



## BILLET D'ETAT FOR 16-12-2009

Date: 16th December, 2009

### STATES OF ALDERNEY

#### BILLET D'ETAT FOR WEDNESDAY 16th DECEMBER 2009

Members of the States:

I have the honour to inform you that the Meeting of the States will be held at 5:30pm on Wednesday 16th December 2009. This will be preceded by the People's Meeting, which will be held on Wednesday 9th December 2009 at 7:00 p.m. in the **Courthouse**.

Sir Norman Browse  
President

#### **Item 1 Commercial Quay Fire Fighting System, Fuel Line & Upper Berth West Wall**

The following letter has been received from Mr Walden, Chairman of the General Services Committee:

As you are aware Phase 1 of the Commercial Quay Project has been successfully completed, and Phase 2, the transitional deck, is due for completion on 18th December 2009. The final phase of this essential project, Phase 3, consists of the following items:-

1. Fire Fighting System [FFS] Although not appreciated at the time of tendering, the new Commercial Quay Lower Berth Project [Phase 1] carried with it a requirement from the International Safety Guide for Oil Tankers and Terminals [ISGOTT] for minimum provisions for a FFS. One item, the water supply rate, exceeds any installation on the island of Alderney. In conjunction with the Health & Safety Department in Guernsey, an acceptable seawater FFS has been designed at a cost of some £200,000 plus ground works of approximately £50,000. Without this installation, Alderney will be unable to receive essential deliveries of power station, heating and fuel oils.
2. Fuel Line When the fuel oil transfer pipeline [owned by Alderney Electricity Limited] buried beneath the deck was exposed during Phase 1 works, serious corrosion of the pipeline was noted. To remedy this defect a new pipeline has been embedded into the Phase 1 deck with new collecting chambers and this work continues into Phase 3. Failure of this pipeline in the past had significant environmental consequences. The cost of this phase of the works is estimated to be £80,000 and will be recovered through an increase in the new charge per litre fuel oil landing fee.

3. Upper Berth West Wall [UBWW] Based on the only significant recorded dive survey [Inta-Sea 1982], plus their own visual assessment, Beckett Rankine Partners [BRP] the marine consultants to the States of Alderney, considered only £20,000 should be allocated for minor repairs to the UBWW.

However, whilst airlifting silt in order to lay concrete foundations on bedrock for the new concrete block and anchor walls of the Lower Berth, a hole was uncovered at the base of the wall at the junction of the Upper and Lower Berth. As core fill from within the quay was being sucked out by the airlift process, operations were stopped, the wall shuttered and grout pumped through drill holes into the cavity behind the wall. The cavity was approximately the size of a double garage.

Resulting concern expressed about the stability of the UBWW, and the potential impact on the Lower Berth Project, led to the commission of a thorough dive and laser survey by Halcrow in July 2009. It is the Halcrow report that forms the basis of this proposal.

In summary, Halcrow compared their dive survey data with that of Inta-Sea where the main problem had been bagwork rotting away over time; [~2/3rd of the 27 holes reported]. Some had been plugged in the interim period as has that at the Upper/Lower Berth junction referred to above. Halcrow also located additional defects. In general, the magnitude of the holes noted by Inta-Sea have remained reasonably constant with deteriorating bagwork and scour [14] and open joints between blocks [4] totalling 18 recommended short-term-action-required defects. 6 long-term-action-defects and 4 of uncertain priority are listed. Total 28.

An example, similar to the Upper/Lower Berth Junction and noted approximately half way along the wall, is where a trial airlift of silt was carried out to a depth of 1.32m below the seabed, at which point rock had still not been located. However, airlifting had to be stopped because again, remnants of concrete and bagwork were found and fill material was coming out from beneath the wall.

To give the UBWW a comparable minimum 60 year life to the new Lower Berth, Halcrow recommend that potential loss of fill through or under the wall be subject to planned maintenance by drilling and grouting behind the wall prior to the construction of the new top deck to bring the level up to that of the Lower Berth.

