



## **Borough of Douglas**

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**COUNCILLOR MISS DEBRA ANNE MARIE PITTS, JP  
MAYOR**

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Town Hall,

Douglas,

8<sup>th</sup> December, 2017

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held on WEDNESDAY, the 13th day of DECEMBER, 2017, 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

For 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, 8<sup>th</sup> November, 2017 and the Special Private Council Meeting held on Monday, 20<sup>th</sup> November, 2017.

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

## EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Friday, 24<sup>th</sup> November, 2017.

Members Present: Mr Councillor D.W. Christian (Chair), the Mayor (from 2.15pm), Mr Councillor S.R. Pitts, Mr Councillor I.J.G. Clague, Councillor Mrs C.L. Wells, Mr Councillor R.H. McNicholl.

In Attendance: Chief Executive (Miss K.J. Rice), Director of Finance (Mr G.M. Bolt), Director of Housing & Property (Mrs S. Harrison), Director of Environment & Regeneration (Mrs D. Eynon), Assistant Town Clerk (Mr P.E. Cowin) (for Clauses A1 to A9), Executive Officer (Mrs J.M. Keig) (taking minutes).

### REPORT

#### **PART A –**

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

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

The Worshipful the Mayor submitted apologies for late arrival.

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

No declarations of interest were submitted.

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

The minutes of the meeting held on Friday 27<sup>th</sup> October 2017, and the minutes of the Special Joint Executive Committee & Housing Committee Meeting held on Wednesday 15<sup>th</sup> November 2017, were approved and signed.

##### **A4. Central Neighbourhood Policing**

Inspector Andy Kneen, the Officer in charge of the Central Neighbourhood Policing Team, joined the meeting at 2.05pm.

Insp. Kneen gave a brief history of his career and various roles within the Isle of Man Constabulary. He advised that new officers and students were being recruited, and that a number of special constables were shortly due to commence their training.

Insp. Kneen gave an overview of the liaison that took place with various agencies to assist with policing in Douglas, to ensure the Town was a safe place to be enjoyed by everyone, especially during the night-time economy.

Insp. Kneen was thanked for updating the Committee on community policing within Douglas, and Members expressed their appreciation specifically for the police presence at the Council's Christmas Lights Switch-on Ceremony, which had taken place the night before.

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

#### **Adjournment and Resumption**

The Committee adjourned at 2.50pm and resumed at 2.55pm, when the following Members were present: Mr Councillor D.W. Christian (Chair), the Mayor, Mr Councillor S.R. Pitts, Mr Councillor I.J.G. Clague, Councillor Mrs C.L. Wells, Mr Councillor R.H. McNicholl.

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

There were no matters arising from the previous minutes.

##### **A6. Referrals from the Environmental Services Committee**

The Committee considered the following referral from the public minutes of the Environmental Services Committee meeting held on Monday 13<sup>th</sup> November 2017:

Clause B1 – Douglas Promenade Public Lighting Project (Design Amendments): the Council's Promenade Regeneration street lighting design had previously been approved (and received petition

approval) in the sum of £822,709. Since approval, however, the Department of Infrastructure had issued a new design for improvements on the Promenade, and this design change had resulted in both the Queen's Promenade and the Loch Promenade gardens and walkways being omitted from the civil engineering works scheme. Quotations for the civil engineering works required had been obtained and, as re-petitioning the Government for the additional monies could lead to delays in the procurement process, it had been recommended that the amount be funded from General Revenue Reserves.

The Director of Finance recommended that a supplementary petition should be obtained. In order to allow the works to be progressed, whilst awaiting the petition approval, he suggested that the funding be guaranteed out of Reserves.

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

- (ii) That approval be given for a supplementary petition to be applied for, for the additional amount for civil engineering works in the sum of £30,000, and this be guaranteed out of Reserves whilst awaiting the petition approval."

#### **A7. Referrals from the Regeneration & Community Committee**

There were no referrals from the minutes of the Regeneration and Community Committee meeting held on Tuesday 14<sup>th</sup> November 2017.

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

#### **A8. Pavement Cafés – Updated Guidelines**

The Committee considered a written report by the Town Centre Manager seeking the approval of updated guidelines in relation to the design and operation of pavement cafés.

