



## Borough of Douglas

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**MR COUNCILLOR JONATHAN JOUGHIN, JP  
MAYOR**

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Town Hall,

Douglas,

5<sup>th</sup> March, 2021

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held VIRTUALLY on WEDNESDAY, the 10<sup>th</sup> day of MARCH, 2021, at 2.30 o'clock in the afternoon, for the transaction of the hereinafter mentioned business.

I am,

Yours faithfully

Town Clerk & Chief Executive

# Order of Agenda

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

II - Any statutory business.

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

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

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

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

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

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

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

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

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

# AGENDA

III – Chief Executive to read minutes of the Council Meeting held on Wednesday, 10<sup>th</sup> February, 2021.

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

## EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Friday, 26<sup>th</sup> February, 2021.

Members Present: Mr Councillor D.W. Christian (Chair), the Mayor, Mr Councillor I.J.G. Clague, Councillor Mrs C.E. Crawley (Vice-Chair, Housing and Property Committee), Mr Councillor R.H. McNicholl.

In Attendance: Director of Finance (Mr A.J.T. Boyd), Director of Environment and Regeneration (Mrs D. Eynon), Director of Housing and Property (Mr D. Looney), Democratic Services Officer (Mrs D. Atkinson), Executive Officer (Mrs J.M. Keig) (taking minutes). Representatives from the Carbon Trust (via video link, for Clause A5).

### 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 Councillor Mrs C.L. Wells and the Chief Executive.

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

No declarations of interest were submitted.

##### **A3. Minutes**

The minutes of the rescheduled meeting held on Thursday 4<sup>th</sup> February 2021 were approved and signed.

##### **A4. Matters Arising From Previous Minutes**

Clause A5: Planning Application for the Creation of a Road and Pathway for Vehicle and Pedestrian Access at Noble's Park: the revised planning application, submitted by the Department for Enterprise, was currently awaiting consideration.

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

##### **A5. Douglas Borough Council Carbon Footprint**

The Committee had been circulated with a written report by the Director of Environment and Regeneration, on behalf of the Chief Officers' Management Team, in relation to the Council's greenhouse gas neutrality strategy.

At the July 2019 meeting, and in response to the Climate Change Emergency declared by the Isle of Man Government, the Executive Committee had received a report on adopting a Climate Change Strategy for the Council. It had been resolved at that time that the Council should:-

- Keep a watching brief on the work being undertaken by Professor James Curran and the resulting Climate Change Action Plan;
- Align itself to the Action Plan when it was published;
- Consider other measures that could be implemented to reduce the Council's Carbon Footprint; and
- Include Climate Change within the new Corporate Plan.

In January 2020, the Isle of Man Government had produced a report on its Action Plan for Achieving Net Zero Emissions by 2050 (Phase 1). A further version of the Phase 1 report had then been produced in July 2020, providing an update on progress and delivery.

The adoption of a Net Zero Greenhouse Gasses Strategy and Action Plan by the Council would lead to positive environmental impacts and benefits throughout the Borough; and, as the largest local government authority on the Island (and one of the largest employers in Douglas), the Council would be playing its part towards achieving the Government's goals. A Climate Change Bill was also currently

progressing through the legislative process. Some areas of the Bill, if introduced, would impact on local authorities, although timeframes for approval were unknown at this stage.

In order to provide a benchmark from which to begin, and to measure future progress, the Committee had agreed to employ the specialist services of the Carbon Trust. The Trust had subsequently been engaged during the late summer of 2019 and work had begun to harvest the data needed to calculate the Council's Carbon Footprint. Although an early draft report had been produced in February 2020, the outbreak of the Covid-19 pandemic had delayed any further work until the summer of 2020.

Under normal circumstances, representatives from the Carbon Trust would have personally attended Committee to present their findings. However, given the ongoing Covid situation in the UK and the Isle of Man Government's border restrictions, that was not possible and, instead, it had been agreed that the Carbon Trust's representatives would join the meeting via video link. Accordingly, at 2.10pm, Ms Georgia Mostyn (the Senior Energy Analyst) and Mr David Powlesland (the Senior Manager) were welcomed and gave a presentation in relation to the Council's current Carbon Footprint, the creation of which was an essential first step in developing a carbon reduction strategy.

The Council's Carbon Footprint had been calculated in line with the Greenhouse Gas Protocol emissions scope, which was the most widely used and accepted methodology for greenhouse gas emissions accounting. Under the Protocol, emission sources were divided into three scopes, as follows:

- Scope 1: direct emissions from combustion of gas and other fuels;
- Scope 2: emissions resulting from the generation of electricity and other purchased energy (but generated elsewhere); and
- Scope 3: emissions made by third parties in connection with operational activities.

Members noted the Council's total emissions for the 2018 / 2019 year and the breakdown of these into scopes 1, 2 and 3; together with the breakdown of the total emissions for that year by source.

The Council, in acknowledging the need to take action through identifying and beginning to reduce emissions from its own operations, would help stimulate low carbon transitions across the whole Island and, with increasing pressure on local authorities to cut costs, reducing the amount spent on energy was a key driver for lowering energy consumption.

One of the most fundamental follow-on activities would be monitoring and reporting, and it would be integral that the Council should aim to complete a Carbon Footprint at regular intervals in order to demonstrate progress in its carbon reduction. The Carbon Footprint calculated for the Council in respect of the 2018 / 2019 year could be used as a baseline to derive a target for emissions reduction.

Following a number of questions, Ms Mostyn and Mr Powlesland were thanked for their participation, and left the meeting at 3.00pm.

Following on from the presentation, it was agreed to commence the process of identifying initiatives for further consideration which would enable the Council to reduce its Carbon Footprint; and Members accordingly agreed:-

- That the Council should aim to be carbon-neutral by 2050, but carbon-neutral ready by 2035 - although it was accepted there would be elements (such as lack of infrastructure) that would be out-with the Council's control in achieving this ambition;
- That as the Council's housing stock contributed significantly to emissions (within Scope 3 of the Greenhouse Gasses Protocol), the reduction of emissions from this source should be focussed on as part of an overall high-level strategy and action plan;
- That any other proposals identifying initiatives within the Council's control, which would demonstrate the Council's commitment to achieving net zero emissions, also be brought forward.

The Director of Environment and Regeneration advised that, while the Council had the capability to write its own strategy, specialist assistance would be required in drawing up an action plan.

