



Borough of Douglas

MR. COUNCILLOR RICHARD HENRY McNICHOLL, J.P.
MAYOR

Town Hall,
Douglas,
4th November, 2011

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held on WEDNESDAY, the 9th day of NOVEMBER, 2011, 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. 36.
- 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 Policy and Resources Committee;
 - (ii) The Leisure Services Committee;
 - (iii) The Public Health and Housing Committee;
 - (iv) The Public Works Committee;
 - (v) Any other Joint Committee;
 - (vi) Any Select Committee of the Council.
- VII.- Consideration of such communications or petitions and memorials as the Mayor or Town Clerk may desire to lay before Council.
- VIII.- Notices of Motion submitted by Members of the Council in order of their receipt by the Town Clerk.
- IX.- 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. 15(1); under Standing Order No. 15(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.

*Items marked thus in the Minutes of Committees are those in respect of which the Committees have delegated powers, and such matters are therefore reported for information only.

AGENDA

III. – Chief Executive to read minutes of the Council Meeting held on Wednesday, 12th October 2011.

VI(i). - The proceedings of the POLICY AND RESOURCES COMMITTEE as follows:

POLICY AND RESOURCES COMMITTEE

POLICY AND RESOURCES COMMITTEE – Minutes of Meeting held on Friday, 14th October, 2011.

Members present: Mr Councillor D W Christian (Chairman), the Mayor, Mr Councillor S R Pitts, Councillor Mrs S D A Hackman, Mr Councillor D J Ashford, Councillor Mrs C E Malarkey, Councillor Mrs E C Quirk, Councillor Mrs D M Kinrade.

In Attendance: Chief Executive, Borough Treasurer, Borough Engineer & Surveyor, Assistant Borough Engineer (from 2.15pm to 3.15pm), Assistant Borough Treasurer (Financial Services) (from 2.55pm to 3.35pm).

REPORT

1. **Apologies for Absence**

No apologies for absence were submitted.

*2. **Declarations of Interest**

No declarations of interest were submitted.

3. **Minutes**

Minutes of meeting held on Friday 30th September 2011 were approved and signed.

*4. **Matters Arising from Previous Minutes**

Members' Allowances: the Chief Executive advised that the Borough Treasurer had written to the Department of Infrastructure seeking consideration to be given to increasing Members' Allowances in line with inflation.

Rates – Castle Mona Hotel: the Chief Executive advised that the Borough Treasurer's Department had confirmed that rates were being received in respect of this property.

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

*5. **Noble's Park – 'Modular Accommodation' – T.T. 2012**

Under the provisions of the Local Government Act 1985, the Borough Engineer & Surveyor declared an interest in this item and left the meeting whilst it was being considered.

The Committee considered a written report by the Assistant Chief Executive in relation to a request from the Department of Economic Development seeking approval to use the southern playing field within Noble's Park for the purposes of erecting modular accommodation units for the duration of the 2012 T.T. Races.

A statement from the Department noted that it wished to temporarily increase the number of bed spaces throughout the T.T. and, to this end, was working with a local travel agent, which put together T.T. travel packages, with that company, in turn, working with a United Kingdom company which offered a portable hotel concept.

The Department had advised that it was liaising with the Health Division and the Planning Division of the Department of Infrastructure and the Fire Safety Team of the Department of Home Affairs, all of whom had provisionally agreed to the proposal.

It was proposed that two-hundred units would be erected in the southern playing field of Noble's Park, with it being assumed that the north field would be available for car parking and hospitality. Planning permission would be required for the temporary erection of the modular units and therefore, due to the timescale required for the submission of a planning application, the Department of Economic Development was hopeful that the Council would grant early approval to achieve the units on site for the 2012 T.T. It was noted that the company that would be supplying the units would require two days to construct and take down the structure, therefore, the Department was proposing that the area would be utilised (provisionally at this stage) from 27th May to 11th June 2012.

Following discussion with representatives of the company that would be supplying the units, instigated by Council officers, it had been clarified that service provision, such as waste disposal, sewage, power, water, etc., would be required to be provided on site, as the units were not wholly independent.

It was noted that any hire would be subject to legal agreement, including the standard terms and conditions in respect of insurance, reinstatement, risk assessments, traffic management, etc. The Department had also been made aware of a number of matters which would need to be addressed in order to facilitate the project, including possible planning objections, vehicular and pedestrian congestion, environmental impact, ground conditions, reinstatement and services.

Members were advised that no fee had as yet been proposed, either by the Department of Economic Development or the travel agent, but it was likely that the income would be significant. It was agreed, however, rather than wait until the result of the planning application was known, that a fee be proposed to the Department at this stage. In respect of the planning application, the Assistant Borough Engineer advised that, having spoken with the Planning Department, the placing of the units on Glencrutchery Road (opposite the Borough Cemetery) would be the preferred location, rather than directly overlooking residential properties.

The Chief Executive reported that the Council's advocates had confirmed that the erection of the units, as they were only temporary, would not contravene the conditions of the covenants in place in relation to Noble's Park.

Members also noted that it was not known whether hoteliers would have objections to the proposals, although it was expected that the Department, being representative of the whole tourism industry, would have researched this aspect.

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

(ii) That approval in principle be granted for the placing of modular accommodation units on the Noble's Park playing fields;

(iii) That it be recommended that the hire of the land be conditional upon:

- a legal agreement being entered into with the supplier of the units, covering insurance, risk assessments, health and safety, reinstatement and associated matters;
- a £10,000 refundable deposit being lodged with the Council;
- legal costs and the cost of any additional services required on site being the responsibility of the hirer; and
- A non-negotiable fee of £20,000 being charged for the hire of the land; and

(iv) That it be further recommended that a follow-up report be submitted to this Committee subsequent to successful granting of planning permission, in order to establish the final details of the hire."

*6. **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 rates collected; the increase in direct debit take-up for the year; the percentage of net rent collected; gross rent arrears; the number of tenants owing over £500; and sundry debtors over three months old.

The Borough Treasurer reported that, following Committee approval to attempt to reach an agreement with Braddan Parish Commissioners and the Department of Infrastructure with respect to the Burials Act 1986, it appeared that the Department was keen to pursue the matter to a conclusion and had clearly acknowledged the need to change the existing legislation, in particular, the formula used to calculate the Council's annual contribution to the burial authority. It was agreed that this matter should be discussed with the new Minister for the Department of Infrastructure at an early stage.

The Borough Treasurer also reminded Members that the Minister for the Department of Infrastructure was empowered to introduce a Rate Limitation, this being a prescribed amount of rate increase by which local authorities may not exceed. It was noted that no such rate limit had been prescribed by the Minister by the due date this year (30th September 2011) in respect of the rates to be set for 2012 / 2013.

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

(ii) That the matter of the Burials Act 1986 be placed on the agenda for discussion at the Council's first meeting with the new Minister for the Department of Infrastructure; and

(iii) That it also be noted that no statutory rate limitation had been prescribed for the 2012 / 2013 year."

Attendance

The Assistant Borough Treasurer (Financial Services) joined the meeting at 2.55pm during discussion of the above item.

***7. Out of Hours Service**

The Committee considered a written report by the Assistant Borough Engineer in relation to the Council's entire out of hours service, following a review, as requested by Members at the meeting held on Friday 11th March 2011.

Members were advised that management information had now been collated on all out of hours requests for service. The total number of incidents involving the out of hours service across the Council's operations, since August 2010 to date, was as detailed in the written report, together with the current cost of providing the service (broken down into that which was recharged to non-rateborne agencies and the rateborne cost).

It was noted that the greatest percentage of out of hours service requests was connected with the Housing Service and that a revised policy was currently being prepared for approval by the Public Health and Housing Committee. The revised policy would be based on the information collated and the operational information obtained from the Council's 'Repair Finder' software, with the intention to submit recommendations that would assist in further reducing costs by way of additional efficiencies.

The report also set out details of the monthly charges made by Manx Telecom for its call-handling and management services. Members expressed concern at the cost to the Council and the Borough Engineer & Surveyor confirmed that it was the intention to re-open negotiations with Manx Telecom on this issue. The Council's ICT Section would also be investigating whether the call-handling and management service could be carried out in-house.

Members were informed that the collation of this information would further allow the Chief Officers' Management Team to continually monitor the efficiency and effectiveness of the out of hours service across the Council and that this would be done on a quarterly basis.

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

- (ii) That the information submitted, relating to costs and the nature of out of hours service requests, be noted;
- (iii) That it be noted that the Council's Chief Officers' Management Team would continually review the frequency and nature of such requests on a quarterly basis in order to ensure efficiencies; and
- (iv) That it also be noted that the Public Health and Housing Committee would be receiving a report in due course, detailing recommendations for improvements to the specific requirements of the out of hours service response in respect of the Council's public sector housing stock."

The Assistant Borough Engineer was thanked for his attendance and left the meeting at 3.15pm.

The Assistant Borough Treasurer (Financial Services) was thanked for his attendance and left the meeting at 3.35pm.

