



Borough of Douglas

**MR COUNCILLOR JONATHAN JOUGHIN, JP
MAYOR**

Town Hall,

Douglas,

9th April, 2021

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held VIRTUALLY on WEDNESDAY, the 14th day of APRIL, 2021, at 2.30 o'clock in the afternoon, for the transaction of the hereinafter mentioned business.

I am,

Yours faithfully

A handwritten signature in black ink, appearing to read 'Kathleen'.

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 and Property 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, 10th March, 2021, the reconvened Council Meeting held on Thursday, 11th March, 2021, and the Special Council Meeting held on Friday, 26th March, 2021.

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

EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Friday, 26th March, 2021.

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), 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.

A2. Declarations of Interest

No declarations of interest were submitted.

A3. Minutes

The minutes of the meeting held on Friday 26th February 2021 were approved for signature.

A4. Matters Arising From Previous Minutes

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

A5. Referrals from the Environmental Services Committee

There were no referrals from the minutes of the Environmental Services Committee meeting held on Monday 15th March 2021.

A6. Referrals from the Regeneration and Community Committee

There were no referrals from the minutes of the Regeneration and Community Committee meeting held on Tuesday 16th March 2021.

A7. Referrals from the Housing and Property Committee

There were no referrals from the public minutes of the Housing and Property Committee meeting held on Wednesday 17th March 2021.

A8. Monthly Financial Review

The Committee considered a written report by the Director of Finance setting out details of progress made against key performance indicators for finance together with related key financial monitoring information.

Members were reminded that, in 2020, a covering letter had been sent out with Rates Demands in order to assist any ratepayers who might have been experiencing financial difficulties, and it was proposed to send a similar letter this year. Since the report had been written, the Isle of Man Government had announced a further support scheme for business premises, and it was suggested that this also be referred to within the letter.

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

(ii) That the 98.5% rates collection figure for the April 2020 to February 2021 period (compared against the target figure of 98.8% for that period) be noted; and

- (iii) That the proposed covering letter to be sent out with the Rates Demands in April 2021, as amended to include information relating to the Isle of Man Government's business premises scheme, be approved accordingly."

A9. 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 2021 / 2022.

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 the Prudential Indicators in respect of affordability for 2021 / 2022.

Members were reminded that the indicator for prudence was that net external borrowing would not exceed the capital financing requirement, and the Plan accordingly 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. It was confirmed that these had been adopted in 2011, and reviewed and updated in 2019.

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

- (ii) That the Treasury Management Plan 2021 / 2022 be approved."

A10. Urgent Business Procedure – Lifting of Car Park Tariffs during the March 2021 Circuit-Break Lockdown and any Subsequent Lockdowns in 2021

The Committee considered a written report by the Director of Environment and Regeneration on the use of the Council's Urgent Business Procedure under Standing Order 125.

The Leader of the Council and the Chair of the Environmental Services Committee had considered a recommendation that the Shaw's Brow and Bottleneck Car Parks - with the exception of contract spaces - be made free from midnight on Tuesday 2nd March 2021 until the end of the March 2021 circuit-break lockdown; and during any subsequent lockdown periods during 2021.

It was recalled, during the first lockdown in 2020, that the Council had not levied tariffs at its public car parks. This decision had been taken in order to support key workers deployed to operations in the Town Centre; to prevent the need for car park users to touch pay stations or other hardware; and to support those essential retailers who were able to remain open. This same courtesy had been extended during the circuit-break lockdown in January 2021.

Members discussed the reinstatement of charges, and agreed that it would be appropriate to recommence charging once the current circuit-break restrictions were eased.

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

- (ii) That the resolution under the Urgent Business Procedure – to lift car park tariffs in the Shaw's Brow and Bottleneck Car Parks (with the exception of contract spaces), from midnight on Tuesday 2nd March 2021 until the end of the current circuit-break lockdown, and also during any subsequent circuit-break lockdowns imposed in 2021 - be noted and endorsed; and
- (iii) That the charging of fees be reinstated in the Shaw's Brow and Bottleneck Car Parks as soon as the current restrictions were eased."

A11. Proposed 'Wind Tree', Loch Promenade, Douglas

The Committee considered a written report by the Assistant Chief Officer (Regeneration) in relation to a joint proposal by the Isle of Man Government's Climate Change Transformation Team and the Department of Infrastructure to erect a wind generator in the style of a tree in place of shelter No.2 on Loch Promenade.

As part of the Government's commitment to Net Zero Carbon by 2050, as laid out in the Isle of Man's Climate Bill, the Wind Tree had been identified as a pilot project to support this commitment. The structure would be used to power the Electric Vehicle charging points on Loch Promenade, thus allowing vehicles to be charged from a carbon-neutral source.

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

- (ii) That the Government's Climate Change Transformation Team and the Department of Infrastructure be advised that, having considered the proposals, it was felt that there was insufficient technical information available to enable a proper assessment of whether the proposal demonstrated a significant benefit to the public."

A12. Vacancy in Committee Membership

The Committee considered the appointment to the Membership of both the Environmental Services Committee and the Regeneration and Community Committee.

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

- (ii) That Mr Councillor S. Hamer be appointed to serve as a Member of the Environmental Services Committee for the remainder of the current Municipal Year; and
- (iii) That Mr Councillor D. Watson be appointed to serve as a Member of the Regeneration and Community Committee for the remainder of the current Municipal Year.”

A13. Isle of Man Municipal Association

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

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

A14. 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 5.00pm.

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

PENSIONS COMMITTEE

PENSIONS COMMITTEE – Minutes of Meeting held on Wednesday, 24th March, 2021.

Members Present: Councillor Ms K. Angela (Chair), the Mayor, Councillor Mrs C.E. Crawley, Mr Councillor F. Horning, Mr Councillor J.E. Skinner, Councillor Ms J. Thommeny, Mr A. Thomas (Independent Member).

In Attendance: Scheme Administrator - Mr A. Beedall and Mr M. Slaughter (Capita). Director of Finance (Mr A. Boyd), Assistant Chief Officer (Finance) (Mr E.P. Pierce), Payroll and Payments Manager (Miss K. Quine), Democratic Services Officer (Mrs D. Atkinson), Assistant Democratic Services Officer (Miss C. Cullen)

REPORT

PART A –

Matters within the scope of the Committee's delegated authority

A1. Apologies

There were no apologies submitted for the meeting.

