



Borough of Douglas

**COUNCILLOR MRS CAROL ELIZABETH MALARKEY, J.P.
MAYOR**

Town Hall,
Douglas,
4th July, 2013

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held on WEDNESDAY, the 10th day of JULY, 2013, at 2.30 o'clock in the afternoon, in the COUNCIL CHAMBER within the TOWN HALL, DOUGLAS for the transaction of the hereinafter mentioned business.

I am,
Yours faithfully

Town Clerk & Chief Executive

Order of Agenda

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

II - Any statutory business.

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

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

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

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

- (i) The Executive Committee;
- (ii) The Pensions Committee;
- (iii) The Standards Committee;
- (iv) The Eastern Civic Amenity Site Joint Committee;
- (v) Any other Joint Committee;

VII - Consideration of the report of each Lead Member in the following order:

- (i) Housing and Property;
- (ii) Regeneration and Community;
- (iii) Environmental Services;

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, 12th June, 2013.

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

EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Friday, 28th June, 2013.

Members Present: Mr Councillor D.W. Christian (Chair), the Mayor, Messrs Councillors D.J. Ashford, E.A. Joyce, R.H. McNicholl.

Apologies: Mr Councillor S.R. Pitts.

In Attendance: Chief Executive, Borough Treasurer, Borough Engineer & Surveyor, Assistant Chief Assistant Town Clerk (from 2.00pm to 2.10pm).

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 Mr Councillor S R Pitts.

A2. Declarations of Interest

No declarations of interest were submitted.

A3. Minutes

The minutes of the meeting held on Friday 24th May 2013 were approved and signed.

A4. Matters Arising From Previous Minutes

The Manx Co-Operative Society – “The Emporium”, 10 – 18 Duke Street, Douglas: the Assistant Town Clerk reported that an issue had been raised at the Council Meeting on 12th June 2013 querying whether the lifting of the restrictive covenant would include the area of the building currently designated as “The Caff”. Further correspondence with the advocates had now taken place on this point, which confirmed that this area was involved. It was agreed that, as any part of the premises could not be used as licensed premises without the approval of the Licensing Court, any applications could be objected to by the Council, there was no reason why this part of the property should also not be included in lifting the restricted covenant.

Resolved, “That particulars be noted on the minutes and that the previous decision of the Committee, to support the lifting of the restrictive covenant, be re-affirmed.”

A5. Minutes and Referrals of the Environmental Services Advisory Committee

The Committee considered the minutes of the Environmental Services Advisory Committee meeting held on Monday 17th June 2013, including the below item specifically referred to the Executive Committee:

Promenade Steps: the Committee had received a report setting out options for repairs to the steps on the seawall (leading from the Loch Promenade walkway to Douglas Beach) as they were in poor condition and had been closed to the public for some considerable time. It was noted, when responsibility for the highways had been transferred to Central Government, that the steps had not been included, so the situation was that the Council owned the steps and the Department of Infrastructure owned the walkway and the seawall (to which the steps were attached). Members had noted that the Department did not wish the steps to be removed as they provided protection for the seawall and helped to disperse the force of the tides, and subsequently resolved that an approach be made to the Department of Infrastructure with a view to transferring ownership of the steps from the Council to the Department.

Members of the Executive Committee were, however, of the opinion that the steps should be retained by the Council, as they provided access from the walkway to the foreshore (which belonged to the Council).

Resolved, “(i) That particulars of the minutes of the Environmental Services Advisory Committee be noted;

(ii) That the resolution of the Environmental Services Advisory Committee, to not undertake any repairs to the Promenade steps but to instead transfer their ownership to the Department of Infrastructure, be not supported; and

(iii) That the matter be referred back to the Environmental Services Advisory Committee with a recommendation that, before making any approach to the Department of Infrastructure, costings for undertaking repair works to the steps be obtained and reported to the Advisory Committee accordingly.”

A6. Minutes and Referrals of the Regeneration and Community Advisory Committee

The Committee considered the minutes of the Regeneration and Community Advisory Committee meeting held on Tuesday 18th June 2013. It was noted that there were no items requiring specific referral to the Executive Committee.

Resolved, “That particulars of the minutes of the Regeneration and Community Advisory Committee be noted.”

