



Borough of Douglas

**MR COUNCILLOR JONATHAN JOUGHIN, JP
MAYOR**

Town Hall,

Douglas,

9th July, 2021

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held on WEDNESDAY, the 14th day of JULY, 2021, 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

For the 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, 9th June, 2021.

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

EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Friday, 25th June, 2021.

Members Present: Mr Councillor D.W. Christian (Chair), the Mayor, Mr Councillor S.R. Pitts, Mr Councillor I.J.G. Clague, Councillor Mrs C.L. Wells, Mr Councillor F. Horning (Vice Chair of Environmental Services Committee).

In Attendance: Chief Executive (Miss K.J. Rice), Director of Finance (Mr A.J.T. Boyd), Director of Environment and Regeneration (Mrs D. Eynon), Director of Housing and Property (Mr D. Looney), Assistant Chief Officer (Regeneration) (Mr C. Pycroft) for Clauses A1 to A8, Assistant Town Clerk (Mr P.E. Cowin) for Clauses A10 and A11, Executive Officer (Mrs J.M. Keig) (taking minutes).

REPORT

PART A –

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

A1. Apologies for Absence

Apologies for absence were submitted on behalf of Mr Councillor R.H. McNicholl.

A2. Declarations of Interest

No declarations of interest were submitted.

A3. Minutes

The minutes of the meeting held on Friday, 28th May, 2021, were approved and signed.

A4. Matters Arising From Previous Minutes

Clause A11 – Capital Outturn Report 2020 / 2021: Members were advised that the Joint Eastern Civic Amenity Site Committee had met the previous day to consider a mechanism for funding the replacement of the civic amenity site. All the Authorities had previously approved the basis of the scheme, including their respective funding shares, and, in order to facilitate borrowing, it had been proposed that the Council should borrow the money for the whole scheme, and retain beneficial ownership of the site until the loan was repaid. The percentage interest of each Authority would be recorded in the Registry and, on repayment of all borrowing, beneficial ownership of the site would be shared according to those proportions.

With just one authority borrowing, this proposal would provide the security required for the loan and would also be simpler than all five Authorities making their own arrangements. Each Authority had been asked to signify as soon as practicable that this proposal was accepted, and, in the event that one Authority declined, the fall-back position would be for each Authority to make its own borrowing arrangements, with Santon Commissioners requiring one of the other authorities to borrow for its share also, as that Authority was not party to the Local Authorities' Long-Term Borrowing Agreement guaranteed by The Treasury.

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

(ii) That the borrowing arrangements for the funding of the replacement civic amenity site be progressed as soon as all four other Authorities had signified their agreement to the proposed borrowing arrangement.”

Clause A12 – North Quay Pedestrianisation (Revisions to Pavement Café Guidelines and Policy): the Assistant Chief Officer (Regeneration) advised that the summer evening pedestrianisation of an area of North Quay had commenced the previous week, but that businesses located in Chapel Row had expressed disappointment at not being included in the scheme, despite having been invited to apply.

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

(ii) That the Chapel Row businesses be included in the scheme for this year, subject to their individual concurrence and to each successfully completing the application process.”

A5. Referrals from the Environmental Services Committee

There were no referrals from the minutes of the Environmental Services Committee meeting held on Monday, 14th June, 2021.

A6. Referrals from the Regeneration and Community Committee

The Committee considered the following referral from the minutes of the Regeneration and Community Committee meeting held on Tuesday, 15th June, 2021:

Clause B11 - The Queen's Green Canopy: the Committee had considered a report by the Assistant Chief Officer (Regeneration) in relation to the proposed planting of seventy trees to celebrate Her Majesty Queen Elizabeth's Platinum Jubilee in June 2022. It had been unanimously agreed that the trees be planted adjacent to the new cycle way at Spring Valley (along the edge of Douglas Golf Course) and funding was now accordingly sought for the scheme.

In response to an Executive Committee Member's query, the Director of Environment and Regeneration advised that considerable research had been undertaken in relation to the most suitable species of trees to plant at the proposed location.

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

- (ii) That approval be given for the allocation of £10,000 from the General Revenue Reserve for the planting of seventy trees adjacent to the new cycle way at Spring Valley as part of The Queen's Green Canopy project;
- (iii) That the Director of Environment and Regeneration investigate if any other species of trees, in addition to those already identified, would be suitable for planting in the agreed area; and
- (iv) That the Director of Environment and Regeneration also investigate the feasibility of involving members of the public in the tree-planting, taking into account any health and safety issues (manual handling, etc.)."