However, before drilling and grouting can begin, the lower face of the berth, from seabed to Mean Low Water Springs level must be secured and protected by applying a concrete facing coupled with anti-scour matting attached to the seabed. It is not planned to airlift more silt. Once in place, drilling and filling from above can begin.

With defects spread along the length of the wall, it would be false economy to secure only parts of the foundations whilst the construction plant is in situ.

The Policy & Finance Committee at its meeting on 23/11/09 resolved to enter a proposal on the December States Billet. The States wish to invoke the States of Alderney Tendering Procedure [3iii] whereby competitive tendering is not necessary because the consequent delay will have financial consequences.

Geomarine, who have completed the Lower Berth Project [Phase 1], will complete the Transition Deck [Phase 2] before Christmas 2009. The demobilisation cost of some £300,000 allowed for in Phase 1, comprises plant shipping £100,000; cabins £40,000; road repairs £70,000; site reinstatement £90,000. If the decision was taken not to continue with Geomarine, the last two items could be left until completion of

Phase 3 by another contractor. Thus only £140,000 of the total £300,000 will have been used by Geomarine in demobilising. However, a new contractor would have to mobilise and then demobilise and, based on the Geomarine figures, incur extra charges of some £350,000. The residual £160,000 would still be required for road repairs and site reinstatement at the end of the work. In this situation, it would seem inconceivable that a second marine contractor could successfully bid against the incumbent. The attendant risk of the current contractor taking advantage of his position is catered for by retention of the Phase 1 and Phase 2 Site Supervisor who has all the information with which to assess the cost side of the project.

An NEC3 Design & Build contract is envisaged where the contractor and consultant apportion the necessary Professional Indemnity Assurance.

A diagram showing Phase 3 works is attached for information.

Guernsey Treasury and Resources Department has been appraised of the importance of the final phase of the Commercial Quay which will be funded, subject to their agreement, from Alderneys capital income consisting mainly of Alderney Gambling Control Commission profits, together with Conge receipts.

I would be grateful if you would place this matter before the States at its December meeting together with appropriate propositions.

W. Walden  
Chairman

**The States is therefore asked to resolve, after consideration of the above report from the Chairman of the General Services Committee, to :-**

- 1. Approve expenditure of £200,000 plus £50,000 for ground work, in respect of the essential Fire Fighting System.**
- 2. Approve a new fuel oil transfer pipeline and valve assemblies at a total cost of £80,000.**
- 3. Award an NEC3 Design & Build contract to Geomarine**
- 4. Approve expenditure of £950,000 to cover the design and build contract in (3) above, together with associated costs.**
- 5. Vote the capital sum of £1,280,000 to cover the overall costs of the above.**

#### **Item II The States of Alderney 1982 Pension Scheme**

The following letter has been received from Mr Willmott, Chairman of the Policy and Finance Committee:-

The States of Alderney set up a staff pension scheme in 1956. Initially this was restricted to a limited number of senior staff and key employees, and membership was voluntary. In 1975 the scheme was opened to all full time employees and membership was made a condition of service. Over the years the scheme has undergone a number of changes, but from the outset it has remained a defined benefit (final salary) scheme, i.e. pension benefits are based on a proportion of a members final salary related to the number of years of service. The current benefits are summarised in Appendix 1 attached. In addition death in service spouses benefits are secured under a separate group life policy.

The latest triennial actuarial review of the pension scheme shows that the scheme as valued by the actuary on 31st December 2008 is seriously underfunded, with a deficit approaching £1.5M. Due to the size of the deficit the actuary recommended an increase in the States contribution from 20% to 22.6% of pensionable salaries together with an additional £17,200 per month for the next ten years to eliminate the deficit.

The Trustees are of the opinion that these recommendations are unaffordable and have held discussions with the actuary and their independent financial advisor with a view to improving the financial viability of the scheme.

