



## **Borough of Douglas**

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**COUNCILLOR MRS SARA DAWN ANDREA HACKMAN, JP**

Town Hall,  
Douglas,  
5<sup>th</sup> June, 2015

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held on WEDNESDAY, the 10th day of JUNE, 2015, 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;
- (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 Annual Council Meeting held on Wednesday, 13<sup>th</sup> May, 2015.

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

## EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Friday, 29<sup>th</sup> May, 2015.

Members Present: Mr Councillor D W Christian (Chair), the Mayor, Mr Councillor D J Ashford, Mr Councillor J Joughin, Mr Councillor R H McNicholl, Mr Councillor J E Skinner.

Officers in Attendance: Chief Executive, Borough Treasurer, Borough Engineer & Surveyor.

### REPORT

#### **PART A**

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

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

No apologies for absence were submitted.

##### **A2. Appointment of Vice Chair**

Resolved, "That it be unanimously agreed that Mr Councillor D J Ashford be appointed as Vice-Chair of the Committee for the ensuing municipal year."

##### **A3. Declarations of Interest**

No declarations of interest were submitted.

##### **A4. Minutes**

The minutes of the meeting held on Friday 27<sup>th</sup> March 2015 and the minutes of the special meeting held on Monday 20<sup>th</sup> April 2015 were approved and signed.

##### **A5. Matters Arising From Previous Minutes**

#### **Friday 27<sup>th</sup> March 2015 –**

Clause A14 – Chester Street and Drumgold Street Car Parks: the Borough Treasurer advised that three issues remained outstanding before the licence agreement between the Council and the Department of Infrastructure could be finalised. These were –

1. The term of the agreement: the Department had suggested a review after three years, however, Members rejected this and proposed a review should take place seven years into the proposed fifteen year term, with any issues arising being dealt with on an on-going basis;
2. The tariffs proposed by the Council: the Department had suggested that tariffs must be approved by it, however, Members rejected this as being impractical, and on the basis that the Council may wish to bring the charges for all the car parks, either owned by it or under its operation, into line with each other;
3. Responsibility for structure of the car parks: Members were quite clear that this lay with the Department, and therefore should clearly be set out in the agreement.

The Borough Treasurer undertook to convey the Committee's requirements to the Department and to report back accordingly.

In response to a Member's query, the Borough Engineer & Surveyor undertook to establish any need for the pay-stations on levels 3 and 4 in Shaw's Brow Car Park to be lowered to allow use by wheelchair users.

Following an adjournment of the meeting, the Borough Treasurer subsequently reported on discussion with the Department of Infrastructure as follows –

- a. The term of the agreement: the Department had agreed to a review after seven years;
- b. The tariffs proposed by the Council: the Department had confirmed that it was not looking to over-rule the Council, but had to ensure that it [the Department] complied with its obligations

to consult, as set out in existing leases. The Department had agreed to consider alternative wording;

- c. Responsibility for structure of the car parks: the Department had agreed to include in the agreement clauses to allow for the suspension of the licence fee if major work was required to the structure of the car parks and they were required to be closed; and for minor works, such as painting, to be carried out in such a way as to maintain operation of the car parks.

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

(ii) That the proposed resolutions in respect of the three outstanding issues relating to the licence agreement for the operation of the Chester Street and Drumgold Street Car Parks be accepted.”

#### **A6. Minutes and Referrals of the Environmental Services Committee**

The Committee considered the public minutes of the Environmental Services Committee meeting held on Monday 18<sup>th</sup> May 2015, including the below items specifically referred to the Executive Committee:

Clause B19 – Publicity Campaign for Kerbside Recycling: the Committee was seeking approval of funding for the implementation of a public relations campaign to encourage recycling in the Borough. This would take the form of newspaper advertising, radio interviews and use of the Council’s existing social media, together with the procurement of equipment to enable the training room at the Ballacottier Service Centre to be used for planned events for visitors, and the creation of a bespoke video, illustrating the Council’s recycling and processing operations.

Clause B20 – Enevo Bin Sensor Trial: the Committee was seeking approval of funding for a one-year trial of the Enevo Bin Sensor System, in order to increase collection efficiency of litter bin waste in strategic locations throughout the Borough. The system measured how much litter was in the bin and electronically conveyed this information, enabling improved management of litter collection as unnecessary visits to bins which did not need emptying were avoided and full bins could be emptied sooner. The system was similar to the ‘Big Belly Bin’ system, except that there was no compaction of the contents of the bin, and it was also less expensive.

Clause B21 – Vehicle Advertising: the Committee was seeking funding for a flexible advertising system for use on the Council’s refuse and kerbside collection vehicles. The current system used vinyl stickers, which were not re-usable and occasionally caused damage to vehicle paintwork when they were removed. The proposed new system, which had a three-year warranty, used ‘velcro’ and locking studs.

Clause B22 – Capital Out-turn 2014 / 2015: the Committee had agreed to carry forward to 2015 / 2016 all unspent balances on projects where work was on-going or retentions were payable.

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

(ii) That approval be given for funding of up to a total of £14,800 from Revenue Reserves for the implementation of a public relations campaign to encourage recycling in the Borough, subject to the Chair of the Environmental Services Committee being satisfied that the proposed bespoke video provided value for money;

(iii) That approval be given for expenditure in the sum of £2,600 from Revenue Reserves to fund a one-year trial of the Enevo Bin Sensor System;

(iv) That approval be given for –

- expenditure in the sum of £3,565 from the Plant Renewals Fund for the installation of the proprietary advertising system on four refuse collection vehicles and one kerbside recycling vehicle;
- expenditure in the sum of £1,945 from Revenue Reserves for additional promotional banners for the same four refuse collection vehicles and the kerbside recycling vehicle; and

(v) That the 2015 / 2016 Capital Out-turn unspent balances, on projects where work was on-going or retentions were payable, carried forward.”

#### **A7. Minutes and Referrals of the Regeneration and Community Committee**

The Committee considered the public minutes of the Regeneration and Community Committee meeting held on Tuesday 19<sup>th</sup> May 2015, including the below item specifically referred to the Executive Committee:

Clause B13 – Capital Out-turn 2014 / 2015: the Committee had agreed to carry forward to 2015 / 2016 all unspent balances on projects where work was on-going or retentions were payable.

Resolved, “(i) That particulars of the public minutes of the Regeneration and Community Committee be noted; and

(ii) That the 2015 / 2016 Capital Out-turn unspent balances, on projects where work was on-going or retentions were payable, be carried forward.”

#### **A8. Minutes and Referrals of the Housing Committee**

The Committee considered the public minutes of the Housing Committee meeting held on Wednesday 20<sup>th</sup> May 2015, including the below item specifically referred to the Executive Committee:

Clause B10 – Capital Out-turn 2014 / 2015: the Committee had agreed to carry forward to 2015 / 2016 all unspent balances on projects where work was on-going or retentions were payable.

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

(ii) That the 2015 / 2016 Capital Out-turn unspent balances, on projects where work was on-going or retentions were payable, be carried forward.”

#### **A9. Consultation Document – House of Keys Polling Districts**

The Committee considered a written report by the Assistant Town Clerk in relation to a consultation document issued by the Cabinet Office proposing changes to the House of Keys constituencies.

The proposed changes were the result of previous consultations and aimed to create twelve constituencies of approximately equal voter numbers, each to elect two Members to the House of Keys.

The Council had previously supported the principle of equal constituencies, and the effects of the changes on Douglas would firstly be a change of name from North, South, East and West, to North, West, Central and East, respectively, and would –

1. move St George’s and Quay Polling Districts into Central Douglas;
2. place Windsor and Tynwald Polling Districts into Central Douglas;
3. place Eastfield, Ballabrooie, Albany and Somerset Polling Districts into Central Douglas;
4. split the Garden City Polling District, placing part into Central Douglas and the remainder into North Douglas;
5. move St Ninian’s Polling District from North Douglas to East Douglas; and
6. include in North Douglas a small area at Tromode around the industrial estate (which was previously in Onchan - although this was for House of Keys electoral purposes only and did not imply any change to the local authority boundaries).

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

(ii) That the Cabinet Office be advised that the Council supported the proposed changes to the House of Keys Constituencies, insofar as they affected Douglas, but also wished to submit the following suggestions –

- a. that a review of Polling Districts themselves be undertaken and also ensure that designated polling stations were the most convenient location-wise for constituents; and
- b. that a review of primary legislation be undertaken to establish if a process of electronic voting could be introduced.”

#### **A10. Framework for Provision of Services for Other Local Authorities**

The Committee considered a joint written report by the Borough Engineer & Surveyor and the Assistant Chief Executive in relation to requests for service assistance that had been received from other local authorities.

Members recalled that the Honourable Minister for Infrastructure had implemented a policy of transferring a number of functions, currently carried out by his Department, to local authorities. Currently, these were highway cleansing, gully emptying, and hedges and verges maintenance.

The Borough Engineer & Surveyor reported that the Council had also been approached by a number of other local authorities enquiring about the possibility of other services being provided to them, such as refuse and kerbside collections (which were out-with the Minister’s schedule).

Detailed in the written report was a list of the services that the Council was already providing for other local authorities, together with a list of the services requested be provided (and by which authority). Members noted that taking on additional service delivery would allow for more efficient use of plant and equipment, and provide additional income to off-set the Council’s own operating costs.

It was suggested, therefore, that it would be helpful if a policy was adopted that would allow the Council’s Chief Officers’ Management Team to approve or reject each request, as appropriate. The adoption of such a policy would demonstrate that the Council was adapting to the new demands placed on all local authorities, and was prepared and able to lead the way on the implementation of localisation of services as envisaged by the Minister.

