

**FINANCE COMMITTEE
ANNE FRENCH ROOM
2nd December 2019
14:15**

Mr D Earl, Chairman
Mr J Dent
Mr M Dean
Mr C Harris

Mr A Muter, Chief Executive
Mrs E A Maurice, Acting Head of Finance (AHoF)
Mr S Taylor, Strategic Financial Advisor (SFA)
Mrs E O'Toole, Treasury Assistant/Minutes
(Treasury)

Apologies: Mr C Brock, Director of Business Development (DBD)

58/2019

Matters Arising

58.1 Swimming Pool project – verbal update from CE – see confidential annexure.

58.2 Letters to Banks The Chairman advised that following the discussions at the previous meeting, letters have been sent to various banks in order to raise the issues faced by people and businesses in Alderney with regards to opening of accounts. **Noted**

The CE advised that he had a phone discussion with Lloyds Bank prior to letters being sent out, regarding banking and facilities on Alderney and they are keen to discuss a scheme with the States with regards to support for businesses. **Noted**

The Committee agreed to await feedback on letters and that for copies of the letters to be circulated to members for info.

TREASURY

59/2019

Revenue Account

59.1 Management Accounts Summary – October (full copy circulated by email) & Projected Year End Accounts AHoF gave a verbal update and advised that the accounts and summaries are now presented in a new format which should improve reporting. **Noted**
The AHoF advised that meetings with budget holders were held and, at present, the underspend on the accounts is projected to be less than the Revised Budget 2019 however this is subject to change. **Noted**

59.2 Auditors Fees – see confidential annexure.

60/2019

Capital Account

60.1 Connaught Extension Phase 1 – for ratification The Committee ratified their decision reached by email on the 13th September 2019 to recommend the Policy and Finance Committee approve £190k for Connaught Extension Phase 1 Loft Conversion.

60.2 Financial Update – Ongoing Capital Projects Management Accounts for Capital as at 30th October 2019 and Capital Projects Approved to Date for 2019 report from the Capital Projects Co-ordinator tabled and noted. The AHoF advised that as with the Revenue accounts, the Capital accounts are now presented in a new format which should improve reporting. **Noted**

The Committee noted that expenditure is below budget at present however noted that projects approved this year is in excess of £2,3M therefore timing variances should be taken into consideration. **Noted**

The Chairman queried how the departure of the Head of Estates, Environment & Infrastructure would affect the capital programme; the CE advised that all projects have been reallocated as part of the handover programme. **Noted**

Mr Dean and Mr Harris, as members of the General Services Committee, noted the slow progress of capital projects. **Noted**

60.3 AGCC – Q3 distribution 2019 (as previously circulated by email) tabled and **noted**.

61/2019

Delegated Items – Grants

61.1 Grant Aid for Voluntary and Non-Profit Organisation Paper from the CE tabled and discussed.

The Committee agreed to add the content of the paper to the previously agreed Standard Grant Criteria. It was noted that they are more applicable to larger grant aid recipients however is a set of standards of constitutional rules that provides clarity of operations of the organisations, finances in terms of other donations/ grants received from outside of the jurisdiction and the whether employing organisation has proper procedures in place.

TREASURY/SFA

61.2 Grant Request – Alderney Ambulance Service

a) **Grant 2020** – Grant Application with supporting documentation and report with recommendation from the SFA tabled and considered.

The Committee agreed:-

- a) **To recommend to Policy and Finance Committee the award of a revenue grant of £40,000 to AAS for 2020 in line with budget (note request is for £42,000);**
- b) **To make the payment in four instalments and ask the Acting Head of Finance to make the first payment from early January 2020;**
- c) **To note the draft Service Level Agreement and forward for discussion with AAS; and**
- d) **To review the support to AAS following receipt of the independent report into ambulance provision.**

TREASURY/SFA/P&F

b) **Capital Grant request** – Grant application and recommendation from the SFA for the purchase of specialised chairs, deferred from the previous meeting, tabled and considered.

The Committee agreed not to approve the grant of £2,886 on the basis that the request does not meet the criteria due to high level of reserves which have not been utilised for a number of years (2013).

TREASURY

61.3 Grant Request – Alderney Island Games Association Grant Application with supporting documentation and recommendation from Treasury tabled and considered.

