



## Borough of Douglas

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**MR COUNCILLOR JONATHAN JOUGHIN, JP  
MAYOR**

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Town Hall,

Douglas,

7<sup>th</sup> June, 2018

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held on WEDNESDAY, the 13th day of JUNE, 2018, 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

A handwritten signature in black ink, which appears to read "Kathleen Cheethie".

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 Special Council Meeting held on Wednesday, 2<sup>nd</sup> May, 2018 and the Annual Council Meeting held on Wednesday, 9<sup>th</sup> May, 2018.

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

## EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Thursday, 24<sup>th</sup> May, 2018.

Members 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.

In Attendance: Chief Executive (Miss K.J. Rice), Director of Finance (Mr A.J.T. Boyd), Director of Environment & Regeneration (Mrs D. Eynon), Director of Housing & Property (Mrs S. Harrison), Assistant Town Clerk (Mr P.E. Cowin) (for Clauses A1 to A13), Executive Officer (Mrs J.M. Keig) (taking minutes).

### REPORT

The Committee welcomed the new Director of Finance, Mr Antony Boyd, following his appointment in April 2018.

#### **PART A –**

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

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

No apologies for absence were submitted.

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

Resolved, “That it be unanimously agreed that Mr Councillor R.H. McNicholl be appointed as Vice-Chair of the Committee for the ensuing municipal year.”

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

No declarations of interest were submitted.

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

The minutes of the meeting held on Thursday 29<sup>th</sup> March 2018 were approved and signed.

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

There were no matters arising from the public minutes of the previous meeting.

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

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

The Committee considered the following referral from the minutes of the Environmental Services Committee meeting held on Monday 14<sup>th</sup> May 2018:

**Clause B15 – Capital Out-turn:** the Committee had considered a report by the Assistant Chief Officer (Finance) in relation to the financial year-end out-turn position on the Capital Programme, and had noted the values spent on all Capital schemes in 2017 / 2018, the variances to the revised estimates, and the amounts to be carried forward.

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

(ii) That the recommendation of the Environmental Services Committee be endorsed, and that all unspent balances on projects where work was ongoing or retentions were payable, be approved to be carried forward to 2018 / 2019 accordingly.”

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

There were no referrals from the public minutes of the Regeneration and Community Committee meeting held on Tuesday 15<sup>th</sup> May 2018.

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

#### A8. **Referrals from the Housing Committee**

The Committee considered the following referral from the minutes of the Housing Committee meeting held on Wednesday 16<sup>th</sup> May 2018:

Clause B13 – Former Pulrose Police Station (Lease Renewal): the Committee had considered a request by the Methodist Church for an extension of the existing lease in respect of the former Police Station, which provided a charity-based community centre (Manor Ark) to the Pulrose Estate. The Committee had accordingly agreed to the renewal of the lease on the same terms for a further three-year period (until 1<sup>st</sup> May 2021), and sought approval for the agreement to also continue to be on a rates-free basis.

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

- (ii) That the resolution of the Housing Committee to renew the lease of the former Pulrose police station on the same terms for a further three-year period until 1<sup>st</sup> May 2021, be endorsed; and
- (iii) That the legal position regarding the assistance to the community centre be investigated and communicated to Members of the Executive Committee accordingly.”

#### A9. **Urgent Business Procedure – Use of the Bottleneck Car Park during the 2018 T.T. Festival**

The Committee considered a written report by the Assistant Chief Officer (Regeneration) detailing an Urgent Business Procedure undertaken to consider an extension to the previously-agreed licence period for the Hooded Ram Brewing Co. / Clinches Leisure Limited to occupy the Bottleneck Car Park during the 2018 T.T. Festival.

A licence agreement had been in place for the Hooded Ram Brewing Co. to occupy the car park from 17:00 on Wednesday 23<sup>rd</sup> May until 12:00 noon on Saturday 10<sup>th</sup> June 2018. As proposals had been developed for the site, it had become apparent, however, that the main covered area at the venue could not be provided under Hooded Ram’s bespoke canopy, and, in order to accommodate the workload associated with a revised site build involving a marquee, an amendment to the licence agreement had been requested. This would extend the licence period from the morning of Saturday 19<sup>th</sup> May until the evening of Monday 11<sup>th</sup> June 2018 (an overall increase of five days). As this would result in the loss of car parking revenue, it would therefore be subject to an increased licence fee.

It was noted that the Urgent Business Procedure, approving the extension of the licence period for the Hooded Ram Brewing Co. / Clinches Leisure Limited to occupy the Bottleneck Car Park during T.T. 2018 had accordingly been signed by the Chair of the Environmental Services Committee and the Leader of the Council.

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

- (ii) That the Urgent Business Procedure, extending the licence period for the Hooded Ram Brewing Co. / Clinches Leisure Limited to occupy the Bottleneck Car Park during T.T. 2018, also be noted.”

#### A10. **Urgent Business Procedure – Planning Application in respect of Use of the Bottleneck Car Park during T.T. Festivals**

The Committee considered a written report by the Assistant Chief Officer (Regeneration) detailing an Urgent Business Procedure undertaken to consider a planning application for the creation of a temporary event space at the Bottleneck Car Park for the duration of each T.T. Festival for a five-year period.

The application had been submitted due to the change in venue operator, and replaced all previously-approved planning applications held by the former licence holder to provide event facilities on the site. The application was not a significant departure from the previously-approved applications - the principle of usage remained the same as in previous years, albeit with the new operator and a different layout, and the licence issued by the Council to the operator had already been agreed (although revisions had been requested, as detailed in Clause A9 above).

It was noted that the Urgent Business Procedure, agreeing with the Planning Report and raising no objection to the planning application, had accordingly been signed by the Chair of the Environmental Services Committee and the Leader of the Council.

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

- (ii) That the Urgent Business Procedure, raising no objection to the planning application for the creation of a temporary event space at the Bottleneck Car Park for the duration of each T.T. Festival for a five-year period, also be noted.”

#### A11. Members' Attendances and Allowances 2017 / 2018

The Committee considered a written report by the Assistant Town Clerk seeking approval to submit to the Council's auditors, and thence to the Department of Infrastructure, the schedule of meetings attended and allowances paid during the financial year ended 31<sup>st</sup> March 2018.

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

Resolved, “(i) That particulars of the report and the schedule setting out Members' attendances at meetings and allowances paid during the year ended 31<sup>st</sup> March 2018 be noted on the minutes;

- (ii) That approval be given for the submission of the schedule to the Council's auditors with the annual accounts, and thence to the Department of Infrastructure; and
- (iii) That the schedule be made available to the public through the Council's website and at the Town Hall Reception desk, and that it be circulated to all Members with the Council Agenda for the June 2018 meeting.”

#### A12. Consultation Document: Election Legislation - “Elections That Work for Everyone”

The Committee considered a written report by the Assistant Town Clerk in relation to a consultation document issued by the Cabinet Office.

The consultation was part of the review of election legislation that had been announced as a result of dissatisfaction with some aspects of the running of the 2016 General Election to the House of Keys.