A7. Referrals from the Housing and Property Committee

There were no referrals from the public minutes of the Housing and Property Committee meeting held on Wednesday, 16th June, 2021.

A8. Douglas Promenade Design Framework

The Committee considered a written report by the Assistant Chief Officer (Regeneration) seeking support for a programme of improvements to complement the works undertaken on the Douglas Promenades by the Isle of Man Government.

The Isle of Man Government's major improvement of the Douglas Promenades had focussed on highway and environmental improvements; with the Council's involvement to date being limited to improving the highway lighting, and planting in the newly-created cultural area on Harris Promenade (which had been funded by Government).

Members were presented with proposals as to how the Council might invest in and improve the sites it owned, to complement the wider Promenade improvements. The sites in question were the Bottleneck Car Park; the six Marine Gardens (including the areas of land and structures between the gardens); the War Memorial; and the Queen's Promenade Gardens. The proposals ranged from modest fine-tuning to ambitious, and could take up to a decade to deliver, but all had the intention of creating a vibrant environment for Isle of Man residents and visitors alike.

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

- (ii) That the following schemes be further investigated, and that officers bring forward costings and recommendations for consideration:
 - Bottleneck Car Park: the installation of removable railings around the perimeter. This option would allow the area to be more flexible in the event it was used to stage events during the T.T. and Festival of Motorcycling periods;
 - Jubilee Clock Kiosk: the creation of an access point in the walled area surrounding the sundial to create a raised seating area;
 - Marine Garden No.1: the introduction of more 'sociable' type seating;
 - Marine Garden No.2: the refurbishment of the perpetual calendar in addition to updated feature lighting and planting to create a multi-sensory area;
 - Marine Garden No.3: the refurbishment of the fountain (rather than its removal);
 - Marine Garden No.5: the introduction of a kinetic wind sculpture;
 - Marine Garden No.6: the further development of the Archibald Knox theme;

- Flood protection: the introduction of modern, aesthetically pleasing measures to replace the wooden boards;
 - War Memorial: the removal of the low railings and re-paving of the base; and
- (iii) That a commitment of £75,000 be approved from the General Revenue Reserve in order to progress the priority projects that were agreed, during the current financial year.”

A9. Monthly Financial Review – May 2021

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

Members were reminded that they had agreed in February 2021 that the Director of Finance should write to the Department of Environment, Food and Agriculture’s Climate Change Steering Group with a request that the terms of reference of the Environmental Protection Fund (set up by the Isle of Man Treasury) should be widened to include funding for local authority climate change mitigation schemes. A response had now been received, indicating that the request had been considered by the Climate Change Transformation Board, but which had concluded that the terms of reference should not be widened at this stage; it being noted that local authorities usually raised funds for their obligations through the collection of rates.

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

- (ii) That the 28.2% rates collection figure for the month of April / May 2021, compared against the target figure of 21.0% for that period, be noted; and
- (iii) That the decision of the Climate Change Transformation Board not to broaden the terms of reference of the Government’s Environmental Protection Fund, to facilitate applications for funding from the Island’s local authorities in order to assist with climate change mitigation projects, also be noted.”

A10. Members’ Attendances and Allowances 2020 / 2021

The Committee considered a written report by the Assistant Town Clerk seeking approval to submit to the Council’s auditors (and thence to the Department of Infrastructure) details of the number of meetings of the Council and its Committees held during the 2020 / 2021 municipal year; and the total sums paid to Members.

The Council was required by Schedule 2 of the Local Government Act 1985 to annually publish a report detailing this information; and it was also obliged to send a copy of the report to the Department of Infrastructure with a certificate by the Council’s auditors.

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

- (ii) That the schedule setting out Members’ attendances at meetings and allowances paid during the year ended 31st March 2021 also be noted;
- (iii) That approval be given for submission of the schedule to the Council’s auditors with the annual accounts, and thence to the Department of Infrastructure; and
- (iv) That the schedule be made available to the public through the Council’s website and at the Town Hall Reception desk.”

A11. Consultation Document – Establishment of an Isle of Man Regulatory Authority

The Committee considered a written report by the Assistant Town Clerk in relation to a consultation document issued by the Council of Ministers.