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

(ii) That a generic policy allowing the Chief Officers’ Management Team to arrange for the provision of services to other local authorities be adopted, provided –

1. That no cost falls to the Council;
2. That the Council receives an income that would contribute to all operating costs, future plant provision, and off-set the existing service costs as appropriate;
3. That the use of the Council’s expertise and existing infrastructure was managed appropriately, with no detriment to the Council’s operating efficiency; and
4. That all human resource issues were managed appropriately and sanctioned by the Chief Executive.”

#### **A11. Douglas Car Parking Order and Schedule**

The Committee considered a written report by the Assistant Town Clerk seeking approval to update the Off-Street Parking Places Order.

Members had been circulated with a Draft Off-Street Parking Places Order and a Draft Schedule to the Draft Off-Street Parking Order. It was noted that the Order had last been updated in 2003, but now required updating to provide for the operation of the barrier systems (as installed at the Shaw’s Brow, Bottleneck and Pulrose Road Car Parks); and to make provision for ‘pay-and-display’ operation at the Chester Street and Drumgold Street Car Parks (as a consequence of the Council taking over operation of them with effect from 1<sup>st</sup> June 2015).

It was suggested that it would also be desirable to include in the Schedule a number of minor off-street car parks, which were free of charge, but could be subject to vehicles being abandoned and similar misuse. To include them would therefore enable the issue of Excess Parking Charges for these offences.

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

(ii) That the Draft Off-Street Parking Places Order and Schedule be approved.”

#### **A12. Members’ Attendances and Allowances 2014 / 2015**

The Committee considered a written report by the Assistant Town Clerk in relation to Members’ Attendance Allowance payments for the financial year ended 31<sup>st</sup> March 2015.

The Council was required by Schedule 2 of the Local Government Act 1985 to publish a report detailing the number of meetings of the Council and its Committees, and the total sums paid to Members. It was also obliged to send a copy of the report to the Department of Infrastructure with a certificate by the Council’s auditors.

Following changes in the structure of Members’ Allowances by the Department of Infrastructure, the Council had resolved that payments should be made on the basis of a minimum of two hours’ attendance at any meeting, together with provision for preparation time spent by Members in advance of meetings. Therefore, in addition to the number of meetings attended, the schedule also set out the total number of hours claimed by each respective Member, covering both attendance and preparation.

Resolved, “(i) That particulars of the report and the schedule setting out Members’ attendances at meetings, and allowances paid, during the year ended 31<sup>st</sup> March 2015 be noted on the minutes;

(ii) That approval be given for the submission of the schedule to the Council’s auditors with the annual accounts, and thence to the Department of Infrastructure; and

(iii) That the report be made available to the public through the Council’s website, as well as at the Town Hall Reception, and be circulated to all Members with the Council Agenda for the June 2015 meeting.”

#### **A13. Consultation Document – Changes to the Manx Social Security and National Insurance System**

The Committee considered a written report by the Borough Treasurer in relation to a consultation document issued by The Treasury.

Members were advised that the consultation document related to proposed changes to the Manx Social Security and National Insurance systems, and that the proposed changes followed a review which had raised concern that the social security system would not be affordable in the long-term.

The Borough Treasurer reported that responses had been required to be submitted by 15<sup>th</sup> May 2015 and that, although an extension to this deadline had been sought, permission had not been granted. It was noted, however, that The Treasury had been made aware of, and understood, the Council’s timescales, and had invited any further comments from the Committee to be submitted following this meeting.

As part of the consultation process, the Borough Treasurer and the Assistant Chief Officer (Finance) had attended a public presentation, following which views, issues, and proposals had been assembled to formulate the report to Committee.

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

(ii) That, although the officer response previously submitted be supported in the main, The Treasury be advised of the following revised comments –

- Question 1.14(b): that the answer to this question be ‘yes, at the current time’; as the amount of £180 per week would need to be reviewed in future years;
- Question 1.14(c): that the answer to this question be ‘no’; as the qualifying period for a full state pension should be thirty-five years, rather than the proposed forty-five years, so that it was in line with United Kingdom provisions;
- Question 1.14(h): that the answer to this question be ‘no’; as annual increases in the state pension should be linked to inflation (the retail price index);
- Question 4.13(b): that the answer to this question be ‘yes’; as it was considered that pensioners, the disabled, and people who worked for at least 16 hours a week should be exempt from the benefit cap for individuals;
- Question 4.13(e): that the answer to this question be ‘no’; as means-testing was already in place for child benefit;

(iii) That, additionally, The Treasury be advised that it was the Council’s view that only old-age pension and other appropriate benefits should be paid out of the National Insurance fund, and that consultancy fees should not be charged to the fund.”

#### A14. **Monthly Financial Review (April 2015)**

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 Committee noted that the Localisation of Services had commenced on 1<sup>st</sup> April 2015. The basis of agreements was as notified to the Council, arising from the letter received from the Chief Executive of the Department of Infrastructure:-

- 1) The Department would make payments of £225,000 in the financial year 2015 / 2016, and £100,000 in the financial year 2016 / 2017 as the tapering of payments that would have fallen due under the previous agency contract;
- 2) The Department would continue to make payments under the Shaw’s Brow Deficiency Agreement until no grant was due under the terms of that Agreement;
- 3) The Council would enter into a licence to operate the Drumgold Street and Chester Street car parks on the Department’s behalf for a period of fifteen years, making provision for the regular review of the scope and success of the car park leases, subject to:-
  - a. The retention of ninety-two spaces in Chester Street for use by the Department and staff authorised by it;
  - b. The retention of contract car parking spaces by the Department until 1<sup>st</sup> April 2016;
  - c. The retention by the Department of the responsibility for maintenance of the structure and relevant fixtures and fittings, at least in the initial period until other contractual matters in respect of the premises had been satisfactorily concluded;
  - d. Payments under the legal agreement based on the income currently secured by the Department from the car parks, both through pay-and-display from 1<sup>st</sup> June 2015 and from 1<sup>st</sup> April 2016 contract parking with contractual provision made for the annual review of these figures in line with any increase in the Manx RPI rate.

The Department had also given an undertaking to use its best endeavours to conclude a legal agreement with the Council so that proper notice could be given to car park users that the Council’s terms, conditions and charges would be applied from 1<sup>st</sup> June 2015.

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

**A15. Monthly Financial Review (March - End of Year 2014 – 2015)**

The Committee considered a written report by the Borough Treasurer setting out monthly figures for various financial items during the 2014 / 2015 financial year. The report was required to monitor progress against Corporate Plan commitments, and it was noted that the closing balances remained subject to amendment during the year-end accounts closure process.

The Borough Treasurer reported that, during the accounts closure, expenditure on communal areas in Sheltered Housing had been identified. He advised that an allowance was made available each year for Sheltered Communal Facilities, which had been accumulated into a fund, and approval for the use of this fund was required from the Committee.

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

(ii) That the £38,524.67 expenditure on communal areas in Sheltered Housing during 2014 / 2015 be funded from the Community Facilities Reserve Fund.”

**A16. Virement of Budgets regarding Localisation**

The Committee considered a written report by the Assistant Chief Officer (Finance) detailing the updated 2015 / 2016 revenue budget, reflecting changes in costs and income resulting from the localisation agreement.

Members recalled that, when the localisation of responsibility for delivering certain services had been approved in February 2015, it had been noted that there would be a rate-borne impact of £289,000 in 2015 / 2016. This was on the basis of responsibility for verges, street cleaning, gully emptying and hedge-cutting transferring from the Department of Infrastructure to the Council with effect from 1<sup>st</sup> April 2015, and responsibility for the operation of the Chester Street and Drumgold Street Car Parks transferring with effect from October 2015.

Following a meeting between the Honourable Minister for the Department of Infrastructure and his senior officers, and the Leader of the Council and senior officers of the Council, it had been agreed that the Department would offer to pay the Council £225,000 in 2015 / 2016 as a tapering payment, instead of the grant support previously in place, and that the Car Parks would be transferred with effect from 1<sup>st</sup> June 2015.

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

(ii) That proposed virement, to reflect changes required to the 2015 / 2016 revenue budget in relation to the localisation agreement, be approved.”

**A17. Capital Out-turn 2015 – 2016**

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 2014 / 2015, together with variances to the revised estimates. The expenditure of £8,613,000 equated to 73% of the revised capital programme and 62% of the original estimates for 2014 / 2015. This compared to the 2013 / 2014 expenditure of £10,656,000, which was 89% of the original and 44% 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 2015 / 2016 all unspent balances on projects, totalling £2,821,000, where work was on-going or retentions were payable,;

(iii) That the level of Capital Expenditure in 2014 / 2015 be noted; and

(iv) That the sources for financing the Capital Expenditure (details of which were appended to the written report) also be noted.”

**A18. Council’s Contribution Policy Statement – Update**

The Committee considered a written report by the Assistant Chief Officer (Finance) in relation to the Employer Contribution Policy Statement following the end of the application of Transitional Rates.

Members were reminded that when the 2012 Regulations were introduced for the Isle of Man Local Government Superannuation Scheme (IOMLGSS), they had included provision for higher employee contributions than under the previous Regulations. For most employees subject to NJC terms, these increased contribution levels had taken effect from April 2012, however, for manual workers, the Regulations included transitional provisions which had caused a gradual implementation of the increase.

