



Borough of Douglas

**MR COUNCILLOR STANLEY COLVIN CAIN, JP
MAYOR**

Town Hall,

Douglas,

4th July, 2014

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held on WEDNESDAY, the 9th day of JULY, 2014, 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;

VII - Consideration of the report of each Chair in the following order:

- (i) Housing and Property;
- (ii) Regeneration and Community;
- (iii) Environmental Services;

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, 11th June, 2014.

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

EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Friday, 27th June, 2014.

Members Present: Mr Councillor D.W. Christian (Chair), the Mayor, Messrs Councillors S.R. Pitts, D.J. Ashford, J. Joughin, R.H. McNicholl.

In Attendance: Borough Treasurer, Borough Engineer and Surveyor, Assistant Town Clerk, Assistant Chief Officer (Corporate & Development) (for Clauses A8 and A9).

REPORT

PART A –

Matters within the scope of the Committee's delegated authority

A1. Apologies for Absence

Apologies for absence were submitted on behalf of the Chief Executive.

A2. Declarations of Interest

No declarations of interest were submitted.

A3. Minutes

The minutes of the meeting held on Friday 30th May 2014, the Special Joint Meeting with the Regeneration and Community Committee held on Friday 30th May 2014, and the Special Joint Meeting with the Housing and Property Committee held on Friday 13th June 2014 were approved and signed.

A4. Matters Arising From Previous Minutes

There were no matters arising from the previous minutes.

A5. Minutes and Referrals of the Environmental Services Committee

The Committee considered the minutes of the Environmental Services Committee meeting held on Monday 16th June 2014, including the below item specifically referred to the Executive Committee:

Clause B11 - Azura Flex Sub-Compact Sweepers: authority was sought for additional funding from the Plant and Renewals Fund for the purchase of two sweepers, for use in the Town Centre and on the Promenade. It was noted that one vehicle would be a replacement for the current Dulevo sweeper (which was coming to the end of its useful life), and the second vehicle was required to meet the increasing demand for pavement sweeping.

During discussion, it was noted that the newly-laid paving in Regent Street was already stained, however, this was due to be deep-cleansed and sealed during the coming week. Once sealed, it would then be easier to keep clean. It was also suggested that signs should be erected in the area warning the public not to feed the birds, and that the Borough Wardens should patrol the area offering this advice also.

Members agreed to the purchase of the two machines, but on the proviso that one of the new sweepers be retained specifically for use in the regeneration area.

Resolved, “(i) That particulars of the minutes of the Environmental Services Committee be noted; and

(ii) That authority be given for increased expenditure of £108,070 from the Plant and Renewals Fund, in order to facilitate the purchase of two Azura Flex sub-compact sweepers.”

A6. Minutes and Referrals of the Regeneration and Community Committee

The Committee considered the minutes of the Regeneration and Community Committee meeting held on Tuesday 17th June 2014. There were no items specifically referred to the Executive Committee.

Resolved, “That particulars of the minutes of the Regeneration and Community Committee be noted.”

A7. Minutes and Referrals of the Housing and Property Committee

The Committee considered the minutes of the Housing and Property Committee meeting held on Wednesday 18th June 2014. There were no items specifically referred to the Executive Committee.

Resolved, "That particulars of the minutes of the Housing and Property Committee be noted."

A8. Policy in Relation to Advertising Boards on the Public Highway

The Committee considered a written report by the Assistant Chief Officer (Corporate & Development) proposing recommendations in relation to the Council's policy on advertising boards on the public highway.

It was recalled that the former Policy and Resources Committee, in June 2009, had resolved to approve the licensing of 'A' boards, subject to a number of conditions. The main concern at the time had been that inappropriately-placed advertising boards created a hazard and led to street clutter, and, while Section 78 of the Highways Act provided powers to local authorities to licence advertising boards, it did not provide powers to enforce against unlicensed obstructions on the highway. However, following lobbying by the Council and the Douglas Development Partnership, agreement had been reached with the Department of Infrastructure to delegate enforcement powers to local authorities and to relax the requirement for advertisement consent for boards which were licensed.

The licensing process had, therefore, generally improved the situation in relation to the presentation and placement of boards, but numbers had continued to rise, leading to increased clutter. An additional problem was that the enhanced cleansing regime, implemented during the on-going Town Centre Regeneration works, was now being hampered by so many boards.

It was therefore recommended that consideration be given to a revision of the Council's policy on 'A' boards, to a zero-tolerance policy on expiry of the current licences in June 2017. This was a stance supported by both the Douglas Development Partnership's Advisory Group and Board. It was also proposed that any future licences issued should expire on 30th June 2017 so that, beyond that date, all 'A' boards would be prohibited and subject to enforcement action. This would also include other obstructions such as fibreglass figures, postcard racks, etc.

The Assistant Chief Officer (Corporate & Development) reported that alternative options to 'A' boards had been investigated as part of the Town Centre regeneration improvements, and that a simple hanging sign (consisting of an angled tube and plate) had been identified as the preferred design. It was noted that the Department of Infrastructure's Director of Planning and Building Control had advised that it would be possible to apply for planning consent to install brackets of this nature at multiple sites, which would allow businesses to display a hanging sign of standard design from their premises without any further consent being required.

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

(ii) That the Council adopts a policy of zero tolerance to advertising boards on the public highway, with effect from 30th June 2017;

(iii) That any licences for advertising boards issued prior to 30th June 2017 will expire on that date; and

(iv) That no further licences for advertising boards be issued beyond 30th June 2017."

A9. Street Trading Licencing Policy

The Committee considered a written report by the Town Centre Manager seeking approval of a new policy relating to the issuing of street trading licences.

Members were reminded that the former Policy and Resources Committee, at its meeting on 16th July 2010, had resolved to delegate authority for the approval and issue of street trading licences to the Chief Executive, subject to prior analysis as to the number and nature of permanent traders already located in the particular area.

In the last four years, the Douglas Development Partnership had actively encouraged street trading and markets, as these had been shown to have a positive impact on footfall and to extend consumer dwell-time in town centres. Also, the recent visits to Douglas by continental food and craft fairs generally appeared to have been supported by existing retailers.

