



Borough of Douglas

**MRS RAINA CHATEL, JP
MAYOR**

Town Hall,

Douglas,

5th November, 2021

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held on WEDNESDAY, the 10th day of NOVEMBER, 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

Acting 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, 13th October, 2021.

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

EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Friday, 29th October, 2021.

Members Present: Councillor Mrs C.L. Wells (Chair), Mr Councillor S.R. Pitts, Mr Councillor I.J.G. Clague, Mr Councillor F. Horning, Councillor Ms J. Thommeny.

In Attendance: Chief Executive (Miss K.J. Rice), Director of Finance (Mr A.J.T. Boyd), Director of Environment and Regeneration (Mrs D. Eynon), Assistant Chief Officer (Housing and Property) (Mr V. Zivave), Assistant Chief Officer (Finance) (Mr E.P. Pierce) (for Clauses A1 to A3; A7 to A9; and A11), Electrical Services Manager (Mr D. Cullen) (for Clause C18), Head of Fleet Services (Mr I. Jackson) (for Clause A4) Executive Officer (Mrs J.M. Keig) (taking minutes).

REPORT

PART A –

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

A1. Apologies for Absence

Apologies for absence were submitted on behalf of the Director of Housing and Property (Mr D. Looney).

A2. Declarations of Interest

The Director of Environment and Regeneration declared an interest in Clause A6, sub-clause A4.

A3. Statement of Accounts for the Year Ending 31st March 2021

The Committee considered a written report by the Assistant Chief Officer (Finance) in relation to the Statement of Accounts for the year ending 31st March 2021.

The Accounts and Audit Regulations 2018 required local authorities to have their Statement of Accounts approved and certified by an external auditor by 31st October each year; and, in accordance with those Regulations, the Director of Finance, as Responsible Financial Officer, had approved the issue of the Council's accounts for audit in June 2021. It was noted that there had been no extension granted by The Treasury this year due to the Covid-19 pandemic, and therefore approval of the Accounts was required at the meeting in order to comply with the Regulations.

As in previous years, the Council's auditor had asked that a Letter of Representation, signed by the Authority, be issued alongside the financial statements. This provided added assurances to the auditor on the accuracy and integrity of the accounts, in order that certification could take place.

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

- (ii) That the Council's Statement of Accounts for the year ended 31st March 2021 be approved;
- (iii) That the Letter of Representation be approved and signed, and accordingly presented to the Council's external auditor; and
- (iv) That the Audit Completion Letter from Baker Tilly Isle of Man Limited also be noted, with the responses given therein being approved accordingly."

A4. Fleet Services – Items Sold at Auction (August 2021)

The Committee considered a written report by the Head of Fleet Services detailing items sold at auction in August 2021.

In accordance with Standing Order 161 '*Disposal of Surplus Property, Materials, etc*', a local auctioneer had been appointed to conduct an auction of surplus Council vehicles and plant, comprising four lots of mixed plant and equipment.

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

- (ii) That the schedule of Vehicles and Plant sold and the income achieved at auction in the sum of £6,240, excluding VAT and less auctioneer's commission in the sum of £312, giving a net income on the day of £5,928, also be noted."

A5. Minutes

The minutes of the meeting held on Friday 24th September 2021 were approved and signed.

A6. Matters Arising From Previous Minutes

The Director of Environment and Regeneration declared an interest in sub-Clause A4, and retired from the meeting during discussion of this item.

Clause A4 – Urgent Business Procedure, Appeal against Planning Approval for Erection of Telecommunications Pole, Woodbourne Lane, Douglas (PA 20/01538/B: it was confirmed that a number of factors, out-with the Council's control, had contributed to the situation whereby no Council Officer had been present at the Planning Appeal Hearing. As requested by Members, the Council Advocate had provided advice in relation to the Appeals procedure, and representations had accordingly been made to the Cabinet Office, resulting in the Independent Planning Officer agreeing to receive the statement on behalf of the Council.

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

Clause A12 – Planning Application PA 21/00961/B, Creation of Vehicular Access at Lower Playing Field, Noble's Park, St Ninian's Road, Douglas: it was reported that a Douglas Member of the House of Keys had organised a meeting, at which residents of the area had attended and expressed views on the proposals.

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

- (ii) That the previous resolution of the Committee, to support the application subject to a revised tree survey and assessment being submitted to the Planning Authority addressing the Department of Environment, Food and Agriculture's Forestry Officer's concerns, be re-affirmed."

A7. Referrals from the Environmental Services Committee

The Committee considered the following referral from the public minutes of the Environmental Services Committee meeting held on Monday 18th October 2021.

Clause A6 – Corporate Plan 2022 – 2026: The Committee had considered a written report by the Assistant Chief Officer (Finance) detailing the Council's proposed objectives for the next four years, and inviting comment on the draft document before it was considered by the Executive Committee. Members approved the draft Corporate Plan 2022 – 2026 with the following amendments recommended to be considered:-

- (a) Addition of another Lower Level Objective supporting Corporate Objective 1.1 "All contractors hired by Douglas Borough Council ensure their staff are paid the Living Wage as a condition of engagement".

The Executive Committee considered the proposed amendment, agreeing that encouragement of the payment of the Living Wage by contractors may be included as a specific evaluation criteria in the procurement process where appropriate; and that it should carry a weighting (to be determined by the responsible officer depending on the particular contract), with points being awarded to potential contractors accordingly.

- (b) Addition of another Lower Level Objective supporting a general commitment to de-carbonising the Pensions Portfolio, Corporate Objective 4.3, "Investigate de-carbonising the Pension Scheme investments".

This was referred to the Pensions Committee for consideration.

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

- (ii) That the recommendation of the Environmental Services Committee be endorsed and that another Lower Level Objective supporting Corporate Objective 1.1 be approved and included as follows:

'All contractors engaged by Douglas Borough Council be encouraged to pay their staff the Manx Living Wage'; and

- (iii) That the payment of the Manx Living Wage be included as a specific evaluation criteria in the Council's procurement process as appropriate, carrying a weighting to be determined depending on the particular contract, with points being awarded to potential contractors accordingly."

On a vote being taken in respect of resolution (ii), Members voted 4 For; 1 Against. Mr Councillor S.R. Pitts requested his vote against to be noted on the minutes.

A8. Referrals from the Regeneration and Community Committee

The Committee considered the following referral from the public minutes of the Regeneration and Community Committee meeting held on Tuesday 19th October 2021.

Clause B9 – Corporate Plan 2022 – 2026: The Committee had considered a written report by the Assistant Chief Officer (Finance) detailing the Council’s proposed objectives for the next four years, and inviting comment on the draft document before it was considered by the Executive Committee. During discussion a Member had proposed that the Council should investigate ways in which to reduce the embodied carbon in Council buildings.

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

- (ii) That the recommendation of the Regeneration and Community Committee be endorsed and that the proposed amendment to the draft Corporate Plan 2022 – 2026 be approved and that Corporate Objective 4.4.3 be amended by the addition of the following wording:

‘by adopting targets such as the Royal Institute of British Architects (RIBA) Sustainable Outcomes Guide.’”