***8. 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 Policy and Resources Committee."

***9. Agenda Review**

The Committee undertook a full review of its agenda.

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

The Committee rose at 3.50pm

POLICY AND RESOURCES COMMITTEE

POLICY AND RESOURCES COMMITTEE – Minutes of Meeting held on Friday, 28th October, 2011.
Members present: Mr Councillor D W Christian (Chairman), the Mayor, Mr Councillor S R Pitts (from 2.50pm), Councillor Mrs S D A Hackman, Mr Councillor D J Ashford, Councillor Mrs C E Malarkey, Councillor Mrs E C Quirk, Councillor Mrs D M Kinrade.

In Attendance: Chief Executive, Borough Treasurer, Assistant Borough Engineer, Assistant Town Clerk (from 2.20pm to 2.25pm), Democratic Services Officer (from 3.10pm to 3.15pm).

REPORT

1. Apologies for Absence

Apologies for absence were submitted on behalf of the Borough Engineer & Surveyor.

*2. Declarations of Interest

No declarations of interest were submitted.

3. Minutes

Minutes of meeting held on Friday 14th October 2011 were approved and signed.

*4. Land Adjoining Springfield Lodge, New Castletown Road, Douglas

The Committee considered a written report by the Assistant Town Clerk in relation to a request by the owner of Springfield Lodge to acquire a small area of land, part of the Harcroft Estate open space, in order to rationalise the border between his property and the Council's.

Members were advised that the owner of Springfield Lodge had first approached the Council some years ago with a proposal to acquire a piece of land which had been fenced off as part of his property when he purchased it, but which he had since discovered was not included in his Deeds. The Council was not the owner of the land at that time but, following a recent completion and recording of transfer of the land to the Council by J G Kelly Homes Ltd, it was confirmed that this land was now within the Council's ownership.

The owner of Springfield Lodge had originally suggested that he purchase the land, however, his latest proposal was to exchange it for two other pieces of land, currently within his curtilage but abutting the Harcroft open space, which he would be prepared to relinquish and which would then form part of the open space.

No legal costs had been incurred to date in investigating the proposal and the recommendation was therefore to approve the transaction 'in principle' to allow further research and the drafting of the appropriate documentation to proceed.

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

(ii) That it be agreed in principle that the piece of land in question be transferred to the owner of Springfield Lodge, subject to:

- Two triangular areas of land, currently belonging to the owner of Springfield Lodge and bordering the open space at Harcroft Estate, being transferred to the Council
- A fence, acceptable to the Council, being erected between Springfield Lodge and the public open space at the expense of the owner of the Springfield Lodge
- The owner of Springfield Lodge paying all legal costs involved in the exchange
- Approval being granted by the Department of Infrastructure to the transaction."

*5. Tree-Felling Licence Application – Skanco Court, Cooil Road, Braddan

The Committee considered a written report by the Assistant Chief Executive in relation to an application for a tree-felling licence received by the Department of Environment, Food and Agriculture.

Members were advised that an application had been submitted to the Department by Skanco Business Systems Limited, seeking permission to fell seventy Scots Pine trees on the road-side boundary of the Skanco Court property on Cooil Road, Braddan. The application stated that the owners of the property wished to remove the trees 'in order to re-plant with more suitable species to act as a screen'.

Although this property was not within the boundary of Douglas, because of the scale of the proposal and adverse comments from members of the public, the Department felt the Council should have the opportunity to comment.

The Council's Nursery Foreman and Arborists had undertaken a site visit and advised that felling all the trees would be a severe measure and would remove valuable shelter from the building and its users. Additionally, the removal of so many trees was questionable from an aesthetics aspect, as they were in a reasonable condition.

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

(ii) That the Department of Environment, Food and Agriculture be advised that it was the Council’s view that to fell all the trees at the Skanco Court building would be a loss of established planting, and that the following alternative measures were instead recommended:

- Thinning the number of trees, which would allow protection for new planting for a few seasons
- ‘Raising the crown’ of the existing trees, by tidying the bottom branches, which would allow more light through and promote growth
- Leaving a few ‘copses’ of mature / established trees around the building whilst developing new planting.”

***6. Consultation Document – Tax Relief for Letting a Room in Your Home**

The Assistant Town Clerk had joined the meeting at 2.20pm during discussion of the previous item.

The Committee considered a written report by the Assistant Town Clerk in relation to a consultation document published by the Income Tax Division of The Isle of Man Treasury entitled ‘Tax Relief for Letting a Room in Your Home’.

Members noted that the consultation document stemmed from a statement by the then Treasury Minister, in her budget speech in February 2011, that a scheme would be brought forward to increase the availability of rented accommodation. The proposed scheme would allow income tax relief for individuals letting rooms in their homes, eligibility being that the person letting the room should own the property and reside there at the same time as the lodger.

There was, however, a list of proposed exclusions under which relief could not be claimed, including, specifically, public sector accommodation. This exclusion would prevent any possibility of the scheme being used to support the letting of rooms in under-utilised local authority housing properties and therefore there were no ramifications for the Council.

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

(ii) That the Income Tax Division of The Treasury be advised that the Council supported the exclusion of public sector housing from the scheme, but, in order to prevent any abuse, suggested that the letting of rooms to immediate family members should also be included on the list of exclusions from the scheme.”

***7. Consultation Document – Draft Planning Policy Statement (Replacement and Extension of Dwellings in the Countryside)**

The Committee considered a written report by the Assistant Town Clerk in relation to a consultation document received from the Department of Infrastructure regarding a proposed Planning Policy Statement on the Replacement or Extension of Dwellings in the Countryside.

Members were advised that the consultation document had been produced because there was an apparent lack of clarity within existing planning guidance in relation to what forms of development would be permitted. The proposed statement was, however, focussed entirely on development in the countryside and was not strictly applicable to Douglas.

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

(ii) That the Department of Infrastructure be advised that, while the proposed Policy Statement did not strictly apply to Douglas, the Council welcomed it as providing greater clarity on development permitted in the countryside; and

(ii) That the draft response to the questionnaire (as appended to the written report) be approved and submitted to the Department of Infrastructure on behalf of the Council.”

***8. Consultation Document – Options for Managing the Radio Frequency Spectrum on the Isle of Man**

The Committee considered a written report by the Assistant Town Clerk in relation to a consultation document received from the Isle of Man Communications Commission entitled ‘Options for Managing the Radio Frequency Spectrum’.

Members were advised that the consultation document was the latest in a series published by the Commission in its efforts to rationalise and manage the use of radio communications in all forms. Previous documents had looked at general principles, while this one was aimed principally at those involved in the telecommunications and broadcast industries, and focussed much more on detailed management of the radio spectrum.

The Council had previously made comment that it supported open and competitive markets in service provision and it was therefore recommended that this support be re-affirmed.

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

(ii) That the Isle of Man Communications Commission be advised that the Council had no comment on the consultation document, except to express support for open and competitive markets in all areas of telecommunication and broadcast services.”

The Assistant Town Clerk was thanked for his attendance and left the meeting at 2.25pm.

***9. Noble’s Park – Isle of Man Motor Show / Manx Tails Live (September 2012)**

The Committee considered a written report by the Assistant Chief Executive in relation to a request received from the Mannin Media Group Limited seeking approval to hold an event at the rear of the T.T. Grandstand in September 2012.

Members were advised that the Mannin Media Group had made an approach to the Council seeking permission to use the rear of the T.T. Grandstand as the company was considering resurrecting the Isle of Man Motor Show, which was staged for many years by Conister Trust at Noble’s Park. Mannin Media had, themselves, for a number of years staged a ‘Manx Life Exhibition’ at the Villa Marina and it was the company’s intention to stage an exhibition alongside the motor show entitled ‘Manx Tails Live’. The event would comprise entertainment, food and drinks facilities, and probably a section selling Manx produce.

The organisers envisaged using the hard-standing area behind the T.T. Grandstand for the motor show, with the ‘Manx Tails Live’ marquee, a children’s entertainment area and parking, in the paddock.

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

(ii) That the Mannin Media Group Limited be granted permission to hire the rear of the T.T. Grandstand in Noble’s Park for a motor show and lifestyle event for the period 19th to 24th September 2012; and

(iii) That the hire be subject to the following conditions:

- A fee being charged for the hire of the area (with legal costs and any additional services being borne by the hirer), to be paid one month in advance in line with standard policy
- A refundable reinstatement deposit being stipulated, if any grassed areas were to be utilised
- The hire being subject to legal agreement, which included public liability insurance, risk assessments, health and safety, traffic management and reinstatement.”

***10. Agricultural Tractor – Purchase of Replacement Vehicle**

The Committee considered a written report by the Transport and Plant Manager seeking approval for the purchase of a replacement agricultural tractor.