A2. Declarations of Interest

There were no declarations of interest.

A3. Minutes – 24th February, 2021

The minutes of the meeting held Wednesday, 24th February, 2021 were approved for signature.

A4. Training: Isle of Man Local Government Superannuation Scheme – Administering Authority Decisions and Responsibilities

The Committee received a training presentation from Mr M. Slaughter on the Isle of Man Local Government Superannuation Scheme's (IOMLGSS) decisions and responsibilities as administering authority.

Mr Slaughter began by providing a brief overview of the IOMLGSS Members' benefits and contribution levels which are all defined by a pre-determined formula. Members noted the differences between the pre and post 2012 membership, in particular the accrual rate and final pensionable pay calculations. The normal pension age, ill-health retirement option and the death benefit were presented to the Committee.

Members were presented with the statutory requirement to provide an Annual Benefit Statement (ABS) which is produced by Capita on behalf of the Scheme. In addition to the Member's benefit information, the ABS also includes the estimated death grant, spouse/partner's benefits, and in 2021 for the first time confirmation of whether a death grant nomination form has been received. Mr Slaughter explained the importance of this form in order for the Scheme to ensure that any payment is made at the wish of the member. The Assistant Chief Officer (Finance) reminded the Committee of the IOMLGSS policy for dealing with death grants.

Mr Slaughter moved on to the discretionary policies of the Administering Authority. The Council is responsible for preparing, maintaining and publishing a list of the Scheme's discretionary policies. He explained that all policies should be workable, affordable, reasonable and equitable. A list of mandatory policies were presented to Members. It was noted that Scheme employers will also have their own discretionary policies to prepare and maintain. Employer policies generally cover any matters that have a cost involved.

Mr Slaughter touched on the Scheme's admitted bodies agreements which permitted certain bodies providing a public service (non-profit) to enter into the Scheme subject to Department of Infrastructure approval.

Members noted the requirement to publicise a statement confirming communications with Members and their representatives, prospective members and employing authorities. The IOMLGSS communications policy is available to view on the Scheme's website.

Mr Slaughter presented the topic of complaints and redress. The IOMLGSS has a set target time of 10 days to respond to any complaints. If the complainant is not satisfied with the response, the complaint can go through the Internal Dispute Resolution Procedure (IDRP). There are potentially two stages to this process: at stage 1 the complaint is dealt with by a senior member of Capita's Technical Team;

stage 2 is handled by Douglas Borough Council's Director of Finance. If the complainant is still unhappy with the outcome at stage 2, they can refer the case to the Pensions Ombudsman whose decision is binding on all parties.

Mr Slaughter finished with a reminder of the Scheme's requirement to comply with the Data Protection Act. There was a discussion on the Scheme's retention period for previous members. Mr Slaughter emphasised the need to retain data on all types of Members for an indefinite period of time. It was explained that deceased persons' personal data is outside the scope of the General Data Protection Regulation (GDPR).

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

A5. Annual Review of the Pensions Risk Register

The Committee considered a report submitted by the Assistant Chief Officer (Finance) to review the Pensions Risk Register.

Members were reminded that the document is presented annually to the Committee to advise of any risks facing the scheme, and to ensure that the Council, as administering authority, and all of its partners, have effective strategies for the management of those risks. Officers confirmed a review had been conducted together with the Investment Consultant and Contract Administrator. A 'changes made' column was included in the document for Committee's benefit to highlight changes made in the version.

Members were presented with a table of thirty-eight risks. The risks were categorised and colour coded by low, moderate and high risks. The risks were re-calculated after a chosen action and colour coded accordingly using the RAG (Red Amber Green) model.

It was noted that there were no residual risk scores showing high risk (severe); however there were six risks showing high risk (major). The report explained that some risks are currently considered higher than previously assumed due to the Covid-19's impact on global markets, and also a disruption to normal operations. It is expected that these risks will be downgraded in due course.

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

- (i) The review of the Risk Register be noted; and
- (ii) The chosen actions set out in the Risk Register be endorsed."

A6. Superannuation Scheme Performance Monitoring

The Committee considered a report submitted by the Assistant Chief Officer (Finance) to update on the performance against measures outlined in the Superannuation Scheme Service Plan.

Members had in front of them the actions from the Service Plan together with an outcome on each. The RAG model had been applied to determine progress in comparison to the action. Members noted that all objectives on the Plan are completed or on schedule apart from two. One relates to liaising with the Department of Infrastructure to bring Regulations up to date and the ongoing dispute regarding the funding of actuarial support to the Policy Review Group. The second action behind schedule is the annual re-balancing of the funds. This was an oversight during the lockdown; however all funds are within their control ranges, and the annual report on the subject will instead be considered by the Committee in May.

Resolved, "That particulars of the report and discussion be noted on the minutes and the progress against the planned actions in the Service Plan be noted."

A7. Items For Future Report

The Committee considered a report submitted by the Democratic Services Officer setting out items that are to be considered at future meetings and to review any future training requirements.

Members agreed as a result of the delayed Local Authority Elections, all current Council Members should be invited to attend an introductory training presentation on the Scheme. Officers suggested that all Members attend the beginning of the May Committee Meeting to receive the introduction to pension investments training. It was agreed that a further training presentation on the administration of the Scheme should be arranged for a suitable date. The preference is to host the training in the Council Chamber, but there may be a requirement for virtual attendance if restrictions remain in place.

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

A8. Date and Time of Next Meeting

Members noted that the next scheduled meeting was due to take place at 10.30am on Wednesday, 26th May, 2021.

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

PART B –

Matters requiring Executive Committee approval

There were no items requiring Executive Committee approval.

PART C –

Matters requiring Council approval

There were no items requiring Council approval.

The Committee rose at 11.58am.

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

HOUSING AND PROPERTY COMMITTEE

HOUSING AND PROPERTY COMMITTEE – Minutes of Meeting held on Wednesday, 17th March, 2021.

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, Councillor Ms J. Thommeny.

In Attendance: Director of Housing and Property (Mr D. Looney), Accountancy Manager (Mr M. Quayle), Housing Manager (Mr V. Zivave), Assistant Property Manager (Assets) (Mrs S. Cain) (Items A10, A11), Assistant Property Manager (Capital) (Mr R. Green) (Item A8), Assistant Town Clerk (Mr P.E. 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 received.