A9. Referrals from the Housing and Property Committee

The Committee considered the following referral from the public minutes of the Housing and Property Committee meeting held on Wednesday 20th October 2021.

Clause B12 – Corporate Plan 2022 – 2026: The Committee had considered a written report by the Assistant Chief Officer (Finance) detailing the Council’s proposed objectives for the next four years, and inviting comment on the draft document before it was considered by the Executive Committee. Members had approved the document, as submitted.

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

- (ii) That the Housing and Property Committee’s approval of the draft Corporate Plan 2022 – 2026 be noted and endorsed.”

A10. 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 other related key financial monitoring information.

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

- The 86.8% rates collection figure for the months of April to September 2021, compared against the target figure of 84.5% for that period.”

A11. Corporate Plan 2022 – 2026

The Committee considered a written report by the Assistant Chief Officer (Finance) setting out details of a proposed Corporate Plan for the term of the Council - that was, for the next four years, from 2022 to 2026.

The current Corporate Plan had been in place for the previous five years, having been extended by one year due to the Covid-19 pandemic, and was due to expire on 31st March 2022. Corporate (or business) planning was an essential element of the Council’s responsibilities as part of good governance and, by publishing a Corporate Plan, the Council was providing a documented demonstration of its intentions to its stakeholders.

The proposed Corporate Plan was designed as a strategic document and focused on major priorities. The over-arching aims fed into Departmental Service Plans, and were then converted into actions assigned to individual officers. The next Departmental Service Plans would be in place from April 2022 until March 2024 and, during that time, progress made against the Service Plans would be reported periodically to the relevant Committees.

Once agreed, the new Corporate Plan would be published on the Council’s website.

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

- (ii) That the draft Corporate Plan 2022 – 2026 be approved, subject to the inclusion of the amendments requested by the Service Committees as detailed in Clauses A7 and A8 above.”

A12. Planning Applications – PA 21/01095/B and PA 21/01101/B

The Committee considered a written report by the Dilapidation Enforcement Officer setting out detailed appraisals in relation to two planning applications.

Planning application PA 21/01095/B had been submitted by the Department for Enterprise, and was to tarmac part of an existing car park (including the associated access road car park) east of the Mike Hailwood Centre at the Grandstand, Glencrutchery Road, Douglas.

The application had arisen as a result of deterioration in the condition of the surface of a section of the car park within the TT Paddock area at the Grandstand; and it was intended that the access road from Dukes Avenue (adjacent to the Isle of Man Constabulary Headquarters) into the car park area would also be resurfaced as part of the application.

All of the work would be undertaken at no cost to Douglas ratepayers and, given the current state of the car park and the access road, it was recommended that the application be supported, as the road surface would be greatly improved. Additionally, the associated improvements to be undertaken to the drainage system (to be financed by the Department for Enterprise) would reduce the risk of standing surface water and flooding close to the car park and Paddock areas.

Planning application PA 21/01101/B had been submitted by the current tenant of the premises at 30D Alder Road, Douglas, and was for the additional use of the butchers' shop to include hot food sales, together with the installation of an external in-take grill and ventilation flue unit.

The property was owned by the Council and the applicant had stated that, since the closure of Pulrose Bridge, there had been a significant drop in business, hence the application for a change of use to include a fish-and-chip shop.

If approved, there would be a requirement to change the current lease agreement to allow for the premises to be open for a longer period - between 9.00am and 10.00pm, Monday to Saturday; and between 12 noon and 7.00pm, Sundays and Bank Holidays. The refurbishment of the shop unit to accommodate the necessary equipment and installation of external ventilation would be undertaken at the expense of the tenant, with no cost to the Council.

As there were no planning concerns with the proposal, and the reasoning behind the application was to protect jobs, it was recommended that the application be supported.

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

- (ii) That the Planning Authority be advised that the Council supported planning application PA 21/01095/B, to tarmac part of an existing car park, including the associated access road car park, east of the Mike Hailwood Centre at the Grandstand, Glencrutchery Road, Douglas; and
- (iii) That the Planning Authority be advised that the Council supported planning application PA 21/01101/B, for the additional use of the butchers' shop (class 1.1) at 30D Alder Road, Douglas to include hot food sales (class 1.4), and the installation of an external extract grille and ventilation flue unit."

A13. Proposed Renaming of the Kaye Memorial Garden

The Committee considered a written report by the Head of Parks in relation to a Member's Notice of Motion, which, under the provisions of Standing Order 30, had accordingly been referred to the Executive Committee for consideration.

The Motion had been submitted to the Council Meeting on 8th September 2021, and proposed that the Kaye Memorial Garden (at the bottom of Summer Hill) be renamed as the 'Summerland Memorial Garden'; with the renaming taking place on 2nd August 2023, to coincide with the commemoration of the fiftieth anniversary of the Summerland Fire Disaster.

The Kaye Memorial Garden had been created during 1955 following a bequest by Sydney James Kaye in memory of his parents (the former Mayor and Mayoress of Douglas 1904 – 1905, Alderman Joseph Kaye, J.P. and Sarah Jane Kaye) and his grandparents; and was home to a number of statues and memorials.

The original Summerland Memorial had been placed in the Garden in 1998 to commemorate the twenty-fifth anniversary of the Disaster; and the new Memorial, created and placed in the Garden in 2013 to mark the fortieth anniversary of the Disaster, was in direct line with the site and was the centre-piece of the Garden.

It was not recommended that the proposal to rename the memorial garden be approved, as this would be contrary to the bequest of Mr Kaye and the reasons that the funds were given to the Council.

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

- (ii) That the proposed renaming of the Kaye Memorial Garden be not proceeded with; and
- (iii) That arrangements be made for a Service of Remembrance to be held on Wednesday 2nd August 2023 to commemorate the fiftieth Anniversary of the Summerland Fire Disaster, commencing at the time when the first emergency '999' call had been made from the Summerland entertainment complex."

On a vote being taken in respect of resolution (ii), Members voted 4 For; 1 Against. Mr Councillor I.J.G. Clague requested his vote against to be noted on the minutes.

A14. Hampton Farm – Sale of Grass Verge and Banking

The Committee considered a written report by the Head of Parks in relation to a request from a resident of Hampton Farm seeking to purchase a section of grass verge and banking to the rear of the boundary fence.

It was noted that the verge had been adopted by the Council, and the small area of banking was within the boundary of the Douglas Golf Course. The verge housed a lighting column and electrical ducting which, if the land was sold, would require relocating. As there was not a safe or suitable location in the local vicinity of the column to relocate it to, it was recommended that the sale be not proceeded with.

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

- (ii) That the sale of the grass verge and banking be not proceeded with due to the presence of electrical services.”

A15. Provision of Corporate Workwear and Personal Protective Clothing

The Committee considered a written report by the Assistant Facilities and Purchasing Manager in respect of tenders received for the supply of workwear and personal protective clothing, and seeking authority to contract with a single supplier for a three-year period.