Members considered proposed responses to each of the questions set out in the consultation document, which had been formulated by the Assistant Town Clerk in consultation with the Members' Working Group set up specifically to consider public consultations.

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

- (ii) That the proposed responses, as appended to the written report, be approved as amended and submitted to the Cabinet Office as the Council's response to the consultation.”

#### A13. Service Plans and Performance Monitoring

The Committee considered a written report by the Chief Executive providing an update on performance compared against measures set out in the Chief Executive's Department's Service Plans for 2017 - 2019.

Members recalled that the Council had adopted a new Corporate Plan for 2017 - 2021 in January 2017 and, following on from this, each Service had its own Service Plan to run for the two financial years 2017 - 2019. Service Plans were an important part of the process to ensure that performance and standards were addressed and delivered, and Members accordingly noted the actions from the Service Plans, together with an update on performance as of the end of April 2018.

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

- (ii) That the progress against planned actions and performance indicators also be noted.”

#### A14. Monthly Financial Review - March (End of Year) 2017 / 2018

The Committee considered a written report by the Director of Finance setting out monthly figures for various financial items during the 2017 / 2018 financial year. The report was required to monitor progress against Service Plan action and to meet the objectives set out in the Corporate Plan 2017 - 2021.

It was noted that the target for rates collection had been achieved, as had the target of sundry debts collected, and non-cash and cheque payments.

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

#### A15. Monthly Financial Review – April 2018

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.”

#### A16. Capital Out-turn Report 2017 / 2018

The Committee considered a written report by the Assistant Chief Officer (Finance) in relation to the financial year-end out-turn position on the Capital Programme.

Members noted the values spent on all Capital schemes in 2017 / 2018, the variances to the revised estimates, and the amounts to be carried forward.

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

- (ii) That approval be given to carry forward to 2018 / 2019 all unspent balances on Environmental Services, Regeneration and Community, and Executive Committee projects, where work was ongoing or retentions were payable; and
- (iii) That the level of Capital Expenditure in 2017 / 2018 also be noted.”

#### A17. Promenade Improvements

The Committee considered a written report by the Director of Environment & Regeneration detailing progress made by the officer working group which had been set up to consider the future regeneration of the Promenade Walkway.

Members were reminded that, in 2013, consultants had been engaged through the former Douglas Development Partnership to create a vision for the Promenade Walkway based on the Promenade highway plans at that time. That vision, branded ‘The Living Promenade’, had contained a number of proposals, however, as the Promenade highway scheme did not proceed at the time, discussions about the regeneration of the Promenade Walkway had ceased.

In 2017, the Department of Infrastructure (DOI) successfully obtained Tynwald approval for a new Promenade highway improvement scheme. This scheme, which had received Council support, was due to commence in the autumn of 2018 and was anticipated to take three years to complete. In view of this, officers had considered that discussion should be recommenced on the regeneration of the Promenade Walkway, and a small officer working group (incorporating officers from across the main Departments of the Council) had been formed.

The earlier work undertaken had been reviewed by the officer working group, with many of the ideas suggested at that time being considered to still be valid. It had also been noted that the Isle of Man Government would, in the next five to ten years, be considering improving the sea defences on the Promenade, and, therefore, their involvement at an early stage into any regeneration scheme would be essential.

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

- (ii) That the updated concepts (from previous work undertaken in 2013), as contained in appendix 1 to the written report, be agreed;
- (iii) That the 2017 Vision for the Promenade, as contained in appendix 3 to the written report, be agreed;
- (iv) That, initially, contact be made with the Honourable Minister for the Department of Infrastructure to establish what impact the work on the sea defences would have on the Promenade Walkway; and
- (v) That once a response had been received from the Department of Infrastructure, the Council’s vision for the Promenade Walkway be shared with other agencies via the Douglas Regeneration Committee.”

#### A18. Resource Waste Management Exhibition

The Committee considered a written report by the Director of Environment & Regeneration seeking authority for attendance at the Resource Waste Management (RWM) Exhibition in Birmingham on the 12<sup>th</sup> and 13<sup>th</sup> September 2018.

The RWM Exhibition covered all aspects of the waste industry and was run in partnership with the Chartered Institute of Waste Management. It was the lead event for sourcing new products and for getting industry insight into common waste and energy related issues. It also provided a useful networking opportunity and in understanding what was available in the market-place.

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

- (ii) That approval be given for attendance at the 2018 Resource Waste Management Exhibition by the Chair of the Environmental Services Committee and one officer; and
- (iii) That funding in the sum of £1,500 be approved from the General Revenue Reserve to enable attendance at the Exhibition accordingly.”

#### A19. 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.”

## A20. Items for Future Report

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

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

## A21. End of Contracting-Out of the State Second Pension

The Committee considered a written report by the Director of Finance detailing a response received from the Isle of Man Treasury in relation to funding the cost of additional National Insurance (NI) contributions.

Members recalled the previous report to the Executive Committee, in March 2018, which had highlighted the rate-borne impact in the form of higher employer’s National Insurance contributions if contracting-out of the State Second Pension was to end. The former Director of Finance had subsequently written to The Treasury requesting recompense for the Council in respect of the increased employer costs.

The Treasury had responded, refusing the request for recompense funding, but referring to an alternative option open to the Council. This was that the Council could request the same powers for the Isle of Man Local Government Superannuation Scheme (IOMLGSS) as had been granted to private sector pension schemes, to amend the scheme rules to take into account the changes in the employer’s National Insurance rates. Members were advised, however, that this additional power - to deal with the additional costs specifically arising from the contracting-out abolition - would merely pass the cost on to the employee, through either an increase to the employee contributions or a reduction in future benefit entitlement.

It was noted that discussions were already underway with the Scheme’s sponsor (the Department of Infrastructure) to look at the implementation of cost-sharing (that was, sharing the costs of the scheme between employers and employees), together with a review of scheme benefit entitlements to reduce the future liability of the scheme. As this process with the Department had commenced, it was not recommended that the Council seek to make changes to the scheme whereby the additional employer cost would be passed onto scheme members.

It was noted that the end of contracting-out and The Treasury’s refusal to offer funding support would have a financial impact on other local authorities that had employees in the IOMLGSS, and it was therefore suggested that the letter from The Treasury’s Income Tax Division, together with this Committee’s response to it, be copied to those entities also.

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

- (ii) That The Treasury’s refusal to fund the additional Employer’s National Insurance costs, falling on the Council from 2018 / 2019 as a result of the abolition of the State Second Pension, also be noted;
- (iii) That The Treasury’s offer for additional powers to be granted to the Isle of Man Local Government Superannuation Scheme - to amend the scheme to take into account the effect that the abolition of contracting-out would have - be not taken up; and
- (iv) That the letter received from The Treasury be copied to all other public sector employers with employees in the Isle of Man Local Government Superannuation Scheme, together with the views of this Committee.”

## **PART B –**

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

## B22. Vandalism Policy

The Committee considered a written report by the Director of Environment & Regeneration seeking the endorsement of a formal vandalism policy.

