



Borough of Douglas

**MR COUNCILLOR JONATHAN JOUGHIN, JP
MAYOR**

Town Hall,

Douglas,

3rd July, 2020

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held on WEDNESDAY, the 8th day of JULY, 2020, at 2.30 o'clock in the afternoon, in the COUNCIL CHAMBER within the TOWN HALL, DOUGLAS for the transaction of the hereinafter mentioned business.

I am,

Yours faithfully

Town Clerk & Chief Executive

Order of Agenda

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

II - Any statutory business.

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

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

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

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

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

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

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

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

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

AGENDA

III – Chief Executive to read minutes of the Council Meeting held on Wednesday, 11th March, 2020.

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

EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Special Meeting held on Friday, 20th March, 2020.

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 and Regeneration (Mrs D. Eynon), Assistant Town Clerk (Mr P.E. Cowin) (taking minutes).

REPORT

PART A –

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

A1. Coronavirus (Covid-19) – Emergency Measures

The Chair explained that the meeting had been convened to apprise Members of measures being taken on behalf of the Council to limit the spread of Coronavirus in line with Government advice. It was intended to issue briefing notes to all Council Members electronically on Monday, Wednesday and Friday. The first, to be issued on Monday 23rd March, would include the matters raised in this meeting.

The Chair asked for one Chief Officer to act as a contact point for Members as he had experienced a number of messages being sent by different officers which could cause questions to be overlooked or misdirected.

The Chair suggested that Town Centre Management should have a role in co-ordinating local businesses, acting as a hub for the exchange of information. Director of Environment & Regeneration advised that the Manager was already dealing with many enquiries and issues with retailers.

A2. Coronavirus (Covid-19) – Serious Incident Management Team

The Chief Executive advised that SIMT had met on Tuesday 17th March and had covered the following:

Waste Collections: Staff had been given guidance on collection. Director of Environment and Regeneration involved in discussions on Island-wide communication to residents of what to do with their waste.

Cleaning: Staff have been given guidance and cleaning regimes intensified. Where necessary under-manned cleaning staff have been supplemented by contract staff.

Global Staff updates: Issued regularly by HR Department, copied to Members.

Public Areas: Staff have been given guidance and equipped with wipes etc. Reception staff maintaining safe distances. Incoming mail being held for 24 hours to reduce risk of contamination.

Wardens: Have been issued with sanitiser and wipes for cash handling.

Communal Areas: Cloths and sponges removed.

Events: Cancellation of a number of events had been referred to the meeting of Leader with COMT later in the day on 17th March.

Public Buildings: Remained open at present, including HB Noble Library. To remain under review.

Training and Non-Essential Meetings: All imminent training postponed, officers' meetings limited, guidance to be sought from Leader on Committee meetings and events.

Segregation of Staff: Director of Environment & Regeneration was implementing segregated working in Parks and at Ballacottier, in order to reduce risk of infection.

Working from Home: Not currently taking place but staff with means to work from home had been directed to ensure they take the equipment with them on a daily basis. ICT were sourcing additional laptops in order to extend the range of officers with the capability and HR were working on a Policy.

Commercial Tenancies: No major issues yet but a number of requests for rent holidays or other support were anticipated.

Vulnerable Staff: HR had asked staff to notify if they had an existing condition that could lead to complications with the virus. To review measures available.

Shared Vehicles: Staff encouraged to use their own vehicles where practicable in place of pooled vehicles. Guidance given on cleaning of shared vehicles and a deep clean of all vehicles undertaken.

ICT Contingency: An external provider was available in case of emergency requirements in ICT.

Sheltered Housing: Government advice was being followed. Visiting was not restricted but community and support initiatives being worked on. Council staff visiting to be minimised.

Contact List: Head of ICT was compiling a contacts list to facilitate home working.

Specialist Engineers: Director of Environment and Regeneration was consulting Government over the potential need to use government engineers for the cremators as the normal specialist engineers would not attend the Island. This was only to cover a catastrophic failure at the Crematorium.

Financial Implications: Director of Finance was calculating the expected shortfalls in income across a number of areas and had drafted a letter from the Leader to the Chief Minister seeking support. This would include a request for waiver of the licence fees for Chester Street and Drumgold Street Car Parks.

Resolved, "That the update on the various ongoing issues considered by the Serious Incident Management Team be noted on the minutes."

A3. **Coronavirus (Covid-19) – Leader/Chief Officers' Management Team**

The Chief Executive advised that the meeting of the Council Leader with COMT on Tuesday afternoon, 17th March, had further considered the situation.

Emergency Plan: It was noted that the Council's Emergency Plan had been invoked, which empowered Chief Officers to make certain decisions. A Notice had been prepared showing the actions taken to date, for display in public areas and on the Website. Cleaning regimes had been enhanced.

Payment of Rent & Rates: Letter to tenants falling behind with housing rents was to be adapted to reduce the emphasis on potential eviction. In relation to rates, there was a suggestion that certain business sectors should be given some benefit through rates holidays or similar.

Loss of Income: Director of Finance advised that the cancellation of the T.T. Festival would mean loss of the rental income in Noble's Park, and increasing home working would mean less income from the Council's Car Parks. However there was an argument for encouraging use of the car parks to stimulate retail business in the shopping area.

Local Elections/Mayorality: Assistant Town Clerk had sought clarity from the Department of Infrastructure on the proposed extension of terms of office of Members, and whether that would include the Mayorality.

Insurance Cover: Director of Finance confirmed that although the Council's insurance did include cover for losses due to infectious diseases, Coronavirus was not one of the listed diseases and therefore was not included.

Financial Regulations: Director of Finance advised that it may be necessary to suspend Financial Regulation 54 to facilitate the same officer authorising both purchase order and invoice for the same transaction, should it become clear that there were insufficient staff available to maintain the segregation of responsibilities.

Cancellations: A number of cancellations of social, Mayoral and Council events, and events on Council property, had been cancelled. Committee meetings were continuing according to the normal cycle which was due to be suspended in April for the recess under Standing Orders.

Resolved, "That the update on the various ongoing issues considered by the Leader and Chief Officers' Management Team be noted on the minutes."

A4. **Coronavirus (Covid-19) – Cemetery/Crematorium Operations**

The Director of Environment and Regeneration advised that discussions had taken place with the Department of Public Health on the number of cremations that could be processed. There were sufficient staff available and trained to ensure continued operation.

Emergency maintenance was an issue with the provider having stated that staff could not be sent to the Island; discussions were ongoing with Government over whether their engineers could assist in the case of catastrophic failure of one of the cremators.

The number of people permitted to attend funerals at both the Borough Cemetery and the Lawn Cemetery would have to be restricted to fifteen. Funeral Directors were aware. Consideration was being given to live streaming of services.

Resolved, "That the update on operation of the Crematorium and Cemeteries be noted."

A5. Coronavirus (Covid-19) – Payment of Rates and Rents

Director of Finance advised that rates demands would have to be sent out shortly after 1st April and the current situation was likely to have an impact on the collection of rates. He was conscious that businesses were facing difficulties and would require support and in the letter he had drafted for the Leader to send to the Chief Minister, he had included a request for the Government to provide rates holidays for certain sectors of the economy.

He further advised that the Council's financial reserves were at a low level and insufficient to sustain the Council without the cashflow generated by the rates income.

Resolved, "That the update be noted".

A6. Coronavirus (Covid-19) – Financial Impact

Director of Finance advised that significant income would be lost from cancellation of the T.T. Races, car parks through reduced use, and other areas. He circulated the draft letter to the Chief Minister which set out the need for Government to underwrite any concessions made by local authorities.

In relation to Commercial Properties rents, a number of requests for relief had already been received. He suggested that some such requests could be granted, funded from the reserve held for Commercial properties maintenance.

Consideration was given to delaying payment of the 2.75% pay award to staff, with the saving being made available to provide support. That was not supported as Members felt it important to stand by the 3-year agreement of which it was part. With reference to the Single Status exercise which had been commenced, it was suggested that the implementation of that could be deferred. The Chief Executive advised that the necessary consultation with the Trade Unions had not yet commenced so a six-month deferment could be feasible.

The meeting adjourned from 3.30 to 3.40p.m., during which time the Director of Finance prepared some calculations on potential costs and funding of rent relief for Commercial properties. He reported on the seven specific requests received to date.

Resolved, "(i) That the update be noted;

- (ii) That officers be authorised to offer three months' rent-free to all tenants of Council-owned commercial properties, to be funded from the reserve held for maintenance of such properties;
- (iii) That the letter to Government seeking support emphasise the Council's efforts to support local businesses;
- (iv) That the implementation of the Single Employee Status exercise be deferred for six months;
- (v) That the Newsletter to accompany the rates demands be condensed and contain an explanation of the statutory reason for the Council having to send demands at the current time."

A7. Coronavirus (Covid-19) – Financial Regulations

The Director of Finance advised that the control measure of prohibiting the same officer authorising both purchase order and invoice payment for any transaction may become an issue should staffing shortages take effect.

Resolved, "That the Director of Finance be authorised to suspend Financial Regulation 54, which requires different officers to sign off purchase order and invoice payment, should staffing shortages become critical."

A8. Coronavirus (Covid-19) – Local Elections

The Chief Executive advised that following the notice from Department of Infrastructure that the elections scheduled for 23rd April would not go ahead, the Assistant Town Clerk had sought clarification of the position of Mayor, Committee Chairs and Memberships of Committees, and on the deferment of the implementation of the scheme to reduce the number of Council Members. That further advice was still awaited.

Leader referred to the Mayoralty for 2020/21 and the nomination by Executive Committee of Councillor Mrs R. Chatel who had since expressed to him some concerns in relation to the current Coronavirus pandemic. His Worship the Mayor had indicated that he was willing to continue in office until the new elections of Councillors.

The Leader also felt that the current Committee Chairs and Memberships should continue unchanged until the fresh elections. That would obviate the need for the special Council meeting on 6th May. However there was a need to fill the vacancies on the Regeneration & Community Committee and the Housing Committee caused by the death of Councillor Miss. D.A.M. Pitts.

Resolved, “(i) That the nomination of Councillor Mrs R. Chatel as Mayor for the 2020/21 municipal year be withdrawn;

- (ii) That it be recommended to Council that the current Mayor, Committee Chairs and Memberships remain as they are until the new election of Councillors;
- (iii) That Councillor Mrs J. Thommeny be appointed a Member of the Housing Committee to fill the current vacancy;
- (iv) That Councillor Mrs C.E. Crawley be appointed a Member of the Regeneration & Community Committee to fill the current vacancy.”

A9. Coronavirus (Covid-19) – Cancellation of Events

The Chief Executive advised that a number of Council events, and events scheduled to take place on Council property, had been cancelled:

- Business Lunch – Friday 20th March 2020;
- ParkRun;
- Circus – April 2020;
- Town Centre Management Easter Event – April 2020;
- Annual Primary Schools’ Daffodil Competition Prize Presentation – Tuesday 21st April 2020;
- Local Elections – Thursday 23rd April 2020;
- End of Year Function for Members of Council – Friday 24th April 2020;
- Bee Gees Statue Unveiling – Saturday 25th April 2020;
- Tower of Refuge Walk – Friday 8th May;
- D Day Commemoration – Saturday, 6th June, 2020.

There were likely to be more cancellations if current advisory restrictions were to continue.

