



Borough of Douglas

**COUNCILLOR MS JANET THOMMENY, JP
MAYOR**

Town Hall,

Douglas,

13th July, 2022

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL of the BOROUGH OF DOUGLAS to be held on WEDNESDAY, the 13th day of JULY, 2022, at 2.30 o'clock in the afternoon, in the COUNCIL CHAMBER within the TOWN HALL, DOUGLAS for the transaction of the hereinafter mentioned business.

I am,

Yours faithfully

A handwritten signature in black ink, 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 Housing and Property Committee;
- (iii) The Pensions Committee;
- (iv) The Standards Committee;
- (v) The Eastern District Civic Amenity Site Joint Committee;
- (vi) Any other Joint 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 monthly Council Meeting held on Wednesday, 8th June, 2022.

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

EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Thursday, 23rd June, 2022.

Members Present: Councillor Mrs C.L. Wells (Chair), the Mayor, Mr Councillor A.J. Bentley, Mr Councillor I.J.G. Clague, Mr Councillor D.R. Watson, Mr Councillor F. Horning.

In Attendance: 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

There were no apologies for absence.

A2. Declarations of Interest

There were no declarations of interest.

A3. Minutes

The minutes of the meeting held on Thursday 26th May 2022 were approved and signed.

A4. Matters Arising From Previous Minutes

There were no matters arising from 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 13th June 2022.

A6. Referrals from the Regeneration and Community Committee

The Committee considered the following referral from the minutes of the Regeneration and Community Committee meeting held on Tuesday 14th June 2022:

Clause B8 – Temporary Changing Facilities, Pulrose: the Committee had considered a report by the Assistant Chief Officer (Regeneration) seeking agreement for the provision of temporary changing facilities at the Pulrose recreation ground. It had been recalled that the existing changing facilities had been condemned in March 2022 and, although the design process for a replacement facility was underway, the scheme was not likely to be completed until during the 2024 / 2025 football season, leaving the site without facilities during this period.

Having discussed the proposal put forward to provide four portable cabins, Members of the Regeneration and Community Committee had agreed, instead, that just two portable cabins (with water supply and power supply) and two portable toilets should be provided as a temporary replacement during the 2022 / 2023 and the 2023 / 2024 football seasons. The Committee had then agreed on a number of options (in order of preference) for sourcing the cabins. Funding approval was accordingly sought, based on the amount that would be required if the most expensive option for sourcing the portable cabins was chosen.

The Director of Housing and Property advised the Executive Committee that, since the decision of the Regeneration and Community Committee had been made, a further alternative suggestion for a short-term solution had been put forward – this was the utilisation of the now-vacant former police station property in Pulrose, which had just recently been handed back to the Council. The Director further advised that officers were in the process of investigating the feasibility of its use in this capacity, but noted that any significant change to the building would be costly and likely to rule out the option. It

was also noted that the future use of this building as a conversion to another use would be some time away, due to the need to arrange funding.

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

- (ii) That funding up to a maximum of £27,610 be approved from the General Revenue Reserve for the provision of temporary replacement facilities at Pulrose recreation ground during the 2022 / 2023 and 2023 / 2024 football seasons; and
- (iii) That the utilisation of the former police station property in Pulrose be considered as a further alternative solution in respect of the provision of temporary facilities prior to the options agreed by the Regeneration and Community Committee.”

A7. Referrals from the Housing and Property Committee

There were no referrals from the minutes of the Housing and Property Committee meeting held on Wednesday 15th June 2022.

A8. Chief Executive’s Department Service Plans – Performance Monitoring 2021 / 2022

The Committee considered a written report by the Chief Executive providing an update on performance compared against measures outlined in the Chief Executive’s Department’s Service Plans for 2021 - 2022.

In January 2017, the Council had adopted a new Corporate Plan for the years 2017 – 2021, and following on from this, each Service had its own Service Plan to run for the financial years 2017 – 2019 and 2019 – 2021. It was noted, because of the Covid-related delay to the Local Government Elections in 2020, that the Corporate Plan had been extended into 2021 / 2022 and the Service Plans had been extended likewise.

Service Plans were an important part of the process to ensure that performance and standards were addressed and delivered, and this performance monitoring report would be the final update in respect of the 2017 – 2021 Corporate Plan. A new Corporate Plan had already been approved for the years 2022 – 2026; and new Service Plans for all Departments would follow accordingly.

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

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

A9. Monthly Financial Review – May 2022

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 other related key financial monitoring information.

Members were reminded that the rates discount period was due to end on 30th June and, in order to help meet demand for those wishing to take last-minute advantage of the discount period, the opening hours of the Cashiers’ payments counter would be extended.

Discussion took place on the collection of rates, it being noted that there was a legal requirement for rates to be paid; and action was always taken against non-payers, through all the avenues available.

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

- The extended opening hours of the Finance Department’s Payments Counter from 09:00 hours to 16:00 hours, on Monday 27th June to Thursday 30th June 2022 inclusive;
- (ii) That in addition to being advertised on the Council’s website and on social media, a notice be displayed at both the Payments Counter itself and at the Henry Bloom Noble Library advising of the extended opening hours for the Payments Counter; and
- (iii) That the Director of Finance circulate a Briefing Note to the Committee detailing the various steps that were taken to obtain payment of rates, if payment was not forthcoming on issue of the Rates Demand.”