It was recalled, in January 2018, that the Environmental Services Committee had sought the formulation of a specific policy to address how the Council would deal with incidents of vandalism to its assets, in particular, in the recovery of costs associated with that damage.

The Director of Environment & Regeneration had undertaken research into similar policies in other jurisdictions, it being noted that some organisations did seek to recover costs, even in the absence of a specific policy. The matter had also been discussed with the Isle of Man Constabulary.

It was noted that legal advice had been sought in respect of the ability to, and the process for, claiming costs; and that the draft policy had been drawn up taking this advice into account, whilst at the same time being cognisant of current guidance on Data Protection legislation.

Resolved, "(i) That particulars of the report be noted on the minutes; and  
(ii) That the proposed Vandalism Policy be endorsed, and recommended to Council for approval accordingly."

The Committee rose at 5.05pm.

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

# PENSIONS COMMITTEE

PENSIONS COMMITTEE – Minutes of Meeting held on Wednesday, 23<sup>rd</sup> May, 2018.

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

In Attendance: Mr M. Freeman, Scheme's Investment Advisor – Hymans Robertson. Mr M. Corkish (Investasure) and Mr T. Knight (St James's Place) – Agenda Item A7. Director of Finance (Mr A. Boyd), Assistant Chief Officer (Finance) (Mr E.P. Pierce), Assistant Town Clerk (Mr P.E. Cowin) (Items A1 to A4), Democratic Services Officer (Ms W. Wynne).

## REPORT

### **PART A –**

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

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

There were no apologies for absence submitted.

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

There were no declarations of interest.

##### **A3. Minutes – 28<sup>th</sup> March, 2018**

The minutes of the meeting held Wednesday, 28<sup>th</sup> March, 2018 were approved and signed.

##### **A4. Election of Vice-Chairman**

The Chairman invited nominations for the appointment of Vice-Chair for the municipal year 2018/2019.

Resolved, “That Mr Councillor F. Horning be appointed Vice-Chair of the Pensions Committee for the municipal year 2018 to 2019.”

##### **A5. Training: Risk and Reward (Hymans Robertson)**

The Committee received a training presentation on Risk and Reward based on the Pensions Regulator's trustee toolkit. Mr Freeman began by giving an overview of the balance between risk and reward, how to get return from assets, and the option of higher risk being taken for the potential of a greater reward. Mr Freeman explained the meaning of reward being the total return received from an investment, which would consist of both income and capital growth, and that regular income would, for example of equities, typically be paid every six months through a dividend payment. He explained that capital growth is the increase in share price over time. With pooled accumulation funds the income and growth is reflected in the unit price, which will fluctuate on a daily basis. The Committee should also be familiar with the meaning of net returns, being returns after manager costs have been deducted and gross returns, which are returns before managers' costs have been deducted.

Mr Freeman described investment risk - “The chance that an investment's actual return will be different from its expected return.” He explained that high risk means that the value of an asset will move up and down a lot relative to what it is measured against. Pension schemes measure investment risk in three ways: relative to the underlying liabilities; relative to a specific benchmark; and in absolute terms. The amount of risk a pension scheme is willing to take will depend on a number of factors, such as time horizon and level of returns required. For example, a scheme looking to invest to pay benefits in thirty years' time could take more risk than a scheme needing to pay benefits in the short term. He explained that high returns would require high risk. It was also important to be aware of any penalties for selling an investment earlier than planned. Mr Freeman advised that choosing the right level of risk and knowing what level of returns is required in order to help close the funding gap is key. Members noted the risk in absolute terms and those risks relative to the Scheme's liabilities and took into account the task of selecting, monitoring and reviewing a suitable mix of assets which would provide an appropriate degree of risk and reward for the future.

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

##### **A6. Manager Reporting: Quarterly Review of Investment Managers' Performance (Hymans Robertson)**

The Committee considered a report submitted by Hymans Robertson, showing the returns for World Markets up to 31<sup>st</sup> March 2018. Although economic data was generally positive, equity markets had

gone down, primarily due to a set-back in January resulting from higher than expected US wage growth, potentially resulting in a rise in inflation, although in the UK the Consumer Price Index (CPI) fell from 3% to 2.7%. There were also concerns about a China/US trade war which impacted markets. The best regional performance came from Emerging Markets, extending the relative momentum of 2016 and 2017. Property Assets showed positive gains of 2.3% in the last quarter, 11.3% over twelve months and 8.9% p.a. over three years.

Mr Freeman explained that generally the performance of Diversified Growth Funds (DGF) has been disappointing relative to equities. Strategic DGFs adopt a more static approach to asset allocation, and had behaved largely as expected during the quarter with managers less likely to change asset allocation due to short-term market conditions. Dynamic DGFs can ‘go anywhere’ and vary their equity, bond and alternatives exposures significantly. At the start of the year, many of these funds were holding high equity allocations, many funds with higher equity allocations also used derivatives to provide protection should equity markets fall. Relative-value DGFs generate and execute ideas that are not always reliant on buying or being exposed to traditional market returns, and these DGFs behaved largely as expected, with less sensitivity to equity markets than strategic and dynamic DGFs. They still have exposure to market direction and returns were negative as their other ideas were not sufficient to offset the equity losses.

Members noted that after the quarter end, £300,000 had been disinvested from equities and re-invested in bonds and that £200,000 of surplus contributions had been invested in the absolute return fund for rebalancing purposes. In quarter one the overall assets had returned -3.0% compared with the benchmark of -1.8%, although assets had performed better to date so far during quarter two, and this was the first negative quarterly return for the Scheme for 2 ½ years.

Mr Freeman explained that the St. James's Place (SJP) mandate had underperformed its benchmark by 1.2% over the quarter and absolute performance had also been negative. Over a twelve month period SJP has produced a return of 0.8% gross of fees, trailing the benchmark by 1.5% over this period. Since inception the portfolio has returned 15.9% per annum, being 1.4% behind the benchmark of 17.5% per annum. Members agreed to conduct a comprehensive review of SJP at the November Committee meeting. Mr Freeman gave an overview of the Capital International portfolio, which returned -3.9% in the first quarter of the year in what was a turbulent period for asset values in general. The last twelve months have been a mixed bag for the fund, which had returned 0.5% before fees. Over the longer three year period and since inception period, returns remain strong and well above the cash +3% target. In summary, it was a disappointing quarter but the assets were expected to have performed much better since. Mr Freeman discussed the Canaccord BlackRock Property Fund, which is broadly expected to track the benchmark and had delivered a return of 1.7% before fees, which was 0.2% behind the peer group benchmark return. Mr Freeman was happy to continue to support the use of the funds managed by Canaccord.

Resolved, “That particulars of the report and discussion be noted on the minutes and that SJP be reviewed at the November Committee meeting.”

