



## Borough of Douglas

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

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Town Hall,

Douglas,

8<sup>th</sup> January, 2016

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held on WEDNESDAY, the 13th day of JANUARY, 2016, at 2.30 o'clock in the afternoon, in the COUNCIL CHAMBER within the TOWN HALL, DOUGLAS for the transaction of the hereinafter mentioned business.

I am,

Yours faithfully

Town Clerk & Chief Executive

# Order of Agenda

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

II - Any statutory business.

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

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

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

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

- (i) The Executive Committee;
- (ii) The Pensions Committee;
- (iii) The Standards Committee;
- (iv) The Eastern District Civic Amenity Site Joint Committee;
- (v) Any other Joint Committee;
- (vi) The Housing Committee;
- (vii) The Regeneration and Community Committee;
- (viii) The Environmental Services Committee;

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

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

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

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

# AGENDA

III – Chief Executive to read minutes of the Council Meeting held on Wednesday, 9<sup>th</sup> December, 2015.

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

## EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Friday, 18<sup>th</sup> December, 2015.

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

Officers in Attendance: Chief Executive, Borough Treasurer, Assistant Borough Engineer, Assistant Chief Executive (for Clause A7), Assistant Town Clerk (for Clauses A1 to A10), Assistant Chief Officer (Corporate & Development) (for Clauses A1 to A5).

### REPORT

#### **PART A –**

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

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

Apologies for absence were submitted on behalf of the Worshipful the Mayor.

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

No declarations of interest were submitted.

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

The minutes of the meeting held on Friday 27<sup>th</sup> November 2015 were approved and signed.

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

There were no matters arising from the previous minutes.

##### **A5. Urgent Business Procedure – Planning Application 15/01186/B (Development of a Multi-Franchise Car Dealership, Cooil Road, Braddan)**

The Committee noted an Urgent Business Procedure undertaken by the Chair of the Executive Committee and the Chair of the Environmental Services Committee in relation to a planning application for a multi-franchise car dealership on Cooil Road, Braddan.

Members noted that the planning application had been due to be heard by the Planning Committee on 14<sup>th</sup> December 2015, which coincided with the meeting of the Council's Environmental Services Committee. The Planning Officer dealing with the application had agreed to make the Planning Committee aware of any comments the Council wished to make, provided these had been submitted prior to the close of business on 11<sup>th</sup> December 2015.

It was noted that the recommendation put forward was that no objection be raised to the application but that, in the event that the Planning Committee was minded to approve it, that no approval be granted or implied to any retail sales on the site, other than of motor vehicles and ancillary sales of associated goods relevant to these sales.

Resolved, "That particulars of the Urgent Business Procedure be noted on the minutes and endorsed."

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

The Committee noted that there were no referrals from the Environmental Services Committee meeting held on Monday 14<sup>th</sup> December 2015.

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

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

The Committee considered the following referrals from the Regeneration and Community Committee meeting held on Tuesday 15<sup>th</sup> December 2015:

Clause B1 – Ballaughton Nursery Heat Pumps: it was noted that the heat pumps had been ordered and would be delivered once a successful contractor had been appointed to install them. Previously, only one tender had been received, which had been more than three times the pre-tender estimate, and it was

accordingly not accepted. Instead, an on-Island specialist had been asked to provide a quotation for the works, this coming in at an increase of 12% over the pre-tender estimate of £23,000. Approval was therefore sought for an increase in the funding already approved from the General Revenue Reserves from £95,000 to £97,845.

Clause B3 – Finch Hill Bowling Pavilion (Condition Report): it was noted that a meeting had been held with representatives of the Finch Hill Bowling Club, the current tenants of the Finch Hill Pavilion and Bowling Green, to discuss defects and remedial works required at the premises. The Club had refused to accept three major items of repair identified in the condition report – these being, re-pointing of the brickwork, re-rendering of the rear elevation of the building, and remedial works to the boundary stonework wall. Given the financial commitment that would be required to rectify these items of disrepair and the fact that it was unlikely the Club would be able to raise the required funds, approval was sought for an allowance of £20,000 in the event that the tenant did not fully accept responsibility to progress these items of works.

The Assistant Chief Executive advised that the current lease had expired and that a new lease was being prepared. Members queried if the new lease would be a full repairing lease and were advised that the Club, during discussions, had indicated that it was seeking to be released from some of its commitment in respect of the maintenance of the external fabric of the building.

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

- (ii) That an increase of the funding approved from the General Revenue Reserves, from £95,000 to £97,845, be approved for the purchase and installation of heat pumps at Ballaughton Nursery;
- (iii) That an allowance of £20,000 be approved from the Building Maintenance (Commercial) Fund, for re-pointing of the brickwork and re-rendering of the rear elevation of the Finch Hill Pavilion and Bowling Green building, and for remedial works to the boundary stonework wall; and
- (iv) That the Assistant Chief Executive be requested to progress the signing of the new lease for the Finch Hill Pavilion and Bowling Green without delay, and report to the Regeneration and Community Committee.”

#### **A8. Urgent Business Procedure – 40 Hampton Farm, Douglas**

The Committee noted an Urgent Business Procedure undertaken by the Chair of the Executive Committee and the Chair of the Regeneration and Community Committee in relation to the rental charge for 40 Hampton Farm.

Members noted that the three-bedroom property had been on the rental market since September 2015 and had been vacant since October 2015. There had been little interest shown in the property, and the estate agent had suggested that the rent was too high in comparison with similar properties. The Urgent Business Procedure, setting a reduced rent, had been carried out in order to reduce the length of time the property was vacant.

Resolved, “That particulars of the Urgent Business Procedure be noted on the minutes and endorsed.”

#### **A9. Schedule of Charitable Collections and Flag Days in the Town Centre in 2016**

The Committee considered a written report by the Town Centre Manager seeking approval for the advance bookings for charitable collections in the Town Centre during 2016.

Members were reminded that, each year, the Council invited applications in advance from charities to reserve dates on which to hold their flag days and street collections during the forthcoming year. Twenty-eight applications had been received to date for 2016, details of which were set out in the schedule appended to the written report. In accordance with the current policy agreed by Committee, this was the maximum number of collections permitted within the Town Centre. On considering the proposed schedule, it was suggested that, if possible, collections should be limited to one per week and preferably not on consecutive days.