The current guidelines for pavement cafés had originally been drafted by the former Douglas Development Partnership during the regeneration of North Quay area. They had been designed to encourage businesses to consider using the pavement area outside of their premises in appropriate circumstances, and to provide a unified and agreed framework for the various organisations that were responsible for the licensing or approval of pavement cafés.

It was noted that Section 78 of the Highways (Amendment) Act 2017 removed the requirement for Planning Consent and Advertisement Consent, on condition that a Highway Licence was in force. The new guidelines had been updated to reflect this and were also more concise, in line with the streamlined application process. There were no fundamental changes proposed in relation to the design or operation of pavement cafés, however, the new guidelines would now include that all barriers must be fixed directly into the ground. This additional measure had been put in place following consultation with various relevant organisations, in order to make barriers more secure and to reduce the potential for tripping.

In relation to Principle 4 of the Guidelines, it was suggested that clause 3 should include the proviso that suitable lighting must be installed, at any pavement cafés to be used at night, to the satisfaction of the Council (as the lighting authority for Douglas).

It was noted that the updated guidelines had been circulated to relevant partner organisations, including the Department of Infrastructure, the Isle of Man Constabulary, the Isle of Man Fire and Rescue Service, Manx Blind Welfare, and the Royal National Institute of the Blind.

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

- (ii) That the new guidelines on the design and operation of pavement cafés be endorsed as a policy framework for assessing applications for licences, under Section 78 of the Highways Act 1986 (as amended), subject to the following:-
- Clause 3 of Principle 4 of the Guidelines to be amended to read 'any pavement cafés to be used at night should be appropriately lit, and that suitable lighting must be installed to the satisfaction of the Council (the lighting authority for Douglas)'; and
  - For consistency, all references to Douglas Borough Council to read as 'the Council', rather than 'we'."

#### **A9. Consultation Document – Proposed Changes to Local Government Legislation**

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

The consultation document related to changes in local government legislation, and targeted key areas where issues had occurred in recent years. This exercise would be followed up in five years' time with a more comprehensive review of the legislation.

Whilst some of the questions within the consultation document were specific and did not invite wider comment, Members considered the suggested responses to be submitted (as appended to the written

report). The Assistant Town Clerk verbally reported on comments received from other Members of Council in relation to the questions, and it was agreed that these be incorporated accordingly.

A number of amendments to the responses were also agreed

Members noted that it was also proposed to comment to the effect that, at a recent meeting between the Local Government Unit of the Department of Infrastructure with all local authorities, the Unit, when going through the proposed amendments, also included 'update provisions relating to local authority mergers'. It had been pointed out that this was not included in the original consultation, and the Director of the Unit had clarified that this was not part of the proposed amendments.

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

- (ii) That the additional comments received from Members of Council together with a number of amendments agreed during discussion be incorporated into the proposed responses; and
- (iii) That the revised responses be circulated to the Committee Members ahead of being submitted to the Department of Infrastructure as the Council's response to the consultation."

#### **A10. Monthly Financial Review**

The Committee considered a written report by the Director of Finance 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, "That particulars of the report be noted on the minutes."

#### **A11. Isle of Man Municipal Association**

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

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

#### **A12. 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."

#### **A13. Time and Date of Next Meeting**

Members were reminded that the next scheduled meeting was due to take place at 2.30pm on Wednesday 20<sup>th</sup> December 2017.

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 6.05pm.

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

# PENSIONS COMMITTEE

PENSIONS COMMITTEE – Minutes of Meeting held on Wednesday, 22<sup>nd</sup> November, 2017.

Members Present: Mr Councillor C.L.H. Cain (Chair), the Mayor (from 11.30am), Mr Councillor J. Joughin, Councillor Ms C.E. Malarkey, Mr Councillor F. Horning, Councillor Ms K. Angela, Mr A. Thomas (Independent Member).

In Attendance: Mr M. Freeman, Scheme's Senior Investment Consultant – Hymans Robertson – Agenda items A1 to A14. Mr M. Corkish Director, Investasure Financial Services - Agenda Item A12. Director of Finance (Mr G.M. Bolt), Assistant Chief Officer (Finance) (Mr E.P. Pierce), Assistant Chief Officer (Income) (Mrs C. Pulman), Democratic Services Officers (Mrs D.C. Atkinson and Mrs W.V. Wynne).

## REPORT

### **PART A –**

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

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

Mr T. Knight (Investasure), scheduled to join the meeting for agenda item A12, submitted apologies due to flight delays.

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

There were no declarations of interest.