#### A7. Global Equity Presentation (St. James's Place and Investasure)

Mr Tim Knight of St. James's Place and Mr Martin Corkish of Investasure joined the meeting to present the St. James's Place presentation on Global Equity. Mr Knight began by providing an overview of the portfolio from 1<sup>st</sup> October 2015 to the most current valuation as at 15<sup>th</sup> May 2018. He described the increase in market volatility and stated that the annualised return to 15<sup>th</sup> May was 18.7% per annum, which was reflective of market conditions over the period. Mr Knight explained that since the selection of the Manulife fund in October 2015 it has trailed the Morgan Stanley Capital International (MSCI) World index by 9%.

Mr Knight advised the Committee of a possible replacement fund with Global Growth, using existing high quality global managers to increase manager diversification and potential returns. He went on to explain that there was a lot of uncertainty in the market, but that equities were expected to continue to be rewarded, although not to the extent since the Global Financial Crisis, and that a return of 18.7% is highly unlikely to be replicated over the next few years.

It was agreed that the Committee required additional information including figures by value as well as percentage for future presentations and that Mr Freeman would discuss the requirements with Mr Knight outside of the meeting.

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

Mr Knight and Mr Corkish were thanked for their attendance and left the meeting.

It was further agreed that Mark Freeman should seek further information from SJP regarding Q1 2018, in terms of the main poor performing stock detractors across each of the funds.

#### A8. Adjournment and Resumption

The meeting adjourned at 1.00pm and resumed at 2.00pm.

**A9. Update of Investment Beliefs and Impact of Structural Investment Decisions (Hymans Robertson)**

Mr Freeman gave Members a recap on the investment beliefs and the impact they have made on decision making and the assets. The seventh investment belief 'Responsible Investing' was set up last year, and will involve monitoring managers regularly on relevant Environmental, Social and Governance (ESG) issues. He presented how investments were managed and the key changes that had been made since October 2015. The changes were designed to reduce management fees and increase target returns relative to the benchmarks. Index-tracking funds had been used where possible and specialist managers had been appointed for active mandates, which diversified manager risk and had increased target outperformance by an additional 1.0% per annum of assets.

The three key manager changes that were implemented in October 2015 have had a net impact over the last two and a half years of an additional investment return of circa £1.7m at a net additional cost of manager fees of circa £65,000 p.a., thus the increase in returns have materially outweighed the additional manager fees. The second stage of changes were implemented in October 2016 and involved switching the corporate bond fund to Canaccord and the BlackRock Diversified Growth Fund (DGF) to the existing Capital International fund, and to date had resulted in additional returns of circa £50,000 and manager fee savings of circa £13,000. In May 2017 the decision to de-risk had reduced the impact of recent fall in equity markets, and had a positive impact on the fund to date, although the main benefit had been to lower funding level volatility for the future.

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

**A10. Review of Statement of Investment Principles (Hymans Robertson)**

The Committee considered a report of the Statement of Investment Principles (SIP).

The Committee is required to review the Scheme's SIP at least every three years and whenever material changes have been made to the Scheme's assets. The SIP is currently reviewed annually, the last update being carried out in May 2017. No changes had been made to the SIP in this latest review. The Governance Statement including Adherence to Best Practice is also periodically reviewed in order to ensure consistency with the decisions and actions taken by the Committee. The Committee authorised the Chair and Director of Finance to sign the updated SIP before making it available on the Council's website. It was noted that the Governance Statement including Adherence to Best Practice had been recently reviewed by Mr Freeman and the Director of Finance and was already on the Council's website.

It was agreed that in future the SIP would be reviewed once every three years, not annually.

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

**A11. 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.

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

**PART B –**

***Matters requiring Executive Committee approval***

There were no matters requiring Executive Committee approval.

**PART C –**

***Matters requiring Council approval***

There were no matters requiring Council approval.

The Committee rose at 2.30pm.

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

# EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE

EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE – Minutes of Meeting held on Thursday, 12<sup>th</sup> April, 2018.

Members Present: For Douglas Borough Council – Mr Councillor R.H. McNicholl (Chair), Mrs D. Eynon (Director of Environment and Regeneration). For Onchan District Commissioners – Mr D. Crellin (Member), Mr T. Craig (Acting Chief Executive/Clerk). For Braddan Parish Commissioners – Mr J.C. Whiteway (Clerk). For Garff Commissioners – Mr N. Dobson (Member), Mr T. Kenyon (Member).

In Attendance: Secretary – Mr P.E. Cowin. Accountancy Manager – Mr R.N. Davies. Department of Infrastructure Representative – Mr J. Quayle. Contractor's Representative – Mr S.A. Crook (Items A3 to A6 only).

## REPORT

### PART A –

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

##### A1. **Minutes – 23<sup>rd</sup> October, 2017**

The minutes of meeting held on Monday, 23<sup>rd</sup> October, 2017 were approved.

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

No items were identified as arising from the minutes that were not separately included in the Agenda.

##### A3. **Operational Issues**

Mr Crook, representing the Contractor operating the Site, joined the meeting at 2.35pm. Copies had been circulated of a written note by Mr Crook detailing a number of issues on which queries had been raised at the last meeting, and further issues identified as requiring consideration by the Joint Committee.

Section 1.1 suggested wording for signage to be placed on the upper level of the Site to encourage greater use of the recycling and re-use facilities. Some adjustments were made to the wording. There was discussion of the layout of the Site which in the view of some was unsuitable.

1.2: Metano Oil container: discussion was ongoing with SITA SUEZ and the Manager of the Environment Protection Unit, as to the requirement for bunding or provision of a drip tray. The latter would not accept a drip tray but suitable bunding could be provided by the container supplier. However it would also need a cover. Mr Crook agreed to circulate information and costs in the next week.

1.3: all replacement skips were now in service and the Site was operating normally without special disposal arrangements for weekends.

1.4: Revised Working Plan had been circulated. Mr Crook explained that previous suggestions made by the Joint Committee, including a clause about the billing of charities, and excluding electrical goods from the Re-Use Facility, had been incorporated. Otherwise the Plan followed very closely the draft that had previously been circulated.

Section 2 of the note advised that there had been no incidents on the Site since the last meeting.

Section 3 gave comparative tonnage figures for the respective waste types for 2015/16, 2016/17 and 2017/18.

Section 4.1 asked for consideration to be given to allowing a charity to deposit reusable items in the re-use facility at times when the height restriction is in effect. After discussion, the Committee concluded that if the items were genuinely re-usable they could go through charity shops, and that no exception should be made.

Section 4.2 set out the cost of a hazardous materials cabinet for paint, varnish, etc., for re-use, as had been requested by a Member of the Joint Committee. It was agreed that two cabinets, 1.8m high, 1.2 m wide and 0.9 m deep, be purchased at a total cost of £700.

During discussion of the suitability of the Site (Item 1.1 above) Mr Quayle advised that the lease of the Site (to DoI) would expire in three years' time; he saw no reason why the Joint Committee could not take it over and assume greater control over layout, possibly creating an alternative re-use facility nearer the entrance. Mr Whiteway was concerned over the potential costs of reinstatement if the lease were allowed to expire. It was also agreed that the potential use of alternative or additional sites should be explored.