It was noted that, in the UK, Central Government provided financial assistance to local authorities towards their carbon-reduction schemes. Although the Isle of Man Government had established an Environmental Protection Fund (set up as part of the Treasury's 2020 budget to help the Island achieve its climate change agenda), local authorities did not currently have access to it.

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

(ii) That the Isle of Man Government's Climate Change Action Plan, Phase 1 (version 2), as appended to the written report, also be noted;

(iii) That the Carbon Trust's presentation and report, detailing the Council's current Carbon Footprint, be received and accepted;

- (iv) That the Council align itself with the Isle of Man Government's aspirations for net zero greenhouse gases by 2050, but that the Council should aim to be net zero ready by 2035;
- (v) That the Committee's views on which areas should be investigated first for greenhouse gas reduction or off-setting initiatives be noted;
- (vi) That a further report on suggested initiatives to reduce the Council's Carbon Footprint – that was, in respect of the Council's housing stock and other initiatives for achieving net zero emissions - be submitted to the Committee in due course as part of a draft Net Zero Greenhouse Gas High Level Strategy and Action Plan for the next twenty-five years; and
- (vii) That the Director of Finance write to the Climate Change Steering Group (within the Department of Environment, Food and Agriculture) asking the Group to recommend to the Isle of Man Treasury that the Terms of Reference for the Environmental Protection Fund be widened to include local authorities."

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

There were no referrals from the minutes of the Environmental Services Committee meeting held on Monday 15<sup>th</sup> February 2021.

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

**A7. Referrals from the Regeneration and Community Committee**

There were no referrals from the minutes of the Regeneration and Community Committee meeting held on Tuesday 16<sup>th</sup> February 2021.

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

**A8. Referrals from the Housing and Property Committee**

There were no referrals from the minutes of the Housing and Property Committee meeting held on Wednesday 17<sup>th</sup> February 2021.

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

**A9. Monthly Financial Review**

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

Members noted the percentage increase in rates for all local authorities on the Island for 2021 / 2022. At 1.6%, the rate increase for Douglas compared well with the overall trend.

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

- the rates collection figure of 97% for the period from April 2020 to January 2021; and
- the mid-point position of Douglas in the spread of the local authority headline rate increases for 2021 / 2022."

**A10. Planning Approval Notice - Planning Application for Erection of Fence (Retrospective)**

The Committee considered a written report by the Dilapidation Enforcement Officer seeking direction on whether to appeal the decision of the Planning Authority in respect of its approval of Planning Application PA 20/01129/C - the erection of a fence (retrospective) at 24 Willaston Crescent, Douglas.

At the previous meeting, Members had resolved to object to the application on the grounds that the fence did not comply with permitted development - it being in excess of 1-metre in height from the pavement, which was in breach of the terms of the Council's tenancy agreement. It was noted that the planning officer considering the application had concluded that the application should be supported and, while the Council may not agree with the decision, it was recommended that an appeal be not raised.

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

- (ii) That no appeal be lodged against the Planning Authority's decision to approve Planning Application PA 20/01129/C for the erection of a fence (retrospective) at 24 Willaston Crescent, Douglas."

**A11. Urgent Business Procedure - Planning Application for Erection of Replacement Bridge at Pulrose Bridge, Pulrose Road, Douglas**

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

Members were advised that planning application PA 21/00016/B for the erection of a replacement bridge at Pulrose Bridge had been due to be considered at the March 2021 meeting of the Environmental Services Committee. However, a request had been received from the Planning Authority

seeking for the matter to be considered sooner, as the applicant - the Department of Infrastructure - considered the bridge to be of critical importance to the Island's infrastructure, and was keen to progress the works in order to lessen any impact on the 2022 T.T. Races (the works being likely to take at least fifteen months to complete).

There would be an amount of travel disruption during the construction period, but the applicant had provided details on the measures to be put in place to keep disruption to a minimum. It had been noted that the new bridge had been designed to reduce flooding in the area, which had recently been problematic; and it was believed that the design was such to be able to accommodate a road layout that would provide safe use for all road users, including pedestrians and cyclists. It had therefore been Council officers' recommendation that the application should be supported.

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

(ii) That the resolution made by the Leader of the Council and the Chair of the Environmental Services Committee under the Urgent Business Procedure - to support planning application PA 21/00016/B for the erection of a replacement bridge at Pulrose Bridge, Pulrose Road, Douglas - be noted and endorsed."

**A12. 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."

**A13. Items for Future Report**

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

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

***PART C –***

***Matters subject to Council approval***

No matters subject to Council approval were considered.

The Committee rose at 4.00pm.

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

# PENSIONS COMMITTEE

PENSIONS COMMITTEE – Minutes of Meeting held on Wednesday, 24<sup>th</sup> February, 2021.

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

In Attendance: Mr M. Freeman and Mr C. Edgar – Hymans Robertson (by video-link). Director of Finance (Mr A. Boyd), Assistant Chief Officer (Finance) (Mr E.P. Pierce), Democratic Services Officer (Mrs D. Atkinson), Assistant Democratic Services Officer (Miss C. Cullen). Mr R. Stanley and Mr S. Wilson – Canaccord Item A9.

## REPORT

### **PART A –**

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

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

There were no apologies for absence submitted.

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

There were no declarations of interest.

##### **A3. Minutes – 25<sup>th</sup> November, 2020**

The minutes of the meeting held Wednesday, 25<sup>th</sup> November, 2020 were approved and signed.

##### **A4. Minutes – 29<sup>th</sup> January, 2021**

The minutes of the Special meeting held on Friday, 29<sup>th</sup> January, 2021 were approved and signed.

##### **A5. Matters Arising**

There were no matters arising from the previous minutes.

##### **A6. Training – Suitability and Diversification**

The Committee received a training presentation from Mr M. Freeman, from Hymans Robertson the Scheme's Investment Advisor, on the key principles of suitability and diversification.

Mr Freeman provided a background of the three key legal duties of Trustees and Committee members to exercise their powers of investment in a manner calculated to ensure security, quality and profitability of the portfolio, asset diversification and coverage of the Scheme's liabilities. Mr Freeman described each duty and set out how the Committee and Scheme were compliant.

Mr Freeman explained asset diversification and presented graphs which supported the argument that a well-diversified asset portfolio would need to have at least twenty different asset holdings which would provide sufficient diversification and improve stability of returns.

Mr Freeman gave an overview of the Scheme's liabilities and how the Committee controlled risk by reviewing the asset modelling relative to the underlying liability by carrying out asset modelling every three years. He linked each duty described in this presentation with the Committee's relevant Investment Belief and confirmed that the Scheme had taken these duties into account when taking investment decisions.