This transitional period had now elapsed and all employees now contributed at the higher level. The Contribution Policy Statement could therefore now be updated to remove the reference to the former provisions, and Members considered the proposed Statement accordingly (as appended to the written report).



Resolved, “(i) That particulars of the report be noted on the minutes; and  
(ii) That the Employer Contribution Statement be approved as drafted.”

#### **A19. Town Hall Remedial Works – Phase 1 (External)**

The Committee considered a written report by the Assistant Property Manager (Assets) in relation to external works undertaken to eliminate the damp issues within the fabric of the Town Hall building, and which had been successfully completed by the contractor on time and within budget.

Members were reminded that secondary glazing had also been requested to be installed to the Committee Room, the Mayor’s Parlour, the Council Leader’s office, and the Chief Executive’s office windows as part of the project, although this had not formed part of the Phase 1 contract. As the Town Hall was included on the Protected Buildings Register, an application for Registered Building Consent would require to be submitted to obtain permission to install secondary glazing. It was noted, however, that pre-application advice had been received from the Department of Infrastructure’s Planning Directorate to the effect that the installation of secondary glazing was unlikely to receive Registered Building consent.

An alternative to secondary glazing was to replace the metal-framed windows – that were set directly into the stone structure - with specially-commissioned double-glazed units. For the sliding-sash windows, the individual sashes could be replaced with slim double-glazed sashes that were re-fitted into the existing box frames and then draught-proofed to improve their energy efficiency. Both these proposed alternatives would, however, be subject to Planning and Registered Building consent being obtained.

It was recalled that a sum of £13,200 had been allocated to the Town Hall Remedial Works Phase 1 (External) Project to cover the installation of secondary glazing. However, estimates obtained from specialist companies able to carry out the proposed work totalled £41,284.52 and, although there was currently an underspend of £11,454.31 in this budget due to reduced render repairs and minor savings across other items in the contract, additional funding in the sum of £16,650 would be required to undertake the replacement of the metal- and timber-framed windows with double-glazed units and the draught-proofing.

It was noted that the works to renovate the windows would cause disruption, and that alternative working areas would need to be set aside to accommodate both Member and staff requirements.

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

(ii) That approval be given for the replacement of the metal-framed windows in the Committee Room, the Council Leader’s office, and the Chief Executive’s office with bespoke slim-line double-glazed units that were in keeping with the Town Hall;

(iii) That approval be given for the timber sliding sashes in the Committee Room, the Mayor’s Parlour, and the Chief Executive’s office to be draught-proofed; and

(iv) That approval be given for additional funding in the sum of £16,650 from General Reserves to enable the project to proceed to tender stage, subject to Planning and Registered Building consent being obtained.”

#### **A20. Energy Savings by Installation of Voltage Optimisation Equipment in Council Buildings**

The Committee considered a written report by the Borough Engineer & Surveyor in relation to the concept of Voltage Optimisation and how, in the correct installations, it could achieve real and significant savings in electrical energy costs.

Members were advised that power used by electrical equipment – and, hence, the energy used – was proportional to the supplied voltage. Therefore, an increase in voltage equated to an increase in the power consumed and, likewise, a decrease in voltage meant a reduction in the power consumed. If the voltage supplied to a location was ‘optimised’ to ensure the voltage supplied to equipment was as low as possible to still ensure efficient working, then the power (and the energy) used would be less.

The Borough Engineer & Surveyor reported that the Electrical Services Section had been working in conjunction with Energeia Ltd of Oxford, to gather voltage data information. Energeia Ltd had been recommended to the Council by the Electrical Division of the Manx Utilities Authority as being a preferred supplier of equipment suitable for connection to the distribution network.

It was noted that voltage data information had been gathered over a number of the Council’s commercial and domestic installations by Energeia Ltd, the results of this exercise having shown that, in Energeia’s opinion, there was potential for significant savings on the Council’s energy costs across its commercial and domestic installations, and that it was possible for appropriately-rated voltage optimisers to be installed at the Town Hall and the Ballacottier Service Centre to produce real energy cost savings.

Members were advised that, if the recommendation was approved, the equipment would be installed at no risk to the Council, and the equipment would only become due for payment on successful proof of a reduction in consumption being achieved (a review as to the effectiveness of the equipment taking place after three months of operation). Although all of Energeia's equipment had a full ten-year warranty, it was expected that the actual serviceable life of the equipment would be in excess of twenty years.

It was noted that data gathering had already commenced at other Council sites (such as the Shaw's Brow Car Park, the Henry Bloom Noble Library, and Ballacottier Nursery), and that there was potential for extending the concept eventually to the Council's social domestic properties.

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

(ii) That approval be given for the installation of Energeia Ltd Voltage Optimisers at the Town Hall and the Ballacottier Service Centre to be funded from Revenue Reserves."

#### **A21. Douglas Swing-bridge Tower and Associated Structures**

The Committee considered a written report by the Borough Engineer & Surveyor setting out an update on the proposal for the Council to acquire the site at the Douglas Harbour swing-bridge tower premises on South Quay, Douglas, for the provision and operation of a visitor centre in partnership with Culture Vannin.

Members were advised that the feasibility study for converting the complex into a viable visitor centre had been concluded, the result of which was that a business case should be progressed only if the proposed scheme was considered affordable. The total estimated cost of carrying out the proposed scheme at this stage was £509,000, this without further costs for producing a business case and appointing a designer. At present, the Manx Lottery Trust had informally indicated that any grant towards any proposed scheme would be capped at £50,000.

Based on estimates, the complex would be required to produce a minimum income of £43,000 per year, however, without a full marketing and business case exercise to ascertain demand and income, it was not possible to state that there was the potential to generate this amount, and, whilst undoubtedly commendable, the proposal to form the visitor centre would therefore require substantial support from the Council to offset any income received. On this basis it was recommended that the Committee cease further progression of the proposal.

A Member queried the requirement for the very detailed report which had been produced, stating that this level of detail was not required by the Lottery Trust when considering grants. The Borough Engineer & Surveyor advised that the instructions of this Committee had been carried out in producing a business case in respect of the Council preserving the building and forming a visitor centre, which would enable the unique machinery to be viewed and also generate income. It was therefore agreed that the requirements of the Lottery Trust be clarified before a final decision was made on whether to progress with or cease the project.

Resolved, "(i) That particulars of the report be noted on the minutes but that a decision on whether to progress the project be deferred to the next meeting of the Committee;

(ii) That clarification be sought from the Lottery Trust as to whether the Council would be required to submit a business case prior to it considering making a grant; and

(iii) That the Borough Engineer & Surveyor be requested to arrange a site visit by Members of this Committee to the Swing-bridge Tower building."

#### **A22. Isle of Man Municipal Association**

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

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

#### **A23. 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."

#### **A24. Borough Engineer & Surveyor – Forthcoming Retirement**

The Borough Engineer & Surveyor, Mr Ian J G Clague, MBE, advised that this would be his last attendance at a meeting of the Executive Committee prior to his retirement. He advised that his employment with the Council had commenced on 1<sup>st</sup> May 1980, and he thanked all Members and Officers, past and present, during that time and wished the Council well for the future.

The Chair, on behalf of Members of the Council, thanked Mr Clague for his loyalty and dedication to the Council over those thirty-five years, and for his contribution to the Executive Committee, the former Policy and Resources Committee, and for his part in the development of the Chief Officers' Management Team. The Chair stated that Mr Clague would be very much missed from the Council, but wished him a long and happy retirement.

Resolved, "That particulars be noted on the minutes and that the thanks of the Council be extended to Mr Clague for his loyalty and service during the last thirty-five years."

## **PART B**

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

#### **B25. Notice of Motion (Councillor Mrs C A Corlett)**

The Committee considered a written report by the Assistant Town Clerk in relation to a Motion submitted by Councillor Mrs C A Corlett at the Council Meeting on 8<sup>th</sup> April 2015 'That the Council (i) makes a scheme to reduce the number of Councillors to twelve; (ii) implements such scheme in time to be effective for the April 2016 local authority general elections; and (iii) reviews the Ward boundaries and allocation of Members to Wards, in order to achieve fairness of representation'.

The current number of eighteen Council Members was fixed in 1989 on the abolition of the Office of Alderman, and was originally based on a three-year term of office, three members representing each of six Wards, with one Member for each Ward retiring annually by rotation. In 2004, the Local Elections Act changed that premise, and provided for four-year terms of office, with all Members retiring on the same date in 2004 and every four years thereafter.

The Motion also sought to redress the perceived imbalance in the number of voters within each Ward. Because each Ward comprised certain fixed polling districts, it was impossible to achieve a fair balance without splitting some of them, which would be a major exercise. Members recalled, however, that the Government had recently made changes to the House of Keys Constituencies in Douglas to balance their numbers (see Clause A9 above), and it was suggested that that work could be used as the basis for changes in the local authority electoral process – essentially, to reduce the number of Wards to four, reflecting the House of Keys Constituencies.

Members were advised that the consent of the Department of Infrastructure would be required for any change, and that there was a fixed process of consultation and inquiry under the Local Government Act 1985. The proposal for a reduction of the number of Councillors could be the subject of a petition to the Department very rapidly, however, the calculations in relation to polling district boundaries would entail significant preparation before final approval by the Council.

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

(ii) That the Council supports the reduction in Membership from eighteen to twelve Members;

*On a vote being taken, Members voted 2 For and 3 Against. Messrs Councillors Ashford, Joughin and McNicholl requested their votes against to be recorded on the minutes.*

(iii) That the proposed reduction be achieved by reducing the number of Councillors representing each Ward from three to two, with effect from the Council elections in April 2016; and

*On a vote being taken, Members voted 2 For and 3 Against.*

(iv) That work be undertaken to balance the inequality of voter numbers within each Ward, with a view to completion in time for the Council elections in 2020."