A2. Declarations of Interest

There were no Declarations of Interest.

A3. Minutes – 17th February, 2021

The minutes of the meeting held on Wednesday, 17th February, 2021, were approved for signature.

A4. Matters arising

No issues were raised as arising from the previous 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.

Appended to the officer's report was the void properties schedule, which showed that as at the end of February 2021 there were seventeen 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.

The Chair drew Members attention to a number of properties listed as requiring major void works, she explained that officers were undertaking an exercise to bring these properties up to a higher void standard with a view to improving the overall housing stock.

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

A6. Housing Rent Arrears

The Committee considered a report submitted by the Housing Manager to monitor the progress made on rental income collection.

Members were reminded that since the outbreak of coronavirus in March 2020, Council officers had carried out a significant amount of work conducting welfare checks and calls to all tenants who were in rent arrears due to the effects of the pandemic. For any tenants who do not have payment plans, officers were engaging with and linking them to charities and Government organisations that offer debt counselling. The Director of Housing and Property advised that Housing officers were scheduled to recommence welfare calls to tenants over the age of seventy in the week commencing 22nd March, 2021.

Members were advised that due to the frequency of rent payments there is a constant fluctuation of tenants in arrears of under £500 and as such Housing officers were targeting tenants in the over £500 category noted at 2.2% of all tenants which had reduced from 3.6% from the previous month.

Appended to the officer's report was a table setting out the rent arrears statistics for January 2021 and February 2021. Members were advised that as at the 28th February the level of rent arrears was £136,073.01.

In response to question the Accountancy Manager advised that it was too early to give an indication as to how the current circuit breaker lockdown had impacted rental income collection but that it was likely to have an adverse impact.

Resolved, "That particulars of the report and discussion be noted on the minutes and that the progress made on rental income collection be noted."

A7. Voids Refurbishment Contract Framework

The Committee considered a report submitted by the Assistant Housing Manager (Maintenance) to progress the void refurbishment framework contract.

Members were reminded that works to void properties have been carried out by a contractor using a pre-determined and tendered schedule of rates since Committee approval in 2016 as it is considered to be the most efficient method to turn around void properties. It was noted that the current contract was due to expire on 31st March 2021.

Appended to the officer's report was the schedule of rates against which contractors were required to tender together with a comparison of the previous voids framework. Framework rates to bring properties up to re-let standard were invited and returned by the closing date of 5.00pm on Tuesday 16th February, 2021.

The tenders were opened by the Chair of the Housing and Property Committee on 17th February 2021 and following checks and analysis of the three tenders received it is proposed to accept the lowest tender submitted by Maclo Construction Limited which was below the pretender estimate.

Members were advised that as the standard within the Council's void properties had been raised additional items had been added to the new contract which had raised the contract tender submissions. It was noted that although the works are listed and costed, only works required will be completed, these include;

- Installation of low access showers in ground floor flats where required;
- Complete decoration throughout the property;
- Positive Input Ventilation (PIV) system to reduce condensation;
- Multi-panel wall finishes installation to bathroom walls;
- Supply and installation of washer/dryers where required;
- Installation and upgrading insulation in lofts of all property types.

The Housing Manager explained that the framework amount is an overall cost assuming all works are required for every void, as some voids only require minimal works the full costs quoted will not be reached and the Housing Voids officers will work within the allocated budget.

It was noted that if the same scope is used without the additional items the overall cost will be £860,021.04 compared to the previous framework cost of £778,509.36 an increase of £81,511.68 over two years.

It is anticipated that these works will commence on site in April 2021 and will continue until March 2023 when the two years is complete or the contractual figures are fully utilised.

Resolved, "That particulars of the report and discussion be noted on the minutes and that the lowest tender rates for the void refurbishment framework contract from Maclo Construction Limited for a period of two years be accepted."

A8. Willaston External Refurbishment – Second Framework Procurement

The Committee considered a report submitted by the Assistant Property Manager (Capital) to progress the second framework of the Willaston External Refurbishments.

Members were advised that the ten year external refurbishment strategy will reach the half way stage once phase ten is complete in September 2021. At this time, three hundred and forty dwellings will have been externally refurbished leaving up to three hundred and forty-four properties to be refurbished under the second five year framework.

The Committee noted that a number of issues had impacted upon the programme resulting in the first five year framework running approximately twelve months behind schedule.

Appended to the officer's report was the Capital Design Stage D1 and I1 report which had been revised to reflect the current status of the project. The second framework consists of nine phases of work and each phase will have a six month overlap to ensure two phases are on site at any one time to maintain the refurbishment strategy which had worked satisfactorily during the first framework.

Members were advised that the Department of Infrastructure had requested a significant amount of extra explanatory information following submission of the Stage D1/I1 report, as such Council officers along with the Design Team had reviewed and applied a number of amendments to the report, these amendments were set out in the officer's report.

It was noted that phase eleven is anticipated to commence on site in December 2021, subject to no delays during the remainder of the procurement process.

Resolved, “That particulars of the report and discussion be noted on the minutes and that the amended Capital Design Stage D1/I1 report be approved.”

A9. Installation of New Nurse Call System into Waverley Court

The Committee considered a report submitted by the Housing Manager to award the tender for the installation of a new nurse call system into Waverley Court.

Members were reminded that at a meeting of the Committee held on 19th February, 2020 approval had been given to the proposed business case to replace the existing Nurse Call System at Waverley Court which had reached the end of its useful life. Since that time, the scheme had been tendered on three occasions. It was noted that only one tender submission had been received by the closing date on the most recent tender exercise.

Members were advised that as Waverley Court was built before 2000, it is a statutory requirement to carry out an asbestos survey before undertaking any major repair works in order to comply with the Control of Asbestos Regulations 2012. As such, quotations to carry out an asbestos survey in the communal areas at Waverley Court were sought from health and safety consultants and it is recommended that the lowest tender from SafetyNet Limited be accepted.

March Consultants, the only on-Island specialist consultants on Nurse Call Systems were approached to carry out an analysis of the tender and Value for Money statement, they had concluded that the material costs were similarly priced to comparative schemes but advised that installation costs were higher than expected. Given that there was only one return from the five contractors that had showed an interest would indicate that this work is not a contractor’s first choice type of work and with only one contractor returning a tender bid it would indicate that there is a degree of complexity not suited to all electrical contractors.