The initiative to establish an Isle of Man Regulatory Authority had stemmed from the Programme for Government (developed in 2016), which required the Cabinet Office to ‘*produce a report on our regulatory framework which explores options for better regulation.*’ The proposal was that, in each area where Government had regulatory functions, there should be a separation between the policy-making function - which would remain with the current Departments, and the regulatory function - which would fall under a new agency that would be able to take action on regulatory matters.

Members noted the proposed phases of the exercise as detailed in the written report, including the following in particular:-

- Phase 2.2: That consideration is given, through collaborative working with the local authorities concerned (Douglas Corporation and Onchan Commissioners) to all building control delivery and enforcement being vested in a single authority supported within the IOMRA, alongside other co-operative working between local authorities and national government.
- Phase 3: Which embraced all outstanding Government regulatory functions (with the exception of certain functions which were required by international law to be independent of each other).

While not mentioned at this stage, the broad nature of the proposed Phase 3 could facilitate the Regulatory Authority taking over enforcement of areas where the Council (and other local authorities) had a regulatory or enforcement role, such as, the Litter Act; the Dogs Act; Dilapidated Buildings and Land; Trees and High Hedges; Byelaws; and Off-street Parking enforcement.

It was therefore recommended that the Council seek a declaration that the areas where the Council (and other local authorities) had a regulatory or enforcement role should be totally excluded from the exercise, and remain local authority functions.

It was also suggested that the response should point out that the reference to the establishment of a policy hub to formulate policy (as opposed to the regulatory hub), with the sponsoring Department for both elements being the Cabinet Office and the Minister for Policy and Reform, seemed contrary to the stated purpose of the exercise.

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

- (ii) That the Council resists its Building Control Service being transferred to the Isle of Man Regulatory Authority until such time as it was demonstrated that it would be a direct benefit to the ratepayers of the Borough to do so;
- (iii) That the Council seeks a declaration from the Cabinet Office that it was not intended to transfer other local authority enforcement responsibilities; and
- (iv) That attention be drawn to the proposed sponsorship of the Regulatory Authority and a policy hub by the same Department and Minister, which seemed a contradiction to the principles the exercise was designed to support.”

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. Revenue Outturn Report for 2020 / 2021

The Committee considered a written report by the Assistant Chief Officer (Finance) detailing the revenue outturn position for the 2020 / 2021 financial year, and seeking to determine key strategic allocations to reserves at year-end.

The annual report set out the overall revenue performance against budgets, and the ensuing impact upon the General Revenue Reserve (subject to audit). It included the summary revenue outturn position; details of transfers to and from Reserves; and a comparison of the actual expenditure to the original budget.

Members noted the major elements that had contributed to the year-end position, and the explanations for any significant variations compared with the original approved budget, many of which were linked to Covid-19 with both adverse and favourable budgetary impacts. The uncommitted balance on the General Revenue Reserve (as compared with the budgeted position set in January 2020), and the summary of the Council’s usable reserves were also accordingly noted.

Good budget management and the decision to relinquish the licences for the Chester Street and Drumgold Street Car Parks had, in overall terms, resulted in the revenue outturn position presenting a very favourable variance, especially considering the disruption caused by Covid-19.

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

- (ii) That the favourable revenue outturn position for the 2020 / 2021 financial year, with a £558,663 contribution to balances, also be noted;
- (iii) That the following contributions to reserve be approved:
 - £24,030 to the Cremator Renewals Fund;
 - £350,000 to the Information Technology (IT) Fund;
- (iv) That a funding commitment of £3,000 be made from the General Revenue Reserve for the removal of the planters from the two alcoves on the exterior wall of the 13 Church Street premises, and replacement with painted murals in all alcoves; and
- (v) That £2,000 be approved from Capital Receipts for the installation of a temporary plinth adjacent to the Bee Gees statue on Loch Promenade, which would remain in position until the new level of the Walkway had been completed.”

A14. **Review of the Council's Corporate Risk Register**

The Committee considered a written report by the Director of Finance in relation to a review of the Council's Corporate Risk Register.

In line with the Council's Risk Management Policy, the Corporate Risk Register was presented annually to the Executive Committee in order that Members were aware of the risks facing the Council, and could be satisfied that effective strategies were in place for the management of those risks.