The Trustees of the scheme have recommended the following measures that could be introduced with immediate effect in order to reduce the deficit: -

1. An increase in member contributions from 6% to 6.5% (this would put member contributions on a par with the States of Guernsey scheme)
2. A reduction in the future pension escalation factor from 4% to 3%. The actuary calculates that this would result in a reduction in the employers contribution of 5.8%. Together with the extra employee contribution the employers rate would reduce to 16.3%. The Trustees would however recommend the continuation of the 20% employers rate so that the excess can be used to reduce the deficit.
3. Current rates for purchasing annuities for retiring members are historically low. When coupled with the reduced value of the fund, the impact on the fund when purchasing annuities for retiring members is doubly severe. In these circumstances the Trustees propose that in order to reduce the draw down on the fund the annuity purchase be deferred for up to five years and the pension paid out of general revenue during that period. If the member opts to commute part of his entitlement to a lump sum that could also be funded by general revenue if funds are available. This would reduce the cost of an annuity taken later and it is hoped that by that time annuity rates will have recovered from their current low rates. It is suggested that the option of funding pensions from general revenue on this basis should be considered on a case by case basis in future.

The Policy and Finance Committee agrees with these recommendations and further proposes that the Trustees together with representatives of the Policy and Finance Committee should investigate further ways and means of reducing the cost to the States of the staff pension scheme. It also proposes that consultation with Guernsey Treasury and Resources Department, and the Public Sector Remuneration Committee (PSRC), should take place as a matter of urgency.

I would therefore ask the States to agree to the following proposals: -

1. That member contributions to the staff pension scheme should be increased to 6.5% of pensionable salary with effect from 1st January 2010 that the pension escalation factor on pension earned after 1st January 2010 should be reduced to 3%.
2. That the employers contribution rate should remain at 20% until the next triennial review.
3. That the pension of retiring members be funded from General Revenue for up to the first five years of entitlement and that this option be considered by the Policy and Finance Committee on a case by case basis in future.
4. To direct the Trustees to continue to investigate and make further recommendations for reducing the cost to the States of the staff pension scheme in the longer term, to enter into discussions with Treasury and Resources Department and PSRC, and report back to the Policy and Finance Committee by the end of March 2010.

I would be grateful if you would place this matter before the States with appropriate propositions.

R G Willmott

Chairman

**The States is therefore asked to resolve, with effect from 1st January 2010:-**

- 1. To increase staff member contributions to 6.5% of pensionable salary.**
- 2. To reduce the pension escalation factor on pension earned after 1st January 2010 to 3%.**
- 3. To retain the employers contribution rate at 20% until the next triennial review.**
- 4. To fund the pension of retiring members from General Revenue for up to the first five years of entitlement, to be considered by the Policy & Finance Committee on a case by case basis in future.**
- 5. To direct the Trustees to continue to investigate and make further recommendations for reducing the cost to the States of the staff pension scheme in the longer term, to enter into discussions with Treasury and Resources Department, and the Public Sector Remuneration Committee, and report back to the Policy and Finance Committee by the end of March 2010.**

**Item III Alderney Housing Association**

The following letter has been received from Mr Willmott, Chairman of the Policy and Finance Committee:-

At the States Meeting in January this year the States resolved:

- 1 To approve the formation of the Alderney Housing Association,
- 2 To receive a business plan for the future of Alderneys social housing stock,
- 3 To enter into discussions with Guernsey Housing Association, the Guernsey Housing Department and the Treasury and Resources Department with a view to obtaining the necessary agreement for the involvement of Guernsey Housing Association in the project.

Following the States meeting a sub group was formed, known as the Housing Association Group, with responsibility to progress the formation of the Alderney Housing Association.

Since January there have been a number of meetings of the Housing Association Group to plan the way forward, frequent discussions with Guernsey Housing Association who in turn liaise with the Guernsey Housing department, a meeting with Treasury and Resources Department and discussions with the Law Officers in Guernsey on establishing the appropriate legal framework. The documentation for the formal establishment of the Alderney Housing Association is now close to being finalised. Tenants have been kept fully informed of progress and there will be continuing consultation with them in order to address any concerns they may have.

