

POLICY AND FINANCE COMMITTEE MEETING
Remote Meeting Via Teams
26th January 2021
10.00 hours

PRESENT:

Mr W Abel, Chairman
Mr C Harris
Mr S Roberts
Mr G McKinley
Mr I Carter
Mr A Snowdon (from 11.10)
Mr R Jenkins
Mr K Gentle
Mr B Kelly
Ms A Burgess

Apologies: Nil

IN ATTENDANCE:

Mr R Nash, Deputy Chief Executive (CE);
Mrs S Pengilley-Price, Executive Officer to the Chief Executive (EO);
Mrs L Baines, Committee Secretary
Mr P Veron, Strategic Adviser (SA)
Mr Stephen Taylor, Strategic Financial Advisor (SFA);
Mrs E O'Toole, Finance Manager (TREASURY)

AGENDA ITEM	ACTION
01/2021	
<u>Minutes and Matters Arising</u>	
1.1 <u>Minutes from the meeting held on 17th December 2020</u> – tabled and agreed.	
1.2 <u>Matters arising from these minutes (other than on the agenda)</u>	Nothing to report.
02/2021	
<u>Administrative Matters</u>	
<p>This Committee meeting was held as a Remote Meeting in terms of section 55D of the States of Alderney Law 2004. However, as Section 55A – the President’s determination in terms of Emergency had not been received, the resolutions of the Committee would need to be ratified when this was received.</p>	Special P&F
2.1 <u>P&F Process for the approval of minutes and resolutions</u>	
<p>Previous procedure of the approval of minutes by Committee was outlined and discussed.</p> <p>The Committee resolved to revert back to policy and to publish draft minutes prior to them being confirmed at the next meeting. Noted that if draft minutes are published they may be subject to change.</p>	CE OFFICE
2.2 <u>Meeting dates for P&F in 2021</u> – Report from Chief Executive Office dated 18 th January 2021 tabled and considered.	
<p>The Policy and Finance Committee dates as set out in the Committee Meeting Dates 2021 schedule v2 are for meetings to be held on Tuesdays. This enables the Alderney Representatives to attend the P&F meetings, which would otherwise clash with the States of Guernsey dates. Mr Snowdon has asked for alternative dates for P&F to be considered, preferably to be moved back to a Thursday.</p> <p>The Policy & Finance Committee resolved to amend the meeting dates for Policy and Finance to occur on a Thursday at 9.15am every third week of the month.</p>	CE OFFICE

2.3 Data Breach and Confidentiality Issue

The Committee were advised that there had been a data protection breach, involving a report that had been previously tabled at P&F. This document then featured in a BBC news report. This issue has been raised with the Data Protection Commissioner in Guernsey.

The Committee were reminded that all reports/papers that are supplied to any States Committee should be classed as confidential.

An update on this issue was requested for next meeting.

AGENDA ITEM

2.4 Forthcoming meetings and visits (External) – Potential for change/move to Teams due to current lockdown was noted.

- **Visit of new Aurigny CEO and Deputies Roffey and Helyar** – 11/02/2021
- **Alderney and Guernsey – Closer working** – 12/02/2021

03/2021

Appointments

The following appointments were agreed by the Committee:

Deputy Chairman P&F – FOR RATIFICATION (as approved at a Special P&F meeting on 25th January 2021)

– Ian Carter

Chairman of Finance Committee

– Christian Harris

Members of Finance Committee

– Bill Abel; Annie Burgess; Ian Carter

Transferred Services – Nominated Liaison:

- **Environment & Infrastructure** – Annie Burgess
- **Health & Social Care** – Alex Snowdon
- **Employment & Social Security** – Kevin Gentle
- **Home Affairs** – Boyd Kelly
- **Education, Sport & Culture** – Rhys Jenkins
- **Economic Development** – Christian Harris
- **States Trading Supervisory Board** – Steve Roberts
- **Policy & Resources (and external relations)** – Bill Abel

Other Sub Committees/ Action Groups – Economic Development Committee – Members: Christian Harris; Annie Burgess; Ian Carter; Alex Snowdon

It was resolved that the name of the Committee for Tourism and Economic Development would be termed as the Committee for Economic Development under which Tourism would fall and that the status of this as a significant Committee of the States be investigated.

Mandate to be drafted by EDC and approved by P&F.

AGENDA ITEM/EDC

Air Transport Licensing Board –

Members: Boyd Kelly; Bill Abel; Kevin Gentle; Graham McKinley

It was agreed that if a fifth member is required (a non-States Member), this position has to be advertised accordingly.

Governance Group –

Members: Annie Burgess; Ian Carter; Kevin Gentle; Boyd Kelly

It was agreed that if a fifth member is required (a non-States Member), this position has to be advertised accordingly.

Other Task Groups – Integrated Transport; Heritage; Energy; Island Development Plan – to be discussed further under matters arising at the next meeting.

AGENDA ITEM

Board Appointments:

- **States of Alderney 1982 Pension Scheme Trustees – Noted as follows – In accordance with the rules of the Scheme the official Trustees of the 1982 Scheme (now closed) are the Chairman of the Policy & Finance Committee, The Chief Executive and the States Treasurer. Any additional positions are co-opted Trustees. The Trustees do not hold responsibility for the States of Alderney 2013 Scheme, which is administered separately.**
- **States Appointed Director of Alderney Electricity Limited – Kevin Gentle**
- **2 Directors to the Board of Alderney eGambling Limited – were nominated as Directors of Alderney eGambling Ltd: - Christian Harris; Boyd Kelly**

The Committee resolved unanimously to amend the Policy and Finance Committee resolution of 17th December 2020 to state two members be nominated rather than one member as resolved at the December meeting.