The Risk Register was reviewed regularly, and updated as and when new risks were identified or when risk levels changed. This was the final such review under the existing Corporate Plan (2017 – 2021) and, due to the ongoing social and economic impact of the Covid-19 pandemic, there had again been a significant amount of updating since the last version had been brought to Committee in September 2020. Covid-19 continued to impact on the Council's ability to deliver some of the strategic objectives in the Corporate Plan, as socio-economic issues remained and were developing.

As with the previous year, there were currently two risks in the Corporate Risk Register showing as '*High Risk – Severe*'. These were both in connection with the current shortage of available suitable contractors in the civil engineering sector, which placed at risk the delivery of the Capital Programme. Since the previous year, there had been a trend towards fewer contractors submitting tenders, and also a trend of higher tender prices, both of which were of real concern.

There were eighteen risks showing as '*High Risk – Major*' (which mostly reflected the general up-risking since the Covid-19 coronavirus outbreak); and three new risks had additionally been identified.

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

(ii) That the Corporate Risk Register, having been reviewed by the Committee, also be noted; and

(iii) That the chosen actions as set out in the Risk Register be endorsed accordingly."

A15. **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."

A16. **Chair's Closing Remarks**

The Chair extended thanks to Members and officers involved in the Executive Committee over the past two years for their support; and Members of the Committee reciprocated their thanks to the Chair for his excellent chairmanship of the Committee, recognising the significant amount of work this involved.

The Chief Executive, on behalf of officers, expressed thanks to the Leader and Members for their support during what had been an incredibly difficult year because of the Covid-19 pandemic; and thanks were also extended to the Worshipful the Mayor for the undertaking of a three-year term of office.

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

PART C –

Matters subject to Council approval

No matters subject to Council approval were considered.

The Committee rose at 4.50pm.

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, 24th June, 2021.

Members Present: Mr N. Dobson (Garff) (Chair). Mr Councillor D.W. Christian (Douglas). Mr D. Crellin (Onchan). Mr T. Kenyon (Garff). Mr N. Young (Santon).

In Attendance: Mr P.E. Cowin, Secretary, Mrs D. Eynon (Douglas), Mr A.J.T. Boyd (Douglas), Mr J.C. Whiteway (Braddan), Ms L. Rothwell (Douglas). Contractor's Representative: Mr S.A. Crook (Item 3 only). Department of Infrastructure: Mr J. Quayle.

REPORT

PART A –

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

A1. Mr Councillor R.H. McNicholl

The Chair made reference to Mr Councillor R.H. McNicholl who had recently stood down as Douglas Borough Council's representative on the Joint Committee, having previously served as both Member and Chair. He expressed appreciation of the long and diligent service of Mr Councillor McNicholl, and his support and advice to other Members, and wished him well for the future; the sentiment was echoed by the whole Committee.

A2. Minutes – 10th May, 2021

Noted and approved as a correct record. No matters arising from the minutes were identified.

A3. Operational Contractor's Report

Mr Crook's report had been circulated and he attended the meeting to offer further explanation. It was noted that a further 85 sofa beds had been dismantled. There appeared to be no significant impact of the introduction of charges at another Site for their disposal.

The Environmental Protection Unit had inspected the Site and was made aware of the issues with disposal of unidentified gas cylinders

A Member of the Committee queried whether the statistics for materials gathered could be shared with the other Site Operators. Similarly whether information on individuals banned from using the Site could be shared. Mr Quayle advised that he was looking to convene a meeting between operators of all the Sites in the near future and these issues would be raised in that forum.

In relation to brown cardboard, a Member asked whether it was being composted, recycled or sent to the Energy from Waste Plant; Mr Crook confirmed that it was generally recycled but that at times when capacity on Site was almost full, occasionally it was redirected into the general waste stream. To compost it would require processing first to ensure no contamination from labels, tape, etc.

Members noted that there had been five incidents on the Site since the previous report, one of which had been an accident to a user, and the other four had been cases of abusive behaviour or breach of the Site Rules, leading to bans being imposed on the individuals responsible. Again, Members asked if an all-Island approach could be adopted and Mr Quayle undertook to discuss with all the site operators.

Mrs Eynon asked Mr Quayle about progress on appointment of a new Contractor for collection of WEEE goods; Mr Quayle advised that he intended appointing a new Contractor from 1st July, 2021, but that he expected the charges to rise considerably. He intended to raise the matter at his meeting with all Site Operators to agree standard charges and to facilitate publicity.