It was noted, however, that there had recently been a growth in the number of enquiries and licence applications for individual street traders, and it was recommended that the Council's policy be reviewed and updated to reflect the changing dynamics of the Town Centre. The following proposals were therefore suggested for adoption as the Council's policy on street trading:

(i) That the Council implements its powers under Section 24 of The Pedlars and Street Traders Act 1906 to issue street trading licences in circumstances where the presence of specific street traders would be likely to -

- increase footfall and / or business to existing established retailers and / or service providers;

- generate interest and vibrancy which improves people's enjoyment of the surrounding area;
 - support an event which generates additional footfall in the area or which has wider benefits to the community;
 - provides goods or services that are not otherwise available in the area;
- (ii) That prior to a licence being issued, the applicant must provide proof of –
- adequate public liability insurance cover being in place to a minimum of £2,000,000;
 - a food hygiene certificate (if applicable);
 - registration with the Department of the Environment, Food and Agriculture (if applicable);
- (iii) That all licences issued be specific about the days, dates and times when the street trading activity would be permitted, the places where it would be permitted, and the type of goods or services that could be sold;
- (iv) That the Council will not issue licences in circumstances where there is a likelihood that –
- the applicant's service or stall will detract from the quality of the environment in the surrounding area;
 - the goods or services being sold will be detrimental to the trade of existing established traders in the surrounding areas. (For the sake of clarity, this will not be limited to direct competition, whereby identical or similar goods or services are being sold - the test will be whether trade to existing businesses is likely to suffer as a result of the street trading activity.)

Members were advised that the Town Centre Manager would undertake consultation with established businesses in the area surrounding the proposed street trading activity, in order to make an assessment and recommendation to the Chief Executive as to whether the street trading would comply with the above policies. Where applications were refused, applicants would be advised that they could appeal the decision to the Chief Executive.

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

(ii) That the proposed new policy relating to the issuing of street trading licences, as set out above, be approved and adopted by the Council."

A10. Consultation Document – Representation of the People (Amendment) Bill 2014, and Representation of the People Regulations 2014

The Committee considered a written report by the Assistant Town Clerk in relation to a consultation document issued by the Cabinet Office, seeking to gather views on proposed changes to primary and secondary legislation applicable to elections to the House of Keys.

Members were advised that the proposed changes had arisen from a review of Returning Officers' comments on the 2011 House of Keys Election, and the lapsed Representation of the People Bill 2011, which in turn had arisen from an enquiry into donations to election candidates in the 2010 East Douglas Bye-Election.

The document referred to a comprehensive review of election legislation, due to take place in 2016 / 2017. The principal changes proposed in the current exercise were:

- To provide for anyone with an unspent conviction involving corruption, bribery or dishonesty under this legislation to be prohibited from standing as a candidate;
- To provide for the registration of political parties and to impose provisions relating to their conduct;
- To require candidates to declare donations to their election campaign;
- To restrict spending by candidates on election campaigns;
- A change of terminology from 'Absent Voting' to 'Advance Voting';
- The electronic publication of candidates' manifestos and public election notices;
- To provide for 'Election Observers' to attend election proceedings; and
- To allow the purchase of copies of the marked register of electors after the election.

It was made clear that the provisions applied only to House of Keys elections and not to local authorities.

There were also a number of specific questions posed in the document in relation to the above elements, and the proposed responses (as appended to the written report) were accordingly considered by the Committee.

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

(ii) That the Cabinet Office be advised that the Council supported the proposed changes in the Representation of the People legislation;

(iii) That the detailed responses to the specific questions on the consultation document (as appended to the written report) be approved, subject to the following amendments, and be submitted to the Cabinet Office accordingly:

- Question 3 (registration process): that, rather than stipulating that political parties must have a leader, a treasurer, and a secretary, the regulation read *‘that a political party must have three named office-holders with specified roles within its structure’*;
- Questions 5 and 6 (restrictions on election expenses): that there be no cap on expenses as this could open up loop-holes in the legislation and / or could deter candidates from standing. It was also suggested that, if a cap was approved, the proposed legislation should not state a specified amount, as this would require the legislation to be changed in a number of years’ time to reflect increasing values;
- Question 8 (restriction on proxy voting): that proxy voting be not permitted as the provisions for advance voting were sufficient;
- Question 11 (election observers): that election observers be permitted only following consultation with the candidates, although it was recognised that, ultimately, the decision would rest with the Returning Officer;
- Question 12 (delivery of nomination papers to Returning Officer): that, rather than nomination papers being permitted to be delivered to the Returning Officer during the week before nomination day, the time-frame available be from 9.00am to 5.00pm on the day before nomination day; and

(iv) That the proposed amendment to the response to Question 14 - that copies of marked registers be made available - be not supported.” [2 For; 3 Against.]

A11. Consultation Document – ‘DisabledGo’ Online Disability Access Guide

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

The DisabledGo Access Guide for the Isle of Man had been established in 2006 following a tendering exercise. It listed a large number of local premises, offices, public buildings, parks, etc (including the Council’s public facilities), together with a note of any specific facilities provided for disabled people.

The purpose of the current consultation was to establish whether the provision of this service by DisabledGo was effective, in order that consideration could be given to whether the contract should go out to tender again at the end of its current term.

As there were a number of more appropriate representative groups which could give better informed views, it was recommended that no specific comment be made on whether the Guide was useful to disabled people.

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

(ii) That the Council makes no comment on the current DisabledGo Access Guide, except to note that the Council’s own services were included, and that any assessment of the Guide’s functionality to users should be by the users of the Guide.”

A12. Land Adjoining No. 18 Bayr Cam, Douglas

The Committee considered a written report by the Assistant Town Clerk in relation to a request from the owners of 18 Bayr Cam, Douglas, to purchase a small section of land adjacent to their property.

Members were reminded that the owners of 18 Bayr Cam had first approached the Council in 2005 seeking to purchase a small piece of land alongside their property. The land they proposed to take in (currently public open space) to create more garden within their curtilage, was a very small proportion of a substantial grass area fronting Cooil Road at its junction with Bayr Cam.

It was recalled that approval for the sale of the land had been given by the former Policy and Resources Committee at its meeting on 10th November 2006, with a consideration of £750 and a covenant to be attached, so that no permanent building could be erected on the transferred land. The owners had not proceeded with the sale at that time, but now wished to do so. It was therefore suggested, should the Committee approve the request, that a revised valuation of £800 be offered to reflect increasing values.