In addition to the twenty-eight collections recommended for approval, the Royal British Legion had applied for a total of nine days prior to, and including, Remembrance Sunday, that was from Saturday 5<sup>th</sup> to Sunday 13<sup>th</sup> November 2016.

It was noted that the Town Centre Manager would work with all the organisations approved to encourage them to use the opportunity of a flag day / street collection to create an event which could assist them to increase the amount of money collected and, at the same time, enhance the experience of those visiting the Town Centre and potentially increase the footfall and dwell time.

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

- (ii) That the Town Centre Manager be requested to amend the schedule of flag day and charitable collections for 2016, so that, whenever possible, there were not collections on consecutive days;
- (iii) That the amended schedule for 2016 be circulated to the Committee; and

(iv) That the Royal British Legion's specific request be approved."

#### **A10. Consultation Document – Local Authority General Elections 2016**

The Committee considered a written report by the Assistant Town Clerk in relation to the general election of Local Authority Members, which had been fixed by the Department of Infrastructure to take place on Thursday 28<sup>th</sup> April 2016.

The Local Elections Act 1986 provided for the Returning Officer for the Election of Councillors to be the Mayor or a Member appointed by the Council, but where the Mayor or such Member could not act (including where they may be a candidate), there was provision for appointment by the Council of another person. As the current Mayor was eligible for general election in 2016, it was recommended that the role of Returning Officer be undertaken by the Chief Executive.

Members were advised that the Department of Infrastructure was currently seeking views on a draft Order, increasing the fees payable to officials at local authority elections. Following lengthy discussion, it was not recommended that any change be suggested. It was noted, however, that the draft Order had set out fees for Presiding Officers and Poll Clerks as being a flat rate, rather than an hourly rate, and this point had already been brought to the Department's attention.

Members were also informed that the Council had made representations to the Department of Infrastructure seeking the date of the general election of local authority Members to be held on 21<sup>st</sup> April 2016, in order to facilitate any new Members making their Declarations of Acceptance and receiving a preliminary induction prior to the Special Council Meeting which, under Standing Order 8, was normally held on the Wednesday before the Annual Council Meeting (it was at this Special Meeting that the Selection of Mayor was confirmed, and Committees appointed). As the date of 28<sup>th</sup> April 2016 had been fixed by the Department, it was therefore recommended that the Special Council Meeting take place on the morning of Friday 6<sup>th</sup> May 2016.

During the past year there had been publicity about the need for voters to register, and it was recommended that the Council make reference on its website, and in any publicity concerning the election, of the importance of voters checking that their names were included in the register. Members expressed concern that the process for obtaining registration forms was quite difficult, in that the public had to make contact with the Department of Infrastructure, either by telephone or electronically, before forms would be sent to them. It was therefore suggested that registration forms should be made freely available - which the Council could then distribute either through the Town Hall, the Henry Bloom Noble Library, or by Members personally distributing to their respective constituents.

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

- (ii) That the Chief Executive be appointed as Returning Officer for the general election of Councillors in April 2016;
- (iii) That the draft Local Election (Fees) Order also be noted;
- (iv) That the Special Council Meeting, to be convened under Standing Order 8, take place on Friday 6<sup>th</sup> May 2016 at 10.00am;
- (v) That publicity be given through the Council's website and notice boards to the need for voters to ensure they were registered to vote; and
- (vi) That the Assistant Town Clerk be requested to advise the Department of Infrastructure of Members' concerns regarding the availability of registration forms, and accordingly seek the Department's permission for them to be made freely available."

#### **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:- strategic governance objectives; the percentage of rates collected; the increase in the number of non-cash / non-cheque payments; and the percentage of sundry debtors collected within three months.

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

#### **A12. Library Photocopying and Printing Fees**

The Committee considered a written report by the Assistant Chief Officer (Finance) proposing a change to the fees charged for photocopying and printing at the Henry Bloom Noble Library.

Members were advised that the fees charged to library users had been based on costs previously incurred, however, the ICT Department had successfully negotiated much reduced costs and it was therefore appropriate that these savings be passed on to the customer.

It was proposed that the reduced prices take effect from the re-opening of the Library in January 2016.

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

- (ii) That, with effect from the re-opening of the Henry Bloom Noble Library in January 2016, library photocopying fees be reduced to:-
- A4 one-sided (black & white) £0.10
  - A4 two-sided (black & white) £0.20
  - A3 one-sided (black & white) £0.20
  - A3 two-sided (black & white) £0.40
  - A4 one-sided (colour) £0.30
  - A4 two-sided (colour) £0.60
  - A3 one-sided (colour) £0.60
  - A3 two-sided (colour) £1.20; and
- (iii) That, with effect from the re-opening of the Henry Bloom Noble Library in January 2016, library printing fees be reduced to:-
- A4 one-sided (black & white) £0.10
  - A4 two-sided (black & white) £0.20
  - A4 one-sided (colour) £0.30
  - A4 two-sided (colour) £0.60.”

**A13. 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.”

**A14. Time and Date of Next Meetings**

The Committee noted forthcoming meetings -

- 9.00am on Thursday 14<sup>th</sup> January 2016 – Special Executive Budget Meeting;
- 10.00am on Wednesday 27<sup>th</sup> January 2016 – Special Rate-making Council Meeting; and
- 2.00pm on Friday 29<sup>th</sup> January 2016 – regular scheduled meeting.

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

***PART B –***

***Matters subject to Council approval***

No public matters subject to Council approval were considered.

The Committee rose at 12.05pm.

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

# STANDARDS COMMITTEE

STANDARDS COMMITTEE – Minutes of Meeting held on Monday, 7<sup>th</sup> December, 2015.

Members Present: Councillor Mrs R. Chatel (Chair), Councillor Mrs C.A. Corlett, Councillor Miss D.A.M. Pitts, Councillor Mrs E.C. Quirk, Mr D.M. Booth (Independent Member).

In Attendance: Assistant Town Clerk, Democratic Services Officer.

## REPORT

### **PART A –**

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

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

No apologies for absence were submitted.

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

There were no declarations of interest.