##### **A3. Minutes – 25<sup>th</sup> October 2017**

The minutes of the meeting held Wednesday, 25<sup>th</sup> October, 2017 were approved and signed.

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

In response to a question raised at the November Council Meeting, it was noted that a briefing note in relation to reporting breaches in the law will be circulated to all Members.

##### **A5. Training: Review of Asset Classes**

The Committee received a training presentation from Mr Freeman giving an overview of Scheme objectives and strategies. Members noted the chart on funding objectives; the amount of money needed to be invested and in what strategy, in order to meet the promised benefits.

Members noted the chart for funding and investment strategy for closing the deficit, the value of the current assets, and the investment returns and deficit contributions required in order to make up the funding shortfall.

Mr Freeman explained that an income asset provides predictable return and predictable income to help meet outgoings, some offer complexity and liquidity premiums in addition to credit premium; others are more suitable for insurers to hold, which reduces their attraction unless switching to buy in.

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

##### **A6. Manager Reporting: Review of Investment Manager's Performance**

Mr Freeman reported on the momentum of global growth which had increased in quarter two, Japan had recorded its best quarterly growth in two years, the US bounced back from a sluggish first quarter and the Eurozone maintained its recent revival. Members were advised that the UK growth of 0.3% was disappointing.

Credit markets had an uneventful period, although yield spreads, in general, tightened a little more. Buoyant economic conditions and a weak US dollar boosted emerging markets. Yields on the major local currency debt indices fell close to their lowest levels for over four years.

Mr Freeman went on to explain the portfolio and performance summaries for the third quarter and it was noted that target and actual proportion percentages were very close at 30<sup>th</sup> September 2017 and will continue to be monitored in future reports.

The Committee were advised that St James's Place (SJP) mandate returned a modest 0.5% (gross) over the quarter, underperforming the benchmark by 1.4%. Over a 12 month period SJP has produced a positive absolute return of 14.2% gross of fees and since inception has returned 21.5% per annum, although the mandate was behind benchmark over both time periods. The third quarter of 2017 continued to deliver steady growth across global markets, consistent with the theme of low inflation and accommodating monetary policies. The weak US dollar provided a tailwind which saw emerging

markets as the top performing region over the quarter. All growth markets performed well including property at 10.4% over the last 12 months.

Mr Freeman explained to Members that the London Interbank Offered Rate (LIBOR) which was widely used as a benchmark for investment performance is to be replaced due to being unsustainable, possibly by Sterling Overnight Index Average (SONIA) which is already used for some swap transactions. The migration away from LIBOR and putting in place a sustainable alternative will be a complex and onerous task and the Financial Conduct Authority (FCA) has worked to ensure that LIBOR can be supported until the end of 2021. Members noted that the way the Capital International Fund is measured will need to change but this will have no expected impact on the way the fund is invested. Mr Freeman advised that the portfolio performance summary for the quarter was 0.6% behind the 1.1% benchmark, but over the last five years investment performance of the assets was 0.8% p.a. ahead of the 8.7% p.a. benchmark, which was very positive.

Members noted that the summary performance table was showing negative relative returns for St. James's Place, Capital International and Canaccord - UK Equities, but Mr Freeman explained that the UK equity tracking error was due to the difference in timing between the fund valuation and the valuation when the market closed, which was not a concern as its impact will reduce over time, He confirmed that Hymans Robertson will continue to monitor tracking error.

The report went on to consider Capital International portfolio performance which dipped in the third quarter returning -0.3% gross of fees and was a little disappointing. Due to strong performance in the previous three quarters the twelve month return is ahead of target, as are the longer-term returns which are comfortably clear of the target return gross of fees. Capital International noted that the global economic outlook had improved since the turn of the year, and receding political risks in Europe had also been a positive indicator.

It was noted that over the quarter the BlackRock UK Property Fund delivered a return of 2.4% (net of fees) in line with the peer group benchmark return. The fund had underperformed over longer time periods. Transactions were limited during the quarter as BlackRock were of the opinion that the portfolio is currently well placed and does not require any significant re-positioning. Blackrock continue to believe that the fund's more defensive positioning relative to peers means that it should be well placed to outperform over the next 2-3 years.