Members were advised that the vehicle DMN 910U, a Ford New Holland tractor, was fourteen years old and had recorded over three-thousand hours’ working time. Although the bodywork was in fair condition, being mainly constructed from plastic and aluminium, the chassis, wiring and metal work had all been exposed to salt air, causing significant corrosion. Running and maintenance costs had also increased due to recent work on the transmission and power take off.

It was noted that four tender packs had been sent out, with two being returned. The tractor recommended for purchase met the Transport and Plant Manager’s specifications and was the lowest of the two quotations received.

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

(ii) That approval be given for the purchase of a New Holland T5030 tractor, complete with loader and including the 12 x 12 power shuttle transmission option, from JDW Engineering Limited;

(iii) That approval also be given for further estimated expenditure of £150 for livery and the transfer of the vehicle tracking system and radio; and

(iv) That the offer made by JDW Engineering Limited for the existing tractor (DMN 910U) be accepted.”

***11. ‘Cushman Turf Truckster’ – Purchase of Replacement Vehicle**

The Committee considered a written report by the Transport and Plant Manager seeking approval for the replacement of vehicle JMN 546J, a ‘Cushman Turf Truckster’, which was a specialised, heavy-duty utility vehicle operating at Douglas Golf Course.

Members were advised that the current vehicle had been operating within the Parks Department for eleven years. It had been specifically utilised at Douglas Golf Course to carry out maintenance works, but was now unreliable and the attachments were significantly eroded.

The recommended equipment was unique in terms of performing multi-tasks, thus eliminating the need for a number of individual machines. There were no alternative manufacturers for this type of equipment and the sole agent on the Island was Eden Park.

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

(ii) That approval be given for the purchase of a ‘Cushman Truckster’, complete with cab, box body, core harvester and widspin top dresser, from Eden Park; and

(iii) That the trade-in price for the current equipment be accepted.”

***12. Noble’s Park – Teenage Play Area (Repainting of Play Equipment)**

The Committee considered a referral from the Leisure Services Committee meeting held on Thursday 20th October 2011 seeking funding for the repainting of play equipment in the Noble’s Park teenage play area.

The Assistant Borough Engineer reported that three quotations had been received by the closing date of 26th October 2011.

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

(ii) That the quotation received from Stephen O’Hare Ltd, being the lowest, be accepted for the repainting of the play equipment in the teenage play area in Noble’s Park; and

(iii) That approval be given for the works to be funded from the Risk Management and Special Projects Fund.”

***13. Noble’s Park – Teenage Play Area (Replacement Railings)**

The Committee considered a referral from the Leisure Services Committee meeting held on Thursday 20th October 2011 seeking funding for the replacement of the iron railings at the Noble’s Park teenage play area.

It was noted that the specification for the works included the removal of the existing iron railings and the erection of new railings of a ‘Zaun’ type. The Assistant Borough Engineer reported that three quotations had been received by the closing date of 26th October 2011.

Discussion took place in relation to the proposal for the railings to be painted in multi colours and it was suggested that green paintwork would be more in-keeping with the park environment.

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

(ii) That the quotation received from Stephen Christian and Sons Ltd, being the lowest, be accepted for the replacement of railings at the teenage play area in Noble’s Park;

(iii) That approval be given for the work to be funded from the Risk Management and Special Projects Fund; and

(iv) That the replacement railings be painted in one colour only (green), rather than the paintwork being multi-coloured.”

On a vote being taken in respect of resolution (iv), 4 Members voted in favour and 2 Members voted against.

Attendance

Mr Councillor S R Pitts joined the meeting at 2.50pm.

***14. Woodbourne Square, Douglas (Refurbishment)**

Under the provisions of the Local Government Act 1985, Mr Councillor S R Pitts declared an interest and left the meeting whilst this item was being considered.

The Committee considered a referral from the Leisure Services Committee meeting held on Thursday 20th October 2011 in relation to tenders received for the refurbishment of Woodbourne Square.

Six tenders had been received for the work, which included repair of footpaths, repainting of railings, some re-building work, and the installation of new benches and new litter bins. It was noted that Woodbourne Square, as an open space, had no value on the Council’s balance sheet and, for this reason, the refurbishment should be funded from Revenue Balances.

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

(ii) That the tender received from Stephen Christian and Sons Ltd, being the lowest, be accepted for the refurbishment of Woodbourne Square;

(iii) That approval be given for the total cost of the work, in the sum of £60,000 (including contingencies), to be funded from Balances; and

(iv) That the Assistant Borough Engineer be requested to liaise with the contractor in order to ensure that the work was commenced as soon as possible.”

COMMUNITY EVENTS

***15. Community Events sub-Committee**

The Committee considered the minutes of the Community Events sub-Committee meeting held on Thursday 13th October 2011 and noted the following:

Previous Minutes: minutes of meeting held on Monday 5th September 2011 had been approved and signed accordingly.

Douglas Development Partnership: the Douglas Development Manager / Assistant Chief Officer (Corporate & Development) had introduced the Town Centre Manager.

Christmas Competition for Shop Windows in Douglas: it had been agreed that all Douglas businesses would be invited to participate in a 'Best Dressed Business' competition, with a Christmas theme, to coincide with the Christmas lights switch-on. His Worship the Mayor was to be invited to judge the entrants on Friday 25th November 2011 (the day immediately following the lights switch-on). A trophy, certificate and £200 cash prize would be awarded to the winning business, with £100 and £50 being awarded for second and third respectively. All winners would then be invited into the Mayor's Parlour for the awards ceremony.

Forthcoming Community Events: discussion had taken place in relation to arrangements for the fireworks display and the Christmas lights switch-on. It was noted that there had been a suggestion for the possible relocation of the lights switch-on for future years.

Next Meeting: it had been agreed to hold the next meeting on Monday 7th November 2011 (if required).

Resolved, "That the Community Events sub-Committee minutes be approved."

***16 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 Policy and Resources Committee."

Adjournment and Resumption

The Committee adjourned at 3.20pm and resumed at 3.30pm when the following Members were present: Mr Councillor D W Christian (Chairman), the Mayor, Mr Councillor S R Pitts, Councillor Mrs S D A Hackman, Mr Councillor D J Ashford, Councillor Mrs C E Malarkey, Councillor Mrs E C Quirk, Councillor Mrs D M Kinrade.

***17. Statement of Accounts for the Year Ending 31st March 2011**

The Committee considered a written report by the Assistant Borough Treasurer (Financial Services) in relation to the Statement of Accounts for the year ending 31st March 2011.

It was noted that the Accounts and Audit Regulations 2007 required local authorities to have their Statement of Accounts approved and certified by the external auditor by 31st October each year. The Committee had previously approved the Statement of Accounts at its meeting on 29th July 2011, however, as a result of the statutory audit, a number of changes had been made to the accounts, requiring their re-approval by Committee.

The Borough Treasurer reported on the main changes to the Statement of Accounts since the earlier version had been approved. The auditors had drawn attention to potential mis-statements but it was recommended that the financial statements be not amended to reflect any of these items, as it was considered that they were immaterial, both individually and in aggregate to the view given by the financial statements as a whole.

The Borough Treasurer also advised that the accounts would again be qualified, the basis for this being that comparative figures in respect of significant commitments for capital projects had not been disclosed at the beginning of the financial year.

As in previous years, the Council's auditor had asked that a Letter of Representation be issued by the Council, alongside the Statement of Accounts, in order that certification could take place. This would provide added assurances to the auditor on the accuracy and integrity of the accounts, including the control systems that underpinned them.

To comply with accounting requirements, the Council also needed to continue with its programme of property valuations in order that the balance sheet could be kept up to date. It was therefore proposed that the Council's existing valuer (Lancashire County Council Estates Division) be again appointed to undertake the valuation exercise during the early months of 2012. Rather than go out to tender at this stage, and risk not meeting the required timetable for next year's accounts closure process, it was suggested that the valuation service with the current service provider be rolled forward each year until 2013 / 2014, when the service would again go out to formal tender, inviting local valuers to come forward. Members expressed disappointment at this situation and requested that a report be brought forward next year in relation to seeking the use of local valuers for future valuation programmes.

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

(ii) That the re-submitted Statement of Accounts for the year ended 31st March be approved, taking into account a number of changes that had been made as a result of required adjustments identified during the audit process;

(iii) That approval be given for the Letter of Representation to be signed and presented to the Council's external auditor in respect of the Council's main accounts;

(iv) That authority be given for officers to again make an approach to Lancashire County Council in order to secure the interim valuation of specified property assets, ahead of the closure of the accounts for the year ending 31st March 2012; and

(v) That the Borough Treasurer be requested to submit a report to Committee next year in relation to seeking the use of local valuers for future valuation programmes.”

*18. **Agenda Review**

The Committee undertook a full review of its agenda.

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

The Committee rose at 4.05pm.

VI(ii). – The Proceedings of the LEISURE SERVICES COMMITTEE as follows:

LEISURE SERVICES COMMITTEE

LEISURE SERVICES COMMITTEE – Minutes of Special Meeting held on Thursday, 06th October, 2011.