#### A4. WEEE Goods Disposal Charges

Mr Quayle advised that all four Civic Amenity Sites had agreed on the Department inviting tenders for a single contract to collect WEEE goods from the sites. A meeting in December 2017, to which all four sites had been invited to send representatives, had agreed in principle to accept increased prices, and therefore costs, pending review in April 2018. The revised charges had however only been notified in March 2018.

A new two-year contract had come into effect from 1<sup>st</sup> April and the charges had again increased; Mr Quayle advised that the DoI was recommending that the four Sites charge customers as follows:

Under-counter fridge up to 50kg:	£15
Chest fridge/freezer up to 100kg:	£27
American style fridge over 100kg:	£50
TV set:	£12
PC Monitor:	£6
Laptop computer:	£6

These recommended charges would provide a small margin over the costs of disposal by the contractor, to cover administrative costs. It was hoped that all four Sites would agree to the same charges for the sake of uniformity. While there was some concern expressed about the increases, and Mr Whiteway was particularly concerned that fly-tipping might be encouraged, preferring for the increase in costs to be absorbed by the Joint Committee, it was agreed after discussion that the recommendations be approved.

**It was agreed:** reluctantly, to accept the DoI's recommended charges for acceptance of WEEE goods, and to implement them as soon as practicable.

#### A5. Department of Social Care

An e-mail had been circulated from the Principal Social Worker – Access and Adult Safeguarding at the Department of Social Care, asking for free use of the Site when disposing of waste from clients' households. It had arisen because of advice that the Department would be charged to use the facilities when assisting hoarders to dispose of materials.

Members were sympathetic to the end users' difficulties but agreed that there were difficulties in allowing one Section of a Government Department to access the facility free of charge. Each individual local authority could provide a special waste collection service if required, although there might be a charge, and it was agreed to recommend that DSC contact the respective local authority in each case for assistance.

**It was agreed:** that the request for free use of the Eastern Civic Amenity Site be not permitted but that the recommendation be put to the Department of Social Care that it ask the local authority relevant to any individual case to provide assistance through the refuse collection service.

#### A6. Energy from Waste Plant – Waste Acceptance Criteria

Copies had been circulated of the Waste Acceptance Criteria for the Energy from Waste Plant. Mr Quayle explained that there had been several shutdowns in recent times due to large items blocking the waste stream. Examples included tree stumps and metal-framed furniture such as sofa beds and recliner chairs.

Mr Crook advised that the Eastern Civic Amenity Site currently held a stockpile of fifteen to twenty such items of furniture. They could be dissembled and the components disposed of separately. He was asked to provide a quote for doing so.

**It was agreed:** that the matter be further considered on provision of a quotation from the operating contractor for dissembling the furniture.

#### A7. Operational Contract from 1<sup>st</sup> April 2018

Mrs Eynon advised that she had asked for this item to be included on the agenda to enable an early decision on the operation of the Site from 1<sup>st</sup> April, 2019, when the current contract expires.

Mr Quayle suggested that options should include the operation of the Site by direct labour rather than by contract.

It was agreed to form a Sub-Committee comprising Mr Dobson and Mr Crellin, to review the current specification for the contract. The two Members indicated that they wished to meet at 2.30pm on Thursday 26<sup>th</sup> April. The Secretary agreed to provide details of the current specification to the Members and Mr Quayle agreed to help advise.

**It was agreed:** that Mr Dobson and Mr Crellin be appointed a Sub-Committee to review the specification for operation of the Site, and to produce recommendations for the next meeting of the Joint Committee.

A8. **Next Meeting**

**It was agreed:** that the next meeting of the Joint Committee take place on Monday 16<sup>th</sup> July, 2018, at 2.30pm.

The meeting ended at 5.05pm.

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

# HOUSING COMMITTEE

HOUSING COMMITTEE – Minutes of Meeting held on Wednesday, 16<sup>th</sup> May, 2018.

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

In Attendance: Director of Housing and Property (Mrs S. Harrison), Director of Finance (Mr A. Boyd), Accountancy Manager (Mr R. Davies), Assistant Town Clerk (Mr P. Cowin), Assistant Democratic Services Officer (Mrs T. Saxon).

## REPORT

### PART A –

#### *Matters decided by the Committee*

##### A1. Apologies for Absence

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

##### A2. Declarations of Interest

Councillor Ms C.E. Malarkey declared an interest in an item on the Private Agenda.

##### A3. Minutes – 21<sup>st</sup> March, 2018

The minutes of the meeting held on Wednesday, 21<sup>st</sup> March, 2018, were approved and signed.

##### A4. Election of Vice-Chair 2018 – 2020

The Committee considered the election of a Vice-Chair to act in the illness or absence of the Chair for the municipal years 2018 to 2020.

Resolved unanimously, “That Councillor Ms C.E. Malarkey be elected Committee Vice-Chair for the municipal years 2018 to 2020.”

##### A5. Quarter Four 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 Four 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 Four 2017/18 be noted.”

##### A6. Capital Outturn 2017/2018

The Committee considered a report on the financial year end outturn position on the capital programme. Appended to the report was a schedule listing the values spent on all capital schemes in 2017/2018, the totals for the Committee and reports on variances to the revised estimates. The amounts recommended for carry forward are also set out by scheme.

The Committee discussed the report.

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

- (i) Approval is given to the carry forward to 2018/19 of all unspent balances on projects where work is on-going or retentions are payable; and
- (ii) Approval is given to the increase of the Hillside Kitchens Capital Programme value for 2017/18 by £14,500 (which is within the total petition approval value); and
- (iii) Approval is given to the increase of the Willaston Refurbishment Phase 2 Capital Programme value for 2017/18 by £51,100 (which is within the total petition approval value); and
- (iv) The level of Capital Expenditure in 2017/18 is noted.”

##### A7. 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 forty-one void properties as at the end of March, 2018. The Committee was advised that in 2017/2018 one hundred and forty-eight properties have become vacant, and one hundred and nineteen have been allocated. It was noted that the new financial year's budget would enable the number of void properties to be significantly reduced.

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

#### A8. **Housing 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 five housing refusal cases, together with a copy of the criteria for allocation of properties: pointing system. Each of the five cases were considered in turn. No personal details were supplied to the Committee which would specifically identify the person(s) or their address.

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

- (i) The Committee agreed that in case number 1, the request for transfer not be approved as it does not meet with the criteria as stated in section 4 of the allocation policy.
- (ii) In case number 2, the Committee upheld the decision to remove points for unjustified refusal of a property which was suitable for their needs.
- (iii) In case number 3, the Committee upheld the decision to remove points for unjustified refusal of a property which was suitable for their needs.
- (iv) In case number 4, the Committee upheld the decision not to reinstate points which were removed for valid reasons.
- (v) In case number 5, the Committee decided not to seek immediate repossession of the property, but to keep the matter under review and to advise the tenant accordingly."

#### A9. **Items for Future Consideration**

The Committee considered and noted the monthly report setting out items which will be considered at future meetings. The Chair requested a report be brought to Committee reviewing the allocations policy to ensure consistency between property transfers for existing tenants and allocations to persons on the waiting list.