A7. Minutes and Referrals of the Housing and Property Advisory Committee

The Committee considered the minutes of the Housing and Property Advisory Committee meeting held on Wednesday 19th June 2013. It was noted that there were no items requiring specific referral to the Executive Committee.

Resolved, “That particulars of the minutes of the Housing and Property Advisory Committee be noted.”

A8. Former Tenants’ Arrears – Write Offs

The Committee considered a written report by the Housing and Property Manager seeking authority under Financial Regulation F42 to write off uncollectable debts.

Members noted details of three former tenants’ outstanding debts in the sums of £2,473.95, £1,057.50, and £1,096.77. The first tenant had died leaving no known next of kin to make a claim against for the monies outstanding. The second had abandoned the property prior to eviction and, although private investigators had been hired by the Council’s advocates, they had not been able to track down the former tenant. The Council’s advocates had been instructed to employ a private investigator to undertake a search for the third of these; however, the private investigator had also been unable to trace this former tenant.

In response to a Member’s query, the Borough Treasurer advised that private investigators were hired in cases when all other means of tracing debtors had been exhausted.

The Borough Treasurer advised that this was also an exercise to ensure that the accounts included collectable debts and it was therefore recommended that the amounts be not left showing as debts due in the accounts, as this would be contrary to accounting principles. If any of these debtors were to attempt to rent a local authority property on the Island, they would have to pay the full amount prior to inclusion on the Housing List.

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

(ii) That approval be given to write off £4,628.22 of debts owed by former tenants, as detailed in the written report;

(iii) That the Borough Engineer & Surveyor be requested to provide information to Executive Committee Members as to why the debt of £2,473.95 had got to that level; and

(iv) That the Borough Engineer & Surveyor also be requested to provide information to Executive Committee Members setting out the costs involved in hiring private investigators in the other two cases detailed in the written report.”

A9. Monthly Financial Review - May 2013

The Committee considered a written report by the Borough Treasurer setting out details of progress made compared to key performance indicators in relation to the percentage of rates collected; the increase in the number of non-cash / non-cheque payments; and the percentage of sundry debtors collected within three months.

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

A10. Capital Out-Turn 2012 / 2013

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

The report listed the values spent on all capital schemes in 2012 / 2013, together with variances to the revised estimates. The expenditure of £7,441,000 equated to 83% of the revised capital programme and 50% of the original estimates for 2012 / 2013. A large part of the variance to the original estimate was due to the deferral of one scheme to 2013 / 2014, namely Cambrian Place. Excluding this item, 61% of

the original estimate had been spent. This compared to the 2011 / 2012 expenditure of £10,583,000, which was 71% of the original and 100% of the revised capital programme estimates.

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

(ii) That approval be given to carry forward to 2013 / 2014 all unspent balances on projects where work was on-going, or retentions were payable, totalling £1,940,500;

(iii) That it be noted that there was £7,441,000 of capital expenditure in 2012 / 2013; and

(iv) That the methods of financing capital expenditure (as detailed in Appendix C) be approved as follows:

Loan	£6,967,700
Repairs & Renewals Fund	£233,900
Revenue Reserve	£48,300
Building Maintenance (Commercial Fund)	£1,800
External Contribution	£77,000
Capital Receipts	£27,000
Cremator Renewals Fund	£35,800
Risk Management & Special Projects Fund	£19,600
Derelict Building Fund	£29,900
Total:	£7,441,000.”

A11. **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, “(i) That particulars of the report be noted on the minutes and that it be considered and monitored at each meeting of the Executive Committee; and

(ii) That the Borough Engineer & Surveyor be requested to prepare a Briefing Note, updating all Members on recent developments in relation to Cambrian Place once a response had been received from the Honourable Minister to the letter from the Leader dated 26th June 2013.”

Part B

Matters requiring Council Approval

No public matters subject to Council approval were considered.

The Committee rose at 3.45pm.

VII(i) – The Proceedings of the HOUSING AND PROPERTY ADVISORY COMMITTEE as follows:

HOUSING AND PROPERTY ADVISORY COMMITTEE

HOUSING AND PROPERTY ADVISORY COMMITTEE – Minutes of Meeting held on Wednesday, 19th June, 2013.