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

(ii) That the request from the owners of 18 Bayr Cam, Douglas, to purchase 30m² of land adjacent to their property be approved, subject to -

- A covenant being attached to the land, prohibiting the erection thereon of any permanent building;
- Payment by the Purchasers to the Council of £800; and
- Payment by the Purchasers of the cost of preparation of the necessary documentation by the Council's advocate, including submission to the Department of Infrastructure of a petition under Section 25 of the Local Government Act 1985 for consent to the transaction."

A13. Notice of Motion (Standing Order No. 26)

The Committee considered a written report by the Assistant Town Clerk seeking consideration of a Notice of Motion submitted to the Council Meeting on 11th June 2014 (under Standing Order No. 26) by Mr Councillor D J Ashford -

'That all votes on items in Council, save for those where Standing Orders provide for a secret ballot, shall be automatically taken by electronic means and the division list for each item recorded in the minutes, without the need for a division to be called'.

Questions in Council were currently dealt with by the Mayor putting the Question and asking those in favour to say 'Aye' and to the contrary 'No', with the Mayor then deciding which side carried the Motion. The procedure for taking a division allowed the Mayor's decision to be challenged, however, in many instances, a division was called for even when the Motion was carried unanimously.

Although it was suggested that taking a vote on every item put before the Council would take a considerable amount of time in total and for this reason the Motion be not approved, Members did not support this recommendation and requested the matter to be progressed accordingly.

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

(ii) That arrangements be put in place for electronic voting in respect of all items put before the Council, to take effect from 1st September 2014."

A14. Monthly Financial Review

The Committee considered a written report by the Borough Treasurer setting out details of progress made compared to key performance indicators in relation to 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.

The Borough Treasurer reported that he had been informed that The Treasury was now in the final stages of negotiations in relation to a borrowing facility for local authorities. These negotiations had been protracted and complicated, however, a paper would be going to The Treasury at the beginning of July 2014, and they should be in a position to formally communicate with local authorities at the end of July / beginning of August 2014. In the meantime, The Treasury had indicated that there should not be any issue with borrowing requirements, as the Isle of Man Bank was providing facilities until a new provider had been secured.

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

A15. Capital Out-Turn 2013 / 2014

The Committee considered a written report by the Assistant Chief Officer (Finance) in relation to the financial year-end out-turn position on the Capital Programme.

The report listed the values spent on all capital schemes in 2013 / 2014, together with variances to the revised estimates. The expenditure of £10,656,000 equated to 89% of the revised capital programme and 44% of the original estimates for 2013 / 2014. A large part of the variance to the original estimate was due to the deletion of one scheme, namely Cambrian Place. Excluding this item, 74% of the original estimate had been spent. This compared to the 2012 / 2013 expenditure of £7,441,000, which was 50% of the original and 83% of the revised capital programme estimates.

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

(ii) That approval be given to carry forward to 2014 / 2015 all unspent balances on projects where work was on-going, or retentions were payable, totalling £1,754,000;

(iii) That it be noted that there was £10,656,000 of Capital Expenditure in 2013 / 2014; and

(iv) That the sources for financing capital expenditure (the details of which were appended to the written report) also be noted."

A16. Purchase of Ford Transit Panel Vans – Two-Chair Procedure

The Committee considered a written report by the Borough Engineer & Surveyor advising that a Two-Chair Procedure had been implemented in order to authorise additional funding from the Vehicle Renewals Fund.

Members recalled that, at its meeting on 28th March 2014, the Committee had approved the purchase of one Citroen panel van and one Peugeot panel van. On proceeding with the purchase, the Council had been advised that both these vans were no longer in production, the equivalent alternative being a Ford Transit Custom van.

The previously-approved amount for the original purchase had been £27,392.58, and the cost of purchasing two of the Ford models (through the United Kingdom Ministry of Defence scheme, as operated by the Department of Infrastructure) was £30,299.90. An additional sum of £2,907.32 was therefore required from the Vehicle Renewals Fund and, to enable the order to be placed in a timely fashion, approval for the additional funding had been sought by way of the Two-Chair Procedure during the April 2014 recess.

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

(ii) That the Two-Chair Procedure approval, implemented in order to expend an additional sum of £2,907.32 from the Vehicle Renewals Fund, be noted.”

A17. Purchase of One Replacement Refuse Vehicle

The Committee considered a written report by the Transport & Plant Manager seeking approval for the purchase of one refuse vehicle to replace HMN 580D.

Members were advised that vehicle HMN 580D (currently operating within the Cleansing Section) was nine years old and had covered 46,463 miles. It had recently undergone an annual roadworthiness examination, from which it was evident that the cost of maintaining it to the expected standard was increasing year-on-year. It was therefore recommended that a new vehicle be procured, which would provide the opportunity to benefit from new technology, lower emission levels, and greater fuel efficiency.

The proposed vehicle would have a payload of up to 10,000kg, a high-level bin lift, and a dynamic weighing system. The narrow chassis would also give it the ability to negotiate narrow streets.

Members did not support the recommendation that HMN 580D be disposed of via auction, instead requesting that a further report be brought before the Committee, once the following alternative options had been explored -

- To enter into discussion with Dennis Eagle to establish the possibility of a part-exchange
- To obtain a price from Dennis Eagle to refurbish the vehicle
- To determine a reserve price to locally dispose of the vehicle
- To retain the vehicle in its current condition to allow spare capacity.

A request was also made for the Committee to be provided with details of the criteria used for the ‘environmental issues’ scores (as set out in the vehicle evaluation analysis appended to the written report).

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

(ii) That approval be given for the purchase of one Olympus 19N/Dennis Elite 6x2 RS Narrow vehicle, complete with Terberg lifter and AMCS weighing system, at a cost of £165,115 plus VAT, to be funded from the Vehicle Renewals Fund;

(iii) That a further report be brought before the Committee in relation to alternative options for vehicle HMN 580D; and

(iv) That details of the criteria used for the ‘environmental issues’ scores, as set out in vehicle evaluation analyses, be circulated to the Committee for information.”

A18. Re-building Works to a Section of the No. 6 Marine Garden Seaside Wall – Two Chair Procedure

The Committee considered a written report by the Borough Engineer & Surveyor advising that a Two-Chair Procedure had been implemented in order to authorise expenditure from the Risk Management and Special Projects Fund.

Members were advised that a section of the wall of No. 6 Marine Garden had been demolished during the severe weather conditions in February 2014. In order to enable re-building to be executed without delay, a Two-Chair Procedure had been implemented to authorise funding for the repair works accordingly.