Members present: Mr. Councillor S.R. Pitts (Chairman), Mr. Councillor R.I. Kissack, Councillor Mrs. C.E. Malarkey, Councillor Mrs. E.C. Quirk, Mr. Councillor J.R. Mitchell, Mr. Councillor S. Cain.

Apologies: Councillor Mrs. R. Chatel.

In Attendance: Assistant Town Clerk, (to 11:58am) Assistant Chief Executive, Assistant Borough Engineer, Assistant Borough Treasurer (Financial Services), Assistant Democratic Services Officer.

Declarations of Interest: There were no declarations of interest.

REPORT

*1. **Noble's Park 5 Year Plan**

The Noble's Park 5 Year Plan was deferred at the September meeting of the Leisure Services Committee due to the number of Member absent from the meeting. Members resolved to organise a Special meeting to discuss the plan allowing all Members of the Committee to be present at the meeting.

Members had in front of them the Noble's Park 5 Year Plan produced by the Assistant Chief Executive. Each attraction or area within the Park was listed individually within the plan, with a recommendation and costings where required.

Skate Park

Members asked if skate park equipment could be produced locally. Members discussed the need for CCTV in the area to avoid vandalism.

Resolved, "That (i) one major piece of skate park equipment be purchased every other financial year, namely 2012/2013, 2014/15, 2016/17 and that £20,000 per year be included in the Capital Programme for this purpose.

(ii) The possibility of producing Noble's Park skate park equipment locally be researched."

BMX Track

The Assistant Chief Executive informed a meeting was scheduled to take place between Council Officers and representatives from Ramsey BMX Club. At a previous meeting the BMX Club requested a starting gate and further work on the berms be purchased for the BMX track; this would allow the track to be used for competitions. The Assistant Borough Engineer has been in discussion with a local contractor who confirmed the starting gate can be made locally.

Members requested quotations be obtained for a starting gate and berms. It was noted funds could be sourced from the Special Project Budget if approved by the Policy and Resources Committee.

Resolved, "That (i) an additional report detailing quotations obtained for a starting gate and berms be brought to the Committee, with a view of upgrading the BMX track to competition standard.

(ii) Officers liaise with the Ramsey BMX Club to promote competitive use of the BMX Track, with a target of three club events annually and one national BMX event by 2013."

Tot Lot

Members agreed that mobile toys should be reinstated at the Tot Lot. The possibility of letting the Tot Lot out was discussed.

A Member queried whether the Council had a routine for varnishing benches and tables in Noble's Park throughout the winter, as a number of the tables and benches required attention. The Assistant Borough Engineer agreed to deal with the request.

A Member suggested trampolines be purchased for the Park, three different sizes aimed at three different age groups were discussed.

Resolved, "That (i) a report detailing options for reinstating mobile toys in the Tot Lot be brought to the Leisure Services Committee during the 2011/2012 financial year.

(ii) incremental additions to large play equipment be made, with a view to including the purchase of £10,000 of equipment during the year 2012/2013.

(iii) quotations for three trampolines be obtained, and reported back to the next meeting of the Leisure Services Committee."

Playground

A Member highlighted that play equipment within Noble's Park playground required painting; Members discussed utilising probation and community service to assist with the works.

The 5 Year Plan recommended refurbishing and repainting the perimeter fence of the main playground during the financial year 2011/2012, however Members felt Zaun fencing would be more appropriate for a similar price with very little on going maintenance. An approximate cost of £12,000 was presented to Committee; this included removing the current fencing.

Members requested quotations be obtained for Zaun fencing and the painting of the playground and both reports be brought back to the Leisure Services Committee, it was noted approval could be sought from the Policy and Resources Committee for both projects to be funding from the Risk Management and Special Project Fund.

Resolved, "That (i) the main playground be maintained and repaired during the lifespan of the Noble's Park 5 Year Plan.

(ii) quotations for Zaun fencing, for the perimeter of the Noble's Park playground, be obtained and reported back to next meeting of the Leisure Services Committee.

(iii) quotations for painting the playground equipment be obtained, and reported back to the next meeting of the Leisure Services Committee."

Dog Walking Area

Resolved, "That (i) the dog walking area continues to be maintained in recognition of the needs of users of the natural environment within the dog walking area.

(ii) the main expanse of dog walking area be cut and baled/composted once a year in August, in line with the suggestion from Manx Wildlife Trust."

Water Feature

Funding for a water feature is included in the capital programme for 2012/2013. A number of Members expressed concerns that the cost of the water feature was expensive.

Motion moved that a reactive water feature be created in the area below the skatepark, to be funded by loan, to be included in the capital programme for 2012/2013.

For: 2 Against: 4

Councillor Mrs. C.E. Malarkey, Councillor Mrs. E.C. Quirk and Mr. Councillor S. Cain requested their names be recorded as voting against the resolution.

Motion fell.

Crazy Golf

It was noted that the park had been home to a crazy golf course which gradually fell into poor repair and with the creation of the new Pavillion building, was demolished. A Member expressed concerns that the Isle of Man does not have the appropriate weather for an outdoor crazy golf course.

Resolved, "That (i) a crazy golf course be created by 2015 on the area where the grass tennis courts are sited, subject to funding.

For: 4 Against: 2

Councillor Mesdames C.E. Malarkey and E.C. Quirk requested their names be recorded as voting against the resolution.

(ii) a report, with a recommendation to include a crazy golf course in Draft Capital Budget, be presented at the next meeting of the Leisure Services Committee."

Multi – Purpose Building

It was suggested that a building to cover the multi-sports area could be created, possibly a tensile structure which would assist with year-round sports use and in addition could be adapted to facilitate events, indoor soft play area, performance space or touring/temporary exhibitions or attractions.

In response to an informal request for views and suggestions for the Park a Member of the public suggested the Council donate land to provide an indoor play area. Members agreed that donating land to private businesses who wish to invest in the Park could be an option and requested Officers to research the idea.

Resolved, "That a building to cover the multi-sports area be further researched with an aim for a funding bid by the 2016/2017 financial year."

Outdoor Amphitheatre

It was suggested that an outdoor amphitheatre would be a popular attraction for the Park. The approximate cost of an amphitheatre, not including the ground works, would be £10,000. Members referred to the amphitheatre situated at Douglas Head and enquired about the ownership of the surrounding land.

Resolved, "That an outdoor Amphitheatre be created, subject to funding and further research."

Karting

Members agreed to encourage karting weekends in the park with reputable third parties. In answer to question Officers confirmed local karting organisers responded positively to the idea of karting weekends in the car park.

Resolved, "That private operators be encouraged to hold karting weekends in the main car park, during available weekend slots, subject to health and safety compliance, by May 2012."

Picnic/Barbeque Areas

It was suggested that brickwork Barbeque frames be created within a picnic/barbeque area, Members suggested suitable areas could be provided for disposable barbeques to be used safely. A Member highlighted a number of health and safety issues requiring addressing.

Resolved, "That a picnic/barbeque area be created in the park incorporating seats, tables and an area for disposable barbeques to be used, and a further more detailed report be brought back the Leisure Services Committee."

Model Boating Lake

It was suggested that a model boating lake be included in the lower portion of the park adjacent to Dukes Road. The approximate cost of a model boating lake is £12,000. Members were reminded that a petition was signed in previous years by ratepayers living in the surrounding areas of the Park objecting to the boating lake; it was later removed from the Noble's Park 5 Year Plan.

Resolved, "That a small boating lake to be created in the lower portion of the park adjacent to Duke Road be included in the capital programme for 2012/2013."

For: 4 Against: 2

Councillor Mesdames C.E. Malarkey and E.C. Quirk requested their name be recorded as voting against the resolution.

Bowling Green

Three bowling greens are established within Noble's Park, two crown green competition greens and a third green used during the winter months, weather permitting. A Member suggested the third bowling green be covered by a roof. Members agreed three bowling greens were unnecessary. The Assistant Borough Treasurer informed that only a small income had been made during the year from all three greens and bowling greens require significant maintenance which is provided by the Council.

Members discussed covering the third bowling green and finding an alternative use for the area.

Resolved, "That (i) the Council continue to provide two bowling greens in Noble's Park for use by established bowling clubs, residents and visitors.

(ii) opportunities for bowling clubs to carry out maintenance to the bowling greens under lease agreement be investigated.

(iii) alternative use for bowling green number three be researched.

(iv) the £50,000 irrigation system for bowling green number three and £250,000 club house project be removed from the Capital Programme."

Football Pitches

There are currently two football pitches and one junior pitch at Noble's Park.

Resolved, "That (i) two full size pitches and one junior football pitch at Noble's Park be retained.

(ii) a long-term plan for pitch improvement be commissioned by 2013.

(iii) event usage in the areas of the pitches be kept to a minimum.

(iv) women's and junior football be developed in the park with an aim of hosting a junior football event in the summer of 2013, subject to demand."

Rugby Pitches

Vagabonds currently utilise a small practice area within Noble's Park but are in the process of relocating to a new pitch development.