Members Present: Mr Councillor D.J. Ashford (Chairman), the Mayor, Messrs Councillors J. Joughin, J.E. Skinner, S.C. Cain, Councillor Ms K. Angela.

In Attendance: Assistant Town Clerk, Assistant Chief Officer (Housing and Property), Assistant Chief Officer (Income), Democratic Services Officer.

REPORT

PART A

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

A1. Minutes 15th May, 2013

The minutes of the meeting held Wednesday, 15th May, 2013 were approved and signed.

A2. Matters for Future Consideration

The Committee considered the report on matters for future consideration. It was noted that the capital monitoring report will come to the next meeting and the full housing performance report the subsequent meeting. There was a brief discussion of the report on the expressions of interest submitted for Douglas Market Hall and it was noted that the officer is confident that he will have the report ready for committee consideration at the next meeting.

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

PART B

Matters requiring Executive Committee Approval

There were no matters requiring Executive Committee approval.

Part C

Matters requiring Council Approval.

There were no matters requiring Council approval.

The meeting ended at 10.55am.

VII(ii) – The proceedings of the REGENERATION AND COMMUNITY ADVISORY COMMITTEE as follows:

REGENERATION AND COMMUNITY ADVISORY COMMITTEE

REGENERATION AND COMMUNITY ADVISORY COMMITTEE – Minutes of meeting held on Tuesday, 18th June, 2013.

Members Present: Mr Councillor S.R. Pitts (Lead Member), the Mayor, Councillor Mrs R. Chatel, Mr Councillor G.J. Faragher, Councillor Miss D.A.M. Pitts, Mr Councillor W.M. Malarkey.

In Attendance: Assistant Town Clerk, Assistant Chief Officer (Finance), Assistant Borough Engineer, Assistant Chief Officer (Corporate and Development) (Item A1 to A5 only), Head of Parks, Assistant Democratic Services Officer.

REPORT

PART A

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

A1. Election of a Vice-Chairman for the 2013/14 municipal year.

Resolved unanimously, "That Mr Councillor G.J. Faragher be elected Vice-Chairman of the Regeneration and Community Advisory Committee for the municipal year 2013/14."

A2. Minutes – 14th May 2013

Minutes of meeting held on Tuesday, 14th May, 2013, were approved and signed.

A3. Proposal for a Speaker's Corner and the establishment of a Speaker's Corner Committee for the Isle of Man

The Committee considered a report submitted by the Assistant Chief Officer (Corporate and Development) on discussions undertaken with Mr Peter Bradley, director of the Speaker's Corner Trust, regarding the potential to establish a Speaker's Corner in Douglas to coincide with Island of Culture 2014 and the regeneration of Regent Street.

In autumn 2012 several Councillors were contacted with regard to the possibility of establishing a Speaker's Corner in Douglas. The Assistant Chief Officer (Corporate and Development) subsequently contacted Mr Bancroft and through him made direct contact with Mr Peter Bradley. Mr Bradley has offered to visit the Isle of Man to give a presentation to interested parties with a view to establishing a Douglas or Isle of Man Speaker's Corner Committee and physical Speakers' Corner in the town centre.

Mr Bradley agreed to visit the Island on the basis that all travel costs are covered. The report suggested no more than £1000 to cover travel costs, Members agreed to reduce this cost to £600 with £300 being funded from the Community Events budget and £300 funded from Douglas Development Partnership.

Members queried if the speaker subjects would be vetted and who would be liable for a speaker's comments. Members opined that the speaker's corner could be used to air personal vendettas.

The Assistant Chief Officer (Corporate and Development) advised that the intention at this stage would be the Town Centre Manager would take bookings for the speaker's corner to ensure appropriate and equitable use but Mr Bradley would be in a position to further advise of potential issues and solutions during his visit.

Members requested that Mr Bradley meet with both Douglas high schools during his visit to the Island.

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

- (i). Mr Bradley, Director of Speakers' Corner Trust be invited to Douglas to make a presentation on the work of the Speakers' Corner Trust and as first step in establishing a Speakers' Corner Committee on the Isle of Man;
- (ii). The £600 maximum expenses be divided equally between the Community Events Budget and Douglas Development Partnership;
- (iii). Mr Bradley meet both Douglas high schools during his visit to the island."

