



Borough of Douglas

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

Town Hall,

Douglas,

3rd October, 2014

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held on WEDNESDAY, the 8th day of OCTOBER, 2014, at 2.30 o'clock in the afternoon, in the COUNCIL CHAMBER within the TOWN HALL, DOUGLAS for the transaction of the hereinafter mentioned business.

I am,

Yours faithfully

Town Clerk & Chief Executive

Order of Agenda

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

II - Any statutory business.

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

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

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

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

- (i) The Executive Committee;
- (ii) The Pensions Committee;
- (iii) The Standards Committee;
- (iv) The Eastern District Civic Amenity Site Joint Committee;
- (v) Any other Joint Committee;

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

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

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

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

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

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

AGENDA

III – Chief Executive to read minutes of the Council Meeting held on Wednesday, 13th August, 2014.

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

EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Friday, 26th September, 2014.

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

In Attendance: Chief Executive, Borough Treasurer, Borough Engineer & Surveyor.

REPORT

PART A –

Matters within the scope of the Committee's delegated authority

A1. Apologies for Absence

No apologies for absence were submitted.

A2. Declarations of Interest

No declarations of interest were submitted.

A3. Minutes

The minutes of the meeting held on Friday 25th July 2014 were approved and signed.

A4. Matters Arising From Previous Minutes

Clause A12 – Monthly Financial Review: it was confirmed that the Borough Treasurer had written to the Department of Infrastructure in respect of outstanding amounts relating to the Shaw's Brow Car Park. It was noted, however, that no response had been received to date.

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

A5. Minutes and Referrals of the Environmental Services Committee

The Committee considered the minutes of the Environmental Services Committee meeting held on Monday 15th September 2014, including the below items specifically referred to the Executive Committee:

Clause B12 – Replacement Vehicle (Mechanical Road Sweeper): the Committee had approved the procurement of a Scarab Minor mechanical sweeper to replace vehicle HMN 890L.

Clause B13 – Shaw's Brow Car Park LED Lighting: the Committee had approved the replacement of the existing lamps in the car park with LED units, and approval was therefore sought for funding for the project accordingly.

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

(ii) That approval be given for the procurement of a Scarab Minor mechanical road sweeper from Scarab Sweepers Ltd, to be funded from the Plant Renewals Fund;

(iii) That the Borough Engineer & Surveyor be instructed to draw up an options appraisal in respect of vehicle HMN 890L, for consideration by the Chairs of the Executive and Environmental Services Committees, and that they be authorised to make a decision on the vehicle's future accordingly; and

(iii) That approval be given for funding for replacement LED lighting units in the Shaw's Brow Car Park, to be funded from General Revenue Reserves."

A6. Minutes and Referrals of the Regeneration and Community Committee

The Committee considered the minutes of the Regeneration and Community Committee meeting held on Tuesday 16th September 2014, including the below item specifically referred to the Executive Committee:

Clause B7 – Douglas Carnival 2014: approval was sought for additional funding to cover the unanticipated costs incurred by the event.

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

(ii) That approval be given for a further £5,388 of funding from General Revenue Reserves to cover the budget shortfall in respect of the 2014 Douglas Carnival.”

A7. Minutes and Referrals of the Housing and Property Committee

The regular meeting of the Housing and Property Committee, scheduled for Wednesday 17th September 2014, had been cancelled due to being inquorate. It was noted that the meeting could not be reconvened for the following week as it would still not be possible to secure a quorum. All items on the agenda were therefore to be carried forward to the next meeting, with the exception of one report, which was submitted directly to the Executive Committee and considered accordingly as a separate agenda item.

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

A8. Annual Attendance Report for the Year 2013 / 2014

The Committee considered a written report by the Assistant Chief Officer (Human Resources) setting out details of the Attendance at Work Report for the year 2013 / 2014, which showed:

- The comparison with the previous year (2012 / 2013):- (i) there was an increase in the number of days’ absence recorded for NJC staff; and (ii) there was a decrease in the number of days’ absence recorded for Whitley Council staff;
- The comparison with the average level of sickness absence for local government (as per the Chartered Institute of Personnel and Development (CIPD) Report July 2013):- (i) Douglas Borough Council non-manual employees lost an average of 5 days, compared to the average non-manual employees’ total of 10 days; and (ii) Douglas Borough Council manual employees lost an average of 10 days, compared to the average manual workers’ total of 11 days.
- The average level of sickness for all Douglas Borough Council employees was 8 days per employee, compared to the average for all employees in local government (as per the CIPD 2013 survey) of 9 days per employee.

According to the CIPD Annual Survey Report 2013, there had been a rise in absence levels in the United Kingdom, and it was pleasing to note that this had not been the case at the Council which, on the whole, showed a decrease in the average number of sick days taken per employee.

Members were reminded that the Council had in place a clear and consistent written absence management policy, and line managers (who were primarily responsible for managing and promoting attendance at work) were provided with assistance to develop their capability to manage both short-term and long-term absences. Both the needs of the employee and the needs of the Council were taken into consideration when dealing with ill-health management, and the Council treated each case of absence individually, operating on a fair and consistent basis whilst still being flexible.

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

(ii) That a clear and consistent approach to managing absence, associated issues, and a focus on employee attendance be maintained;

(iii) That line managers continue to ensure effective and timely interventions, and to ensure all policies and procedures concerning absence were effectively communicated to all employees;

(iv) That Human Resources continue to provide support to line managers, maintain records (based on the information provided by line managers), and seek advice from Occupational Health where necessary; and

(v) That in future, for comparative purposes, the report also include average figures for the previous three years.”

A9. Douglas Borough Council Corporate Plan 2013 – 2017

The Committee considered a written report by the Assistant Chief Executive setting out a review of progress made in respect of the Action Plan as contained in the Corporate Plan 2013 / 2017.

Members were advised that forward planning provided the framework for the Council’s future activities and, by publishing a Corporate Plan, the Council was providing a documented demonstration to its stakeholders of its intentions.

The Corporate Plan was a strategic document, focusing on major priorities, and was also an essential element of the Council’s responsibilities as part of good governance. Over-arching aims fed into Department and Section plans, with these then being converted into actions assigned to individual officers at the relevant levels.

It was intended that the Executive Committee would formally review the Plan annually, with regular reports being submitted to each Committee to review progress against the Action Plan (as contained in the Corporate Plan).

Members also considered the latest monitoring schedule for items specific to the Executive Committee (as appended to the written report). It was noted that a separate monitoring schedule had been submitted to the Standards Committee, as 'Executive Governance and Strategy' were all intrinsic parts of the main, policy-led, functions of the Council, and that actions which specially mentioned, or were within the remit of, the Standards Committee, were included for completeness in this report to the Executive Committee.

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

(ii) That the latest monitoring schedule from the Corporate Plan 2013 – 2017, in respect of responsibilities relevant to the Executive Committee, be approved, subject to the following -

- Performance Measures: that a report be submitted to the Committee in January 2015 updating Members on progress;
- Procurement Processes: that the changes to the Constitution, proposed in respect of advertising for tenders and contracts, be submitted to the Committee in November 2014."

A10. **Licensing Administration / Rates**

Resolved, "That this report be withdrawn and referred back to the Chief Officers' Management Team for views in the first instance."