The Council had a legal requirement to supply manual staff with suitable clothing, which was appropriate to the areas of work in which they were employed. The current contract had been scheduled to end on 31st March 2021, however, due to a number of factors, it had been extended beyond the original completion date. It was recommended that the new contract should start from 1st November 2021, with an end date of 31st March 2025, giving an overall contract period of forty months, rather than the usual thirty-six months.

Expressions of interest had been obtained from suitably qualified workwear suppliers, resulting in four tenders being submitted. Each of the four suppliers had been evaluated and assessed on price, quality, capability (i.e., ability to meet deadlines), and location / environmental sustainability (i.e., proximity to the Ballacottier Operational Service Centre for deliveries, etc).

It was recommended that Zenith Industrial Products Limited be awarded the contract, having offered the lowest price in thirteen of twenty-one clothing items and previously having demonstrated the capacity and capability to meet the Council’s requirements. Zenith’s proximity to the Ballacottier Operational Service Centre also offered a number of benefits, including environmental and operational efficiency.

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

- (ii) That the contract to supply the Council with workwear and personal protective clothing for the period 1st November 2021 until 31st March 2025 be awarded to Zenith Industrial Products Limited.”

A16. 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.”

A17. Items for Future Report

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

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

PART C –

Matters subject to Council approval

A18. Douglas Borough Council Street Lighting Policy

The Committee considered a written report by the Electrical Services Manager seeking approval of a Street Lighting Policy.

The Council was the lighting authority for the Borough of Douglas, the statutory provision for this being contained in Section 254 of the Local Government Consolidation Act 1916. The Council therefore had a statutory requirement for the maintenance and safety of public lighting on the highway within the Borough.

The Borough had developed significantly over the previous twenty-five years and the Council currently operated over 4,200 street lighting installations, with new developments and installations being added on a yearly basis. The proposed Street Lighting Policy was designed to lay the foundation for a consistent approach to Statutory and Regulatory requirements, safety, economic excellence, environmental goals, and technologic advancement – thereby maintaining the Borough at the forefront of street lighting on the Isle of Man, and demonstrating a commitment to the development of Douglas.

Responses were provided on a number of queries raised by Members; and, during discussion, a number of suggestions were put forward for inclusion in the document. Members also expressed their appreciation to officers in Electrical Services for the significant work that had been undertaken in drafting the proposed policy.

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

(ii) That it be recommended to Council that the Douglas Borough Council Street Lighting Policy be approved, subject to the inclusion of the following:-

- Details of the Council’s environmental plan, listing areas as environmental zones; and
- A clause stating that, subject to funding being available, the frequency of painting of lighting columns be increased from 5% to 10% each year, equating to a column being painted every ten years.”

C19. Public Consultations Working Group

The Committee considered a written report by the Assistant Town Clerk seeking to revise the Council’s procedure for dealing with the public consultation documents issued by the Isle of Man Government, in order to enable and encourage greater input by Members on those issues that affected the Council, the Borough of Douglas, or the residents of Douglas.

The current procedure had been established in 2015 when, at that time, the Government’s process had been to circulate such consultation documents to consultees, including local authorities. Since then, the Government’s process had changed to one whereby public consultation documents were placed on a ‘hub’ on the Government’s website, and it was therefore proposed that the Council’s process be adapted to better enable a response to all consultations where it was appropriate to do so.

It was agreed that where the matter being consulted on was specific to a Committee of the Council, that the relevant Committee be tasked with reviewing the document and formulating a response. If, however, the matter was more relevant to the Council as a whole, then a Working Group on Consultations should review the matter. It was proposed that the Working Group should comprise a Member or the Vice-Chair from each of the Executive Committee, the Housing and Property Committee, the Regeneration and Community Committee, and the Environmental Services Committee; with the Vice-Chair of the Executive Committee being appointed to chair meetings.

It was noted that the Working Group would not be a Committee of the Council – therefore, its proceedings would not be formally recorded as minutes, although the comments and suggestions would be embodied into a report to the Executive Committee (with such report including comment from any other Council Members, appropriate officers, and from other sources). The Working Group on Consultations would, however, follow normal committee procedures according to the Council’s Standing Orders.

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

(ii) That it be recommended to Council that the current content of Part 5, Section (L) of the Council’s Constitution be replaced with the revised Procedure as set out in the appendix to the written report, with the following addition:-

That where a matter being consulted on is specific to a Committee of the Council, that the relevant Committee be tasked with reviewing the document and formulating a response. If, however, the matter is more relevant to the Council as a whole, then the Working Group on Consultations should review the matter; the Working Group comprising the Vice-Chair or another Member from each of the Executive Committee, the Housing and Property Committee, the Regeneration and Community Committee, and the Environmental Services Committee; with the Vice-Chair of the Executive Committee being appointed to chair meetings of the Group.”

C20. Community Award Scheme

The Committee considered a written report by the Assistant Town Clerk in relation to a Notice of Motion proposing that the Council instigate an award scheme for residents who had made a significant voluntary contribution to the local or wider community, or to charity.

The Motion had been moved in Council on 9th June 2021 and, under Standing Order 30, it had been referred to the Regeneration and Community Committee for report to the Council by September 2021.

However, due to the disruption of the Council Elections taking place in July 2021, and the consequent cancellation of the Committee Meetings in that month, it had been delayed.

A decision was required in the first instance on whether to support such a scheme and, if it was supported, to then establish exactly what the scheme would be intended to achieve. Members were reminded that the ‘functions’ of a local authority were those acts that were authorised by the Local Government Act 1985 and, while there were many areas of legislation involved, covering a wide range of topics, the promotion of schemes such as that proposed in this instance was not among those roles for which specific authority was given.

However, while the Council did not currently have the authority to instigate such an award scheme, there were some powers the Council did possess in relation to the recognition of individuals. Specially, Section 66 of the Local Government Act 1985 empowered the Council to confer the Honorary Freedom of the Borough on ‘persons of distinction and any persons who have, in the opinion of the Council, rendered eminent services to the Borough’.

Additionally, the Local Government (Entertainment) Act 1950 contained a provision that could apply to the running of a community award scheme. The power was currently cited as that which empowered the Worshipful the Mayor (on behalf of the Council) to invite resident and visiting dignitaries and local residents who had achieved something worthy of credit into the Mayor’s Parlour. This was used for providing prizes for various competitions, such as the Mayor’s Leadership Awards for Douglas High Schools.

The recommendation of the report therefore was that the principle of establishing a community award scheme be supported, but that it be run under the auspices of the Mayoralty rather than a Committee, in order to better comply with legislation.

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

- (ii) That the Motion as submitted be not approved;
- (iii) That it instead be recommended to Council that a Community Award Scheme, under the auspices of the Mayoralty, be supported in principle, subject to further examination of feasibility and costs; and
- (iv) That following approval of recommendation (iii) above by the Council, officers report back to the Executive Committee by February 2022 with proposals for the details of the scheme.”