The Leader indicated that a decision would be required soon on the Fun Day in Noble’s Park in August in order to inform concessions and stallholders.

In relation to meetings of Committees and Council, the Standards Committee on 23rd March and Pensions Committee on 25th March had both been cancelled, to be rearranged as soon as practicable. The Eastern Civic Amenity Site Joint Committee on 25th March had similarly been cancelled.

In the light of the resolution at Clause 8 above, it was agreed that the Special Council Meetings on 27th March and 6th May should be cancelled. The only meetings remaining that involved Council Members were the Council Meeting on Wednesday 8th April and the Annual Council Meeting on Wednesday 13th May, but even these would be reviewed as the situation develops.

Resolved, “(i) That the cancellation of events and Committee meetings be noted;

- (ii) That the Executive Committee meeting scheduled for Friday, 27th March go ahead as planned;
- (iii) That forthcoming events be reviewed at the end of each month, taking into account all events scheduled during the next three months.”

A10. Coronavirus (Covid-19) – Henry Bloom Noble Library

Director of Finance advised that although it had previously remained open, a decision had been made to close the Library building with effect from the close of business on Tuesday, 24th March. Online Services would remain available and appropriate notices would be displayed.

Resolved, “That the action taken be supported.”

PART C –

Matters requiring Council approval

There were no matters requiring Council approval.

The Committee rose at 5.00pm.

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

HOUSING COMMITTEE

HOUSING COMMITTEE – Minutes of Meeting held on Wednesday, 18th March, 2020.

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

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

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies for Absence

No apologies for absence were submitted.

A2. Declarations of Interest

There were no Declarations of Interest.

A3. Minutes – 19th February, 2020

The minutes of the meeting held on Wednesday, 19th February, 2020, were approved and signed.

A4. Matters arising from the Minutes

No issues were raised as arising from the minutes.

A5. 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. Members noted that as at the end of February 2020 there were eight void properties receiving attention.

Members were presented with a summary chart showing the number of properties returned in each month together with details of the category repair type for each property. It was noted that during February 2020 twelve properties had been returned by tenants eleven of which were ready for reallocation.

Resolved, “That particulars of the discussion and the number of void properties be noted on the minutes.”

A6. Items for Future Consideration

The Committee noted the monthly report and schedule setting out items which will be brought forward for consideration to future meetings.

The Assistant Chief Officer (Housing and Property) advised Members that Dandara had been in contact to ask if the Council had named the new Peel Road Development, with a view to including the name on the hoardings. The Committee discussed a number of options including the suggestion to name it Cunningham House. The Chair advised that she would engage with the Council Leader on the matter.

In light of the current situation in relation to the Council’s response to Covid-19, the Mayor raised question on the measures that could be put in place to identify and assist the Council’s vulnerable tenants. The Chair suggested that Council officers identify any vulnerable tenants with a view to contacting them to ask if they need any form of support, or putting them in touch with charities or any other organisations offering assistance.

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

A7. Date and Time of Next Meeting

Members were reminded that the next scheduled meeting was due to take place at 10.00am on Wednesday, 20th May, 2020.

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

PART B –

Matters requiring Executive Committee approval

There were no matters requiring Executive Committee approval.

PART C –

Matters requiring Council approval

There were no matters requiring Council approval.

The meeting ended at 11.21 am.

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, 17th March, 2020.

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 Town Clerk (Mr P.E. Cowin), Assistant Chief Officer (Finance) (Mr P. Pierce), Head of Parks (Mr D. Hewes), Democratic Services Officer (Mrs D. Atkinson).

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies

There were no apologies for absence submitted.

A2. Declarations of Interest

There were no declarations of interest.

A3. Minutes – 14th February, 2020

The minutes of the meeting held Friday, 14th February, 2020 were approved and signed.

A4. Matters arising from the Minutes

There were no matters arising.

A5. Noble's Park – Proposed Fan Zone Extension

The Committee considered a report submitted by the Head of Parks to provide further information from the Department for Enterprise (the Department) on the proposed extension to the fan zone at Noble's Park during TT and Festival of Motorcycling.

Members were reminded that the Committee had previously granted permission to relocate the bar from the rear of the grandstand to an area within the 'The Fields'. The Fields have been used for several years to accommodate entertainment, stands, displays and concessions in addition to parking. The Department approached the Council to request approval to develop this area through the implementation of a 'Fan Park'. The 'Fan Park' proposal is to extend the licenced area and to install a temporary mobile bar although the overall area of land will not increase.

The Committee considered the request to extend the area at the February 2020 meeting and requested further information from the Department. Members were particularly concerned that catering concessions may increase resulting in loss of business for the Council's tenant in Noble's Park and residents in the area may be negatively impacted by the increased entertainment zone.

The Department has responded and confirmed that the number of catering units will not increase, and it is not anticipated that the proposed amendment to the area will detract from the offering provided by the current tenant within the Park.

Members were presented with a site plan of the proposed new area. Members noted that the area will include a stage and screen, live music, race and qualifying coverage and sponsor interaction. The Department has confirmed that the stage will operate in accordance with the original planning permission conditions in relation to the noise limits, and will be positioned to face away from Glencrutchery Road and the residents living there.

The report therefore recommended approving the request on the basis that the request is to rearrange the existing area to improve the visitor experience.

Resolved, "That particulars of the report and discussion be noted on the minutes and the extension of the Fan Zone currently situated in 'The Fields' be approved subject to the previous conditions applied to the relocated bar being adhered to, and that the additional bar be removed after the TT period."

A6. Noble's Park Skatepark

The Committee considered a report submitted by the Head of Parks to seek approval to award the contract for the construction of the Noble's Park Skatepark.

Members were reminded that in December 2019 the Executive Committee resolved to allow negotiations to commence to establish a cost for construction of the Noble's Park Skatepark with Leslie Lipton Ltd trading as Freestyle.

A cost breakdown of the project has now been evaluated and found to be satisfactory. The Finance Department has completed the financial reference checks which have been received back favourably, and further accounting checks are being concluded. A company and project evaluation has been completed, with three client references sought. Two were received back positive, one refused to complete the form but did provide negative verbal feedback, a transcript of which was provided to the Committee.

The report recommended that, subject to the conclusion of satisfactory financial accounting checks, the contract be awarded to Leslie Lipton trading as Freestyle.

The Head of Parks reminded that the project does not include lighting which will be subject to a separate funding bid through the budget process in October 2020. Members were also advised of some cosmetic additions, such as street furniture, that is outside the scope of the project and will be funded by the Parks Services through existing revenue budgets.

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

- (i) Leslie Lipton Limited, trading as Freestyle, be awarded the contract for the construction of Noble's Park Skatepark, subject to satisfactory conclusion of financial checks;
- (ii) In approving the award, a side letter stating the project will only commence subject to planning approval, be drafted to accompany the Contract."

A7. 2020 Christmas Lights Ceremony

The Committee considered a report submitted by the Democratic Services Officer to consider the format of the 2020 Christmas Lights Ceremony.

Members had previously been advised of issues that arose as a result of the relocation of the Christmas Lights Ceremony to North Quay. The Fire Service has indicated that it would object to a licence being granted if the same format were to be followed in 2020.

Officers explained that no other suitable location to host the event can be identified at the present time, however, following the Promenade regeneration works, the proposed Cultural Quarter could be a possible solution in future years.

The report therefore recommended that the Christmas Lights Ceremony not be arranged for 2020 in its current format and the savings identified, as a result of this decision, be used to create smaller events in the Town Centre to mark the first night of Christmas shopping, and to enhance the Noble's Park Fun Day.

Members were reminded that Reserve funding was obtained in 2019 to provide free attractions at the Noble's Park Fun Day. It is proposed that a similar format be followed in 2020 utilising savings from the Christmas Lights Ceremony postponement.

Officers advised that if the new format for the Christmas Lights Ceremony is approved, a further report including a detailed proposal of acts and attractions will be submitted for Committee consideration.

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

- (i) The 2020 Christmas Lights Ceremony be postponed and re-launched on completion of the Cultural Quarter on Harris Promenade;
- (ii) That a proportion of the savings identified as a result of resolution (i) be used to enhance the Noble's Park Fun Day;
- (iii) That a proportion of the savings identified as a result of resolution (i) be utilised to create a series of smaller events in Douglas town centre, to mark first night of Christmas late night shopping on Thursday, 19th November, 2020;
- (iv) A further report detailing the plans for the first night of Christmas late night shopping be submitted to the Regeneration and Community Committee for consideration in due course."

A8. Sponsorship Proposal for 2020 Fireworks Display

The Committee considered a report submitted by the Democratic Services Officer regarding the proposal submitted by Celton Manx to sponsor the 2020 fireworks display.

Members were advised that Celton Manx has submitted a proposal to sponsor the 2020 event, for the tenth consecutive year.

The report advised that the date for the event, in agreement with the event sponsor and fireworks supplier, will be Friday, 6th November, 2020. Due to Remembrance Sunday commemoration taking place during the same weekend, it has been accepted that no contingency date will be arranged for 2020.

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

- (i) The 2020 Fireworks Display take place on Friday, 6th November, and no contingency date be secured for 2020;
- (ii) The Celton Manx proposal to exclusively sponsor the 2020 Fireworks Display be accepted."

A9. Media Partner for the 2020 Public Events

The Committee considered a report submitted by the Democratic Services Officer regarding the promotion of the 2020 Noble's Park Fun Day, Fireworks Display and Christmas Lights Ceremony.

Members were reminded that for many years the Council has appointed a media partner to enhance the promotion of large scale public events. An advert had been circulated to local radio stations, inviting proposals for a media partner for the Noble's Park Fun Day, Fireworks Display and Christmas Lights Ceremony (with a proviso to be confirmed).

Two radio stations submitted proposals, both offering very similar promotion at the same price. Members agreed to continue with the 2019 media partner on the basis that the demographic profile of its listeners is the Council's target audience for events, and the radio station has promoted the event successfully in previous years.

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

- (i) 3FM be appointed media partner for the Noble's Park Fun Day and Fireworks Display;
- (ii) Officers open discussion with 3FM regarding the promotion of the smaller events in Douglas town centre to the mark the first night of Christmas shopping."

A10. Items for Future Report

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

Members were made aware that Council events may be impacted by the COVID-19 pandemic. Members agreed that the Daffodil prize presentation should be cancelled for 2020 and prizes be distributed to the respective schools for internal presentation.

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

A11. Date and Time of Next Meeting

Members were reminded that the next scheduled meeting was due to take place at on Tuesday, 19th May, 2020.

Resolved, "That the date and time of the next meeting be noted on the minutes."

PART B –

Matters requiring Executive Committee approval

B12. Douglas Golf Course – Proposed Diversion of Public Right of Way

The Committee considered a report submitted by the Head of Parks, following communication received from the Department of Infrastructure, seeking the diversion of public right of way (no. 224) at Douglas Golf Course.

The Department of Infrastructure issued a public consultation notice to divert a section of public footpath within the Hampton Farm development and Douglas Golf Course. The diversion will take the footpath away from Hampton Farm Estate around the boundary of the Course. The Head Greenkeeper has been consulted with and has no objection to the proposal and cannot identify any implications to the Golf Course arising from the diversion.

Resolved, "That particulars of the report be noted on the minutes and the diversion of public rights of way (no. 224) at Douglas Golf Course be supported and referred to Executive Committee for endorsement."