Appended to the officer’s report were the priced tender documents. Subject to the necessary approvals, it was noted that works are anticipated to commence on site in May 2021.

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

- (i) That the tender submitted by G4S Limited for the installation of a Nurse Call System at Waverley Court be accepted;
- (ii) That SafetyNet Limited be appointed to carry out an asbestos survey to comply with the Control of Asbestos Regulations 2012;
- (iii) That March Consultants Limited be appointed to prepare a Value for Money Statement in the sum of £250.00;
- (iv) That the Chief Executive be authorised to petition the Department of Infrastructure for borrowing powers for the total amount of £170,921.87, being the sum required to defray the cost of these works; and
- (v) That the Department of Infrastructure be advised that an assessment of the Council’s Housing Reserve fund has been undertaken and it had been established that insufficient monies were available to fund the proposed scheme via that source.”

A10. Henry Bloom Noble Library – Cleaning Service Agreement Contract

The Committee considered a report submitted by the Assistant Property Manager (Assets) to appoint the contractor for the cleaning of Henry Bloom Noble Library.

Members were advised that the current Library cleaning contract expires on 31st March 2021 and therefore tenders were invited on the Council’s electronic procurement system.

It was noted that the cleaning schedule and requirements had been reviewed and updated to incorporate higher levels of hygiene cleaning and deep cleaning of carpets and chairs with an additional clause included so that in the event of a pandemic or any other outbreak that results in the temporary closure of the premises the cleaning service and associated payments can be suspended for the duration of the enforced closure.

Members were advised that only one tender was received, it was noted that this had increased from the original tender submission three years ago, also submitted by G4S Secure Solutions Limited who are currently appointed to carry out the service, the higher sum relates to changes in the specification requirements and greater labour and material costs.

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

- (i) That G4S Secure Solutions Limited be appointed to act as the Cleaning Company to undertake the cleaning of Henry Bloom Noble Library and enters into a Service Agreement to commence from 1st April 2021 until the 31st March 2024; and
- (ii) That the expenditure be funded from the existing General Revenue Balances (Property Maintenance Budget).”

A11. Ballacottier Service Centre – Cleaning Service Agreement Contract

The Committee considered a report submitted by the Assistant Property Manager (Assets) to appoint the contractor for the cleaning of Ballacottier Service Centre.

Members were advised that the current cleaning contract, which had been in place for three years, was due to expire on 31st March, 2021 and tenders were therefore invited on the Council’s electronic procurement system. It was noted that the tender documentation included higher levels of hygiene cleaning with a clause included that in the event of a pandemic or any other outbreak that results in a temporary closure of the premises, the Council can suspend the cleaning service and any associated payments.

Members were advised that only one tender return was received by the closing date from G4S Secure Solutions Limited, which was recommended for acceptance.

It was noted that this had increased from the original tender submission three years ago, also submitted by G4S Secure Solutions Limited who are currently appointed to carry out the service, due to changes in the specification requirements and greater labour and material costs.

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

- (i) That G4S Secure Solutions Limited be appointed to act as the cleaning company to undertake the cleaning of the Ballacottier Service Centre which includes entering into a three year contract to form the Cleaning Service Agreement commencing on the 1st April, 2021; and
- (ii) That the expenditure be funded from the existing General Revenue Balances (Property Maintenance Budget).”

A12. 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.”

A13. Date and Time of Next Meeting

Members were reminded that the next scheduled meeting was due to take place at 10.00am on Wednesday, 19th May, 2021.

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

PART B –

Matters requiring Executive Committee approval

There were no items requiring Executive Committee approval.

PART C –

Matters requiring Council approval

There were no items requiring Council approval.

The meeting ended at 12 noon.

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 March, 2021.

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), Borough Librarian (Mrs J. Macartney), Democratic Services Officer (Mrs D. Atkinson).

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies

There were no apologies submitted.

A2. Declarations of Interest

There were no declarations of interest.

A3. Minutes – 16th February 2021

The minutes of the meeting held Tuesday, 16th February, 2021 were approved for signature.

A4. Matters Arising

Clause A6 Derby Square Mast – Resident Consultation.

The Chair clarified that he did not agree to reconsider the Derby Square Mast decision at the March Council Meeting. Officers confirmed that the Council recording had been replayed to verify that this was the case.

A5. HBN Library Quarter Three Service Plan Monitoring – 2020/21

The Committee considered a report submitted by the Borough Librarian to update on the performance against measures outlined in the Library Service Plan and other usage numbers in the Library.

Appended to the report were the actions as outlined in the Library's Service Plan, together with an update on performance as at the end of quarter three 2020/21. A red, amber, green or black status had been applied to each measure.

Members noted that library membership had increased during 2020/21 despite the Library only being available online for part of the year. The increase was attributed to providing library membership free Island-wide. Due to the lockdown downloads of both books and magazines had also increased.

The Borough Librarian agreed to circulate the Post Office kiosk usage figures to the Committee.

Resolved, "That particulars of the report and the progress against performance indicators in the Library Service Plan be noted on the minutes."

A6. Replacement Pollinator Scheme for Manor Drive

The Committee considered a report submitted by the Head of Parks to identify a replacement pollinator site for the Manor Park pollinator prescription.

Following the Committee decision to remove Manor Park from the pollinator plan management prescriptions, a new site had been identified for inclusion. An aerial photograph of the area, a section of perimeter at Groves Road open space, was presented to Members.

It was noted that the area is on a slope and will therefore be easier to maintain as a pollinator prescription. The area will be managed using prescription 4 which is a mixture of wildflower and naturalised grassland with mown edges.

Resolved, "That particulars of the report and discussion be noted on the minutes and pollinator prescription four be implemented at the perimeter of Groves Road open space."

A7. Creation of a Community Orchard at Ballaughton Park

The Committee considered a report submitted by the Head of Parks, following a request from Members, to advise on the feasibility of a community orchard within Douglas.

At the January 2021 meeting, the Committee requested a report on the feasibility of a community orchard within Douglas. An area of land at Ballaughton Park and adjacent to the Isle of Play adventure playground had subsequently been identified. This area has been determined as the ideal location due to its proximity to the Ballaughton Nursery and the Isle of Play Adventure playground, the latter providing an educational opportunity for users of the area. The site is also a former nursery paddock and the soil conditions will be receptive to successful tree and plant growth and access to a water source is available.