The Committee rose at 5.50pm.

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

PENSIONS COMMITTEE

PENSIONS COMMITTEE – Minutes of Meeting held on Wednesday, 27th October, 2021.

Members Present: Mr Councillor J.E. Skinner (Chair), the Mayor (from 10.40am), Mr Councillor F. Horning, Mr Councillor S. Crellin, Ms J. Thommeny, Mr A. Thomas (Independent Member). Mr Councillor F. Schuengel and Mr Councillor P.J. Washington for the training presentation.

In Attendance: Scheme Administrator - Mr A. Beedall and Mr M. Slaughter (Capita) (Items A1 to A6). Director of Finance (Mr A. Boyd), Assistant Chief Officer (Finance) (Mr E.P. Pierce), Assistant Chief Officer (Human Resources) (Mrs C. Ashton) (Training presentation), Democratic Services Officer (Miss C. Cullen).

REPORT

PART A –

Matters within the scope of the Committee's delegated authority

A1. Training: Isle of Man Local Government Superannuation Scheme – Overview and Benefits of the Scheme

Before commencement of the Committee agenda Members received a training presentation from Mr M. Slaughter and Mr A. Beedall on four topics; an overview and structure of the IOM Local Government Superannuation Scheme, the Scheme's benefits in detail, the cost of the scheme and an explanation of the annual benefit statements.

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

Mr Councillor F. Schuengel and Mr Councillor P.J. Washington were in attendance for the training and left the meeting before commencement of the Committee's official business.

During the presentation the Worshipful the Mayor joined the meeting.

A2. Apologies

No apologies for absence were submitted.

A3. Declarations of Interest

There were no declarations of interest.

A4. Minutes – 9th September, 2021

The minutes of the meeting held Wednesday, 9th September, 2021 were approved and signed.

A5. Matters Arising

There were no matters arising from the previous minutes.

A6. Superannuation Scheme Performance Monitoring

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

Members had in front of them the actions from the Service Plan together with an outcome on each. A red, amber, green status had been applied to determine progress in comparison to the action.

It was noted that all objectives on the Plan had been completed or are on schedule with the exception of one which relates to liaising with the Department of Infrastructure to bring about updates to Regulations. The Policy Review Group had agreed to a specification for tendering of the actuarial support to the Policy Review Group.

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

A7. The Isle of Man Local Government Superannuation Scheme Pension Fund Annual Report for Year Ending 31st March 2021

The Committee considered a report submitted by the Assistant Chief Officer (Finance) to approve the Pension Fund Annual Report and to authorise the Letter of Representation to be signed by the Chair of the Committee.

Members were reminded that the Accounts and Audit Regulations 2018 require Local Authorities to have their Statement of Accounts approved and certified by the external auditor by 31st October each year. This also applies to the Pension Fund Annual Report. As in previous years, the Council's auditor

has asked that a Letter of Representation be issued by the Council, alongside the Statement of Accounts, in order that audit certification can take place. The Letter of Representation was appended to the report.

The Director of Finance drew Members attention to page 20 of the annual report notably that as at 31st March, 2021 the accumulated Fund Net Assets stood at £91.8m, an increase year on year in value by £14.3m.

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

- (i) The Pension Fund Annual Report for the year ended 31st March 2021 be approved;
- (ii) The Letter of Representation be agreed and signed by the Chair of the Committee and presented to the Council’s external auditor;
- (iii) The completion letter from Baker Tilly (Isle of Man) Limited be noted.”

A8. 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.”

A9. Date and Time of Next Meeting

Members noted that the next scheduled meeting was due to take place at 10.30am on Wednesday, 24th November, 2021.

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

PART C –

Matters requiring Council approval

C10. Referral from the Environmental Services Committee Meeting

The Committee considered the following referral from the minutes of the Environmental Services Committee meeting held on Monday, 18th October, 2021:

Clause A6 – Corporate Plan 2022 – 2026 – The Environmental Services Committee had considered a report submitted by the Assistant Chief Officer (Finance) detailing the proposed draft corporate plan for the years 2022 – 2026, together with a further tier of objectives that had been developed in support of the Corporate Plan.

It was noted that this report had been presented to all three of the service Committees inviting comment before being considered by the Executive Committee at the October 2021 meeting.

Members noted the recommendation of the Environmental Services Committee, for the Pensions Committee to consider the addition of another Lower Level Objective supporting Corporate Objective 4.3 being, ‘Investigate de-carbonising the pension scheme investments’.

Members discussed the recommendation, which was not accepted by the Committee. Instead Members opined that the inclusion of any objective should be more aligned to the Committee’s current approach of considering investing more into ESG tilted funds.

Resolved, “That particulars of the report and discussion be noted on the minutes and that the following recommendation be referred to the Council for consideration as an addition to the Lower Level Objectives supporting the 2022 – 2026 Corporate Plan Objectives;

- (i) Investigate the possibility of focussing the pension’s scheme investments on entities which perform well in relation to Environmental, Social and Governance factors.”

The Committee rose at 12.12pm.

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 Tuesday, 5th October, 2021.

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

In Attendance: Mr P.E. Cowin, Secretary, Mrs D. Eynon (Douglas), Mr E.P. Pierce (Douglas), Mr R. Phillips (Onchan), Mr J.C. Whiteway (Braddan), Mr J. Quayle (Department of Infrastructure), Contractor's Representative: Mr S.A. Crook (Item A2 only).

REPORT

PART A –

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

A1. Minutes of Meeting – Tuesday, 7th September, 2021

Agreed unanimously: that the minutes circulated be approved as a correct record.

A2. Operational Contractor's Report

Mr Crook joined the meeting and added further explanation to his report which had been circulated.

In relation to redundant gas cylinders stored on the Site, he confirmed that there had been no change in the position. Mr Quayle was asked to find a disposal route before the move to the new Site.

A meeting of operations staff of each of the four Island Civic Amenity Sites took place on Thursday, 9th September which Mr Crook had attended. It had become clear there were multiple minor areas of differences in operations. Mr Quayle had co-ordinated the meeting and undertaken to circulate a questionnaire to identify the detail, which would then be shared with all the authorities with a view to reaching a consistent approach.

Mrs Eynon advised that Douglas Borough Council had resolved not to support any move to subsidise the increased WEEE goods disposal charges through the rates but had approached the former Minister for the Department of Infrastructure suggesting a Government subsidy. There had been no response but the incoming Minister would be asked.

Mr Crook advised having negotiated a phased increase in charges for disposal of green waste at Middle Park Recycling; instead of an immediate rise from £19.00 to £40.00 per tonne, an increase to £30 per tonne would take effect from 1st December, and then an increase to £40.00 per tonne from 1st March, 2022. An alternative disposal route had been identified but was only £2.00 per tonne less, with substantial distances involved that would add to the cost as well as producing undesirable emissions.

There had been no fresh incidents on the Site since the Contractor's last report. An incident reported by the Chair had been investigated and Mr Crook advised that although the member of staff had been subjected to abusive language they had chosen not to report it. There was some discussion on how staff could be persuaded to record all such incidents and on to how CCTV and bodycam equipment might be used.