*On a vote being taken, Members voted unanimously Against.*

The meeting ended at 4.40pm

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

# PENSIONS COMMITTEE

PENSIONS COMMITTEE – Minutes of Meeting held on Wednesday, 27<sup>th</sup> May, 2015.

Members Present: Mr Councillor J. Joughin, (Chairman), the Mayor (from 11.35am to 1.05pm), Mr Councillor D.J. Ashford, Mr Councillor R.H. McNicholl, Councillor Ms K. Angela, Mr A. Thomas (Independent Member).

In Attendance: Mr Mark Freeman, Scheme's Investment Advisor – Hymans Robertson, Mr Chris Bell, Capital International (agenda item A9), Mr David Chatel, BlackRock (agenda item A11), Mr Simon Betteley, BlackRock (agenda item A11), Borough Treasurer, Assistant Chief Officer (Finance), Assistant Democratic Services Officer, Senior ICT Officer (Infrastructure) (to 11.35am).

## REPORT

### *Part A*

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

##### A1. Election of a Vice-Chairman

It was unanimously agreed that Mr Councillor D.J. Ashford serve as Vice-Chairman for the 2015/2016 municipal year.

##### A2. **Apologies**

Mr Councillor C.L.H. Cain submitted apologies for the meeting and the Mayor submitted apologies for lateness.

##### A3. **Declarations of Interest**

There were no declarations of interest.

##### A4. **Minutes – 25<sup>th</sup> March 2015**

The minutes of the meeting held Wednesday, 25<sup>th</sup> March, 2015, were approved and signed.

##### A5. **Matters Arising from the Minutes – Clause B7**

In response to question, the Borough Treasurer advised that the Government had sought all local authorities' views on the Ci65 consultation. It was therefore not necessary for the Borough Treasurer to write to local authorities urging them to consider the consultation. Members noted that a consultation response, produced by the Borough Treasurer, has been submitted to the Department of Treasury for consideration and will be further considered by the Executive Committee at the May sitting, following which any further issues will be submitted to the Department for consideration.

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

##### A6. **Training – Investment Myths and Fads**

The Committee received a training presentation by Hymans Robertson on investment myths and fads.

Five topics and the myths that surrounded them had been covered in the presentation; negative interest rates, poor economic news, investing in gold, diversification and peer group manager comparisons.

Mr Freeman started with the myth that investors should never buy bonds with negative interest rates (negative bonds). Members were advised that this statement is not necessarily correct, some of the biggest buyers of these bonds are not seeking to maximise their profits, for example, central banks purchase bonds at any price to assist with quantitative easing, some institutional investors such as pension schemes will purchase negative bonds to minimise interest rate risks, and insurance companies and banks are effectively forced to buy negative bonds to comply with capital requirements to invest in safe assets. It was suggested that the Committee ask BlackRock if the Scheme has purchased negative bonds.

Mr Freeman went on to discuss the myth that poor economic news is bad for equity markets. In recent years, equity markets have rallied after poor economic data has been released and fallen after good economic figures. Members noted that this was because the Government and central banks were typically offsetting the bad news by introducing positive policies, and the markets were reacting to the positive policies rather than the poor economic data.

Members considered the statement that investing in gold is the best way to hedge inflation. Members were presented with a graph to demonstrate the inflation adjusted annual average gold prices from 1913

to 2014. Gold is often thought of as the best inflation hedge, but the graph demonstrates that gold has not always moved with inflation.

Mr Freeman provided an insight into the statement that diversification is always beneficial to a portfolio. Diversification does not always work as it relies on different assets having low correlations with each other. Members were presented with a graph that demonstrated all assets, other than bonds, reacting in correlation during the credit crunch.

Mr Freeman finished on the myth that peer group manager comparisons are a good way to evaluate performance. Members noted that survivorship bias can be an issue; peer group comparisons today exclude funds that are no longer available. If this is significant, the historical return record of the average surviving fund is higher than the average return of all funds over the sampled period. This will appear to reduce the relative return of a particular fund when compared with the current peer group. It was noted the slides incorrectly stated that returns would be enhanced.

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

#### **A7. Adjournment and Resumption**

The meeting adjourned at 11.35am and resumed at 11.40am. the Mayor joined the meeting.

The Senior ICT Officer (Infrastructure) was thanked for his attendance and left the meeting.

#### **A8. Review of Investment Manager's Performance**

The Committee considered a report by Hymans Robertson reviewing the Investment Managers' performance for the first quarter of 2015.

Mr Freeman began by providing the historic returns for the market and highlighted the key events during the quarter.

Members were presented with a portfolio summary detailing the valuation summary, the performance summary gross of fees and the absolute quarterly and annualised cumulative performance.

Mr Freeman reported a positive performance during the quarter. The fund increased by £3.5million gross of fees. Mr Freeman reminded Members that although assets have performed well over the quarter, liabilities have also increased. Although the liabilities are not featured in the report, Mr Freeman asked Members to be mindful of the change in funding level (assets/liabilities), rather than considering assets in isolation.

Members discussed the possible introduction of a liability chart to the quarterly monitoring report. Mr Freeman advised that it would be possible to provide a liabilities chart without completing a full actuarial valuation. An actuarial review of the scheme, incorporating the schemes liabilities, is carried out triennially but at a significant cost to the scheme. Other possible methods to provide an estimated liability were discussed and it was agreed that a report on the matter be considered by the Committee at the next meeting.

Members were provided with a BlackRock overview for the quarter. The mandate outperformed the benchmark by 1% during the first quarter with an absolute return of 5.7%. It remains ahead of the benchmark over one and three years but has marginally underperformed over the past five years. Members noted that successful asset allocation within the broad asset classes drove outperformance over the quarter. Stock selection and asset allocation between asset classes also had positive contributions relative to performance.

The report continued to support BlackRock for their Corporate Bond and Property portfolios, however Hymans Robertson continue to believe that there are better alternative managers for UK equity, overseas equity and gilts, and the Committee has agreed changes to the management of these portfolios.

Members were presented with BlackRock's performance summary and attribution. All four sub-funds posted positive absolute returns during the quarter. The property fund slightly trailed its benchmark, but the other sub-funds outperformed their benchmark indices.

Mr Freeman reported a positive quarter for Capital International. The fund outperformed the LIBOR +3% performance target by 3.8% over the quarter. Longer term performance also remained comfortably ahead of target over the past year and since inception of the mandate.

Members noted that there have been no material changes to Capital International's investment philosophy, process or team over the quarter. Hymans Robertson continued to support Capital International for the management of this mandate.

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

#### **A9. Capital Market Service**

The Committee considered a presentation by Mr Freeman on the quarter one 2015 market update.

A series of graphs were presented to Members demonstrating market returns, PMI manufacturing indicators, 10-year Eurozone government bond yields, core CPI inflation, interest rate expectations, conventional government bond yields, global equity performance and the IPD UK monthly index.

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

#### **A10. Investment Manager Presentation – Capital International**

Mr Bell of Capital International joined the meeting to present the first quarter of 2015 investment review.

Capital International outperformed the LIBOR +3% performance by 3.8% during the quarter. Mr Bell provided an insight into key economic and market themes for the period. Members were presented with charts demonstrating the positive changes to the UK and global economy.

Mr Bell provided an overview of the portfolio strategy thoughts for quarter one and quarter two of 2015.

Members were advised of the asset allocation and performance to the end of quarter one. Mr Bell provided the value of the fund, £6,829,405, as at 31<sup>st</sup> March, 2015.

Mr Bell finished with his report on the economy and market outlook.

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

Mr Bell was thanked for his attendance and the meeting adjourned.

#### **A11. Adjournment and Resumption**

The Committee adjourned for lunch at 1.05pm and resumed at 2.05pm. The Mayor submitted apologies for the remainder of the meeting.

#### **A12. Investment Manager's Presentation – BlackRock**

Mr David Chatel and Mr Simon Betteley joined the meeting to present their report on BlackRock's performance for quarter one of 2015.

BlackRock outperformed the benchmark by 1% during quarter one. An overweight positioning for overseas equities and underweight positions in UK equities and bonds contributed to positive returns for the quarter. Mr Betteley provided a background into market returns for the quarter and BlackRock's positioning to 30<sup>th</sup> April, 2015. Members were advised of performance attribution for quarter one.

Mr Betteley discussed UK Equity performance during the quarter. UK equities outperformed the benchmark by 0.9% during the quarter. Members were presented with the contributors and detractors for the quarter and the past 12 months together with the transactions during the period.

Overseas equity outperformed the benchmark by 1.2% during the quarter. The report confirmed what worked well and listed trades during the quarter.

Mr Betteley finished with an overview of the property fund for the period. Mr Betteley referred to a sector spread of the property portfolio and highlighted that BlackRock's largest sector allocation was in 'other' assets, consisting of student housing, leisure and healthcare. In line with BlackRock's three year plan the fund's holding in a portfolio of marinas was sold in May 2015 and the portfolio is purchasing additional student housing and multi-let industrial estates which are predicted to produce high returns.

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

Mr David Chatel and Mr Simon Betteley were thanked for their attendance and left the meeting.

#### **A13. Items for Future Report**

The Committee considered a report submitted by the Borough Treasurer setting out items that are to be considered at future meetings and to review any future training requirements. Where there has been a delay in reporting, the reason for this is outlined.