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

(ii) That the Two-Chair Procedure approval, implemented in order to expend the sum of £9,014.25 from the Risk Management and Special Projects Fund to re-build a section of the wall of No. 6 Marine Garden, be noted.”

A19. Isle of Man Municipal Association – Minutes of Meetings

The Committee had been circulated with the minutes of the Isle of Man Municipal Association meeting held on Thursday 24th April 2014. It was noted that the minutes of these meetings would continue to come before the Committee as a regular item for approval.

Resolved, “That particulars of the minutes of the Isle of Man Municipal Association be noted and approved.”

A20. 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.”

A21. Alternative Sites for the Henry Bloom Noble Library

The Committee considered a written report by the Borough Treasurer in relation to responses received from Douglas-based commercial estate agents, following the issue of a draft brief seeking to identify alternative sites for the Henry Bloom Noble Library.

Members recalled that, at the Special Budget Meeting held on 16th January 2014, it had been decided that the search for alternative sites for the Library should be recommenced, following the owners of the Cambrian Place site withdrawing their offer of the land. A brief was accordingly issued to Douglas-based commercial estate agents seeking information on potential alternative sites.

Members considered the submissions received, which were summarised in terms of their availability, size, indicative cost, and location suitability.

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

(ii) That no further action be taken in relation to the sites identified in the written report;

(iii) That authority be given to the Borough Treasurer to enter into discussions with the existing landlord to seek terms for both a short-term lease and a long-term lease, with a report being brought back to the Committee accordingly; and

(iv) That the Borough Treasurer, as part of the report referred to in (iii) above, provide information to the Committee relating to the cost and usage of the Library Service.”

A22. Richmond Hill Consultative Committee / Proposals for an Isle of Man Waste Regulation

The Committee had been circulated with the minutes of the Richmond Hill Consultative Committee meeting held on Monday 12th May 2014.

The Borough Engineer & Surveyor drew Members’ attention to the purpose of the meeting, which was the consideration of the development of an Isle of Man Waste Regulation.

Resolved, “That particulars of the minutes of the Richmond Hill Consultative Committee be noted.”

The Committee rose at 4.15pm.

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

PENSIONS COMMITTEE

PENSIONS COMMITTEE – Minutes of Special Meeting held on Monday, 23rd June, 2014.

Members Present: Mr Councillor J. Joughin, (Chairman), the Mayor, Messrs Councillors D.J. Ashford, R.H. McNicholl, Councillor Ms K. Angela, Mr A. Thomas (Independent Member).

Apologies: Mr Councillor C.L.H. Cain.

In Attendance: Mr Mark Freeman, Scheme's Investment Advisor – Hymans Robertson, Borough Treasurer, Assistant Chief Officer (Finance), Assistant Democratic Services Officer.

REPORT

PART C –

Matters requiring Council approval

C1. Global Equity Managers and Index Tracking Manager Selection

The Committee considered a report submitted by Hymans Robertson on the selection of a Global Equities Manager and an Index-Tracking Manager, following the Committee's decision to restructure the Scheme's assets.

Global Equities

The report provided an assessment of potential managers and details of the managers to be interviewed during the course of the meeting.

Mr Freeman provided a background of the procurement process. He began by discussing global equities and advised that an advertisement was placed in the local newspaper in early April which invited interested candidates to obtain further information on the mandates from the Douglas Borough Council website. Members were advised the website included the minimum standards required in order for candidates to express an interest, the criteria was listed in the report.

The report confirmed five managers expressed an interest which included a declaration that they met the minimum criteria. The five managers were listed in the report. Subsequently, it materialised that two of the managers did not meet the minimum criteria and they were excluded from the search.

Mr Freeman discussed the process for selecting a global equities manager, the three complete submissions were scored on five factors set out in the tender document as follows:-

- Corporate, Capability and Suitability (20%)
- People (20%)
- Philosophy and Process (20%)
- Performance and Risk (20%)
- Fees (20%)

Members were advised that after the initial scoring based on the managers' written submissions, Hymans Robertson recommended that all three managers should be invited to interview with Hymans Robertson and the Borough Treasurer. Following these meetings the managers' scores were assigned based on the submissions and interviews. Members had in front of them the resulting scores for each manager as assessed by Hymans Robertson and the Borough Treasurer in all five areas.

The two best scoring managers, Canaccord Genuity (Canaccord) and Investasure were subsequently invited to attend an interview with the Committee.

Index-Tracking

The report also provided a background of the procurement process for index-tracking. The Borough Treasurer invited submissions from six investment managers, these managers had been appointed to manage assets on behalf of the Government and had also been invited to tender for the absolute return mandate in 2012. Two of the managers listed in the report submitted proposals for the mandates, and these were reviewed by Hymans Robertson.

Mr Freeman explained that of the two managers that submitted mandates, on review, one manager was not appropriate as the manager proposed a solution managed on an "execution only" basis. Canaccord submitted a proposal that recommended a number of third party pooled funds, with overall responsibility for the mandate remaining with the manager. Subsequently, Hymans Robertson discussed

the proposal with the manager in more detail and it was recommended that Canaccord be invited to present to the Pensions Committee.

Within the report, Members were presented with a score card for each manager for each mandate including the five factors as set out in the tender document. The Borough Treasurer asked that Members complete their individual scores and following all three interviews the scores to be shared with the Committee.

C2. Presentation by Canaccord Genuity on Index Tracking

Mr Dermot Hamill, Head of Wealth Management and Mr Richard Stanley, Investment Director, joined the meeting to discuss in detail the Index Tracking proposal.

Mr Hamill provided an overview of Canaccord Genuity, including their global wealth management, their Isle of Man organisation including their proposed team, and their awards and accolades.

Mr Hamill presented Canaccord's recommendations for the index-tracking mandates and confirmed Canaccord would be available to attend review meetings with the Pensions Committee when required.

Mr Hamill confirmed staffing levels at the Isle of Man office have been stable taking on two additional staff this year and one member of staff leaving within the last three and a half years.

The meeting adjourned at 10.55am and resumed at 11.08am with the same Members, Officers and attendees present.

C3. Presentation by Canaccord Genuity on Global Equities

Mr Hamill began by informing the Committee of Canaccord's investment philosophy and investment process.

Mr Stanley provided a summary of Canaccord's investment views and their recommended target portfolio and historic investment performance.

Mr Hamill finished with the proposed annual management fees.