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

##### **A7. Review of Investment Managers' Performance**

The Committee considered a report by Hymans Robertson to review the Investment Managers' Performance for Quarter 4 of 2020.

Mr Edgar presented the executive summary for the quarter. The Scheme returned 6.5% over the quarter, with a relative return of +1.4% against its benchmark. The relative outperformance over the quarter was driven from growth assets, with the Capital International absolute return fund continuing to reverse underperformance exhibited over quarter 1 of 2020 relative to its benchmark target. The performance resulted in an overall increase of Scheme's assets by £5.0m during the quarter.

The Scheme's protection assets increased by £0.4m as nominal yields fell slightly over the quarter. The value of the Scheme's corporate bonds mandate increased by £0.2m as credit spreads continued to

tighten over the period. Members noted that there were no new investments made over Quarter 4. Canaccord's corporate bonds mandate was the one area where performance in the quarter lagged behind the benchmark, reflecting the fund's lower bond duration relative to that of the benchmark.

Mr Edgar moved on to the market background during the period. Quarter 3 GDP showed that the initial rebound in activity was sharp as the major advanced economies emerged from lockdown but annualised falls in output have been significant.

Mr Edgar finished with a presentation on individual manager performance and analysis.

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

#### **A8. Adjournment and Resumption**

The meeting adjourned at 12.55pm and resumed at 2.00pm.

#### **A9. Manager Reporting: Canaccord – Corporate Bonds and Property**

Mr R. Stanley and Mr S. Wilson joined the meeting to present the Quarter 4 performance of the Canaccord active bonds and property funds.

Mr Stanley began by providing a market background for the period. He presented the worldwide fiscal stimulus and the impact on global debt. He gave an in-depth explanation of how government debt is increasing which has resulted in historically low yields on Government Bonds (gilts). He explained that gilt yields are expected to improve this year; there has already been a noticed improvement in early 2021.

Mr Stanley then presented the corporate bond performance during the period, which had underperformed the benchmark by 1%. Mr Stanley explained that this short duration underperformance was due to credit tightening for longer durations, although Canaccord trailed in Quarter 4 there has been a reversal in Quarter 1 of 2021 to date as the duration effects start to unwind.

Mr Wilson presented the Blackrock UK Property Fund performance during the quarter. He reminded Committee that the fund was suspended on 20<sup>th</sup> March 2020 and started trading again on 30<sup>th</sup> October 2020, and that the suspension was due to industry wide property valuation issues and not a reflection of liquidity concerns. Members noted that the fund continues to perform in line with the benchmark and expectations.

Mr Wilson presented the UK Property Fund overview. Set out within the manager's report were the top ten investments and tenants. Mr Wilson explained the fund received 87% payment in Quarter 4 for rents and that during the quarter the fund continued to maintain regular contact with tenants and were engaged with ongoing discussions to provide support in the short term in exchange for longer lease commitments.

In response to question regarding the formation of BlackRock Trust Funds, Mr Wilson advised that BlackRock own specialist trusts to access alternative sectors. Mr Freeman suggested that BlackRock be requested to present to the Committee at a future meeting in relation to fund investment, in order to provide the Committee with greater detail on each investment. It was agreed there would be merit in inviting BlackRock to virtually attend on an annual basis.

Mr Wilson highlighted that the fund is committed to ESG factors. In addition, the fund has been able to capitalise on its market-leading ESG credentials to secure a £200million green loan with Lloyds bank. As part of this agreement the Fund has committed to a number of green covenants.

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

Mr Stanley and Mr Wilson were thanked for their attendance and left the meeting.

#### **A10. Items for Future Report**

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

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

#### **A11. Date and Time of Next Meeting**

Members were advised that the next meeting of the Committee was due to take place at 10.30am on Wednesday, 24<sup>th</sup> March, 2021.

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

#### **PART B –**

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

There were no items requiring Executive Committee approval.



***PART C –***

***Matters requiring Council approval***

There were no items requiring Council approval.

The Committee rose at 3.30pm.

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

# STANDARDS COMMITTEE

STANDARDS COMMITTEE – Minutes of Meeting held on Wednesday, 17<sup>th</sup> February, 2021.

Members Present: Councillor Mrs C.E. Crawley (Chair), Councillor Miss N.A. Byron, Councillor Mrs R. Chatel, Mr Councillor J.E. Skinner, Mr Booth (Independent Member).

In Attendance: Assistant Town Clerk (Mr P. Cowin), Democratic Services Officer (Mrs D. Atkinson).

## REPORT

### **PART A –**

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

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

There were no apologies submitted.

##### **A2. Minutes – 2<sup>nd</sup> March 2020**

The minutes of the meeting held Monday, 2<sup>nd</sup> March, 2020, were approved and signed.

##### **A3. Matters Arising**

In response to question, officers confirmed that all actions contained in the minutes had since been actioned which included;

1. The Standards Committee Handbook had been rescinded and replaced with the Procedure for Dealing with Complaints Against Members, their Investigation and Determination. The Procedure was unanimously approved at the February 2020 Council Meeting;
2. The Executive Committee, and subsequently full Council, had approved the permanent role of a Standards Committee Chair;
3. All Council Members had received advice on indemnity insurance cover. Members asked that the advice be recirculated to the Standards Committee as a reminder.

##### **A4. Member Inductions**

The Committee considered a report submitted by the Assistant Town Clerk, in response to a request from Members, to advise on the arrangements in place for the 2021 Member Inductions.

In light of the Local Authority Elections scheduled for April 2021, officers had worked up a timetable of topics for consideration as part of a three day induction to all Members of the newly elected Council.

The dates for the induction were scheduled for the week commencing 26<sup>th</sup> April. The dates have been included in the candidate information pack.

The induction topics had been considered by the Standards Committee in March 2020 and circulated to all Council Members for comment. No responses were received to the e-mail.

Members asked for emphasis on particular topics such as the dress code, Council Meeting etiquette, a detailed explanation of the process for appointment of Chairs and Committee Members, the Whistleblowing policy and the Nolan principles.

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

### **PART B –**

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

There were no items requiring Executive Committee approval.

### **PART C –**

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

##### **C5. Procedure for Dealing with Complaints Against Members, their Investigation and Determination (The Procedure)**

The Committee considered a report submitted by the Assistant Town Clerk to consider changes to The Procedure requested by Members of the Council.