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

#### **PART B –**

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

#### B10. **Former Pulrose Police Station – Lease Renewal**

The Committee considered a report submitted by the Director of Housing and Property regarding the renewal of the lease of the former Pulrose police station to the Methodist Church in order to provide a charity-based community centre (Manor Ark) for the Pulrose Estate.

The Circuit Steward of the Methodist Church has requested an extension of the existing lease for a further three year period. The report confirmed that no issues have arisen for the Council with the use of the property; that this is making use of an otherwise redundant building; and that if a housing scheme on the site were to be considered, a considerable development period would be required.

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

- (i) Approval is given to renew the lease of the former Pulrose police station for the purpose of providing a charity-based community centre (Manor Ark) for the Pulrose estate, on the same terms for a further three year period until 1<sup>st</sup> May, 2021, for the nominal sum of £1 per annum; and
- (ii) The report is referred to the Executive Committee to consider the continuation for this agreement to be on a rates-free basis."

#### **PART C –**

##### ***Matters requiring Council approval***

There were no matters requiring Council approval.

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, 17<sup>th</sup> April, 2018.

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

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Director of Finance (Mr A. Boyd), Assistant Chief Officer (Finance) (Mr E.P. Pierce), Head of Parks (Mr D. Hewes), Democratic Services Officer (Ms W. Wynne), Assistant Democratic Services Officer (Mrs T. Saxon), Work Placement Student (Mr T. Roberts).

## REPORT

### PART A –

#### *Matters delegated to the Committee*

##### A1. Apologies

Apologies for absence were submitted by Councillor Mrs H. Callow.

##### A2. Declarations of Interest

There were no declarations of interest.

##### A3. Minutes – 20<sup>th</sup> February, 2018

The Minutes of the meeting held on Tuesday, 20<sup>th</sup> February, 2018, were approved and signed.

##### A4. Matters Arising – Clause A7 Douglas Carnival 2018

A Member asked for an update on an alternative opening event for Douglas Carnival 2018, as this year the Hospice will not be organising a Colour Me Rainbow Run.

The Director of Environment and Regeneration confirmed that correspondence had been sent to a number of different organisations regarding an alternative opening event, but as yet no definitive responses have been received. Officers are still actively pursuing the matter and will report back to Committee in due course.

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

##### A5. Library Performance Monitoring

The Committee considered a report submitted by the Assistant Chief Officer (Finance) on the performance against measures outlined in the Library Service Plan. The objectives set out in the plan have all been completed, including preparation of the Community Engagement Strategy documents on which there is a separate report for consideration by the Committee.

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

##### A6. Community Engagement Strategy for Henry Bloom Noble (HBN) Library

The Committee considered a report submitted by the Assistant Chief Officer (Income) on the draft Community Engagement Strategy for the HBN Library. The draft strategy set out ways the library engages with the community now. The Assistant Chief Officer (Finance) confirmed that the membership figures were increasing month on month and that the library was very well used. Members commented that the activities organised at the library, which are aimed at many different groups (not just children) are very well received.

The community engagement strategy, which includes the elements of the Marketing Strategy for HBN Library, is designed to identify ways in which the Library can raise its profile, increase its membership and increase involvement within the wider community. The strategy also details the approaches to be taken for increasing public involvement and the sense of community.

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

- (i) Approval is given to the Community Engagement Strategy as drafted; and
- (ii) Approval is given for the combination of the Community Engagement Strategy with the Marketing Strategy in the same Service Plan Objective.”

**A7. Items for Future Report**

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

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

**PART B –**

***Matters requiring Executive Committee approval***

There were no public items requiring approval from the Executive Committee.

**PART C –**

***Matters requiring Council approval***

There were no items requiring Council approval.

The meeting ended at 11.10am.

## **REGENERATION AND COMMUNITY COMMITTEE**

REGENERATION AND COMMUNITY COMMITTEE – Minutes of Meeting held on Tuesday, 15<sup>th</sup> May, 2018.

Members Present: Mr Councillor S.R. Pitts (Chair), the Mayor, Councillor Mrs H. Callow, Councillor Mrs R. Chatel, Councillor Ms K. Angela.

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Assistant Chief Officer (Finance) (Mr E.P. Pierce), Assistant Town Clerk (Mr P.E. Cowin), Assistant Chief Officer (Income) (Mrs C. Pulman) (Item A6), Borough Librarian (Mrs J. Macartney) (Item A6), Head of Parks (Mr D. Hewes), Democratic Services Officer (Ms W. Wynne), Work Placement Student (Mr T. Roberts).

### **REPORT**

#### **PART A –**

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

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

Apologies for absence were submitted by Councillor Miss D.A.M. Pitts J.P, who was off-Island on Council business.

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

There were no declarations of interest.

###### **A3. Minutes – 17<sup>th</sup> April, 2018**

The Minutes of the meeting held on Tuesday, 17<sup>th</sup> April, 2018, were approved and signed.

###### **A4. Election of Vice-Chair 2018-2020**

The Committee considered the election of a Vice-Chair for the Committee to act in the illness or absence of the Chair for the municipal years 2018 to 2020.

Resolved unanimously, “That Councillor Miss D.A.M. Pitts be elected Committee Vice-Chair for the municipal years 2018 to 2020.”

###### **A5. Ballaughton Adventure Playground**

The Committee considered a report submitted by the Head of Parks following the demise of the Children’s Centre “Out2Play” initiative proposing a change of partner for the management and supervision of the proposed Ballaughton Adventure Playground to charitable organisation ‘Isle of Play’.

Members were advised that when the report originally came to Committee there had been ongoing discussion with planners over the size of the car park area. Those discussions continued and the latest compromise had been an increase to 18 vehicle spaces along with a turning circle which is intended as a drop off area and not a car park.

The Council has been approached by former employees of the Children’s Centre who have formed a new charitable organisation “Isle of Play” who wish to take over from the Children’s Centre and enter into a Service Level Agreement (SLA) with the Council to run the adventure playground. The agreement will be along the same principles proposed by the Children’s Centre which formed the basis of the planning application.

Members noted that discussions had taken place between the Council and the Planning Department who were satisfied that if the Council change their desired partner for the project to ‘Isle of Play’ it would not compromise the current planning application.

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

- (i) Subject to planning approval, the Council enter into a 7 year Service Level Agreement with “Isle of Play” charitable organisation for the management and supervision of the proposed Ballaughton Adventure Playground; and
- (ii) That the Isle of Play Limited are responsible for restoring the field areas allocated to the project and identified within the service level agreement back to pre-agreement condition in the event of the demise of the project.”

###### **A6. Select Committee for Library Provision**

The Committee considered a report submitted by the Assistant Chief Officer (Income) to review the Tynwald Select Committee Report on Library Provision on the Island.

The Committee were advised of the contents of the report whereby Tynwald resolved to appoint a Select Committee to investigate the adequacy, structure and funding of library provision by means of

web-based public surveys. Appended to the report were a copy of the questionnaire, the Select Committee Report and Recommendations and Library comparison Financial Information.