Mr Hamill and Mr Stanley were thanked for their attendance and left the meeting.

The meeting adjourned at 11.55am and resumed at 12.04pm with the same Members, officers and Mr Freeman in attendance.

C4. Presentation by Investasure on Global Equities

Mr Martin Corkish, representing Investasure, and Mr Stephen Wright and Mr Garry Atack representing St. James's Place, joined the meeting to discuss in detail the Investasure proposal to manage Global Equities.

Mr Corkish provided a corporate background of Investasure, advising that they are a member of the St. James's Place Partnership; a FTSE 100 listed company.

Mr Corkish and Mr Wright went on to discuss St. James's Place investment management approach and the guidance and expertise available to the fund.

The global investment manager expertise was discussed and the benefits to the proposed approached.

Mr Corkish explained the investment proposal, provided information on each investment manager for the different proposals and detailed the key measures.

Mr Atack confirmed that succession planning would mean that St James's Place would appoint an alternative Partner on the Isle of Man, if Investasure ceased being licensed with the Isle Of Man Financial Supervision Commission in the future.

Mr Corkish confirmed he would be available to attend review meetings with the Pensions Committee when required and produce quarterly reports.

Mr Corkish finished with the proposed management fees.

Mr Corkish, Mr Wright and Mr Atack were thanked for their attendance and left the meeting.

C5. UK Equities Index-Tracking Manager Selection

The Committee firstly considered the index-tracking manager. The Borough Treasurer asked if any Member had scored Canaccord lower than a four on any of the five points for consideration on the scorecard. A Member advised he scored Canaccord a three for the likelihood of an experienced team remaining with the company because of the age of all those involved.

All Members were satisfied that Canaccord could fulfil the mandate for index-tracking.

Resolved, "That Canaccord be appointed as the Index-Tracking Manager for the Isle of Man Local Government Superannuation Scheme."

C6. Global Equities Manager Selection

The Committee considered Canaccord's and Investasure's proposals. The Borough Treasurer asked for Members scores for both managers; Investasure were scored slightly higher by most members.

There was a suggestion that the global equities could be index-tracked but after much discussion it was unanimously agreed that Investasure would be appointed as the Global Equities Manager.

In answer to question, Mr Freeman advised that an appointment of at least five years would be expected, although this could be reviewed at any time.

Resolved, "That Investasure be appointed as the Global Equities Manager for the Isle of Man Local Government Superannuation Scheme."

The Committee rose at 1.29pm.

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 Monday, 12th May, 2014.

Members Present: Mr Councillor W.M. Malarkey (Member), Mr I.J.G. Clague (Borough Engineer) – Douglas Borough Council, Mr D. Crellin (Member), Mr P.M. Hulme, Chief Executive/Clerk - Onchan District Commissioners, Mr N. Kelly (Member) – Santon Parish Commissioners.

Apologies: Mr C. Slinn - Braddan Parish Commissioners, Mr A Moore - Laxey Village Commissioners, Mr N. Dobson - Lonan Parish Commissioners, Miss S. Gray - Department of Infrastructure.

In Attendance: Mr P.E. Cowin – Secretary, Mr J. Quayle – Department of Infrastructure Representative.

REPORT

PART A –

Matters within the Scope of the Joint Committee's Delegated Authority

A1. Minutes – 6th February, 2014

The minutes of meeting held on Thursday, 6th February, 2014, had been circulated and were approved for signature as a correct record.

A2. Matters Arising – Non-Slip Flooring in Re-Use Shed

The Chairman asked if any progress had been made on the provision of non-slip flooring in the re-use shed as the polished concrete surface was known to become slippery when wet.

Mr Clague stated that the report was not yet ready but would be brought to the next meeting.

A3. Rental Charge

Further consideration was given to the rental charge imposed by the Department of Infrastructure and Mr Quayle confirmed that the offer proposed by the Joint Committee, of staged implementation, was being considered by the Department. The Waste Section of the Department had undergone some changes in personnel and reporting lines and he undertook to pursue progress and get an early response for consideration at the next meeting.

A4. Charges for Electrical Goods

The Joint Committee further considered the imposition of charges for disposal of TV sets and PC monitors. Mr Quayle advised that all other Sites had implemented standard charges from 1st April 2014, and suggested that the charges at the Eastern Site be brought into line, including the charges for fridges and freezers.

Members noted the proposed charges as follows:

Item	Current Charge	Proposed Charge
Small fridge / freezer (up to 85 x 60 x 62cm)	£14.42	£12.00
Large fridge / freezer (up to 172 x 54 x 56.5cm)	£19.14	£15.00
American style fridge (larger than above)	£19.14	£25.00
PC monitors	£6.50	£6.00
TV sets	£8.00	£8.00

Mr Hulme asked whether there might be some way to draw on manufacturers' funding set aside under WEEE Regulations. Mr Quayle stated that previous attempts had been unsuccessful because of the Island's position in relation to the EEC but he would review it again.

The Joint Committee noted that the proposed charges would continue to cover the costs charged to the Sites for disposal under the Department's contracts, with a small residue amount for administration.

Mr Quayle advised that as several local authorities had expressed concern over the imposition of charges leading to an increase in fly-tipping, he would be writing to all such authorities asking for statistics about fly-tipping to be collected.

It was agreed: that with effect from 2nd June, 2014, the proposed charges set out above apply to the disposal of electrical goods at the Eastern Civic Amenity Site.

A5. Charities' Waste

The Secretary reported having received correspondence from Crossroads Care in relation to the charging of charities for disposal of waste, seeking a meeting to discuss the charges.

Members felt that such a meeting would be unproductive. It was known that at least one other major charity was taking material directly to the Energy from Waste Plant and it was suggested that Crossroads Care consider doing so. It was also reiterated that the charge fixed by the Committee was the actual cost of disposal, without the addition of any administrative or operational costs.

It was agreed: that no meeting be arranged but that Crossroads Care be advised that they can arrange to take their material directly to the Energy from Waste Plant, and informed that the cost of disposal of sorted timber waste is lower than the cost for general waste.

A6. Height Barrier/APNR

The Chairman asked on the progress of discussions between the Attorney General's Chambers and the Joint Committee's legal adviser in relation to the legality of installation of an automatic vehicle plate recognition system. He reminded Members that the height barrier had been installed as a temporary measure pending the outcome. Mr Quayle advised that no information had become available yet but he would be happy to liaise between the two.