A11. **Monthly Financial Review**

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

Members were advised that the Isle of Man Government Treasury had conducted a review of auditing arrangements for local government, and that different levels had been set, depending on the turnover of the organisation. Larger organisations, such as the Council and the Local Government Superannuation Scheme, would, however, still require a Statutory Audit. It was noted that the current service providers had been awarded a further five-year contract.

Members were also advised that The Treasury had informed all local authorities that HSBC plc had been appointed as the new provider for local authority borrowing, coming into effect from 1st January 2015. Any existing fixed-rate interest term loans would remain with the Isle of Man Bank, however, existing variable-rate loans and overdraft advances would be re-financed with HSBC. The Borough Treasurer and the Assistant Chief Officer (Income) were currently reviewing this, to ensure it would be financially advantageous to re-finance these loans. It was noted that the maximum long-term borrowing period currently being offered by HSBC was fifteen years, therefore, any loans taken out for a longer period would need to be re-financed in the future with a residual balance. HSBC had been introduced to Local Authority Finance Officers and their account opening team were to work with local authorities to progress the opening of new facilities by 30th September 2014. As HSBC was not the Council's bank, formal approval was needed from the Committee to open a new bank account with them, however, as full details of the new arrangements were not yet available, this approval was only to open a new account and enter into further discussions regarding the Local Authority Borrowing Framework Agreement.

In respect of Sundry Debtors, it was noted that the largest debt related to the Shaw's Brow Car Park. The Department of Infrastructure had been informed of the final position for 2013 / 2014, however, payment had not been received despite the Department having had ample opportunity to settle the outstanding amount.

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

(ii) That details of the new Local Authority Borrowing Scheme also be noted;

(iii) That approval be given for a bank account to be opened with HSBC;

(iv) That authority be given for officers to enter into further discussions regarding the new Local Authority Borrowing Scheme; and

(v) That the Department of Infrastructure be advised that, unless payment of the outstanding amount relating to the Shaw's Brow Car Park was received by the 24th October 2014, the Council would take action to recover the monies."

A12. Revenue Out-Turn 2013 / 2014

The Committee considered a written report by the Assistant Chief Officer (Finance) setting out the revenue out-turn position for the 2013 / 2014 financial year, together with an appraisal of the Balances position as at 31st March 2014.

This annual report set out the overall revenue performance against budgets, and the ensuing impact upon the General Revenue Reserve. In respect of the revenue out-turn position across all Committees, there was a significant underspend position at the service level, compared to the original approved budget. It was noted that the revenue out-turn position across all services, together with all other revenue items, provided a significant final contribution into the General Revenue Reserve balance, and that the year-end balance, before future commitments had been considered, was considerably higher than the balance envisaged when the original budget had been approved in January 2013 (although it was noted that significant commitments did exist).

It was noted that a further review of the Balances would need to be conducted as part of the 2015 / 2016 budget process, with the outcome to be reported to Committee, and with recommendations for any fund top-ups that may be required in order to assist with the funding of identified priority schemes.

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

(ii) That the year-end revenue out-turn position for 2013 / 2014 be noted and approved, including the final contribution into balances of £482,937; and also the year-end General Revenue Reserve balance of £3,261,397 (before future commitments);

(iii) That, in future years, the Revenue Budget Summary includes an additional column showing ‘Variance without Depreciation’;

(iv) That approval be given for the favourable variance on Rover Tickets income of £10,673 to be allocated to the Trams Renewals Fund to provide contingency for the rolling stock;

(v) That the Assistant Chief Executive be requested to update the Committee in relation to the Nursery Automation scheme;

(vi) That the Committee be provided with clarification in respect of the adverse variance on employee costs associated with the Promenade and Beach, and whether this was as a result of the severe weather conditions at the beginning of 2014;

(vii) That the Committee be provided with a breakdown of the income collected and amount of materials recycled in respect of the Kerbside Collection Service;

(viii) That a report be submitted to the Environmental Services Committee detailing the cost to the Council of providing the Kerbside Collection Service;

(ix) That the Environmental Services Committee be provided with an update in respect of its campaign to encourage households to recycle more of their waste;

(x) That the Committee be provided with an explanation of the adverse variance relating to the Promenade and Beach Service Contracts;

(xi) That the Committee be provided with clarification of the favourable variance relating to depreciation within Central Electrical Services; and

(xii) That the Committee be provided with clarification of the favourable variance relating to employee costs associated with Open Spaces.”

A13. Treasury Management Out-Turn 2013 / 2014

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

This out-turn report was a key aspect of delivering the Treasury Management Strategy, which had been approved in 2011. It summarised treasury management activities undertaken in respect of long-term loans and short-term investments; and also outlined information in relation to Prudential Indicators for 2013 / 2014 in respect of affordability.

Members were advised that all the Prudential Indicators for 2013 / 2014 were within Plan. It was noted that the indicator for prudence - *that net external borrowing would not exceed the capital financing requirement* - had been complied with, as had the indicator for treasury management, as the CIPFA Treasury Management Code of Practice and Cross-Sectoral Guidance Notes had already been adopted by the Council in 2011.

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

(ii) That the achievement of the Prudential Indicators for affordability, prudence, and treasury management also be noted.”

A14. Treasury Management Plan 2014 / 2015

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

The plan was a key aspect of delivering the Treasury Management Strategy, as approved in 2011. It summarised planned treasury management activities in respect of long-term loans and short-term investments; and also outlined information in relation to Prudential Indicators for 2014 / 2015 in respect of affordability.

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

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

(ii) That the Treasury Management Plan 2014 / 2015 be approved."

A15. Review of Approved Lending List

The Committee considered a written report by the Assistant Chief Officer (Income) seeking changes to the Approved Lending List.

Members were advised that, as most of the Rates discount was received before it was required, this resulted in the temporarily surplus cash being invested with financial institutions included on the Council's Approved Lending List. To be included on the list, institutions had to be licensed for deposit-taking with the Isle of Man Financial Supervision Commission, and must either be rated at least as 'A-1' by Standard & Poor's, or 'F1+' by Fitch.

There was a limit of £1,500,000 that may be invested with any one institution, which limited the Council's exposure and, by having a number of approved institutions, this allowed officers to shop around with safe institutions for the best interest rate for the term concerned.

One institution included on the Council's Approved Lending List had announced that their strategy would be to focus on providing accounts for personal customers only and, as they would no longer be taking deposits from institutions (including the Council), it was recommended that they be removed from the List.

It was also recommended, due to the reduced number of deposit institutions now available, that the limit for Nationwide International be increased from £1,500,000 to £2,000,000, as this institution consistently had the most favourable rates at instant access terms.

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

(ii) That authority be given for changes to the Approved Lending List so that interest income may be increased and certain institutions removed; and

(iii) That authority be given for the individual limit for Nationwide International to be increased."

A16. Douglas Regeneration Lighting Scheme

The Committee considered a written report by the Borough Engineer & Surveyor seeking approval to proceed to petition for borrowing powers in order to complete lighting works in the Douglas Regeneration Area (from Upper Nelson Street to Well Road Lane).