A10. Revenue Outturn Report 2021 / 2022

The Committee considered a joint written report by the Director of Finance and the Assistant Chief Officer (Finance) detailing the revenue outturn position for the 2021 / 2022 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 Council’s reserves. It included the summary revenue outturn position; details of transfers to and from the General Revenue Reserve; and actual expenditure compared to the original budget.

Members noted the major elements that had contributed to the revenue outturn position. Although there was a net favourable variance at the Service level across Committees, it was cautioned that many of these major elements should be treated as one-off exceptions for 2021 / 2022.

The uncommitted balance on the General Revenue Reserve (as compared with the budgeted position set in January 2021) and the summary of the Council’s usable reserves were noted; and Members were asked to consider a number of proposed contributions to be made from the General Revenue Reserve to earmarked Reserves.

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

- (ii) That the favourable revenue outturn position for the 2021 / 2022 financial year also be noted;
- (iii) That approval be given for contributions from the General Revenue Reserve to be made to the following earmarked Reserves:
 - £43,815 to the Derelict Buildings Fund;
 - £50,000 to the Invest to Save Fund;
 - £250,000 to the Information Technology (IT) Fund;
- (iv) That the proposed contribution of £23,094 from the General Revenue Reserve into the Cremator Renewals Fund be not supported;

[on a vote being taken, Members voted 4 For; 1 Against in respect of resolution (iv)]

- (v) That given the current economic situation, including the surge in inflation, and also the latest increase in the Bank of England base rate (the fifth increase in six months to the highest level in thirteen years), there be no further commitments at the present time on the General Revenue Reserve over and above those approved in resolution (iii) above; and
- (vi) That as the petition request for the two Civic Amenity Site vehicles had now been approved by the Department of Infrastructure, there be no requirement to agree a commitment for a further contribution from the General Revenue Reserve in this respect.”

A11. Urgent Business Procedure – Repairs to Port Skillion Beach

The Committee considered a written report by the Assistant Chief Officer (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 Regeneration and Community Committee had considered a recommendation that a quotation received from Paul Carey & Sons Limited, to undertake concrete repair work on Port Skillion Beach, be agreed as an exemption from normal tendering procedures under Standing Order 146(a)(iii) and 146(f).

The path from the car park on Battery Pier to Port Skillion Beach had been damaged by ‘Storm Barra’ in December 2021 to such an extent that the route had been closed ever since. The Department of Infrastructure, which owned the path from the car park to the beach, had engaged Paul Carey & Sons Limited to repair the damaged walkway and, during discussion with the Department’s officers to review the damage and agree a way forward, Council officers had noted that the concrete structure running across the beach (believed to be the remains of the former bathing facility) was in poor condition. Although it did not pose an immediate danger to the public at the present, tidal erosion and any future storm damage were likely to continue to undermine the structure and lead to further collapse and breaking-up of the concrete.

It had therefore been agreed that a price be sought from the same contractor to undertake repairs to the concrete structure owned by the Council, and for the works to be carried out in conjunction with those being undertaken by the Department of Infrastructure. The works would result in a considerable improvement in the visual environment of Port Skillion Beach, and would also provide a suitable structure on which to mount life-saving equipment and related signage.

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

- (ii) That the resolution made under the Urgent Business Procedure be noted and endorsed as follows:
 - That the quotation from Paul Carey & Sons Limited to undertake works on Port Skillion Beach to repair damage caused by ‘Storm Barra’ (as part of wider works to be undertaken for the Department of Infrastructure), be agreed as an exemption from normal tendering procedures under Standing Order 146(a)(iii) and 146(f);
 - That the works be funded from the General Revenue Reserve; and
 - That permission be given for the Department of Infrastructure and Paul Carey & Sons Limited to land a barge and excavator on Port Skillion Beach in order to undertake the repair works.”

A12. **Purchase of Small ‘Grave Master’ Excavator**

The Committee considered a written report by the Head of Fleet Services seeking approval for the replacement of the small Grave Master excavator.

The current excavator, which was used for digging graves at both the Borough Cemetery and the Lawn Cemetery, had been due for replacement in 2021 / 2022, but, in November 2021, it had been deemed to be in good enough condition to postpone its replacement, with a further review to be undertaken a year from then. A recent scheduled inspection had, however, shown unexpected deterioration of the hydraulic valve system responsible for the main arm of the excavator, which, if left unattended to, would lead to excessive wear on the arm joints and could, eventually, lead to the machine becoming unsafe to use.

The Head of Fleet Services had considered a number of options - including repair of the current machine, replacement with a like-for-like machine, or replacement with an electric option. While there were a number of suppliers which could supply a like-for-like machine, all currently had lead-in times of up to ten months, and the Head of Fleet Services had therefore indicated that replacement with an ex-demonstration machine should be considered, if that would significantly reduce the lead-in time and be favourable for cost.

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

- (ii) That approval be given for the purchase of a replacement diesel excavator as soon as possible, to be funded from the Plant Renewals Fund.”