Mr Crook then circulated copies of the statistics of waste, classified into the types. He advised that both the tonnage sent to the Energy from Waste Plant and the percentage of waste being recycled had increased and he was investigating to find if there was an underlying reason.

He then left the meeting at 2.50pm.

A3. Revised Draft Joint Committee Agreement

Copies had been circulated of the latest draft Agreement, incorporating changes previously approved. It was noted that the principles underpinning the document had been approved by all the participating Local Authorities.

An amendment was put, to change the percentages in Paragraph 1(4) of the Schedule (relating to the votes required to carry decisions) from 70% to 81% in the case of ordinary decisions and from 90% to 93% in the case of decisions on capital expenditure or variation of the agreement. Following discussion,

including the reasoning behind the Clause having been included in the previous agreement, there was agreement that the draft should be changed accordingly.

The Secretary questioned the need for Clause 5(9) of the Schedule, entitling the Department of Infrastructure to nominate an Officer to attend meetings of the Joint Committee. The Clause followed one in the previous agreement but that had been included because the Department had a specific interest in the Middle River Site, as head leaseholder. The situation with the new Site was different and it was suggested that the Clause be deleted, though there would still be the facility for the Joint Committee to invite an Officer of the Department if specialised knowledge or advice was needed.

The Joint Committee was otherwise satisfied with the document and anxious that it should be signed as soon as practicable. Thursday 21st October was identified as a date by which copies could be available and all the parties could meet to execute them. The Secretary was requested to forward an electronic copy of the final document to each of the parties

It was agreed: that subject to

- (a) The changes in the percentages in Clause 1(4) of the Schedule to 81 and 93 per cent respectively; and
 - (b) Deletion of Clause 5(9) of the Schedule
- the draft agreement be approved and arrangements made for the parties to meet at 10.30 a.m. on Thursday 21st October to execute the document under seal.

A4. Planning Application – Middle Park Site

Mrs Eynon advised that the Planning Application for the new Site was still “pending” on the planning portal. She was aware that the developer had responded to some issues raised in the planning process but there had been no clear objection lodged. When a decision on the planning application was notified, she intended to convene a meeting of the Officers Working Group to review the proposed timescale.

A5. Operational Contract – Extension

Consideration was given to the operational contract for the current Site and concurrence that the current Contractor be offered an extension (subject to negotiation of acceptable terms) for a further twelve months from expiry of the current contract on 31st March 2022. If the new Site were to be completed, as intended, by 1st January 2023, then the operation could move to the new Site with three months still to run with the existing Contractor.

It was noted that a tender process for operation of the new Site from 1st April, 2023 would be undertaken. Mr Quayle suggested that one Authority could operate it on behalf of all, by direct labour, as an alternative to tendering. Mrs Eynon advised that if the tendering process was to be undertaken it should be overseen by one of the other Authorities, rather than Douglas.

It was agreed: that the options for managing the operation of the new Site post 1st April 2023 be further considered in due course.

A6. Next Meeting

It was agreed: that the next meeting of the Joint Committee take place at 2.30 p.m. on Tuesday, 2nd November, 2021, noting that the respective Authorities representatives would meet on 21st October to execute the Agreement.

The meeting ended 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, 20th October, 2021.

Members Present: Councillor Ms J. Thommeny (Chair), the Mayor (from 10.30am), Mr Councillor S.R. Crellin, Mr Councillor J.E. Skinner (from 10.15am until 12.00noon), Mr Councillor P.J. Washington.

In Attendance: Director of Housing and Property (Mr D. Looney), Assistant Chief Officer (Housing and Property) (Mr V. Zivave), Assistant Chief Officer (Income) (Mrs C. Pulman), Assistant Chief Officer (Finance) (Mr P. Pierce) (Item B11), Assistant Property Manager (Capital) (Mr R. Green) (Item A8), Democratic Services Officer (Miss C. Cullen).

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies for Absence

Apologies for late attendance were submitted by Mr Councillor J.E. Skinner.

A2. Declarations of Interest

There were no Declarations of Interest.

A3. Minutes – 15th September, 2021

The minutes of the meeting held on Wednesday, 15th September, 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 September 2021 there were eighteen 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 during September, 2021 ten properties had been returned by tenants, the Assistant Chief Officer (Housing and Property) advised that eight properties were ready for allocation.

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 Assistant Chief Officer (Housing and Property) 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.

It was noted 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 focussing on tenants in the over £500 category, noted at 3.4% of all tenants.

Appended to the officer's report was a table setting out the rent arrears statistics for August 2021 and September 2021. It was noted that as at the 4th October 2021, the level of rent arrears was £159,344.11, which was an increase of £8,933.72 from the previous month

Members discussed the slight rise in the rent arrears and were advised by the Director of Housing and Property that officers were putting additional operations in place to work on bringing the level of rent arrears down.

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. Resurfacing of Ballanard Court Car Park

The Committee considered a report submitted by the Assistant Housing Manager (Maintenance) to appoint the contractor for resurfacing works to Ballanard Court car park following urgent repair works that had been identified.

Members were advised that although the Council had adopted a robust repair regime to help address this issue; a significant financial investment was required to ensure that the parking area is fit for purpose and safe for tenants and visitors. These costs are not considered as general maintenance and should not be borne from the Housing Maintenance budget. It is therefore proposed that the works be funded from the 2021 – 2022 Housing Minor Works Capital Funds.

The report advised that following the procurement process, two tenders were received by the closing date and opened by the Chair of the Housing and Property Committee in the presence of the Assistant Chief Officer (Housing and Property) on Tuesday 4th October, 2021.

The lowest tender submitted by Tooms Bros (1994) was recommended for acceptance. It was noted that Cameron Hall Chartered Surveyors value for money statement stated that the tender was in line with current competitive rates and therefore represents value for money.

It was noted that it is anticipated that works will commence on site as soon as possible for a duration of two weeks to four weeks, subject to all the necessary approvals and weather dependant.

Resolved, “That particulars of the report and discussion be noted on the minutes and that the tender received from Tooms Bros (1994), for the resurfacing of Ballanard Court car park be accepted.”

A8. Peel Road Apartments Development – Carpet Fitting

The Committee considered a report submitted by the Assistant Property Manager (Capital) to progress the Capital Housing Scheme for carpet fitting at the Peel Road Apartments Development.

Members were reminded that at a meeting held on 27th July, 2021 the Council’s Urgent Business Procedure under Standing Order 125 had been used to approve the business case and subsequent submission to the Department of Infrastructure in relation to carpet fitting for enforced tenant moves in the Peel Road Apartments Development.

The report advised that following the procurement process three tenders had been received which were opened by the Chair of the Housing and Property Committee in the presence of the Assistant Chief Officer (Housing and Property) on Friday 15th October, 2021.