Members recalled that the Council had previously guaranteed finances, out of Balances and through the budget process, for progression of lighting installation works in the Douglas Regeneration Area (Phases 1 and 2). When completed, the current Regeneration works would extend from Upper Nelson Street to Castle Street (with its junction with Well Road Lane), and would also include Duke Street (North), Wellington Street, Howard Street, Granville Street, and Regent Street.

The Douglas Regeneration Committee was funding all the civil works' installation costs, and approval and agreement had previously been obtained to use the Urbis Schreder 'Modullum' lighting column, fitted with a 90 watt 'cosmos' light source (white), colour-changing LED sources, and housing CCTV cameras. In addition to the Modullum lighting installations, it would also be necessary to install amenity columns (based on the Modullum design), equipped with all necessary fixtures and wiring to allow for the provision of decorative and feature lighting, banners, spotlights, and other amenity features as required. Provision would also be made for a public address system, to be used in appropriate circumstances. The amenity columns would additionally be wired to allow digital multiplexing and Wi-Fi facilities as required.

The budget for the scheme had been set at a total of £1,700,000, and was intended to cover the cost of works, as originally proposed, from Market Hill through to Marina Road (with its junction with Church Road Marina). The current scheme, as approved by the Council of Ministers' Regeneration Group, did

not include for works in Market Hill or Duke Street (South), and finished at Castle Street's junction with Well Road Lane. The budget estimates had been based on civil works being undertaken and paid for at no cost to the Council, and, if the Council wished to extend the lighting scheme into these areas without any regeneration works, then the budget would require revising to accommodate the civil engineering works. The budget to continue the installation and commissioning of the current Regeneration phase to its conclusion was £877,220.80.

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

(ii) That the Chief Executive be instructed to petition the Department of Infrastructure, under the provisions of Section 51 of the Local Government Act 1985, for approval to borrow £877,220.80, this being the amount required to provide lighting, CCTV, and ancillary services in the current Douglas Regeneration Area (Phases 1 and 2)."

A17. Vehicle Replacement – Double Cab Tipper

The Committee considered a written report by the Transport & Plant Manager seeking approval for the replacement of a panel van, operating within the Parks Section.

Members were advised that vehicle HMN 589M was an eight-year old panel van that had covered 32,333 miles. The condition of the vehicle was that it had body corrosion, a worn gearbox, and the exhaust and driveshaft required replacement before the next service.

The Head of Parks had requested the replacement vehicle be changed to a double cab tipper. This would allow and assist with delivery of bulk materials (such as soil and compost); enable transportation of seasonal staff (eliminating the need for additional drop-offs or the use of a second vehicle); and would also produce savings on running costs, due to increased fuel efficiency and reduced maintenance requirements.

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

(ii) That approval be given for the procurement of a Citroen Relay 35 L3 Double Cab Tipper vehicle, via the Department of Infrastructure's procurement process, to be funded from the Plant Renewals Fund;

(iii) That approval be given for the disposal of HMN 589M via the auction method; and

(iv) That it be ensured that all wording and livery, that could identify the Council as the previous owner, be completely removed before this vehicle (and all vehicles) was sold."

A18. Vehicle Replacement – Large Van

The Committee considered a written report by the Transport & Plant Manager seeking approval for the replacement of a large van operating within the Property Maintenance Section.

Members were advised that vehicle GMN 649K was an eleven-year old van that had covered 56,000 miles. The condition of the vehicle was that it had corrosion on the sills and in key structural areas on the rear suspension, and the livery was of the old style and colour.

The recommended replacement was a Luton body-styled vehicle fitted with a tail lift. This would be a more flexible vehicle, enabling a safe lifting operation to aid works carried out by the Property Maintenance Team (which may involve transporting heavy items, such as furniture); and would also produce savings on running costs, due to increased fuel efficiency and reduced maintenance requirements.

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

(ii) That approval be given for the procurement of a Citroen Relay 35 L4 HDI Luton Body vehicle, via the Department of Infrastructure's procurement process, to be funded from the Plant Renewals Fund; and

(iii) That approval be given for the disposal of GMN 649K via the auction method."

A19. Isle of Man Municipal Association – Minutes of Meetings

The Committee had been circulated with the minutes of the Isle of Man Municipal Association meetings held on Thursday 31st July and Thursday 28th August 2014. It was noted that the minutes of these meetings would continue to come before the Committee as a regular item for approval.

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

A20. Items for Future Report

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

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

PART B –

Matters requiring Council approval

No public matters subject to Council approval were considered.

The Committee rose at 5.05pm.

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

PENSIONS COMMITTEE

PENSIONS COMMITTEE – Minutes of Meeting held on Wednesday, 10th September, 2014.

Members Present: Mr Councillor J. Joughin, (Chairman), the Mayor, Messrs Councillors D.J. Ashford, C.L.H. Cain, Mr A. Thomas (Independent Member).

Apologies: Mr Councillor R.H. McNicholl, Councillor Ms K. Angela.

In Attendance: Mr Mark Freeman, Scheme's Investment Advisor – Hymans Robertson, Mr Heikki Luoma, Investment Analyst – Hymans Robertson (from item A7 onwards), Mr Douglas Green – Hymans Robertson (items A1 to A4 only), Mr Ian Colvin – Hymans Robertson (items A1 to A4 only), Mr Grant Hadland – Royal London (item A5 only), Ms Ashley Hamilton Claxton – Royal London (item A5 only), Mr Chris Moore – BlackRock (items A12 and A13 only), Mr Paul Tebbit – BlackRock (item A12 only), Borough Treasurer, Assistant Chief Officer (Finance).

REPORT

PART A –

Matters within the scope of the Committee's delegated authority

A1. Minutes – 28th May, 2014

The minutes of the meeting held Wednesday, 28th May, 2014, were approved for signature subject to Mr Councillor C.L.H. Cain being noted as present at the meeting as indicated by the time he left the meeting being recorded at A11.

A2. Minutes – 23rd June, 2014

The minutes of the special meeting held Monday, 23rd June, 2014, were approved for signature.

A3. Approval of an Additional Independent Registered Medical Practitioner (IRMP) for the Local Government Superannuation Scheme

The Committee considered a report requesting approval for an additional Independent Registered Medical Practitioner (IRMP) for the Isle of Man Local Government Superannuation Scheme (IOMLGSS).

Members were advised an issue arose whereby both qualified doctors within the present IRMP practice had treated a certain scheme member as a patient. They are therefore not able to provide independent advice in accordance with the regulations. It was proposed that Dr McAndry, who has the appropriate qualifications, be approved as an additional IRMP to reduce the likelihood of this type of issue recurring.

Resolved, "That Dr McAndry be approved as an additional Independent Registered Medical Practitioner for the Local Government Superannuation Scheme."

A4. The Importance of Good Scheme Governance

The Committee received a training presentation by Hymans Robertson on the importance of good scheme governance.

The Borough Treasurer informed the Committee that he had completed a governance benchmarking exercise organised by Hymans Robertson. Members had in front of them a report on the exercise showing an analysis of the responses of all 24 responding pension schemes and highlighting the response from the IOMLGSS.

Mr Colvin summarised the results of the benchmarking survey and a framework for achieving best practice in governance. He commented that the IOMLGSS scored strongly on strategy.