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 Acting 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

C15. **City Status for Douglas**

The Committee considered a written report by the Chief Executive detailing actions taken since City Status had been conferred on Douglas, and seeking approval for the proposed renaming of the Council and consequential signage.

Members noted that initial actions already taken included a letter of congratulations that had been sent to all Members and staff; the preparation of the City Status Application for publication in full on the Council’s website; the designing of a City logo (to come forward for Committee approval in due course); and the insertion of a new banner into the footer of all Council emails announcing that Douglas had been awarded City Status.

It was important that the Council used the opportunity of the awarding of this prestigious honour to make a positive impact to the community. City Status would raise the profile of Douglas and it may lead to increased tourism and investment, and officers had already come forward with a huge number of suggestions for ways in which the Council could celebrate and build on the honour. These included:-

- That it be recommended, at the Council Meeting at which the Letters Patent were to be formally received, that the name of Douglas Borough Council be formally changed to Douglas City Council (effective from the date of that meeting), on the basis that the Town of Douglas would thereafter become the City of Douglas; and
- That the main six large signs and four small signs on entering Douglas be changed after the above Council Meeting to ‘Welcome to the City of Douglas’ (instead of ‘Welcome to the Borough of Douglas’). It was noted that a grant for funding for the expenditure involved in this initiative may be applied for from the Department for Enterprise under the Town and Village Regeneration Scheme (and that any unfunded balance could then be drawn from the General Revenue Reserve).

City status involved the whole of Douglas, not just the Council. There would be a number of initiatives that, while appropriate to undertake, came within the parameters of Central Government rather than the local authority, or on which the Council should be working in partnership. With that in mind, a meeting

had been arranged between the Isle of Man Government's Chief Minister and the Leader of the Council to explore ways in which the Government and the Council could work together to build on this opportunity.

It was also intended that input would be gathered from local businesses, residents, and communities.

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

(ii) That the proposed renaming of the Council as 'Douglas City Council' be unanimously recommended to Council; and

(iii) That it be resolved that the 'Welcome to the City of Douglas' signage be progressed, but that erection of the new signs only take place once the repair of the walls at the Marine Gardens on Douglas Promenade had been completed."

The Committee rose at 4.20pm.

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

HOUSING AND PROPERTY COMMITTEE

HOUSING AND PROPERTY COMMITTEE – Minutes of Meeting held on Wednesday, 15th June, 2022.

Members Present: Mr Councillor D.R. Watson (Chair), the Mayor, Mr Councillor S.R. Crellin, Mr Councillor P.J. Washington.

In Attendance: Director of Housing & Property (Mr. D. Looney), Assistant Town Clerk (Mr. P.E. Cowin), Assistant Chief Officer (Housing and Property) (Mr V. Zivave), Assistant Chief Officer (Income) (Mrs C. Pulman), Assistant Property Manager (Assets) (Mr. R. Green), Democratic Services Officer (Mrs D. Atkinson).

REPORT

PART A -

Matters delegated to the Committee

A1. Apologies for Absence

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

A2. Declarations of Interest

There were no Declarations of Interest.

A3. Minutes – 18th May, 2022

The minutes of the meeting held on Wednesday, 18th May, 2022, were approved and signed.

A4. Vacant Properties Update

The Committee considered the monthly report submitted by the Assistant Chief Officer (Housing and Property) 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 May, 2022 there were twenty-four vacant 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 Assistant Chief Officer (Housing and Property) advised that in the past week there had been six viewings of properties that had been allocated, and that a further five would become ready for allocation imminently.

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

A5. Housing Rent Arrears

The Committee considered a report submitted by the Assistant Chief Officer (Housing and Property) to monitor the progress made on rental income collection.

Members were presented with a table setting out the rent arrears statistics for May, 2022. It was noted that as at the 1st May, 2022 the level of rent arrears had been £126,772.59, and on 29th May it was £122,841.10.

Members noted that currently, there are no "at risk" tenants, where no payment plan was in place.

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

A6. Willaston External Refurbishment

Copies had been circulated of a report on the proposed second five-year framework agreement for Willaston External Refurbishment. The report recommended approval of the Capital Design Stage I3 Report, which had also been circulated; acceptance of the lowest tender submitted for the works; appointment of Clerk of Works; appointment of removals contractor; and submission of petition for borrowing powers for Phases 11 and 12.

The Director of Housing & Property advised that the strategy for the scheme had been devised eight years ago and that the design for this element had been approved by the Committee in March 2021. This report was to enable work on Phases 11 and 12 (of 20) to proceed with minimum delay.

The Assistant Chief Officer (Housing & Property) reminded that this was the second of two five-year frameworks. Since the original pilot scheme and during earlier phases, important lessons had been learnt and evidence and data had been gathered to enable improvements. In particular, certain design elements that had been omitted from previous phases had been brought into these phases, including:

- Replacement of lintels in living rooms;
- Where necessary, injection of chemical damp proof course to inner leaf;
- Replacement of windows;
- Paths and fencing;
- Remedial work to damp chimneys; and
- Installation of service ducts to enable future upgrading.

The Assistant Chief Officer (Housing & Property) showed a plan of the phasing of the whole Scheme.