It was agreed: that a report be sought for the next meeting.

Mr P. Macken joined the meeting at 4.20pm.

A7. Operational Statistics

Mr Macken had circulated operational statistics showing the tonnages of the various waste streams through the Site.

He pointed out a variance in relation to green waste which had been sent to the Energy from Waste Plant during several weeks when the Ballanavein facility was out of use.

It was agreed: that the statistics be noted.

A8. Operational Issues

Mr Macken reported a number of issues that had arisen on the Site:

1. Bank Holiday usage: a peak of 1,250 vehicles per day had been reached, as compared with 700-900 on a normal Saturday.
2. False widow spiders: a user had been bitten by a false widow spider, following which the facility had been fumigated as a precaution and restrictions had been imposed to stop users leaving soft toys or items in boxes.
3. The use of contractors' staff had now ceased and all staff on site were directly employed.
4. Several skips would require replacement in the forthcoming year at a cost of approximately £12,000.
5. TV and PC monitors were being placed in the Re-use facility, following the imposition of disposal charges. The practice was being discouraged but the Joint Committee's guidance was sought on whether electrical goods should be permitted to be recycled.
6. Other recycling opportunities were being constantly reviewed, such as mattresses and carpets which would not be economical at present but may become so when disposal charges increase.
7. The Isle of Man Fire and Rescue Service was to carry out an exercise on the Site in the near future.

It was agreed: that Mr Macken be thanked for his information and that:

- A report be considered at the next meeting on the cost and funding of replacement skips;
- The re-use of electrical equipment be not permitted, with any such goods brought to the Site being disabled.

A9. Staff Assistance

Mr Kelly stated that he had received a complaint from a user that staff on the Site had not provided assistance in unloading. Mr Macken confirmed the policy that staff should not be required to assist; users who have loaded the vehicle should be able to unload, and there are health and safety implications for staff should they be required to constantly lift heavy items throughout the working day.

A10. Summer Hours – Extension of Height Barrier Opening

The Chairman suggested that during the Summer opening hours, when the Site is open later in the evening, the height barrier could be opened later on Wednesday afternoons

It was agreed: that during the Summer opening hours, the height barrier be opened on Wednesday afternoons until 7.00pm, and that Mr Macken arrange publicity for that and for the Isle of Man Fire & Rescue Service Exercise.

A11. Next Meeting

It was agreed that the next meeting be held at 3.30pm on Monday, 28th July, 2014, the venue to be arranged.

The meeting ended at 5.00pm.

VII(i) – The Proceedings of the HOUSING AND PROPERTY COMMITTEE as follows:

HOUSING AND PROPERTY COMMITTEE

HOUSING AND PROPERTY COMMITTEE – Minutes of Meeting held on Wednesday, 18th June, 2014.

Members Present: Mr Councillor D.J. Ashford (Chairman), the Mayor, Councillors Mesdames S.D.A. Hackman, C.E. Malarkey, Mr Councillor J.E. Skinner, Councillor Ms K. Angela (from 10.33am).

In Attendance: Assistant Town Clerk, Assistant Chief Officer (Income), Assistant Chief Officer (Housing and Property), Democratic Services Officer.

REPORT

PART A –

Matters within the scope of the Committee's delegated authority

A1. Minutes - 18th May, 2014

The minutes of the meeting held Wednesday, 18th May, 2014 were approved and signed.

A2. Attendance

Councillor Ms K. Angela joined the meeting at 10.33am.

A3. Douglas Market Hall Liaison Group 2014/2015

Councillor Mrs S.D.A. Hackman was elected to serve on the Douglas Market Hall Liaison Group. In making the appointment the Committee confirmed that the Councillor should act as Chair when the group meets, that proper notice will be given of meetings, and that if Councillor Mrs Hackman is unable to attend a meeting the Chairman or another member of the Housing and Property Committee will attend in her place.

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

A4. Matters for Future Consideration

The Committee considered the report on matters for future consideration and made minor amendments.

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

The meeting ended at 11.05am.

VII(ii) – The proceedings of the REGENERATION AND COMMUNITY COMMITTEE as follows:

REGENERATION AND COMMUNITY COMMITTEE

REGENERATION AND COMMUNITY COMMITTEE – Minutes of meeting held on Tuesday, 17th June, 2014.

Members Present: Mr Councillor S.R. Pitts (Chairman), the Mayor, Councillor Mrs R. Chatel, Mr Councillor G.J. Faragher, Councillor Miss D.A.M. Pitts.

Apologies: Mr Councillor E.A. Joyce.

In Attendance: Assistant Town Clerk, Assistant Chief Executive, Assistant Chief Officer (Finance), Assistant Borough Engineer, Head of Parks, Assistant Democratic Services Officer.

REPORT

PART A –

Matters within the scope of the Committee's delegated authority

A1. Minutes – 20th May, 2014

Minutes of the meeting held on Tuesday, 20th May, 2014, were approved and signed.

A2. Minutes – 30th May, 2014

Minutes of special joint meeting held on Friday, 30th May, 2014, were approved and signed.

A3. Douglas Carnival

The Committee considered a report submitted by the Assistant Chief Officer (Corporate and Development) updating on plans for the 2014 Douglas Carnival re-launch.

The report detailed key areas where significant progress had been made including the horse tramways, the 'After Party' event, entries received, road closure arrangements, publicity, the Carnival King and Queen and stewards.

Members agreed to ride the double-deck horse tram in the parade and queried how many family members the invitation would be extended to.

In response to query, the Assistant Democratic Services Officer confirmed Council staff would be approached to assist on the day.

A Member queried if the Library could produce a Carnival display in the run up to the event.

Members expressed concern over the amount of press coverage for the event, although press releases were circulated through normal means, it was felt they were not making newspaper prints, Members were concerned as a result the parade could be small and a number of people may be unaware of the event.

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

A4. Provision of Sound and Staging at forthcoming Public Events

The Committee considered a report submitted by the Assistant Democratic Services Officer, on expressions of interest to provide sound and staging at 2014 public events.

Members noted quotations were sought for the hire of sound equipment for the 2014 Remembrance Sunday and Armistice Day and for the hire of sound equipment and staging for the 2014 Fireworks Display and Christmas Lights Ceremony.

Members were advised that two companies submitted an expression of interest for the works.

Members raised concern over the layout of the sound at the 2013 Fireworks Display and the timing to finish the stage at the Christmas Lights Ceremony. Officers agreed to address both concerns for 2014 events.