Members were reminded that The Procedure was unanimously supported and approved at the March 2020 Council Meeting. Whilst Members were supportive of The Procedure, during the private sitting of Council, in response to Member requests, the Chair agreed to reconsider two points in the document.

The first request was that the wording of 'Point P' in the notes be amended from 'may' recommend to the Executive Committee that the legal costs be reimbursed to 'will' recommend. The Committee had a lengthy debate about whether the Standards Committee has the remit to recommend the reimbursement of legal fees, and agreed to amend the wording to the following;

*'If the Standards Committee finds no case to answer, it will refer the matter to the Executive Committee to consider reimbursement of the subject's legal costs.'*

It was agreed to remove the reference to the reimbursement of legal costs from Point P, and instead include the above statement in the general notes as it was felt that the principle could apply at more than one stage in the process.

The second consideration was to introduce a right to appeal against a Standards Committee decision. The report explained that the Tynwald Commissioner for Administration had been approached to consider appeals, however the Commissioner declined to assist with the matter as it falls outside of their remit. Onchan Commissioners had initially indicated their interest in joint working on Standards, but unfortunately since preliminary discussions are no longer in a position to assist with such requests at the present time.

Members noted that the minutes of the Hearing and the sanctions of an investigation will be considered by full Council, and this would therefore result in all Council Members being conflicted should an appeal arise. To ensure a fair appeals process, it was accepted that an external investigation should take place.

The Local Government Draft Bill, if approved in its current format, requires all local authorities to form a Standards Committee to deal with complaints. This change in legislation may open up an opportunity to create a reciprocal agreement with an authority to hear any appeals. The Committee suggested that all Island local authorities be contacted and offered the opportunity of a joint reciprocal standards agreement. If an agreement is forthcoming, officers were asked to report to the Executive Committee who will be responsible for the procedure following the implementation of the updated Constitution in April 2021.

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

- (i) That the reference to Point P in the procedure that refers to the Standards Committee recommending that legal costs be reimbursed be deleted;
- (ii) That in 3.1 of the Procedure, 'the General Notes' the following wording be added 'If the Standards Committee finds no case to answer, it will refer the matter to the Executive Committee to consider reimbursement of the subject's legal costs';
- (iii) That officers continue to seek a suitable reciprocal appeals process with local authorities, and report back to the Executive Committee in due course."

The meeting ended at 4.16pm.

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

# EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE

EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE – Minutes of Meeting held on Thursday, 18<sup>th</sup> February, 2021.

Members Present: For Douglas Borough Council – Mr Councillor R.H. McNicholl (Member), Mrs D. Eynon (Director of Environment & Regeneration), Mr A.J. Donnelly (Assistant Chief Officer (Environment) from 2.50pm). For Onchan District Commissioners – Mr C. Quirk (Member), Mr D. Crellin (Member), Mr R. Phillips (District Surveyor). For Braddan Parish Commissioners – Mr D. Dentith (Member) (from 2.10pm). For Garff Commissioners (Lonan) – Mr N. Dobson (Member) (Chair of Joint Committee). For Garff Commissioners (Laxey) – Mr T. Kenyon (Member). For Santon Parish Commissioners – Mr G.B. Kennedy (Clerk).

In Attendance: Secretary – Mr P.E. Cowin (Assistant Town Clerk). Department of Infrastructure Representative – Mr J. Quayle. Operational Contractor's Representative – Mr S.A. Crook (Item A2 only).

Apologies: Mr N. Young (Member, Santon Parish Commissioners), Mrs L. Radcliffe (Chief Executive and Clerk, Onchan Parish Commissioners), Mr J.C. Whiteway (Clerk, Braddan Parish Commissioners).

## REPORT

### **PART A –**

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

##### **A1. Minutes – 3<sup>rd</sup> December, 2020**

Agreed as a correct record.

##### **A2. Operational Contractor's Report**

Mr Crook joined the meeting at 2.35pm. His report on operation of the Site to the end of January had previously been circulated.

One of the principal issues he raised was the opening hours of the Site which in Summer were 8.00am to 7.00pm. Monitoring of usage during the period after the reopening of the Site in 2020 following the lockdown had shown that the last hour of opening was little used. He therefore suggested that the Site close earlier and that the staff hours saved be used during busier periods to provide more cover. There was some resistance as some Members felt that the Site should be open as long as possible as a public service. It was agreed that the Secretary and the Contractor's representative discuss and produce proposals and options for a future meeting of the Joint Committee.

Oversized waste tipping charges at the Energy from Waste Plant were a cause for concern as the parameters had been changed to class a 70 mm thick piece of timber as oversized. Mr Quayle explained the reasons behind the additional charges, which were a deterrent to prevent the expensive shutting down of the Incinerator in case of jamming. He agreed that the wording of the criteria would be reviewed and clarified if necessary.

CCTV installation had not proceeded due to failure of parts to arrive; it was now planned for the end of March.

Isle of Man Creameries had appointed a new contractor for collection of empty milk cartons, who had requested to locate a 1,100 wheeled bin at the Site. It was agreed to trial the arrangement for three months, with the specific condition that the bin be emptied on a regular basis and on demand when full.

Copies had been circulated of the statistics for the Site for the year to date, and Mr Crook provided further explanation including the variances due to coronavirus restrictions.

#### **It was agreed:**

1. That proposals for changing the summer opening hours be further developed by the Secretary and the Contractor and further considered at the next meeting of the Joint Committee;

2. That Isle of Man Creameries' contractor for collection of empty milk cartons be permitted to place a bin on the Site for disposal of those items for a trial period of three months, subject to the bin being regularly emptied, and that it be further considered at the end of that period.

**A3. Joint Committee Agreement**

The Secretary advised that he had received a first draft of a revised Joint Committee Agreement, and had yet to review it to ensure compliance with the key issues identified by the Joint Committee. He undertook to do that and to circulate it to each of the Authorities for review.

**It was agreed:** That the matter be expedited as soon as practicable.

**A4. Operational Contractor**

The Chair suggested that the current operating Contractor of the Site be asked to formally agree to a further extension of the Contract for a further six months beyond the agreed termination date of 31<sup>st</sup> March, 2022.

**It was agreed:** That the Contractor be asked to extend until September 31<sup>st</sup> 2022, to operate the current Site until the new Site is ready for occupation, and the initial period at the new Site as a settling-in period.

**A5. Next Meeting**

**It was agreed:** To meet at 2.30pm on Thursday, 25<sup>th</sup> March, 2021.

The meeting closed at 3.35pm.