A4. Permission to utilise Snakepit as an outdoor seating area

This item was deferred as requested by Officers.

The Assistant Chief Officer (Corporate and Development) was thanked for his attendance and left the meeting.

A5. Financial Contributions to Douglas Town Band

The Committee considered a report submitted by the Assistant Town Clerk, following a request from the Committee, to increase the financial contributions to Douglas Town Band.

Members noted the Council had been connected to Douglas Town Band for many years and depended heavily on the Band to provide music at a number of Civic events.

A Council representative to the Band's Committee suggested an increase in the contribution paid to the Band. Research following that suggestion revealed that the level of Council's contribution was last reviewed in 2009, when it was agreed that £2,000 should be paid annually. It was further agreed that the amount should be increased annually in line with inflation but the Band had only invoiced £2000 and the payment has therefore remained at £2000 in 2010, 2011 and 2012.

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

- (i). The Council's financial contribution to the Douglas Town Band be increased to £2,383 in the current financial year and then be increased annually in line with inflation;
- (ii). An additional one-off payment of £650 be made to the Douglas Town Band in 2013 in recognition of the unpaid inflation increases in the Council's contributions between 2009 and present;
- (iii). Recommendations one and two above be funded from the 2013 Public Events budget, SP100."

A6. Sound and Stage Equipment for Public Events

The Committee considered a report by the Assistant Town Clerk, in conjunction with the Borough Engineer, on sound and stage equipment for public events.

The Council promotes a number of public events each year which require a public address system and in some cases, staging. In previous years these have been hired on an ad hoc basis and more recently an annual contract.

It had been suggested that a three year contract for the provision of sound and staging for annual events would be more economical.

Arrangements for the provision of equipment would depend on setting out precisely the Council's requirements so that a specification could be drawn up and tenders invited. As this would require commitment to the arrangements by both parties the report therefore recommended, protecting the Council's prerogative to change events from year to year, that only a one year contract be considered. This would ensure the Council would not suffer unnecessary expenses should the event venue or format change.

The report included a basic specification for each event for the forthcoming year, Members were asked to approve the details of each event in order for a more detailed specification for each event to be drawn up.

The Member Champion advised, as detailed in the report, that the purchase of equipment by the Council would also be researched when the specification is drafted.

In answer to question, the Assistant Town Clerk confirmed purchasing equipment would not result in a large increase of overtime costs as Electrical Services staff are already in attendance at public events to manage the barriers and various other responsibilities.

Members requested an additional report detailing the costs to purchase equipment, including overtime costs per event to set up the equipment, and the cost to hire equipment.

Resolved, "That the item be deferred pending an additional report to be considered at the July meeting of the Committee detailing the cost to purchase sound equipment, including overtime costs, and the cost to hire equipment for public events."

A7. Governor's Hill Play Area

The Committee considered a report submitted by the Assistant Borough Engineer, following a request from the Committee, on the excess surface water at Governor's Hill play area.

Members noted Governor's Hill play area suffers particularly poor drainage in the existing grassed areas. There have been several complaints regarding the condition of the grass areas which are viewed as continually unusable.

The report recommended obtaining tenders from the Douglas Borough Council Select List for Minor Works for the removal of all grassed areas contained within the play area and replacing with Tarmac on suitable substrate. The Assistant Borough Engineer advised funding was not available through existing revenue estimates and therefore funding would be required from reserves or a funding bid could be included in the 2014/15 year. The cost to complete the work was estimated at £30,000.

In answer to question, the Assistant Borough Engineer advised tarmac was suggested rather than wet pour because the price was substantially lower. Wet pour is only required in certain areas of the Park to meet national standard, the Head of Parks confirmed the current surface did comply with national standards, including the grassed areas.

It was agreed that the works be included in the 2014/15 capital programme and in the meantime Members, who had not yet seen the play area, would visit the Park to determine the extent of the issue. Members agreed that if the state of the play area is worse than anticipated the item would be reconsidered before the budget process.

Resolved, "That £30,000 be included in the 2014/15 budget for the surfacing of Governor's Hill play area to deal with the drainage issues and Members visit the area prior to the budget meeting to consider the extent of the problem."