It was agreed: that the Contractor's Report be noted.

A4. Next Meeting

It was agreed, in view of the urgency of progressing the replacement Site project, that a meeting of the Joint Committee be provisionally arranged on Monday, 19th July, 2021, at 2.30pm to review the Authorities' responses to the proposals for funding arrangements.

The meeting ended at 3.55pm.

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, 16th June, 2021.

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

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

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 – 19th May, 2021

The minutes of the meeting held on Wednesday, 19th May, 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 May 2021 there were twenty-five vacant properties receiving attention. Members were presented with a summary chart showing the number of properties returned in each month, together with details of the category repair type for each property. It was noted that as of 16th June 2021, there were nineteen vacant properties.

The Housing Manager advised that to date, during June, seven properties had been returned by tenants; seven properties were now due for allocation and a further eight properties would be ready for allocation in the week commencing 21st June, 2021.

The Director of Housing and Property advised that officers were focussing on improving the existing housing stock by upping the void standard, noted as Void Plus; officers consider that this approach will assist with reducing the burden on the Housing Maintenance Fund and allow for increased investment in cyclical works.

Void Plus standards would ultimately improve the experience for tenants, specifically the decorative works (with exception of flooring), making sure that the amount of work a tenant has to do on moving into a Council property would be minimal. The number of properties that can be improved in this way will be limited by available budgets.

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.

It was noted 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.

Members were advised that due to the frequency of rent payments there is a constant fluctuation of tenants in arrears of under £500 and as such, Housing officers were targeting tenants in the over £500 category noted at 3.2% of all tenants.

Appended to the officer's report was a table setting out the rent arrears statistics for April 2021 and May 2021, Members noted that as at the 31st May, the level of rent arrears was £139,006.32.

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 Four Performance Monitoring

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 four 2020/21, of particular note for this quarter;

- On average, 83.5% of emergency, urgent and routine repairs had been achieved on target;
- On average, 60% of void properties, requiring both standard and major works were completed within the specified programme;
- Arrears were 6.1% (target of below 2.5%), due to the effects of Covid-19;
- Of the tenants surveyed on the repairs service, 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 four 2020/21 be noted."

A8. Shaw's Brow Car Park – Waterproofing Repair Works

The Committee considered a report submitted by the Assistant Property Manager (Assets) to progress the required waterproofing repair works to Level 6 of Shaw's Brow Car Park.

Members were advised that the waterproof and UV protective surface, originally installed in 2011, has worn away on the Level 6 turning circle and half ramp areas of Shaw's Brow Car Park. In order to prevent the deterioration of the concrete and steel, it is vital to protect the structure from the elements. This can be achieved by applying a specialist waterproofing coating to the concrete decks and undertaking maintenance, so as to keep the surfaces in repair from the trafficked de-icing salts and constant vehicle movement over the surfaces.

It was noted that as there are no on Island contractors who can undertake these specialist works, Mike Thelwell Flooring Limited, an off-island specialist contractor who has previously undertaken remedial repair works in Shaw's Brow Car Park was approached for a cost to undertake these works. The submitted cost was evaluated by the Assistant Property Manager (Assets) and is recommended for acceptance as it is considered good value for money.

Members noted that the contract to be entered into for the works is on a fixed priced basis and comes with a 10 year manufacturer's warranty. Members were advised that if approved, works will commence when border restrictions change to allow access, subject to weather conditions and will take approximately one week to complete.

Resolved, "That particulars of the report and discussion be noted on the minutes and that the cost submitted by Mike Thelwell Flooring Limited to undertake the waterproofing repair works to level 6 of Shaw's Brow Car Park be accepted."

A9. 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."

A10. Date and Time of Next Meeting

Members were reminded that the next scheduled meeting was due to take place at 10.00am on Wednesday, 18th August, 2021.

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

The meeting ended at 11.11am.

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, 15th June, 2021.

Members Present: Mr Councillor S.R. Pitts (Chair), the Mayor, Councillor Mrs H. Callow, Councillor Mrs R. Chatel. Mr Councillor D. Watson, Councillor Miss K. Angela

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

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies

No apologies for absence had been submitted

A2. Declarations of Interest

There were no declarations of interest.