PART C –

Matters requiring Council approval

There were no matters requiring Council approval.

The meeting ended at 11.20am.

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

ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of Meeting held on Monday, 16th March, 2020.

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

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Assistant Chief Officer (Environment) (Mr A. Donnelly), Assistant Chief Officer (Finance) (Mr P. Pierce) (Items A1 to A9), Senior Engineering and Waste Services Manager (Mr A. Crook) (Item A7), Dilapidation Enforcement Officer (Mr S. Salter) (Items A10 and A11), Assistant Democratic Services Officer (Miss C. Cullen).

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies

No apologies for absence were submitted.

A2. Declarations of Interest

The Director of Environment and Regeneration declared an interest in Item A10 – Planning applications 20/00200/B and 20/00201B.

A3. Minutes – 17th February, 2020

The minutes of the meeting held on Monday, 17th February, 2020 were approved and signed.

A4. Matters arising from the Minutes

Clause A7 – Planning Application 19/01408/B – Annacur House – Arising in response to concerns raised at the March 2020 Council meeting, the Director of Environment and Regeneration advised that the Council’s initial response following the February 2020 Environmental Services Committee meeting to the Planning Authority had not included a request for a signalled crossing and suggested that a further letter be sent copied into the Department of Infrastructure. The Director also shared with Committee the Department’s consultation response which had not expressed any concerns about pedestrian safety, therefore, writing solely to the Department was not considered to be effective. Members reiterated their concerns that the proposal for drop kerbs was insufficient and agreed that the Council write to the Planning Authority, copying in the Department of Infrastructure, to request that the applicant gives consideration to the implementation of a signalled crossing and further conveying the Council’s concerns over pedestrian safety in the area. It was further agreed that the Council offer part of the grass verge on Anagh Coar Road to the developer to aid the creation of a signalled crossing should it be required.

A5. Institute of Lighting Professionals Smart City Event

The Committee considered a report submitted by the Electrical Services Manager to advise on the outcome of attendance at a Technical Seminar on the benefits and development of the ‘Smart City’ implementation held in London on 19th February, 2020 by the Chair of the Environmental Services Committee and the Electrical Operations Supervisor.

Members were advised that the Smart City concept is the integration of all things electrical and electronic via the internet, commonly known as the “Internet of Things” which enables things to connect, collect and exchange data, which includes; street lighting, vehicles, mobile telephones to name but a few. The technical briefs at the Seminar had focused on three elements where Public Lighting plays a leading role in the deployment and development of Smart City.

- a) Central Management System (CMS);
- b) LoRaWAN. A Smart City communication protocol; and
- c) Smart Urban Lighting.

The Director of Environment and Regeneration drew Members attention to the Smart Urban Lighting brief which looked at the practicable uses of Smart applications and benefits currently available to lighting designers in the urban environment. For example;

- a) Temperature Sensors sending real time road surface data to road gritters, allowing them to target affected locations;
- b) Traffic monitors changing traffic lights in accordance with volume and flow;
- c) Pollution sensors providing data to assist in planning, traffic management and public safety;
- d) Movement sensors allowing public lighting to switch itself on or off depending on whether people or vehicles are present and providing energy and carbon emissions savings;
- e) Flood sensors providing data on water level increases and thus giving early warnings of flooding.

Members were advised that Electrical Services are now exploring any potential applications that will bring benefit to the Council and a meeting with a technical designer has been arranged for April to examine the costs and practicalities. It was noted that the meeting will focus initially on the use of sensors, in particular Pollution, footfall and Public Lighting sensors with a view to bringing a future report back to Committee.

A discussion on air quality monitoring ensued. Members expressed concern over the densely populated area between Lord Street and Brown Bobby, noting that Lord Street, Quarterbridge and Douglas Promenade had all previously had high levels of pollution readings. Members opined that in the interests of public safety the Council should be leading the way and collecting this data for action by the Isle of Man Government.

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

A6. Fencing on the top level of Chester Street Car Park

The Committee considered a report submitted by the Director of Environment and Regeneration on seeking permission from the Department of Infrastructure to erect appropriate signage in Chester Street Car Park.

Members were advised of correspondence which had been received from a member of the public raising concern with the fencing on the top level of Chester Street Car Park following an incident in December, 2019. Council officers had subsequently inspected the fencing, it was noted that as the current fencing exceeds the Building Regulation requirement no further action was taken.

The Director of Environment and Regeneration advised that Council officers had also sought Health and Safety advice on whether any extra measures could be implemented by the Council as operator of the Car Park. Following a Member suggestion, Council officers had contacted the Samaritans seeking guidance in relation to signage to try and prevent such occurrences.

Appended to the officer's report was the guidance received from the Samaritans and example crisis signage. It is recommended that a sign be installed in Chester Street Car Park at an anticipated cost of £60 for an A3 sign and a one-off design fee which would be installed using existing resources. The Chair requested that the Department of Infrastructure, as owners of the car park be asked to pay the fee for the sign.

There was discussion on the suggestion that the Department of Infrastructure is intending to extend the fencing by 2.5 metres. The Director of Environment and Regeneration advised that the Council had not received formal confirmation of the Department's intention to do this however she suggested that the Council may wish to endorse this plan as operator of the site which could be included in the communication seeking permission to erect the signage.

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

- (i) Approval be given for the correspondence from the member of public being forwarded to the Department of Infrastructure (redacted) for their information and action;
- (ii) Approval be given to officers seeking permission from the Department of Infrastructure to erect appropriate signage at Chester Street Car Park from the Samaritans; and
- (iii) If the Department of Infrastructure is not forthcoming with funding for the signage that approval be given to fund the fee and installation from existing resources."

A7. Douglas Beach Management

The Senior Engineering and Waste Services Manager joined the meeting for discussion of the item.

The Committee considered a report submitted by the Senior Engineering and Waste Services Manager to determine a future direction for the management of Douglas Beach, following a presentation by Dr James Sutherland of Wallingford Consulting Engineers to Council on 27th February, 2020.

Detailed within the officer's report were the following priorities for the Committee to consider;

- 1) Removal of the existing groynes as per the Committee Resolution of 16th December 2019;
- 2) Establishing a new specification for beach management that meets the expectations of Members and Douglas ratepayers;
- 3) Measurement and monitoring of the beach to inform future decisions on how it should be managed including the large-scale removal of material from Central Promenade to the Northern and Southern ends of the beach; and
- 4) A longer term plan for how the beach can be better used.

A lengthy discussion on the potential removal of the groynes ensued, with conflicting views being expressed by Members. The report recommended that tenders be sought for the removal of the existing groynes. A Member proposed that tenders be sought for both the removal and reinstatement of the existing groynes to provide a cost comparison. The Senior Engineering and Waste Services Manager advised that an anticipated approximate cost for removal is £15,000 as opposed to approximately £50,000 - £60,000 for the reinstatement of the groynes.

A Member opined that the remit requested by Council Members during a debate after the presentation held on 27th February, 2020 was that the beach required management to maintain the aesthetics of the beach with four main problems identified;

- 1) Derelict appearance of the groynes;
- 2) Accumulation of seaweed;
- 3) Overtopping on the Promenade Walkway and road;
- 4) Berms creating pools of stagnant water.

It is proposed that the Beach Management Contract for 2020 – 2023 contain a combination of the past two contracts as officers consider that this will create a more aesthetic, inviting environment during the spring/summer seasons whilst respecting the beach ecology during the winter period.

It was noted that for the summer season (April – September);

- Seaweed removal as per existing clear up times;
- Grading and re-profiling as required – which will be based on pre-agreed levels, which the contractor will be required to maintain throughout the summer period;
- Litter picking – items stockpiled on slipways for collection by Waste Services. Litter is collected by in-house resources under the current arrangement, but this is done on an infrequent basis in line with availability. Under the previous contract the Contractor carried out daily litter picks during the summer months. This was carried out in conjunction with the mechanical raking contributing to the appearance of a clean, groomed and well cared for asset. This would not be feasible if the duty was retained in-house;
- Regularly raking – ensure sand is regularly turned, exposing litter and preventing vegetation growth.

Winter season (October – March)

- Seaweed removal after heavy strandings only;
- Limited periods of re-profiling as required;
- Members requested that any potential contractor be instructed to avoid access points to the beach as places where seaweed strandings are deposited to and also to have targets removal and raking in those areas.

In response to question, the Senior Engineering and Waste Services Manager advised that the Council already has data in relation to the management of sand levels. It was noted that it takes approximately 2 to 3 weeks to transport the required amount of sand to counteract the adverse effect of sediment movement during the summer season. He further advised that the Council does not currently have the in-house expertise to undertake a detailed study of tidal flow in order to ascertain the optimum position for a groyne field.

Members were advised that at least five specialist consultant Engineers have been commissioned by different public organisations to carry out studies of varying degrees over the past five years which had produced a considerable amount of data, it was noted that some of this may be duplication and some that could benefit the other studies which would reduce the cost or provide conclusions based on wider information. It proposed that the Council take a lead on possibly pulling together these various parties who have independent schemes / strategies that may impact Douglas beach.

It was noted that the sharing of this key data may highlight the risks and benefits arising from the competing demands or issues that face Douglas bay and put in place a holistic, overarching strategy for the future. This strategy can also include for means by which the beach can be measured and monitored to help inform future decisions on the largescale removal of material from Central Promenade to the Northern and Southern ends of the beach and a long term plan for how the beach can be better used.

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

- (i) Approval be given to officers to seek tenders for both the removal of the existing groynes and for the reinstatement of the existing groynes, on a like for like basis to include the breaks in the groynes, same height and position;

For: 3 Against: 2. Mr Councillor A.J. Bentley and Mr Councillor F. Horning asked that their names be recorded as voting against the resolution.

- (ii) Approval be given to the proposals for the new 2020 – 2023 beach management contract as contained within the body of the minute, to enable a specification to be developed and brought back to Committee for approval;

- (iii) That the Council take a lead in coordinating a holistic approach involving all of the parties who have independent schemes/strategies which will impact Douglas Beach;

For: 4 Against: 1. Mr Councillor R.H. McNicholl asked that his name be recorded as voting against the resolution.

- (iv) Subject to recommendation (iii) yielding a positive outcome*, that the stage 2 detailed modelling study with Wallingford's be pursued, subject to a revised fee being acceptable to the Committee."

**A Positive outcome would include all interested parties sharing information, jointly analysing risks and compromising on solutions. Also a willingness to pool resources where synergies exist including funding.*

For: 4 Against: 1. Mr Councillor R.H. McNicholl asked that his name be recorded as voting against the resolution.

The Senior Engineering and Waste Services Manager was thanked for his attendance and left the meeting.

A8. Adjournment and Resumption and Attendance

The Committee adjourned at 1.00pm and resumed at 2.00pm to consider the outstanding items on the agenda, with the same Members and officers in attendance.

A9. Douglas Promenade Regeneration Public Lighting Phase 2 – King Edward Road - Douglas Boundary

The Committee considered a report submitted by the Electrical Services Manager on a proposal to extend the Promenade Regeneration Public Lighting design scheme, following a request by a Member to extend the current scheme from Strathallan up to the Douglas boundary on King Edward Road.