Members noted that the report and recommendations of the Select Committee would be considered by Tynwald on 19<sup>th</sup> June 2018 and suggested that a letter be sent out to all Members of the House of Keys (MHK's) informing them that the costs of the service provided by Henry Bloom Noble Library, including a one-off project cost (for the move to Duke Street); central recharges; senior management salary allocations and rent, that these costs were not included for the other libraries mentioned in the survey and therefore not compared equally.

Resolved, “That particulars of the report and discussion be noted on the minutes and the Committee approved the issue of a Press Release and letters being sent to MHK's in relation to the misleading figures quoted in the Select Committee Report.”

#### A7. **Quarter 4 Performance Monitoring**

The Committee considered a report submitted by the Director of Environment and Regeneration to update on the performance in Quarter Four against measures outlined in Service Plans as relevant to the Regeneration and Community Committee.

Appended to the report were the measures outlined for the Parks Services, Electrical Services and Douglas Town Centre Management as relevant to the Committee. A red, amber, green status had been applied to each measure. One measure was noted as slightly behind target within the Douglas Town Management Plan which was beyond the control of the team.

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

#### A8. **Items for Future Report**

The Committee considered a report by the Democratic Services Officer regarding reports for future consideration by the Committee. It was discussed and agreed that two further items would be added to the report.

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

#### **PART B –**

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

There were no public items requiring approval from the Executive Committee.

#### **PART C –**

##### ***Matters requiring Council approval***

There were no items requiring Council approval.

The meeting ended at 12.00 noon.

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

# ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of Meeting held on Monday, 14<sup>th</sup> May, 2018.

Members Present: Mr Councillor R.H. McNicholl (Chair), the Mayor, Councillor Miss N.A. Byron, Mr Councillor F. Horning, Councillor Ms J. Thommeny.

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Assistant Chief Officer (Regeneration) (Mr C. Pycroft), Director of Finance (Mr A. Boyd), Accountancy Manager (Mr R. Davies), Community and Enforcement Manager (Mr A. Gordon), Assistant Town Clerk (Mr P. Cowin), Assistant Democratic Services Officer (Mrs T. Saxon).

## REPORT

### PART A –

#### *Matters delegated to the Committee*

##### A1. Apologies

Apologies for absence were submitted by Councillor Miss D.A.M. Pitts who was off-Island on Council business.

##### A2. Declarations of Interest

There were no declarations of interest.

##### A3. Vice-Chair 2018-2020

The Committee considered the election of a Vice-Chair for the Committee to act in the illness or absence of the Chair for the municipal years 2018 to 2020.

Resolved unanimously, “That Mr Councillor F. Horning be elected Committee Vice-Chair for the municipal years 2018 to 2020.”

##### A4. Minutes – 19<sup>th</sup> March, 2018

The minutes of the meeting held on Monday, 19<sup>th</sup> March, 2018 were approved and signed.

##### A5. Matters Arising from the Minutes

#### **Planning application 18/00144/B re Redevelopment to build a New Residential Home on the site of the former Glenside Residential Home, Victoria Road**

Planning Application 18/00144/B regarding the redevelopment to build a new residential home on the site of the former Glenside Residential Home, Victoria Road was considered by the Environmental Services Committee at its March meeting and no objection was raised to the planning application. The matter had not yet been considered by the Planning Committee as of the 14<sup>th</sup> May, 2018.

The neighbour closest to the site, Mr Ranscombe, had lodged an objection to the planning application, and contacted the Council via email to ask that his views be placed before the Committee when the planning application was considered. That email from Mr Ranscombe was received after the Agenda was distributed and before the meeting. Council officers prepared an email to the Committee Members making them aware of his concerns. Due to an oversight, the email to the Members was not sent, and so his views were not specifically considered at the March meeting of the Environmental Services Committee, although the email was mentioned during the meeting. Mr Ranscombe’s views were then circulated to the Committee on Friday, 11<sup>th</sup> May, so that the Committee could review the matter at the May meeting.

The Environmental Services Committee had to consider whether or not to change its submission to the Planning Committee after consideration of Mr Ranscombe’s submission.

The previous planning application for the site, 17/00053/B was turned down on appeal on the grounds that the access into the site was inadequate, particularly in relation to visibility. Planning application 18/00144/B reshaped the access, and the Committee accepted that this was sufficient. Mr Ranscombe is of the view that the proposed changes to the access are inadequate and do not address his concerns about traffic safety on Victoria Road.

Separately, Mr Ranscombe also contacted the three Councillors representing his Ward, none of whom are on the Environmental Services Committee. The Ward Members are scheduled to meet with Mr Ranscombe on-site the afternoon of the 14<sup>th</sup> May.

The Committee discussed road safety and traffic management in the area, including parking for vehicles using Summerhill Glen, the proximity of the entrance to Summerhill Glen to the vehicle entrance to the Glenside site, and the speed and volume of traffic on Victoria Road.

Resolved, “That the discussion be noted on the minutes and a letter be sent to the Planning Committee, advising that the Environmental Services Committee asks that traffic safety issues be addressed during consideration of planning application 18/00144/B relating to the redevelopment of the former Glenside site.”

#### A6. Advertising on Lampposts during Elections

The Committee considered a report on the possible continuation of a scheme to allow election candidates in local and national elections to display campaign posters on lighting columns free of charge. In May 2017 the Committee agreed to continue with a free advertising scheme for election candidates, with a review to be carried out after twelve months. As a result of that review, a report was brought to Committee.

The scheme allowed election candidates to fix election posters / banners to lighting columns for a period of two weeks before, and one week after the date of any election to Douglas Borough Council or the House of Keys in a Douglas constituency and that no charge be levied. Prior to permission being granted, candidates were required to post a £200 bond which would only be refunded if the posters were removed by the candidates within the time period.

The review of the scheme has shown that whilst it was used by some candidates in House of Keys elections, no candidates displayed posters on lampposts during the bye-election for the Council. The report recommended that the free scheme not be continued, and that any candidates who wish to display posters on lampposts should be charged full commercial rates.

In response to query, the Accountancy Manager advised that the commercial rates are £13.40 including VAT, per column, per week. There was discussion of election expenses, the cap on expenses and the extent to which these may be recoverable. The Mayor advised that only postage costs were recoverable, subject to a limit, and that all other election expenses had to be met by the candidates, whether they were successful or not. Members discussed whether election expenses act as a disincentive to standing for public office.

Resolved, “That the report and discussion be noted on the minutes and the scheme for allowing election candidates to use lampposts to display campaign posters free of charge continue.”

For: 2 – Against: 2 The Chair exercised his casting vote in favour of the resolution.

#### A7. Quarter Four Performance Monitoring

The Committee considered a report submitted by the Director of Environment and Regeneration on the performance against measures outlined in the Environment and Regeneration Services Plan as relevant to the Committee.

Appended to the report were the measures outlined in each Service Plan together with an update on performance as at the end of Quarter Four 2017/2018. A red, amber or green status had been applied to each measure to indicate the progress or otherwise on meeting agreed targets.

Of particular note for this performance report are the following.