**The Business Plan**

The States of Alderney currently own 55 Social Housing properties. Four of these are vacant and awaiting demolition. 51 are occupied. The condition survey report prepared by a firm of Chartered Surveyors was

presented in October 2008. This report identified a number of properties that either would benefit from demolition and redevelopment or would require extensive refurbishment work and were of a form of construction that would inherently always be more expensive to maintain. The report suggested that the more cost effective way of dealing with this second group of properties was to offer them for sale to the private sector and to reinvest the proceeds in modern buildings.

Most of the properties recommended to be retained are in need of varying degrees of upgrading and improvement in order to bring them to a standard whereby ongoing maintenance liabilities are reduced as much as possible.

As all the social housing units are occupied no progress can be made on redevelopment or major refurbishment until new properties have been built to provide alternative accommodation. In addition to this there are about 20 applicants on the waiting list who cannot be accommodated until additional properties become available. It is estimated that there is a need to build 30 to 35 properties over the next few years.

Progress on this project can only be made as and when funds are available. It is estimated that cost of the project as outlined above is in the region of £8 million to £10 million. The sources of finance for this are grants from the States of Alderney, borrowings by the Housing Association and reinvestment of the proceeds of properties sold.

#### The Framework Agreement

The regulation of the Housing Association will be governed by the terms of a Framework Agreement. The Framework Agreement will require the Housing Association to present business plans and development plans each year for approval by the States. The Housing Association will be required to present management accounts and other financial information on a regular basis.

A particular feature of the Framework Agreement will be the Step in Rights. These will provide for the States of Alderney to take over the assets and management of the Housing Association in the event that the Association fails to duly perform or comply with any material obligation set out in the Framework Agreement.

The Framework Agreement is currently being drafted by the Law Officers. While Treasury and Resources Department and the Housing department are supportive and have agreed, in principle, that the Guernsey Housing Association may be involved in the project, their formal approval cannot be given until after they have seen and approved the terms of the Framework Agreement currently being drafted.

#### Formation of a relevant Committee

It will be necessary to establish a committee (or sub-committee) to carry out the regulatory responsibilities on behalf of the States of Alderney. In the first instance it is proposed that this body should be a sub-committee of Policy and Finance Committee.

#### Transfer of Properties

Only after the Housing Association has been legally constituted and the Framework Agreement signed will the Association begin to fulfil its obligations. At this stage it will be appropriate to arrange for the transfer of the social housing properties to the care and responsibility of the Alderney Housing Association.

I would be grateful if this letter could be placed before the States together with an appropriate proposition.

R G Willmott

Chairman

**The States is asked to resolve:**

**1. To authorise the Policy and Finance Committee to agree the terms of the Framework Agreement and to instruct the Chief Executive to sign that agreement once it has been approved.**

**2. To approve the formation of a sub-committee of Policy and Finance Committee to be charged with responsibility for liaising with the Alderney Housing Association and with ensuring that the Association complies with the terms of the Framework Agreement.**

**3. To approve the transfer of the States Housing Properties to the Alderney Housing Association at such time as it has been legally constituted and the Framework Agreement has been signed.**

#### **Item IV The Government of Alderney (Amendment) Law, 2009**

The following letter has been received from Mr Willmott, Chairman of the Policy and Finance Committee:-

At its Meeting on 19th March 2009 the States resolved to approve a number of proposals for amendment of the Government of Alderney Law, 2004 and to request the Law Officers to prepare such legislation as would be necessary to bring them into effect by final approval of the States and the seeking of the sanction of Her Majesty in Council thereafter.

I attach a copy of the Government of Alderney (Amendment) Law, 2009 as drafted by the Law Officers.

I would be obliged if the Government of Alderney (Amendment) Law, 2009 is placed before the States at its meeting together with an appropriate proposition.

