrical Services Manger joined the meeting for discussion of the item.

The Committee considered a report submitted by the Electrical Services Manager seeking approval for the installation of an additional public light at Snaefell Road to Julian Road Lane.

Members were advised that there had been three recent requests to look at improving the standard of lighting in the Lane which runs adjacent to Willaston Primary School linking the two estates and also provides quick access to the nearby Willaston shops.

Following the requests the Electrical Services Manger carried out two night time visits where it was concluded that the lane is frequently used. It was noted that there is currently one five metre column installed in the lower end of the lane which illuminates that section well. At the top of the lane the path changes direction by approximately ninety degrees turning into Julian Road and it is this section where the lighting is unsatisfactory due to the light being blocked by an existing tall rear garden fence and a garage. It is recognised that the lighting levels will cause concerns for some members of the public.

The proposal was for a second column to be installed at the turning point at a cost of £900. It was noted that this cost is lower than usual due to the presence of existing electrical infrastructure and the trenching required being in a grassed verge.

Resolved, “That particulars of the report be noted on the minutes and that the installation of one additional public light in Snaefell Road to Julian Road Lane at a cost of £900 to be funded from the existing public lighting revenue budget be approved.”

##### **A6. Market Research into the Reason for the Static Recycling Rate**

The Senior Engineering and Waste Services Manager joined the meeting for discussion of the item.

The Committee considered a report submitted by the Senior Engineering and Waste Services Manager setting out the results of the latest on-line recycling survey.

Members were advised that the survey had been launched on 10<sup>th</sup> October 2021 for an initial two-week period, which was extended by a further week to ensure maximum reach and included the use of the text and email reminder service, social media, recyclenow.im and the Council's website.

It was noted that 984 survey responses had been received, an increase of 17% from the last survey which had been carried out in November, 2020. Set out within the officer's report were the survey questions and an analysis of the responses.

The report concluded that this latest survey has provided new insight in to how households view the service, how it can be improved and what things concern householders the most. It is recommended that the findings of the survey be pursued further through further surveys and as part of a continuous stream of promotional material giving facts and figures in relation to recycling in order to dispel myths and providing helpful tips on how to minimise waste.

A Member suggested that the next recycling survey be sent out in hard copy with the Rate demands. In response to question, the Assistant Chief Officer (Finance) advised that it would cost approximately £7,500 to send out pre-paid envelopes with the surveys.

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

- (i) That further on-line surveys be carried out with focus on the householders attitudes and ability to adjust to Alternate Weekly Collections (AWC); and
- (ii) That the recycling service continues to be promoted using a variety of platforms and intensify the direction of the message towards AWC."

The Senior Engineering and Waste Services Manager was thanked for his attendance and left the meeting.

#### **A7. Electric Vehicle Charging in Shaw's Brow Car Park**

The Committee considered a report submitted by the Assistant Chief Officer (Regeneration) detailing the proposal to install electric vehicle (EV) charging points in Shaw's Brow Car Park.

Members were advised that over recent years Council officers had been in discussions with Manx Utilities in relation to the installation of EV charging points within the Car Park. It was noted that the scheme had been delayed due to Manx Utilities only installing chargers in spaces meeting industry standards for EV charging with sufficient space between bays to allow for trailing cables. Converting normal parking bays for this use in Shaw's Brow car park would result in the loss of spaces and related income.

The report advised that there are eleven disabled parking bays in Shaw's Brow Car Park. Due to the lack of use of these spaces the Borough Wardens had maintained a record of their use during visits to the car park over a four-week period. It was noted that over this period, on only one occasion did they record one of the spaces being used. A likely reason for this is the topography of the streets surrounding Shaw's Brow Car Park because it is situated on a relatively steep slope and therefore difficult to access in a wheelchair.

Appended to the officer's report were drawings proposing that six of the current disabled spaces on level three be re-designated as dual use which would permit their use either by disabled drivers or by those using the EV charging points.

Members noted that if approved, there would be no loss of spaces within the car park preventing any loss of capacity and revenue and by designating the spaces as dual use it is likely to increase the daily use of the six spaces increasing effective capacity and revenue.

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

- (i) That the installation of three double electric vehicle charging points in Shaw's Brow Car Park be approved; and
- (ii) The six disabled spaces served by the electric vehicle charging units be re-designated to become dual disabled and EV charging spaces."

#### **A8. Proposal to Decommission the 1930s Art Deco Toilets in Nobles Park**

The Committee considered a report submitted by the Senior Engineering and Waste Services Manager to determine whether the 1930s Art Deco toilets in Nobles Park be decommissioned.

Members were reminded that as part of the capital programme for 2021/22 a bid was submitted for carrying our refurbishment work to the 1930s Art Deco toilet block in Nobles Park. Subsequently, at a meeting of the Executive Committee on 14<sup>th</sup> January 2021, Members had resolved to defer funding until 2022/23 and requested that a report be submitted to the relevant Committee regarding public toilet provision in Nobles Park.

Members were advised that there are currently three toilet block facilities in Nobles Park and all three sites are due to undergo modifications to incorporate Healthmatic door entry systems. It was noted that these works had been delayed due to Covid, both in terms of border restrictions for Healthmatic representatives and supply chain difficulties for the door entry system. It is now intended to start these works in January 2022 with an anticipated completion time of four weeks.

The report advised that ordinarily, an exercise to review the need for a facility would include a footfall count carried out over a measured period. However, because of cancellations to major events such as the TT and Festival of Motorsport plus a drop in general footfall due to lockdowns, any count would not give a typical year outcome and it is therefore difficult to say with any confidence what the likely footfall has been at these sites in the last two years.