Members were advised that the existing Department of Infrastructure Promenade scheme is between Peveril Island and Strathallan Crescent. The area excluded from the scheme contains twenty-two existing black Victorian styled Promenade columns which are not in keeping with the new Promenade Regeneration columns.

To complete the new regeneration public lighting design to the Douglas Boundary on King Edward Road, maintain the aesthetics, avoid conflict and improve the standard and quality of lighting a further twenty-two of the new design Promenade columns would need to be installed, coupled with the associated electrical and civil engineering infrastructure.

Members noted that as the proposed lighting scheme extension is outside of the Department's Promenade scheme the civil engineering work required for ducting, electrical apparatus and the installation of columns would require funding by the Council.

During discussion of the proposed scheme extension, Members expressed their disappointment that the columns from Strathallan to the Douglas Boundary had not been included in the initial Promenade lighting design scheme. Members opined that due to existing budget constraints and recognising that their replacement was not urgent that the matter be deferred for a year and reconsidered as part of the budget for the 2021/2022 financial year.

Resolved, "That particulars of the report and discussion be noted on the minutes and that consideration of the item be deferred until October 2020, to be included in the 2021/2022 budget setting round."

For: 4 Against: 1

Mr Councillor R.H. McNicholl asked that his name be recorded as voting against the resolution.

A10. Planning Applications

The Committee considered a report submitted by the Dilapidation Enforcement Officer detailing three planning applications.

Members firstly considered **Planning application 20/0012/B** for the conversion of a guest house (class 3.1) to provide five residential apartments (class 3.4) at 2 Church Road Marina, Douglas.

Appended to the officer's report was a detailed planning appraisal recommending support of the planning application. The Dilapidation Enforcement Officer advised that revised plans had been submitted by the applicant following discussions with the Council's waste services management team in response to concerns previously raised in relation to the lack of storage space for recycling receptacles. A Member suggested that the applicant gives consideration to the construction of a covered area over the bin store to contain any potential adverse noise.

There was discussion on parking provision with Members noting that the re-use of this redundant building would outweigh the shortfall in parking provision. The property is close to public transport and Chester Street Car Park.

Members then went on to consider **Planning application 20/00200/B** for the installation of a telecoms mast (retrospective) at the corner of Fuchsia Lane, Douglas and **planning application 20/00201/B** for the installation of a telecoms mast (retrospective) at Hailwood Avenue, Governors Hill.

Members were reminded that erection of the masts had been brought to the attention of Council officers in September 2019, a site visit had subsequently been conducted and liaison with the Planning Authority had confirmed that no planning applications had been made. Council officers had subsequently lodged a complaint with the Planning Enforcement team.

The Dilapidation Enforcement Officer explained that he had to consider both applications against the guidance available and that there are no material planning grounds to raise an objection to the applications.

A discussion on a previous agreement between the Council and a telecommunications company ensued, under the provisions of the Local Government Act 1985 the Director of Environment and Regeneration declared an interest in the item and retired for the remainder of the discussion.

Members expressed their disappointment that the applicant had carried out the works without planning permission and requested that the Committee be copied into the communication to the Planning Authority.

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

- (i) That support be given to planning application 20/0012/B for 2 Church Road Marina and the Council requests that the applicant gives consideration to the following:
 - (a) In accordance with section 1.12 of the Isle of Man Strategic Plan, the installation of a cover to contain potential adverse noise for the bin store; and
 - (b) The position of the entrance door to the communal hall area be reviewed which may negate the need for an additional door into the cycle storage room; and
- (ii) That the Council does not object to retrospective planning applications 20/00200/B and 20/0201/B for the installation of telecom masts but that the Council write to the planning authority, copying in Members of the Committee to express its disappointment at the Planning Enforcement Team for not issuing a Stop Notice in respect of the works."

A11. Schedule of Neglected, Dilapidated, Ruinous and Dangerous Properties

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

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

The Dilapidation Enforcement Officer was thanked for his attendance and left the meeting

A12. Items for Future Report

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

Following discussion on recycling a Member requested that a future report be brought to the Committee on the options available for the collection of recyclables, particularly trolley boxes. It was suggested

that this be added to the schedule for six months' time so that a review on their use in Braddan could be assessed.

Members discussed alternate weekly collections, a Member suggested that a presentation be offered to all Council Members should the matter be brought back to the Committee at a later date.

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

A13. Date and Time of Next Meeting

Members were reminded that the next scheduled meeting of the Environmental Services Committee was due to take place at 10.00am on Monday, 18th May, 2020.

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 3.46pm.

AGENDA

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

EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Friday, 29th May, 2020.

Members Present (all via video conference): 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 (all via video conference): Chief Executive (Miss K.J. Rice), Director of Finance (Mr A.J.T. Boyd), Director of Environment and Regeneration (Mrs D. Eynon), Director of Housing and Property (Mr D. Looney), 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

No apologies for absence were submitted.

A2. Appointment of Vice Chair

Resolved, “(i) That the current Vice-Chairs of all Standing Committees continue their appointments for the ensuing municipal year; and

(ii) That accordingly, Mr Councillor R.H. McNicholl continue his appointment as Vice Chair of the Executive Committee.”

A3. Declarations of Interest

No declarations of interest were submitted.

A4. Minutes

The minutes of the meeting held on Friday 28th February 2020 and the minutes of special meeting held on Friday 20th March 2020 were approved; and the Chair requested his electronic signature be attached thereto accordingly.

The scheduled meeting for March, which had been due to take place on Friday 27th March 2020, had been cancelled due to the Covid-19 coronavirus pandemic crisis / State of Emergency Proclamation.

A5. Matters Arising From Previous Minutes

Clause A4 – Finch Hill Tennis Pavilion: it was confirmed that the lease had now been signed.

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

Clause A11 – Erection of Replacement Pedestrian Footbridge, Glencrutchery Road, Douglas: Members were advised that the planning application was still pending consideration. As the 2020 T.T. Festival had been cancelled, there was now no urgency in determining it.

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

Clause A17 – Enforcement Policy – Abandoned Vehicles on a Highway: a Member queried how many instances of abandoned vehicles had been notified to the Department of Infrastructure since the policy had been implemented, as there appeared to be a number of such vehicles adjacent to the Hailwood Centre in Noble's Park.

Resolved, “That the vehicles in Noble's Park be investigated to establish if they were abandoned, and that the Director of Environment and Regeneration inform the Committee on any action taken accordingly in relation thereto.”

A6. Referrals from the Environmental Services Committee

There were no referrals from the public minutes of the Environmental Services Committee meeting held on Monday 16th March 2020; and, due to the coronavirus pandemic, the Standing Committees of the Council had not yet met since the commencement of the new Municipal Year.

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

A7. Referrals from the Regeneration & Community Committee

There were no referrals from the minutes of the Regeneration and Community Committee meeting held on Tuesday 17th March 2020; and, as in Clause A6 above, due to the coronavirus pandemic, the Standing Committees of the Council had not yet met since the commencement of the new Municipal Year.

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

A8. Standing Order 125 – Urgent Business Procedures

The Committee considered a written report by the Assistant Town Clerk setting out the occasions when, during the covid-19 coronavirus pandemic, the Council's Urgent Business Procedure had been used.

It was noted that, during the Emergency Proclamation period, a number of matters had needed decisions in order to assist in keeping the Council's functions operational, and, as it had not been possible to convene Committee meetings during this time, they had been dealt with under Standing Order 125 – Urgent Business.

Members noted the summary of items dealt with together with each of the individual items in detail, as signed off by the Leader of the Council, the respective Chairs, and Chief Officers.

Resolved, "That particulars of the report and appendices attached thereto be noted on the minutes, and that the decisions taken be confirmed."

A9. Monthly Financial Review – March (End of Year) 2020

The Committee considered a written report by the Director of Finance setting out monthly figures for various financial items during the 2019 / 2020 financial year. It was noted that the report was required to monitor progress against the Finance Department Service Plan actions, and to meet the objectives set out in the Corporate Plan 2017 - 2021.

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

A10. Monthly Financial Review – April 2020

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 and non-cheque payments; and the percentage of sundry debtors collected within three months. There had been no further virements since the report was last considered in February 2020.

It was noted, due to the covid-19 coronavirus pandemic, that collection income from various sources (rates, car parks, sundry debtors, commercial lettings, Douglas Golf Course, Building Control, trade waste, and Noble's Park) had all been severely impacted.

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

(ii) That the opening hours of the Finance Department payments counter be extended during the last two weeks in June 2020, to create additional availability for those wishing to pay rates in person to take advantage of the rates discount period."

A11. Capital Out-turn Report 2019 / 2020

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 2019 / 2020, the variances to the revised estimates, and the amounts recommended to be carried forward.

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

(ii) That approval be given to carry forward to 2020 / 2021 all unspent balances on projects where work was on-going or retentions were payable."

A12. Treasury Management Plan

The Committee considered a written report by the Assistant Chief Officer (Income) detailing the Council's plans and related Prudential Indicators for 2020 / 2021.

As an annual report, the Plan was a key aspect of delivering the Treasury Management Strategy. It summarised planned treasury management activities in respect of long-term loans and short-term investments; and also outlined information in relation to Prudential Indicators in respect of affordability for 2020 / 2021.

The indicator for prudence was that net external borrowing would not exceed the capital financing requirement, and this Plan stipulated that this would be complied with. The indicator for treasury management was whether the CIPFA Treasury Management Code of Practice and Cross-Sectoral Guidance Notes had been adopted by the organisation, and it was confirmed that these had been reviewed and updated in 2019.

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

(ii) That the Treasury Management Plan 2020 / 2021 be approved.”

A13. Installation of 5G Telecommunications Mast Foundation – partially on Borough of Douglas Land at Queen’s Promenade, Douglas

The Committee considered a written report by the Assistant Chief Officer (Environment) seeking authority for retrospective permission to be granted in respect of the installation of a foundation for a 5G telecommunications mast on Council land.

During early 2020, Council officers had become aware of an intention by the Department of Infrastructure to install a foundation (or part thereof) in the Queen’s Promenade Gardens, for the future mounting of a 5G telecommunications mast. Although the Department had been advised that permission would be required, no request had been received, and, on site on 27th February 2020, it had been noted that provision was being made to install the foundation.

A request for the installation work to cease until the Council had considered granting permission had been complied with, however, while a letter from the Department seeking permission was awaited, all works on the Douglas Promenades Refurbishment Scheme had ceased due to the Emergency Powers Regulations (covid-19 coronavirus pandemic). To date, the request had still not been received from the Department, but the base had been installed on 18th May 2020.

A way-leave agreement would be required to allow access to the proposed 5G telecommunications mast, and it was therefore proposed that all legal costs for this should be met by the Department of Infrastructure accordingly. It was also noted that, in relation to any concerns around public health, the Planning Committee would, as a matter of course, consult with Public Health when planning permission was sought for the erection of the mast.

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

(ii) That retrospective permission be granted for the installation of a 5G telecommunications mast foundation on land owned by the Council on Queen’s Promenade, Douglas;

(iii) That the Department of Infrastructure be responsible for the reinstatement of the area and subsequent after-care, until the landscaping in the affected area had become re-established;

(iv) That the Department of Infrastructure enter into a legal agreement with the Council for a way-leave to access the land on which the proposed mast was to be installed, with the cost of such way-leave being met in full by the Department accordingly; and

(v) That it be made clear to the Department that, although retrospective permission had been granted on this occasion, any future similar installations must receive the necessary consent from the Council prior to any works being undertaken.”