The request for a report on the possible inclusion of the Scheme's liabilities as part of the investment manager's performance was added to the schedule.

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

#### **Part B**

##### ***Matters Requiring Executive Committee Approval***

There were no matters requiring Executive Committee approval.

#### **Part C**

##### ***Matters Requiring Council Approval***

There were no matters requiring Council approval.

The meeting ended at 3.10p.m.

VII(i) – The proceedings of the HOUSING COMMITTEE as follows:

# HOUSING COMMITTEE

HOUSING COMMITTEE – Minutes of Meeting held on Wednesday, 20<sup>th</sup> May, 2015.

Members Present: Mr Councillor D.J. Ashford (Chairman), the Mayor, Councillor Miss D.A.M. Pitts, Councillor Mrs C.E. Malarkey, Councillor Ms K. Angela.

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

## REPORT

### **PART A –**

#### ***Matters decided by the Committee***

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

Mr Councillor S.C. Cain submitted his apologies for absence.

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

There were no declarations of interest.

##### **A3. Election of Vice-Chairman 2015/2016**

It was unanimously agreed that Councillor Mrs C.E. Malarkey will serve as Vice-Chairman for the 2015/2016 municipal year.

##### **A4. Minutes 18<sup>th</sup> March, 2015**

The minutes of the meeting of the Housing and Property Committee held Wednesday, 18<sup>th</sup> March, 2015 were approved and signed.

##### **A5. Sheltered Housing Central Heating Maintenance Contract 2015 - 2018**

The Committee considered a report setting out details of the two tenders received to provide a comprehensive three-year contract for the servicing, safety checks, water testing and routine repairs and maintenance of the Council's sheltered housing central heating, including an out of hours service.

Resolved, "That the report be noted on the minutes and the lowest tender submitted by Stewart Clague Services Ltd., be accepted for the statutory servicing, safety checks, water testing and routine repairs and maintenance of gas and bio-fuel heating and hot water systems across the Council's three sheltered housing sites for the period June 2015 to April 2018, to be entirely funded from the Housing Maintenance Budget."

##### **A6. Sheltered Housing Acceptance and Allocation Criteria**

The Committee considered a report setting out draft criteria proposed by the Department of Infrastructure's Housing Division for acceptance and allocation of sheltered housing. The Assistant Chief Officer (Housing and Property) confirmed that the information before the Committee was in draft only and subject to further review and amendment. The final version of the criteria will come back to the Council for approval in due course.

The Committee discussed whether the income thresholds were too low and could penalise persons who had worked harder to save over the years. There was comment that a fixed term tenancy would not be suitable for sheltered housing tenancies. Some questions were raised about existing criteria and there was some discussion on means-testing. Members agreed to individually pass their comments and views by email to the Assistant Chief Officer (Housing and Property) so that he can forward them to the Department by the deadline of 1<sup>st</sup> June. The recommendation in the report was approved without amendment.

Resolved, "That the report be noted on the minutes and the Committee considers and approves the draft criteria for the acceptance and allocation of sheltered housing as proposed by the Department of Infrastructure's Housing Division, subject to receipt and further approval of the finalised criteria in due course."

The Mayor left the meeting during consideration of this item.

##### **A7. Housing Data Monitoring Report**

The Committee considered the housing data monitoring report.

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



**A8. Corporate Plan 2013 – 2017**

The Committee considered the monitoring report on the Corporate Plan 2013 – 2017 and reviewed the responsibilities relevant to the Housing Committee.

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

**A9. Matters for Future Consideration**

The Committee noted the report on matters for future consideration. Members expressed concern that it will take a number of months for reports to come back on various matters. The Assistant Chief Officer (Housing and Property) advised that these are projects which are subject to Government consultation and so the timetable is not set by the Council.

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

**PART B –**

***Matters to be decided by the Executive Committee***

**B10. Capital Outturn 2014/2015**

The Committee considered a report setting out the position of each of the capital projects as of 31<sup>st</sup> March, 2015. Members reviewed the report and discussed several specific projects.

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

- (i). the level of capital expenditure in 2014/2015 be noted; and
- (ii). the recommendation be made to the Executive Committee to carry forward to 2015/16 all unspent balances on projects where work is ongoing or retentions are payable.”

**PART C –**

***Matters subject to Council approval***

**C11. Kitchen Refurbishment Framework Agreement, Future Phases**

The Committee considered a report on the kitchen refurbishment framework agreement which set out the review and tendering process undertaken by the Department of Infrastructure, Housing Division for future work on kitchens in Council housing.

The total professional fees petition amount is £68,480.00 payable over fifteen years. The estimated annual amount payable will be £6,426.32. The total amount payable will be £96,394.80. The total interest will be £27,914.80.

The whole scheme will be funded from a fifteen year loan met by the housing deficiency grant and charged to job code PH00132.

Resolved, “That the report be noted on the minutes and approval be given to

- (i). The appointment of Silva Consulting Limited, Chartered Quantity Surveyors as the new contract administrator for the remainder of the kitchen framework project, together with their professional fees; and
- (ii). The appointment of Safetynet Limited to carry out pre-refurbishment asbestos surveys; and
- (iii). The Town Clerk and Chief Executive be authorised to petition the Department of Infrastructure for borrowing powers in the sum of £68,480.00, being the amount required to defray the cost of the professional fees for the next phase of kitchen refurbishments to take place at Hillside; and
- (iv). The Department of Infrastructure be advised that an assessment of the Council’s Housing Reserve Fund has been undertaken to establish if sufficient monies are available to fund the proposed scheme via that source.

The meeting ended at 11.10am.

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, 19<sup>th</sup> May, 2015.

Members Present: Mr Councillor J.E. Skinner (Chairman), the Mayor, Mr Councillor S.R. Pitts, Councillor Mrs R. Chatel, Mr Councillor G.J. Faragher.

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

## REPORT

### **PART A –**

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

##### **A1. Election of Vice-Chairman**

It was unanimously agreed that Mr Councillor G.J. Faragher will serve as Vice-Chairman of the Regeneration and Community Committee for the 2015/2016 municipal year.

##### **A2. Apologies for Absence**

Mr Councillor E.A. Joyce submitted apologies for the meeting.

##### **A3. Declarations of Interest**

No declarations of interest were submitted.

##### **A4. Minutes – 17<sup>th</sup> March, 2015**

Minutes of the meeting held on Tuesday, 17<sup>th</sup> March, 2015, were approved and signed.

##### **A5. Matters Arising – Clause A2 – Johnny Watterson's Lane Allotments**

A Member asked for an update on the search for a new Independent Member for the Allotments Committee. The Head of Parks advised that one allottee has expressed an interest in becoming an Independent Member but an advert is yet to be placed in the notice board.

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

##### **A6. Living Promenade – Solar System Model**

The Committee considered a report submitted by the Assistant Chief Officer (Corporate and Development) seeking permission to site the sun for the solar system model within Marine Garden Number 1.

Following deletion of the Living Promenade budget from the capital programme for 2015/16 the Assistant Chief Officer (Corporate and Development) secured sponsorship of £15,000 from Manx Educational and Professional Services towards the project with a smaller amount of £2,250 being funded by Douglas Development Partnership.

The Assistant Chief Officer (Corporate and Development) reminded Members that when the project was originally reported to Committee in December 2013, it was proposed to mount the sun, which forms the centrepiece of the model, on top of the existing sundial on Loch Promenade between the Jubilee Kiosk and Marine Garden Number 1. On further investigation the proposed location would be problematic and expensive. An alternative site in the small square planting bed in Marine Garden Number 1, visible from the walkway, was proposed.

Members noted that although it was originally intended that the sun would be lit using solar power it is now proposed to take power from the nearby supply pillar in the gardens. This proposal will be subject to a separate report to the Environmental Services Committee.

Members were presented with design concepts for the sun.

The Department of Infrastructure has agreed to install the solar system interpretation boards along the Promenade, but given the likely disruption due to the Promenade Redevelopment, a date is yet to be confirmed. It is hoped to install the boards during the relocation of the horse tram tracks.

In answer to question, the Assistant Chief Officer (Corporate and Development) confirmed the Promenade walkway distance markers will be installed immediately after TT week.

Resolved, "That particulars of the report and discussion be noted on the minutes and the sun for the solar system model be sited within Marine Garden Number 1."

#### **A7. Douglas Carnival 2015 Update**

The Committee considered a report submitted by the Assistant Chief Officer (Corporate and Development) updating on plans for Douglas Carnival 2015.

Members noted that since the February meeting the organisers have secured Bushy's to run the After Party bar. The application for both a liquor licence and a music and dance licence will be considered by the Licencing Court on 21<sup>st</sup> May. Three bands have been booked to perform at the After Party event.

The Isle of Man Steam-Packet Company have agreed to sponsor the Gold Sponsorship Package again this year, sponsors for silver and bronze packages are still being sought.

The report confirmed that nine Carnival entries have been received to date; there are numerous other enquiries that are anticipated to become entries in due course.

It was noted that a small number of concessions have been booked for the Promenade walkway.

Davison's has agreed to participate in the Carnival Ice Cream Competition again this year; the Mayor will be invited to help judge the competition again along with Mr Davison.

Members noted a meeting of the Community Committee was scheduled to be held on 27<sup>th</sup> April but was cancelled due to lack of attendance.

Two wheelie bin entries have been received to date, in 2014 entries were received relatively close to the event.