Mr Freeman advised that the Canaccord corporate bond portfolio outperformed the Barclays Sterling Corporate Bond Index by 0.4% over the quarter. Since inception the portfolio has marginally underperformed its benchmark return by 0.3%. Members noted that the mandate was first funded on 1<sup>st</sup> October 2016; however the portfolio was not fully invested until 3<sup>rd</sup> November 2016, which is the date Canaccord record performance from.

Resolved, "That the report by Hymans Robertson be noted."

#### **A7. Market Reporting: Capital Market Services**

A series of flash stat charts were presented for Members on the market update for the period July to September 2017, the objective of the flash stats was to present useful historic market information, rather than trying to be more forward looking such as the Capital Market Service slides presented in previous meetings, which are no longer available in that format. The charts in flash stats showed gilt yields, sterling exchange rates, and comparisons between various regional equity returns and comparisons between the global sector performances.

The Director of Finance suggested that this information could be incorporated in a briefing note for circulation at the same time as the quarterly manager reports, or incorporated into the Hot Topics page for future discussion.

Resolved, "That the presentation be noted on the minutes and in future this information be circulated as part of the Investment briefing note."

#### **A8. Annual Review of Investment Managers**

The Committee considered a report submitted by Hymans Robertson comparing the performance of BlackRock and Capital International with their benchmarks alongside their performance of their respective peer groups to 30<sup>th</sup> September, 2017. Members noted that BlackRock ended its relationship with the Fund in 2016 and that it surrendered its registration with the Isle of Man Financial Services Authority. The assets held in the corporate bond fund and units held in the property fund managed by BlackRock were transferred to a similar mandate managed by Canaccord. The assets held in the absolute return fund were transferred to the existing absolute return mandate managed by Capital International in October 2016.

During 2017 the Scheme's investment strategy was modestly de-risked by reducing the allocation to equities by 5% and increasing the allocation to corporate bonds, conventional gilts and index-linked gilts.

Committee were advised that performances are compared against the funds' respective benchmarks, and for actively managed funds are compared to their respective peer groups. Members noted that in previous annual reviews Mellon CAPS survey had been used for peer group data (with the exception of the absolute return fund, which used internal Hymans Robertson peer group), but Hymans Robertson peer groups will be used for all the Scheme's actively managed assets (except for property which already uses an industry-wide peer group benchmark) as Mellon CAPS no longer provides this service.

The report went on to consider Global equities with Investasure (St James's Place) which had underperformed the composite market index benchmark over a one year period to 30<sup>th</sup> September 2017 and also since inception in October 2015 and showing in the bottom quartile. The management of this mandate should be reviewed in more detail in September 2018 (i.e. after 3 years). Relative to benchmark Capital International has comfortably outperformed its LIBOR +3% target return and placed it in the top quartile over and above the peer group.

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

#### **A9. Review of Plan of Activities and meeting dates for 2018**

The Committee were reminded that a plan of activities was submitted by both Hymans Robertson and Capita annually to assist with the efficient and timely review of relevant issues.

The Capita plan provided a schedule of administration activities to be undertaken by the Committee at administration meetings in March and October 2018.

The Hymans Robertson plan listed investment activities to be considered at the quarterly monitoring Committee meetings. The plan incorporated the Committee's previous decision to receive presentations from active managers twice per annum, and the index-tracking manager once per annum.

The Hymans Robertson plan of activities placed most emphasis on two factors, strategic issues and monitoring the revised investment structure.

It was proposed that part of the September 2018 meeting be held at Canaccord offices in Douglas. Canaccord will be asked to provide a training session and present their quarterly report, before the continuation of the meeting to be held at the Town Hall.

It was noted that the Capital Markets Service will not be continued so those items will not be built into the items for future reports schedule.

The Director of Finance suggested that as 2019 is an Actuarial Review year that the Committee could meet the Hymans Robertson investment team in Glasgow or London as part of an Actuarial Training session, Mr Freeman will confirm details with the Committee.

Resolved, "That particulars of the report and discussion be noted on the minutes and the 2018 Plan of Activities as amended be approved and adopted."

#### **A10. Governance Action Plan Review**

The Committee considered a report submitted by the Assistant Chief Officer (Finance) to approve the commissioning of a Data Review to be conducted by Capita.

The Committee had previously considered a report on a Governance Review that had been conducted using a Self-Assessment tool produced by the Pensions Regulator and approved an Action Plan appended to the report addressing the matters in which the scheme had been rated amber or red.