Resolved, "That demand for the use of the Park for rugby be monitored during the period of the plan to identify future needs, particularly junior use."

Cricket

The use of Noble's Park for cricket has gradually decreased; a Member asked the cost of a new cricket wicket be researched.

Resolved, "That the demand for use in Noble's Park for cricket be monitored during the period of the plan."

Tennis/Multi sports hard surface

Re-surfacing and re-marking of the hard courts area for multi-sport options will take place during the 2011/12 financial year.

Resolved, "That interests with sporting clubs/groups be developed to maximise opportunities for use of, and income from, the refurbished facility and to encourage use of the community facility and changing rooms."

Fitness Development

The report suggested that a fitness trail be established in the park by 2015. In answer to question the Assistant Borough Engineer informed each piece of equipment costs approximately £2,500. Members agreed the equipment should be purchased during the 2011/2012 financial year. It was noted approval could be sought from the Policy and Resources Committee for funding from the Risk Management and Special Projects Fund.

Resolved, "That (i) the view of holding sports development activities within the Park be discussed with the Manx Sports and Recreation and Department of Community Culture and Leisure.

(ii) the purchasing of fitness equipment go out to tender and a report be brought back to Leisure Services Committee."

The Assistant Town Clerk was thanked for his attendance and left the meeting.

TT, Grandstand, Paddock and Campsite

It was noted that the TT Grandstand and associated areas do not meet international motorsport paddock standards. The Department of Economic Development intend to lease the area for 7 years and agreed to significantly develop the area during this time.

Resolved, "That the long-term lease between the Department of Economic Development for the grandstand, paddock and campsite area be completed by February 2012."

Campsite, Shower Block and Associated Facilities

It was noted that up until 2008 the campsite was opened and manned for casual campers during the periods when the area was not required for TT and MGP.

Resolved, "That (i) the campsite be maintained, funded and operated as a motorsport paddock facility by the Department of Economic Development as part of the Council's long-term lease with the Department.

(ii) a further report detailing the provision of motor home facilities at times when the area is not used for TT or MGP be brought to next meeting of the Leisure Services Committee."

Events

Resolved, "That (i) the use of the Park as a venue for events and to maximise income where appropriate be continued.

(ii) Douglas Development Partnership and Henry Bloom Noble Library be liaised with to utilise the Park for community events and library activities.

(iii) for larger scale events a reinstatement deposit/bond of a minimum of £10,000 be required."

Wetlands

It was noted that the lower part of Noble's Park is inherently wet and it is envisaged that a wetlands area could possibly be established with the assistance of the Manx Wildlife Trust.

Members suggested probation and community service could be involved in the development of a wetlands site. A further report was requested on the wetlands detailing the positive effects the project may have on the drainage issues currently experienced within the Park.

Resolved, "That an area within the south-eastern section of the Park below the tennis courts be designated as a potential wetlands site, subject to volunteer initiatives and for the works to be undertaken alongside the proposed model boating scheme."

Community Engagement

Resolved, "That (i) the Leisure Services Committee remains the co-ordinating body for community and voluntary groups involved in the Park and that engagement with interested parties be actively pursued.

(ii) users of the Park be encouraged to form a 'Friends of Noble's Park' voluntary group, under the initial auspices of the Leisure Services Committee."

Accessibility

Resolved, "That access provisions and opportunities to enjoy and participate in the open space and events held in the Park be reviewed in consultation with the relevant groups and agencies."

Manx Wildlife Trust

A representative from Manx Wildlife Trust has visited the park and suggested a number of ways in which the Park's natural environment could be enhanced.

Resolved, "That (i) native tree planting be increased to create a long term species planning policy.

(ii) hedgerow planting be increased, fuchsia hedging and palm trees for formal areas and wych elm hawthorn and honeysuckle for informal areas.

(iii) butterfly flower borders be created near formal gardens in order to bring wildlife to public areas.

(iv) population of wild flowers be increased and a nature trail through the Park be established."

Formal Bedding

Resolved, "That the formal bedding areas at the entrance drive and Pavilion areas in Noble's Park be focused on and improved."

Community Nut Grove

Members requested an update on the private sector business that were initially involved in the scheme and the current situation.

Resolved, "That an area adjacent to St. Ninian's Church be designated as a community nut grove with planting on site to progress by Spring 2012."

***2. Attendance**

Mr. Councillor J.R. Mitchell left the meeting at 12:15pm.

***3. Noble's Park 5 Year Plan Continued**

Noble's Park Pavilion

Resolved, "That the usage of Noble's Park Community Room continues to be monitored and reported to the Leisure Services Committee on an annual basis."

Noble's Park Café

Members requested an e-mail to be circulated detailing the Noble's Park Café opening hours.

Old Tot Lot Cabin

It was suggested that the old Tot Lot cabin is either used as a works compound or is demolished due to the current poor condition. Members agreed to visit the building before making a decision.

Resolved, "That the future of the old Tot Lot building be deferred pending a site visit."

Kiosk

It has been identified that the kiosk/bowls club hut building has reached the end of its useful life. Members discussed options for the kiosk and agreed to visit the site before reaching a decision.

Resolved, "That a site visit to the Noble's Park Kiosk be organised to determine the future of the building."

Bandstand

Resolved, "That the Centenary Bandstand continues to be used for small-scale performances."

Works Compound/Storage Area

Resolved, "That the works compound area be improved in the 2011/12 and 2012/13 financial years by reorganising storage, controlling use, and creating planted screening, utilising existing Parks revenue budgets."

Covered Water Reservoir

In answer to question the Assistant Borough Engineer confirmed the covered water reservoir was maintained by the Water and Sewage Authority.

Resolved, "That consultation be continued with the Water and Sewage Authority, with potential development of the planting on the reservoir to incorporate wildflowers or diverse foliage."

Lighting

A Member requested pea lighting to be installed in trees at Noble's Park for Christmas 2011.

Resolved, "That (i) a review of the lighting provision in Noble's Park be undertaken by 2014 to include environmentally sustainable options and low-cost decorative lighting where appropriate, and the outcome be reported to the Leisure Services Committee for further consideration.

(ii) a report be brought back to the next meeting of the Leisure Services Committee detailing costs of pea lighting in Noble's Park for Christmas 2011."

CCTV

It is planned that following the completion of the Town Centre CCTV system, the installation of CCTV in key areas will be commissioned as a priority. Members requested an additional report detailing when the CCTV is scheduled to be installed.

Resolved, "That CCTV be installed in key area's of Noble's Park and a report be brought back to Committee detailing when the CCTV is due to be complete."

Main Car Park

Resolved, "That the designation of an area of the main car park in Noble's Park be progressed for the long-term parking of large and commercial vehicles outside of motorsports periods by September 2012."

Traffic Management

Resolved, "That a traffic management plan for Noble's Park be in place by May 2012."

Other Vehicular Usage

Resolved, "That liaison continues with the Department of Infrastructure in respect of developing informal driving practice areas."

Marketing

It was recommended that a brochure be produced publicising the facilities of Noble's Park, Members expressed concerns over the costs of producing a brochure and agreed the idea would be too expensive to pursue, Members suggested advertising in the local newspaper and local magazines, both of which often provide free advertising in the 'What's On' section. The Assistant Chief Executive suggested an information board be situated in the Park and agreed to research electronic boards for the Park.

Resolved, "That (i) a report be brought back to Committee detailing information and associated costs of electronic signs to be installed in the Park.

(ii) A brochure not be produced for Noble's Park and instead Noble's Park be advertised within local newspapers and local magazines."

Website

Resolved, "That the Council's website be developed to incorporate a separate area for Noble's Park, to be implemented by December 2012 utilising in house expertise."

Signage/Way marking

Resolved, "That a suite of themed signage be developed by December 2012 and be bid for in the 2012/13 budget process, and the potential for utilising town centre regeneration design to be investigated."

Resources

Resolved, "That (i) the Noble's Park 5 Year Plan be formally visited annually by the Leisure Services Committee.

(ii) prior to making any bid for funding through the Council's budget process, a business case and project mandate be prepared for consideration and approval by the Leisure Services Committee.

(iii) opportunities for sponsorship and income generation be actively pursued."

Review

Resolved, "That (i) the final schedule of agreed recommendations be implemented and monitored by Chief Officers Management Team and reported to the Leisure Services Committee annually.

(ii) comparative statistics be put in place a suite of performance measures for the Parks Section, to include Noble's Park, by March 2012.

(iii) to work with user groups to gain feedback on progress against 5 year plan and to report such feedback to the Leisure Services Committee on an annual basis."

A Member requested an additional report on the initiative 'FISH - Fun In School Holidays' and the use of Noble's Park. It was felt that the Council could work with the scheme to promote outdoor activities in the Park during the school holidays.

*4. **Agenda Review**

The Committee undertook a review of the agenda and agreed all items can be considered public.

*5. **Noble's Park Site Visit**

It was agreed the site visit to Noble's Park would take place at 10:00am on Thursday, 13th October, Members agreed to meet at the Old Tot Lot Cabin.