R G Willmott

Chairman

**The States is asked to approve the Projet de Loi entitled The Government of Alderney (Amendment) Law, 2009 and to request the President to seek the Sanction of Her Most Excellent Majesty in Council for it to have the force of law in the Island of Alderney.**

#### **Item V Code of Conduct for Members of the States of Alderney**

The following letter has been received from Mr Willmott, Chairman of the Policy and Finance Committee:-

The Policy and Finance Committee decided last year that there should be a written code of conduct for States Members and it was suggested that this should be based on the one used in Guernsey. Following consideration of the Guernsey Code of Conduct a final version has been arrived at for use in Alderney. I attach a copy.

I would be grateful if it is placed before the States when it next meets together with an appropriate proposition.

R. G. Willmott  
Chairman

**The States is asked to resolve that the Code of Conduct for Members of the States of Alderney be approved and adopted with effect from 1st January 2010.**

**Item VI The Air Transport Licensing (Alderney) (Amendment) Law, 2009**

The following letter has been received from Mr Willmott, Chairman of the Policy and Finance Committee:-

I attach a copy of the above. Following the coming into effect of the Aviation (Bailiwick of Guernsey) Law, 2008 it became evident that consequential amendments would be necessary to the Air Transport Licensing (Guernsey) Law, 1995 and its Alderney equivalent, the Air Transport Licensing (Alderney) Law, 1996. These are not changes of substance but do need to be effected, for example, by substituting a reference to the Aviation (Bailiwick of Guernsey) Law, 2008 for the existing reference to the Civil Aviation Act, 1982.

I would be obliged if the Air Transport Licensing (Alderney) (Amendment) Law, 2009 is placed before the States at its next meeting together with an appropriate proposition.

R G Willmott  
Chairman

**The States is asked to approve the Projet de Loi entitled The Air Transport (Alderney) (Amendment) Law, 2009 and to request the President to seek the sanction of Her Most Excellent Majesty in Council for it to have the force of law in the Island of Alderney.**

**Item VII The Dangerous Weapons (Alderney) (Amendment) Ordinance, 2009**

The following letter has been received from Mr Willmott, Chairman of the Policy and Finance Committee:-

I attach a copy of the above.

The provisions controlling dangerous weapons are contained in the Dangerous Weapons (Alderney) Law, 1965 (the Law) and the Dangerous Weapons (Alderney) Ordinance, 1965 (the Ordinance). The Law and the Ordinance are administered by the Clerk of the States (for this purpose, the Chief Executive; please see section 52(5) of the Government of Alderney Law, 2004).

Weapons certificates may be granted, for example, to possess dangerous weapons although there is an absolute prohibition on the manufacture of dangerous weapons and ammunition. This includes the manufacture of any part of a dangerous weapon and would preclude, for example, the hand crafting and ornamentation of parts on the island for assembly elsewhere of collector quality weapons a business opportunity that has actually arisen. The Policy and Finance Committee is of the view that the present absolute prohibition should be replaced by a provision allowing manufacture in accordance with a weapons manufacture certificate granted by the Clerk to the States. Conditions may be attached to any



such grant.

I would be grateful if the Dangerous Weapons (Alderney) (Amendment) Ordinance, 2009 could be placed before the States when it next meets together with an appropriate resolution.

R. G. Willmott  
Chairman

**The States is asked to approve The Dangerous Weapons (Alderney) (Amendment) Ordinance, 2009.**

**Item VIII The Fees (Alderney) Ordinance, 2009**

The following letter has been received from Mr Willmott, Chairman of the Policy and Finance Committee:-

The current Fees (Alderney) Ordinance, 2008 sets out the prescribed fees payable by virtue of a variety of Laws and Ordinances. The Policy and Finance Committee in consultation with the General Services Committee and the Building and Development Control Committee has recently reviewed the level of charges with the intention of introducing a new scale of fees to come into effect from 1st January 2010.