##### **A3. Minutes - 21<sup>st</sup> September, 2015**

The minutes of the meeting held Monday, 21<sup>st</sup> September, 2015, were approved and signed.

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

In response to query, the Assistant Town Clerk confirmed that he has not yet written to all Members seeking their views on the initial induction and topics for on-going training for Members. It was suggested that training should include the legal process, legal issues which may arise, and the Human Rights Act. It was confirmed that an email will be circulated to all Members seeking their views on the topics to be included in the induction programme for new Members.

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

##### **A5. Appointment of Independent Member 2016-2018**

The Committee considered a report on the appointment of an Independent Member. The Council's constitution provides for the appointment of an Independent Member to serve on the Standards Committee. The appointment is for a term of two years; with the possibility of extension of the appointment of the same person for a further two years. The Council's Constitution requires that the post be advertised at least once every four years. The report set out the criteria which were used in the appointment of the current postholder.

Resolved, "That the report be noted on the minutes and approval be given for an advertisement to be placed in the local press inviting applications people who may be interested in the appointment as an Independent Member to the Standards Committee to submit their names and details for consideration."

##### **A6. Training Exercise**

The Committee undertook a training exercise on the topic of gifts and hospitality. The training centred on the dilemmas facing a group of fictitious inexperienced councillors who seek the advice of members on the Standards Committee because they have been offered and/or were given various gifts and invitations over the Christmas season. Members considered the fictitious list of gifts and invitations and discussed which (if any) could be accepted, and what advice could be given to the inexperienced councillors.

The Code of Conduct set out in Parts 5A and 5G of the Council's constitution provided the framework for the discussion. Members noted that the Code does not include a list of things which can be accepted because such a list can never cover all eventualities and because the Code of Conduct clearly states that each elected member is responsible for his or her own actions.

In discussion, Members noted that not only should a Councillor consider the nature and value of the gift itself, but the overall circumstances in which the gift is proffered, and the impression which could arise from acceptance of the gift or invitation.

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

##### **A7. Review of Forward Plan**

The Committee reviewed the Forward Plan. In the training needs of Council Members and Officers it was suggested that there be training on the Communications Act, the Human Rights Act. It was also

suggested that Members be formally introduced to staff, that staff names and photos be provided, not simply job titles, and that there be visits to Council facilities.

Resolved, "That the Forward Plan and the suggestions for future training be noted on the minutes."

The meeting ended at 11.55am.



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 Thursday, 22<sup>nd</sup> October, 2015.

Members Present: For Douglas Borough Council - Mr Councillor R.H. McNicholl (Chair). For Onchan District Commissioners - Mr D. Crellin and Mr P.M. Hulme, Chief Executive/Clerk. For Braddan Parish Commissioners - Mrs M. Hodge, (Member) and Mr J.C. Whiteway, Clerk. For Santon Parish Commissioners - Mr N. Kelly (Member).

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

Apologies for Absence: Mr A.J. Donnelly, Officer, Douglas Borough Council. Ms S. Gray (Department of Infrastructure Representative). Mr A. Crook, Contractor's Representative.

## REPORT

### **PART A –**

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

##### **A1. Minutes – 18<sup>th</sup> September, 2015**

The minutes of meeting held on Friday, 18<sup>th</sup> September, 2015, were noted and approved for signature.

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

Mr Hulme advised in relation to Clause A5 that he had agreed to deal with the submission of expressions of interest, but not to deal with the tenders. The matter was noted and the tender process considered later in the meeting.

##### **A3. Operational Statistics**

Copies had been circulated of the spreadsheet showing the monthly throughput of the various waste streams from April to September, 2015.

A Member queried whether the Joint Committee received a regular report on the income derived from recycling through the Site. It was noted that under the current operational contract, and the specification for the new contract from 1<sup>st</sup> April 2016, any such income was due to the Contractor rather than to the Joint Committee. There was discussion over whether that should be the case, with acknowledgement that the current Contractor had remitted some of such income to the participating authorities although not bound to do so. The conclusion was that the Joint Committee should be aware of the volumes and tonnages being recycled, as set out in the spreadsheet, but not necessarily the monetary values which were a matter for the Contractor.

**It was agreed:** that the statistics be noted.

##### **A4. Operational Issues**

A Member queried why the Site had recently started closing at 4.00 p.m. rather than 7.00 p.m., and was advised that the approved summer opening hours ended at the end of September.

Concern was expressed about the lack of signage for the Site at the Pulrose Road junction, Members expressing the view that the sign originally installed had been removed. The Secretary agreed to contact the estate owner with a view to a replacement being installed, to include directions to the Site and the opening hours.

While discussing the directional signage Members expressed concern about traffic congestion on the estate road leading to the Site. While it was adopted as a highway, and some parts had yellow lines, parked vehicles were causing some congestion particularly at busy times in the area close to the Site entrance and members felt that the whole road should be restricted. The Secretary undertook to refer the matter to Douglas Borough Council's representative on the Traffic Management Liaison Group.

##### **A5. Operational Contract**

Mr Hulme circulated a list of applicants who had expressed interest in the contract to operate the Site for the three years from 1<sup>st</sup> April 2016. There were seven in total and it was agreed that all should be included on the select list and invited to tender.

The Secretary was asked to prepare the tender documentation, based on Douglas Borough Council's standard forms, and to forward it to Mr Hulme within the next week for forwarding to the applicants. It was agreed that they should be returned by the applicants to Mr Hulme.

Mr Quayle suggested that a weighting and scoring system should be devised for evaluation of the tender submissions. Mr Hulme advised that he intended to take advice from a Consultant Engineer who would be briefed to devise a system and to evaluate the tenders accordingly. It was agreed that that independent advice would be preferable to any of the individual authorities or officers leading the process.

There was discussion of the timescale for the process, with concern by Members to reach a decision before the end of December to enable the current and prospective Contractors sufficient notice of the change taking effect from 1<sup>st</sup> April 2016. It was agreed that tender returns before the end of November should enable a Joint Committee meeting in early- to mid-December to consider the tenders and evaluation report.

**It was agreed:** that the tender documents be issued as speedily as possible, with a closing date for return to Mr Hulme before the end of November; that Mr Hulme be authorised to engage a suitable Consulting Engineer for evaluation; and that a meeting of the Joint Committee be convened at 3.00 p.m. on Thursday 17th December to consider the matter.

