

**POLICY AND FINANCE COMMITTEE MEETING**  
**ANNE FRENCH ROOM**  
**24<sup>th</sup> May 2016**  
**0915hours**

**PRESENT:**

Mr R McDowall, Chairman  
 Mr F Simonet  
 Mr N Harvey,  
 Mrs N Paris  
 Mr S Roberts  
 Mr M Birmingham  
 Mr C Rowley  
 Mr L Jean  
 Mr I Tugby

**IN ATTENDANCE:**

Mr W V Brownlees, Chief Executive (CE)  
 Mrs S Pengilley-Price, EO to the Chief Executive (SP)  
 Mr P Veron, Economic Development Officer (PV)  
 Mrs L Baines, Minute Secretary (LB)  
 Mrs K A Hatcher-Gaudion, Treasurer (KG)

**Apologies:** Mr G McKinley

**In Attendance:** Jason Monaghan, Nigel Clark and John Horton for item 24.2; John Young, Planning Officer for item 23.1.

**ACTION**

**21/2016**      **Minutes of the previous meeting** of 29<sup>th</sup> March 2016 tabled and **approved**.

**Notes from the Finance Committee meeting** - circulated via email. No meeting this month. An update on the treasury deposit account held in Guernsey was noted and it was suggested that the 2015 year-end surplus of £49k on the revenue account should be retained in order to cover the shortfall the negative return on the investment through the States of Guernsey. **Approved.**

**Notes from the Tourism & Marketing Committee meeting** - circulated via email. No meeting since last P&F.

**22/2016**

**Matters Arising****22.1 Committee feedback from Chairmen (B&DCC and GSC) and Guernsey Representatives and Alderney Liaison Group**

**BDCC** – LUP Review was highly successful. A copy of the Inspector's report will be circulated to members via email, and is for further discussion in BDCC.

**GSC**– Nothing to report, Aaron is progressing with tasks. It was noted that two harbour staff have resigned in the last month. The Chief Executive stated that it is not within any Committee's remit to discuss any staffing issues.

**GuernseyReps** – it was noted of the new appointments made within the SoG this last month.

**Alderney Liaison Group** – the next meeting is on 24<sup>th</sup> June. Al Brouard is to lead the Guernsey members, with Steve Wakelin as the Senior Civil Servant support.

*0930 John Young, Planning Officer joined the meeting.*

**23/2016**

**Budgetary and Financial Matters**

**23.1 Land Use Plan 2016-2017 Phase 2** – Report from Planning Officer dated 12<sup>th</sup> May 2016 tabled and noted.

It was noted that Phase 1 will be complete and for approval via the full States on 20<sup>th</sup> July 2016.

The Committee were asked to approve the additional funding of £135K for the Phase 2 of the Land Use Plan. This would be split over two years with £87K for 2016 and £48K for 2017. This will enable a contract to be placed with ARUP, and arrangements finalised with contractors and agencies supporting the Alderney Society and AWT for Phase 2 of the LUP as outlined in the report. Work is to commence in June 2016, for completion of Phase 2 in May/June 2017.

The Committee members were minded that this would be taken from the Capital Budget, which would be looked at in the revised budget process.

Mr Jean expressed his concerns with lack of debate on the Land Use Plan, and called for a vote on this matter.

**The Committee approved by majority vote (Mr Jean & Mr Tugby against) for the total expenditure of £135,000 for Phase 2 of the Land Use Plan 2016-2017, subject to detailed financial approval of each stage.**

TREASURY

*1010 John Young, Planning Officer left meeting.*

*1010 Jason Monaghan, Nigel Clark and John Horton joined meeting.*

**24.2 Nunnery Proposal** – Report, Draft 5 Year Business Plan, and Assessment of Works dated 19<sup>th</sup> May 2016 tabled and noted.

Jason Monaghan advised the Committee that a Field Centre with the Warden from the ABO will be established with holiday accommodation that should fund the routine maintenance of the site. However, a grant is required from the States of Alderney to make the building safe as soon as possible. This will require a full proposal with costings.

There will be a full review at the end of the 2 year pilot scheme for the Alderney Bird Observatory. Finances for both the ABO and the Field Centre will be kept separate.

It was noted that the lease is to include the bunker opposite the Nunnery, which is also to be made safe. Mr Monaghan also stated that the Field Centre would be interested to accommodate specialist, education and academic groups at the site, and would request copies of all reports and papers that are produced by these bodies as part of our archive of information. It was noted that good publicity was received from the Countryfile programme that included the Alderney Bird Observatory.

*1040 Jason Monaghan, Nigel Clark and John Horton left meeting.*

The Committee noted that this proposal would go through the Property Asset Management Group, P&F then final approval within the full States. It was understood that essential works are required to maintain the fabric of the building for the operation to commence in 2017.

Chief Executive to discuss the stages for implementing the proposal commencing with renovation and repair of the buildings funding the field centre and its operation. It was noted the final term should include a full repairing lease of the building by the field centre enterprise.

CE

**23.2 Financial Relationship Review – Amendment required to Government of Alderney Law** – Report from Treasury dated 17<sup>th</sup> May 2016 tabled and noted.