Members of the Committee produced a list of questions they wished for answers to before making any decision. The meeting adjourned at 10.25 and resumed at 10.40 a.m., when printed copies of the list were distributed.

The Director of Housing & Property observed that while some of the questions were relevant to this report and this part of the Scheme, some were outside of the scope. One Member expressed concern over the effect on tenants of the decanting exercise, and the need for greater individual liaison with tenants. He felt that a single move to a refurbished property would be better than a double move to a transit property then back to the original. The Assistant Chief Officer (Housing & Property) explained that ideally, only one move would be made but that many tenants wish to return to what they regard as their family home.

In relation to tenant liaison, the Director confirmed that a Liaison officer was in place and that processes would continue to be constantly reviewed to improve satisfaction; since the commencement of the Scheme, when adverse comment had been received, the feedback had shown a considerable improvement.

Resolved, “That consideration of the report be deferred to a special meeting to be convened, subject to concurrence of the Chief Executive, at 10.00 a.m. on Friday, 24th June, and that in the meantime Briefing Notes be prepared for Members on the questions related directly to the report and on those matters raised outside the scope.”

A7. 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.”

A8. 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 July, 2022 but that subject to concurrence of the Chief Executive a special meeting of the Committee will take place on Friday 24th June at 10.00 a.m.

Resolved, “That the dates and times of the forthcoming meetings be noted on the minutes.”

The meeting ended at 11.55am.

HOUSING AND PROPERTY COMMITTEE

HOUSING AND PROPERTY COMMITTEE – Minutes of Special Meeting held on Tuesday, 28th June, 2022.

Members Present: Mr Councillor D.R. Watson (Chair), the Mayor, Mr Councillor S.R. Crellin, Mr Councillor F. Schuengel.

In Attendance: Chief Executive (Miss K.J. Rice), Director of Housing & Property (Mr D. Looney), Assistant Chief Officer (Housing and Property) (Mr V. Zivave), Assistant Chief Officer (Income) (Mrs C. Pulman), Assistant Property Manager (Capital) (Mr R. Green), Democratic Services Officer (Mrs D. Atkinson), 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.

PART C –

Matters requiring Council approval

C3. Willaston External Refurbishment

The special meeting of the Committee had been convened following deferment of the item at the Housing and Property Committee meeting held on Wednesday 15th June 2022. Members had requested additional information through a series of questions relating to the report together with matters raised outside of the scope of the report in order to make a decision on the scheme.

The Chair thanked officers for the comprehensive Briefing Notes that had been circulated to the Committee prior to the meeting in response to those questions.

Members had in front of them the original report on the proposed second five-year framework agreement for Willaston External Refurbishment. The report recommended approval of the Capital Design Stage I3 Report, which had also been circulated; acceptance of the lowest tender submitted for the works; appointment of Clerk of Works; appointment of removals contractor; and submission of petition for borrowing powers for Phases 11 and 12.

A Member reaffirmed their concerns regarding the decanting exercise. He requested that officers explore the feasibility of a single transition to a refurbished property rather than a temporary move to a decant property returning to the original property on completion of the works. It was agreed that an item be added to the schedule of items for future report for a report on the feasibility of a single transition tenant move.

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

- (i) That the Capital Design Stage I3 Report as attached at Appendix 1 of the report, be approved;
- (ii) That the lowest competitive tender, submitted by Tooms Bros (1994) Limited, and its appointment as Principal Contractor for the five year external refurbishment framework be approved;
- (iii) That the lowest tender submitted by Cornerstone Architects, and its appointment to carry out Clerk of Works services for the second five year framework be approved;
- (iv) That the lowest tender submitted by Corkill Removals Limited, and its appointment to carry out removal services for the second five year framework be approved;
- (v) That the Chief Executive be authorised to petition the Department of Infrastructure for borrowing powers in the amount of £5,190,606.15 being the sum required to defray the full capital cost of combined phases 11 and 12; and
- (vi) That the Department of Infrastructure be advised that an assessment of the Council’s housing reserve fund has been undertaken to establish if sufficient monies were available to fund the proposed scheme via that source.”

The meeting ended at 10.15am.

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

PENSIONS COMMITTEE

PENSIONS COMMITTEE – Minutes of Meeting held on Wednesday, 22nd June, 2022.

Members Present: Mr Councillor J.E. Skinner (Chair), Mr Councillor I.J.G. Clague, Mr Councillor S.R. Crellin, Mr Councillor F. Horning.

In Attendance: Director of Finance (Mr A.J.T Boyd), Assistant Chief Officer (Finance) (Mr E.P. Pierce), Democratic Services Officer (Mrs D. Atkinson). Mr J. Glasgow, Mr P. Ashby and Mr A. Ong (Hymans Robertson, via video-link).

REPORT

PART A –

Matters within the scope of the Committee's delegated authority

A1. Apologies

The Mayor and Mr A. Thomas (Independent Member) submitted their apologies for the meeting.

A2. Declarations of Interest

There were no declarations of interest.

A3. Equity Manager Selection

The Committee considered a detailed report submitted by Hymans Robertson on the review of underlying manager appointments within the global equities and UK equity holdings to introduce a tilt towards more ESG focused assets.