A8. Items For Future Consideration

The Committee considered a report by the Assistant Town Clerk detailing items for future consideration by the Committee.

In relation to the conflict of interest for the health and safety advisor and the organising of public events Members were informed that the Fun Day organisation was carried out in-house.

A Member requested an update on the Groves Road changing rooms, it was suggested the Club be invited to a Committee meeting to provide an update following approval of the planning application. The Head of Parks advised he offered his services to assist with lottery funded requests.

A Member requested two reports for the July meeting of the Committee, the reinstatement of hanging baskets on the Promenade in 2014 to coincide with the Island of Culture, and an application for the Mayoress Appeals Fund to collect at both the fireworks display and Christmas lights ceremony.

A Member requested a report on why Members could not provide the voice-over for Council adverts on 3FM radio.

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

PART B

Matters requiring Executive Committee Approval

There were no matters requiring Executive Committee approval.

Part C

Matters requiring Council Approval.

There were no matters requiring Council approval.

The meeting ended at 11.15am.

VII(iii) – The proceedings of the ENVIRONMENTAL SERVICES ADVISORY COMMITTEE as follows:

ENVIRONMENTAL SERVICES ADVISORY COMMITTEE

ENVIRONMENTAL SERVICES ADVISORY COMMITTEE – Minutes of meeting held on Monday, 17th June, 2013.

Members Present: Mr Councillor R.H. McNicholl (Chairman), The Mayor, Councillor Mrs S.D.A. Hackman, Mr Councillor A.V. Quirk.

Apologies: Mr Councillor C.L.H. Cain.

In Attendance: Assistant Town Clerk, Assistant Borough Engineer, Building Control Manager, Senior Engineering and Waste Services Manager, Senior Accountancy Officer, Senior Building Control Officer, Democratic Services Officer.

REPORT

PART A

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

A1. Minutes 18th March, 2013

The minutes of the meeting held Monday, 18th March, 2013 were approved and signed.

A2. Vice-Chairman – 2013/2014

Councillor Mrs S.D.A. Hackman was unanimously elected to serve as Vice-Chairman of the Committee for the 2013/2014 municipal year.

A3. Street Signs

The Senior Building Control Officer joined the meeting to respond to Members' questions about street nameplates. In answer to question, she advised that there is little vandalism to street nameplates and with the exception of some nameplates on the TT course, few are stolen. Most often, the reason for replacing a nameplate is damage from a road traffic accident. Several months ago, a large number of street nameplates in Anagh Coar failed in that the laminated front separated from the back and the nameplates were becoming illegible. The nameplates were nine years old, and this failure was unprecedented.

Officers investigated the types of replacement street nameplates available locally, and in February, 2013 the recommendation was made to Committee to change from nameplates backed with Dibond to ones with an aluminium backing. Examples were circulated of a Dibond-backed street nameplate, an aluminium-backed nameplate and a sample street nameplate made by N Sign, a company which was exhibiting at the recent Parkex Exhibition. The officer explained that the nameplates with the aluminium backing boards could be re-used if the lettering or wording was damaged or disintegrated. The front could be removed and a new front attached to the back. This made these sorts of boards more long-lasting and environmentally sustainable.

There was some discussion of the cost of the three sorts of nameplates. The officer explained that N Sign has supplied prices for one type of street nameplates, but has not quoted for aluminium-backed ones, and the prices supplied do not include delivery charges or the additional mounting frames and clips which would be needed to attach N Sign's nameplates to posts. For these reasons it was difficult to make accurate comparisons between the types of signs. It was agreed that N Sign should be supplied with the same detailed specification which has been supplied to local firms and asked to quote accordingly. A report will be brought back to Committee when all of the information has been received.

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

The Senior Building Control Officer was thanked for her attendance and left the meeting at 10.25am.

A4. Waste Management Review

The Committee considered a report on the findings of independent review of the Council's waste management services. The review examined the waste management structure, the refuse collection service, the recycling collection services, the street cleaning service and the civic amenity service.