In relation to funding level, it was suggested that this be considered more frequently than the present triennial approach. In relation to investment it was suggested that less time could be spent on reviewing investment performance. The Borough Treasurer commented that his interpretation of the investment question had been different than Hymans Robertson had intended. The Committee has recently agreed a schedule for investment manager presentations which would result in active managers presenting half yearly and the passive manager presenting annually.

In relation to operational matters it was considered that the IOMLGSS scored strongly. A training needs analysis and training plan were recommended.

Members were advised that the Public Service Pensions Act 2013, an Act of Parliament in the United Kingdom (UK), will require UK pension schemes to appoint local boards from April 2015. These local boards are intended to assist the administering authority to achieve compliance, effective governance and assist with administration. One local board is required per administering authority. The boards must be made up of equal numbers of employee and employer representatives with a minimum membership of four. Members expressed the opinion that this would be an ineffective layer of extra bureaucracy for the IOMLGSS.

It was noted that the Act imposes a requirement that UK pension schemes comply with the Regulator's Code of Practice. This UK Act does not apply on the Island. However, the norm is that the Island adopts UK regulations and laws in relation to pensions. There is usually the opportunity through a consultation process for the Council to provide feedback on any proposed legislation.

Members were reminded that each November the Committee approves a plan of activity for the coming year which includes training in most Committee meetings. The Borough Treasurer consults with Capita and Hymans Robertson to identify potential training topics and Members are invited to raise training needs in the items for future report and review of future training requirements. The Borough Treasurer proposed that he and the Assistant Chief Officer (Finance) produce a report, as set out in the items for future report, recommending potential improvements to governance.

Resolved, "That particulars of the training presentation and discussion be noted on the minutes and the Borough Treasurer and the Assistant Chief Officer (Finance) prepare a report on the reviews of governance recommending potential improvements in governance arrangements."

A5. The Importance of Good Corporate Governance from Investment Managers

The Committee received a training presentation by Royal London on the importance of good corporate governance. Ms Hamilton Claxton and Mr Hadland joined the meeting to deliver the presentation.

Members were advised that Royal London will be engaged by Canaccord to index-track UK equities for the portion of the IOMLGSS portfolio allocated to UK equities.

The Royal London representatives believe firms with good corporate governance are good long-term investments. They vote on all of their UK shareholdings. Royal London meets with the directors of their largest and their most controversial equity holdings (of their actively managed funds) to discuss corporate governance issues.

The representatives explained that as passive managers have to track the index they have to hold equities in all companies so it is in their clients' interests that they influence the governance of those companies where relevant.

Members noted new European Union regulations require that audit be re-tendered at least every ten years and rotated at least every twenty years.

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

A6. Presentation and Update by Investasure and St. James's Place

This item was withdrawn.

A7. Diversified Growth/Absolute Return Manager Briefing

Mr Mark Freeman, Hymans Robertson, presented his report on a diversified growth/absolute return manager.

The report compared two options, BlackRock's Dynamic Diversified Growth Fund (DDGF) or doubling Capital International's current 10% allocation. The Committee had already decided that the IOMLGSS allocation to absolute return will increase from 10% to 20%.

BlackRock (BR) and Capital International (CI) both have similar return targets. BR has holdings of £4.5 billion compared to CI's assets of around £200 million in this type of strategy. BR's fund is more diversified due to their very large number of holdings. BR currently has a much higher allocation to cash (indicating a very cautious approach) than CI - 20% compared to 2%.

BlackRock's fund has previously been considered when absolute return was initially considered by the Committee. At that time that option was not pursued because it would have been difficult to implement within the 35% pooled funds limit, as there would have been some commonality with BlackRock's asset allocation decisions in the rest of the Scheme's assets. Now that Council has resolved to switch equities, gilts and asset allocation decisions away from BR these limitations would no longer be a concern and the DDGF would provide appropriate diversification.

The Committee compared the fees offered by both Fund Managers.

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

A8. Updated Statement of Investment Principles (SIP)

Mr Freeman presented a revised SIP which highlighted all the changes proposed to be made arising from changes in Fund Managers and some issues relating to audit comments.

The document had been revised in conjunction with the Borough Treasurer and Assistant Chief Officer (Finance).

Resolved, "That the Statement of Investment Principles be approved subject to the new managers being in place."

A9. Items for Future Report and Review of any Training Requirements

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.

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

A10. Quarterly Monitoring Report - Review of Investment Managers' Performance

The Committee considered a report by Hymans Robertson reviewing the Investment Managers' performance for the second quarter of 2014.

Mr Luoma began by advising that returns on all asset classes apart from overseas bonds were positive for the April-June quarter.

Members noted the European Central Bank (ECB) has taken the unusual step of introducing a negative interest rate. If banks hold their reserves with the ECB then they will effectively be charged interest rather than earning it.

The BR portfolio underperformed their portfolio target - 2.0% actual return for the quarter compared to the 2.3% benchmark return. CI outperformed their portfolio target significantly - 2.5% actual return compared to 0.9% benchmark return.

Mr Luoma stated that Hymans Robertson continues to support BR for Corporate Bonds and property but not for the other asset classes that they hold. (These are the asset classes that are being moved to new fund managers.)

Members noted the main cause of BR's underperformance was low relative returns on overseas equity holdings.

Mr Luoma confirmed Hymans Robertson continues to support CI for the absolute return mandate.

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

A11. Quarterly Monitoring Report - Capital Market Service

The Committee considered a presentation by Mr Luoma updating on capital markets for the second quarter of 2014.

Mr Luoma began by advising that the Purchasing Managers' Index (PMI) is a leading indicator of expected manufacturing output and economic health. The UK PMI is currently higher than the United States, Eurozone and Japan.

Members noted the reward for risk is decreasing. The current yield on Corporate Bonds is only a little higher than government bonds (gilts) at a 1.4% differential.

Members were advised that property rental prices are increasing - approximately 2% over the past year. Purchase prices for the property are increasing at a faster rate, approximately 10% over the past year.

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

A12. Property and Corporate Bonds Presentation

Mr Chris Moore and Mr Paul Tebbit of BlackRock joined the meeting to explain the report on BlackRock's performance in relation to these two elements of the portfolio for which they would be retaining responsibility.

Members were advised that the total BlackRock portfolio was £49.4 million at the end of quarter two of 2014. Equity markets were volatile during the quarter but overall gave positive returns. 6.7% of the BR portfolio is invested in the BR Corporate Bond Fund. The fund is well diversified across sub-classes, both in terms of market value and risk allocation.

Members noted the performance of the fund is measured against other managers operating in this market. Over three years the BR Corporate Bond Fund was in the top quartile of funds. Over the last year this fund was in the second quartile.

The BR Ascent UK All Stock Corporate Fund (Ascent Fund) is an institutional fund which BR would like to move the corporate bond portfolio to. The Ascent Fund uses a model-based approach. Sophisticated computer models have been developed to analyse the market and predict future movements. The model monitors about thirty different signals on a daily basis. The data produced by the model is reviewed by fund managers to factor in market sentiment.