It was noted that all training sessions Members had attended in the five years commencing May 2012 had been recorded and any gaps in training and would be addressed by the investment consultant and the technical consultant, building sessions into activity plans. The highest priority areas have already been incorporated in the activity plans for the coming year and the remainder would be scheduled in for 2019.

The report explained that The Pensions Regulator guidance states that "Schemes should continually review their data and carry out a data review exercise at least annually. Where there has been a change of administrator or the administration system/platform, schemes should review and cleanse data records and satisfy themselves that all data are complete and accurate." The latter point is particularly pertinent at the moment because the pensions administration service is about to be tendered. This may result in a change from Capita to a new service provider.

Capita had produced a report in relation to a Data Review which was appended. It was recommended that Capita be requested to conduct a data review (including the Full Coredata Analysis) at a cost of £4,979.30. Savings had been made by producing the statutory annual short form report to scheme members in-house so the exercise could be accommodated within the existing budget.

The report confirmed that a "fit for purpose" review had been conducted in relation to Annual Benefit Statements. The process had been streamlined with a further improvement scheduled for 2018 to remove an unnecessary piece of data.

Resolved, “That particulars of the report and discussion be noted on the minutes and that a Data Review be conducted by Capita.”

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

The meeting adjourned at 1.00pm and resumed at 2.03pm.

#### **A12. Manager Reporting: Presentation from Investasure**

Mr Martin Corkish of Investasure joined the meeting to present the St. James’s Place (SJP) performance for Q3 2017.

Members had before the meeting listened to SJP podcasts from Paul Boyne of Manulife Asset Management, managers of the SJP Global Equity Income Fund and Ajay Krishnan from Wasatch Advisers, managers of the SJP Emerging Markets Fund which provided useful information on those funds.

Mr Corkish began by providing statistical information on the SJP portfolio value reporting net returns and annualised performance, allowing for withdrawals since inception. Members were referred to a chart showing the daily value of investments from 1<sup>st</sup> October 2015 to 30<sup>th</sup> October 2017 showing cumulative total returns based on current unit value (50.5%) and annualised returns for the portfolio net of all fees of 22.7% per annum.

It was noted that certain individual funds within the portfolio had underperformed their benchmark since inception although the SJP Global fund (Managed by Artisan) was ahead of benchmark (MSCI World) after all charges in all time periods shown and performed particularly well in the last twelve months.

Mr Corkish explained that the SJP Emerging Market Equities fund had underperformed its benchmark (MSCI Emerging Markets) after all charges and gave reasons why, informing the committee that the fund manager had been reluctant to hold exposure to any Chinese stocks, which has been significant as China currently accounts for 29% of the MSCI Emerging Market Index. Chief concerns have been around corporate governance/investor protection although more recently the manager senses an improvement in that area and a better opportunity for foreign investors hence weighting to China has very recently moved from Nil to 15%. He noted that SJP maintained an overweight position to India (relative to benchmark) at 27.7% versus 8.7% as the manager felt a high conviction in several companies in that region and improving macroeconomics.

The Committee were advised that of the 838 stocks that make up the MSCI Emerging Markets Index the top 4, all of which are Technology stocks, account for 17.4% of the index thus the strong returns from the Emerging Market index was not necessarily a strength of emerging markets as a whole but driven significantly by these large Tech Stocks. It was reiterated that a priority was to manage risk responsibly hence all fund managers remain cognisant of the long bull market seen since 2009, spurred on by QE and low rates, the risk of high valuations in many indices, the rise of passive investment strategies which have made expensive equities even more expensive and so aim to avoid ‘chasing stocks higher’.

Mr Corkish explained that whilst decent annualised gains had been achieved in absolute terms since inception (19.6% per annum after all fees) with the SJP Global Equity fund (Paul Boyne of Manulife) some underperformance relative to benchmark (MSCI World) had been experienced, citing crystallised losses with two individual holdings in particular. He explained that the St. James’s Place Investment Committee are due to meet with Paul Boyne of Manulife in December this year as part of their periodic manager monitoring meetings.

In relation to the Global Equity Fund performance has been good in absolute terms (21.9% per annum after all fees) albeit slightly below benchmark (MSCI World). The Committee was asked to note that the BlackRock sleeve at the core of this particular fund is approx. 20% overweight emerging markets, relative to its benchmark, which have outperformed their developed counterparts by more than 7% in 2017. The fund’s underweight exposure to US Listed stocks also supported relative performance.