Members noted the proposal will include edible fruit trees, raised beds to accommodate soft fruits, fencing, gates and a tarmacked stone path between the play area entrance and the entrance to Lester's Yard. The estimated cost of the project is £8,325 which will be funded from existing budgets.

The Head of Parks advised that the Rotary Club of Douglas may be willing to provide some trees for planting in the Borough, which if possible will be accepted to further establish the orchard area.

Members were supportive of the initiative and asked that consideration be given to introduce an additional orchard in Noble's Park.

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

- (i) A community orchard be created at Ballaughton Park;
- (ii) The possibility of creating a community orchard in Noble's Park be explored;
- (iii) Discussions continue with the Rotary Club Douglas for the provision of fruit trees in Douglas."

A8. Extension to Summerhill Glen Lights

The Committee considered a report submitted by the Head of Parks, following enquiries received by the public, to extend the Summerhill Glen illumination period.

Members noted that on a number of occasions Parks Services have received enquiries as to why the illuminations are turned off at the beginning of January and not continued during the darker periods of the year, particularly January to April.

The lights are currently switched on for four hours per evening in August and September, and five hours per evening in November and December. The switch on times vary depending on the time of nightfall.

The report proposed extending the lighting period with the introduction of five hours per evening in January, four hours per evening in February and three hours per evening in March. The estimated costs associated with the extended period are estimated at £7,950 per annum. The report recommended that a revenue growth item be submitted during the October 2021 draft budget setting process to be implemented in the 2022/23 financial year.

Members suggested that in order for the initiative to commence in January 2022, a one-off reserve bid be requested for the 21/22 financial year. To reduce the overall cost, it was suggested, due to the anticipated reduced tourism in August 2021, that the switch on be delayed to September and the savings be used towards the January to March switch-on period. Members also suggested that the switch on times be reviewed and reduced to make a further saving. Members agreed that a revenue growth item should be included for future years and the illuminations should revert to an August start for 2022.

Resolved, "That particulars of the report and discussion be noted on the minutes and the item be deferred pending a further report on the extension to the Summerhill Glen illuminations, incorporating Member's suggestions regarding the delayed switch on in 2021 and reduced lighting times."

A9. Noble's Park Proposed TT Electrical Supply Update

The Committee considered a report submitted by the Assistant Chief Officer (Regeneration) to advise on a number of TT-related improvements to Noble's Park, including an electrical supply upgrade proposed by the Department for Enterprise (the Department).

The cancellation of the 2020 and 2021 TT has given the Department the opportunity to consider the long term future of the TT and assess the necessary infrastructure to secure that future. The Department had initially been considering major improvements to the Park and surrounding areas, but has subsequently advised that this will not be proceeding at the current times. Following the delay of the larger scheme, it is proposing a series of smaller, invest to save, projects which will improve the facilities for TT and reduce their costs each year. The changes proposed are permanent and will benefit the Council and the park.

The proposals are;

1. To upgrade the TT electrical infrastructure to eliminate or substantially reduce the reliance on generators during events. Members were presented with the current generator numbers and

positions and the proposed routes for an upgraded electrical network for which wayleaves will be required;

2. Installation of Zaun fencing to match that used elsewhere throughout the park to offset the need to install security fencing for the events in locations including Duke's Avenue perimeter and around the boneyard to replace the Council's existing chainlink fencing and be left in place. The report advised this would result in a significant visual improvement. Members had in front of them a map determining the location of the fencing;
3. Installation of mains drainage for mobile toilets;
4. Replacement of the TT scoreboards;
5. Improvements to the paddock area including storage and surfacing. These proposals have not yet been designed and will come back to the Council in due course.

In addition to the above, Members noted the Council had already approved the installation of event roadway and pathway to reduce damage to the park. This proposal has now received planning permission.

Members expressed disappointment that the finer details had not been provided by the Department to assist the Committee with their decision. Officers explained that in order to receive funding, the Department has to submit the bid in the current financial year (by the end of March 2021), however the finer details can be considered by officers and will be included in the Noble's Park TT Agreement which will require Committee approval at a later date.

Resolved, "That particulars of the report and discussion be noted on the minutes and the TT-related improvements to Noble's Park proposed by the Department of Enterprise, including an electrical supply upgrade, be approved in principle, at no cost to the Council, and subject to final detail being agreed with officers and included in the Noble's Park Agreement to protect the Council's interests."

A10. Christmas Greatest Show Review

The Committee considered a report submitted by the Assistant Chief Officer (Regeneration) to update on debrief findings from the Christmas Greatest Show event in 2020 and to make initial proposals for an event using a similar format in 2021.

The report advised that overall feedback had been extremely positive and footfall figures indicated a successful event. Officers were very pleased with the outcome of the event and no fundamental concerns have been raised by Event Safety Advisory Group (ESAG) members.

The main issue raised during internal and external debrief sessions was the high concentration of people in the vicinity of the symphony tree at the junction with Regent Street, Drumgold Street, Duke Street and Strand Street an area where no formal activities, other than a brass band, were taking place. The congested area was largely attributed to the public expecting to see the Mayor in the area for the historic countdown. To prevent the congestion recurring in future years the report recommended two changes to the event format. The first is to extend the length of the event to utilise the Cultural Area and Market Hill, and the second to pre-record the Mayor's Christmas speech to play on big screens at the Cultural Area, Market Hill and Howard Street rather than the Mayor broadcasting the speech live. The pre-recorded audio would also be played throughout the town centre speaker system.

The video could also be broadcast to the Council's website and social media channels and could include Christmas messages from Council Members or staff. The report reminded that due to the technical difficulties of matching the countdown with the lights signal to switch the various circuits on, it is proposed that a countdown does not feature again in 2021.

Members concurred that the event was well received and supported a similar format for 2021. They asked that consideration be given to manning the Lord Street pedestrian crossing in light of the suggestion to extend the area to Market Hill.

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

- (i) The feedback from the 2020 Christmas Greatest Show event be noted;
- (ii) A similar format be agreed for 2021 and the proposed extension of the event area to stretch from the Cultural Area on Harris Promenade to Market Hill, be supported;
- (iii) The proposal to pre-record a Mayor's Christmas video be endorsed for broadcast at the event and online."