BlackRock advised that the Ascent Fund is more closely aligned to the IOMLGSS benchmark. The Ascent Fund has lower fees (0.35%) than the BR Corporate Bond Fund (1%) and is a lower risk fund. BR will provide data on comparative returns of the two funds over seven years.

The human intervention element of the Ascent Fund allows the manager not to make trades recommended by the model. The fund manager cannot override the overall model direction. The final decision is made by the lead portfolio manager or his deputy.

Members were advised that to move the Corporate Bond portfolio to the Ascent Fund would be expected to cost about 1% in transaction fees. This would be recovered by the management fee saving in about 18 months.

13.3% of the BR portfolio is invested in the BR UK Property Fund (BUKFP). The Net Asset Value (NAV) of BUKFP is £2,782 million, up from £2,416 million a year before. The return for the past year was 14.0% compared to 15.1% return for the benchmark. BR's view is that a lot of the benchmark properties are in lower grade sectors which are currently yielding good returns. BR believes that as property is a cyclical market, the BUKFP will return to benchmark outperformance in the long term.

BR advised the Committee of a number of sales and purchases that are under consideration as they believe better returns are available in other sectors.

Members noted the largest acquisition in 2014 were the Barney portfolio of six high yielding multi-let industrial assets for £46.3 million and a multi-let office in Croydon for £31.5 million.

The BUKFP vacancy level is 5.9% compared to 10.9% for the IPD index.

Resolved, "That particulars of the presentation be noted on the minutes and BlackRock provide figures comparing returns over seven years on the Ascent Fund and the BlackRock Corporate Bond Fund."

Mr Paul Tebbitt was thanked for his attendance and left the meeting.

A13. BlackRock Dynamic Diversified Growth Fund (DDGF)

The Committee considered a report and presentation by Mr Chris Moore of BlackRock on BR's diversified growth fund called DDGF. The objectives of the DDGF are to deliver long term return, low volatility, transparency and protection against capital value reduction.

Members noted the DDGF was launched in 2005 and now amounts to £4.4 billion. The DDGF has exceeded its performance target for all time periods considered, i.e. one year, three years, five years and since inception (in 2005).

The risk management team at BR carry out research on risk modelling, markets and portfolio construction providing an independent perspective to the fund management teams. They exercise a control function helping to reduce the risk of loss and sometimes identifying opportunities the fund managers may not have noticed.

Members were advised that the minimum investment is £1 million for the DDGF.

Mr Chris Moore was thanked for his attendance and left the meeting.

Members expressed a view that although Capital International had done well, they preferred not placing a further 10% of the Fund. Members were impressed by the performance of the DDGF over a longer term.

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

- (i) The extra 10% absolute return allocation be invested in the BlackRock Dynamic Diversified Growth Fund; and
- (ii) Hymans Robertson prepare a report on the proposal that the Scheme's bond allocation should be invested in the BlackRock Ascent Corporate Bond Fund."

A14. Closing Remarks

The Chairman thanked Hymans Robertson for their hosting of the meeting.

PART B –

Matters requiring Council approval

There were no matters requiring Council approval.

The Committee rose at 4.08pm.

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

EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE

EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE – Minutes of Meeting held on Monday, 4th August, 2014.

Members Present: For Douglas Borough Council – Mr Councillor W.M. Malarkey (Chair), Mr I.J.G. Clague (Borough Engineer). For Onchan District Commissioners – Mr D. Crellin (Member), Mr P.M. Hulme, Chief Executive/Clerk. For Braddan Parish Commissioners – Mrs P. Hodge (Member), Mr J.C. Whiteway (Clerk). For Lonan Parish Commissioners – Mr N. Dobson (Member).

Apologies: Mr A. Moore – Laxey Village Commissioners, Mr N. Kelly – Santon Parish Commissioners, Miss S. Gray – Department of Infrastructure.

In Attendance: Mr P.E. Cowin – Secretary, Mr J. Quayle – Department of Infrastructure Representative, Mr S.A. Crook (from 4.00pm to 4.20pm) – Contractor’s Representative.

REPORT

PART A –

Matters within the scope of the Joint Committee’s delegated authority

A1. Election of Chairman

Mr Councillor W.M. Malarkey was unanimously elected to Chair the Joint Committee for the year 2014/15.

A2. Election of Vice-Chairman

Mr N. Dobson was unanimously elected Vice-Chairman of the Joint Committee for the year 2014/15.

A3. Minutes – 12th May, 2014

The minutes of meeting held on Monday, 12th May, 2014 were noted and approved for signature with the exception of Clause A9, relating to assistance given to users by staff on the site, which the Chairman requested be considered further, following comment at a Council Meeting.

A4. Matters Arising from the Minutes – Staff Assistance to Site Users

The Chairman stated that he was concerned that the policy in relation to staff assisting users was not clearly enough stated in Clause A9 of the previous minutes, where the expression “staff should not be required to assist” could be misunderstood as staff being expected not to assist.

Members were conscious that staff on the Site were generally very helpful and very few complaints were received about the level of assistance given. Members acknowledged that staff could not be expected to assist where there was an obvious danger of personal injury, or some other risk, but agreed that under normal circumstances, and particularly if asked by users, assistance should be given.

It was agreed: that the matter should be further discussed later in the meeting with the Contractor’s Representative present.

A5. Matters Arising from the Minutes – WEEE Regulations Funding

Mr Hulme reminded Mr Quayle that a query had been raised on whether the Isle of Man could draw on funding set aside by manufacturers under WEEE Regulations for disposal of electrical items. Mr Quayle confirmed that enquiries had been made on several occasions since introduction of the Regulations and he would continue to press for funding to be available as it would benefit the Department.

The Chairman stated that a similar query had been raised at a meeting of representatives of all four civic amenity sites when Ms Gray has undertaken to research whether the Contractor taking the WEEE goods from the Sites might have access to such funding. Mr Quayle undertook to continue pressing the matter.

A6. Matters Arising from the Minutes – APNR

Mr Whiteway queried whether any progress had been made on the legal issues in relation to the proposed installation of an Automatic Plate Recognition System to register vehicles entering the Site. Mr Quayle confirmed he was aware of the Committee’s legal adviser having met the relevant officer of the Attorney General’s chambers, and that some progress had been made but the issues were not fully resolved.

It was agreed: that it be further considered at the Joint Committee's next meeting.

A7. **Rental Charge for Site**

The Committee noted a letter from Mr Quayle to the legal adviser confirming that the proposals to stage implementation of the rent charge for the Site, as set out by the Committee, were acceptable.

Year Commencing 1 st April	Rental Charge per annum
2014	£20,000
2015	£40,000
2016	£60,000
2017	£70,000 (full amount)

It was noted that there would still be severe budgetary implications, but that they would be less severe than would have been the case had the Department stood by its original expectation of immediate introduction of the £70,000 charge.

It was agreed: that the staging of the increase be accepted.

A8. **Re-Use Area Floor Surfacing**

Mr Clague advised that some research had been carried out into coverings for the floor surface in the re-use area to prevent it becoming slippery in wet weather but no clear decision had been made on the most effective treatment. Vinyl covering had been considered unsuitable because of the exposure to the elements. Painted treatments were being looked at and the likely cost for material and application would be £5,000 with a life expectancy of five years.