**The Committee approved the following as endorsed by the Finance Committee:-**

- **Amending the Government of Alderney Law (by Ordinance) to reflect a later date from the submission of annual accounts from 7<sup>th</sup> May to 30<sup>th</sup> June (subject to full States approval), and,**
- **Retaining October as the month for the ‘budget meeting’ to be held, and,**
- **Extending the KPMG audit contract from December 2017 to December 2020.**

**TREASURY**

**24/2016**

**Economic Development Plan**

**24.1 Economic Development Plan Update** – Economic Development Plan, EDP Reserve and Update Report from Economic Development Officer dated 17<sup>th</sup> May 2016 tabled and **noted**. Mr Harvey expressed concern over the ‘budgetary drift’ with the proposed increases set out in the report from the Economic Development Officer. These increases in costs were explained by the Economic Development Officer. The Company Law project has extended beyond original expectations, and it was agreed the Economic Development Officer would provide more detail. Reassurances were sought that on all these projects the additional sums now sought would be enough to conclude the projects.

**The Committee approved the following three changes to the Economic Development Plan:-**

- 1) Company Law increase from £50,000 to £75,000.**
- 2) The Review of the Financial Relationship recommended to increase this heading to £50,000.**
- 3) Air Links Study recommended to increase this heading to £22,000 and then effectively close it. Any further works (if necessary) would need to come from a new funding source**

**PV**

**25/2016**

**Legislation, Conventions and Policy**

**25.1 Land Registry** - Report and papers from Robert McDowall dated May 2016 tabled and noted. It was stated that this was not within the BDCC remit to discuss, but a P&F matter. Mr Jean expressed that the Greffier should be consulted with this issue, as his functions as Land Registrar. The Committee requested for a clearer report on the factual issues with the Land Registry, and questioned whether it is a priority issue.

**The Policy and Finance Committee agreed to mandate the Chief Executive to organise a meeting with the Greffier to determine why he objected to a review of the land register. Some member reflected that they would not wish this matter to be the reason for a clash between the legislature and the judiciary but to be discussed as part of the Governance Review, and not the LUP. Advise note from Peter Castle to be circulated to members.**

**CE**

**25.2 Transport Policy Update (following meeting & STSB Workshop on 16<sup>th</sup> May 2016)**

It was noted that there is a need for an Economic Feasibility Study for a longer runway. It was advised that James Dent is working with Colin Le Ray.

The terms of reference are to be agreed with Guernsey, and will be circulated to all P&F members by the end of this week for a submission to Guernsey as soon as possible. The Committee agreed that Guernsey needs to be pushed to progress with the work required.

Patching works on the runway are to commence this summer to maintain current viability of the runway, and there is a planned visit from the CAA for early June.

The Committee requested a copy of Colin Le Ray's report to be circulated to members once available.

The Economic Development Officer stated that two of three workshops are now complete, and there will be two debates in the States of Guernsey on this matter. It was estimated that the report will come back to P&F for October, then to be debated in the full Alderney States in November.

Transport Policy update to be placed on the agenda for next month's meeting.

**PV/AGENDA ITEM**

**25.3 Approval of Committee Minutes – Revised Policy – For Ratification** – Report from Chief Executive's Office dated 18<sup>th</sup> May 2016 tabled and **noted**. It was agreed that the read/receipt of emails would be activated to ensure all members had received the final draft minutes before publishing.

**The Committee ratified the approval and implementation of the Policy Decision as stated below:**

**That within 5 working days of a Committee meeting, the draft minutes (as agreed by the Chairman of the relevant committee) are emailed to all Members of the Committee.**

**A further 3 working days will be provided for Members to raise any queries/propose any amendments.**

**If there are no amendments then the minutes will be published.**

**If there are any amendments these will be communicated to Members and there will be a further 2 working days for Members to assent to those amendments.**

**With this revised policy, the minutes can be published within a maximum of 2 weeks from the date of a Committee meeting.**

**MINUTE SECRETARY**

**25.4 Protocol for Appointment of Consultants** – Report from Neil Harvey dated May 2016 tabled and discussed. The example of the BREXIT consultancy, which has cost £43,669 for a report which inevitably is inconclusive and recommends further studies after the Referendum outcome is known, was highlighted.

It was noted that this issue will be incorporated into the work on the Governance Review together with the amendment to the Financial Rules as part of the Review of the Financial Relationship.

The Committee agreed (Mr Jean was not in favour of this report) that Mr Harvey's paper merit consideration which would be included in Stephen Taylor's work as part of the financial governance review.

**25.5 Employment Permits** – Report from Chief Executive's Office dated 19<sup>th</sup> May 2016 tabled and noted. The Treasurer advised that the removal of the permit system could result in an increase in benefit claims.

**The Committee agreed by casting vote (CR, FS, LJ, IT against) to suspend the Employment Permit Legislation by ordinance as recommended.**

**CE OFFICE/BILLET ITEM**

**26.1 Brexit Report** – Report by the Consultation Unit dated April 2016 tabled and noted.

Mrs Paris requested further details with regard to the commissioning of the consultancy paper on the possible effects of Brexit. She questioned the efficacy of spending this large sum of money in advance of something which may not happen and when the free briefing from Steve Williams of CIBO was adequate for the time being. It was noted that if there is a Brexit vote, Steve Williams from CIBO will attend the July P&F to discuss further.

**27/2016**      **Press Releases**

**28/2016**      **For Information**

**The following reports/letters were noted:-**

- **Aged Debtors Report – Confidential Item – noted and approved**
- **Hotel Liquor Licence Application – Chez Andre Hotel – *Circulated via email***
- **Management Accounts Summary**
- **Letter – Aurigny**
- **Price Paid Data**

**Meeting closed: 12.30pm**

**Signed: Robert McDowall**

**Date: 7<sup>th</sup> June 2016**