The lowest tender submitted by Osborns Limited was recommended for acceptance as it is within the pre-tender estimate and represents value for money. It was noted that Osborns Limited had previously supplied and fitted carpets for the Council and the standard of workmanship was found to be satisfactory.

The Assistant Chief Officer (Housing and Property) advised Members that the tender figure contained within the report had been adjusted to include a contingency figure.

The carpets to be fitted will be a mid-range heavy domestic quality inclusive of underlay and tenants will have a choice of colour available from the specified range. It was noted that there will be twenty apartments that will remain without carpet for future un-enforced tenant moves, those tenants will be responsible for carpeting their own homes to comply with statutory fire safety regulations.

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

- (i) That the tender submitted by Osborns Limited, to supply and fit carpets at the new Peel Road Apartments development be accepted;
- (ii) That the Chief Executive be authorised to petition the Department of Infrastructure for borrowing powers in the amount of £74,360.85 being the sum required to defray the cost of these works; and
- (iii) That the Department of Infrastructure be advised that an assessment of the Council’s Housing Reserve fund has been undertaken and it had been established that insufficient monies were available to fund the proposed scheme via that source.”

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.

It was noted that the report on the ten-year plan for future housing projects will be presented to Committee in January 2022. The business cases for capital housing schemes would be presented to the November, 2021 Committee meeting.

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, 17th November, 2021.

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

PART B –

Matters requiring Executive Committee approval

B11. Corporate Plan 2022 – 2026

The Committee considered a report submitted by the Assistant Chief Officer (Finance) to review and provide feedback on the draft proposed Corporate Plan for 2022 – 2026.

It was noted that all of the service Committees were being asked to provide comment on the draft document before it is considered by the Executive Committee at the October Committee meeting.

Members were advised that the current Corporate Plan was due to expire on 31st March, 2022 and had been in place for the last five years, having been extended due to the Covid-19 pandemic. The Corporate plan is a strategic document that provides a framework for the Council's future activities over the next four years.

Appended to the officer's report was the draft Corporate Plan together with a further tier of objectives that had been developed in support of the plan to provide further guidance for officers and to assist with their creation of Departmental Service Plans that will run for a period of two municipal years. It was noted that the next Service Plans will be in place from April 2022 until March 2024.

Resolved, "That particulars of the report and discussion be noted on the minutes and that the draft proposed Corporate Plan 2022 – 2026 be approved and referred to the Executive Committee for approval."

The meeting ended at 1.20pm.

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, 19th October, 2021.

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

In Attendance: Assistant Chief Officer (Regeneration) (Mr C. Pycroft), Assistant Chief Officer (Income) (Mrs C. Pulman) (Item B10), Assistant Chief Officer (Finance) (Mr E.P. Pierce), Head of Parks (Mr D. Hewes), Democratic Services Officer (Miss C. Cullen).

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies

No apologies for absence were received.

A2. Declarations of Interest

There were no declarations of interest.

A3. Minutes – 14th September, 2021

The minutes of the meeting held Tuesday, 14th September, 2021 were approved and signed.

A4. Matters Arising

No issues were raised as arising from the previous minutes.

A5. Finch Hill Bowling Club Sponsorship of the Douglas Borough Council Challenge Cup Competition

The Committee considered a report submitted by the Head of Parks following an enquiry received from the Finch Hill Bowling Club's Competition Secretary seeking sponsorship for the Douglas Borough Council Challenge Cup.

Members were reminded that during 2018 the Council had provided Finch Hill Bowling Club with a trophy for the Douglas Borough Council Challenge Cup, at that time no sponsorship was offered or requested by the Bowling Club, the purchase of the trophy was requested through the then Mayor, Councillor Miss D.A.M. Pitts, JP.

Appended to the officer's report was the email from the Club's Competition Secretary seeking sponsorship for the competition.

Resolved, "That particulars of the report be noted on the minutes and the sponsorship to Finch Hill Bowling Club for the Douglas Borough Council Challenge Cup of £200 per annum be approved."

A6. Quarter Two Service Plan Performance Monitoring 2021/2022

Members 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 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.

Members were reminded that due to the delay of Local Government elections, the Corporate Plan had been extended to cover the additional municipal year, and the service plans have been extended accordingly. It was noted that the new proposed Corporate Plan, when approved, will cover the four year period from 2022 – 2026.

The Covid-19 crisis adversely impacted many of the measures and actions contained within the plans. This had resulted in target deadlines not being met, in some cases, new deadlines have been set which were reflected in the appendices.

It was noted that for quarter two, the measures in Parks have been met, with only one slightly behind schedule and a number have been completed. All measures within Douglas Town Centre Management are being met.

Resolved, "That particulars of the report and the progress against performance indicators in the Environment and Regeneration Department Service Plans for Quarter Two 2021/22 as relevant to the Regeneration and Community Committee be noted."

A7. Items for Future Report

The Committee considered a report submitted by the Assistant 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."

A8. Date and Time of Next Meeting

The next scheduled meeting was due to take place at 10.00am on Tuesday, 16th November, 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

B9. Corporate Plan 2022 – 2026

Members considered a report submitted by the Assistant Chief Officer (Finance) seeking feedback from the Committee on the proposed draft Corporate Plan for 2022 – 2026, it was noted that all of the service Committees were being consulted for their input before being considered by the Executive Committee.

Members were advised that the current Corporate Plan was due to expire on 31st March, 2022 and had been in place for the last five years, having been extended due to Covid-19.

Appended to the officer's report and reviewed by the Committee was the proposed draft Corporate Plan for 2022 – 2026, the plan is designed as a strategic document providing a framework for the Council's future activities over the next four years.

The Assistant Chief Officer (Finance) explained that a further tier of objectives had been developed in support of the Corporate Plan which was also appended to the report. This document is intended to provide further guidance for officers and to assist with their creation of Departmental Service Plans (which will run for periods of two municipal years). The next Service Plans will be in place from April 2022 until March 2024.

A Member suggested that the Council should be looking at reducing embodied carbon in Council Buildings.

The Committee noted that a recommendation was being put forward by the Environmental Services Committee seeking agreement to add an item to the plan 'that the Council investigate de-carbonising the pension scheme investments'.

Resolved, "That particulars of the report and discussion be noted on the minutes and that the proposed Corporate Plan 2022 – 2026 be approved with the following amendment recommended for consideration by the Executive Committee;

- (i) That objective 4.4.3 be amended by the addition of 'by adopting targets like the Royal Institute of British Architects (RIBA) Sustainable Outcomes Guide.'

The meeting ended at 11.22am.

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

ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of Meeting held on Monday, 18th October, 2021.

Members Present: Mr Councillor F. Horning (Chair), Councillor Miss N.A. Byron, Mr Councillor D. Watson.

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Assistant Chief Officer (Regeneration) (Mr C. Pycroft), Assistant Chief Officer (Finance) (Mr P. Pierce) (Items A1 to A6 and B18), Accountancy Manager (Mr M. Quayle) (Items A1 to A8 and B18), Senior Engineering and Waste Services Manager (Mr A. Crook) (Item A5), Electrical Services Manager (Mr D. Cullen) (Item A6), Dilapidation Enforcement Officer (Mr S. Salter) (Items A10 to A15), Democratic Services Officer (Miss C. Cullen), Assistant Democratic Services Officer (Mr M. Peach).