The Committee rose at 12:55pm.

LEISURE SERVICES COMMITTEE

LEISURE SERVICES COMMITTEE – Minutes of Meeting held on Thursday, 20th October, 2011.

Members present: Mr. Councillor S.R. Pitts (Chairman), The Mayor, Mr. Councillor R.I. Kissack, Councillor Mrs. R. Chatel, Councillor Mrs. C.E. Malarkey, Councillor Mrs. E.C. Quirk, Mr. Councillor J.R. Mitchell, Mr. Councillor S. Cain.

Apologies: There were no apologies

In Attendance: Assistant Town Clerk, Assistant Chief Executive, Assistant Borough Treasurer (Financial Services), Assistant Borough Engineer, Assistant Democratic Services Officer.

Declarations of Interest: The Chairman declared an interest in Clauses 4 and 5.

REPORT

***1. Minutes – 22nd September 2011**

Minutes of meeting held on Thursday, 22nd September, 2011, were approved and signed.

***2. Matters Arising**

The Mayor asked for an update on the Council's insurance policy regarding tramways staff replacing horsetram wheels and axles.

The Assistant Chief Executive had researched the topic and informed the Chairman that a briefing note will be distributed to Members. It was noted that the insurance company have no issue with tramways employees undertaking the works on the horsetrams but have requested a risk assessment is undertaken. The Garage section will be consulted prior to the works.

***3. Minutes – 6th October, 2011**

Minutes of the special meeting held on Thursday, 6th October, 2011, were approved and signed subject to a correction to show Councillor Mrs. E.C. Quirk voted against the inclusion of a water park in Noble's Park not Councillor Mrs. R. Chatel.

***4. Repainting of Play Equipment of Noble's Park**

Under the provisions of the Local Government Act 1985, Mr. Councillor S.R. Pitts declared an interest in this item and retired whilst it was considered.

The Vice-Chairman, Mr. Councillor R.I. Kissack, was unanimously elected to take the Chair.

The Committee considered a report submitted by the Civil Engineering Technician on the repainting of children's play equipment in Noble's Park teenage play area. Officers were instructed to obtain quotes for the painting of the play equipment following a special meeting of the Leisure Services Committee on Thursday, 6th October, 2011.

To comply with Standing Orders contractors were given ten days to reply to the Borough Engineer and Surveyor with written quotations, therefore quotations will not be received until the 26th October, 2011.

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

(ii) the Borough Engineer and Surveyor be authorised to accept quotations received for the repainting of play equipment at Noble's Park teenage play area and the item be referred to the Policy and Resources Committee, in order to seek funding for the works from the Risk Management and Special Projects Fund."

5. Woodbourne Square

Under the provisions of the Local Government Act 1985, Mr. Councillor S.R. Pitts declared an interest in this item and retired whilst it was considered.

The Committee considered a report by the Civil Engineering Technician on tenders received for the refurbishment of Woodbourne Square. Six tenders were received.

The report confirms that the lowest tender is below the pre-tender estimate.

It was noted that Woodbourne Square is an open space and therefore has no value on the Balance Sheet, for this reason the scheme should be funded from Revenue Balances. The Scheme is now referred to the Policy and Resources Committee for funding from Balances; Members were reminded that the Scheme is already in the budget.

Resolved, "That (i) particulars of the report be noted on the minutes and the tender of S Christian and Sons Limited being the lowest and good value for money, be accepted.

(ii) the Policy and Resources Committee be requested to approve that the total cost of £60,000 including contingencies be funded from Balances for the Scheme."

***6. Replacement Railings to Noble's Park Teenage Play Area**

The Committee considered a report submitted by the Civil Engineering Technician on the replacement of railings at Noble's Park teenage play area.

Officers were instructed to obtain quotes for the replacement of iron railings in Noble's Park following a special meeting of the Leisure Services Committee on Thursday, 6th October 2011. The specification for the works included the removal of the existing iron railings, the erection of new railings, the inclusion of three pedestrian gates and one double gate and new railings to be Zaun type or similarly approved Bow Top railings in red, yellow, blue and green.

To comply with Standing Orders contractors were given ten days to reply to the Borough Engineer and Surveyor with written quotations, therefore quotations will not be received until the 26th October, 2011.

A Member requested a report be brought back to Committee on options for the walkway that is currently blocked by Zaun fencing to prevent public access as it is deemed unsafe.

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

(ii) the Borough Engineer and Surveyor be authorised to accept quotations received for the replacement of railings at Noble's Park teenage play area and the item be referred to the Policy and Resources Committee, in order to seek funding for the works from the Risk Management and Special Projects Fund."

***7. Motor Home Parking in Noble's Park**

The Committee considered a report by the Assistant Borough Engineer on the provision of motor home parking in Noble's Park.

During a special meeting to discuss the Noble's Park 5 Year Plan Members discussed the use of the Noble's Park campsite. The Assistant Borough Engineer was instructed to discuss the associated operational issues with officers from Ramsey Commissioners in relation to how they manage the camping facility at Mooragh Park, Ramsey.

It was noted that Ramsey Commissioners allow parking on a permit system. The administration charge for this permit is £12.00 per annum. There is no electricity or water supply provided on the site. Due to ground conditions motor homes are only permitted in the area from April to September.

In answer to question, the Assistant Borough Engineer confirmed that the permit only gave permission for motor homes to be parked at the site three out of seven days a week.

Members were presented with the Ramsey Town Commissioners application form, example permit and camper van rules. The Assistant Borough Engineer highlighted Ramsey did not allow the use of windbreaks or awnings due to the small size of the campsite. It was agreed that due to the size of the Noble's Park campsite both awnings and windbreakers would be permitted.

Ramsey's campsite is patrolled by the Town Warden but there is currently no penalty issued for those who do not comply with the rules. It was noted that using staff to patrol the motor home campsite would have to be available and funded within existing budgets.

Members agreed the Press Media Relations Advisor should be asked to produce a press release on the opening of Noble's Park Campsite.

Resolved, "That (i) Motor homes be authorised to park in Noble's Park in the designated area identified during periods when no motor sport events are taking place.

(ii) The Ramsey Mooragh Park campsite rules be adopted, excluding the rule prohibiting awnings and windbreakers, and the campsite work on the permit based system and £12.00 plus VAT be charged annually for a permit."

***8. A3 Island Marquees Limited and the Hire of Noble's Park**

The Committee considered a report by the Assistant Chief Executive, following receipt of an e-mail, requesting approval to site a marquee in Noble's Park for the purpose of holding a private function on 10th December, 2011.

A3 Island Marquees have requested permission to site a marquee measuring approximately 110ft x 100ft in the playing fields at Noble's Park, where the TT hospitality tent is usually located, for the purpose of a private function to be held on the 10th December, 2011.

It was noted that the tent will commence build up on the 5th December 2011 and be removed by the 16th December 2011.

Members discussed the bond required for Noble's Park, it was agreed that due to the small scale of the event a £5,000 deposit would be required rather than the £10,000 that is usually required.

In the event of bad weather on the day of the function Officers have been authorised to discuss alternate dates with A3 Island Marquees.

Resolved, "That (i) particulars of the report be noted on the minutes and A3 Island Marquees be granted permission to hire an area of Noble's Park for a tented function on 10th December 2011.

(ii) That a fee be charged for the siting of the marquee, with legal costs and any additional services being borne by the hirer and the hire fee be paid in advance in line with the standard policy.

(iii) A deposit of £5,000 be required to cover any damages to the area as a result of the event.

(iv) An application for music and an alcohol licence be supported, with a cut off time of midnight."

9. Attendance

Councillor Mrs. R. Chatel left the meeting at 11:56pm during consideration of the following item.

10. Attendance

The Mayor left the meeting at 12:10 during consideration of the previous item.

Mr. Councillor J.R. Mitchell left the meeting at 12:15pm during consideration of the previous item.

***11. Items for Future Report**

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

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

***12. Agenda Review**

The Committee reviewed the Agenda to ensure that all matters had been dealt with and to determine which items should be considered in public and which in private Council.

The Committee rose at 12:24pm.

VI(iii). – The Proceedings of the PUBLIC HEALTH AND HOUSING COMMITTEE as follows:

PUBLIC HEALTH AND HOUSING COMMITTEE

PUBLIC HEALTH AND HOUSING COMMITTEE – Minutes of Meeting held on Monday, 24th October, 2011. Members Present: Councillor Mrs C.E. Malarkey (Chairman), the Mayor, Councillor Mrs G.G.S. Corkish, Councillor Mrs S.D.A. Hackman, Mr Councillor D.J. Ashford, Councillor Mrs E.H. Callow (from 10:40am), Mr Councillor T.M. Gelling, Councillor Mrs. D.M. Kinrade

Apologies: There were no apologies for absence.

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

There were no Declarations of Interest.

REPORT

*1. Minutes 26th September, 2011

The minutes of the regular meeting held Monday, 26th September, 2011 were approved and signed.