#### A6. **Garff Proposals**

It was noted that according to recent press reports, Laxey Village, Lonan Parish and Maughold Parish Commissioners were seeking to merge to form a single local authority. It was not clear at this stage what the implications might be in relation to the Joint Committee and the operation of the Eastern Civic Amenity Site.

Mr Quayle advised that the Department was in discussion with the northern parishes, including Maughold, in relation to the Northern Civic Amenity Site. He felt if costs were apportioned according to rateable value, it would be possible for the new authority to contribute to both the Northern and Eastern sites on the basis of the rateable values of the existing authorities.

**It was agreed:** that the potential implications of the proposed merger be further considered at the next meeting.

#### A7. **Next meeting**

The date and time of the next meeting were fixed as 3.00 p.m. on Thursday, 17<sup>th</sup> December, 2015, at Douglas Town Hall.

The meeting ended at 4.10 p.m.

# EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE

EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE – Minutes of Meeting held on Thursday, 10<sup>th</sup> December, 2015.

Members Present: For Douglas Borough Council - Mr Councillor R.H. McNicholl (Chair) and Mr A.J. Donnelly (Assistant Borough Engineer). For Onchan District Commissioners - Mr D. Crellin (from 3.25 p.m.) and Mr P.M. Hulme, Chief Executive/Clerk. For Braddan Parish Commissioners - Mrs M. Hodge, (Member) and Mr J.C. Whiteway, Clerk. For Lonan Parish Commissioners - Mr N. Dobson (Member). For Santon Parish Commissioners - Mr N. Kelly (Member).

In Attendance: Secretary - Mr P.E. Cowin. Department of Infrastructure Representative - Mr J. Quayle. Contractor's Representative - Mr S.A. Crook.

Apologies for Absence: Mr A. Moore, Member - Laxey Village Commissioners.

## REPORT

### **PART A –**

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

##### **A1. Minutes – 22<sup>nd</sup> October, 2015**

The minutes of meeting held on Friday, 22<sup>nd</sup> October, 2015, were noted and approved for signature.

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

No matters were identified as arising from the minutes.

##### **A3. Operational Statistics**

Copies had been circulated of the spreadsheet showing the monthly throughput of the various waste streams from April to November, 2015. It was noted that there was a reduction in overall tonnage, which Mr Crook attributed to weather conditions. Mr Quayle confirmed that other Sites had experienced similar reductions.

**It was agreed:** that the statistics be noted.

##### **A4. Operational Issues**

Mr Donnelly stated that the Site had been closed for waste disposal on Thursday and Friday, 3<sup>rd</sup> and 4<sup>th</sup> December, because of extreme weather conditions. Staff had been occupied in filling sandbags for collection by the public concerned about flooding. Sand and bags had been provided by the Department of Infrastructure. It was anticipated that during the winter similar provision would be made for distribution of salt.

Mr Crook advised that small WEEE items were being separated from the main waste stream and although baling had been found unsatisfactory they were being collected and disposed of separately, at neutral cost which represented a saving against the Energy from Waste Plant gate fee.

The Chair asked what was happening with cardboard collection. Mr Crook advised that research was continuing into suitable receptacles for cardboard to be placed in and stored. Mr Quayle advised that cardboard was not collected separately at the other Island Civic Amenity sites but remained in the general waste stream for incineration.

In relation to vehicles parking on the Middle River Industrial Estate Road, impeding access to the Site, Mr Crook agreed to pursue the imposition of traffic regulations through the Traffic Management Liaison Group.

**It was agreed:** that the issues raised be noted, and that Mr Crook report to the next meeting of the Joint Committee on progress in obtaining a suitable container for collection of cardboard.

*Mr Crellin joined the meeting at 3.25 p.m., during discussion of the above item.*

*Mr Crook left the meeting at 3.35 p.m.; the Secretary and Mr Donnelly also retired whilst the Joint Committee considered the following item. The Chairman relinquished the Chair of the meeting but remained in the room while the Vice-Chair presided because all the represented authorities were required to vote.*

#### A5. **Operational Contract**

Copies had been circulated of the evaluation report prepared by an Officer of Onchan District Commissioners on tenders received for the contract to operate the Site for the three years commencing 1<sup>st</sup> April 2016.

Mr Whiteway queried the need for tendering in the first place and there was concurrence that the exercise had been instigated in order to demonstrate that the costs represented good value.

Mr Quayle referred to advice that had been obtained in relation to setting up a body to administer the northern Site, which indicated that a local authority could delegate to another local authority responsibility for exercising its powers. He suggested that in future consideration could be given to using that legislative provision rather than a tendering process.

Consideration was then given to the report on the three tender submissions that had been received.

The evaluation report confirmed that each tenderer had submitted all the necessary documentation, which had been scrutinised and found acceptable, and that there being no ground to rule out any of the submissions, the tender by Douglas Borough Council should be accepted as it was the lowest.

**It was agreed:** that the report be noted on the minutes and that the tender of Douglas Borough Council, being the lowest tender received, be accepted.

*The Secretary and Mr Donnelly returned to the meeting at 3.50 p.m.*

#### A6. **Garff Proposals**

Mr Dobson updated the Joint Committee in relation to the proposals to merge Laxey Lonan and Maughold into one authority, as had been referred to at the last meeting.

He confirmed that the proposal was to retain the existing districts as wards within the new authority. Although the new authority would contribute to the Northern Civic Amenity Site in respect of Maughold, it would also contribute to the Eastern Site in respect of Laxey and Lonan. Apportionment would be by rateable value, as at present. It was intended to reflect as closely as possible the existing arrangements.

**It was agreed:** that Mr Dobson be thanked for his explanation and that the Secretary review the Joint Committee Agreement to ascertain whether it requires amending to reflect the change.

#### A7. **Next meeting**

The date and time of the next meeting were fixed as 3.00 p.m. on Thursday, 18<sup>th</sup> February, 2016, at Douglas Town Hall.

#### **PART B –**

#### ***Matters requiring Council approval at the Special Budget Meeting on 29<sup>th</sup> January 2016***

#### B8. **Budget 2016/17**

The Secretary circulated a draft budget summary that had been prepared to indicate the costs of the Site to the respective authorities for 2016/17, to aid with their budgeting.