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies

Apologies for absence were submitted by the Worshipful the Mayor and Mr Councillor J.E. Skinner.

A2. Declarations of Interest

There were no Declarations of Interest.

A3. Minutes – 13th September, 2021

The minutes of the meeting held on Monday, 13th September, 2021 were approved and signed.

A4. Matters Arising

At Item A7, Members had received a briefing note prepared by the Assistant Waste Services Manager (Refuse and Recycling), together with a short report prepared by the Chair, Mr Councillor F. Horning advising on the recent attendance at the Letsrecycle Live event.

At Item A11 – Planning Application 21/00827/B – Villa Marina Arcade - During the October 2021 Council meeting Councillor Miss N.A. Byron had explained that she had not intended to vote against the Committee's resolution to object to the planning application. The Director of Environment and Regeneration suggested the confusion had occurred as the recommendation in the report to support the application had not been accepted by the Committee, but instead an objection was raised. There had been a subsequent discussion and vote on whether the Committee agreed with the change of use and it was noted that Councillor Miss Byron had actually voted to raise no objection to the change of use.

A5. Renewal of Keep Britain Tidy (KBT) Membership to carry out a Local Environment Quality Survey (LEQS) in 2022

The Committee considered a report submitted by the Senior Engineering and Waste Services Manager advising Members of the benefits of KBT membership and to seek funding for re-joining for 2022 as well as carrying out a Local Environment Quality Survey.

In answer to question, the Senior Engineering and Waste Services manager advised that he believed the Council could re-join in either January or April and would check. The Senior Engineering and Waste Services Manager specified that it was intended to train internal staff to carry out the environmental quality survey who would undertake the survey around other work commitments. Using staff members from outside the Cleansing service was intended to ensure independence and so as not to cause a conflict of interest.

Members questioned if other local authorities were active members of Keep Britain Tidy. The Senior Engineering and Waste Services Manager confirmed that Douglas would be the only Local Authority on the island to be a member of Keep Britain Tidy. Members queried how the Council would set benchmarks or compare performance to which the Senior Engineering and Waste Services Manager confirmed that the Council would be using the same framework as UK local authority members of Keep Britain Tidy, in order to match UK standards.

During discussion Members raised concerns that the artwork for this year's anti-litter campaign has not been seen yet, the Director of Environment and Regeneration confirmed that the Mayor will hold a presentation of this year's artwork in early November after which the posters for this year's campaign will be used. The previously requested Briefing Note would be circulated accordingly.

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

- (i) That the Committee approves exemplar Membership of KBT in the sum of £4495 for 2022, to be funded from one-off savings in Public Conveniences Electricity and Promenade & Beach Repairs and Maintenance budgets;
- (ii) To carry out an Environmental Quality Survey in Spring 2022 using in-house resources subject to availability, or;
- (iii) If resources are not available for in house survey, to commission Keep Britain Tidy to carry out the survey (including reports / recommendations) in the sum of £6,000, to be funded from one-off savings in Street Cleaning Tipping Charges.

A6. Capital Scheme for Public Lighting in Lanes

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

The Committee considered a report submitted by the Electrical Services Manager to progress a Motion which was approved in April 2021 for Council to light all adopted lanes and highways.

The Electrical Services Manager took the Committee through the report, which stated the first phase of the programme requires the installation of 24 five metre columns and LED lanterns with 970 metres of associated trenching, ducting, and electrical distribution for an estimated cost of £104,000, with the estimated cost of the complete scheme over a 10 year programme being £1,191,500.

During discussion Members raised concerns at the cost of £1,191,500 having to be borrowed to install lighting in all adopted lanes and highways.

The Committee took the view that the scheme should not be progressed, given the significant costs and noting that very few requests for lighting in unlit lanes had been received since 2007.

The Director of Environment and Regeneration drew Members attention to the standing Committee resolution to progress a programme to install lights in all adopted lanes. The Democratic Services Officer drew Members attention to Standing Order 31 – Motions to Rescind Resolutions advising that a Motion may need to be put to the November 2021 Council meeting but that she would liaise with the Assistant Town Clerk on his return from leave seeking clarification.

The report recommended seeking approval from the Executive Committee to fund the first phase of a ten year programme, and for the Chief Executive to petition the Department of Infrastructure for borrowing powers in the sum of £1,191,500, to provide lighting and ancillary services for the back lane public lighting scheme were not supported by the Committee.

Resolved, "That particulars of the report and discussion be noted on the minutes and that the Capital Scheme for public lighting in back lanes not be supported."

At the Item's conclusion the Electrical Services Manager was thanked for his attendance and left the meeting

A7. Fire Department Vehicles – Parking in Douglas, Shaw's Brow Car Park

The Committee considered a report by the Assistant Chief Officer (Regeneration) to provide the Committee with a 12 month review report on the use of Shaw's Brow Car Park external car parking spaces for liveried Fire Department Vehicles while on call outs or on inspections within Douglas Town Centre. The spaces in question are those normally used by liveried Council vehicles.

The report states that the review of the arrangement is ongoing, no issues regarding the arrangement have been brought to light thus far and there is a view to making the arrangement permanent, should any issues arise, a new report recommending suspending or terminating the agreement can be proposed.

Resolved unanimously: "That the report be noted on the minutes; that the Isle of Man Fire and Rescue Service liveried vehicles be permitted to park on Shaw's Brow Car Park external spaces on a permanent basis, but that should any issues develop, a further report be brought to the Committee for consideration."

A8. Quarter Two Performance Monitoring 2021 - 2022

The Committee considered a report submitted by the Director of Environment and Regeneration to update on the performance 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 two 2021/22. A red, amber, green and black status had been applied to each measure.

Members noted that for Quarter Two:

The Covid-19 pandemic adversely impacted upon many of the measures and actions contained within the service plans in 2020 and in the early part of 2021. This has 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;

- All measures bar one in Quarter One within Building Control have been met;
- Electrical Services project work is delayed due to successive lockdowns as are some annual programmes, which are slightly behind. Other performance indicators were met;
- Two measures within Fleet Services are slightly behind target;
- Within Community & Enforcement, measures involving meeting others were adversely affected by Lockdown 3.0 and the unavailability of personnel in other organisations in Quarter One, but are back on track for Quarter Two; all other measures were met;
- Sickness continues to be higher than the industry benchmark due to three cases of long term sickness, measures on recycling rate and trade customers are slightly behind target, as is public toilet provision. All other measures were met.

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 Two 2021/22 be noted."

At this item's conclusion, the Accountancy Manager left the meeting.

A9. Adjournment and Resumption

The Committee adjourned at 12.21 and resumed at 12.26 at which time the Dilapidation Enforcement Officer was present.