The presentation finished by discussing Sands Capital (one of the satellite managers of the Global Equity Fund) which had generated gains due to strong stock selection in its key sectors of Consumer Discretionary and Technology which account for 60% of their individual fund.

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

Mr Corkish was thanked for his attendance and left the meeting at 2.45pm.

#### **A13. Investment Ideas for discussion**

Mr M. Freeman gave a brief introduction to Members about current investment ideas which may be appropriate for consideration and for discussion on a yearly basis. A summary of all the new and past research that has been carried out was noted. Infrastructure as a growth asset and Private Lending – Senior Secured loans as an income assets were highlighted in the discussion.

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

**A14. Responsible Investing Update**

The Committee considered a report prepared by Hymans Robertson to determine and review the views on Responsible Investment ("RI") beliefs. Members had individually answered a series of questions and responses which had been collated to determine further training requirements.

Members noted the consensus policy outcome which was to be reviewed and agreed by the Committee at the meeting. Once agreed, they will be written into the Committee's Investment Beliefs document and shared with the Scheme's investment managers for ongoing monitoring.

Mr Freeman suggested the Committee should consider restricting investment in assets which have a negative impact on society or are detrimental to the environment which will in turn negatively impact the performance of the assets. The primary responsibility of the Committee is to pay the Scheme pensions when they fall due. The Committee accepted the proposed new investment belief, which will increase the number of Investment Beliefs from 6 to 7.

The Mayor left the meeting at 3.29pm.

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

- (i) A consensus Responsible Investment policy be introduced as an investment belief and shared with the investment managers;
- (ii) A plan of action encouraging the managers to further develop their Responsible Investment policies for the Scheme be agreed."

Mr Freeman left the meeting at 3.32pm.

**A15. Items for Future Report**

The Committee considered a report submitted by the Director of Finance setting out items that are to be considered at future meetings and to review any future training requirements. An additional report, a draft policy on the responsible investment belief, was added to the schedule.

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

***PART B –***

***Matters requiring Executive Committee approval***

There were no matters requiring Executive Committee approval.

***PART C –***

***Matters requiring Council approval***

There we no matters requiring Council approval.

The Committee rose at 3.55pm.

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

# HOUSING COMMITTEE

HOUSING COMMITTEE – Minutes of Meeting held on Wednesday, 15<sup>th</sup> November, 2017.

Members Present: Councillor Mrs C.L. Wells (Chair), the Mayor, Councillor Ms C.E. Malarkey, Mr Councillor C.L.H. Cain, Mr Councillor J.E. Skinner, Councillor Mrs E.C. Quirk.

In Attendance: Director of Housing and Property (Mrs S. Harrison), Assistant Chief Officer (Housing and Property) (Mr G. Atkin), Assistant Chief Officer (Income) (Mrs C. Pulman), Assistant Town Clerk (Mr P. Cowin), Assistant Democratic Services Officer (Miss C. Cullen).

## REPORT

### **PART A –**

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

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

Apologies for absence were submitted by Mrs J. Quaggan (Independent Member).

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

There were no declarations of interest.

##### **A3. Minutes – 18<sup>th</sup> October, 2017**

The minutes of the meeting held on Wednesday, 18<sup>th</sup> October, 2017, were approved and signed.

##### **A4. Vacant Properties Update**

The Committee considered the monthly report submitted by the Assistant Housing Manager (Maintenance) to update on the number of vacant social housing properties. The Committee noted the latest position of 23 void properties as at the end of October 2017.

Resolved, “That the list of vacant properties be noted on the minutes.”

##### **A5. Housing Request Refusals**

The Committee considered a report submitted by the Assistant Chief Officer (Housing and Property) to advise on the proposed housing request refusals. All refusals are made by Housing Management officers in accordance with current Council policy, Government regulations and guidance.

Appended to the report was a list detailing two cases for the proposed removal of points for unjustified refusals, together with a copy of the criteria for allocation of properties: pointing system.

There was discussion on the particulars of both cases. Members recalled previous decisions on similar cases where 10 points have been deducted from applicants if refusal of a property is deemed unjustified.

During discussion the Chair provided Members with an update on the request for permission to have a guide dog in sheltered accommodation as previously considered during October’s Committee meeting.