The tender figure used as the base was speculative and needed to be adjusted, and Members expressed concern about the cost of “administration”. The Secretary agreed to establish exactly what was included in that cost and circulate a revised version of the summary with that information as soon as practicable after the meeting.

**It was agreed:** that subject to adjustment of the tender sum to the correct figure, and to confirmation that the administration cost includes all overhead costs, the budget summary be approved.

The meeting ended at 4.15 p.m.

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

# HOUSING COMMITTEE

HOUSING COMMITTEE – Minutes of Meeting held on Wednesday, 16<sup>th</sup> December, 2015.

Members Present: Mr Councillor D.J. Ashford (Chair), the Mayor, Councillor Mrs C.E. Malarkey, Councillor Ms K. Angela, Mr Councillor S.C. Cain, Councillor Mrs E.C. Quirk.

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

## REPORT

### **PART A –**

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

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

There were no apologies for absence.

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

There were no declarations of interest.

##### **A3. Minutes - 18th November, 2015**

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

##### **A4. Quarterly Vacant Property Data**

The Committee reviewed the quarterly vacant property data report. Concern was raised that a number of properties have been left in an untidy condition when they were vacated. Officers confirmed that the Council does have the right to re-charge the cost of clearing up if a property is left in a poor condition, although discretion is applied in exercising this right because the cost of chasing the small debt might be greater than any sums recovered.

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

##### **A5. Property Alterations Policy**

The Committee considered a report setting out criteria for dealing with properties which have been altered over the years by the tenants. Enclosed front porches are common throughout Willaston Estate, but were not part of the original property and so are alterations carried out by the tenant.

The external refurbishment scheme in Willaston has highlighted potential problems associated with external alterations carried out by tenants to attach structures to the properties. These include enclosed porches, patio doors, and lean-to extensions. Although Council permission for the alteration may have been sought, that may not always have been the case. Even where permission was obtained, the work may not have been carried out by qualified tradesmen, or it may have been some time since the work was done, so the structure is no longer in good condition. It may be that these structures do not conform to current Buildings Regulations.

The external refurbishment work will remove the outer leaf of the masonry to the Willaston properties and will require the removal of any structures attached to the masonry. When the outer leaf is rebuilt it will not always be possible to reattach the structure either because the opening is no longer the correct size or because the structure is not in good condition.

Officers confirmed that tenants would have paid for the alterations (eg porches or enclosing an open porch) when the work was done. Members were concerned that tenants may be disadvantaged by having paid for a structure which is then removed.

Members discussed the report and in response to query, officers confirmed that it is not known how many properties have had such alterations. There are 736 properties included in the Willaston refurbishment scheme and no external alterations have been found in the first thirty properties. Nonetheless, the report is being brought forward now so as to have a policy in place for determining whether or not an external addition to a property which was installed by the tenant is to be reinstated or permanently removed after completion of the refurbishment work.

Resolved, “That the report and discussion be noted on the minutes and approval be given to the following criteria to be set as the Council’s policy to determine whether an alteration to the property which had been paid for by the tenant and which is an external structure attached to the property will be permanently removed or reinstated following completion of the external refurbishment works.

- (i) When external structures are in poor condition or have integral failure, then these will not be reinstated; and
- (ii) When external structures do not comply with current Building Control Regulations, (examples of non-compliance include the wrong glazing panels, materials or installation), these will not be reinstated; and
- (iii) When external structures are defective or not performing correctly (as an example, no longer weather-tight), these will not be reinstated; and
- (iv) When external structures do not have the relevant Council authorisation, and planning approval and Building Control approval these will not be reinstated; and
- (v) External structures that have the relevant approvals, that comply with regulations, that are structurally able to be reinstated and if the tenant requests reinstatement, then these will be reinstated; and
- (vi) If the tenant consents to permanent removal of an external structure then it will not be reinstated even if all of the requirements set out above are met; and
- (vii) Tenants will be notified about the removal or retention of any structures prior to their removal; and
- (viii) This policy is to be reviewed by the Housing Committee in six months; and
- (ix) Any issues or exceptions relating to implementation of this policy are to be brought to this Committee for determination.”

**A6. Items For Future Report**

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

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

***PART B –***

***Matters requiring Executive Committee approval***

There were no matters requiring Executive Committee approval.

***PART C –***

***Matters requiring Council approval***

There were no matters requiring Council approval.

The meeting ended at 11.25am.

VI(vii) – The proceedings of the REGENERATION AND COMMUNITY COMMITTEE as follows:

# REGENERATION AND COMMUNITY COMMITTEE

REGENERATION AND COMMUNITY COMMITTEE – Minutes of Meeting held on Tuesday, 15<sup>th</sup> December, 2015.

Members Present: Mr Councillor J.E. Skinner (Chair), Councillor Mrs R. Chatel, Mr Councillor G.J. Faragher (until 1.00pm, Clauses A1 to A5 and Clauses B9 to B12), Councillor Miss D.A.M. Pitts.

In Attendance: Assistant Chief Executive, Assistant Town Clerk (Clauses A1 to A4 and B9 to B12), Assistant Chief Officer (Finance), Assistant Borough Engineer, Head of Parks, Assistant Democratic Services Officer.

## REPORT

### **PART A –**

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

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

The Mayor submitted apologies for absence.

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

Mr Councillor G.J. Faragher declared an interest in Clauses A6 and A7.

##### **A3. Minutes – 17<sup>th</sup> November, 2015**

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

##### **A4. Rearyrt Y Sheear**

The Committee considered the deferred report on the supply and installation of fencing to the Rearyrt Y Sheear amenity land, Johnny Watterson's Lane, Douglas.

The item was deferred pending a Committee visit to the site. The site visit took place on the 1<sup>st</sup> December, 2015, and following the site meeting, Members opined that the installation of a fence in the area is unnecessary and suggested planting additional vegetation in the open space as an alternative. The Head of Parks advised the Parks Section has actioned this request.

In answer to question, the Assistant Borough Engineer confirmed in recent years there had been no issues raised by the Police regarding motor cycle activity in the area.