Members were reminded that the Scheme's current equity allocation resides with three managers, two for Global (Xtrackers - MSCI World and iShares Edge – MSCI World Multifactor) and one for UK (the Royal London (RLAM) UK All Share Tracker Fund).

Mr Glasgow commenced with an update on UK equities. RLAM recently announced their intention to merge the Scheme's current holding in the UK All Share Tracker Fund into their actively managed UK Broad Equity Tilt Fund. The Assistant Chief Officer (Finance) reminded the Committee that in June 2021, RLAM had previously proposed the introduction of an ESG tilt in their UK All-Share Tracker Index Fund though the incorporation of their active Responsible Investing ("RI") and ESG Insights, which was supported by the Committee, but unfortunately was not approved at the RLAM AGM. According to the report, RLAM believe that since last year the position has changed mainly due to major investors filing redemption notifications. It is believed that this option provides a viable alternative to the consideration of closing the UK All Share Tracker Fund. Due to the way this fund is managed, it would gain the ESG focus that the IOMLGSS is looking to implement.

Mr Glasgow moved on to the search for alternative global passive equity strategies to replace the Scheme's existing equity allocation. Members were advised that when compiling the initial shortlist of managers to contact, the key criterion was compliance with the IOM regulation that a manager can only be appointed directly if they have an office on the Isle of Man. The Scheme has a contract with Canaccord who can provide an investment platform that allows access to a selection of managers that would not normally be available based on office location alone. As such Hymans Robertson worked closely with Canaccord on ascertaining the universe available. From the universe three investment managers were shortlisted; iShares, LGIM and UBS with four different funds identified for review. All were subject to a high level screening process as detailed in the report. The funds were then compared by the performance against its own benchmark, and the benchmark currently used in the Scheme's corresponding fund. At this point, of the four funds initially shortlisted, the deviation in performance of the LGIM Future World ESG Developed Index Fund was considered material enough to remove from the process. This therefore left two funds as a potential replacement for the current Xtrackers and one fund as a potential replacement for the iShares Multifactor Equity Fund (LGIM). Members were presented with the key data and information for the shortlisted funds.

Mr Glasgow presented the fees for the three funds. In terms of ongoing fees, LGIM would be a significant reduction annually, the iShares MSCI World ESG Screened fund would be no change and the UBS fund would be a slight increase. A one-off dealing fee would apply in each case.

Members were advised that the UBS MSCI ACWI Universal Low Carbon Select Fund Strategy (UBS) had the strongest ESG characteristics of the two shortlisted strategies to replace the current Xtrackers appointment. The fund scored well on both the MSCI ratings as well as a considerable reduction in Carbon Intensity and against the current holding. It was noted however that a potentially higher tracking error could occur.

The report advised that the LGIM Future World Climate Change Equity Factors Index Fund (LGIM) offers a compelling solution retaining a lot of the current characteristics the Scheme has through the current multifactor holding. The LGIM fund also has an added ESG tilt through decreasing the weight of constituents with higher exposure to fossil fuels and/or carbon emissions and increasing the weight of constituents with Green Revenues.

The report therefore recommended investment in the UBS and LGIM funds. In response to question, Mr Glasgow advised of the next steps, and the timeline for implementation.

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

- (i) The RLAM UK All Share Tracker Fund proposed merger to the UK Broad Equity Tilt Fund be supported and Canaccord be instructed to vote in favour of the motion;
- (ii) The current global allocation split between a more conventional global equity and a multi-factor solution, be continued, with a potential to review the overall Scheme’s asset allocation following the results of the triennial valuation later in the year;
- (iii) The current Xtrackers Fund be replaced with the UBS MSCI ACWI Universal Low Carbon Select Fund; and
- (iv) The current ishares Edge MSCI World Multifactor Fund be replaced with the LGIM Future World Climate Change Equity Factors Index Fund.”

The Committee rose at 11.35am.

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

EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE

EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE – Minutes of Meeting held on Tuesday, 28th June, 2022.

Members Present: Councillor Miss. N.A. Byron (Douglas) (Chair), Ms. F. Logan (Onchan), Mr. T. Kenyon (Garff), Mrs. A. Davidson (Santon).

Apologies: Mr N. Mellon (Member, Braddan).

In Attendance: Mr P. Cowin (Secretary), Mrs D. Eynon (Douglas), Mr E.P. Pierce (Douglas), Mrs D. Atkinson (Douglas), Mr R. Phillips (Onchan), Mr J.C. Whiteway (Braddan), Mr S.A. Crook (Contractor's Representative) (Items A3 and A4 only), Mr J. Quayle (Department of Infrastructure Representative).

REPORT

PART A –

Matters dealt with under delegated authority

A1. Minutes – 29th March, 2022

Approved unanimously as a correct record.

A2. Matters Arising from the Minutes

Item A4 – Height Barrier: Mrs. Eynon advised that the height barrier had been removed with no apparent effect on the operation of the Site.

Item A6 – Middle Park Civic Amenity Site: Mr. Pierce had circulated an e-mail showing revised values payable by each of the Authorities, reflecting the costs of the planning application. Each of the Authorities had agreed to the revised values, which would be in the new Agreement, and it was agreed that they be recorded in the minutes.