A14. Covid-19 Revisions to Pavement Café Guidelines and Policy

The Committee considered a written report by the Assistant Chief Officer (Regeneration) seeking approval of proposed temporary revisions to the Council’s Pavement Café Policy, and the Guidelines that were derived from the Policy.

As a result of the Isle of Man entering lockdown in response to the covid-19 coronavirus pandemic, hospitality businesses (cafés, restaurants, pubs, bars, and clubs) had been forced to close their doors. While some businesses had re-opened offering a take-away service only, the sector was heading towards a potential collapse. The hospitality sector was critical to the success of Douglas Town Centre and support for hospitality businesses through this difficult period would help to prevent the closure of some of them.

Following the announcement by the Island’s Chief Minister on 18th May 2020 that outside gatherings of up to ten people were now permitted, it was essential that guidance and proposals to allow the hospitality sector to return to work safely was accelerated, and Council officers had accordingly been working closely with colleagues in the Department for Enterprise’s Business Agency, the Department of Home Affairs, and the Department of Infrastructure, to explore how some of these businesses might begin to re-open.

Local authorities had powers under Section 78 of the Highways Act 1986 to licence pavement cafés on the highway and, previously, the Council had worked closely with a number of agencies to agree a joint policy on pavement cafés. Officers had therefore reviewed the Council's current policy and guidelines but, in general, there was little scope to reduce the standards required, as they were intended to ensure public safety and convenience.

The clinical advice was that gatherings of people inside posed a greater risk than outside gatherings and, therefore, one initiative was the proposed pedestrianisation of North Quay, which would provide hospitality businesses located on the Quay with the potential for additional outdoor space. Passers-by still needed to maintain social distance so, while it was not being suggested that expanded pavement café areas be allowed, where streets were pedestrianised (or where there were suitable outdoor locations nearby), this would appear to be an opportunity to relax the requirement for pavement cafés to be located immediately outside the frontage of a property, where they were visible from the inside.

Additional temporary measures were also suggested - including that the standard of furniture required could be relaxed, as it would not be worthwhile businesses investing in high-quality permanent furniture for what could be a relatively short-lived period; and that the normal requirement to affix barriers directly into the ground also be relaxed, with weighted barrier supports being suitable for temporary areas.

In addition to the proposal to pedestrianise the North Quay, the Department for Enterprise was also working with the Department of Home Affairs on proposals to allow pop-up bars in suitable outdoor locations. It was likely that the Emergency Regulations needed for this would require authorisation from the local authority, and a further report on this would be submitted as soon as details became available.

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

- (ii) That in order to support hospitality businesses which were attempting to re-open while facilitating social distancing, the following temporary amendments to the Council's Pavement Café Policy be agreed:
- (a) To permit pavement cafés that were not visible from the premises, on condition that they were suitably managed and maintained in a clean and tidy condition, with tables being cleared as they became vacant;
 - (b) To permit weighted barrier bases around temporary pavement café areas;
 - (c) To permit the use of furniture that was not specifically designed for pavement cafés, provided it was safe and suitable for use on a temporary basis;
 - (d) That application fees be waived for premises amending or extending an existing pavement café; and
- (iii) That the above amendments be implemented as a temporary measure only and until such time as social distancing requirements were removed."

A15. Isle of Man Municipal Association

The Committee had been circulated with one document received from the Isle of Man Municipal Association. Due to the Covid-19 coronavirus pandemic, the Association had not held any meetings since February 2020 and members had been notified that the Annual General Meeting, which had been scheduled for Thursday 28th May 2020, had been postponed until later in the year.

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

A16. Items for Future Report

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

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

PART C –

Matters subject to Council approval

No matters subject to Council approval were considered.

The Committee rose at 4.05pm.

EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Friday, 26th June, 2020.

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 Housing and Property (Mr D. Looney), Assistant Chief Officer (Regeneration) (Mr C. Pycroft), Assistant Town Clerk (Mr P.E. Cowin) (for Clauses A7 and A8), 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

Apologies for absence were submitted on behalf of the Director of Environment and Regeneration (Mrs D. Eynon).

A2. Declarations of Interest

No declarations of interest were submitted.

A3. Minutes

The minutes of the meeting held on Friday 29th May 2020 were approved and signed.

A4. Matters Arising From Previous Minutes

Clause A5, sub-Clause A11 – Erection of Pedestrian Footbridge, Glencrutchery Road, Douglas: although the 2020 T.T. and Festival of Motorcycling events had been cancelled, Members expressed the view that it was important that this project be progressed.

Resolved, "That particulars be noted on the minutes and that it be ensured that the scheme's progress was monitored."

Clause A5, sub-Clause A17 – Enforcement Policy – Abandoned Vehicles on a Highway: the Borough Wardens had undertaken a survey of vehicles that appeared to be abandoned in Noble's Park. It was recalled, however, that the Council's legal powers to remove vehicles required them to be removed to the Department of Infrastructure and that, consequently, removal was subject to capacity in the Department's storage facility.

Resolved, "That particulars be noted on the minutes and that an approach be made to the Department of Infrastructure requesting that some of the vehicles, that appeared to be abandoned, be removed from Noble's Park."

Clause A13 – Installation of 5G Telecommunications Mast Foundation (partially on Borough of Douglas Land at Queen's Promenade): it was noted that the Council of Ministers had determined that a number of foundations be installed on the Promenade, although it was unlikely to be the Department of Infrastructure that would erect the masts in the future.

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

Clause A14 – Covid-19 Revisions to Pavement Café Guidelines and Policy: following the lifting of restrictions made under the Emergency Regulations, the temporary amendments to the Policy had now been rescinded.

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

A5. Referrals from the Environmental Services Committee

There were no referrals from the public minutes of the Environmental Services Committee meeting held on Monday 15th June 2020.

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

A6. Referrals from the Regeneration & Community Committee

There were no referrals from the minutes of the Regeneration and Community Committee meeting held on Tuesday 16th June 2020.

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

A7. Consultation Document – EU Bathing Water Directive Standards

The Committee considered a written report by the Assistant Town Clerk in relation to a consultation questionnaire received from the Department of Environment, Food and Agriculture.

To comply with the 2006 EU Bathing Water Quality Standards, the Department, in 2019, had undertaken a consultation exercise on a strategy for the designation of beaches as bathing areas. Although there had been some reservation that the lack of control over activities such as the IRIS Scheme and the whey outfall could affect water quality, the Council had responded positively that it supported the adoption of the Standards and would wish to see Douglas Beach designated as a bathing water.

The consultation questionnaire that had now been issued on the implementation of the strategy, sought responses on a number of issues - including whether the authority would wish to apply for designation of any beach as a bathing water; whether it would be prepared to be the 'controller' in connection with any designation; and whether it considered that certain facilities should be required.

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

- (ii) That the draft responses set out in the consultation questionnaire (as appended to the written report) be approved and submitted to the Department of Environment, Food and Agriculture; and
- (iii) That an application seeking the designation of the whole of Douglas Beach (from the Pollock Rocks to the northern Town Boundary) as a bathing water, also be submitted to the Department of Environment, Food and Agriculture."

A8. Chief Executive's Department Service Plan Performance Report

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 2019 - 2021.

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 2019 - 2021.

Service Plans were an important part of the process to ensure that performance and standards were addressed and delivered. The actions from the Service Plans together with an update on performance as at June 2020 were detailed, however, it was noted that there had been some unavoidable delays in progress in some areas due to the impact of the Covid-19 pandemic.

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

- (ii) That the progress against planned actions and performance indicators also be noted; and
- (iii) That implementation of the system for electronic processing of Members' Allowances Claims be widened to all Members, on the basis of voluntary participation up to April 2021 (after which participation would be a requirement)."

A9. Monthly Financial Review

The Committee considered a written report by the Director of Finance setting out the 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 and non-cheque payments; and the percentage of sundry debtors collected within three months. There had been no further virements since the report was considered at the previous meeting.

The Director of Finance advised that, in normal circumstances, Final Rates Demands would be issued each July for the legal pursuit of outstanding rates. Given that ratepayers may have had their normal financial situation disturbed as a result of the Covid-19 pandemic, it was recommended for this year that a Standard Rate Demand be sent to those ratepayers who had either not paid or not made an arrangement to pay. It was noted, however, that any ratepayers who had not made full payment by 30th June 2020 would not be entitled to the discount.

Resolved, "(i) That particulars of the report be noted on the minutes, including in particular -

- the rates collection below-target figure for the April / May 2020 figure (86% of prior-year figure);
 - the negative impact Covid-19 had had on income collection figures generally for the first two months of the financial year; and
- (ii) That approval be given for Standard Rates Demands only to be issued in July 2020, rather than Final Rates Demands."

A10. Revenue Outturn Report 2019 / 2020

The Committee considered a written report by the Assistant Chief Officer (Finance) detailing the revenue outturn position for the 2019 / 2020 financial year, and seeking to determine key strategic allocations to reserves at the year-end.

The annual report set out the overall revenue performance against budgets, and the ensuing impact upon the General Revenue Reserve. The major elements that had contributed to the year-end position were noted, as were the explanations for any significant variations against the revised budget. Members noted the favourable variance at service level across Committees; the summary of the Council's usable reserves; and the uncommitted balance on the General Revenue Reserve (as compared with the budgeted position set in January 2019).

Members were also reminded of a previous decision taken when setting the budget for 2018 / 2019. This had been that the first £50,000 of any surplus should be allocated to the Risk Management and Special Projects Fund. Given the major financial impact the Council was facing as a result of the Covid-19 pandemic, it was recommended that this be not repeated for 2019 / 2020, in order that the maximum would be available in the General Revenue Reserve to help offset the anticipated significant income shortfall in 2020 / 2021.

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

- (ii) That the full benefit of the favourable revenue outturn position from 2019 / 2020 be retained in the General Revenue Reserve, with no contributions being made to specific earmarked reserves."

A11. Financial Impact of the Covid-19 Emergency

The Committee considered a written report by the Director of Finance setting out the financial implications for the Council arising from the Coronavirus (Covid-19) outbreak.

Covid-19 had seriously impacted the economic development of the Island as a whole, and its financial impact had affected all areas of the Council's operations. The unprecedented levels of income losses would place excessive pressure on the Council's ability to keep net expenditure within budget approvals for this financial year, making an overspend position virtually inevitable.

The full extent of the financial impact would not be known until the 2020 / 2021 revenue outturn position was concluded the following year and, in the meantime, there remained the risk that a second wave (or series of subsequent waves) of the virus could further adversely impact the position, particularly if this led to further lockdown periods. The overall projected rate-borne impact for the 2020 / 2021 financial year was thought to be in the region of £1.8M. This was predominantly due to reduced income, although unplanned expenditure related to Covid-19 had also been incurred.

Loss of income was most noticeable in respect of car parks; although adverse impacts had been noted in the Building Control service, trade waste, Douglas Golf Course, Noble's Park, and commercial lettings. There was also an assumption that 5% of rates would not be collected by the end of the financial year.

In respect of additional costs incurred, one of the largest areas was in relation to tipping charges at the Energy from Waste Plant. This was due to higher tonnage levels of domestic waste being collected during the lockdown period. Other costs incurred were in relation to additional cleaning regimes as a virus mitigation measure; the procurement of ICT equipment to facilitate home working arrangements during the lockdown period; and the procurement of PPE (personal protective equipment) and safety equipment to enable the safe provision of operational services and the opening of public areas.