The Committee discussed the report in detail. Officers updated the Committee on staffing changes which have been made over the past two years arising from retirements. Officers present responded to queries about the exact numbers of staff on various duties and gave an overview of how the day to day management of the section works. There was an extended discussion of the civic amenity site. The Council has two distinct roles in relation to the Civic Amenity Site. First, the Council is a member, with other local authorities of the Joint Committee responsible for oversight of the facility. Secondly, the Council as operator of the site is responsible for the day to day running of the facility, including staffing and disposal. Questions were raised about the income arising from the different materials and the distribution of that income. The Senior Accountancy Officer advised that the income achieved from the sale of the recyclable materials fluctuates; and so budgeted income is kept at a prudent level. There was discussion of the different materials which are recycled. The Committee were advised that the government is no longer paying the local contractor for disposal of fluorescent tubes.

There was discussion of the new bye-law which has come into effect requiring householders to bring in their bins from back lanes. It was noted that this may cause difficulties in some particular areas, although it is hoped that it will improve the Borough. There was discussion of ways of raising awareness and encouraging recycling. An approach has been made to the Council by Friends of the Earth / Zero Waste Mann about the possibility of providing labels to provide recycling information to go on domestic bins. The wording could remind people that they need to bring the bin back onto their own property; and that many materials can be recycled. The Committee agreed that the suggested action should be progressed. There was discussion of ways to minimise the amounts of waste being sent to the Energy from Waste plant. As the costs of disposal to the plant are expected to rise over the next few years, minimisation will become increasingly important. It may be worth reconsidering implementation of bin weighing for domestic collections. It was agreed that a report on this should be brought back for Committee consideration.

There was an extended discussion of recycling collection facilities and ways to minimise waste. There was discussion of the ways to encourage recycling in schools. It was suggested that schools should be provided with recycling bins for their use. It was also suggested that once the bulking-up facility at Ballacottier is operational, then schools should be approached so that visits could be organised and the facility and related recycling matters explained. There was discussion of the lack of recycling facilities in the Council's own premises such as the Town Hall. It was agreed that reports on these various matters raised should be brought back for Committee consideration. It was suggested that schools might be offered incentives for recycling such as sports equipment. It was agreed that the suggestion needed further examination, including research as to whether or not the Council could offer donations in kind.

There was discussion of the street cleaning service which is mostly funded through the agency agreement with the Department of Infrastructure. The funding has not increased this year, and has been steadily reduced over the past few years. Street sweepers are very costly to run, and it may be that smaller sweepers would be more effective. A review of the plant and equipment is needed. The electric batteries for the 'electric barrows' (Bradshaw's) are very costly to replace, and in some instances it is cheaper to replace the entire machine rather than just the battery. A report on mechanical sweepers needs to be brought back to Committee. A Member noted that she had seen dedicated chewing gum bins being used in the United Kingdom and queried why these have not been tried in Douglas. The Senior Engineering and Waste Services Manager advised that he was aware of the bins specifically designed for the disposal of chewing gum which are made from recycled chewing gum. Because they are designed to be eye-catching, they are bright pink and other colours are not available. There was concern that the colour would detract from the town and so these were not used during the anti-chewing gum campaign. It was agreed that further information about these bins should be brought back for consideration.

There was an extended discussion of the kerbside collection service. It was agreed that it is necessary to keep reminding the public of the service. There was complaint that the calendars for dates of collections weren't available in a timely fashion this year. It is expected that this was a unique set of circumstances and will not be repeated. The Council offers residents a facility to receive reminders of recycling collection days by email and/or text. Approximately seven hundred people have signed up for this service. There was question about the suspension of kerbside collections during TT. The Senior Engineering and Waste Services Manager explained some of the operational difficulties with operating the service during TT, agreed that this is being reviewed. There was some discussion of the vehicles which are used for the kerbside collections. These vehicles were originally supplied by the Department of Infrastructure. There was further discussion of the vehicles used and the ways they are used.

A report had been considered by the Executive Committee on the additional equipment being procured for the development of the bulking-up facility at Ballacottier. Not all of the equipment was to be purchased at the same time so the costs are being spread out. The equipment will help ensure that the recycling material supplied to processors is of a high quality which will attract a good return. The Chairman then read out the details of the equipment, what it is used for and what it costs. This purchase of equipment will over time enable the Borough to become self-sufficient as it will not be necessary to hire-in equipment. There will be a further reduction in and control of costs and the Council will be able to expand the type and quantity of materials processed.