It is recommended that the majority of fees are either retained at 2009 levels, or increased by RPIX (rounded) which is currently 2.4%. There are two main exceptions to this, the most significant being a revision in fees collected under the Building & Development Control Law, together with changes in the import and export of vehicles, which are explained in further detail below, together with the proposed other changes in the various sections: -

**PART I**

**Employment Permits**

The present fees are still low and do not reflect the amount of administration involved. It is therefore proposed to increase first application by £1, and renewal fees by £2, but retain the indefinite permit fee at the current level.

**Import and Export Control Law and Orders**

A reduction in fees in respect of private vehicles is recommended in order to encourage the importation of smaller vehicles up to 22 cwt, furthermore it is proposed to retain 2009 rates between 23cwt to 30 cwt for similar reasons, but increase fees significantly for vehicles in excess of 31 cwt. In respect of Commercial vehicles a £10 increase is recommended for all categories.

Currently a reimbursement of 50% of fees is applicable on permanent export of the vehicle from the Island or 100% if the exportation takes place within 28 days. However it is recommended that an administration fee of £25 is charged, for vehicles exported between 5 28 days in order to recover the admin costs involved. (1 to 5 days remain at 100% refund to cover events such as the Hill Climb etc).

The licences issued for the import or export of flora and fauna are retained at 2009 levels.

**Building and Development Control Law**

There are no changes to fees at present. However a full review of BDCC fees has recently been carried out and amendments are currently being drafted by the Law Officers. It is therefore expected that these proposals will be brought before the States early in 2010.

## PART II

Hawkers Licences - Proposed to retain at 2009 levels.

## PART III

Fees payable under the Tourist (Alderney) Law - An increase of £1 per registered head of accommodation is proposed, together with amendments to the administration procedures.

Liquor Licences } An increase of RPIX (rounded) is proposed.

Dangerous Weapons } An increase of £3 for first weapon and £1 for additional weapon proposed.

Public Service Vehicles } Proposed to retain at 2009 level.

Hired Motor Vehicles } Proposed to retain at 2009 level.

Passenger Boats } Proposed to retain at 2009 level.

Water Boreholes and Wells } Proposed to retain at 2009 level.

## PART IV

Marriage Fees - An increase in line with RPIX (rounded) is proposed.

## PART V

Residential and Nursing Homes - proposed to retain at 2009 level.

The new Fees Ordinance entitled The Fees (Alderney) Ordinance, 2009 has been prepared and is attached. If approved, this will come into force on 1st January 2010.

I would be grateful if you would place this before the States with an appropriate proposition.

R.G. Willmott

Chairman

**The States is asked to approve "The Fees (Alderney) Ordinance, 2009".**

### **Item IX Occupiers Rate 2010**

The following letter has been received from Mr Willmott, Chairman of the Policy and Finance Committee:-

You will be aware that at the end of each year the States must, by Ordinance, set the level at which the Occupiers Rate is to be charged for the following year.

As I reported in the Budget report in October, Occupiers Rate now accounts for 15% of local revenue and with costs continuing to rise, a further increase in the region of 2.7% (June RPIX) will be necessary in 2010. The additional income figure of £11,000 (an increase from £420,000 to £431,000) was therefore included in the 2010 budget, which was approved by the States in October.

However since the budget report the September RPIX figure has been published at 2.4%, we have therefore used this lower figure to calculate the increase for the majority of categories, with two exceptions as explained below.

The changeover from TRV to TRP highlighted an anomaly in respect of domestic glasshouses and outbuildings which, if over 10 mtrs square, are currently charged at the same rate as domestic properties. It is therefore proposed to reduce this tariff to 50% of the domestic rate. In order to address part of this shortfall in income the tariff for the finance regulated category has been increased. Taking these amendments into account the additional revenue to be collected will reduce from £11,000 to £8,500.

The above amendments were agreed at the Policy & Finance Committee meeting held on 26th October 2009.

I therefore enclose a draft Ordinance entitled the Occupiers Rate (Level for 2010) Ordinance, 2009 and would be grateful if you would place this before the States with appropriate propositions.