A3. Minutes – 18th May, 2021

The minutes of the meeting held Tuesday, 18th May, 2021, were approved and signed.

A4. Matters Arising

There were no matters arising raised from the previous minutes.

A5. Post Office Kiosk

The Committee considered a report by the Borough Librarian on the position regarding the trial installation of a self-service postal kiosk in the Henry Bloom Noble Library.

It was noted that the installation had been successful in terms of attracting footfall to the Library and there was support for it to remain as a service to users. However, Members queried the cost to the Council quoted in the report at £370, and whether the Post Office should pay a fee per transaction.

Resolved, “That the report be noted on the minutes and that the Isle of Man Post Office be asked to cover the costs associated with the service.”

A6. “Visit Douglas” - Proposed Town Branding Project by the Department for Enterprise Business and Visit Agencies

The Committee considered a report submitted by the Assistant Chief Officer (Regeneration) to seek the Committee’s view on two potential “Visit Douglas” branding logos proposed by the Department for Enterprise Business and Visit Agencies.

The Assistant Chief Officer (Regeneration) advised that although approval had been given some time ago for participation by Douglas in the “Visit IoM” initiative, a logo had not been selected. This was now the opportunity to choose one of the two proposals submitted, one of which was a panorama from Douglas Head, and the other a view of North Quay. The design will be displayed mainly on a “Visit IoM” website and so will be seen more by potential visitors rather than island residents.

There was not a strong preference between the two options, but the design of North Quay was chosen with the suggestion of adding some colourful umbrellas in the design.

Resolved, “That particulars of the report and discussion be noted on the minutes and that the Committee’s selection of a “Visit Douglas” brand logo proposed by the Department for Enterprise Business and Visit Agencies be communicated.”

A7. Derby Square Mast Interpretation

The Committee considered a report submitted by the Assistant Chief Officer (Regeneration) to seek approval of the proposed wording and format for the interpretation panel on the site of the former mast in Derby Square.

Concerns were brought up over there not being any concrete facts regarding the mast's origins that could be put on the panel / notice board. It was, however, noted, that it had not been possible to verify the history of the mast with any certainty.

Resolved, "That the Committee approves;

- (i) The draft wording on the interpretation panel as provided in Appendix 1; and
- (ii) That the proposed lectern style format of the panel using the former mast as a base."

A8. Onchan to Douglas Cycle Route – Noble's Park

The Committee considered a report submitted by the Assistant Chief Officer (Regeneration) to provide an update on the proposed Onchan to Douglas cycle route and to seek further specific approval to the revised proposed route through Noble's Park.

The Assistant Chief Officer (Regeneration) highlighted that the proposed route through the park had been changed to reflect the proposed One-Way system to be introduced for traffic.

Members took a positive view of the proposals and enquired whether it could link to University College Isle of Man (UCM). The Assistant Chief Officer (Regeneration) advised that this proposal was for the principal route and there would be other spurs off to Willaston and UCM.

Committee Members enquired as to whether a timeline could be confirmed as to when the work would be completed, the Assistant Chief Officer (Regeneration) advised that it is not available at this time.

The report also outlined a proposed alternative route through the park for times when the area is handed to the Department for Enterprise. It would be subject to discussion between that department and the Department for Infrastructure.

Resolved "That the report be noted and that;

- (i) Approval be given to proposed route of the cycle route between Onchan and Douglas through Noble's Park; and
- (ii) That the proposed TT Diversion cycle route through Noble's Park be noted."

A9. Items for Future Report

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

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

A10. Date and Time of Next Meeting

The next scheduled meeting was due to take place on Tuesday, 17th August, 2021.

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

PART B –

Matters for referral to the Executive Committee

B11. The Queen's Green Canopy

The Committee considered a report submitted by the Assistant Chief Officer (Regeneration) to propose the planting of 70 trees to celebrate Her Majesty Queen Elizabeth's Platinum Jubilee in June 2022, as part of "The Queen's Green Canopy" project. The estimated cost of the scheme to plant trees 2 – 2.5 metres high was £10,000 and the species to be included were principally whitebeam, flowering cherry and birch.

The Assistant Chief Officer (Regeneration) referred to difficulties in trying to locate a suitable plot of land to plant the 70 trees, but had looked into potential suitable planting areas including; Noble's Park, Grove's Road, and the area along the golf course cycleway at Spring Valley.