Mr Quayle suggested that advice be sought from the Manager of the Northern Site, who had experienced similar issues. Members were keen to have the work completed before the winter.

It was agreed: that Mr Clague continue research and report to the Chairman and Vice Chairman who be authorised to accept a tender or quotation up to a maximum of £8,000, provided that the selected system has a minimum lifespan of ten years.

Mr S.A. Crook, as Contractor's Representative, joined the meeting at 4.00pm.

A9. **Operational Statistics**

Operational statistics for the period April to July 2014 had been circulated and there was discussion of several aspects, particularly the overall downward trend. Mr Crook advised that the monthly statistics were only an indicator and did not take account of predictable, and sometimes unpredictable, seasonal variations.

It was noted that the number of fridges and freezers being deposited had increased again following a reduction when charges were implemented.

Members felt it would helpful to see the statistics on a regular monthly basis and it was agreed that they should be provided by the Contractor to the Secretary who will then circulate them to all the authorities. If possible, comparative figures for the same month in previous years should also be added to enable trends to be identified.

A10. **Meeting of all Civic Amenity Site Authorities**

The Chairman stated that previous meetings of representatives of all four authorities had been helpful, and asked when the next might be expected. Mr Quayle responded that it would not be until after the Southern Board had appointed a new Administrator as that post was currently vacant.

A11. **First Aid Equipment**

The Committee noted that a defibrillator had been donated to each civic amenity site by the charity Craig's Heartstrong Foundation.

Mr Quayle advised that free training was available in its use.

A12. **Operational Issues**

Mr Crook advised that there were no outstanding operational issues requiring the Committee's consideration; there were still some issues with the height barrier but these were being managed by staff, and a number of new skips were on order.

A13. **Staff Assistance to Site Users**

Mr Crook was asked about policy in relation to providing assistance to users of the Site. He responded to the effect that staff were expected to respond to requests for assistance and he was unaware of any complaints to the contrary.

However he added the caveat that staff were not always available as they could be engaged in other duties, and should not be expected to assist where it may expose them to obvious danger of personal injury, or some other risk, but he agreed that under normal circumstances, and particularly if asked for by users, assistance should be given.

It was agreed: that the policy in relation to the provision of assistance by staff to users of the Site remain that staff should assist where there is no substantial reason to the contrary, and particularly when asked by users to do so.

Mr Crook was thanked for his attendance and left the meeting at 4.20pm.

A14. **Contract Specification**

The Secretary had circulated for discussion a draft overview specification for tendering for contract to operate the Site.

Members were reminded that the current contract was due to expire on 31st March, 2015, having originally been awarded to Douglas Borough Council with effect from 1st April 2010, having originated as a three-year contract with the Department of Infrastructure which had assigned it to the Joint Committee. The contract had already been extended by the Joint Committee for two years, until 2015.

Members were concerned at a perceived lack of time before 31st March to go through the process of inviting tenders, and expressed a willingness to extend the contract for a further year. The Officers present advised that for the sake of propriety every effort should be made to invite tenders, in order to demonstrate best value. A six-month extension was suggested but dismissed as it would be unacceptable to have a new contract, with potential budgetary implications, start part-way through the financial year.

Members recognised the importance of the demonstration of best value and also of the differing positions of Douglas Borough Council as a constituent member of the Joint Committee and as Contractor. It was agreed that in order to try to progress the tendering process, the Vice-Chairman, working principally with Mr Hulme and Mr Whiteway, but including any other Officers they consider appropriate, form a working group to review the Secretary's draft document and develop from it a suitable specification for tendering.

Members then considered the basis on which the contract should be offered. The draft document provided for operational services, provision of certain equipment and maintenance of infrastructure and equipment. There was extended discussion over whether the Contractor or the Joint Committee should be responsible for Site and infrastructure maintenance with the conclusion that the Joint committee should retain that responsibility. It was acknowledged that to do so would require a schedule of planned maintenance and replacement, with appropriate budget provision.

It was agreed: that the Vice-Chairman's working group should meet as soon as possible to initiate progress, and report back with proposals to a meeting of the Joint Committee to be held on 20th October. At that point, if insufficient progress had been made, the Joint Committee would consider extension of the current contract, but all being well would authorise the issue of the tender documentation.

In order to guide the working group, the Joint Committee specified that it wished to base the contract on the provision by the Contractor of operational services only, apart from the requirement to provide loading/compaction equipment and a vehicle to transport the skips. Maintenance of the Site, equipment (except from the Contractor's) and infrastructure would be the responsibility of the Joint Committee.

It was agreed: that the Vice-Chairman, together with Mr Hulme and Mr Whiteway and whichever other Officers they consider appropriate from time to time, develop the draft specification for operation of the Site, which then be considered by the Joint Committee at a meeting to be convened on 20th October, 2014.

The meeting ended at 5.15pm.

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, 16th September, 2014.

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

Apologies: Mr Councillor E.A. Joyce.

In Attendance: Assistant Town Clerk, Assistant Chief Executive, Assistant Chief Officer (Finance), Assistant Borough Engineer, Assistant Chief Officer (Corporate and Development) (Item A3 only), Head of Parks, Assistant Democratic Services Officer.

REPORT

PART A –

Matters within the scope of the Committee's delegated authority

A1. Minutes – 15th July, 2014

Minutes of the meeting held on Tuesday, 15th July, 2014, were approved and signed.

A2. Minutes – 7th August, 2014

Minutes of the special meeting held on Thursday, 7th August, 2014, were approved and signed.

A3. Christmas Lights Ceremony

The Committee considered a report by the Assistant Democratic Services Officer on proposed changes to the layout for the 2014 Christmas Lights Ceremony.

Resolved, “That the item be deferred to the October meeting of the Committee to obtain costs of the proposed changes.”

A4. Application by PSS Services Limited to hold a Hop Tu Naa event in Summerhill Glen

The Committee considered a report submitted by the Head of Parks, in response to a request from PSS Services Limited, to hold a Hop Tu Naa event to be held 31st October to 2nd November, 2014 in Summerhill Glen.

Mr Chris Mooney, representing PSS Services Limited, joined the meeting to discuss the proposal.

The report advised that during August 2014 the Council were approached by Event Management Solutions Ltd and PSS Services Limited with a proposal to hold a Hop Tu Naa event in Summerhill Glen between 31st October and 2nd November. The proposal was appended to the report.

Mr Mooney presented the idea to Members. It was proposed that Summerhill Glen will still be open to the public however there will be an option to enter a ‘loop’ path for a small fee. This loop path would be set up with a number of light and sound effects giving the impression of it being haunted. Actors in suitable dress will be positioned along the path and will interact with the customers. The ‘loop’ path would finish no later than 10pm and there will be an option to purchase hot drinks in the Glen.

Mr Mooney advised the entry fee is yet to be confirmed but is expected to be a nominal fee of £1 per child and £2 per adult.

Members were advised that parking and toilets will be available for use at the Old Boys Football Club.

Mr Mooney advised there is the potential for other competitions to take place in the Glen and other activities, for example, storytelling.

Members requested a traditional turnip competition take place in the Glen and the Council would support prizes to be presented to every child that enters the competition.