R.G. Willmott  
Chairman

**The States is asked to approve The Occupiers Rate (Level for 2010) Ordinance, 2009.**

**Item X The Sewerage (Alderney) (Service Charge) Ordinance, 2009**

The following letter has been received from Mr Willmott, Chairman of the Policy and Finance Committee:-

I attach a copy of the above. Charges for sewerage are now governed by the Sewerage (Alderney) (Law), 2008 and an Ordinance passed in accordance with the provisions of section 3 of that Law. The Policy and Finance Committee is proposing that rates for contributions are fixed at set rates rather than being linked (by way of a multiplier) to TRP. The proposed rates are as set out in the Schedule to the ordinance.

I would be grateful if the Sewerage (Alderney) (Service Charge) Ordinance is placed before the States when it next meets together with an appropriate proposition.

R. G. Willmott  
Chairman

**The States is asked to resolve to approve The Sewerage (Alderney) (Service Charge) Ordinance, 2009.**

**Item XI Mooring Charges 2010**

The following letter has been received from Mr Willmott, Chairman of the Policy and Finance Committee:-

As you are aware at the October States meeting the Mooring Charges for 2010 were approved.

However due to an administrative error the schedule of rates, as listed under 1a and 1b, was not attached to the draft Statutory Instrument.

Although there is no change in the rate for both the inner and outer harbour mooring fees, which remain at 2009 levels, for completeness the schedule is required to be published with the Statutory Instrument.

I therefore attach a revised Statutory Instrument which should replace No 4 of 2009.

I would be grateful if you would place this Statutory Instrument before the States with appropriate propositions.

R. G. Willmott  
Chairman

**The States is asked to approve the attached Statutory Instrument, relating to Mooring Charges**

**Item XII Harbour Dues and Fees**

The following letter has been received from Mr Willmott, Chairman of the Policy and Finance Committee:-

At the October meeting of the States Statutory Instrument No. 3 which set out the Harbour Dues and Fees to be charged in 2010 was approved. The effect of this was to retain all fees and charges at 2009 levels with the exception of those payable on vessels carrying oils or gas in bulk. In this category a new charging method was introduced based on the tonnage of cargo discharged.

Unfortunately due to a drafting error, although the revised charge was shown under Category D (b), the wording was not changed under Category E (b) which applies to vessels entering a harbour outside of office hours.

A revised Statutory Instrument has been drafted showing the correct charges and which if approved will repeal the earlier Instrument. I would be grateful if you would place this before the States with appropriate propositions.

R. G. Willmott  
Chairman

**The States is asked to approve the attached Statutory Instrument referring to Harbour Dues and Fees**

**Item XIII Policy and Finance Committee Annual Report for 2009**

The following letter has been received from Mr Willmott, Chairman of the Policy and Finance Committee: -

In accordance with States Resolution VII(1) of the 4th May, 1977, I attach hereto the Annual Report of the Policy and Finance Committee for 2009.

I would be grateful if you would place this Report before the States with an appropriate proposition.

R. G. Willmott  
Chairman

**The States is asked to accept the Annual Report for 2009 of the Policy and Finance Committee.**

Item XIV General Services Committee Annual Report for 2009

The following letter has been received from Mr Walden, Chairman of the General Services Committee: -

In accordance with States Resolution VII(1) of the 4th May, 1977, I attach hereto the Annual Report of the General Services Committee for 2009.

I would be grateful if you would place this Report before the States with an appropriate proposition.  
W. Walden  
Chairman"

**The States is asked to accept the Annual Report for 2009 of the General Services Committee.**

Item XV Building and Development Control Committee Annual Report for 2009

The following letter has been received from Mrs Bennett, Chair of the Building and Development Control Committee: -

In accordance with States Resolution VII(1) of the 4th May, 1977, I attach hereto the Annual Report of the Building and Development Control Committee for 2009.

I would be glad if you would place this Report before the States with an appropriate proposition.  
E. Bennett  
Chair

**The States is asked to accept the Annual Report for 2009 of the Building and Development Control Committee.**

Item XVI Questions and Reports

Issued 4th December 2009