There had also been an adverse impact on the Housing Revenue Account, most significantly an increase in the social housing tenant arrears position. While it was hoped, as restrictions were eased further, that the arrears figure could be reduced to more manageable levels, it was likely that it would take many months for the previous arrears position to be regained.

As detailed in Clause A10 above, the revenue outturn position for 2019 / 2020 was very favourable, with a higher-than-assumed contribution back into the General Revenue Reserve. This would help cushion the Council from what would otherwise have been a complete depletion of its Balances position; and Members noted the mitigation measures that had been taken in order to protect the Council's position and to reduce the overall rate-borne impact on the Council. These savings were, however, one-off in nature and would not contribute towards a reduction in the rate for 2021 / 2022.

In order to free up the Council's reserves, a Reserves Commitment Review of all rate-borne usable reserves had been undertaken to identify those schemes and commitments which could either be deferred or removed altogether as a commitment. Potentially, the most significant mitigation measure undertaken had been to request from the Department of Infrastructure that the operator's licences for the Drumgold Street and Chester Street Car Parks be relinquished (backdated to 1st April 2020). Should this be progressed to a satisfactory conclusion to the Council, then the adjusted overall adverse net rate-borne impact of Covid-19 would be reduced to just over £1.2M.

As a result of Covid-19, the Council's reserves were likely to be reduced to an uncomfortably low level. While this should ideally be built back up to historic levels in order to be prepared for any future unforeseen eventualities, it would add unwelcome pressures on the Rate for a number of future years.

Officers had undertaken an extensive cash-flow forecasting exercise, looking at the Council's overall finances. It was envisaged that there would be adequate cash funds available for the Council to manage its finances through to the end of the financial year, with the additional opportunity to supplement the cash-flow position by utilising existing petition approvals not yet drawn down.

As part of early preparations for the production of the financial statements and audit of accounts, Finance officers had assumed that the Council was in a position to operate as a viable entity for the foreseeable future, and that the financial position of the Council was therefore expected to be sufficiently robust to survive the impact of Covid-19. The impact of Covid-19 would continue to be monitored as the year progressed, with the Committee being updated as necessary.

Although the detrimental impact upon the Council's reserves was serious, it was the Council's sound financial standing and the existence of its reserves pre-Covid-19 that had provided sufficient resilience to withstand the very negative economic impact of the disease, and this should be of reassurance to the Council and all of its stakeholders at this time.

Resolved, "(i) That particulars of the report be noted on the minutes, including specifically:-

- (a) The estimated adverse known impact of Covid-19 of just under £1.8M on the Council's finances during 2020 / 2021, and the reduction in the level of balance on the General Revenue Reserve;
 - (b) The mitigation measures that had been taken to help minimise the extent of the adverse impact;
 - (c) The positive benefits of the very favourable revenue outturn position from 2019 / 2020 in helping to partially offset the adverse impact;
 - (d) The positive cash-flow projection for the remainder of this financial year;
 - (e) The likelihood that there would remain a longer-lasting financial impact upon the Council's finances and reserves position beyond the current financial year;
- (ii) That it be agreed that there was a need to keep any new funding approvals from the General Revenue Reserve for the remainder of this financial year to a strict minimum; and
- (iii) That the Committee re-affirms the view of officers that there was no perceived risk to the Council's going concern status as a result of the Coronavirus (Covid-19) outbreak."

A12. Commercial Advertising on Council Vehicles

The Committee considered a written report by the Senior Engineering and Waste Services Manager seeking approval of a proposal to permit commercial advertising on Council vehicles.

The Environmental Services Committee, at its meeting in September 2019, had considered a report on the use of Council vehicles for commercial advertising and had resolved that the cost for managing such a service in-house be calculated and also that quotations be sought from advertising agencies to provide the service.

A working group had drawn up a draft guidance document for prospective advertising / marketing companies (as appended to the written report), however, the Executive Committee noted a standing resolution (agreed by the former Environmental Services Advisory Committee in June 2013) which was that commercial advertising should not be permitted on Council vehicles, but rather they be reserved for the promotion of Council services and useful Council contact information.

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

- (ii) That the proposals for selling advertising space on Council vehicles be not supported or progressed."

A13. Pedestrianisation of North Quay, Douglas

The Committee considered a written report by the Assistant Chief Officer (Regeneration) seeking support for a trial pedestrianisation of North Quay.

Since the North Quay had been redeveloped in the early 2000's, there had been a steady change in the character of the area. Most of the businesses were now cafés, restaurants, public houses and bars, many of which made use of the opportunity to operate licensed pavement cafés. As the businesses on the Quay had become more focussed on leisure and hospitality, the calls for pedestrianisation had strengthened and, from some initial work undertaken to survey businesses and other groups that used North Quay, there appeared to be broad support for a trial pedestrianisation.

The aim of the proposal would be to boost economic activity in the area and, additionally, to help support environmental priorities, such as active travel, and to tackle air pollution. If approved by Committee, the next stage would be a full consultation with the businesses and residents that would be affected, with the feedback being incorporated into more detailed proposals.

It was hoped to commence the trial during the summer of 2020 and, if successful, there would then be an opportunity to roll the scheme out fully for summer 2021.

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

- (ii) That the proposals to implement a trial pedestrianisation of North Quay from Quine’s Corner to the ‘Barbary Coast’ Restaurant, from 11:00am to 11:00pm seven days per week for an initial period of six months, be supported in order to enhance the leisure offer of Douglas Quayside and to help support hospitality businesses in the area in their recovery from Covid-19.”

A14. Policy for Dealing with Shopping Trolleys

The Committee considered a written report by the Community and Enforcement Manager seeking authority to establish a new policy for dealing with abandoned shopping trolleys within Douglas.

The proposed policy would create a uniform approach by the Council to all incidents where shopping trolleys were abandoned. The standard practice in all cases would be that all abandoned shopping trolleys would be removed in the first instance by the attending Borough Warden and taken to Shaw’s Brow, either for collection by the owner; to be returned to the owner by the Council; or to be disposed of by the Council.

Byelaw 22 of the Douglas General Byelaws 2013 stated (in part 3) that, “*if the owner of a shopping trolley fails to remove it within 48 hours of being notified by the local authority of its whereabouts, the local authority may deliver the trolley to the shop and recover its reasonable costs for collection and delivery*”.

It was recommended, rather than the owner being given forty-eight hours to retrieve the shopping trolley from the original reported location, that the Council should remove the nuisance immediately, thus preventing a longer detriment to the amenity of the Borough. The owner would then be permitted a forty-eight hour opportunity to collect the shopping trolley from Shaw’s Brow.

Discussion took place on whether a fee should be charged for the initial recovery of the shopping trolley, however, it was agreed that only the suggested flat-rate fee of £25.00 be charged to the owner if the Council had to deliver it from Shaw’s Brow to the owner.

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

- (ii) That the new and firm policy for dealing with abandoned shopping trolleys within Douglas be approved and implemented with immediate effect.”

[*On a vote being taken, Members voted 4 For; 1 Against. Mr Councillor R.H. McNicholl requested his vote against the resolution to be recorded on the minutes.*]

A15. Planning Application – Creation of Road and Pathway for Vehicle and Pedestrian Access, Noble’s Park, Douglas (PA 20/00542/B)

The Committee considered a written report by the Dilapidation Enforcement Officer seeking approval of a response to the Planning Committee in relation to a planning application for the creation of a road and pathway for vehicle and pedestrian access at Noble’s Park.

The original proposals, submitted by the Department for Enterprise, had been considered by the Regeneration and Community Committee in November 2018, when it had been resolved to approve the proposals subject to a number of conditions.

While the proposals would improve accessibility for vehicle users and pedestrians, it was recalled that there was an outstanding resolution of the Executive Committee to review the issue of parking in the Upper Duke’s Road and St Ninian’s Road area in liaison with the Department of Infrastructure. As it had not yet been possible to progress this review with the Department, it was suggested that the planning application should be withdrawn until such time as those discussions had taken place. The Committee opined that the entrance into Noble’s Park during T.T. periods should be directly off St Ninian’s Road, rather than through St Ninian’s Court.

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

- (ii) That the Department of Infrastructure be advised, due to representations previously made to it seeking a review of parking in the Upper Duke’s Road and St Ninian’s Road area, that the Council was supportive of the overall intention to create a road and pathway in Noble’s Park, but was unable to support the particular planning application because of the suggested vehicle route through the Church, and seeking for the Department for Enterprise to be requested to withdraw it accordingly for further urgent discussion with the Council;

- (iii) That the views of St Ninian's Church and the residents and management company of the neighbouring over-50's housing complex be sought in relation to the proposals; and
- (iv) That the Department of Infrastructure be urgently requested to engage in discussions in respect of parking in the whole of the area that included Upper Duke's Road and St Ninian's Road."

A16. Isle of Man Municipal Association

Following announcements by the Isle of Man Government that social distancing measures were no longer required, a new date for the Annual General Meeting had been identified as 30th July 2020.

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

A17. Items for Future Report

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

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

PART C –

Matters subject to Council approval

No matters subject to Council approval were considered.

The Committee rose at 4.40pm.

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

HOUSING COMMITTEE

HOUSING COMMITTEE – Minutes of Meeting held on Wednesday, 17th June, 2020.

Members Present: Councillor Mrs C.L. Wells (Chair), the Mayor, Councillor Mrs C.E. Crawley, Councillor Mrs E.C. Quirk, Councillor Ms J. Thommeny.

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

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies for Absence

Apologies for absence were submitted by Mr Councillor J.E. Skinner.

A2. Declarations of Interest

There were no Declarations of Interest.

A3. Minutes – 18th March, 2020

The minutes of the meeting held on Wednesday, 18th March, 2020, were approved and signed.

A4. Matters arising

No issues were raised as arising from the minutes.

A5. Appointment of Vice-Chair

Members were reminded that the Executive Committee, at its meeting held on Friday 29th May, 2020 had resolved for the current Vice-Chairs of all Standing Committees to continue their appointments for the ensuing municipal year.

Resolved, “That Councillor Mrs C.E. Crawley’s appointment as Vice-Chair of the Housing Committee for the 2020/2021 municipal year be noted and reaffirmed.”

A6. 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. Members noted that as at the end of May 2020 there were sixteen void properties receiving attention.

Members were presented with a summary chart showing the number of properties returned in each month together with details of the category repair type for each property. It was noted that during April 2020 one property had been returned by a tenant and during May 2020 two properties had been returned. Eight properties were ready for reallocation.

Resolved, “That particulars of the discussion and the number of void properties be noted on the minutes.”

A7. Quarter Four Performance Monitoring 2019/2020

The Committee considered a report submitted by the Housing Manager to update on the performance made against measures as outlined in the Housing and Property Service Plans as relevant to the Housing Committee.

Appended to the officer’s report were the performance figures for quarter four, of particular note for this quarter;

- On average, 74.5% of emergency, urgent and routine repairs had been achieved on target;
- On average, 25% of void properties, requiring both standard and major works were completed within the specified programme;
- 100.3% of expected rental income, as per the Council’s profiled budget had been received.