Members discussed the Committee's previous decision to select a Carnival Queen for 2015 and remove the Carnival King element of the competition. Following a discussion, Members unanimously agreed to have both a Carnival King and Queen at the 2015 event, but requested that both the King and Queen travel on either a horse tram or a separate Council float in order to be identifiable to the public. If travelling by horse tram, it was suggested that banners could be erected to announce the Carnival King and Queen are travelling aboard.

Although the previous Mayor travelled by horse tram in 2014, the current Mayor agreed to travel by Trike at the front of the parade.

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

- (i). Progress in relation to plans for the Douglas Carnival be noted;
- (ii). Officers progress a Carnival King and Queen competition with Douglas high schools and that the King and Queen travel by horse tram or Council float; and
- (iii). The Mayor's agreement to travel by Trike at the front of the Parade be noted."

#### **A8. Market Hall Liaison Group**

The Committee considered a report submitted by the Assistant Chief Officer (Corporate and Development) seeking a nomination for a Member to sit on the Market Hall Liaison Group following transfer of responsibility for the Market Hall to the Regeneration and Community Committee.

Members were advised that the licence for the Isle of Man College to occupy the Market Hall is not a tenancy agreement giving the Isle of Man College full rights to the whole building. Instead it permits the College to occupy parts of the building at certain times. Parts of the building remain available for use by other parties for a range of uses. For this arrangement to work smoothly and effectively there needs to be a high level of communication between the parties and co-ordinate activities. Ensuring that the shared space is clean, safe and available for these uses at specific times requires regular liaison.

Members noted that in view of the proposal to dispose of the Market Hall, the role of the Liaison Group is likely to evolve over the coming two years to liaise with the occupiers until such time as the building closes.

In answer to question, the Assistant Chief Officer (Corporate and Development) confirmed the group meets bi-monthly.

Resolved, "That particulars of the report and discussion be noted on the minutes and Mr Councillor G.J. Faragher be elected to sit on the Market Hall Liaison Group."

#### **A9. Town Centre Regeneration – Hanging Baskets in Howard Street and Granville Street**

The Committee considered a report submitted by the Assistant Chief Officer (Corporate and Development) seeking permission to provide hanging baskets in Howard Street and Granville Street from summer 2016 onwards.

The report confirmed that Phase 2 of Douglas Town Centre Regeneration works are due for completion in October this year. The Phase 2 contract includes the regeneration of much of Howard Street and Granville Street. The improvements in both streets are due to join up with and be completed as part of the Promenade improvement scheme.

It had originally been anticipated to include public art and planting similar to Regent Street for both Howard Street and Granville Street. However, as designs progressed it became apparent that there was considerably less scope in these streets due to the requirement of providing servicing and emergency access and because of underground utilities and other obstructions. Consequently, the Regeneration Committee expressed a wish to see planting displays, movement and colour as part of the future character of both streets.

Members had in front of them drawings and visuals proposing new hanging baskets affixed to the buildings on each side of both streets. The proposals involve a total of forty hanging basket sites; eighteen in Granville Street and twenty-two in Howard Street.

The Phase 2 contract includes a sum to purchase and install forty brackets, subject to approval by the property owners. However, the success of the planting scheme is likely to be dependent upon all property owners participating in the Council's normal hanging basket scheme, whereby businesses can purchase serviced hanging baskets each summer. The planting would not be successful if some occupants refused to participate either now or in the future. It was therefore proposed that the Council provide serviced hanging basket displays for the 40 baskets in Howard and Granville Street as part of its contribution to decorating the regenerated streets for summer. With the exception that the baskets would be suspended from buildings, the scheme would echo the planters provided by the Council in Victoria Street.

The report confirmed a cost in the region of £3,200 to be funded from the existing hanging basket budget (SL 165).

A Member suggested a possible sponsor for the purchase of the additional flowers, the Head of Parks agreed to discuss the idea with the Member.

In answer to question, the Assistant Chief Officer (Corporate and Development) confirmed additional seating has been installed at Granville Street, traditional seating will be installed in Howard Street and seating in Guttery Gable, along with an art scheme, is currently being considered.

Resolved, "That particulars of the report and discussion be noted on the minutes and the Council provide displays for hanging baskets for forty proposed new sites in Granville Street and Howard Street from summer 2016 onwards as part of the Council's contribution to the Town Centre Regeneration Programme."

#### **A10. Items for Future Report**

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

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

#### ***PART B –***

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

#### **B11. Capital Outturn 2014/15**

The Committee considered a report submitted by the Assistant Chief Officer (Finance) to receive the financial year end outturn position on the capital programme.

The Assistant Chief Officer (Finance) advised that this report had previously been considered by the Executive Committee on an annual basis.

Members had in front of them a table listing values spent on all capital schemes in 2014/15, the totals for the Committee and notes on variances to the revised estimates. A total of £869,900 was expended in 2014/15. The amounts recommended for carry forward had also been set out in the report. Members noted that all projects are currently underspent although some are still ongoing.

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

- (i). The Committee recommend to Executive Committee the carry forward to 2015/16 of all unspent balances on projects where work is ongoing or retentions are payable; and
- (ii). The level of Capital Expenditure in 2014/15 be noted."

#### ***PART C –***

*Matters requiring Council approval*

There were no matters requiring Council approval.

The meeting ended at 11.37am.

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

# ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of Meeting held on Monday, 18<sup>th</sup> May, 2015.

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

In Attendance: Assistant Town Clerk, Assistant Borough Engineer, Senior Engineering & Waste Services Manager, Building Control Manager, Accountancy Manager, Democratic Services Officer, Assistant Chief Officer (Corporate and Development), Head of ICT.

## REPORT

### **PART A –**

#### ***Matters decided by the Committee***

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

Apologies for absence were submitted by Mr Councillor C.L.H. Cain.

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

There were no declarations of interest.

##### **A3. Minutes – 16<sup>th</sup> March, 2015**

The minutes of the regular meeting held Monday, 16<sup>th</sup> March, 2015 were approved and signed.

##### **A4. Matters Arising – A2 – Litter Control Notices**

A Member raised concerns about the amount of litter by the turning circle on Douglas Head.

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

##### **A5. Election of Vice-Chairman 2015/2016**

Mr Councillor W.M. Malarkey was unanimously elected to serve as Vice-Chairman of the Committee for the 2015/2016 municipal year.

##### **A6. Planning Application 15/00351/B – 18 Castlemona Avenue**

The Committee considered planning application 15/00351/B seeking approval for conversion of an existing dwelling to five self-contained apartments at 18 Castlemona Avenue. The application came forward for Committee consideration at the request of Members.

Plans were circulated and viewed by the Committee. Although the area is zoned residential, there is currently no parking provision on site and no opportunity to create new car parking spaces. The development would see five, one bedroom apartments created, one apartment per floor. The lower ground floor apartment would have limited outlook from the principle rooms due to being located below street level.

Members discussed the area which is already very congested as there is limited street parking. There was speculation on the possible future use of the building if planning application is not approved. There was discussion on the poor amenity to the basement flat.

Resolved, That the application and discussion be noted on the minutes and it was agreed that an objection be raised to this application on the grounds that:-

- (i). The proposal is considered to be contrary to General Policy 17 (b) of the Isle of Man Strategic Plan 2007 in that the proposed development, if approved, would have a detrimental impact upon the residential amenity of the occupiers of the lower ground floor apartment, in particular, by reason of inadequate levels of natural light and outlook.
- (ii). The proposal is considered to be contrary to General Policy 17 (a) and Transport Policy 7 of the Isle of Man Strategic Plan 2007 in that the proposed development, if approved, would unacceptably harm the amenity of the surrounding area by reason of adding to the existing kerbside congestion.”

For: 3 – Against: 1

Councillor Mrs E.C. Quirk asked that her name be recorded as voting against the resolution.

**A7. Planning Application 13/91517/C – Vacant motor garage/sales premises on land between the Wool Control and 41 Peel Road**

The Committee considered planning application 13/91517/C seeking approval for redevelopment of the site with residential scheme of apartments at the vacant motor garage/sales premises on land between the Wool Control Centre and 41 Peel Road. The application is re-advertised due to receipt of amended plans.

Planning approval in principle has been granted under PA 11/00724/A to redevelop the site for residential purposes.

The application seeking approval for the reserved matters outlined in the approval notice for the above application, and proposing a scheme of seventy-four apartments was submitted in December 2013. This application was considered by the Committee at its meeting held on 13<sup>th</sup> January 2014. The Committee agreed to raise no objection to that application.

This application has been resubmitted as an amendment to the current application. The scheme has now been subjected to a number of amendments, the most significant of which are:

- the footprint of the main building has been reduced, with its south eastern end being moved approximately 2.75 m further away from the adjacent property (No. 41 Peel Road);
- The access from Peel Road and the external parking spaces have been amended accordingly. This will result in the removal of an additional three trees and the retention of a tree that was previously to be removed;
- The uppermost level of the main building has been extended to the north west;
- The elevational treatment of the buildings, including window patterns, has been amended;
- The changes have resulted in a reduction in the number of proposed apartments from seventy-four to seventy-three.

Question was raised as to the number of parking places provided and the size of the proposed apartments. It was confirmed that provision is made for seventy-three parking spaces; and that the development will contain thirty-six, two-bedroom apartments and thirty-seven, one-bedroom apartments. There was a lengthy discussion on the expected parking requirements. It was suggested that one parking space per apartment is inadequate for the size of the apartments and that there is no designated parking for visitors. It was suggested that the Council should take a firm, consistent line to ensure that all developments and redevelopments within the town make adequate provision for parking.