The Committee agreed not to approve the grant request on the basis that the request does not meet the criteria due to the reserves held however invite the AIGA to apply again next year in time for 2021 Island Games in Guernsey.

TREASURY

61.4 Grant Request – Alderney Library Grant Application with supporting documentation and recommendation from Treasury tabled and considered.

The Committee noted that the Library had requested an increase in their annual grant earlier this year as it hadn't been increased for a number of years.

The Committee agreed that due to the reserves held, the current application did not provide adequate evidence of requirement for a grant. It was therefore agreed to arrange a meeting with the Library to discuss the application and requirement for an increase. The Chairman, Mr Dent and the AHoF to have a meeting and report back.

DEFERRED/CHAIR/JD/AHoF

61.5 Grant Request – Alderney Wildlife Trust

a) **Community Woodland Project** – Grant Application with supporting documentation and report with recommendation from Treasury tabled and considered.

The Committee agreed to recommend to Policy and Finance Committee the award of a revenue grant of £1,000 for Community Woodland for 2020 in line with budget.

TREASURY/P&F

b) **Grant 2020** – Grant Application with supporting documentation and report with recommendation from Treasury tabled and considered.

The AHoF was requested to make inquiries with regards to the terms and conditions of the legacy income which cannot be used for operational activities.

AHoF

The Committee agreed:-

a) **To recommend to Policy and Finance Committee the award of a revenue grant of £16,000 to AWT for 2020 in line with budget; and**

b) **That a Service Level Agreement is prepared for discussion with AWT in respect of the main operational grant.**

TREASURY/SFA/P&F

61.6 Summary of Grants 2019 to date tabled and noted.

61.7 Grant Request – Alderney Golf Club The AHoF advised that an application has been received from the Golf Club who wish to implement a new initiative for management of the greens/fairways by using chemical free treatment methods. Accounts information has been requested before it can be considered. **Noted**

Mr Dean stated that this could be reviewed in conjunction with pesticides used/held by the Agricultural Department. **Noted**

The Committee agreed to consider the application once all the necessary financial information has been received.

61.8 Protocol on Information of Grants Paper from CE tabled and considered.

The Committee resolved that a record of the award of any grant, stating the amount and the organisation to which it has been awarded, should be published in minutes.

POLICY/TREASURY

62/2019 Economic Development Reserve

62.1 EDR Summary & Report on Projects (expenditure to date) Summary as at 31st October 2019 and report from the Director of Business Development tabled and noted.

The CE stated that the fund and current annual allocation of £300k will be reviewed, as per the decision at the last meeting, however noting that various factors have to be considered and that this will be part of wider discussion with the SFA and States of Guernsey in terms of financial rules for the use of gambling receipts from AGCC.

It was suggested that the CE, SFA and AHoF meet to discuss options for the way forward and determine the future of the fund.

CE/SFA/AHoF

63/2019 Delegated Items – Coins

63.1 Coin Issues – Ratification of email approval – see confidential annexure.

63.2 Coin update The Chairman advised that since the last meeting of the Committee, a meeting with Lt. Governor took place, with the President and the Lt. Governor's Aide de Camp. The purpose of the meeting was to establish what procedures would be acceptable in terms of approvals for commemorative coins. The Lt. Gov. stated that it is his job to safeguard the Crown, as the Crown's personal representative in the Bailiwick, therefore he sets the standards for approving coins. **Noted**

Letter from the Chair to the Lt. Gov. setting out the revised internal procedures, to be circulated to other members.

TREASURY

See confidential annexure.

64/2019

Delegated Items – Stamps

64.1 Stamp Issue for noting – see confidential annexure.

64.2 Future Stamp Issues for consideration – see confidential annexure.

65/2019

AOB

65.1 CPA conference attendance in Malta 2020 Mr Dent advised that two Members have been recommended to attend the Commonwealth Parliamentary Association conference in Malta in 2020.

The Committee noted that should attendance be agreed, the potential cost should be approximately £1k for flights and accommodation. **Noted**

66/2019

Agreed messages for other Committees Referrals to Policy & Finance Committee to be determined.

TREASURY

67/2019

For information & noting

- Minutes & confidential annexure from 9th September 2019
- Conge, Leasehold & Transfer Duty 2019 (to date) & Price Paid Data Q3
- Committee Meeting Dates 2020 – version 1

Meeting closed: 16:45 pm

Signed: Mr D Earl

Date: 19th December 2019