Update report requested for next meeting.

CH/BK/AGENDA ITEM

- **Alderney Liaison Group –**
The Policy & Finance Committee resolved to approve the appointment of the Chairman of P&F, Deputy P&F Chair and two other States members (as appropriate for specific meetings) as representatives to the ALG.
Membership: Bill Abel, Ian Carter (Deputy Chairman P&F) and two Alderney Reps or other such members as appropriate to the agenda.
- **Bailiwick Council – The Policy and Finance Committee agreed to defer the appointment of the Chairman of P&F and two other States members (as appropriate for specific meetings) as representatives to the Bailiwick Council until further clarification with P&R.**

AGENDA ITEM

- **Civil Contingencies Authority (CCA) Representative – FOR RATIFICATION – The Chairman of P&F Bill Abel (as approved at a Special P&F meeting on 25th January 2021)**

4.1 Air Transport Licensing Application – Report from Strategic Financial Adviser dated 26th January 2021 tabled and considered.

Noted that the States has received an application for an Air Transport Licence to set up a seasonal scheduled service from the UK to Alderney, focused on weekends. The application has been evaluated by the civil service and queries resolved with the applicant. Under the Air Transport Licensing (Alderney) Law 1996, the application must be considered by the Air Transport Licensing Board to agree next steps.

The Policy & Finance Committee resolved to convene a meeting of the Air Transport Licensing Board as soon as possible within the next month.

ATLB

4.2 Ferry – Invitation for Expressions of Interest – Report from Project Support Officer dated 18th January 2021 tabled and considered.

It was noted that the Committee for Tourism and Economic Development (CTED) received a presentation and draft business case for a new ferry service on the 22/12/2020. However, it is noted that this proposal has now been withdrawn.

The Policy & Finance Committee resolved to support that a request for expressions of interest with regards a ferry service should be advertised as soon as possible, and to delegate this to the Economic Development Committee to action.

EDC

4.3 Draft Integrated Transport Strategy – update and overview – Report from Strategic Adviser dated 22nd January 2021 tabled and considered.

Executive Summary of Key (Short-term) Actions Resulting from Adoption of the ITS – tabled and considered.

As resolved at the P&F meeting in October, and following the media release from the P&R Committee in Guernsey on the positive outcome of the PSO process, the first Draft ITS was issued at the end of December 2020 to the on-island Stakeholders who had been involved in its development, together with the three relevant departments in Guernsey (the Policy & Resources Committee, the States Trading Supervisory Board and the Committee for Economic Development).

The Policy & Finance Committee resolved to approve the following:-

- 1. To take the necessary steps to conclude consultation on the initial draft, to then amend the document as agreed and submit the final paper to P&F for approval, and then to the States for endorsement; and**
- 2. For the Economic Development Committee to direct and oversee the implementation of the agreed priorities within the ITS policy document. The civil service will then undertake the implementation as directed by the EDC, with regular reporting back to, and monitoring by P&F.**

EDC/SA

4.4 Fort Tourgis Project – Update and position paper – Report from Deputy Chief Executive dated 22nd January 2021 tabled.

Policy & Finance Committee resolved that there was insufficient time to consider this Report and that a presentation was to be made to a Special P&F meeting which was to be held within the coming month.

SPECIAL P&F

5.1 Conditions of Employment (Alderney) Law 2020 – Legislation tabled and noted.

The Policy and Finance Committee resolved to note the legislation, and for this item to be placed before the March meeting of the full States for approval.

BILLET ITEM

5.2 Partnership (Alderney) Law 2021 – Legislation tabled and considered.

The Policy & Finance Committee resolved to note the legislation and for this item to be deferred to the February meeting.

AGENDA ITEM

5.3 Alderney Property Tax Communications – Report from Strategic Financial Adviser dated 26th January 2021 tabled and considered.

The Alderney Property Tax commences this year with the first accounts being sent in March. To date, individual letters and an explanatory leaflet have been sent to all property owners both on and off island as well as to States of Alderney tenants who will continue to be recharged amounts billed to the States as the property owner. Detailed pages explaining all aspects of the Property Tax are also available on the website. As the start date approaches, media articles are recommended as a reminder and to provide clarity to residents.

The Policy & Finance Committee resolved to note the attached text for issue to the Island media outlets.

SFA

06/2021

Report on the World War 2 graves report – The report requested at the previous meeting of the P&F Committee of the 18th November 2020 was tabled by the Temporary Chief Executive dated 20th January 2021 was discussed and considered.

The Policy & Finance Committee resolved

3. That there had been no breaches of conduct by States Members in this matter and encouraged them, and other States Members to be more alert to the need to follow agreed protocols and procedures; and
4. To establish a Task Group comprising of Ian Carter; Graham McKinley and Alex Snowdon to develop a Policy/Strategy document on the subject of WW2 graves and to submit a Report with their recommendations at the following Policy and Finance Committee meeting.

IC/GM/AS/AGENDA ITEM

07/2020

Any Other Business - For Information & Noting

The following reports/letters were noted:-

- Employment Permits Issued December 2020
- Letter re ILO C190 Violence & Harassment Convention
- Letter from Deputy Brouard (SoG HSC) regarding possible adoption of the Moderna Covid Vaccine
- Pension Scheme Meeting minutes 04.11.2020
- Year End Accounts 2020 Timetable
- Letter re Immigration Rules Amendment – British National (Overseas) Citizens from Hong Kong.

The Policy & Finance Committee requested that the Civil Service confirm receipt of the above letters.

Meeting closed: 13.30pm

Signed: Bill Abel

Date: January 2021

DRAFT