It was agreed that a summary of the report should be circulated to all Members of the Council.

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

A5. Adjournment and resumption

The meeting adjourned at 1.00pm and resumed at 2.15pm with the same Members present and officers in attendance.

A6. Parkex, Traffex, and Street Design Exhibition

The Committee considered a report on attendance at the Parkex, Traffex, and Street Design Exhibition, held at the NEC in Birmingham, 16th – 18th April 2013. The Chairman attended for all three days of the event, the Senior Engineering and Waste Services Manager attended for two days, and the Borough Engineer and Surveyor attended for one morning. Four objectives were set out for those attending the Exhibition. First, to maintain an overview of new products and systems entering the market in the field of parking and traffic management. Second, to meet with existing suppliers to review existing and new product lines. Third, to visit contractor and supplier exhibitors in the field of car park repair and maintenance.

The report continued with a summary of the range of exhibitions viewed in each of the different sections and a non-exhaustive list of exhibitors of particular interest.

The majority of the exhibitors in the Traffex part of the exhibition were concerned with highway repair and maintenance including accessibility and distribution of services (drainage and electrical), personal protective equipment, safety barriers, signage, traffic signals and snow removal.

The Parkex section of the exhibition focused on car park management and car park repair and maintenance.

The street design exhibition focused on street furniture and hard landscaping.

Resolved, "That particulars of the report be noted on the minutes approval be given for continued attendance at the event in future years; and that service managers follow up any useful contacts, goods and/or services which would benefit the Council's existing services."

A7. Shaw's Brow Car Park Resurfacing, Levels 4 and 5

The Committee considered a report on the companies which have applied for inclusion in the select list to carry out resurfacing works to levels four and five of Shaw's Brow car park. The product to be used for the resurfacing works is BASF Conideck 2260 which produces a waterproof membrane and contains corrosion passivation. The product is particularly suited to the resurfacing works as it offers excellent slip resistance and anti-dust properties. BASF Conideck 2260 can only be applied by a licensed and suitably qualified contractor. Competency and resources checks are being carried out on the eight companies have applied to be included on the select list. The Committee were advised that in light of the stringent licensing requirements to use the specialised resurfacing product, very few of the applicants will be able to tender for the work. Tenders will be brought back to the next meeting for consideration.

The Committee was advised that following changes to capital procedures in 2011, select lists are not normally reported on, but this report was submitted for Committee consideration as there may be few or no local companies able to carry out the contract for the reasons given.

In response to query, the Committee was advised that the work is anticipated to take six weeks to complete and that it is hoped to start in August.

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

The Senior Engineering and Waste Services Manager was thanked for his attendance and left the meeting at 2.47pm.

A8. Public Lighting Painting Planned Maintenance Tender Report

The Committee considered a report on tenders received to carry out public lighting planned maintenance works in the current financial year. The scheme is for the painting of 414 lighting columns at various locations throughout the Borough. Five companies were issued with tender documentation. Of those five, only two submitted tenders. The Senior Accountancy Officer reminded the Committee that for this year, the Electrical Services Manager had set aside £17,000 from the electrical services planned maintenance budget and additional funding of £9,000 was available to carry out the painting works in the current financial year. If the Committee wishes the painting works to continue in future years, then a growth bid will need to be submitted for consideration as part of the budget-setting

process. The Member Champion asked that it be noted that whilst he supported the proposed project, he had not been consulted about it, as was suggested in the report.

Resolved, "That particulars of the report be noted on the minutes and the tender submitted by Buchanan and Pitts Limited, in the amount of £26,317.50 being the lowest tender, be accepted, subject to the presentation of copies of staff Government registration cards in line with the Scheme for Certification of Craftsmen 1990."