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

# HOUSING AND PROPERTY COMMITTEE

HOUSING AND PROPERTY COMMITTEE – Minutes of Meeting held on Wednesday, 17<sup>th</sup> February, 2021.

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

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

## REPORT

### **PART A –**

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

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

No apologies for absence were received.

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

There were no Declarations of Interest.

##### **A3. Minutes – 20<sup>th</sup> January, 2021**

The minutes of the meeting held on Wednesday, 20<sup>th</sup> January, 2021, were approved and signed.

##### **A4. Matters arising**

No issues were raised as arising from the previous minutes.

##### **A5. Vacant Properties Update**

The Committee considered the monthly report submitted by the Assistant Housing Manager (Maintenance) to update on the number of vacant social housing properties.

Appended to the officer's report was the void properties schedule, which showed that as at the end of January 2021 there were eighteen void properties receiving attention. The Housing Manager advised that five properties were ready for reallocation.

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.

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

##### **A6. Housing Rent Arrears**

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

Members were reminded that since the outbreak of coronavirus in March 2020, Council officers had carried out a significant amount of work conducting welfare checks and calls to all tenants who were in rent arrears due to the effects of the pandemic. For any tenants who do not have payment plans, officers were engaging with and linking them to charities and Government organisations that offer debt counselling.

Due to the frequency of rent payments there is a constant fluctuation of tenants in arrears of under £500 and as such Housing officers were targeting tenants in the over £500 category noted at 3.6% of all tenants.

Appended to the officer's report was a table setting out the rent arrears statistics for December 2020 and January 2021. Members were advised that the current level of rent arrears was £134,000.

The Director of Housing and Property advised that letters to tenants in arrears had been sent out following the circuit breaker lockdown and as a result seventeen tenants had paid their rent arrears and forty were now on payment plans.

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

#### **A7. Quarter Three Performance Monitoring 2020/2021**

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

Appended to the officer's report were the performance figures for quarter three 2020/21, of particular note for this quarter;

- On average, 57.5% of emergency, urgent and routine repairs had been achieved on target;
- On average, 72% of void properties, requiring both standard and major works were completed within the specified programme;
- Arrears were 4.6% (target of below 2.5%), due to the effects of Covid-19;
- Of the tenants surveyed on the repairs service 25% had been returned, 100% of the surveys returned had indicated that they were satisfied with the service.

Resolved, "That particulars of the report and discussion be noted on the minutes and that the progress made against the performance indicators in the Service Plans for quarter three 2020/21 be noted."

#### **A8. Naming of Peel Road Apartments**

The Committee considered a report submitted by the Director of Housing and Property to determine the names for the two new Council apartment blocks on Peel Road, Douglas.

The scheme for sixty-six apartments on Peel Road is expected to be complete by January 2022 and will provide a mixture of one and two-bedroom units providing high standards of energy and thermal efficiency offering accessible recycling provision, secure cycle storage and some off-street vehicle parking.

The development is one of the Council's most significant in recent years and tenants are anticipated to move into the building in the Council's 125<sup>th</sup> Anniversary year. To mark the occasion it is proposed that the buildings be named after two of the Council's former Mayors. The first Mayor Alderman of Douglas, Mr Thomas Keig (1896) and the first female Mayor, Mrs Mary Halsall (1978-79).

In addition to the naming of the buildings it is proposed that a suitable information board be installed near the entrance of the site paying tribute to the Mayors of Douglas and also acknowledging the 125<sup>th</sup> Anniversary of Douglas Borough Council. It was noted that this matter would be the subject of a further report.

Resolved, "That particulars of the report be noted on the minutes and that the two new Council apartment blocks on Peel Road, Douglas be named after two former Mayors, the first Mayor of Douglas in 1896, the 'Thomas Keig Apartments' and the first female Mayor of Douglas in the municipal year 1979/80, the 'Mary Halsall Apartments'."

#### **A9. Maintenance Tender Return for Upper Pulrose Void Properties**

The Committee considered a report submitted by the Housing Manager to appoint the contractor for the Pulrose void property refurbishments.

Members were reminded that a capital project making layout changes to the properties in the Pulrose Outer Ring was carried out in 2013/14. This scheme had successfully converted fifty-four dwellings by reducing them from three to two bedroom accommodation by relocating the ground floor bathrooms to a first floor bedroom and creating kitchen/diners in the downstairs space, this had provided improved living conditions with a more balanced and conventional dwelling layout due to the creation of a designated dining area and upstairs bathroom closer to the bedrooms.

At the time, twenty-two properties could not be accessed for a number of reasons including the poor health of some of the tenants, as such, these properties were not refurbished. Members were advised that as seven of these twenty-two properties are currently void an invitation to tender for their refurbishment was sent out on the 15<sup>th</sup> December, 2020. Two tender returns were received by the closing date.

It was proposed that the lower of the two tenders be accepted which has been arithmetically checked and is considered to represent value for money. Members noted that works are anticipated to start on site in April 2021 for a duration of forty-two weeks.

Resolved, "That particulars of the report be noted on the minutes and that the lowest tender from Kinrade Construction Limited for the Pulrose Void Property Refurbishments be accepted."

**A10. Maintenance Tender Return for Anagh Coar Gutter Cleaning**

The Committee considered a report submitted by the Housing Manager to appoint the contractor for gutter cleaning in the Anagh Coar Estate.

Members were advised that historically gutter cleaning in all Council Housing Estates had been undertaken by a mixture of contractors and Council operatives. As the cleaning of gutters requires significant resource and the use of specialist equipment to safely reach the required height, officers consider that the use of a contractor will result in a much more efficient service as Council operatives had recently needed to prioritise more urgent housing maintenance jobs.

Tenders were originally invited on the 18<sup>th</sup> August, 2020 with only one tender return being received by the closing date, this tender had been disqualified due to insufficient information. Subsequently, a second invitation to tender was sent out on 11<sup>th</sup> December, 2020 and one tender was received by the closing date.

It was proposed that the tender return from P&M Window Cleaners be accepted which has been arithmetically checked and is considered to represent value for money. Members noted that works are anticipated to start on site in March 2021 for a duration of twelve weeks.

Resolved, "That particulars of the report be noted on the minutes and that the tender received from P&M Window Cleaners for the Anagh Coar Estate gutter cleaning be accepted."

**A11. 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."

**A12. Date and Time of Next Meeting**

Members were reminded that the next scheduled meeting was due to take place at 10.00am on Wednesday, 17<sup>th</sup> March, 2021.