A11. Pulrose Changing Facilities Update

The Committee considered a report submitted by the Assistant Chief Officer (Regeneration) to update on budget estimates for the different construction methods previously considered by the Committee.

At the February 2021 meeting it was reported that a four changing room building constructed from Insulated Concrete Framework (ICF) or a log cabin style timber construction had the potential to be affordable from the project budget. Since that meeting it has become apparent that the relatively high fit out costs would result in the project costs exceeding the available budget. Members were reminded that the current budget in the estimate book is £275,000 and this is presuming that approval would be forthcoming from the Football Foundation for a grant of £100,000 meaning the Council's contribution would be £175,000.

Members were presented with a table summarising all of the construction options that had been investigated to date and the various requirements for consideration including the budget estimate, design life, whether the option is eligible for a Football Foundation grant and any planning issues. A four changing room facility constructed traditionally or using ICF was the most likely option to satisfy all the requirements but is not achievable from the current budget available. Members noted that the four changing room log cabin option and the four changing room modular option are also over budget and have uncertainty as to whether planning consent would be forthcoming. The report discounted the two changing room modular option because it would be over budget (Football Foundation funding would unlikely be forthcoming) and the build would not effectively support the existing teams that play on the football pitches. The container option is potentially affordable without grant support but planning consent is unlikely to be granted.

The report therefore recommended that Executive Committee agreement be sought to increase the capital budget for the project in order to deliver a four changing room facility of traditional construction or ICF construction and that the additional budget required is found by deleting the Pulrose Age-related Play project at a cost of £195,000. The project is scheduled to commence in 2023/24.

Members discussed the proposal at length. Although the Football Foundation has supported the project, Members acknowledged there is a risk that the grant may not be forthcoming or a lesser amount could be achieved meaning the Council will need to find the shortfall. The Committee did not feel comfortable committing the Council to significant costs and risk in the current economic climate. Members were also against removing the capital scheme for Pulrose play-equipment which will be well received by residents in the area.

A vote was taken on the report recommendations to increase the Council's budget for the Pulrose Pavilion from £175,000 to £370,000 and to delete the Pulrose age-related play equipment from the capital programme. Both recommendations failed unanimously.

Resolved, "That particulars of the report and discussion be noted on the minutes and the football clubs associated with the Pulrose changing rooms be given one final opportunity to find a solution to the replacement of the changing rooms, options must be submitted in writing no later than 30th September 2021 to tie in with the Council's budget process."

A12. 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 be noted on the minutes."

A13. Date and Time of Next Meeting

The next scheduled meeting was due to take place on Tuesday, 18th May, 2021.

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 items requiring Executive Committee approval.

PART C –

Matters requiring Council approval

C14. Pedestrianisation of North Quay

The Committee considered a report submitted by the Assistant Chief Officer (Regeneration) to provide the Committee with feedback from the trial pedestrianisation of North Quay during autumn 2020 and proposed arrangements for summer 2021.

Members were reminded that following the Covid-19 lockdown in March 2020, to assist the hospitality sector, a trial pedestrianisation of parts of North Quay (between Ridgeway Street and Market Hill along with Chapel Row) was implemented by the Department for Enterprise (the Department). Douglas Town Centre Management arranged the North Quay Autumn Vibe Programme of evening entertainment to complement the closure. Prior to the trial, public meetings were held to hear concerns of stakeholders in the area.

Unfortunately it was September before the trial could be arranged, so the weather was not as conducive as it would have been earlier in the summer. Despite this, the Department undertook an online survey to gauge public feedback which was very encouraging.

The public feedback was augmented by two meetings; one held with North Quay businesses and one with the congregation at St Matthew's Church. A letter was also hand delivered to all residential premises in the area inviting residents to attend a drop-in feedback session, no residents attended the session.

Businesses that had engaged in the trial confirmed they had benefitted from it.

Barbary Coast was disappointed not to be included in the trial. The report explained that it has not been possible to find a solution that would facilitate the inclusion of that section of North Quay in the pedestrianisation without affecting vehicle egress out of Market Hill. Market Hill businesses are very opposed to the loss of any car parking in the area. An alternative for Barbary Coast is for them to utilise the loading bay/disabled spaces in front of their premises as an outdoor space while the pedestrianisation is in operation. The disabled spaces could be relocated to the unused taxi rank to the rear of the building and accessed down Chapel Row. Members concurred this would also alleviate concerns raised by the Legion regarding the loss of disabled parking in the area.

At a meeting with the congregation of St. Matthew's Church, the main area of concern was parents' drop off for children's activities, however it was recognised that the timings of the closure would not normally affect this, and older and less mobile members of the congregation who were not able to walk the distance from nearby car parks. It was agreed that more disabled parking in the vicinity would address the latter matter and the Department of Infrastructure are subsequently creating three new disabled spaces in the loading bay outside the former Newson's building. The DoI has also advised it could be feasible to arrange a drop-off/pick-up point immediately outside the church door in Ridgeway Street.

The congregation also felt a later start from 6.00pm would minimise disruption, however public feedback suggested that most people would rather see the pedestrianisation in place from 5.30pm.

Following the trial the Department believes the initiative should continue for 2021 however it should be managed by the local authority. Council officers have been in discussions with the businesses and believe that the initiative can be delivered at no cost to the Council. It is proposed that the Borough Wardens implement the road closure nightly and businesses benefitting from the trial be responsible for re-opening the roads.

The report recommended seeking a daily road closure order from 5.30pm to 2.00am and, subject to further consultation with the church, all day on Sunday with effect from 1st April to 30th September, 2021. Members noted that although the formal closure will end at 02.00am the roads will re-open before that time at the close of business each day.

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

- (i) The feedback from North Quay businesses, local businesses, the congregation of St. Matthew's Church and the general public, following the trial pedestrianisation be noted;
- (ii) The proposal to submit a road closure application for the section of North Quay between the junctions with Ridgeway Street and Market Hill from 17.30 to 02.00 daily with effect from 1st April 2021 to 30th September 2021 be endorsed, noting that the road will be re-opened before 2.00 to coincide with the closure of businesses in the pedestrianised area;
- (iii) Subject to further consultation with St. Matthew's Church, including a request for their views in writing, the closure should include all day on a Sunday;
- (iv) Discussions continue with North Quay businesses to encourage ownership of the initiative and in particular take full responsibility for opening and closing the road."