Resolved, “That particulars of the report and discussion be noted on the minutes and that the progress made against the performance indicators in the Service Plans for quarter four 2019/20 be noted.”

A8. **Items for Future Consideration**

The Committee noted the monthly report and schedule setting out items which will be brought forward for consideration to future meetings.

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

A9. **Date and Time of Next Meeting**

Members were reminded that the next scheduled meeting was due to take place at 10.30am on Wednesday, 15th July, 2020.

Resolved, "That particulars of the next meeting 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

C10. **Willaston Apartments Project**

The Committee considered a report submitted by the Assistant Chief Officer (Housing and Property) seeking approval of the design team's Stage D1 report for the Willaston Apartments project.

Members were reminded that Committee approval was given in July 2018 for the initial design team fees and was approved by the Department of Infrastructure (the Department) in February 2020, following revision and the demolition of the previous buildings on the site. The total estimated capital cost approved in the original business case was £9,580,750.00, including demolition. Demolition was carried out separately and the adjusted business case total capital cost was therefore reduced to £9,479,100.00.

The development will consist of a single building, providing fifty-two, two bedroom social housing apartments. The building is designed in accordance with the Department of Infrastructure's affordable housing standards and is compliant with the AECB standards. Appended to the officer's report was the stage D1 report detailing the design of the proposed apartments.

The estimated capital cost of the project is £10,306,500.00. It was noted that this is higher than the previous business case by £827,400.00. Members were advised that this was partly due to the increase of two additional apartments, together with additional tree protection measures, road safety factors and AECB compliance.

As the Department of Infrastructure had provisionally indicated it would not support a cost above that contained within the original business case the design team had proposed a number of potential savings which were considered by the Committee;

- 1) Omit the solar panels to provide a saving of £115,000 – it was noted that solar panels are not required by the AECB standards however they are desirable for sustainable energy reasons;
- 2) Omit the apartment carpets to provide a saving of £75,000 – carpets are not a requirement of the affordable housing standards however they are considered desirable for new build properties;
- 3) Fund the playground relocation separately from the Borough rates to provide a saving of £215,000 – it was noted that relocating the playground is required to provide sufficient parking for the apartments building. (this does not include new playground equipment);
- 4) Reduce the number of apartments in the building, this was not recommended as the Council is currently in need of new two bedroom social housing apartments. It was proposed that the four lower ground floor apartments be removed as these have the least favourable environment and outlook and replace with parking bays, which would result in the playground relocation being unnecessary providing a further saving of £340,000.

The Assistant Chief Officer (Housing and Property) advised Members that since the time of writing the report, the Department of Infrastructure had confirmed that the scheme would not be supported at the higher cost.

A discussion on the above saving proposals ensued. The Assistant Chief Officer (Income) advised that if inflation were to be at 2.6% an extra £250,000 funding would be available.

The Committee accepted the proposed £340,000.00 saving for the removal of the four lower ground apartments and their replacement with parking bays negating the need to relocate the playground. Members requested that infrastructure be included in the design of the parking bays to enable their conversion into flats at a later date.

Members requested that the inclusion of solar panels and carpets be left in the scheme. To avoid further delays to the project the Committee gave authority for the Assistant Chief Officer (Housing and Property) to further negotiate with the Department of Infrastructure by removing these two elements if the Department remained unsupportive of the scheme.

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

- (i) That approval be given to the design team's Stage D1 report, subject to amendment by removing the four lower ground apartments, for the construction of general accommodation apartments on the Willaston Site as shown at appendix one of the officer's report;
- (ii) Should the project proposals not be supported by the Department of Infrastructure that the Assistant Chief Officer (Housing and Property) be given authority to negotiate with the Department to further reduce the scheme by omitting the solar panels and carpets;
- (iii) That the Chief Executive be authorised to petition the Department of Infrastructure for borrowing powers in the amount of £422,012.00 being the sum required to defray the cost of the remaining pre-contract design fees up to stage I3; and
- (iv) That the Department of Infrastructure be advised that an assessment of the Council's housing reserve fund had been undertaken to establish if sufficient monies were available to fund the proposed scheme via that source."

C11. Kitchen Refurbishments Final Phase

The Committee considered a report submitted by the Assistant Property Manager (Capital) seeking approval to progress the final phase of the Kitchen Refurbishment project.

Members were advised that this final phase of work will consist of 364 kitchen refurbishments at Lower Pulrose, Tynwald Court and various locations around the Council's housing stock which will complete any remaining un-refurbished kitchens.

The report advised that some kitchens had not been refurbished as part of the original Kitchen Refurbishment capital project for various reasons including the ill health of tenants. It was noted that this phase of work is intended to revisit those previously declined refurbishments.

Members were advised that the Council had previously appointed Tooms Building Contractors Limited under the kitchen framework contract to refurbish kitchens at Hillside, Lheannag Park, Waverley Court and Willaston. It was noted that Tooms Building Contractors Limited is the sole contractor appointed by the Department of Infrastructure to carry out the remaining Local Authority kitchen refurbishments.

The full petition amount includes the contract price, professional fees and site investigation surveys. Appended to the officer's report was the capital cost build up together with the stage I3 report.

It is anticipated that the final phase of work will commence in September 2020, subject to the contractor's ability to complete the existing kitchen refurbishments by this date that it is currently committed to under a separate contract for the Council. It was noted that the necessity to close the construction industry on the 27th March 2020 due to the COVID-19 pandemic had delayed progress.

The Committee requested that the Housing Manager look at the viability of including the Spring Valley decant properties in this phase of work.

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

- (i) That the stage I3 petition report and contract price from Tooms Buildings Contractors Limited for the final phase of kitchen refurbishments be accepted;
- (ii) That the Chief Executive be authorised to petition the Department of Infrastructure for borrowing powers in the amount of £3,442,444.90 being the sum required to defray the cost of these works; and
- (iii) That the Department of Infrastructure be advised that an assessment of the Council's housing reserve fund had been undertaken to establish if sufficient monies were available to fund the proposed scheme via that source."

The meeting ended at 11.42am.

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, 16th June, 2020.

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

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

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies

There were no apologies for absence submitted.

A2. Declarations of Interest

There were no declarations of interest.

A3. Minutes – 17th March, 2020

The minutes of the meeting held Tuesday, 17th March, 2020 were approved and signed.

A4. Matters arising from the Minutes

There were no matters arising.

A5. Appointment of Vice-Chair

Members were reminded that the Executive Committee, at its meeting held on Friday 29th May, 2020 had resolved for the current Vice-Chairs of all Standing Committees to continue their appointments for the ensuing municipal year.

Resolved, “That Councillor Mrs H. Callow’s appointment as Vice-Chair of the Regeneration and Community Committee for the 2020/2021 municipal year be noted and reaffirmed.”

A6. Quarter Four Service Plan Performance Monitoring – 2019/20

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

Appended to the report were the measures as outlined for the Parks Service, and Douglas Town Centre Management. A red, amber, green status had been applied to each measure.

Members noted that the Covid-19 crisis had adversely impacted upon many of the measures and actions contained within the service plan. This has resulted in target deadlines not being met, in some cases, new deadlines have been set and presented to the Committee in the report appendices. Some project work has been suspended indefinitely to protect the Council’s revenue position.

Resolved, “That particulars of the report and the progress against performance indicators in the Environment and Regeneration Department Service Plans as relevant to the Regeneration and Community Committee be noted on the minutes.”

A7. Cycle Routes through Noble’s Park

The Committee considered a report submitted by the Assistant Chief Officer (Regeneration) to seek agreement for the Department of Infrastructure (the Department) to route two designated cycle routes through Noble’s Park.

Members were advised that the Department is developing a series of cycle routes around Douglas, Onchan and Braddan as part of the Active Travel Infrastructure Project. Two routes have been identified through Noble’s Park that would link the town centre with Onchan and Willaston.

The first route is between Duke's Avenue and St Ninian's Road using the existing wide road surfaces. The second route is between the pedestrian crossing on Glenclutcherly Road and St Ninian's Road, entering the park at the pit lane and either following the existing path to the kissing gate on St. Ninian's Road (option 1) or along the central path to the main St Ninian's Road entrance (option 2). It was noted that option 1 was officers' preferred option.

In response to question, the Assistant Chief Officer (Regeneration) explained that the routes will be a shared space with other park users to encourage recreational cycling travelling at a slower pace. Members noted that any costs associated with the introduction of the routes will be borne by the Department.

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

- (i) The following designation of cycle routes through Noble's Park be approved;
 - (a) Between the entrance on Duke's Avenue and the main entrance on St Ninian's Road via the main car park and the road passed the Pavilion;
 - (b) Between the pedestrian crossing on Glenclutcherly Road and St. Ninian's Road by skirting the edge of the park along the route of the existing footpath and out through an upgraded gate (option 1);
- (ii) Route option 2, utilising the central footpath onto the St Ninian's main entrance not be supported;
- (iii) Any changes to the paths, gates, signage and other directional information be approved by the Head of Parks prior to installation."

A8. Noble's Park Application to Hire Land for the Installation of an Events Marquee

The Committee considered a report submitted by the Head of Parks to progress an application from Switched On Events.

The proposal is to hire an area of land at Noble's park annually for a five year period for the installation of an events and corporate events marquee with the first hire period being the inclusive dates of 5th October, 2020 and 18th January, 2021. The marquee would be located within the Boneyard area and will host public and corporate events for Hop-Tu-Naa, bonfire night, Christmas and New Year's Eve.

The Head of Parks advised that the marquee installation will require planning permission and the event will be subject to all other licences and permissions. In proceeding with the application, the organiser will also be required to produce an event and traffic management plan. In answer to question, the Head of Parks confirmed that residents' consideration will be included in the plan, and the alcohol and music and dance licences will impose maximum noise levels and cut-off times.

The report proposed a ground rent fee for the 2020 events based on the standardised scale of charges as approved by the Committee in December 2019.

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

- (i) The application from Switched on Events for the installation of an events and corporate events marquee at Noble's Park be approved annually for a five year period (2020 to 2024), subject to Executive Committee approval of the planning application and planning approval being granted;
- (ii) For 2020/21, for the duration of 105 inclusive days, between 5th October 2020 and 18th January 2021, a ground rent including application fees as detailed in the report be charged;
- (iii) The hire rate be inflated annually and that any additional or subtracted days be charged at a pro-rata fee of the inflated annual rate;
- (iv) Officers be authorised to provide a letter of consent to the event organiser for the application for alcohol and music licences;
- (v) Any post event reinstatement of the site be charged to the event organiser."

A9. Items for Future Report

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

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

A10. Date and Time of Next Meeting

Members were reminded that the next scheduled meeting was due to take place at on Tuesday, 14th July, 2020.

Resolved, "That the date and time of the next meeting be noted on the minutes."

PART B –

Matters requiring Executive Committee approval

There were no matters requiring Executive Committee approval.

PART C –

Matters requiring Council approval

There were no matters requiring Council approval.

The meeting ended at 11.41am.

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

ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of Meeting held on Monday, 15th June, 2020.

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

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Director of Finance (Mr A. Boyd) (Items A1 to A7, B13 and B14), Assistant Chief Officer (Environment) (Mr A. Donnelly) (Items A1 to A7, B13 and B14), Assistant Chief Officer (Regeneration) (Mr C. Pycroft), Dilapidation Enforcement Officer (Mr S. Salter) (Items A9 and A10), Assistant Town Clerk (Mr P.E. Cowin), Assistant Democratic Services Officer (Miss C. Cullen).