Resolved, "That particulars of the report and discussion be noted on the minutes and fencing be not installed at the Rearyrt Y Sheear amenity land, Johnny Watterson's Lane, Douglas, and instead additional vegetation be planted in the area."

##### **A5. Attendance**

Mr Councillor G.J. Faragher declared an interest in the remaining two items for consideration (Clauses A6 and A7) and left the meeting at 1.00pm.

##### **A6. Public Events**

The Committee considered a report submitted by the Assistant Town Clerk on public events 2016.

Members were presented with a debrief summary for the four 2015 November events, namely, the Fireworks Display, Remembrance Sunday, Armistice Day and the Christmas Lights Ceremony. The report advised that all the events went well, and apart from the Christmas Lights Ceremony there were no matters raised that would require changes in 2016.

The report recommended that a Fireworks Display not be organised in 2016; to continue promoting and supporting Remembrance Sunday and Armistice Day in November 2016; and to discontinue the holding of the annual Christmas Lights Ceremony in Ridgeway Street. Contrary to the recommendation, Members agreed to hold a Fireworks Display in 2016.

Members were advised that the number of people attending the Christmas Lights Ceremony has grown year on year and while the revised layout in 2015 helped accommodate them, the crowd spread from the stage area up to Prospect Hill. Many people could not see or hear properly what was happening on the stage. Whilst some of the issues could be addressed by extending the coverage of the sound system, the report advised that the event has outgrown the venue.

The report suggested considering alternative venues, such as the Promenade area where more space could be utilised. Members discussed various locations, the possibility of making the event a ticketed event and the importance of holding the event outside the Town Hall. It was agreed that a further report providing event options be produced and considered by the Committee.

During the discussion, Members expressed their concern that the sound levels were disappointing at the Christmas Lights Ceremony and a spotlight is required in future years to ensure the acts are visible to the audience.

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

- (i) The Council organise a Fireworks Display in November 2016;
- (ii) The Council continue to promote and support Remembrance Sunday and Armistice Day in November 2016;
- (iii) The Council organise a Christmas Lights Ceremony in 2016 and a further report on the logistics of the event be considered by the Committee."

#### **A7. Fireworks Supplier for 2016 and Future Years**

The Committee considered a report submitted by the Assistant Democratic Services Officer to consider the written quotation received from Star Fireworks for the provision of a Fireworks Display in 2016, 2017 and 2018.

Written quotations were sought from five fireworks suppliers, each company was invited to submit a quotation for a beach fired and a barge fired display. Of the five invited, three asked for the information pack and two did not respond to the e-mail.

Only one company, Star Fireworks, submitted a quotation by the closing date.

The report recommended accepting the proposal submitted. The report further recommended engaging in a three-year contract with Star Fireworks for the provision of the November displays. Star Fireworks was the only company to submit a quotation during the 2015 exercise, and submitted a considerably lower quotation during the 2013 quotation exercise than all other quoters.

It was noted that Star Fireworks has offered to freeze prices at the 2015 rate if a three-year contract is secured.

The report recommended approving a barge fired display for the 2016, 2017 and 2018 events. Members were provided with reasons why a barge fired display is preferred over a beach fired display. Members raised concern at the additional price to hire a barge and agreed that if the tide is suitable, a beach fired display be organised in future years.

A Member raised concern about engaging in three-year contract for a fixed price; it was felt this could reduce the quality of the display in future years.

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

- (i) The written quotation received from Star Fireworks for the provision of a fireworks display on Saturday, 5<sup>th</sup> November, 2016 be accepted;
- (ii) Star Fireworks be engaged in a three-year contract with the Council to supply a fireworks display at the 2016, 2017 and 2018 event;
- (iii) If the tide is unsuitable for a beach fired display, a barge be utilised to fire the display."

#### **A8. Items For Future Report**

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

A Member requested an additional report on the future of the Twinning and Affiliations agreements. The Member raised concern that there is no funding available to carry out the remit of the twinning agreement and although not in favour of discontinuing, the affiliation has little purpose if no budget is available.

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

### ***PART B –***

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

#### **B9. Ballaughton Nursery – Heat Pumps**

The Committee considered a report submitted by the Assistant Borough Engineer on the tenders received for the installation of the Ballaughton Nursery heat pumps.



Members were reminded that the order for the Cambridge Air Source Heat Pumps has been placed and will be delivered once the successful contractor has discussed the exact specifications with the supplier.

The Assistant Borough Engineer advised that in order to obtain suitable contractors to install the heat pumps, those contractors on the 'General Plumbing Works' category of the Council's procurement section were invited to submit a tender by Friday, 3<sup>rd</sup> July, 2015.

Only one tender was returned and it was three times over the pre-tender estimate for the installation set at £23,000. The tender could therefore not be accepted. Officers decided to source an on-Island specialist air source heat pump installer to provide a quotation for the works. Stewart Clague Services were listed the only on-Island approved installer by Global Energy Systems. A quotation was received over the pre-tender estimate. The report recommended approving the contractor as a specialist contractor.

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

- (i) The specialist quotation received from Stewart Clague Services Limited for the installation of the heat pump to the Ballaughton Nursery site be approved;
- (ii) The Executive Committee be requested to approve an increase of the funding approved from the General Revenue Reserves."

**B10. Ballaughton Nurseries Offices and Welfare Facilities (referred to the Executive Committee Special Budget meeting)**

The Committee considered a report submitted by the Assistant Borough Engineer on the tenders received for the Ballaughton Nursery site proposed offices and welfare building.

The new office and welfare facilities project at the Ballaughton Nursery site had been originally tendered in September 2015 as a modular building for the supply and installation of the modular units. The lowest suitable tender received was £343,929. The overall cost had been estimated at £443,929 and included the estimated costs of the ground works to install the building. The report confirmed the tender was not considered as value for money.

The project was retendered as a design and build project. The report listed seven companies with a known record of design and build projects that were contacted and sent tender documentation. The tender return date was Monday, 7<sup>th</sup> December, 2015.

The report confirmed that one of the seven companies submitted a tender price for the project. The pre-tender estimate for the project was set at £315,000. It was noted that the estimate is above the budget for the project, but does take into account the increased size and changes to the building. The estimate was compiled after discussions with specialist contractors prior to the tender.