Committee members preferred the route along the golf course. Members discussed what the current plans are for the land around the golf course, and the Director of Environment and Regeneration explained that there is a report from 2018, setting out a 15 year plan to make the golf course more accessible.

Resolved unanimously, "That the proposal to plant 70 trees adjacent to the new cycleway at Spring Valley be approved, subject to approval of the Executive Committee to the allocation of £10,000 from the General Revenue Reserve for the scheme."

The meeting ended at 11.10am.

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

ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of Meeting held on Monday, 14th June, 2021.

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

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Assistant Chief Officer (Regeneration) (Mr C. Pycroft), Accountancy Manager (Mr M. Quayle) (Items A1 to A5), Dilapidation Enforcement Officer (Mr S. Salter) (Items A8 to A13), Assistant Town Clerk (Mr P.E. Cowin), Democratic Services Officer (Miss C. Cullen), Assistant Democratic Services Officer (Mr M. Peach).

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies

No apologies for absence were received.

A2. Declarations of Interest

Mr Councillor A.J. Bentley declared an interest in item A7, **planning application 21/00333/B** (16 – 18 Castle Street).

A3. Minutes – 17th May, 2021

The minutes of the meeting held on Monday, 17th May, 2021 were approved and signed.

A4. Matters Arising

At Clause A14, War Memorials Protection – the Mayor suggested that the Memorial at Hilary Park be added to the Protected Buildings Register. In response, the Assistant Chief Officer (Regeneration) advised that a report would need to be prepared and presented to the Committee to make a determination. It was unanimously agreed that the matter be added to the schedule of items for future report.

A5. Refuse Vehicle Wraps

The Committee considered a report submitted by the Senior Engineering and Waste Services Manager on the proposed wrap design for five refuse collection vehicles to be leased over a period of seven years.

Members were advised that the Council will take delivery of five new refuse collection vehicles in autumn 2021, which will be leased from NRG, Riverside Limited. Members were advised that as part of the agreement, the external appearance of the vehicle is included in the lease price. It was noted that the wrapping will be carried out by NRG's partner company prior to the vehicles being delivered to the Island.

Appended to the officer's report and reviewed by the Committee, were two proposed wrapping options. The first wrap design promotes the Council's www.recyclenow.im website and has the simple message "reduce, re-use, recycle," which is consistent with the waste hierarchy endorsing the Council's green credentials. The second wrap provides statistical data regarding the 'recycling rate' for Douglas. It was noted that as the recycling rate is the proportion of material collected from the Kerbside recycling service, in order to stay relevant the Council would have to opt for the interchangeable wrap so that section showing the statistics can be updated.

Members noted that the interchangeable wrap would incur a cost of £1,100 per annum plus the cost of travel to and from the Island. The Director of Environment and Regeneration advised that this cost would remain the same regardless of whether it was one, or five vehicle wraps being changed.

Members expressed a preference for option two, the interchangeable wrap. A Member queried if the cost of tonnage sent to the Energy from Waste plant could be included in the message. The Director of Environment and Regeneration advised that the message should be succinct to ensure its effectiveness but that officers would look at options to include this which may involve splitting the proposed message out between two vehicles; one to include the cost of tonnage and one to include the percentage of

material recycled with a message to emphasise that none of the recyclable material is sent to the Energy from Waste Plant.

Resolved, "That particulars of the report and discussion be noted on the minutes and that the interchangeable wrap design (wrap two) be selected for all five vehicles with the following amendments;

- (i) The Council Crest be moved to the top left hand corner of the design;
- (ii) The message "Reduce, Reuse, Recycle" be included in the design; and
- (iii) Officers look at options to include the cost of tonnage of waste sent to the Energy from Waste Plant."

A6. Adjournment and Resumption of Meeting

The Meeting adjourned at 10.48am and resumed at 10.52am at which time the Accountancy Manager left the meeting and the Dilapidations Enforcement Officer attended.

A7. Planning Application 21/00333/B – 16 – 18 Castle Street

Under the provisions of the Local Government Act 1985 Mr Councillor A.J. Bentley declared an interest in this item and withdrew while it was considered.

The Committee considered an appraisal of **planning application 21/00333/B** for the conversion of the upper floors to create five flats above O'Donnell's Public House at 16 – 18 Castle Street, Douglas, one of which will be designated as landlord's accommodation.