A10. Planning Application – 21/01049/A and 21/01051/A – Johnny Watterson Lane

The Committee considered an appraisal submitted by the Dilapidation Enforcement Officer of planning applications 21/01049/A and 21/01051/A.

The report states that both applications are for approval in principle to build 40 first time buyer homes. The report states Council officers noted a Masterplan was not provided for the whole of the urban extension area as required by the Area Plan for the East, nor was an Environmental Impact Assessment provided.

The report recommended raising an objection to both applications based on a lack of detailed information as required by the Area Plan for the East which does not allow for an informed decision to be made.

Resolved, "That particulars of the appraisal be noted on the minutes and that an objection be raised to planning applications 21/01049/A and 21/01051/A on the grounds that both applications were contrary to the requirements of the Area Plan for the East and the planning policies considered and highlighted within the appraisal report."

A11. Planning Application – 21/01025/B – Tesco Store Lake Road

The Committee considered an appraisal submitted by the Dilapidation Enforcement officer of planning application 21/01025/B. The report states the application is for the erection of an extension to an existing warehouse and remodelling of a service yard and overflow car park at Tesco Store Lake Road. The application had previously been considered by Committee and was placed before committee due to updated measurements.

The report recommends raising no objection on the grounds it could improve traffic flow in the area as fewer deliveries will be required to the store as more items could be stored at any given time which would decrease vehicle movements, this in turn would fit in with the Climate Change Agenda as less vehicle movements equates to less carbon emissions. It had also been established that the amended area will not increase retail space and lead to the sale of items that could be sold from within the main retail areas of the town centre.

Resolved unanimously, "That support be given to planning application 21/01025/B on the grounds that there was no adverse impact on parking spaces or the town centre and that the proposal could improve traffic flow in the area."

A12. Planning Application - 21/00970/A – 18-19 Queens Palace, Queens Promenade

The Committee considered an appraisal submitted by the Dilapidation Enforcement officer of planning application 21/00970/A.

The report states the application is for the approval in principle to convert the hotel / guesthouse of the Trevalyan, 18-19 Palace Terrace, Queens Promenade into 20 apartments with associated parking.

The report states that the proposed conversion could be considered as complying with the relevant policies within the Strategic Plan and Area Plan for the East, as cited in the report as it would make use of an existing building that is under-used and could become dilapidated over time.

Stated in the report is that special consideration has to be given to how a development may affect the area; Council Officers believe that the development will not have an adverse effect on the character of the area or the street scene as the front façade will remain. Further details relating to parking and storage would be considered at the detailed planning stage.

Resolved unanimously, “That particulars of the report and discussion be noted on the minutes and that no objection be raised to planning application 21/00970/A.

A13. Planning Application - 21/00620/B – 2 Marathon Terrace

The Committee considered an appraisal submitted by the Dilapidation Enforcement officer of planning application 21/00620/B.

The report states the application is for conversion of 2 existing flats into 4 residential apartments with additional tourist use and change of use of a basement to an office at 2 Marathon Terrace, Queens Promenade, Douglas.

The report highlighted that investment into the existing property stock should be supported and encouraged providing the proposals comply with planning policy, Council officers believe the development will not only improve the visual appearance of the property but also benefit the neighbourhood along the lower section of Switzerland Road. Members did note there was a slight issue over the bicycle storage but believed the secure door at the rear of the property was acceptable and should allow for the application to be supported although the planning appraisal had recommended no objection.

Resolved, “That particulars of the report be noted on the minutes and that support be given to planning application 21/00620/B”

A14. Rileys Garden Centre Appeal Hearing

Members considered a report by the Dilapidations Enforcement Officer in regards to an appeal hearing set for the 8th November 2021 in response to the Planning Authority’s refusal of application PA/00032/B.

The application was for the additional use of a site on Ballapaddag on Cooil Road for sale of food (30sq.m), sale of outdoor activity and country clothing (75sq.m) and sale of conservatory furniture (50sq.m).

The Committee had resolved to raise an objection at the 15th February 2021 meeting on the grounds that the application did not comply with Business Strategy 5 and 10 and Strategic Policy 9 of the Isle of Man Strategic Plan 2016.

The Dilapidations Enforcement Officer advised that all the necessary points have already been made, there have been no fundamental changes to the application and no new evidence submitted as part of the appeal.

The report recommended that the Committee be not represented at the hearing as there have been no fundamental changes to any planning policies or allowances made by the Town and Country Planning Order 2020 that would allow the sale of less bulky items at the applicant’s site.

The Chair opined that he wished to attend the appeal hearing to observe rather than as a Committee representative.

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

- (i) That the Committee be not represented at the Appeal Hearing on the 8th November; and
- (ii) That a request be submitted for consent to the Chair attending the hearing in his personal capacity.”

A15. Schedule of Dilapidated, Ruinous or Dangerous Properties

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

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

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

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

A16. 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.

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

A17. 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, 15th November, 2021.

PART B –

Matters for referral to the Executive Committee

B18. Corporate Plan 2022 - 2026

The Committee considered a report by the Assistant Chief Officer (Finance), presenting the proposed Corporate Plan for the Council for the years 2022-2026, listing Douglas Borough Council’s core vision and principles with a list of objectives.

Committee Members were invited to provide feedback and suggestions regarding the Corporate Plan.

In response to question the Assistant Chief Officer (Finance) explained the process of producing the Corporate Plan: the Assistant Chief Officers worked as a team to draft the plan before sending it to Chief Officers for review and improvement, followed by consideration by the Leader and then presenting to Committees for feedback in this month’s meeting cycle.

A Member proposed a general commitment to require payment of the Living Wage by contractors hired by the Council as a condition of engagement. In response the Director of Environment and Regeneration advised the Council currently has the choice to not appoint contractors who do not meet relevant criteria but that request specifically would need to be debated first as it limits the Council in terms of who it can hire. The Assistant Chief Officer (Finance) added that the request to ensure Council contractors pay the Living Wage would result in the increased costs incurred being passed on to the ratepayer.

Members agreed to refer to Executive the request that, as an addition to the Corporate Objectives, “All contractors hired by Douglas Borough Council ensure their staff are paid the Living Wage as a condition of procurement.”

Members proposed a general commitment to de-carbonising the Pensions Portfolio under proposed Objective 4.3 “Reduce the Council’s carbon footprint and encourage others to do so.” Members requested that this proposed addition be referred on to the Pensions Committee to consider at their next Committee Meeting.

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

- (i) That the draft Corporate Plan 2022 -2026 be approved with the following amendment recommended to be considered by the Executive Committee:

Addition of another Lower Level Objective supporting Corporate Objective 1.1 “All contractors hired by Douglas Borough Council ensure their staff are paid the Living Wage as a condition of engagement.”

- (ii) That the following amendment be recommended to be considered by the Pensions Committee:

Addition of another Lower Level Objective supporting Corporate Objective 4.3; “Investigate de-carbonising the pension scheme investments.”

At this item’s conclusion, the Assistant Chief Officer (Finance) left the meeting.

The meeting ended at 12.57pm.