Resolved, "That particulars of the report and discussion be noted on the minutes and Ginger Events, as the lowest price submitted, be accepted to provide sound for the 2014 Armistice Day and Remembrance Sunday and be accepted to provide both sound and staging at the 2014 Fireworks Display and Christmas Lights Ceremony."

A5. The Mike Hailwood Centre

The Committee considered a report submitted by the Assistant Chief Executive, following a letter from The Mike Hailwood Foundation (the Foundation), to revisit their agreement with the Council in relation to a plot of land at Noble's Park.

Members noted the Council had in 1983 granted the Foundation a licence and permission to construct, maintain and operate the Mike Hailwood Centre (the Centre) on a piece of land in Noble's Park situated at the rear of the Grandstand.

The letter received from the Foundation advised that following a major refurbishment of the Centre they felt the original agreement should be reviewed.

Members were advised that the Foundation had identified two changes required within the agreement, firstly the building is named 'The Mike Hailwood Centre' and not 'The Mike Hailwood Riders Centre' as referred to in the agreement and the original agreement makes no reference to the size of the plot on which the Centre stands.

The report recommended that following a discussion with the Foundation representatives, the detailed considerations of the request of the Foundation be deferred pending consideration of further legal advice and information.

Mr Adrian Earnshaw and Mr Kevin Quirk joined the meeting to discuss the item.

The representatives provided a background into how the Foundation was formed and the services provided by the Foundation. As per the letter submitted the representatives advised they would like clarification of the size of plot allocated to the Centre and a change in the Centre's name.

The representatives described the current use of the building and advised that an alternative use, in the form of an after-school club, was currently being explored.

Members queried how the club would run on a daily basis and the representatives advised a bus would collect children from schools, take them to the Centre and then drop the children home. The representatives agreed to obtain a business plan from the Club and submit to the Council.

In light of potential planning issues regarding the change of use and the DED having whole responsibility for the Noble's Park Grandstand area for an agreed duration prior to and after the TT and MGP, Members expressed concerns over the logistics of running the club during both periods. The representatives confirmed the Foundation had on occasion had issues receiving deliveries during the TT periods as access was strictly controlled.

The Assistant Chief Executive advised that several matters on the agreement require updating.

Mr Earnshaw and Mr Quirk were thanked for their attendance and left the meeting.

In response to an invitation by the Foundation, Members suggested visiting the Centre at noon on Tuesday, 1st July, 2014.

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

- (i) the requests of the Mike Hailwood Foundation be deferred pending consideration of further legal advice and information, to be the subject of a future report to the Regeneration and Community Committee;
- (ii) the Committee visit the Mike Hailwood Centre at the invitation of the Foundation at a mutually convenient date."

A6. Items for Future Consideration

The Committee considered a report by the Assistant Town Clerk regarding reports for future consideration by the Committee.

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

The meeting ended at 11.44am

VII(iii) – The proceedings of the ENVIRONMENTAL SERVICES COMMITTEE as follows:

ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of meeting held on Monday, 16th June, 2014.

Members Present: Mr Councillor R.H. McNicholl (Chairman), the Mayor, Councillor Mrs C.A. Corlett, Mr Councillor C.L.H. Cain, Councillor Mr W.M. Malarkey, Councillor Mrs E.C. Quirk.

In Attendance: Borough Treasurer, Assistant Town Clerk, Assistant Borough Engineer, Building Control Manager, Assistant Chief Officer (Corporate and Development), Democratic Services Officer.

REPORT

PART A –

Matters within the scope of the Committee's delegated authority

A1. Minutes – 19th May, 2014

The minutes of the regular meeting held Monday, 19th May, 2014 were approved and signed.

A2. Minutes – 29th May, 2014

The minutes of the special meeting held Thursday, 29th May, 2014 were approved and signed.

A3. Matters Arising from the Minutes

A Member asked if new street signs had been ordered for Ashbourne Avenue and Ashbourne Grove. The officer replied that signs are ordered in batches of ten, that a new batch has been recently ordered and that he will check to see whether signs for these streets are in that batch.

Resolved, "That the comments are noted on the minutes."

A4. Matters Arising from the Minutes

A Member asked for further information on the works to lower the levels of the beach. The Assistant Borough Engineer replied that there had been no interest from contractors to carry out the work during TT week. The new beach management contract started on the 9th June and includes beach levelling work. The contractor is seeking prices from firms with heavy earth-moving equipment to enable the levelling work to be carried out quickly.

Resolved, "That the comments are note on the minutes."

A5. Matters Arising from the Minutes

A Member questioned the discontinuance of car boot sales in Shaw's Brow Car Park as several charities wanting to have the decision reversed have directly lobbied Councillors. Officers confirmed that another report on the matter is being prepared for consideration by the Committee.

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

A6. Planning Application 14/00594/B Tesco, Lake Road

The Committee considered planning application 14/00594/B seeking approval for the erection of a fifty-four square metre (54m²) structure in the car park of Tesco store, Lake Road for the sale of seasonal goods. Four car parking spaces would be removed to accommodate the structure which would remain in place year-round.

This planning application is very similar to planning application 13/00687/B which was refused in 2013. The main area of difference is that the 2013 application was for a structure to be in place only in the summer season, but this would be in place year-round. The planning application states that the structure would be for the sale of 'seasonal goods,' which from the information given appears to be goods which are in season at any particular time.

The Committee discussed the effect this would have on Douglas town centre, the growth of retail sales in the commercial estates off Cooil Road, competition from internet sales, Tesco's contribution to the Manx economy by way of income tax, national insurance and VAT receipts, parking problems for customers and for visitors to the town centre, and the various issues which result in shop vacancies in the Town Centre.

The Committee noted that Tesco stores are also progressing planning application 13/91316/B which is currently at the appeal stage. That proposal includes the loss of an additional ten car parking spaces. The Committee noted that between 2009 and 2014 internal alterations have been made to the Douglas Tesco store resulting in increased retail space of 462m², not taking into account the additional space in the current application.