1. Five of the actions within the Car Park Action Plan have not been fully achieved due to other car park works taking priority, unrealistic timeframes having been set initially and awaiting action by others not within the control of the Council;
2. The LED lighting programme is slightly behind target due to a slowing down of implementation in residential areas while issues were resolved. Savings made in Quarter Four in relation to street lighting electricity consumption were £13,924 making a total year saving of £73,000. Once the LED replacement scheme has been completed, the annual savings are anticipated to be £157,000 and progress against this target will be closely monitored;
3. Some of the actions within Fleet Services are slightly behind target as indicated;
4. There remains one action within Planning which is red due to lack of progress by others outside the Council;
5. One of the measures within Waste Services, reduction in sickness absence, remains red due to long term sickness of one employee and the previous long term sickness of three other employees. Overall, sickness absence across the Council is reducing. Good progress has been made against the other measures; and

6. Progress on the Warden Service Plan continued to be severely hampered by long term sickness which depleted the Team. Two senior members of the team retired at the end of Quarter Four. Several of the actions could not be achieved as a direct result as there was no other resource available to undertake them. Day to day work priorities and urgent policy work is being undertaken by others. A new Manager was appointed in early April 2018 and a Senior Borough Warden appointed at the end of April 2018.

Members considered and discussed the performance report. In response to query, the Assistant Chief Officer (Regeneration) advised that there are four pay stations in Shaw's Brow car Park, two which will accept cash (as well as cards) and two which only accept cards. He agreed to review the signage to ensure that it is clear for customers where and how to pay. Members also raised concerns about speed limit signage within Shaw's Brow Car Park. It was agreed that additional signs should be displayed.

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

**A8. Planning Application 18/00369/B re Former Post Office Building, 6 Regent Street Douglas**

The Committee considered planning application 18/00369/B seeking approval for alterations to facilitate a change of use from Class 1/ offices to Class 3 / food and drink, and takeaway at 6 Regent Street, Douglas.

The Committee reviewed and discussed the plans.

Resolved, "That planning application 18/00369/B be noted on the minutes, and that as the application appears to comply with the relevant policies of the Isle of Man Strategic Plan 2016, no objection is raised to the application."

**A9. Planning Application 18/00398/B re Falcon Terrace Lane**

The Committee considered planning application 18/00398/B seeking approval for the removal of existing warehouse store and lock-up garages at Falcon Cliff Lane, Douglas, and the erection of building containing seven apartments with associated parking and landscaping. The site is surrounded by residential properties on Upper Duke's Road, Poplar Road, and Victoria Road / Falcon Cliff Terrace.

The application seeks approval for the erection of seven, two-bedroom apartments, with communal gardens, nine car parking spaces, two external spaces for parking motorcycles, and internal space for bicycles. The parking standards listed in Appendix 7 of the IOM Strategic Plan would require fourteen parking spaces for the seven apartments. The standard set out in the Plan can be relaxed where there is good access to public transport.

The Committee discussed the parking spaces set out in the proposal. There were differing views regarding the adequacy of parking for the development and on parking in the wider area.

Resolved, "That the application and discussion be noted on the minutes and the Council does not object to the application as it appears to comply with the relevant policies of the Isle of Man Strategic Plan 2016."

For: 3 – Against: 1

**A10. Proposed Registration of the Freemasons Hall, Woodbourne Road**

The Committee considered a report on the proposal by the Department of Environment, Food and Agriculture to place the Freemasons Hall, Woodbourne Road on the Register of buildings of special architectural or historic interest.

Resolved, "That the report be noted on the minutes and the proposal to register the building be supported by the Council."

**A11. Hooded Ram Use of Bottleneck Car Park, TT 2018**

The Committee considered an update on the proposed use of the Bottleneck Car Park by Hooded Ram.

The original Licence Agreement with the Hooded Ram for occupying the Bottleneck Car Park for TT 2018 ran from 17.00 on Wednesday, 23<sup>rd</sup> May until 12.00 noon on Sunday, 10<sup>th</sup> June. The Hooded Ram requested an extension to the Licence period in order to accommodate the site build and dismantling in order to fulfil their plans for TT. The request was for an extension by five days to run from 00.01 on Saturday, 19<sup>th</sup> May, 2018 until 23.59 on Monday, 11<sup>th</sup> June, 2018.

The request was considered by the Chair of the Environmental Services Committee and the Leader of the Council on 16<sup>th</sup> April, 2018, utilising the Council's Urgent Business Procedure. Approval was given to the request, subject to an adjustment of the Licence fee.

Resolved, "That the report and the decision made utilising the Urgent Business Procedure be noted on the minutes."

#### A12. Planning Application 18/00238/B re Bottleneck Car Park, Loch Promenade, Douglas

The Committee considered a report on planning application 18/00238/B for the creation of temporary event space for the duration of the TT for a five-year period to provide a marquee, stage, food, merchandise and toilet facilities with perimeter fencing at the Bottleneck Car Park, Douglas. The planning application was required because there is a change of venue operator and the previous approvals have expired.

The application is for a temporary change of use from car parking to an entertainment venue for a specified period of operation during the TT. The application set out details of the proposal to host a stage, marquee containing food and a bar, WC facilities and merchandising stalls within perimeter fencing at the site.

The application was considered by the Chair of the Environmental Services Committee and the Leader of the Council on 16<sup>th</sup> April, 2018, utilising the Council's Urgent Business Procedure. Given that the Council has not objected to previous planning applications for event facilities lodged by the previous operator; and that the Council has already agreed to grant the Hooded Ram a licence to host the event at this venue; no objections were raised.

Resolved, "That the report and the decision made utilising the Urgent Business Procedure be noted on the minutes."

#### A13. Schedule of Neglected, Dilapidated, Ruinous and Dangerous Properties

The Committee considered the schedule of neglected, dilapidated, ruinous and dangerous properties being dealt with on behalf of the Council.

The Community and Enforcement Manager advised the Committee on the Pitcairn and Wyndham Hotels. All of the deadlines imposed by the Court for submission of documents have been met, and the hearing is set for 24<sup>th</sup> May. A Briefing Note will be sent to all Members advising of the outcome of the hearing after that date.

Updates were provided on several other properties and Members raised queries on several specific issues.

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

#### A14. Items for Future Consideration

The Committee considered the schedule of items for future consideration. Members noted the reports list for future months. There was some discussion of the need for training for Member on Notices, the process for serving them and the effect of Notices.

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

#### **PART B –**

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

#### B15. Capital Outturn

The Committee considered a report submitted by the Assistant Chief Officer (Finance) setting out the financial year outturn position on the capital programme. Members noted the values spent on all capital schemes in 2017/2018 and reports on variances to the revised estimates and amounts to be carried forward.

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

- (i) The Committee recommend to Executive Committee the carry forward to 2018/2019 of all unspent balances on projects where work is on-going or retentions are payable; and
- (ii) The level of Capital Expenditure in 2017/2018 be noted."

#### **PART C –**

##### ***Matters requiring Council approval***

There were no items requiring Council approval.

The meeting ended at 1.15pm.