The proposal is that the Healthmatic installation proceeds with the funding already committed and that footfall sensors be installed on both the pavilion and art deco toilets. Assuming that all events go ahead in 2022 as planned, it is intended to carry out an analysis of the collected data following a 12 month period, in order to make an informed decision on the future of the site.

Resolved, "That particulars of the report be noted on the minutes and that the Healthmatic door entry system upgrades be installed along with footfall sensors at both the Pavilion and Art Deco toilet sites for capturing data for future analysis, in order to determine the long term future of the Art Deco toilets."

#### **A9. Planning Application 21/01398/C – Temporary Car Parking 20 George’s Street**

The Dilapidation Enforcement Officer joined the meeting for discussion of items A9 to A11.

An appraisal of planning application 21/01398/C, for the continued use of 22 temporary car parking spaces at 20 St George’s Street, Douglas had been circulated by the Dilapidation Enforcement Officer.

Under the provisions of the Local Government Act 1985, Mr Councillor D. Watson declared an interest in the item and left the meeting.

In the absence of Mr Councillor D. Watson the Committee was no longer quorate. As it was considered that the item could not wait until the next regular meeting of the Committee it was agreed that the item be dealt with under Standing Order 125, the Urgent Business Procedure.

#### **A10. Planning Application 21/01283/B - Former Central Abattoir, Cronkbourne, Douglas**

The Committee considered an appraisal of planning application 21/01283/B for the erection of ten units for industrial, office and commercial use at the former Central Abattoir at Cronkbourne, Douglas.

The report advised that units 1 to 8 are intended to provide general industrial use/storage, unit 9 is proposed as mixed office space incorporating small private offices along with hot desk spaces and unit 10 is intended as a café / restaurant.

Members were advised that officers had raised no concern in relation to the creation of general industrial/storage units. However the element of the application relating to the creation of modern office suites is in breach of Strategic Policy 9; that all new office developments, apart from corporate headquarters, must be sited within the Town and Village Centres and Economic Strategic Objective 3.4 which makes clear the importance of controlling the location of and nature of any new retail and commercial developments to maintain the viability and vitality of Town Centres.

Resolved, "That particulars of the report be noted on the minutes and that an objection be raised to planning application 21/01283/B on the grounds that it does not comply with Planning Policy 9 and Economic Strategic Objective 3.4."

2 For. 1 Against.

*Motion carried.*

*Councillor Miss N.A. Byron asked that her name be recorded as voting against the resolution.*

#### **A11. Schedule of Dilapidated, Ruinous or Dangerous Properties**

The Committee considered a schedule of properties in a state of dilapidation or disrepair, setting out six properties added since the last meeting; nine properties removed because work had been completed; and a total of fifty-six properties remaining on the list.

Members were reminded that the addition of any property to the list would first involve contact with the property owner to resolve the concern over its condition and to offer them reasonable opportunity to carry out the work willingly. Should that not happen, then Notice would be served that the work must be carried out, and failure then to comply with the Notice would involve the possibility of legal action being taken.

Resolved, "That the schedule of dilapidated properties be noted and approved and that the Director of Environment and Regeneration be authorised to progress improvements to the properties, by service of Notice and legal action where necessary."



The Dilapidation Enforcement officer was thanked for his attendance and left the meeting.

**A12. Items for Future Report**

The Committee noted a report by the Democratic Services Officer with an appendix setting out a number of reports that would be brought forward for consideration by the Committee in due course.

The Director of Environment and Regeneration advised that as there had been no tender returns for the 2020/21 public lighting column replacement officers were exploring other options for the scheme. It was noted that this was the third time the tender invitation had been sent out.

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

**A13. Date and Time of Next Meeting**

Members were reminded that the next scheduled meeting of the Environmental Services Committee was due to take place at 10.00am on Monday, 17<sup>th</sup> January, 2022.

**PART B –**

***Matters requiring Executive Committee approval***

**B14. South Quay Festoon and Street Lighting**

The Committee considered a report submitted by the Electrical Services Manager detailing the proposals to install decorative festoon lighting on South Quay.

Members were reminded that, as part of the 2019 Christmas Lights Switch On, festoon lighting had been installed on North Quay, the festoon had been repurposed from the removed Promenade festoon and the scheme had been a successful addition to the night time atmosphere on North Quay.

Following a request for a similar scheme on South Quay a number of meetings were held between the Electrical Services Manager and the Director of Harbours who gave approval for the initiative. Members were advised that an electrical assessment had identified 3 Manx Utility supplies which needed to be changed to the Council’s service control pillars at a cost of £8,000. It was noted that the Director of Harbours had agreed to pay £4,000 with the remaining balance to be funded from the existing street lighting budget.

Members were advised that under the Local Government Consolidation Act 1916, the Council as lighting authority for the Borough of Douglas, had the power to adopt the columns on South Quay. It was noted that adoption of the columns, 35 in total, is important in order to maintain the Council’s obligations as the street lighting authority and complies with the Council’s street lighting policy.

The proposal is for the installation of festoon lighting between the Bridge Road/South Quay junction and the Parade Street/South Quay junction at the swing bridge and will mirror the festoon on the North Quay. It was noted that South Quay is subject to future proposed large redevelopment and the scheme will assist in enhancing the area.

In response to question, the Director of Environment and Regeneration confirmed that the festoon to be installed at South Quay has been repurposed from the removed Promenade festoon.

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

- (i) That the installation of decorative festoon lighting on South Quay between the Bridge Road/South Quay junction and the Parade Street/South Quay junction be approved; and
- (ii) That the matter be referred to the Executive Committee seeking funding of £22,444 from the General Revenue Reserve.”

The meeting ended at 11.55am.