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

Members were advised that PSS would be required to enter discussions with the Electrical Services Manager and the Assistant Borough Engineer proposed that the Council could alter the colour of the lights to set the mood of the event.

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

- (i) The proposal submitted by PSS Services Limited for a Hop Tu Naa event in Summerhill Glen to be held 31st October to 2nd November be supported and approved;
- (ii) Any costs additional to the usual costs of Summerhill Glen be recharged to PSS Services Limited;
- (iii) The Council support the turnip carving competition by providing prizes for all entries, the total cost available to spend be £200.”

A5. Items for Future Consideration

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

Members requested an update on the Living Promenade.

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

PART B -

Matters requiring Executive Committee approval

B6. Douglas Carnival

The Committee considered a report submitted by the Assistant Chief Officer (Corporate and Development) to report the debrief findings of Douglas Carnival 2014 and seek approval for preliminary arrangements in respect of a Carnival in 2015.

Appended to the report were the results of a participant and a spectator survey conducted after the event.

The report was broken down into various elements of the event in 2014 and proposals for a 2015 Carnival. The Assistant Chief Officer (Corporate and Development) reported that the feedback from the event was generally positive.

A Member proposed a change to the Carnival King and Queen element for 2015. It was suggested that only a female winner should be selected, this could be a Carnival Queen or Princess, and the winner should travel on a Council float, as opposed to the trike used in this year’s event.

A Member suggested re-launching the Miss Isle of Man competition at the Villa Marina. Members were advised that this type of competition could be viewed as dated and could attract criticism.

A Member opined that the Manx Transport Association bus entries should have been split up into different parts of the parade.

The report recommended that the Fun Day element of the event move back to Noble’s Park on a separate date in 2015. The Chairman raised concern that in response to the Fun Day element in the survey, 91% of those surveyed opined that the Fun Day should remain as part of the Carnival event. He felt that the Council should continue with the view of the public.

The Assistant Chief Officer (Corporate and Development) advised that the Promenade may be unavailable due to the redevelopment works. A Member suggested using the Villa Marina gardens to host the Fun Day. The Assistant Chief Officer (Corporate and Development) opposed this idea on two grounds, this suggestion would split the event location and there will be an additional cost to hire the grounds. Having a separate location for the Fun Day would also require additional resources.

Members considered each recommendation separately. The report recommended that negotiations commence with Manx Radio with regards to them becoming the media sponsor in 2015. Members agreed that all local radio stations should be approached to seek proposals for the event.

In relation to the wheelie bin race, a Member suggested prizes could be sponsored by local companies.

Members suggested the 2014 video of the event could be used to launch the 2015 date at an event in the Council Chamber, inviting 2014 participants and potential entries for 2015.

The report advised that in the period following up to the road closure there were still road closure areas that were not stewarded. It was only because of the hard work of Electrical Services Department (ESD) that the roads closed on time and the event could go ahead. If ESD had not done this then the event would have been deemed unsafe and unable to proceed. The Assistant Chief Officer (Corporate and Development) proposed in future years that the road closures are recruited in advance from a reputable and experienced organisation or, if this is not possible from a security company or similar. It was proposed that an experienced organisation receive a donation for providing this service. A Member suggested that Hospice be asked to provide more volunteers given the amount of money they raised at the event with minimal costs.

In terms of the road closure Members were reminded that Isle of Man Transport had originally objected to the road closure because of the impact on bus routes. Following negotiations the objection was withdrawn on the basis of a detailed management plan which involved various diversions, but still

allowed one bus down Summerhill and along the Promenade and another moving at slow speed in a northerly direction under the supervision of the conductor. This bus was diverted by the Police during the procession. Members were advised of feedback received from the Police Inspector on duty who praised the overall organisation of the event and offered strong support for a full road closure to include all buses in future years.

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

- (i) The findings of the de-brief for the 2014 Douglas Carnival including the online survey appended to the report be noted on the minutes;
- (ii) Douglas Carnival 2015 be held on Saturday, 18th July, 2014 with the contingency date being Sunday, 19th July;
- (iii) The Fun Day element remain as part of the Douglas Carnival event and be located on the Promenade walkway;
- (iv) Local radio stations be approached and asked to provide media proposal for the Douglas Carnival 2015;
- (v) Isle of Man Hospice be invited to hold a Colour Run again in 2015 subject to conditions to ensure that part of the event is well managed;
- (vi) The Wheelie Bin Race be held again in 2015;
- (vii) The route for the Carnival procession in 2015 be identical to 2014 subject to discussions with the Department of Infrastructure and the Project Manager for the Promenade Improvement Scheme;
- (viii) That a Carnival Queen or Princess be selected in advance of the 2015 Carnival and travel in the parade on a Council float; the judging of this competition to be confirmed;
- (ix) Investigation is undertaken into the feasibility and cost of broadcasting commentary at points along the Promenade;
- (x) In 2015 prize sponsors be invited to provide judges as part of their sponsorship package;
- (xi) Investigations be undertaken with regards to paying for personnel to manage road closures under the supervision of Electrical Services Division staff rather than relying on volunteers;
- (xii) A bid for growth in the revenue budget of £15,000 be made in the 2015/16 budget process;
- (xiii) That the Executive Committee be requested to approve a further £5,388 of funding from General Revenue Reserves to cover the unanticipated costs incurred by the event in 2014."

The recommendation that the Fun Day element of the event be moved back to Noble's Park as a separate event to be held on Saturday, 1st August, 2015, was rejected unanimously.

A motion that the Fun Day remain part of the Carnival event but relocated to the Villa Marina Gardens fell on the Chairman's casting vote.

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

PART C –

Matters requiring Council approval

There were no matters requiring Council approval.

The meeting ended at 11.40am.

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

ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of meeting held on Monday, 15th September, 2014.

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

Apologies: Mr Councillor C.L.H. Cain, Councillor Mrs E.C. Quirk.

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

REPORT

PART A –

Matters within the scope of the Committee's delegated authority

A1. Minutes – 14th July, 2014

The minutes of the regular meeting held Monday, 14th July, 2014 were approved and signed.

A2. Matters Arising from the Minutes

Members asked about the progress on the trial of recycling collections from Ballakermeen High School. The Assistant Borough Engineer reported that the school has agreed to the collections which have already started. A report on the trial will be brought to Committee in six months.

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

A3. Nuisance Abatement Notice – 5 Princes Avenue

The Committee considered a report on the external appearance of 5 Princes Avenue, Douglas. The front wall, including the window frames and the boundary wall are in poor condition. The report identified the works which need to be done to the property. Photographs of the property were attached to the report. The Building Control Manager advised that in order to serve a Nuisance Abatement Notice it may be necessary to investigate ownership as the property was the subject of a Will and is only partly occupied.

Resolved, "That the report be noted on the minutes and approval be given for the service of a Nuisance Abatement Notice on the owner of 5 Princes Avenue, Douglas, under section 24 of the Building Control Act 1991, requiring repainting the front masonry wall including the bay window, repainting all window frames and repainting the boundary wall of the front garden."