A9. Commercial Advertising on Council Vehicles

The Committee considered a report on the benefits and drawbacks of placing commercial advertising on Council vehicles. The report recommended appointment of a marketing and advertising agency to source and administer commercial advertising on Council vehicles. There have been some initial discussions with marketing companies, who have suggested that there may be little interest from businesses in advertising on Council vehicles, many of which are 'bin wagons'. In discussion it was agreed not to seek commercial advertising on Council vehicles. The Committee did wish to see contact telephone numbers and recycling information displayed on Council vehicles. There was some discussion as to which telephone number(s) should be displayed, and it was agreed that it may be useful to display a telephone number which relates to the functions carried out by the vehicle.

Resolved, "That the report and the discussion be noted on the minutes, and approval be given

1. not to proceed with the suggestion to seek commercial advertising on Council vehicles; and
2. that contact telephone numbers and recycling information be displayed on Council vehicles; and
3. that the decision as to which telephone number should be on which vehicle is to be delegated to the Transport and Plant Manager to implement."

A10. Nuisance Abatement Notice – 12 Demesne Road

The Committee considered a report on the external appearance of 12 Demesne Road. The ground floor front elevation of the property is in an unsightly condition.

Resolved, "That particulars of the report be noted on the minutes, and approval be given for service of a Notice on the owner of 12 Demesne Road, if required, under section 24 of the Building Control Act 1991."

A11. Planning Application 13/00577/B – Kenilworth Hotel, 5 Castlemona Terrace, Douglas

The Committee considered planning application 13/00577/B seeking approval for the conversion of the Kenilworth Hotel, 5 Castlemona Terrace, Douglas to provide six residential apartments. There was discussion of whether the space allowed for a bin store was appropriate. The Committee asked that consideration be given to the provision of space for recycling bin(s). The Building Control Manager advised that provision of adequate and appropriate bin storage is covered by Building Regulations.

Resolved, "That particulars of the planning application be noted on the minutes and no objection raised, but that the comments about bin storage be noted."

A12. Unsightly Properties

The Advisory Committee considered the lists of unsightly properties being dealt with on behalf of the Council by the Building Control Section and by Environmental Health Officers.

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

A13. Items for Future Consideration

The Committee considered a report setting out items on which there are reports outstanding.

In addition to the various matters which had arisen earlier in the meeting, the following reports were requested:-

- A report on the responsibility for events on Douglas Beach. Question was raised as to why no request came to the Committee for use of the Beach during TT week for sand racing.
- The Committee requested a report with prices for the commissioning and erection of one or more Tourist Gateway Signs for Douglas utilising one of the companies contacted at the Parkex Exhibition.
- Report on the pros and cons of implementation of a system of domestic bin weighing and charging according to weight.

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

PART B

Matters requiring Executive Committee Approval

B14. Promenade Steps

The Committee considered a report setting out options for repairs to the steps on the seawall leading from the Loch Promenade walkway to Douglas Beach (at low tide). The Promenade Walkway was transferred from the Council when responsibility for the highways was transferred to the Government. The plan showing the area to be transferred out of the ownership of the Council did not include the steps, so the situation has remained that the Council owns the steps, but the Department of Infrastructure owns the seawall and the walkway to which they are attached. The steps are in poor condition and have been closed to the public for some considerable time. The Department does not wish the steps to be removed as they provide protection for the seawall as the steps help to disperse the force of the tides.

Included in the report were photos of the steps and a map showing the location of the steps. The Committee carefully considered the report.

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

1. Ownership of the steps be transferred to the Department of Infrastructure; and
2. That no repairs of the steps be undertaken."

PART C

Matters requiring Council approval

C15. Capital Lighting Schemes 2013/2014

The Committee considered a report on tenders received for the capital public lighting scheme 2013/2014 and associated works to be carried out at thirteen different locations throughout the Borough. Three companies submitted tenders by the closing date. The Senior Accountancy Officer advised the Committee that the total cost of the works, over the fifteen year life of the loan, would be £368,845.80 which includes total interest payments of £106,813.33. The annual repayment cost will be £24,589.72.

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

1. The tender submitted by S Christian and Sons Limited being the lowest tender, and within the pre-tender estimate, be accepted. and;
2. The Town Clerk and Chief Executive be authorised to submit a borrowing petition to the Department of Infrastructure in the amount of £262,032.47, being the amount required to defray the cost of the works; and
3. The Department be advised that a review has been carried out of the Council's reserves to determine whether the works could be funded via that source."

The meeting ended at 4:16pm.