Resolved, "That the particulars of the report and discussion be noted on the minutes and approval be given for an objection to be raised to planning application 14/00594/B for the erection of a structure for the sale of seasonal goods by Tesco on the following grounds;

1. That the planning application is substantially similar to application 13/00687/B that was refused by the Planning Committee in 2013 on the basis that it contravened Policies 9 and 10 of the Isle of Man Strategic Plan;
2. That the proposal to operate from the temporary structure on a year-round basis, as opposed to 1st April to 30th September, would have greater impact on the vitality and viability of Douglas town centre than the previously refused proposal; and
3. That the permanent cumulative loss of fourteen parking spaces, should pending application 13/91316/B also be approved, is unacceptable."

For: 4 – Against: 1; Mr Councillor C.L.H. Cain asked that his name be recorded as voting against the resolution.

A7. Nuisance Abatement Notice – 1 Bray Hill, Douglas

The Committee considered a report on the external appearance of 1 Bray Hill, Douglas. The front and side elevations of the property are in poor condition. Scaffolding has been erected to carry out the necessary repairs. Whilst work has now started on-site, past progress has been erratic and so service of a notice is justified.

Resolved, "That the report be noted on the minutes and approval be given for the service of a Nuisance Abatement Notice on the owner of 1 Bray Hill, Douglas, under section 24 of the Building control Act 1991."

A8. Nuisance Abatement Notice – 56 Governor's Hill, Douglas

The Committee considered a report on the external appearance of 56 Governor's Hill, Douglas. The paintwork to the front and side elevations of the property is in poor condition.

Resolved, "That the report be noted on the minutes and approval given to the service of a Nuisance Abatement Notice under section 24 of the Building Control Act 1991, on the owner of 56 Governor's Hill, Douglas requiring the repainting of the side elevation of the property, the side wall elevation of the garage, and a portion of the front elevation of the property."

A9. Unsightly Properties

The Advisory Committee considered the lists of unsightly properties being dealt with on behalf of the Council by the Building Control Section and by Environmental Health Officers. Members reviewed the schedule and discussed a number of issues related to specific properties.

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

The Assistant Chief Officer (Corporate and Development) and the Building Control Manager were thanked for their attendance and left the meeting at 11.00am.

A10. Adjournment and Resumption

The meeting adjourned at 11.00am and resumed at 11.10am with the same Members present.

A11. Items for Future Consideration

The Committee considered a report setting out items on which there are reports outstanding.

The Committee discussed the information given to tenants in Council housing about kerbside collection and the days of bin collections. It was agreed that new housing tenants should be allocated kerbside collection boxes, given a calendar showing dates of kerbside collections and that a sticker should be placed on the bin indicating the usual collection day.

Members asked that a report on the use of LED lanterns in public lighting and in Shaw's Brow car park be brought to Committee in July, 2014.

Members asked for a report on the costs incurred and income generated in the collection and disposal of recyclable materials from the various different recycling 'streams' such as kerbside collection, and the civic amenity site. Members also asked for details of the existing contracts for collection and disposal of recyclable materials. The Assistant Borough Engineer advised that a report about an additional refuse collection vehicle will be prepared for consideration by the Committee at the July meeting.

A further report on car boot sales in Shaw's Brow car park is being prepared.

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

PART B –

Matters requiring Executive Committee Approval

B12. Azura Flex Sub-Compact Sweepers

The Committee considered a report on the purchase of two Azura Flex Sweepers which will be used to sweep and clean in the town centre and along the Promenade. Officers have carried out an extensive review of the sweeper requirements for the town centre, paying particular attention to cleaning of the new granite paved surfaces. Trials of five different sweepers / scrubbers were carried out and the Azura Flex Sweeper most closely meets the Council's criteria for sweeping and scrubbing. One vehicle would be a replacement for the Dulevo sweeper which is coming to the end of its useful life and the second vehicle would be to meet the increasing demand for pavement sweeping.

The Committee noted that there is already in the capital programme the sum of £48,000 for replacement of the Dulevo sweeper, so there would be a need to increase the funding by £108,070 to meet the cost of the proposed purchases.

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

- (i) approval given to the purchase of two Azura Flex sweepers from Scarab for the sum of £156,070, to include operational training; and
- (ii) that the matter is referred to the Executive Committee for approval of increased funding in the amount of £108,700 from the and for the expenditure from the Plant Renewals Fund."

PART C –

Matters requiring Council approval

C13. Resurfacing Works to Shaw's Brow Car Park, Levels 4 & 5

The Committee considered a report on the tenders received to carry out resurfacing works to levels 4 & 5 of Shaw's Brow Car Park. Four companies applied to be included on the Select List to carry out the works. All four passed competency and financial checks and were able to comply with the supplier's requirements for installation of the resurfacing materials. The four companies that applied for inclusion on the select list are; Universal Sealants Ltd, Concrete Repairs Ltd, Volker Laser Ltd and Quadriga Ltd.

Tenders were submitted by all four companies; with the lowest being submitted by Universal Sealants Ltd. This tender figure is for the supply and installation of resurfacing materials to the floor of levels 4 and 5 of Shaw's Brow Car Park, to carry out re-lining and re-numbering of spaces after the re-surfacing and for painting the ceilings of levels 4 and 5 with anti-corrosion paint. The Committee were advised that the work has to be carried out in August as the use of the car park is lowest in this month. Nonetheless, there will still be some loss of income, which has already been taken into account in the budget for this project.

The Borough Treasurer advised the Committee that there were funds in reserve earmarked for painting works in Shaw's Brow, so the cost of the painting should be deducted from the tender price in order to determine the petition figure. Resurfacing is a capital project and so should be financed by borrowing; but painting is a maintenance item and so should be financed from revenue.

The Assistant Borough Engineer confirmed that the resurfacing element of the tender price was within the budget estimate of £170,000.

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

- (i) the tender from Universal Sealants UK Limited, being the lowest tender received be accepted to carry out resurfacing works to levels 4 and 5 of Shaw's Brow Car Park using the BASF Conideck proprietary deck system, and to carry out painting works to the ceiling of those levels of the car park using an anti-corrosion paint; and
- (ii) that the Town Clerk and Chief Executive be authorised to submit a borrowing petition in the sum of £170,000, being the amount required to defray the capital cost of the works, including planning supervisor fees of £2,592; and
- (iii) that approval is given to the expenditure of £14,500 from the reserves earmarked for this project to defray the cost of painting works to the ceilings of levels 4 and 5 of Shaw's Brow Car Park; and
- (iv) that the Department of Infrastructure be advised that an assessment of the Council's reserve funds has been undertaken to establish if sufficient monies were available to fund the scheme via that source."

The meeting ended at 12.20pm.