The meeting ended at 12noon.

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

ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of Meeting held on Monday, 15th March, 2021.

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 (Regeneration) (Mr C. Pycroft), Assistant Chief Officer (Finance) (Mr P. Pierce), Dilapidation Enforcement Officer (Mr S. Salter) (Items A5 and A6), Senior Engineering and Waste Services Manager (Mr A. Crook) (Items A7 and A8), Electrical Services Manager (Mr D. Cullen) (Item C14), 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 received.

A2. Declarations of Interest

There were no declarations of interest.

A3. Minutes – 15th February, 2021

The minutes of the meeting held on Monday, 15th February, 2021 were approved for signature.

A4. Matters Arising

No issues were raised as arising from the previous minutes.

A5. Planning Application 21/00168/C – Temporary Car Park Circular Road

The Dilapidation Enforcement Officer joined the meeting for discussion of the item and item A6.

Members considered a planning appraisal submitted by the Dilapidation Enforcement Officer of planning application 21/00168/C for the temporary use as a car park for a period of five years at 37 – 41 Circular Road, Douglas.

The report recommended raising an objection to the application on the grounds that the application is contrary to the Isle of Man Strategic Plan 2016, Strategic Policy 1 along with several other key policies relating to temporary car parks and site development including the COMIN directive on land use for temporary car parks.

Resolved, “That particulars of the report be noted on the minutes and that an objection be raised to planning application 21/00168/C and that the Council expresses its support for the cessation of the use of brownfield sites as car parks, preferring that such sites be developed.”

A6. Schedule of Neglected, Dilapidated, Ruinous and Dangerous Properties

The Committee considered a schedule of properties in a state of dilapidation or disrepair, setting out three properties added since the last meeting; three properties removed because work had been completed; and a total of fifty-six 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 being taken.

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.

A7. Commercial Advertising on Council Litter Bins

The Senior Engineering and Waste Services Manager joined the meeting for discussion of the item and item A8.

The Committee considered a report submitted by the Senior Engineering and Waste Services Manager on the proposals to use Council litter bins for commercial advertising.

Members were reminded that the original proposal, to sell advertising space on 300 litter bins, had not been accepted by the Committee in December 2020 due to concerns about the possible proliferation of the advertising, particularly in Conservation areas. Following the subsequent Council debate and agreement of the Chair to take the item back to the Committee for further consideration, officers had explored the suggestion to target zoned high footfall areas for advertising including Strand Street, Castle Street and Buck's Road.

Members were advised that the following zoned areas had been identified for possible advertising;

- 1) Finch Road, Windsor Road and Bucks Road
- 2) Derby Road, Woodbourne Road, Prospect Terrace
- 3) Broadway
- 4) Main retail including Victoria Street, Strand Street, Duke Street, Castle Street and Villa Marina Colonnade
- 5) The Quay, Lord Street and the main business area
- 6) Other – Secondary retail including, Anagh Coar, Governors Hill, Willaston, Pulrose and the shops on Queens Promenade

Members were advised that these areas were selected as they experience higher levels of footfall relative to the rest of the Borough. It was noted that there are approximately 70 litter bins in the identified zones.

The Director of Environment and Regeneration advised that the Planning Department had confirmed that a single application for street litter bin advertising showing all of the bin locations will be sufficient for their decision making process.

Officers had carried out initial estimating in May 2020, with the proposed scheme to be managed by an external advertising agency. If the figures from last spring are applied to 70 bins it would yield an estimated revenue stream of £1,600 in year one, with up to £5,400 in subsequent years, based on four advert changes per year and assuming maximum take up of the initiative.

The Senior Engineering and Waste Services Manager advised that provisional discussions with the prospective advertising agencies had indicated that the level of interest and business viability had significantly diminished and based on anecdotal advice from industry professionals Waste Services are of the view that the initiative is less viable than the original proposal.

In response to question, the Director of Environment and Regeneration agreed to send a briefing note to the Committee to advise on the 15 year litter bin replacement programme.

Resolved, "That particulars of the report and discussion be noted on the minutes and the Council does not proceed with litter bin advertising."

A8. Environmental Campaigns – Access to Keep Britain Campaign Material and Support

The Committee considered a report submitted by the Senior Engineering and Waste Services Manager seeking agreement to enter into a twelve month agreement with Keep Britain Tidy for access to campaign material/support and other network services.

The Director of Environment and Regeneration reminded Members that the Committee had previously voted against entering into a twelve month membership with Keep Britain Tidy for access to campaign promotional material, and as an alternative voted unanimously to utilise the Department for Enterprise's Internship programme. Members were advised that the Council had applied for an intern in November 2020 but were informed by the Department in February 2021 that they had been unable to find a suitable match for the Council's requirements.

Members were advised that due to the inability to secure an intern, the inadequacy of the existing stock of campaign posters and the belief that a schools competition is unlikely to be effective, it remains the view of Waste Services that utilising the services of Keep Britain Tidy is the best method for running effective campaigns, which are evidence based, professionally devised and measurable.

During discussion of the proposal some Members questioned the value for money for access to the Keep Britain Tidy promotional material and expressed the view that the Council should be engaging with the local community for a campaign competition.

The Chair opined that notices should be affixed to Council litter bins as a reminder in relation to potential fines for cigarette litter.

The recommendation of the report to purchase the Keep Britain Tidy Essential Membership for twelve months in the sum of £1,200 for access to the campaign promotional material was not accepted by Members and a further motion was moved;

“That particulars of the report be noted on the minutes and that a campaign competition for keeping Douglas tidy be the subject of a further report for consideration by the Committee and that the campaign must cost less or be equal to the value of the cost of the Keep Britain Tidy Membership.”

The Motion was put to a vote with three Members voting for and two against.

Mr Councillor A.J. Bentley and Mr Councillor F. Horning requested that their names be recorded as voting against the resolution.

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

A9. Anagh Coar Car Park

The Committee reconsidered a report submitted by the Assistant Chief Officer (Regeneration) to determine if permits should be issued to staff working at the Snaefell Surgery, Anagh Coar Spar and Anagh Coar Chemist exempting them from the maximum two hour stay in Anagh Coar Car Park following the Chair’s agreement at Council on 3rd February, 2021 to bring the matter back to the Committee for further consideration.