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

- (i) That there be no points removed from the applicant as detailed in case number one as shown in appendix one, and that a file note be made to ensure no further allocation is offered for five months; and
- (ii) Approval be given to the proposed housing refusal as detailed in case two as shown in appendix one, which complies with current Council policy and current Department of Infrastructure regulations and guidance.”

##### **A6. Quarter Two Performance Monitoring**

The Committee considered a report submitted by the Director of Housing and Property to update on the performance against measures outlined in the Housing and Property Services Plans as relevant to the Housing Committee.

Appended to the report were the measures as outlined in the Service Plan, together with an update on performance as at the end of Quarter Two 2017/18. A red, amber and green status had been applied to each measure.

Resolved, “That particulars of the report and discussion be noted on the minutes and that the progress against performance indicators in the Services Plan for Quarter Two 2017/18 be noted.”

**A7. Items for Future Consideration**

The Committee considered the monthly report setting out items which will be considered at future meetings. Members noted the reports listed for the December meeting.

It was agreed that item two of the schedule, Housing Deficiency Guidelines, be presented to January's Committee meeting.

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

***PART B –***

***Matters requiring Executive Committee approval***

There were no items requiring Executive Committee approval.

***PART C –***

***Matters requiring Council approval***

There were no items requiring Council approval.

The meeting ended at 12.45pm.

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, 14<sup>th</sup> November, 2017.

Members Present: Mr Councillor S.R. Pitts (Chair), the Mayor, Councillor Miss N.A. Byron, Councillor Mrs H. Callow, Councillor Mrs R. Chatel, Councillor Ms J. Thommeny.

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Assistant Town Clerk (Mr P. Cowin), Assistant Chief Officer (Finance) (Mr E.P. Pierce), Assistant Chief Officer (Regeneration) (Mr C. Pycroft), Head of Parks (Mr D. Hewes), Democratic Services Officers (Mrs W. Wynne and Mrs D. Atkinson), Work Experience Student (Mr T. Roberts).

## REPORT

### **PART A –**

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

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

There were no apologies for absence.

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

There were no declarations of interest.

##### **A3. Minutes – 17<sup>th</sup> October 2017**

The minutes of the meeting held Tuesday, 17<sup>th</sup> October, 2017, were approved and signed.

##### **A4. Items for Future Report**

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

In answer to question, the Head of Parks and Director of Environment and Regeneration advised that there had been planning issues for the Ballaughton play area regarding parking. Highways had agreed for a smaller car park which made the scheme viable. The planning application would take approximately six weeks and it was agreed that a briefing note would be circulated to the Committee.

Resolved, "That particulars of the items for future report and discussion 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 10.38am.

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

# ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of Meeting held on Monday, 13<sup>th</sup> November, 2017.

Members Present: Mr Councillor R.H. McNicholl (Chair), the Mayor, Mr Councillor J. Joughin, Mr Councillor F. Horning, Councillor Ms K. Angela.

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Assistant Chief Officer (Regeneration) (Mr C. Pycroft), Assistant Chief Officer (Environment) (Mr A. Donnelly), Senior Engineering and Waste Services Manager (Mr A. Crook) (Items A1 to A4), Accountancy Manager (Mr R. Davies), Building Control Manager (Mr N. Kaighin) (Item A5), Dilapidation Enforcement Officer (Mr A. Gordon) (Item A5), Assistant Town Clerk (Mr P. Cowin), Assistant Democratic Services Officer (Miss C. Cullen).

## REPORT

### **PART A –**

#### ***Matters delegated to the Committee***

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

Apologies for absence were submitted by Mr Councillor F. Pabellan.

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

There were no declarations of interest.

##### **A3. Minutes – 16<sup>th</sup> October, 2017**

The minutes of the meeting held on Monday, 16<sup>th</sup> October, 2017, were approved and signed.

##### **A4. Flats Recycling Trial**

The Committee considered a report submitted by the Senior Engineering and Waste Services Manager to update on the outcome of a recycling trial for flats/apartments within the Borough. The trial commenced in June 2017 and included flats that had been omitted from the original kerbside recycling scheme.

Members were advised that each of the seven trial sites had been provided with recycling wheelie bins for paper, plastic, cans, glass and cardboard and that each flat/apartment has also been given an information pack and recycling bag.

Set out in the report was a table showing the material captured per month in kg and the total for the trial period. Members noted the average amount recycled of 1.73kg per flat/apartment; overall figures had been low in comparison to the average weight collected from the household kerbside collection service, which is approximately 8kg per house, per month. An explanation was provided for some of these shortfalls.