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

***PART B –***

***Matters requiring Executive Committee approval***

There were no items requiring Executive Committee approval.

***PART C –***

***Matters requiring Council approval***

There were no items requiring Council approval.

The meeting ended at 11.10am.



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, 16<sup>th</sup> February, 2021.

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

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

## REPORT

### **PART A –**

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

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

There were no apologies submitted.

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

There were no declarations of interest.

##### **A3. Minutes – 19<sup>th</sup> January 2021**

The minutes of the meeting held Tuesday, 19<sup>th</sup> January, 2021 were approved and signed.

##### **A4. Quarter Three Service Plan Monitoring – 2020/21**

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

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

The Director of Environment and Regeneration reminded that due to the delay of Local Government elections, the Corporate Plan has been extended to cover the additional municipal year, and the service plans have been extended accordingly. The Covid-19 crisis adversely impacted many of the measures and actions contained within the plans. This has resulted in target deadlines not being met, in some cases, new deadlines have been set which were reflected in the appendices. Members noted that some project work had been either completed or suspended indefinitely, those projects were shaded black in the appendices.

It was noted that the measures in Parks behind schedule are due to Covid and actions by others, all other measures have been met. Douglas Town Centre Management completed several actions in 2019/20, a number of actions have been re-scheduled and all other measures are on target. Members noted that footfall continues to be down on last year due to Covid but there had been a continued recovery in quarter three.

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

##### **A5. Pulrose Changing Facilities**

The Committee considered a report submitted by the Assistant Chief Officer (Regeneration) to update on the project.

Members were reminded of the projects history and the challenges experienced to design a build suitable to the needs of the Football Foundation, the Isle of Man FA and to keep within the Council’s allocated budget for the scheme.

Further discussion had taken place with the relevant stakeholders, and the following conclusions were drawn;

1. The maximum project budget is £275,000, comprising £175,000 from the Council and a grant of £100,000 from the Football Foundation;
2. The preference is for a four changing room facility comprising at least two changing rooms conforming to Step 7 standards (UK wide national ground grading standards), two officials changing rooms and an outdoor accessible toilet to meet the IOM FA requirements and therefore a Football Foundation grant;
3. A building constructed from insulated concrete formwork or a log cabin style timber construction to the specification outlined has the potential to be affordable from the project budget.

Members noted that the two design options will require planning permission which can be applied for concurrently with the Football Foundation Grant. The Football Foundation has confirmed that the scheme still features in the grant programme, but due to resources impacted by Covid-19, there may be delays in approving grants and there is a potential for priorities to change.

The next step is to seek tenders for both options, and to report the costs back to Committee. The Committee can then decide which option to proceed with in order for officers to progress the funding and planning applications. Officers reminded that there is a risk associated with the planning approval of a log-cabin building. The previous advice from the planners was that a log-cabin style construction would be considered a temporary structure and permanent planning approval would not be applicable, however, subsequent advice from the planners is that a further planning application based on the approved floor plan in a construction style similar to the existing log-cabin construction has the potential to be approved.

Resolved, “That particulars of the report and discussion be noted on the minutes and the proposal to develop two designs and seek tenders for a log cabin style building or an insulated concrete framework comprising of a four change facility (including at least two changing rooms at Step 7 standards) an outdoor accessible disabled toilet, two officials rooms and a tea kitchen be endorsed, prior to applying for a grant from the Football Foundation of £100,000 and submitting a planning application.”

#### **A6. Derby Square Mast – Resident Consultation**

The Committee considered a report submitted by the Head of Parks to report on the results of the Derby Square resident consultation regarding the mast replacement.

In line with the Committee resolution, officers’ hand delivered letters to residents and businesses in Derby Square offering four options for the replacement of the Derby Square mast. The options were;

1. To reinstate with a shortened version made from the remains of the previous mast and reinstall the weather vane;
2. To replace with a new mast made from a recovered felled tree and reinstall the weather vane;
3. Replace the mast with a metal mast and reinstall the weather vane;
4. Not to replace the mast but to restore the weather vane and offer it to the Victorian Society.

The results of the consultation were 1 vote for Option 1, 10 votes for Option 2, 5 votes for Option 3 and 1 vote for Option 4. Members noted that eighty letters were hand delivered and seventeen responses were received equating to 21% of residents. The letter asked residents to respond by e-mail, letter or social media.

The report recommended progressing the preferred option to recover the felled tree which is currently stored at Ballaughton Nurseries. The estimated cost to replace the mast with the recovered tree is £7,700 and can be funded through existing Parks budgets.

Members discussed the low response rate which indicated that the majority of the residents did not have a strong view on the replacement of the mast.

A motion to move the report recommendation, to progress Option 2, was moved and seconded. Two Members voted For the Motion and three Members voted Against. The Motion therefore failed. A Motion was subsequently moved and seconded to progress Option 4, not to replace the mast, and instead to display an information board or plaque in place of the structure.

It was noted that following comments at the January Council Meeting, officers have explored what could be done with the old mast and determined that the mast could either be donated to Manx National Heritage or a suitable structure could be designed including an information board or plaque. The suggestion to create children’s play equipment will not be possible because of the need to manufacture to safety standards.

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

- (i) Option 4, not to replace the mast and instead an information board and plaque on the history of the mast be designed and displayed in place of the structure, be progressed;

(ii) The weather vane be restored, if possible, and offered to the Victorian Society.”

The vote was For 3, Against 2 – the Motion was carried. Mr Councillor S.R. Pitts and Councillor Mrs H. Callow requested that their vote against the resolution be recorded in the minutes.

#### **A7. Event Dates 2021**

The Committee considered a report submitted by the Democratic Services Officer to seek the provisional dates and format for the 2021 public and civic events organised by the Council.

Members noted that as part of the 2021/22 budget, an additional £15,000 had been allocated to public events to ensure the continuity of the events in their current format.

In response to question, officers confirmed that if appropriate grant assistance will be sought from the Domestic Event Fund. It was noted that the fund is opened for new events with a local economic benefit.

Resolved, “That particulars of the report and discussion and;

(i) In 2021;

1. The Council hosts a D Day Commemoration on Sunday, 6<sup>th</sup> June;
2. Douglas Borough Council Civic Sunday be arranged for Sunday, 13<sup>th</sup> June;
3. The Fun Day take place in Noble’s Park on Saturday, 7<sup>th</sup> August;
4. The Fireworks Display take place on Friday, 5<sup>th</sup> November;
5. The date of the Remembrance Sunday service, Sunday, 14<sup>th</sup> November, be noted;
6. The Christmas Lights event take place on Thursday, 25<sup>th</sup> November, subject to approval of a separate report on the format of the event;

(ii) Officers actively seek sponsorship and a media partner for appropriate events;

(iii) A sound and stage contract for events, where appropriate, be sought;

(iv) Officers report back on the finer details of all events in due course.”