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies

No apologies for absence were submitted.

A2. Declarations of Interest

There were no Declarations of Interest.

A3. Minutes – 16th March, 2020

The minutes of the meeting held on Monday, 16th March, 2020 were approved and signed.

A4. Matters arising from the Minutes

Clause A5 – Institute of Lighting Professionals – In response to question, the Director of Environment and Regeneration advised that officers had been unable to obtain costs from suppliers for pollution sensors due to their staff being furloughed during the pandemic. The Director of Environment and Regeneration further advised that this work would now be progressed by officers following the remobilisation of construction companies.

A5. Appointment of Vice-Chair for 2020/21 Municipal Year

Members were reminded that the Executive Committee, at its meeting held on Friday 29th May, 2020 had resolved for the current Vice-Chairs of all Standing Committees to continue their appointments for the ensuing municipal year.

Resolved, “That Mr Councillor F. Horning’s appointment as Vice-Chair of the Environmental Services Committee for the 2020/2021 municipal year be noted and reaffirmed.”

A6. Enforcement of Dog Policy – Douglas Beach

The Committee considered a report submitted by the Director of Environment and Regeneration seeking approval to reinstate the normal seasonal dog policy on Douglas Beach with effect from Monday 22nd June, 2020.

In 2017 the Council agreed a policy for banning dogs on Douglas Beach from Switzerland Road southward between 1st May to 30th September each year and between the hours of 10am and 5pm. From Switzerland Road northward, dogs are permitted at any time provided they are not at large.

Members were advised that due to the Emergency Powers Regulations restricting residents’ movements during the lockdown period a decision had been made, in consultation with the Council Leader and the Chair of the Environmental Services Committee to suspend the normal seasonal dog restrictions on Douglas beach to allow residents to exercise their dogs at the same time as taking their daily exercise.

As the restrictions on residents have eased considerably and they are now permitted to leave their homes for any purpose, for as long as they wish and to travel to other locations for exercise it is considered that the normal seasonal dog policy on Douglas Beach should now resume. It is recommended that the policy come into effect from Monday 22nd June to enable sufficient communication with the public and for them to plan alternative arrangements.

Resolved, "That particulars of the report be noted on the minutes and that the normal seasonal dog policy on Douglas Beach resume with effect from Monday 22nd June, 2020."

A7. **Quarter Four Service Plan Performance Monitoring**

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

Appended to the officer's report were the measures as outlined in each Service Plan together with an update on the performance as at the end of quarter four 2019/20. A red, amber and green status had been applied to each measure.

Members were advised that the Covid-19 crisis had adversely impacted upon many of the measures and actions contained within the service plans which had resulted in target deadlines not being met; in some cases, new deadlines had been set and were reflected in the appendices. It was noted that some project work had been suspended indefinitely to protect the Council's revenue position.

Of particular note for quarter four;

- The Building Control target for vetting applications within 10 working days was exceeded in 2019/20;
- Some of the actions within the Car Parks Service Plan were delayed due to awaiting action from others;
- Several Electrical Services schemes are now behind schedule due to Covid-19 and faulty equipment, however, most annual programmes within Electrical Services were completed;
- All targets within Fleet Services were met;
- The quantitative measures within the Community and Enforcement team were otherwise all met;
- Two measures within Waste Services are not progressing due to previous Committee decision and three have been delayed awaiting Committee decision. Staff absence has been high due to long term sickness. Public toilet income has been impacted primarily by the Promenade works. The target for trade waste customers and recycling were not met. The waste educational programme was on target but visits had to cease in March

Resolved, "That particulars of the report and discussion be noted on the minutes and that the progress made against performance indicators in Service Plans for Quarter Four 2019/20 be noted."

A8. **Adjournment and Resumption and Attendance**

The Committee adjourned at 11.30am and resumed at 11.35am. The Director of Finance and Assistant Chief Officer (Environment) were thanked for their attendance and left the meeting.

The Dilapidation Enforcement Officer joined the meeting for discussion of the following two items.

A9. **Planning Applications**

The Committee considered a report submitted by the Dilapidation Enforcement Officer detailing three planning applications.

Members firstly considered **Planning application 20/00136/B for** the conversion of an office block into eight residential units and storage units in the basement at 12 – 14 Ridgeway Street, Douglas. The report recommended that support be given to the application as officers consider that it complies with the relevant planning policies.

The Dilapidation Enforcement Officer advised that officers had raised concerns with the applicant at an early stage in regard to the bin store, bicycle store and the lack of detail which had been provided on the proposed storage units. Subsequently, amended plans were submitted by the applicant. It was recommended that support be given to the application as officers considered that the amended plans comply with the relevant planning policies. The Committee asked that the applicant consider making the bicycle storage area secure and that the applicant refer to the Secured by Design principles.

Members requested a future report on guidance for bicycle storage.

Members went on to consider **Planning application 20/00401/B** for the conversion of the first, second and third floors from office (class 2.1) and retail space (class 1.1) to provide twelve short term and tourist apartments (class 3.6) at 21 – 23 Castle Street, Douglas.

The Dilapidation Enforcement Officer advised that officers had initially raised concerns over the proposed bin and bicycle stores. Members were advised that Council officers had met with the applicant and architect to address these concerns. Amended plans had subsequently been submitted and it was noted that the Council's waste management team are now content with the proposals for waste and recycling. It was recommended that support be given to the application. The Committee asked that

comment be included in the response to the planning authority that the proposed bin storage area is an improvement on the current situation which would be managed by the applicant.

The Dilapidation Enforcement Officer advised that the Department of Infrastructure had previously raised an objection to the application based on the bin and bicycle stores but that this objection had probably been based on the original proposals.

Members then considered **Planning application 20/00500/D** for the installation of a digital signboard at Falcon House, 22 – 24 Ridgeway Street, Douglas.

The Dilapidation Enforcement Officer advised that as the application site falls within a Conservation area careful consideration must be given to the application to ensure it does not have a negative impact on the area. Members noted that officers consider that the proposed application could potentially be intrusive to the residents living in close proximity to the signage due to the light emitted from the digital display.

Members were advised that there had been insufficient detail provided about the intended use of advertising and if the advertising did not relate to the building on which the board is situated it could be in breach of General Policy 6 of the Isle of Man Strategic plan. Due to the lack of information contained within the application and the various policies that apply to advertising within towns and villages it was recommended that an objection be raised to the application.

The Committee requested a future report on the suitability of Digital signboards within Douglas, specifically within Douglas Town Centre.

Resolved, “That particulars of the report and discussion be noted on the minutes and that the following responses be submitted to the Planning Authority;

- (i) That support be given to planning application 20/00136/B for the conversion of an office block into 8 residential units and storage units in the basement at 12-14 Ridgeway Street Douglas;
- (ii) That support be given to planning application 20/00401/B for the conversion of the first, second and third floors from office (class 2.1) and retail space (class 1.1) to provide twelve short term and tourist apartments (class 3.6) at 21 - 23 Castle Street Douglas and that comment be included in the letter to the planning authority that should the Department of Infrastructure’s objection remain in place the Council request that the application be looked at by the Planning Committee; and
- (iii) That an objection be raised to planning application 20/00500/D for the installation of a digital signboard at Falcon House 22 - 24 Ridgeway Street Douglas on the grounds that the application site falls within a conservation area which does not comply with Environment Policy 37 of the Isle of Man Strategic plan and that the Council’s response to the planning authority be forwarded to the Environmental Services Committee Members before being submitted.”

A10. Schedule of Neglected, Dilapidated, Ruinous and Dangerous Properties

The Committee considered a schedule of properties in a state of dilapidation or disrepair, setting out 0 properties added since the last meeting; ten properties removed because work had been completed; 35 properties on which work had commenced; 22 properties where no work had been undertaken; and a total of 57 properties remaining on the list.

Members were reminded that the addition of any property to the list would first involve contact with the property owner to resolve the concern over its condition and to offer them reasonable opportunity to carry out the work willingly. Should that not happen, then Notice would be served that the work must be carried out, and failure then to comply with the Notice would involve the possibility of legal action having to be undertaken.

Resolved, ‘That the schedule of dilapidated properties be noted and approved and that the Director of Environment & Regeneration be authorised to progress improvements to the properties, by service of Notice and legal action where necessary.’”

The Dilapidation Enforcement Officer was thanked for his attendance and left the meeting

A11. Items for Future Report

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

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

A12. Date and Time of Next Meeting

Members were reminded that the next scheduled meeting of the Environmental Services Committee was due to take place at 10.00am on Monday, 13th July, 2020.

PART B –

Matters requiring Executive Committee approval

B13. Tenders for Groyne Removal or Reinstatement Works at Douglas Foreshore

The Committee considered a report submitted by the Assistant Chief Officer (Environment) to advise on the tender returns received for the removal and the reinstatement of groynes on Douglas foreshore.

Members were advised that tender documentation had been sent out for two separate projects as follows;

- Tender A – for the removal and disposal of all the groynes currently in-situ on Douglas foreshore; and
- Tender B – for the removal and disposal of 90% of the groynes currently in-situ on Douglas foreshore, which are damaged beyond repair and reinstatement of groynes in the position of the 6 no. sections of removed groynes from the low water line to high water line/sea wall on a like for like basis. A tender for reinstatement had previously been requested by Committee for cost comparison purposes.

Fifty-two contractors were invited to tender through the Council's online procurement system. Appended to the officer's report was the specification for Groyne removal which is compliant with standard engineering practice, a site plan showing the location of the 6 groyne fields, a site survey and construction details.

Members were advised that six contractors had submitted tender returns. Set out within the officer's report was a table detailing the tender submissions for both tender A and tender B for comparison. The report recommended accepting the lowest tender for Tender A from R.G.W. Limited which is considered competitive and represents best value for money.

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

- (i) That the lowest tender received from R.G.W. Limited, for (Tender A) for the removal of groynes at Douglas foreshore be accepted; and
- (ii) That the matter be referred to the Executive Committee to seek funding from General Revenue Reserves."

For: 4, Against: 1

Mr Councillor R.H. McNicholl asked that his name be recorded as voting against the resolutions.

B14. Tenders for Civil Engineering Works Queens Promenade Gardens

The Committee considered a report submitted by the Assistant Chief Officer (Environment) to advise on the tender returns received for the installation of public lighting on Queens Promenade Walkway and the capping of entrances and conversion of Queens Promenade underground toilet stairwells into planters.

Members were advised that tenders had been invited from twenty-six suitable contractors through the Council's procurement system. It was noted that four contractors had returned tenders by the closing date.

Contained within the officer's report was a table detailing the four tender submissions, it was recommended that the tender received from Stephen Christian and Sons Limited be accepted as the lowest tender received which represents value for money.

Members were reminded that approval had been given in January 2018 to funding of £10,000 from General Revenue Reserves from the 2018/19 budget for sealing off the old Queen's Promenade toilet. Approval of this tender would therefore require additional funding.

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

- (i) That the lowest tender from Stephen Christian and Sons limited for the Civil Engineering Works at Queens Promenade be accepted; and
- (ii) That the matter be referred to the Executive Committee to consider additional funding from General Revenue Reserves."

PART C –

Matters requiring Council approval

There were no matters requiring Council approval.