Based on the assumption that flats generate approximately half the amount of residual waste of a dwelling house, officers expected the recycling figure to be approximately 4kg per unit, per month. The Senior Engineering and Waste Services Manager advised that one specific site was to be further examined because of low take-up and high levels of contamination. It was agreed that officers further investigate why there had been a lack of take up on the service.

It was noted that a number of enquiries from privately owned flats/apartments had been received about the service, subsequently, it is the officers view that rolling out the service would positively contribute to the overall recycling capture rate and reduce the waste bill at the Energy from Waste, whilst also generating additional income from material disposal without the need for any additional labour or vehicles.

Following suggestion by the Chair, it was agreed that comment should be made to Planning to any new flat/apartment proposal, to include the provision of a recycling area.

In response to question, the Director of Environment and Regeneration advised that details of the scheme would be included in the next Housing and Property Newsletter.

Resolved, “That particulars of the report and discussion be noted on the minutes and that the current recycling flats/apartments trial, which is due for completion at the end of November 2017, be

incorporated into the Council's recycling service and extended to include other flat/apartment blocks in the Borough, phased over a 12 month period."

#### **A5. Schedule of Neglected, Dilapidated, Ruinous and Dangerous Properties**

The Building Control Manager and Dilapidation Enforcement Officer joined the meeting for discussion of the item.

The Committee considered the schedule of Neglected, Dilapidated, Ruinous and Dangerous Properties being dealt with on behalf of the Council.

The Dilapidation Enforcement Officer provided an update on a number of properties. Of particular note, that an application had been submitted to the Courts in relation to the Pitcairn and Wyndham, the outcome of which was anticipated in the next two/three weeks. A demolition order had been submitted and was awaiting approval for the Imperial Hotel and owners of the Finch Hill covered car park were being contacted by the Director of Environment and Regeneration in an attempt to establish a collaborative cleaning regime.

The Committee was advised that an agreed schedule of works had been established for 33 Princes Street, the Dilapidation Enforcement Officer reminded Members that any notice served is owner specific and that the Council's only remit was to pursue works relating to unsightliness, other issues concerning the property were a matter for Environmental Health.

The Dilapidation Enforcement Officer further advised that the previously considered project with the Arts Council on the Villiers Hoardings may come to fruition and that the site was due maintenance works in spring.

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

The Building Control Manager and Dilapidation Enforcement Officer were thanked for their attendance and left the meeting.

#### **A6. Items for Future Consideration**

The Committee considered the schedule of items for future consideration. Members noted the reports list for future months.

As a matter arising from October's Council meeting, the Chair requested that an item be added to the schedule for a cost benefit analysis on the procurement of an electric vehicle.

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

### ***PART B –***

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

#### **B7. Douglas Promenade Public Lighting Project Design Amendments**

The Committee considered a report submitted by the Electrical Services Manager to advise on amendments to the Department of Infrastructure design for the Douglas Promenade Regeneration Scheme.

Members were reminded that the Council's Promenade regeneration street lighting design had been approved and received Government petition approval in the sum of £822,709.00. Since its approval, the Department had issued a new design to improve and develop Douglas Promenade. The design change had resulted in both Queens Promenade and Loch Promenade gardens and walkways being omitted from the civil engineering works being undertaken necessary to install public lighting in these areas. Consequently, a total of forty-one 8.0m street lighting columns fall outside the scope of the reduced civil engineering works.

The report advised that the Department of Infrastructure had offered to install the forty-one columns for a fee. Quotations had also been sought by the Electrical Services Manager from civil engineering contractors and the civil engineering works required can be executed for £30,000.00.

The report recommended funding the civil engineering works from general revenue reserves as re-petitioning the Isle of Man Government for the additional monies could lead to delays in the procurement process and on site.

Members discussed the suggestion of introducing a card payment facility for use of public conveniences. The Director of Environment and Regeneration explained that this method would need to be explored by officers and that Committee would be updated as part of the proposal for the provision of semi-automatic toilets on Queens Promenade.

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

- (i) The reason for the additional funding requirement be noted; and

- (ii) The Committee seek the agreement of the Executive Committee for the works to be funded from General Revenue Reserves in the sum of £30,000.”

***PART C –***

***Matters requiring Council approval***

There were no items requiring Council approval.

The meeting ended at 12.55pm.