The revised total costs were:

Douglas	£1,859,320
Onchan	£529,280
Braddan	£376,870
Garff	£161,350
Santon	£50,010

A3. Operational Contractor's Report

Mr Crook joined the meeting at 2.45pm and provided further explanation of the items detailed in his report, which had been circulated.

The total number of sofa beds disassembled from 1st April was 76;

The situation in relation to gas cylinders was still unresolved although Manx Gas was working to provide a solution for all four Civic Amenity Sites;

One oversize item had been found at the Energy from Waste Plant, and an invoice received accordingly, which was being disputed;

A meeting of operators of all four Sites had identified some areas of inconsistency, in opening hours, charges, etc. Mr Quayle advised that the process of listing and checking the information was incomplete and he would provide a detailed schedule in due course.

The Contractor for removal of fridges and freezers had been asked for prices to remove those units classified as “commercial” on the Site.

Bring Banks – the Waste Management Unit had agreed to continue provision of the “bring bank” recycling units at the Site, with the exception of plastic. The Contractor intended to provide a plastic

recycling service, initially through a sub-contract but, once a vehicle was available to transport skips, through its own recycling facility.

The disuse of the height barrier had made little impact on use of the Site, and the number of larger vehicles using the Site had not increased.

WEEE goods disposal costs had not increased for 2022/23.

Two incidents had occurred on the Site since the last report: one of a user mistakenly depositing asbestos cement, and one of an employee sustaining injury moving a large bin. Appropriate action had been taken both at the time of each incident and to prevent recurrence.

Statistics on the amount of classified materials collected and disposed of were provided, as were the statistics on numbers of vehicles using the Site in half-hourly intervals.

The Chair raised a query on the Re-Use facility and whether it could be more actively used to promote more effective recycling. Mr Crook explained that to do so would require additional resources, which under the current contract were not available.

Mr Crook was thanked for his attendance and left the meeting at 3.50pm.

It was agreed:

- (1) That the report be noted;
- (2) That the Secretary write to the Western Civic Amenity Site seeking details of its policy in relation to acceptance of material from outside its area, and particularly on charges levied for such material;
- (3) That the use of the Site by vehicles continue to be monitored, with a particular view to Sunday morning use and the potential to open the Site later in the day;
- (4) That the use of the “Re-Use” facility be examined in consideration of the tender process for operation of the new Site from April, 2023.

A4. Middle Park Civic Amenity Site

Mrs. Eynon advised that the construction contract for the new Civic Amenity Site had been signed by all the Authorities and was held *in escrow* by Callin Wild, in readiness for completion.

In relation to the petitions of the respective Authorities for consent to the borrowing of their element of the costs, for consent to the acquisition of land, and for consent to the new Joint Committee Agreement, the Department of Infrastructure was considering them; it was understood that Officers of the Department had prepared the requisite papers for the Department and they simply required sign-off. The Department was aware of the deadline fixed by the Contractor for completion of the transaction, 30th June, and the cost implications to the Authorities of delay beyond that date.

The other outstanding issue was a Waste Disposal licence; application had been made to the Environmental protection Unit following the grant of planning consent, and a number of queries addressed. Mrs. Eynon advised that the risk of a licence being refused was minimal, as it was obligatory on the unit to issue a licence in cases where planning consent had been granted, unless there was a risk to public safety or of pollution of a watercourse. It was much more likely that a licence would be issued subject to conditions.

It was agreed: that the matter proceed regardless of the Waste Disposal Licence Application, and that the Secretary inform all the Clerks and Members on Friday morning, 1st July, as to whether or not the deadline for completion had been met.

A5. Legal Costs

Mr. Pierce circulated a statement of legal costs incurred to date in preparation of the new Joint Committee Agreement, construction contract, petitions etc. These would be charged to the capital cost of the scheme.

It was agreed: that the statement be noted.

A6. Procurement of Vehicles

Mrs. Eynon advised that following receipt of the Department of Infrastructure’s approval to Douglas Borough Council borrowing on behalf of the Joint Committee for the purpose, steps had been taken to procure a second-hand hookloader vehicle. In respect of the 360° excavator, tenders would be sought in the near future.

It was agreed: to note that the procurement process was under way.

A7. Operational Contract – Middle Park Civic Amenity Site

It was noted that the current operational contract for the Site expires on 31st March, 2023. Members felt it advisable to commence work as rapidly as possible on a revised specification for operation of the new Site with effect from 1st April, 2023.

Mrs. Eynon advised that as Douglas Borough Council was the current operator, and may wish to submit a tender, it would be inappropriate for Douglas to lead the exercise, although officers would be able to advise, particularly on the practical aspects. Mr. Phillips stated that Onchan District Commissioners could lead, as was the case in the last tendering exercise.

It was agreed: that Onchan District Commissioners lead the tendering process, and that Officers collaborate on a new specification applicable to the new Site, to be considered at the Joint Committee's next meeting.

A8. Next Meeting

It was agreed: that the next meeting of the Joint Committee take place at 2.30 p.m. on Tuesday, 26th July, 2022.