A4. Unsightly Properties

The Committee considered the Schedule of unsightly properties being dealt with on behalf of the Council by the Building Control Section and by Environmental Health Officers. The format of this Schedule has been updated to include greater detail than previous versions. The Assistant Chief Officer (Corporate and Development) explained abbreviations used in the schedule and advised that the procedure document to which they relate remains in draft as officers fine-tune it. Members asked that explanations of the abbreviations be included in future versions of the Schedule. Members reviewed the schedule and discussed a number of specific properties. It was noted that the schedule includes a number of deadlines for work to be completed and /or for response from property owners. Officers were advised that Members will want updates on actions taken after the expiry of every deadline.

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

A5. Planning Application 14/00972/D

The Committee considered planning application 14/00972/D seeking retrospective approval for the erection of six advertising signs on the roadside wall at 1 Clarence Terrace on the corner of Castlemona Avenue and Central Promenade. The wall occupies a prominent position on the Promenade and is within a Conservation Zone. The Committee viewed photos of the six existing signs which present an uncoordinated, cluttered look to the area. Members opined that the signs are an eyesore. Members considered whether any signs should be allowed on the site given its prominence and the planned and on-going improvements to the area.

Resolved, "That the application be noted on the minutes and an objection raised on the grounds that no advertising signage should be allowed on the low level wall as it is an inappropriate location for advertising within the conservation zone."

A6. Planning Application 14/01034/B

The Committee considered planning application 14/01034/B seeking approval for the erection of a block of eight apartments with landscaping and parking to replace existing buildings at Falcon Cliff Terrace Lane, Douglas. The existing buildings are a warehouse, store and lock-up garages.

The Building Control Manager apologised to the Committee because a number of minor typographical errors remained due to the very tight deadline for the production of the report for consideration by this Committee. The application was brought forward for consideration because the planning policy previously approved by Council is that any planning application for more than five new residential properties should be considered by the Committee rather than by officers.

The application is for the erection of eight, two-bedroom apartments with twelve parking spaces provided for the development. Planning guidance is that there should be two parking spaces per property although provision of fewer spaces might be acceptable for town centre properties. The applicant's design statement included in the application stated that the property is close to good transport links and that the 1.5 spaces per apartment is sufficient. Members viewed plans for the development, discussed the proposal and the surrounding area. Members noted that the development to provide first-time buyer properties is not in the town centre. Members were generally supportive of the proposals, but agreed that the provisions for car parking were inadequate.

Resolved, "That the application and the discussion be noted on the minutes and an objection be raised to the planning application on the grounds that there is insufficient parking provision. The Committee were of the view that there are no grounds for an exemption from the requirement to provide two parking spaces per property."

The Building Control Manager and the Senior Building Control Officer were thanked for their attendance and left the meeting at 10.50am.

A7. Dogs on Douglas Beach and Changes to Byelaws

The Committee considered a report on dogs on Douglas Beach and procedures for amending Bye-laws. The Committee had previously discussed the possibility of allowing dogs on part of the beach all year round. In order to do this, a change to the Douglas Dog Control Byelaw is required. The Assistant Chief Officer (Corporate and Development) advised the Committee that two different courses of action were possible. The current byelaw, which expires in 2018, could be amended or a new byelaw could be implemented.

The procedures for making a new byelaw have been simplified, and there is no need to wait until the current byelaw expires before bringing in a new one. The report identified a number of deficiencies in the current byelaw, mainly to do with changes to the schedules identifying areas to which the byelaw applied. Drafting a new byelaw could correct the other deficiencies whilst also addressing the change to allow dogs on the beach. Members questioned the need to identify specific areas in the Byelaw. Members also queried whether it is quicker to amend the current byelaw or to draft a new byelaw. Officers agreed to find out and advise Members by way of a Briefing Note.

Members agreed that they wish to allow people to take dogs onto the northern end of Douglas Beach year-round, although dogs must still be under control and the person taking the dog onto the beach will be required to clean up after it. It was suggested that dogs should be allowed onto the beach northward from the steps opposite the Queens Hotel, Queens Promenade. Members further agreed that they wish for the change to be implemented so as to allow dog owners to use the beach next summer, although there was no agreement as the best approach to take.

A further report will be brought back to Committee setting out the required details to change the byelaw.

Resolved, "That the report and discussion be noted on the minutes and it was agreed that officers should take the initial steps to implement a change to byelaws to allow dogs on part of the beach year-round and report back to Committee with detailed proposals and timescales for implementation."

A8. Tender Report Contract for Cleaning of Public Toilets – October, 2014 – March, 2017

The Committee considered a report on the tenders received for the contract to clean the public toilets. Three companies submitted tenders for the cleaning contract. The tenders were checked for arithmetical errors and were in order. Officers confirmed that the cleaning contract relates to the six public toilets which are not part of the Healthmatic contract, and that the toilets are cleaned four times a day, seven days a week. There was some discussion of the cleanliness inspection regime.

Resolved, "That the report be noted on the minutes and the lowest tender for the toilet cleaning contract to run from October, 2014 until March, 2017 submitted by Waterworks Limited, be accepted."

A9. Items for Future Consideration

The Committee considered a report setting out items on which there are reports outstanding and discussed the matters raised earlier in the meeting for future report.

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

PART B –

Matters requiring Executive Committee approval

B10. Replacement Vehicle – Mechanical Sweeper

The Committee considered a report seeking the approval for the replacement of a mechanical road sweeper operating within the Cleansing Section with the registration HMN 890L. The current vehicle has been in service for eight years. The condition of the sweeping mechanism is in a working condition but well worn. The report set out a detailed comparison of the use and specification of the existing sweeper and the proposed replacement.

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

- (i) approval be given to the procurement of a Scarab Minor mechanical sweeper from Scarab Sweepers Limited; and
- (ii) approval be given for officers to further research and report back to Committee the options for dealing with the existing sweeper HMN 890L, including the possibility of retaining the machine in order to hire it out; and
- (iii) that the report be referred to the Executive Committee for approval as the purchase of vehicles falls within the remit of that Committee."

B11. Shaw's Brow LED Lighting

The Committee considered a report on a scheme to improve the lighting and reduce energy costs in Shaw's Brow Car Park. The report detailed the review carried out by officers of energy costs in Shaw's Brow car park and possible ways to reduce these costs including replacement of the existing lighting systems and modification of the control systems.

The report advised that replacement of the existing lamps with LED units would lower energy consumption sufficiently that the installation costs would be recouped within three years. The LED units have an average lamp life of eight years. A trial has been carried out with thirty direct LED lamp replacements in the existing light fittings and these have performed satisfactorily.

The Senior Accountancy Officer advised the Committee that because of the deficiency agreement with Government, reduced energy consumption in Shaw's Brow car park will not initially lead to savings for the Council. Due to the nature of the deficiency agreement, the benefits of reduced operational costs reduce the amount payable as a grant by the Department of Infrastructure. However, once the deficiency agreement expires (currently estimated to be in 2018), any future operational cost savings will benefit the Council directly.

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

- (i) approval given for the replacement of the existing lamps in Shaw's Brow Car Park with LED units at a cost of £42,000; and
- (ii) that the matter be forwarded to the Executive Committee for approval of funding of the project from General Revenue Reserves."

PART C –

Matters requiring Council approval

There were no matters requiring Council approval.

The meeting ended at 12.30pm.