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

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

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

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

The next scheduled meeting was due to take place on Tuesday, 16<sup>th</sup> March, 2021.

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

#### ***PART B –***

##### ***Matters for Executive Committee approval***

There were no items requiring Executive Committee approval.

#### ***PART C –***

##### ***Matters for Council approval***

There were no items requiring Council approval.

The meeting ended at 10.52am.

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

# ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of Meeting held on Monday, 15<sup>th</sup> February, 2021.

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

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Assistant Chief Officer (Environment) (Mr A. Donnelly), Accountancy Manager (Mr M. Quayle) (Items A1 to A5), Senior Engineering and Waste Services Manager (Mr A. Crook) (Item A5), Dilapidation Enforcement Officer (Mr S. Salter) (Items A7 to A12), Assistant Town Clerk (Mr P.E. Cowin), Assistant Democratic Services Officer (Miss C. Cullen).

## REPORT

### **PART A –**

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

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

No apologies for absence were received.

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

The Assistant Town Clerk declared an interest in item A8 Planning Application 20/01481/D.

The Director of Environment and Regeneration declared an interest in item A9 Planning Application 20/01538/B.

##### **A3. Minutes – 18<sup>th</sup> January, 2021**

The minutes of the meeting held on Monday, 18<sup>th</sup> January, 2021 were approved and signed.

##### **A4. Matters Arising**

Minutes of the Environmental Services Committee meeting held on Monday 14<sup>th</sup> December 2020. Members recalled that the Chair had agreed, at the February 2021 Council meeting, to withdraw Clauses A5 and A7 for further consideration by the Committee.

*Clause A5 – Commercial Advertising on Litter Bins.* It was agreed that a further report be presented to Committee with proposals to target zoned high footfall areas for advertising including Stand Street, Castle Street and Bucks Road. Members requested details of how many litter bins were in these areas together with pictures demonstrating what the proposed advertising would look like.

*Clause A7 – Anagh Coar Car Park.* Following concerns expressed by some Members at the Council meeting, the Director of Environment and Regeneration reaffirmed particulars of the original report that the parking spaces were not designated and were simply permits which would allow parking on a first come first serve basis. Members did not accept the suggestions from the Council to contact Heron and Brearley in relation to parking at the Heron Public House as they felt this was a private matter for the Doctors Surgery or the further suggestion to build a new car park. It was agreed that the original report be reconsidered at the Committee meeting in March 2021 to reaffirm the Council's previous position.

##### **A5. Street Cleaning / Street Scene Arrangements**

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

The Committee considered a written report submitted by the Senior Engineering and Waste Services Manager advising on the current Street Cleaning arrangements. Set out within the officer's report were the resources available, the functions undertaken and how the team is currently structured to deliver the service.

Appended to the officer's report were the barrow operative schedules detailing the allocated rounds of designated areas of work. Members were advised that the operatives are responsible for litter picking, gutter cleaning in areas that the sweeper is unable to access, dog fouling removal, weed spraying and reporting of any other issues such as graffiti, vandalism, hazards to the public and fly tipping.

Members were also presented with the fast response team schedule showing the areas of litter picks in Estates that are carried out each afternoon. It was noted that this two person team operates Borough wide and mainly reacts to issues reported by other team members or the public.

Members were advised that the street-scene team have designated areas that they operate within. To assist with the scheduling of works the Borough is divided into two areas Red and Blue, these areas are subdivided into individual maps which had been appended to the report. Wherever possible the areas to be cleaned are surveyed in advance and tasks are prioritised and allocated, the teams are required to complete an area before moving onto the next on a rota basis.

During discussion of the report recommendations Members requested that officers keep in continued contact with the Douglas secondary schools in relation to littering, and asked that the respective schools speak with their students if littering becomes a particular problem.

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

- (i) That Waste Services contact schools offering to speak to groups about environmental responsibility to be included as part of the existing schools educational programme with additional support from the Borough Wardens, and;
- (ii) That the Borough Wardens carry out focussed patrols in the vicinity of both St Ninian's and Ballakermeen High Schools during peak times, actively engaging with pupils for a period of up to two weeks following the commencement of a new school term."

#### A6. **Quarter Three Service Plan Performance Monitoring 2020/21**

The Committee considered a report submitted by the Director of Environment and Regeneration to update on the performance made against measures as outlined in the Environment and Regeneration Service Plans as relevant to the Environmental Services Committee. Appended to the officer's report were the measures as outlined in each Service Plan together with an update on the performance as at the end of quarter three 2020/21.

Given the delay to the Local Government elections, the Corporate Plan had been extended to cover the additional municipal year, and Service Plans have been extended accordingly. The Covid-19 crisis had adversely impacted upon many of the measures and actions contained within the service plans. Which had resulted in target deadlines not being met; in some cases, new deadlines have been set and these were reflected in the appendices. Some project work has been suspended indefinitely to protect the Council's revenue position.

Members noted that for quarter three;

- All measures within Building Control were met except one where a completion certificate was issued late due to staff sickness;
- Actions in the Car Parks Service Plan are either completed or on target. Two remain delayed due to awaiting action from others;
- All measures within Electrical Services are now back on target. One action could not be completed and will not now be completed until 2021/22. There was no report on two measures due to insufficient data at the time the report was prepared;
- All targets within Fleet Services were met;
- Some of the measures within the Community and Enforcement team cannot now be met due to the cancellation of meetings during Covid and unavailability of staff in other organisations to meet. Other missed deadlines were due to competing priorities of others. All other measures on target;
- Sickness within Cleansing is higher than the industry benchmark due to two cases of long term sickness, the income from public toilets continues to be down due to lockdown and the impact of the Promenade works although the impact is reducing, recycling in Quarter Three was down against target but comparable with last year, showing a recovering position since the beginning of the year. Four new trade customers have been won. A survey of commercial customers has been delayed due to closure of businesses and slow provision of email contact details.

In response to a Member request, it was agreed that the Council promote the Cycle nest service at Shaw's Brow. A Member requested that the overall number of customers both domestic and trade be included in Strategic Objective eight of appendix six.