It was noted that provision of one space per unit complies with planning recommendations. It was also noted that the proposed development is on busy bus routes, and is a short walk from the town centre. It was also noted that the site has lain empty for several years and will benefit from redevelopment.

That motion was put, “That the planning application and discussion be noted on the minutes and no objection be raised.”

For: 2 – Against: 2

The Chairman used his casting vote and voted against the motion, which fell accordingly.

Councillor Mrs C.A Corlett and Councillor Mrs E.C. Quirk asked that their names be recorded as voting for the resolution.

As the original motion fell, an objection to the application is to be lodged with the Planning Office, on the grounds that the proposed development would be an over-intensive use of the site, and that the proposals contain inadequate parking provision.

**A8. Notice – 59 Bucks Road, Douglas**

The Committee considered a report on the external appearance of 59 Bucks Road, Douglas. The report identified the works which need to be done to the property. The walls, including the window frames and the boundary wall are in need of repainting. Photographs of the property were attached to the report.

Resolved, “That the report be noted on the minutes and approval be given for the service of a Notice on the owner of 59 Bucks Road, Douglas, under Section 24 of the Building Control Act 1991, requiring repainting the property including the masonry walls and the window and door frames.”

**A9. Notice – 138 Bucks Road, Douglas**

The Committee considered a report on the external appearance of 138 Bucks Road, Douglas. The report identified the works which need to be done to the property. The masonry, metal railings and gate to the front garden boundary wall all need to be repainted. Photographs of the property were attached to the report.

Resolved, "That the report be noted on the minutes and approval be given for the service of a Notice on the owner of 138 Bucks Road, Douglas, under Section 24 of the Building Control Act 1991, requiring repainting of the masonry, metal railings and gate to the front garden boundary wall."

**A10. Notice – 63 Circular Road, Douglas**

The Committee considered a report on the external appearance of 63 Circular Road, Douglas. The property is an empty plot which is bounded by a temporary steel mesh fence. Photographs of the property were attached to the report.

Resolved, "That the report be noted on the minutes and approval be given for the service of a Notice on the owner of 63 Circular Road, Douglas under Section 14 of the Local Government (Miscellaneous Provisions) Act 1984, requiring erection of a permanent timber fence on the site boundary to replace the existing temporary steel mesh fence."

**A11. Nelson Hotel, 11 Mona Drive**

The Committee considered a report regarding improvements works to the Nelson Hotel, 11 Mona Drive. A Notice has already been served on the owners requiring repainting and repair works to the masonry and front door of the property. The deadline set in the Notice for completion of the works has now passed. Council policy where there is a failure to comply with the terms of a Notice, is to immediately seek a prosecution of the owner. In this instance, the architect acting on behalf of the owner has provided information on the on-going refurbishment works and a timetable for engaging a contractor to complete the external works. According to the timetable provided, the works should be completed within the next few months.

In discussion, question was raised on the options open to the Council if the works are not completed within the proposed timetable. The Building Control Manager advised that there is a six months' time limit for the Council to seek a prosecution after expiry of the deadlines set in the Notice. If the Council does not begin prosecution proceedings within that period, then a new Notice would have to be served, effectively restarting the entire process.

Resolved, "That the report and the discussion be noted on the minutes and approval be given to seek a prosecution of the owner of the Nelson Hotel, 11 Mona Drive for failure to comply with the terms of a Notice if works have not been started by the 31<sup>st</sup> July, 2015 and/or completed by the 23<sup>rd</sup> September, 2015."

**A12. Schedule of Unightly Properties**

The Committee considered the Schedule of unsightly properties being dealt with on behalf of the Council. Members reviewed the schedule and discussed a number of specific properties. There was some discussion on zero-rated properties. The Accountancy Manager advised the Committee that properties can be zero-rated for several reasons, including the fact that they are uninhabitable. The zero rating will only be applied if the property lacks the essentials for accommodation, not simply because it is in a poor state of repair. Charity shops are rated, but can be exempt from paying rates. The exemption is not automatic and the charity must apply for the exemption every year. There are a number of different pieces of legislation which cover these issues.

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

**A13. Planning Application 15/00492/B – 6 Victoria Street, Douglas**

The Committee considered planning application 15/00492/B seeking approval for the conversion of existing office accommodation into six self-contained apartments at 6 Victoria Street, Douglas. The development would see five, two-bedroom, and one, one-bedroom apartments created, arranged over four floors. The ground floor and basement would remain as licensed premises. The principle rooms of the apartments would have an outlook over either Victoria Street or Villiers Square. None of the apartments would seem to have a limited outlook. There is currently no parking provision on site, and no opportunity to create new car parking spaces. It is understood that currently the upper floors of the building are used as office suites, a number of which are vacant. It is further understood that despite attempts to let the vacant suites, demand is limited.

The site falls within the Douglas Promenades Conservation Area and the land use designation within the Douglas Local Plan is predominantly offices. This land use refers to 'predominantly' and therefore other uses are not precluded. The use of part of this building for residential use could be seen as complimenting the other building uses found in Victoria Street.

The apartments will be situated directly over licenced premises therefore some form of sound reduction between the licenced premises and the flats will be required.

There was discussion on the lack of parking provision for the apartments. It was agreed that these premises differ, in that the area surrounding the building is a no-parking zone, so there will not be an expectation on the part of future occupants that they will be able to park nearby. It was briefly discussed



that occupation as residential dwellings is a better use of the property than leaving it as empty office accommodation.

Resolved, "That particulars of the application be noted on the minutes and no objection be raised, subject to a suggested condition being attached to any approval requiring a satisfactory response from a relevant Environmental Health Officer regarding acoustic improvements to the floor separating the licenced premises from the apartments above the licensed premises."

The Building Control Manager was thanked for his attendance and left the meeting.

#### **A14. Recycling Trial at Ballakermeen High School**

The Committee considered a report evaluating the trial of collection of recyclable materials from Ballakermeen High School.

The report stated that since the trial programme started in November 2014, the following has been achieved:-

1. Twenty 90 litre bags of plastic bottles have been collected on the Council's regular Kerbside Collection Service since the trial began at Ballakermeen High School.
2. As the collection is carried out on a bi-weekly basis as part of the existing Kerbside Service, the Council has not incurred any additional collection costs from carrying out the works.
3. The school has gone from initially two bottle-shaped recycling bins to six in total, with an associated increase in material collected.
4. The supply of bins by the Council has allowed the school to divert a small sum to additional recycling projects, which otherwise would not have occurred. These projects will raise further awareness of recycling amongst students.
5. The school has seen a corresponding reduction in the volume of their refuse bins.
6. Aside from the purchase of the recycling bins there has been no additional cost to Douglas Borough Council in carrying out the service.
7. Officers from the Waste Services Section have been asked to provide additional information on recycling and to help the school make further progress with its recycling programme, something that has arisen from the Council supplying the bins.
8. Currently the service only includes plastic bottles; however Ballakermeen High School has expressed an interest in receiving the can-style bins to increase their recycling levels in metals particularly aluminium.
9. Paper is currently collected as part of the Isle of Man Government's Bring-Bank Service this could also be taken into the Kerbside Service.

There was wide-ranging discussion of the Council's recycling operations, including discussion of Bring Banks and the tonnages collected. The Chairman asked officers to provide further information prior to the meeting planned to discuss the proposed planned localisation of services.

Resolved, "That approval is given to the adoption of the school recycling trial into standard practice as part of the Council's Kerbside operations, for those schools and colleges that wish to take part."

#### **A15. Shaw's Brow Car Park Charity Car Boot Sales**

The Committee considered a report on charity car boot sales to be held on Sundays in Shaw's Brow Car Park. A previous trial had shown that these events were popular with the charities, but had failed to increase the hoped for footfall into the town centre, so the trial was not continued. The matter was now being reconsidered by the Committee.

Shaw's Brow Car Park could be used as a venue for a monthly charity car boot sale for ten months of the year (excluding November and December during the Christmas shopping period) and charities could apply for one of the monthly sessions.

This would be managed much like charitable collections for the town centre are managed. Charities would apply in September for one of the dates for the following year and these would be allocated on a first come first served basis. Should all available dates not be filled then applications could be accepted later.

Resolved, "That the report be noted on the minutes and approval be given for

- (i). Shaw's Brow Car Park to be used one Sunday a month as a venue for a charity car boot sale; and
- (ii). Sales take place a maximum of ten months of the year (excluding November and December); and

(iii).Registered charities to apply to hold the car boot sale on one of the available dates which would be allocated on a first come, first served basis; and

(iv).Charities pay a fee of £120 in advance for each event.”

#### **A16. Car Parking During Events**

The Committee considered a report on car parking for the Douglas Carnival, 2015 and on Saturday, 4<sup>th</sup> July, 2015 to encourage shoppers to participate in a promotional campaign to support of independent traders in the town to be called ‘*Independents Day*’.

Resolved, “That the report be noted on the minutes and approval be given to

- (i) the closure of the Bottleneck Car Park from 8pm on Friday 17<sup>th</sup> July 2014 until 2pm on Sunday 19<sup>th</sup> July to enable the area to be used in connection with the Douglas Carnival on 18<sup>th</sup> July; and
- (ii) the provision of free car parking in Shaw’s Brow and Chester Street Car Park from midday until midnight on Saturday 18<sup>th</sup> July in order to encourage use of the car park by those visiting the Carnival; and
- (iii) the provision of free car parking in Shaw’s Brow and Chester Street Car Park on Saturday 4<sup>th</sup> July in order to encourage shoppers to participate in “Independents Day” on Saturday 4<sup>th</sup> July.”