NK Construction submitted a tender price detailed in the report. The report recommended requesting additional funds for the project from £250,000 to £349,537. The Chairman queried why an additional £10,000 was required to cover consultant fees associated with the project. The Assistant Borough Engineer confirmed the requirement for a planning supervisor is included in this cost together with consultant fees for site investigation and building regulations fees.

The Assistant Borough Engineer and the Head of Parks confirmed they had considered various options to reduce the specification and the amended project for approval is based on the minimum requirement for the Parks Section. The Head of Parks explained that the existing buildings and welfare facilities are of a poor standard.

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

- (i) The tender received from NK Construction Limited for the design and build of office and welfare facilities be accepted;
- (ii) The report be referred to the Executive Committee for the approval of additional funds for the project from £250,000 to £349,537. This is an increase of £99,537, which incorporates the pre-tender estimate change to £315,000 as well as an additional £10,000 to the tender sum to cover consultant fees associated with the project."

**B11. Finch Hill Bowling Pavilion – Condition Report**

The Committee considered a report submitted by the Assistant Property Manager (Assets) on the Finch Hill Bowling Pavilion. Members were reminded that a report had been submitted to the Regeneration and Community Committee on Tuesday, 15<sup>th</sup> September, 2015, identifying the key elements of disrepair at the premises known as Finch Hill Pavilion and Bowling Green.

As resolved by the Committee, the condition report was submitted to the Finch Hill Bowling Club Limited (the Club), being the current tenants, to formally notify them of the defects and remedial work required. The Bowling Club responded to each item stating their intentions.

A meeting had been held with the Finch Hill Bowling Club and a programme of works has been agreed that indicates the works the tenant accept to undertake and a timescale for completion, which generally states that all repair and routine maintenance will be addressed by 2017. It was noted that the Club deemed the decoration acceptable for their purpose, and provided that there are no defects associated with the decorative order, the requirement to decorate cannot be enforced.

The Club has refused to accept three major items, which are the repointing of the brickwork, the re-rendering of the rear elevation and remedial works to the boundary stonework wall. The tenant has stated that they will undertake localised repairs and have suggested alternative solutions. The report detailed the Club's alternative solutions to the items of disrepair identified in the Condition Report.

Due to the scale of these three work items, it is unlikely in the tenant's current financial situation that they are able to raise the required funds to undertake these repairs.

The report recommended approving a £20,000 budget estimate for the repointing, re-rendering and remedial elements of disrepair not accepted by the tenant and identified in the condition report. This is so that in the event that the tenant does not fully accept to progress these repair items, then the Council is fully aware of the financial commitment that would be required to rectify the items of disrepair identified in the condition report.

The Club has stated that some works have been completed and others are on-going. These works will be inspected to confirm that they have been completed to the satisfaction of the Landlord before the lease is agreed.

Resolved, "That particulars of the report and discussion be noted on the minutes and the minute be referred to the Executive Committee to consider approving an allowance of £20,000 from the General Revenue Reserve Fund for the repointing of the brickwork, re-rendering the rear elevation and remedial works to the boundary stone wall in the event that the tenant is unable to undertake these items of disrepair identified in the condition report."

***PART C –***

***Matters requiring Council approval***

There were no items requiring Council approval.

The meeting ended at 1.17pm.

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

# ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of Meeting held on Monday, 14<sup>th</sup> December, 2015.

Members Present: Mr Councillor R.H. McNicholl (Chair), Councillor Mrs C.A. Corlett (from 11.30am onwards), Councillor Ms C.R. Turner, Mr Councillor C.L.H. Cain, Councillor Mrs C.L. Wells.

In Attendance: Assistant Town Clerk, Assistant Chief Officer (Corporate and Development), Building Control Manager (from 10.00am – 11.15am only), Accountancy Manager, Assistant Borough Engineer, Democratic Services Officer, Electrical Services Manager (from 11.15am – 12.15pm only), Senior Engineering and Waste Services Manager (from 12.15am – 1.15pm only).

## REPORT

### **PART A –**

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

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

The Mayor and Councillor Mrs C.A. Corlett (for lateness).

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

Councillor Mrs C.R Turner declared an interest in the presentation from Eco-Vannin and retired whilst the Committee received it.

##### **A3. Presentation – Eco-Vannin**

The Committee received a presentation by Ms Wendy Shimmin, joint co-ordinator of Eco-Vannin. In her presentation Ms Shimmin explained that Eco-Vannin is a group formed in March 2015 as a collaborative organisation encompassing Zero Waste Mann, IOM Friends of the Earth, Manx Energy Advice Centre, the Department of Economic Development and the Department of Environment, Food and Agriculture, Department of Infrastructure and Manx Utilities. A representative from each of these groups is on the Steering Group. The presentation set out Eco-Vannin's vision of a sustainable community, strategic areas of work, examples of projects being undertaken in other jurisdictions, and goals for reduction of greenhouse gas emissions on the Isle of Man. In response to enquiry, Ms Shimmin confirmed that Eco-Vannin is not Government-funded although Departments have provided rooms for some meetings. Members suggested that the presentation should be made to the Municipal Association.

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

Ms Shimmin was thanked for her attendance and left the meeting at 10.40am.

##### **A4. Minutes – 16<sup>th</sup> November, 2015**

The minutes of the meeting of the Environmental Services Committee held Monday, 16<sup>th</sup> November, 2015 were approved and signed.

##### **A5. Planning Application 15/01257/C – Units 9-11 Old Quarry, Douglas Head Industrial Estate**

The Committee considered planning application 15/01257/C seeking approval for a change of use of from existing industrial unit to an indoor skate park at Units 9-11 Old Quarry, Douglas Head Industrial Estate. The proposal is for an indoor Skate Park with ancillary accommodation comprising a reception area with shop, a 'chill out' area with tuck shop, toilets and an office. The building has ten allocated car parking spaces, with the possibility of an additional ten spaces being created on land adjoining the facility.

Resolved, "That the application be noted on the minutes, the Committee expressed its support for the planned use and agreed that no objection to the application be raised, subject to the creation and maintenance of ten additional parking spaces alongside the Unit, for use by patrons of the facility."