The meeting ended at 4.05pm.

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, 14th June, 2022.

Members Present: Mr Councillor A.J. Bentley (Chair), Councillor Miss N.A. Byron, Mr Councillor S.R. Pitts, Mr Councillor F. Schuengel.

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

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies

The Mayor submitted her apologies for the meeting.

A2. Declarations of Interest

There were no declarations of interest.

A3. Minutes – 17th May, 2022

The minutes of the meeting held on Tuesday, 17th May, 2022, were approved and signed.

A4. Matters Arising from the Minutes

Clause A5 - Introduction to new allotment members

The Assistant Chief Officer (Regeneration) advised that an officer site visit had taken place. At this meeting it had become apparent that the current allotment rules should be reviewed. A subsequent meeting had been arranged to begin this process and the updated rules will be considered by the Committee. In response to question, he confirmed that a Member site visit will be arranged in the coming weeks.

A5. Douglas Carnival

The Committee considered a report submitted by the Democratic Services Officer to update on the plans for the Douglas Carnival.

Members recalled that the Committee had initially agreed to forming the Carnival at the Bottleneck car park to travel the length of Loch Promenade, turning at the roundel at the Northern end of Loch Promenade and finishing at the Bottleneck car park. In a subsequent Member and officer working group meeting, it was suggested that the parade finish at Harris Promenade (with no return journey), which was viewed as better suited to a Carnival parade. As the working-group does not have the remit to make such decisions, the Committee were asked to ratify the suggestion put forward by the group.

The Committee were reminded that the closing date for the Carnival was 31st May. Given that the timing of the deadline conflicted with TT week, the report recommended extending the deadline to Friday, 17th June. The report further recommended that if sufficient entries had not been received by the extended deadline (a minimum of 20 to 25 entries) that the Carnival be cancelled. Members noted there were 13 entries to date.

The report explained the reason for the deadline date is to ensure there are sufficient entries for the parade to be viewed as a spectacle to the public. Members discussed potential entries and the community interest in the event. They felt that the event should go ahead despite the entry numbers, as the public are keen to see the return of the parade. Members felt that the ancillary features, including free rides, a tractor pull and events in the sunken gardens will also add to the event.

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

- (i) The Carnival parade form on Loch Promenade footway, travel the length of Loch Promenade carriageway (starting at its junction with Victoria Street) and finish at Harris Promenade;
- (ii) The Douglas Carnival event go ahead on Saturday, 23rd July, regardless of entry numbers for the parade; and

(iii) The closing date for applications be removed and entries be accepted until the event date.”

A6. 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.”

A7. Date and Time of Next Meeting

Members were advised that the next scheduled meeting was due to take place on Tuesday, 19th July, 2022.

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

PART B –

Matters requiring Executive Committee approval

B8. Temporary Changing Facilities, Pulrose

The Committee considered a report submitted by the Assistant Chief Officer (Regeneration) to seek agreement to the provision of temporary changing facilities at Pulrose recreation ground for the 2022/23 football season.

Members were reminded that the existing changing facilities at Pulrose Recreational Ground were condemned in March 2022. The detailed design process is now underway for a replacement facility, which, subject to planning consent together with grant funding and returning a tender within budget, is likely to be completed during the 2024/25 football season. This leaves the site without facilities during this period.

The report set out a proposal to hire and install four portable cabins for the 2022/23 football season at a cost of £8,000 (£50 per cabin per week for 40 weeks) plus a delivery and removal fee of £280 per cabin. The Assistant Chief Officer (Regeneration) explained that in addition to the cabin hire, it would be necessary to provide an electricity and water supply at an estimated cost of £5,000, and the cost of two portaloos at £2,050. The report recommended that if the arrangement was considered suitable for the 2022/23 season, that the same temporary arrangement be adopted until such time that the new facility is operational.

Members discussed the proposal at length. Options put forward by Members were to hire two, rather than four, cabins, to purchase new or used portable cabins with the intention to sell at a later date, or to re-use two existing cabins that are currently located at Ballaughton Nursery. The Assistant Chief Officer (Regeneration) explained that the two existing structures are in poor state and may not be stable enough to be transferred to the football site. It was noted that there will be a cost to move the existing cabins in order to determine if this option is viable. The cost to relocate the cabins in order to refurbish (if feasible) was estimated at £1,000.

Members initially voted on the number of cabins that should be provided. It was agreed, although not unanimously, that two cabins be provided and the Clubs and Isle of Man FA be asked to explore options to manage with the reduction temporarily by using Noble’s Park football pitch and/or alternating fixtures and/or staggering start times.

Members then moved on to the purchase/hire of the cabins. Members agreed to consider all four suggestions for providing the cabins and listed them in order of preference.