#### **A17. Corporate Plan 2013 – 2017**

The Committee considered the monitoring report on the Corporate Plan 2013 – 2017 and reviewed the responsibilities relevant to the Environmental Services Committee. Members noted that the length of time taken to receive petition approval for some capital projects is causing difficulties for the Council.

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

#### **A18. Items for Future Consideration**

The Committee considered a report setting out items on which there reports are expected. Members asked for an update on the new Dogs Byelaws. Officers advised that the business case will be brought forward for a new vehicle to operate kerbside collections.

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

### ***PART B –***

#### ***Matters requiring approval from the Executive Committee***

#### **B19. Publicity Campaign for Kerbside Recycling**

The Committee considered a report setting out proposals and seeking funding for a campaign to support and encourage recycling in the Borough. The report set out three separate, but inter-related elements to be developed; namely a public relations media campaign, equipment and improvements for the Training Room at Ballacottier and creation of a bespoke video production.

The report made reference to the Waste & Resources Action Programme (WRAP), which is the United Kingdom’s leading charity regarding the ‘Circular Economy’. WRAP’s guidance recommends expenditure of between £1 and £2 per household per campaign to promote recycling, with higher expenditure where little or no promotion has occurred previously. Two Local Authorities on the Island are currently investing around £2.00 per household in their respective campaigns. In both cases their promotional efforts are already proving to be sound investment.

The aim of the set of activities identified is to target all sections of the community so that there will be immediate gains but perhaps more importantly, longer term yields by changing cultural behaviours.

Members reviewed the report and discussed each of the elements in detail. Question was raised about Training Room at Ballacottier. Officers confirmed that the equipment to be procured would include screens, two projectors, display boards and an overall refresh of the room. The old equipment would be disposed of in line with Council policy. The changes to the room would enable the use of videos, interactive real-time updates for planned events such as visits from school parties and other interested groups.

Members asked for further information on the creation of a bespoke video production. Officers explained that on-line videos are very popular and are viewed many times. They are very effective means of communication used by many different businesses. There are several local companies who design and produce videos so material specific to the Borough and the Island could be produced and used on social media, the Council website and for events in the Training Room. In some instances the videos would be small snippets of information which could be repeated in differing formats to keep the recycling message fresh. The figure set out in the report is a budget figure, based on the cost of previous videos made about the horse trams and the Jubilee Clock.

There was discussion of the usefulness of a public relations campaign in the newspaper and on the radio. Comment was made that people ignore these media and/or skip over advertising in them. In response it was stated that the reason for including all the elements in the proposal is to reach as many sections of the population as possible so as to increase the overall rates of recycling in the Borough. The public relations campaign would include specific information on the recycling on the Island and help dispel some of the myths which have developed.

There was discussion of the stickers for display on bins produced to remind residents to recycle. The stickers have been made and comment was made that distribution of these has been slow and several instances were given of areas where the bins do not yet have the stickers. There was suggestion that there should be a leaflet campaign to remind about recycling instead of regular newspaper or radio campaigns. Officers suggested that research by WRAP and Keep Britain Tidy shows that receipt of regular smaller pieces of information has a greater long-term impact than one-off campaigns.

There was discussion of the statistics which may already be available to show which residents participate in recycling and which don't currently participate.

There was discussion of the possibility of accepting only part of the report, and it was agreed that the proposals are inter-related and will make the most impact as a whole package. It was also noted that even a relatively small increase in recycling rates will reduce the amounts the Council has to pay for waste disposal. The Chairman asked that further statistics on this point be extracted from existing information available and that officers attend the meeting of the Executive Committee wherein this report will be considered.

Resolved, "That the report and discussion be noted on the minutes and approval be given to

- (i) Implementation of a public relations campaign including newspaper advertising, radio interviews and more extensive use of the Council's existing social media up to a budget sum of £7,500.00.
- (ii) Procurement of equipment to enable the Training Room at the Council's Operational Service Centre to be used for planned events for visitors up to a budget sum of £3,500.00.
- (iii) The creation of a bespoke video production, illustrating the Council's recycling and processing operations from collection to disposal up to a budget sum of £3,800.00.
- (iv) Referral of the report to the Executive Committee for Revenue Reserve Funding approval up to the sum of £14,800.00."

#### **B20. Enevo Bin-sensor Trial**

The Committee considered a report seeking approval for a one-year trial of the Enevo Bin-Sensor System. A company called Enevo produces sensors to be installed in litter bins which measures how much litter is in the bin. The information is electronically conveyed to a back-office system which enables real-time reporting and email notification. The system is similar to the Big Belly bin system, except that there is no compaction of the contents of the bin. It is cheaper system to install. The sensors enable improved management of litter collection as unnecessary trips to bins which don't need to be emptied are avoided; and full bins can be emptied sooner.

There has been a very limited trial using two sensors, which has shown that further investigation of the system is justified. The report is seeking approval for a full trial of the system using thirty sensors over a twelve month period. This longer period will enable sufficient data to be gathered so as to smooth out seasonal variations. The cost of the trial will be £2,600.

Resolved, "That the report is noted on the minutes and approval be given to

- (i) a one year trial of the Enevo Bin Sensor System in order to increase collection efficiency of litter bin waste in strategic locations throughout the Borough; and
- (ii) the report be referred to the Executive Committee for General Revenue Reserve funding approval in the amount of £2,600.00."

#### **B21. Vehicle Advertising**

The Committee considered a report setting out a proposal for a flexible advertising system for use on the Council's refuse and kerbside vehicles. The current advertising and promotional campaigns are delivered via vinyl stickers which are affixed directly to the side of the vehicle. The signs are produced and installed by a local company at an approximate cost of £500 each. The vinyl stickers are not reusable and occasionally have been found to damage the vehicle paintwork when they are removed.

The proposal set out in the report is to install a proprietary system on four refuse collection vehicles and one kerbside collection vehicle. The systems would allow advertising banners to be changed quickly and simply and to be reused.

Details of two differing systems were set out in the report, including initial costs, banner printing costs and associated matters. The Agrippa system comprises of a lightweight frame fixed to the side of the

vehicle on which the banner is attached. The Spedian system uses Velcro and locking studs. Both systems include one set of banners for each vehicle. In addition, they are both offered with a three year warranty for the system and are tried and tested in the market place.

Resolved, "That the report be noted on the minutes and approval be given to

- (i) The installation of the proprietary advertising system produced by Spedian Limited on four refuse collection vehicles and one kerbside recycling vehicle to be funded from the plant renewals fund in the sum of £3,565.00; and
- (ii) Funding for additional promotional banners for each of the above vehicles to be funded from general revenue reserves in the sum of £1,945.00; and
- (iii) A growth item to be included in 2016/2017 budget for additional banners, amount to be determined during the budget process based on forthcoming campaigns or advertisements; and
- (iv) The matter to be referred to the Executive Committee for approval of the funding from the Plant Renewals Fund and the general revenue reserves."

**B22. Capital Outturn 2014/2015**

The Committee considered a report setting out the position of each of the capital projects as of 31<sup>st</sup> March, 2015. Members reviewed the report and discussed several specific projects.

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

- (i) the level of capital expenditure in 2014/2015 be noted; and
- (ii) the recommendation be made to the Executive Committee to carry forward to 2015/16 all unspent balances on projects where work is ongoing or retentions are payable."

***PART C –***

***Matters requiring Council approval***

There were no matters requiring Council approval.

The meeting ended at 2.03pm.

IX – MOTIONS, of which Notice has been given by Members of the Council under Standing Order 26:

## MOTIONS

1. Mr Councillor S.R. Pitts to move:

*“That in the event that the horse trams are relocated onto the Promenade walkway, the Council offer the horse tram undertaking to the Isle of Man Government for a nominal fee as a heritage attraction, along with an agreement for long term use of any land concerned with such undertaking, but that said land remain in the ownership of the Council.”*

Under Standing Order 30, the Motion, upon being moved and seconded and without debate, shall stand referred to the Executive Committee for consideration and report back to Council by 14<sup>th</sup> October, 2015.

X – Any MISCELLANEOUS BUSINESS of which notice has been given, as follows:

## MISCELLANEOUS BUSINESS

1. The Chief Executive to report that a vacancy has arisen in Murray's Ward as a consequence of Mr Councillor W.M. Malarkey ceasing to be a Member of the Council following his election to the House of Keys. Public notice of the vacancy has been issued and nominations close on 8<sup>th</sup> June. If a ballot is required it will take place on Thursday, 2<sup>nd</sup> July.
2. The Council to adjourn while the Executive Committee meets to consider the appointment of a Member to the Environmental Services Committee to fill the vacancy caused by the election of Mr Councillor W.M. Malarkey to the House of Keys.
3. The Council to appoint a Member to the Standards Committee to fill the vacancy caused by Mr Councillor W.M. Malarkey being elected to the House of Keys.

*If more than one nomination is made and seconded a ballot will take place.*

4. The Council to appoint a Member of the Environmental Services Committee to be the Council's representative on the Eastern District Civic Amenity Site Joint Committee to fill the vacancy caused by the election of Mr Councillor W.M. Malarkey to the House of Keys.

*If more than one nomination is made and seconded a ballot will take place.*

5. The Council to appoint a Member to act as one of the Council's representatives on the Douglas Town Band Committee to fill the vacancy caused by resignation of Mr Councillor G.J. Faragher from the Committee.

*If more than one nomination is made and seconded a ballot will take place.*