The report reaffirmed the particulars of the report previously considered by the Committee in December 2020 that the parking permits do not constitute contract spaces and do not involve the reservation or exclusivity of spaces. It was noted that the arrangement proposed would simply exempt vehicles displaying a permit from the maximum duration of stay of two hours.

Members were advised that since the report was produced in December 2020, it has been reported that Snaefell Surgery may be closing. Should this transpire, it is possible that the premises may be occupied by a different surgery, in which case the issue will continue to arise. It is therefore considered relevant to pursue the parking related matters set out in the report.

The Chair raised concerns that approval of this proposal could set a precedent for other Council owned car parks. Following discussion of the proposals Members moved to a vote on the officer recommendations to;

- (i) Offer a facility for Snaefell Surgery, Anagh Coar Spar and Anagh Coar Chemists to purchase permits for staff exempting them from the two hour maximum stay in the car park at an annual fee of £100; the permits would specifically not confer any exclusivity or reservation of spaces for vehicles displaying them
- (ii) That a maximum of sixteen permits are issued overall.
- (iii) Amend the Borough of Douglas Off-Street Parking Places Order 2020 accordingly.

Two Members voted for the recommendation and three against. The Motion fell.

Mr Councillor R.H. McNicholl, Mr Councillor A.J. Bentley and Councillor Ms J. Thommeny asked that their names be recorded as voting against the recommendations.

A10. Urgent Business Procedure – Free Car Parking During March 2021 Lockdown

The Committee considered a report submitted by the Assistant Chief Officer (Regeneration) to advise Members on the use of the Urgent Business Procedure to make car parking free in Shaw’s Brow and the Bottleneck Car Parks until the end of the circuit-break lockdown.

Members recalled that the Council had not levied car park tariffs during the March 2020 lockdown and January 2021 lockdown in a move to support key workers within the Town Centre and to prevent the need for car park users interacting or touching any pay stations or hardware. It was noted that use of the car parks was minimal during this period so revenues would have been markedly below budgeted levels even if the tariffs were not suspended. The proposal is the same as that in March 2020 and January 2021 and covers the public spaces only, not contract parking in Shaw’s Brow.

Resolved, “That particulars of the report be noted on the minutes and that the Use of the Urgent Business Procedure under Standing Order 125 approving free car parking at Shaw’s Brow Car Park and the Bottleneck Car Park from midnight on Tuesday 2nd March 2021 until the end of the circuit-break lockdown, and to make the car park free for any subsequent circuit breaker lockdowns in 2021 be noted.”

A11. Standing Order 125 Urgent Business Procedure – Pulrose Bridge Planning Application

The Committee considered a report submitted by the Director of Environment and Regeneration to advise Members on the use of the Urgent Business Procedure to consider planning application 21/00016/B for the erection of a replacement bridge at Pulrose Bridge, Pulrose Road, Douglas.

Members were advised that the planning application was due to be considered at this meeting of the Environmental Services Committee however officers had received a request from the Planning Authority for the matter to be considered in a shorter time as the applicant, the Department of Infrastructure, were keen to progress the works to lessen any impact on TT 2022. The works are likely to take at least fifteen months to complete.

It was noted that under standing order 125 it was resolved to follow the officer recommendation and support the application. It was noted that the previously raised issues regarding cycling provision had since been resolved to the satisfaction of the Member who raised them.

Resolved, “That particulars of the report be noted on the minutes and that the use of the Urgent Business Procedure under Standing Order 125 to support planning application 21/00016/B be noted.”

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.

Members noted that the campaign competition for keeping Douglas Tidy would be added to the schedule of future reports.

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, 17th May, 2021.

PART B –

Matters requiring Executive Committee approval

There were no items requiring Executive Committee approval.

PART C –

Matters requiring Council approval

C14. Unlit Adopted Highways in the Borough of Douglas

The Electrical Services Manager joined the meeting for discussion of the item.

The Committee considered a report submitted by the Electrical Services Manager in response to a Motion moved by a Member at the January 2021 Council meeting seeking a list of unlit adopted highways in the Borough, including lanes and paths, and a programme of lighting works for all highways in the Borough.

In order to identify unlit adopted locations, a cross reference exercise was undertaken using the Douglas Borough Council street lighting asset inventory, GPS data from the Council’s Public Lighting CMS, the Isle of Man Government adopted highways drawings and Google earth mapping. It was noted that this exercise had identified 162 unlit adopted locations of which 159 are lanes or paths and two highway locations, Middle River and Hills Meadow Industrial Estates which were previously unadopted but are now adopted. The map of adopted highways in Douglas including lanes and paths was appended to the officer’s report.

There are 201 lanes in the Borough that have public lighting installations, many of which would require improvement to comply with current British Standards and 38 unadopted unlit lanes were also identified. If the Council were to decide to light the unlit adopted lanes and paths, the mapping exercise highlights that approximately 343 new column installations would be required and a further 37 columns in the two industrial estates.

It was noted that installations in lanes and paths are normally more expensive due to restricted access and it is estimated that £1.1 million would be required for the installations or approximately £2,984 per column and an average of one week’s installation time per location taking approximately three years to complete, with an additional energy cost of £7,345 per annum.

Members were advised that over the past 12 years the Council’s public lighting scheme had focussed on the Class 4 column replacement programme, as these columns are deemed to be structurally unsafe and should be removed from service. No new public lighting installations have been undertaken by the Council in adopted lanes or paths since 2011 as the Class 4 column replacement programme was prioritised.

Members noted that since 2007 the Council had received the following requests for installation of public lighting in unlit lanes;

- 1) Lane at the rear of Woodbourne Road / York Road – 3 requests
- 2) Lane at the rear of Princess St / Tynwald Street – 2 requests
- 3) Lane at the rear of Bathurst Street / Farrant Street – 1 request

The report advised that there are no requests on record from the Emergency Services or the Department of Infrastructure to install lighting in lanes or paths, nor has any reported incidents or hazard in lanes or paths been brought to the Council's attention where lack of public lighting was a contributing factor.

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

- (i) That approval be given to the continuation of the Class 4 column replacement schemes and the public lighting highway improvement programmes as these safeguard the Council's assets and improve safety for highway users; and
- (ii) That any requests for public lighting in lanes and paths be reported to the Environmental Services Committee for consideration."

The meeting ended at 12 noon.