2. Attendance

Councillor Mrs E.H. Callow joined the meeting at 10:40am during consideration of the following item.

3. Anagh Coar Re-Wire Phase 4

The Committee considered a report submitted by the Planned Maintenance Officer regarding fees for professional electrical design and administration services to be provided by March Consultants Ltd for the Anagh Coar Re-Wire Phase 4 project.

The necessity for this report has arisen as the previously appointed firm of consultants decided to close the Island branch of the company. A petition has previously been submitted for professional services to be carried out by the other company, but that petition has never received Departmental approval. The report advised that the Council now needs to withdraw the earlier petition and submit a fresh one.

Members queried how this re-wiring project will be managed alongside the kitchens replacement project on the same estate. The Assistant Chief Officer (Housing and Property) advised that when the information is finalised, officers will circulate it to the Committee setting out the ways that the two projects will be managed so as to ensure the minimum disruption for tenants.

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

- i. The Committee approves the professional fees which have been submitted by March Consultants Limited to carry out professional services to the project which has received Department of Social Care concurrence; and
- ii. The Town Clerk and Chief Executive is authorised to submit a borrowing petition in the amount of £58,950 being the total capital cost of the professional fees which includes previously approved fees; and
- iii. The Town Clerk and Chief Executive is authorised to officially withdraw the previous petition covering professional fees which remains unprocessed by the Department of Social Care; and

The Department of Social Care be advised that an assessment of the Council's reserve funds has been undertaken to establish if sufficient monies were available to fund the proposed scheme via that source."

4. Various Sites Replacement Doors

The Committee considered a report submitted by the Planned Maintenance Officer on the fee proposal submitted by Safety Management Services Ltd to carry out planning supervision services for Phase 1 of the project to replace doors at various sites. There was a discussion as to the preferred order in which the doors on the various estates should be replaced. The Assistant Chief Officer (Housing and Property) advised that this project is subject to the agreement of the Department of Social Care is needed and this concurrence will include views on the order in which the work is to be done.

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

- i. approval be given for the appointment of Safety Management Services Limited to carry out planning supervision services on Phase 1 of the replacement door project; and
- ii. approval is given to the fee proposal; and

the Committee notes that the appointment is subject to the concurrence of the Department of Social Care."

***5. Items for Future Consideration**

The Committee considered the report on items for future consideration.

The Committee directed that the first item on the schedule of future reports be deleted as there is no urgency on the matter and there is no clear date as to when it will be received. The Committee also directed that definite, achievable dates be listed on the schedule for receipt of the items marked as deferred.

***6. Agenda Review**

The Committee reviewed the Agenda to check that all matters had been dealt with and to determine which items should be considered in public and which in private Council.

The Committee rose at 12:01pm.

PUBLIC WORKS COMMITTEE

PUBLIC WORKS COMMITTEE – Minutes of meeting held on Wednesday, 19th October 2011. Members Present: Mr Councillor D.J. Ashford (Chairman), The Mayor, Councillor Mrs. G.G.S. Corkish, Mr. Councillor R.I. Kissack Mr Councillor G.J. Faragher, Councillor Mrs E.C. Quirk, Mr Councillor T.M. Gelling, Councillor Mrs D.M. Kinrade

Apologies: None

In Attendance: Assistant Town Clerk, Senior Engineering Manager, Senior Accountancy Officer (for items 8 to 12 only), Building Control Manager (for items 1 to 4 only), Democratic Services Officer

There were no Declarations of Interest.

REPORT

*1. Minutes – 21st September, 2011

Minutes of the meeting held on Wednesday, 21st September, 2011 were approved and signed.

*2. Matters Arising – Minute 11 – Matters for Future Consideration

Members commented that they looked forward to the report on street cleaning which has been identified as a report to be brought to a future meeting. There was discussion of a number of areas in the town which need to be cleaned more often and/or more efficiently. There were calls for more frequent inspections and/or closer supervision of work. There were comments that ‘pincers’ should never be used by staff for picking up litter and so should no longer be included in the equipment provided to staff.

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

3. Planning Application – 11/01359/B – Mannin Hotel, 12 – 16 Broadway, Douglas

The Committee considered planning application 11/1359/B seeking approval for the demolition of existing hotel, retaining existing front façade and erection of a new hotel with fifty bedrooms, including integral parking and ancillary facilities at the Mannin Hotel, 12 – 16 Broadway, Douglas.

Resolved, “That particulars of the application be noted on the minutes and no objection be raised.”

*4. Schedule of Dilapidated, Ruinous, Neglected, or Dangerous Properties

The Committee noted the schedule of dilapidated, ruinous, neglected or dangerous properties submitted by the Building Control Manager and voiced concerns about other specific properties.

The Building Control Manager was thanked for his attendance and left the meeting at 11:13am.

*5. Standard Industries Public Lighting Structural Report August 2011

The Committee considered a report submitted by the Electrical Services Manager on the report setting out the results of the annual inspection carried out by Standard Industries of lighting columns in the Borough. The report received in August 2011 identified forty-two columns as ‘Class 4’ requiring full strength repair or removal from service. The report also identified a further twenty-nine mild steel lighting columns dressed with decorative embellishment kits which are showing signs of advanced rust.

During discussion of the report it was noted that there was a discrepancy between the number of columns listed in the location schedule attached to the report and the report itself. The Senior Engineer Manager confirmed later in the meeting that the number in the report was correct. The Committee asked for a correct schedule to be circulated to the Members of the Committee.

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

- i. Approval is given to the inclusion in the 2012/2013 capital programme of the Class 4 and bracket arm replacement capital scheme to replace the Class 4 public lighting columns as identified by the Standard Industries report dated August 2011; and
- ii. Approval is given for the replacement of forty-two Class 4 public lighting columns and the supply and painting of twenty-nine public lighting columns; and
- iii. That instead of one single entry of £351,000 in the 2012/2013 capital programme, there are two phased schemes, one for £168,920 and one for £182,080; and

That no columns are cut down or removed until they are ready to be replaced.”

*6. Car Parking Charges during Christmas Period

The Committee considered whether the usual concession on car parking charges should apply during the Christmas period.

Resolved, "That there be free parking at the Council's car parks on Thursday evenings, and all day on Saturdays and Sundays during the Christmas shopping period."

*7. **Adjournment and Resumption**

The meeting adjourned at 11:22am and resumed at 11:28am with the same Members present.

*8. **Attendance**

Mr Councillor G.J. Faragher left the meeting at 11:55am.

*9. **Items for Future Consideration**

The Committee noted the report setting out the items for future consideration.

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

*10. **Agenda Review**

The Committee reviewed the Agenda to ensure that all matters had been dealt with and determined which items should be considered in public and which in private Council.

The Committee rose at 12.10pm.

VI(vi). – The proceedings of the ENVIRONMENTAL IMPROVEMENTS COMMITTEE as follows:

ENVIRONMENTAL IMPROVEMENTS COMMITTEE

ENVIRONMENTAL IMPROVEMENTS COMMITTEE – Minutes of meeting held on Monday, 17th October, 2011. Members Present: Mr. Councillor D.W. Christian (Chairman), Councillor Mrs S.D.A. Hackman, Mr. Councillor R.I. Kissack, Councillor Mrs. D.M. Kinrade.

Apologies: Mr. Councillor J.R. Mitchell.

In Attendance: Mr. Councillor D.J. Ashford (Chairman of the Public Works Committee), Borough Engineer and Surveyor, Assistant Borough Engineer, Democratic Services Officer, Assistant Democratic Services Officer.

There were no Declarations of Interest.

REPORT

*1. Minutes – 13th June, 2011

The minutes of the meeting held on Monday, 13th June, 2011 were approved and signed.

*2. Big Tidy Up All Island Challenge 2011

The Committee considered a report submitted by the Waste Management Officer on the Big Tidy Up All Island Challenge 2011.

The event took place on Friday 8th and Saturday 9th October. A total of 1.67 tonnes of litter was collected over the two days; this was a decrease on the total 2.167 tonnes collected during the 2010 event despite more areas being covered by a greater number of people. Many areas covered were significantly cleaner than in previous years.

Members expressed their thanks to all those who participated in the Big Tidy Up 2011 and in particular the Waste Management Officer who organised the event.

A Member requested the advertising boards used on Pulrose Bridge be kept in storage for next year's event.

Members agreed to approach the Mayor and ask if he would hold an event in the Mayor's Parlour for those involved in the Big Tidy Up 2011. Due to the large number of participants it was agreed that one representative from each organisation be invited to accept a certificate on behalf of all those involved. Members agreed to hold an event on a Friday afternoon during November that does not clash with the Policy and Resources Committee meeting.

Members discussed the ongoing litter problem in Market Street. The bins in the area appear damaged, however it was noted that the bins are not owned by Douglas Council although bins can be provided if required. Douglas Community Safety Partnership confirmed to Officers prior to the meeting that there has been progress in the area.