##### **A6. Planning Application 15/01186/B**

The Chair reported on planning application 15/01186/B which was considered as a matter of urgent business by himself and the Leader of the Council because the deadline for submissions was prior to the meeting of the Environmental Services Committee. The matter will be formally reported to the

Executive Committee. Planning application 15/01186/B is for the development of a parcel of land on Cooil Road as a large car showroom. In planning terms there is no specific category for use of the land as a car showroom; it falls within the category of retail. The Council's response to the planning application, as approved by two Chairs, is not to object, subject to a condition that any approval is granted only for use as a car showroom, not for general retail.

Resolved, "That the Chair's remarks be noted on the minutes."

#### A7. **12 Derby Square**

The Committee considered a report on the appearance of 12 Derby Square. The masonry to the front elevation of the property is unsightly and requires repainting.

Resolved, "That the report be noted on the minutes and approval be given for the service of a notice under s24 of the Building Control Act, on the owner of 12 Derby Square, Douglas requiring repainting of the masonry to the front elevation and the front boundary wall."

#### A8. **Schedule of Unsightly Properties**

The Committee considered the Schedule of unsightly properties being dealt with on behalf of the Council. Members reviewed the schedule and raised some questions on particular properties.

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

The Building Control Manager was thanked for his attendance and left the meeting at 11.13am when the Electrical Services Manager joined the meeting.

#### A9. **Attendance**

Councillor Mrs C.A. Corlett joined the meeting at 11.30am.

#### A10. **Douglas Promenade Regeneration Street Lighting**

The Committee considered a report on proposals for the Douglas Promenade Regeneration Scheme which is being progressed by the Department of Infrastructure. Three leading street lighting design and manufacturing companies were invited to develop initial proposals for the street lighting element of the Promenade Regeneration Scheme. The initial brief was to produce a design to meet the current British Standards for the installation of street lighting and street lighting columns. The report set out the matters which were to be included and those which were not included in the brief. Particularly of note was that lighting of the gardens, installation of CCTV, lighting of the 'Cultural Quarter' by the Villa Marina & Gaiety Theatre, and civil engineering works were not included in the initial brief. In response to a Member query the Electrical Services Manager advised that a decision on the initial proposals would influence the lighting of the remaining areas.

Attached to the report were indicative drawings submitted by each of the companies as part of the proposals.

Resolved, "That the report be noted on the minutes and approval be given to acceptance of the submission from Thorn Lighting and engagement of the company to further develop proposals for the Promenade Regeneration Lighting."

The Electrical Services Manager was thanked for his attendance and left the meeting at 12.15pm.

#### A11. **Cristanini Ltd**

The Committee considered a further report on Cristanini Ltd, a company which supplies specialist street cleaning equipment. The initial contact with the company was at the RWM Recycling and Waste Management Exhibition 2015 held at the National Exhibition Centre the 15<sup>th</sup> – 17<sup>th</sup> September, 2015.

At the meeting on 19<sup>th</sup> October 2015 the Committee decided that arrangements should be made for Cristanini Ltd to bring its street cleaning equipment to the Island for a demonstration of their products. Officers then entered into a dialogue with the company to make the necessary arrangements. The company suggested that because it produces a wide range of specialist equipment it would not be feasible to bring everything to the Island. It could be that the products brought for a trial would not be the right equipment for the Council's specific needs. Cristanini Ltd suggested as an alternative that a visit should be made to the factory in Italy so that a demonstration could be made of the full range of equipment and accessories on a wide range of substrates.

The cost of such a trip would be too expensive and so Council officers asked if Cristanini Ltd would recommend an existing customer in the United Kingdom which could be visited to see the products in action. Cristanini Ltd advised that although the company is well-established in Italy, they are only just moving into the UK market. As yet they do not have a distributor or customers in the UK.

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

- (i) to continue to explore the United Kingdom market for suitable specialist street cleaning equipment; and

- (ii) To continue to monitor Cristanini's progress in the United Kingdom market, speaking with any new United Kingdom based customers and making recommendations, where appropriate; to visit those customers to receive demonstrations where the application is comparable with the Borough's own requirements."

**A12. Christmas Tree Collections Paid-for Service**

The Committee considered a report setting out a proposal to offer a home collection service of Christmas trees for which a separate charge would be made. The service would be operated over a two week period and would be limited to the collection of Christmas trees. Even though the Council offers a free service for the disposal of Christmas trees at specified collection points, there are problems with fly-tipping. Trees disposed of through the free service are shredded and put to good use. Trees which are put in wheely bins become part of the general household waste which goes to the Energy from Waste plant for which a gate fee is charged.

Members considered the report and were not convinced that there would be sufficient take-up to justify additional administration involved. The Committee also noted that as this report is coming forward so close to Christmas, there would be insufficient time to publicise and promote it. Members agreed that the efforts should be directed to promotion and advertisement of the free disposal sites.

Resolved, "That the report be noted on the minutes and approval not be given to the recommendations therein."

**A13. Adjournment and Resumption**

The meeting adjourned at 1.15pm. Members agreed to resume the meeting at 2.15pm on Wednesday, 16<sup>th</sup> December, 2015.

***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 adjourned at 1.15pm and  
agreed to resume at 2.15pm on Wednesday, 16<sup>th</sup> December, 2015.

# ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of Resumed Meeting held on Wednesday, 16<sup>th</sup> December, 2015.

Members Present: Mr Councillor R.H. McNicholl (Chair), Mr Councillor C.L.H. Cain, Councillor Mrs C.L. Wells.

In Attendance: Assistant Town Clerk, Accountancy Manager, Senior Engineering and Waste Services Manager, Democratic Services Officer.

## REPORT

### ***PART A –***

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

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

Apologies for absence were submitted by the Mayor and Councillor Mrs C.A. Corlett.

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

No further declarations of interest were made.

##### **A3. Charging of Charities for Waste Disposal**

The Committee considered a report on the subject of charging charities for the cost of disposal of the waste arising from the bin collections. Members briefly discussed the matter and raised various questions on the matter and noted as a rule of thumb premises were able to have their bins emptied once per week, although there is no direct correlation between payment of rates and entitlement to any specific services.

Resolved, “That the report be noted on the minutes, that approval not be given to the recommendations in the report, and that a waste audit be undertaken of the bins for charity premises in Douglas and the results reported back to the Committee.”

### ***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 adjourned at 3.50pm.