There was discussion on the Council's attendance at Road Traffic Accidents. Members queried whether a log of incidents was kept and if there was any re-charge to the Department of Infrastructure. The Director of Environment and Regeneration advised that there wasn't as these instances were very infrequent and that the Council would usually only be called upon during normal working hours and when the Department's resources were already stretched. It was agreed that the item be added to the Items for Future report schedule for twelve months' time.

Resolved, "That particulars of the report and discussion be noted on the minutes and that the progress made against performance indicators in Service Plans for Quarter Three 2020/21 be noted."

**A7. Planning Application 20/01081/B – Two Dwellings Victoria Terrace**

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

Members considered a planning appraisal submitted by the Dilapidation Enforcement Officer of planning application 20/01081/B for the erection of two dwellings with associated parking and access at a plot between 18 and 22 Victoria Terrace, Douglas.

Members were advised that a number of objections had been raised to the original plans due to the mass of the proposed development and the affect it would have on the street scene. Subsequently, amended plans were submitted with a much smaller footprint. Members were advised that officers considered that the development of the site would make appropriate use of a vacant plot/brownfield site within the Town Centre.

The Committee raised concerns that the boundary wall had already been partially knocked down and asked that comment be included in the response to the Planning Authority asking whether these alterations had been carried out by the applicant and if so, should they have been the subject of a separate planning application.

Resolved, “That support be given to **planning application 20/01081/D** and the Council asks whether the alterations already undertaken to the Manx stone boundary wall should have been the subject of a separate application.”

**A8. Planning Application 20/01481/D – Digital Display Board**

*Under the provisions of the Local Government Act 1985 the Assistant Town Clerk declared an interest in the item and retired whilst it was considered.*

Members considered an appraisal of Planning application 20/01481/D for the replacement of an existing large static illuminated advertising sign with a large freestanding Digital Media LED advertising sign at the Junction of Pulrose Road and Peel Road Hills Meadow, Douglas.

The appraisal recommended raising no objection to the application based upon no concerns over road safety being raised by the Highway Services Officer with the condition that the applicant demonstrate how the proposal meets the guidance published by the Institute of Lighting Professionals in Professional Lighting Guidance 05 and if an Environmental Lighting Impact Assessment in accordance with the Institute’s guidance on the subject contained in Professional Lighting Guidance 04 had been carried out.

The Dilapidation Enforcement Officer advised that since the time of writing the report Highway Services had raised an objection to the application based on General Policy 6 (c) that the proposed sign would cause a highway safety hazard due to its large size.

Resolved unanimously, “That an objection be raised to **planning application 20/01481/D** based on the submission by Highway Services that the application fails to comply with General Policy 6 (c) of the Isle of Man Strategic Plan 2016.”

**A9. Planning application 20/01538/B – Telecom Mast Woodbourne Lane**

*Under the provisions of the Local Government Act 1985 the Director of Environment and Regeneration declared an interest in the item and retired whilst it was considered.*

Members considered an appraisal of planning application 20/01538/B for the erection of a 15 metre telecommunication pole with associated equipment cabinets and fencing at a Vacant Plot in Woodbourne Lane and to the rear of 7 – 11 Woodbourne Villas, Douglas.

Officers had considered the application against the relevant planning policies along with guidance within the Isle of Man Telecommunications Strategy 2018 and although there is a need for improved telecoms officers do not consider that these issues outweigh the negative impact the mast would have on the area. The Dilapidation Enforcement Officer advised that the applicant had failed to provide any information on discussions that may have taken place with other network providers over mast sharing

The Committee requested that comment be included within the response to the Planning Authority to express the Council’s dissatisfaction that another mast within the grounds of Woodbourne House which had been erected by the applicant remained in situ and should be removed irrespective of whether this application is approved or not.

Resolved unanimously, “That an objection be raised to **planning application 20/01538/B** on the grounds that the development does not comply with General Policy 2 (b) (c) (g) and (k) of the Isle of Man Strategic Plan 2016.”

**A10. Planning Application – 20/01531/B – Bix House**

Members considered an appraisal of planning application 20/01531/B for the erection of twelve residential dwellings with associated infrastructure and landscaping at Bix House and the Land to the rear of Farmhill Lane, Douglas, as submitted by the Dilapidation Enforcement Officer.

Members were advised that officers believed that the amendments to the original application appear to have had a positive impact on the scheme and the neighbouring properties. The Dilapidation Enforcement Officer advised that the Manx Utilities Authority still need to make comment on any potential flood risks and that the applicant also needs to reach an agreement with the Council over some small parcels of Council owned land however these were not planning matters.

A Member raised the issue of public amenity space and suggested that the applicant should consider providing a children's recreational space/facilities as part of the development.

Resolved, "That no objection be raised to **planning application 20/01531/B.**"

3 For. 2 Against.

*Mr Councillor A.J. Bentley and Mr Councillor R.H. McNicholl requested that their names be recorded as voting against the resolution.*

#### **A11. Planning Application – 21/00032/B – Riley's Garden Centre**

Members considered **planning application 21/00032/B** for the additional use of a site for the sale of food (30sq.m), the sale of outdoor activity and country clothing (75sq.m) and the sale of conservatory furniture (50sq.m) at Riley's Garden Centre, Cooil Road, Douglas.

Members were reminded that the Central Douglas Masterplan puts much emphasis on the importance of retail within the Town Centre and officers consider that this application goes against the key principles of that plan and that a separate application should have been made for the bulky items

Two members were opposed to the Council submitting comments on applications outside of the Borough.

Resolved, "That an objection be raised to **planning application 20/01531/B** on the grounds that the development does not comply with Business Policy 5 and 10 and Strategic Policy 9 of the Isle of Man Strategic Plan 2016."

3 For. 2 Against.

*Mr Councillor R.H. McNicholl and Councillor Mr J. Thommeny requested that their names be recorded as voting against the resolution.*

#### **A12. Schedule of Neglected, Dilapidated, Ruinous and Dangerous Properties**

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

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

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

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

#### **A13. Items for Future Report**

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

Members noted that the commercial advertising on litter bins and Anagh Coar Car Park reports would be presented to the March 2021 Committee meeting.

The Director of Environment and Regeneration advised that a six month review of the beach levelling method was being carried out and that a report would be presented to the Committee at the end of the trial.

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

#### **A14. 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, 15<sup>th</sup> March, 2021.

***PART B –***

***Matters requiring Executive Committee approval***

There were no items requiring Executive Committee approval.

***PART C –***

***Matters requiring Council approval***

There were no items requiring Council approval.

The meeting ended at 1.33pm.