A Member informed Officers of a complaint received by a resident on Palace Road. A number of bins in the area were being left on the pedestrian walkway, reducing the size of the pavement available. During the recent strong winds bins have been blown over causing a large amount of rubbish in the area. The resident also complained that no street sign had been at the top end of the street for several years. Comments were also made that decorative Christmas lighting in the area was unnecessary.

Resolved, "That (i) the Big Tidy Up be staged as an annual event on the last weekend in September.

(ii) Continued support be offered to the other participating authorities as required, in order to ensure that each event can be a success.

(iii) £1,500 be set aside from the existing Cleaner, Safer, Greener revenue budget, for next year's event.

(iv) Sponsorship for the event be sought from local businesses.

(v) The Mayor be approached to hold an awards presentation in the Mayor's Parlour, in November and one representative from each participating group be invited to attend."

*3. Kerbside Collection Re-Launch Event

The Committee were presented with a report submitted by the Waste Management Officer on the re-launch of the Kerbside Collection.

Kerbside Collection is due to be taken under Local Authority control from the 1st November 2011 for a five month trial period. In answer to question the Assistant Borough Engineer confirmed the Department of

Infrastructure have produced leaflets to be distributed to households in Onchan thanking them for taking part in the initiative. Members requested a media article be released by Douglas Council.

The report suggested promoting the continuation of Kerbside Collection through a poster competition involving Douglas schools and followed by a series of promotional displays by kerbside vehicles. Members referred to the recent lamppost banner competition and the issues that arose from organising a competition during the school year. Unless the competition has been included in the syllabus for the year it is very difficult to get children involved in the competition. In discussion it was agreed there was insufficient time to organise such a competition.

Resolved, "That particulars of the report and discussion be noted on the minutes and a poster to re-launch the Kerbside Collection be produced in-house through the existing Cleaner, Safer, Greener Budget to be promoted by Kerbside vehicles."

***4. Keep Britain Tidy News Update**

The Committee were presented with a letter from Keep Britain Tidy informing that Keep Britain Tidy and Waste Watch have merged.

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

***5. Old Woolworths Building**

The Chairman brought forward an additional matter that was not included on the Agenda.

Prior to the Environmental Improvements Committee meeting a Regeneration Committee meeting took place at which the shop formally occupied by Woolworths was discussed. It has become apparent that plans for this building are progressing slowly.

Members agreed the empty shop does not portray a good image for the area and discussed purchasing a vinyl transfer for the Douglas Borough Council boarding circulating the outside of the building. The Chairman suggested the print be designed to look like the inside of a busy shop. The Assistant Borough Engineer confirmed a vinyl transfer can be produced on the Island but did not have an approximate cost.

Resolved, "That a vinyl transfer be purchased to be displayed on the boarding outside the building previously occupied by Woolworths, and £1,500 be approved for the purchase of the transfer and the design to be approved by the Chairman and Vice-Chairman."

***6. Agenda Review**

The Committee undertook a review of the agenda and agreed all items can be considered public.

The Committee rose at 3:10pm.

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

PENSIONS COMMITTEE

PENSIONS COMMITTEE – Minutes of meeting held on Wednesday, 26th October, 2011.

Members Present: Mr. Councillor D.W. Christian (Chairman), The Mayor, Councillor Mrs. G.G.S. Corkish, Messrs. Councillors D.J. Ashford and C.L.H. Cain (from 2:45pm)

Apologies: Mr. Councillor R.I. Kissack and Independent Member Mr. Hulme

In Attendance: Borough Treasurer, Senior Technical Officer, Mrs. Jayne Wiberg – Capita Hartshead, Mr. Andrew Beedall – Capita Hartshead, Assistant Democratic Services Officer

There were no Declarations of Interest.

REPORT

***1. Minutes – 21st September, 2011**

Minutes of meeting held on Wednesday, 21st September, 2011, were approved and signed.

***2. Isle of Man Local Government Superannuation Scheme Statement of Accounts for the Year Ending 31st March 2011**

The Committee considered a report submitted by the Assistant Borough Treasurer (Financial Services) on the Isle of Man Local Government Superannuation Scheme for the year ending 31st March 2011.

An additional letter was circulated to Members sent from the auditors. It was noted that during the course of the audit one significant finding was highlighted. The allocation between the employee and employer contributions for one member body in the detailed notes to the accounts did not agree to the nominal ledger. The Borough Treasurer confirmed this has been rectified.

The Committee had previously approved the Isle of Man Local Government Superannuation Scheme of Accounts for the year ending 31st March 2011. The audit fieldwork for this document has now been completed and the document is now ready for certification by the auditor. The auditor requires that a Letter of Representation, signed by the authority, is issued alongside the Statement of Accounts.

The approval of the Letter of Representation has been possible this year due to the additional meeting of the Committee. In order to allow for compliance with the statutory audit certification deadline timetable each year, it is recommended that September's Administration Committee meeting is rescheduled to October.

Resolved, "That (i) particulars of the report be noted on the minutes and the Letter of Representation be signed and presented to the Council's external auditor in respect of the Isle of Man Local Government Superannuation Scheme Statement of Accounts.

(ii) The September Pensions Administration meeting of the Committee be rescheduled to October for future years, in order to approve the Letter of Representation in line with statutory certification deadlines.

(iii) The letter from PKF Auditors referring to the audit of financial statements of the Isle of Man Local Government Superannuation Scheme 2003 for the year ending 31st March 2011, be noted on the minutes."

***3. Non-club Transfer Factors and Consideration of Future Policy for Discretion on Acceptance of Transfers**

The Committee considered a report by the Borough Treasurer and Capita Hartshead seeking approval for funding to allow the current backlog of transfers in to the Fund and to consider the future of non-club transfers.

In June 2010, the British Government announced their intention to change the indexation of pensions through Pension Increase Orders from the increase in the Retail Price Index (RPI) to the Consumer Price Index (CPI). The Isle of Man Government adopted this provision in March 2011 by way of statutory document.

The change in the basis of indexation to CPI effectually reduces the actuarial value of the benefits within the Isle of Man Local Government Superannuation Scheme (IoMLGSS) meaning the cost to buy one year reduces.

UK Government Actuary Guidance (GAD) issued new transfer factors to take into account the change in indexation however no revised factors relating to the purchase of service credits on an 1/80th and 3/80th has been issued.

Contact was made with GAD who indicated they can calculate and issue non-club transfer in factors based on an 80th accrual rate.

It was noted that GAD expect to be able to provide the factors within two weeks of being commissioned by the Borough of Douglas. The expected charge will be in the region of £2,000 to £4,000 (+VAT). The final amount will be invoiced on a time-cost basis.

Resolved, "That (i) particulars of the report be noted on the minutes and the purchase of up to date factors from the Government Actuaries Department (GAD) at a cost of up to £4,000 be approved.

(ii) Incoming non-club transfer values into the Isle of Man Local Government Superannuation Scheme using the GAD guidance be continued and the discretionary policies be reviewed under the 2012 scheme."

***4. Ill Health Retirement Scheme from Current Pension Scheme**

The Committee considered a report by the Borough Treasurer and Capita Hartshead informing the number of ill health retirements on the current Pension Scheme.

Members considered a report by Mr. Andrew Beedall that compared ill health benefits between the Local Government Superannuation Scheme 2003 and the draft Local Government Superannuation Scheme 2012. The report also detailed the number of ill health retirements for each employer, ill health retirements according to the Members age at the date of retirement, salaries at the date of ill health retirement and amount of additional membership awarded to the Members who retired on ill health.

Mr. Beedall highlighted that the ill health retirement on the current scheme is awarded on severity of the illness and the ability for a member to continue in their current job. The new scheme awards ill health retirement on severity of the illness and the ability to work again in any form of employment.

In answer to question Mrs. Wiberg confirmed the awarding of ill health retirement is at the discretion of the employer, but the number of years enhancement awarded with the retirement is set by the regulations.

It was suggested contracts of employment for employees who joined the schemes in the 1970's should be reviewed to ensure the contract is abiding with the current regulations, Members agreed the issue should be raised with the Human Resources Department. The Senior Technical Officer confirmed to his knowledge there were no issues.

It was recommended that training be provided for the employers on the new scheme three tier ill health system. In answer to question Mrs. Wiberg confirmed Capita Hartshead would train relevant Officers but medical practitioners would have to be trained by the medical practitioner's board.

Resolved, "That particulars of the report be noted on the minutes and the three tier ill health system be accepted and training for the scheme employers be provided."

***5. Dates and Times of Next Meetings**

The following dates and times for future meetings were approved:

(Investments)
Wednesday, 23rd November, 2011 at 11:30am.

(Administration)
Wednesday, 28th March, 2011 at 2:15pm.

Resolved, "That particulars of the dates and times be noted on the minutes."

***6. Agenda Review**

The Committee reviewed the Agenda to ensure that all matters had been dealt with and to determine which items should be considered in public and which in private Council.

The Committee rose at 3:25 p.m.