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

- (i) Two portable cabins and two portaloos be provided at Pulrose Recreational Ground as a temporary replacement for the condemned pavilion building during the 2022/23 and 23/24 football seasons, and both Clubs and the Isle of Man FA be asked to consider staggering start times and/or alternating fixtures and/or utilising the Noble’s Park pitch to assist with the temporary reduction in changing rooms;
- (ii) How the cabins are sourced be considered in order of the below feasibility;
 - (1) Option 1 – to refurbish the existing port-a-cabins located at the Ballaughton Nursery, at an estimated cost of £12,600 plus the water, power and portaloos supply and the cost of moving the cabins totalling approximately £20,210;
 - (2) Option 2 – to contact local providers to buy two used cabins, the cost of which was unknown at the meeting plus the £7,610 for the toilets, water and electricity connection;
 - (3) Option 3 – to purchase two new cabins at a cost of £20,000 plus the water, power and portaloos supply totalling approximately £27,610;

- (4) Option 4 – to hire the cabins at a cost of £4,000 plus the water, power, portaloos supply and delivery totalling approximately £11,610 for 40 weeks hire;
- (iii) That the report be referred to the Executive Committee to request a maximum of £27,610 for the provision of two port-a-cabins funded from General Revenue Reserves in 2022/23;
- (iv) If Resolution (ii) (4) option 4 is undertaken, that a one-off growth bid of £5,100 be considered for the 2023/24 financial year to cover the cabin hire whilst the permanent structure is being finalised; and
- (v) That planning approval be sought as required.”

For – 3 Against - 1. Mr Councillor S.R. Pitts requested that his name be recorded as voting against the resolutions.

The meeting ended at 11.55am.

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

ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of Meeting held on Monday, 13th June, 2022.

Members Present: Mr Councillor F. Horning (Chair), the Mayor, Mr Councillor J.E. Skinner, Mr Councillor P.J. Washington.

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Assistant Chief Officer (Regeneration) (Mr C. Pycroft), Assistant Chief Officer (Income) (Mrs C. Pulman), Dilapidation Enforcement Officer (Mr S. Salter) (Items A7 and 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

Apologies for absence were submitted by Councillor Miss N.A. Byron.

A2. Declarations of Interest

There were no Declarations of Interest.

A3. Appointment of Vice-Chair 2022/23

Following deferment of the item at the Committee meeting held on Monday 16th May, 2022, the Chair invited nominations for the election of Vice-Chair, to act in the illness or absence of the Chair.

Resolved unanimously, “That Mr Councillor P.J. Washington be elected Committee Vice-Chair for the remainder of the current municipal year, until April 2023.”

A4. Minutes – 16th May, 2022

The minutes of the meeting held on Monday, 16th May, 2022 were approved and signed.

A5. Matters Arising

No issues were raised as arising from the previous minutes.

A6. Attendance at the Recycling and Waste Management Exhibition (RWM) and Lets Recycle Live 2022

The Committee considered a report submitted by the Senior Engineering and Waste Services Manager seeking approval for Waste Officers to attend the 2022 Recycling and Waste Management Exhibition and Conference held in Birmingham NEC on 14th and 15th September.

In line with the Council’s Constitution and a standing Executive Committee resolution, Committee approval had accordingly been sought for the officer’s attendance.

The Recycling and Waste Management Exhibition (RWM) is the largest of its kind in the UK, with 72% of UK Local Authorities being represented at the 2021 conference. Members were advised that the Council has attended the RWM for approximately 20 years and that it was important for the Council, as the largest waste management authority on the Isle of Man to keep abreast of the latest innovations and products in the industry.

Members were advised that this year, the RWM are combining with Let’s Recycle who are a key resource for all parties involved in recycling, including hosting events and webinars, giving guidance on legislation and regulations, producing performance tables and providing up to date material prices.

Resolved, “That particulars of the report be noted on the minutes and that approval be given for the Senior Engineering and Waste Services Manager and the Assistant Waste Services Manager to attend the 2022 Recycling and Waste Management Exhibition and Conference in September, 2022”

A7. Planning Application 22/00549/B – Former IOM Holiday Camp, Switzerland Road

The Committee considered an appraisal of planning application 22/00549/B for the creation of a parkland campus facility comprising of a head-quarters office building with restaurant, café,

collaborative working areas and sixty-six accommodation units with associated landscaping at the former Isle of Man Holiday Camp, Switzerland Road, Douglas.

The proposal is for the development of a large unoccupied brownfield site consisting of a mix of office and campus style living accommodation along with associated facilities including, a café/restaurant, a gym/mindfulness space, informal working areas and hospitality facilities. It was noted that that applicant has stated that all of the living accommodation will be used by employees working on the site, equating to approximately 330 employees. Extensive landscaping of the site will take place providing open space for those living and working at the facility.

Members were advised that the development includes provision for eighty parking spaces, one hundred and fifty-two long stay and twenty-two short stay bicycle spaces. The Dilapidation Enforcement Officer advised the Department of Infrastructure has raised no concern over the proposed parking provision.

Members noted that development of this vacant brownfield site will bring significant benefits to both the Town and the Island's economy.

Resolved, "That particulars of the report be noted on the minutes and that support be given to planning application 22/00549/B."

A8. Schedule of Dilapidated, Ruinous or Dangerous Properties

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

A9. Items for Future Report

The Committee noted a report submitted by the Assistant Democratic Services Officer with an appendix setting out a number of reports that would be brought forward for consideration by the Committee in due course.

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

A10. 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 July, 2022.

The meeting ended at 11.00am.