A Member expressed concern over the suitability of the proposed bin store given that one of the bin lids will only open to 45° and opined that the Committee should remain consistent in their approach to the need for provision of cycle storage. Concerns were also raised over the proposal being an over-intensive use of the site, noting that flats 3 and 5 were very close to being too small for registration for one person and over the lack of cycle and pram storage.

In response to question, the Dilapidation Enforcement Officer advised that Waste Services were satisfied with the bin storage provision, though it did not fully meet the standards of the waste management guidelines for architects and property developers.

The Dilapidation Enforcement Officer advised that the Council would probably see an increase in applications of this type, as office space above retail becomes underutilised, and further advised that the reuse of redundant space is essential to ensure the longevity of a property. However, it was noted that not all such developments could accommodate cycle and pram storage, and priority had to be given to the storage of waste.

Members were advised that officers had contacted Housing Matters who had confirmed that they currently have 150 open cases on individuals and families in need of accommodation, due to the limited availability of flats and HMOs in the Borough, officers consider that this demonstrates a need for the type of accommodation.

On a vote being taken of the officer recommendation "to raise no objection to the application."

One Member voted For, 3 Members voted against.

It was further Resolved, "That particulars of the report and discussion be noted on the minutes and that an objection be raised to planning application 21/00333/B on the grounds that the proposed bin store is inadequate and does not meet the standards of the waste management guidelines and that the development is an over-intensive use of the site."

A8. Planning Application 21/00197/B – 29 Victoria Street

Members considered an appraisal of **planning application 21/00197/B** for the conversion of offices into three apartments and the creation of a salon treatment room at 29 Victoria Street, Douglas.

Amended plans were circulated by the Dilapidation Enforcement Officer demonstrating a change in layout to the bin storage area at the rear of the property. It was noted that the waste services management team are content with the proposal. Some Committee members expressed concern about access to some of the bins.

Members noted that officers had also raised concerns over the lack of cycle and pram storage but were advised that this should not be used as grounds to object to the application.

A discussion on storage space ensued. The Dilapidation Enforcement Officer advised that it has been accepted that not all Town Centre properties can provide bicycle storage due to limited space and suggested that any available space should first be prioritised for the storage of residual waste and recycling receptacles.

On a vote being taken of the officer recommendation to raise no objection to the application, one Member voted in favour and four against.

A further Motion to support the application was moved and seconded.

Resolved, "That particulars of the report and discussion be noted on the minutes and that support be given to planning application 21/00197/B."

3 For. 2 Against.

Mr Councillor R.H. McNicholl and Councillor Miss N.A Byron asked that their names be recorded as voting against the resolution.

A9. Planning Application 21/00131/B – 22 and 24 Broadway, Douglas

Members considered an appraisal of **planning application 21/00131/B** for the conversion of a former laundrette and tattoo parlour into three apartments and adjacent live in workshop and the creation of two pavement terraces and alterations to the entrances at 22 and 24 Broadway, Douglas.

Amended plans were circulated showing that the bin store would not be in the side lane of the property as originally proposed.

Members were advised that a number of objections had been raised by the Victorian Society due to concerns over the appearance of the front elevation. It was noted that Council officers consider that although the front elevation will look different it would not have a detrimental impact on the existing street scene and that there has been no objection made by the Registered Buildings Officer.

Members raised concern over the principal outlook from Flat 2, noting that this matter would be addressed as part of the Flats Registration process.

A Member raised concern about access to the bin store and opined that the proposed bike store was not fit for purpose and that the proposal was an over-development of the site.

Resolved, "That particulars of the report and discussion be noted on the minutes and that no objection be raised to planning application 21/0013/B but the Council asks that the applicant gives consideration to the following;

- (a) Covering the proposed bike store; and
- (b) The principal outlook and proposed size of Flat 2."

3 For. 2 Against.

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

A10. Schedule of Dilapidated, Ruinous or Dangerous Properties

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

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

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

The Dilapidations Enforcement Officer was thanked for his attendance and left the meeting at 12.26pm.

A11. Items for Future Report

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

In response to a Member suggestion, the Director of Environment and Regeneration undertook to send a copy of a report, previously considered by the Committee, to Mr Councillor D. Watson following comments raised at the June 2021 Council meeting in relation to contactless payments for the Borough's public toilets.

The meeting ended at 12.30pm.