

**General Services Committee Meeting**  
**Anne French Room**  
**Tuesday 11<sup>th</sup> October 2011**  
**0915**

**Present:**

**Mr W Walden – Chairman**

**Mr J Beaman**

**Mr R Berry**

**Mr I Tugby**

**Mr R Burke, Chief Executive**

**Mrs H Williams, Treasury Assistant**

**Ms J Turner, States Engineer**

**Mrs E O'Toole, Minute Secretary**

**Apologies: Mr P Arditti, Mr B Kelly and Mrs K A Hatcher-Gaudion**

**In attendance: Mr S Shaw, Harbour Master (for Item 68 only)**

**64/2011 Minutes of the previous meetings** of 13<sup>th</sup> September 2011 and Confidential Minutes of 14<sup>th</sup> September 2011 tabled and approved.

**65/2011 Matters arising from the minutes**

**65.1 St Anne's Church** The States Engineer advised that tender documents have been sent to four contractors which are expected to be returned on 28<sup>th</sup> October 2011. A special meeting of the Committee will be arranged to open the tenders. Work is expected to commence as soon as the financial approval is in place. **Noted.**

**65.2 Double-decker Bus** The Chief Executive advised that, following the last meeting of the Committee, a letter was sent to Mr C Flewitt on the 15<sup>th</sup> September to request the double-decker bus is moved to the agreed storage place at Rose Farm as per the conditions of the general permit. To date a response has not been received and it is understood that Mr C Flewitt is currently not on the island. The Chief Executive advised that the general permit will not be renewed due to none compliance with the conditions.

Chief Executive to investigate the permanent removal of the vehicle from the island.

**CE**

**65.3 Water Lane - CONFIDENTIAL ITEM** - See Confidential Annexure.

**65.4 HMS Affray Memorial** Letter from Mr Darren Keung, Hamon Architects, dated 16<sup>th</sup> September 2011 tabled and considered.

**RESOLVED unanimously to agree to approve the new proposed location of the HMS Affray Memorial to the north of the Douglas Quay between the two benches which will be repositioned. States Engineer to deal.**

**JBT**

**65.5 Any Other Matters Arising from the Minutes**

- The States Engineer advised, following a request from the Committee, that investigation was carried out into the possibility of a member of the Works Department undertaking a scaffolding course but the course is 12 months full time working experience, with a further 6 months training. The Committee requested the States Engineer investigate the possibility of lower-level courses which work with cuplok scaffold as well as the cost of purchasing scaffolding and equipment.
- The Chief Executive advised that Mr Bevis provided further technical information with regards to the donation of additional bells to St Anne's Church and advised that Lovell Ozanne will carry out a survey of the bell tower. **Noted.**

**JBT**

**66/2011 General Works (including Agriculture)**

**66.1 Superintendent of Works Report** to 30<sup>th</sup> September 2011 tabled and the following items were **noted**:

- **Dustcart** – The Chief Executive proposed that, in light of the delay caused by Geesink Norba, a new manufacturer should be identified to progress the matter. Chief Executive/States Engineer to deal.

**CE/JBT**

The States Engineer was requested to investigate the current problems with the dustcart.

**JBT**

**66.2 Vermin Control – Policy** Report from the States Engineer dated 6<sup>th</sup> October 2011 tabled and considered. The Committee approved in principle and requested the States Engineer confirm the policy with the Agricultural Department prior to final approval. Item deferred to the next meeting of the Committee.

JBT/DEFERRED

Mr Berry, as a member of the Alderney Shooting Club, advised that other members of the Shooting Club have offered to carry out necessary rabbit shootings to help prevent the spreading of myxomatosis. States Engineer to contact Mr Chris Walker.

JBT

**66.3 Any Other Business Relating to General Works** None.

**67/2011 Recreation, Welfare and Environment (including States Land)**

**67.1 Scramble Course - Alderney Motorcycle Club Renewal of Permit** Report from Treasury dated 22<sup>nd</sup> September 2011 tabled and considered. The Committee was of the mind that the mowing of the tracks is to be the responsibility of the Club and not the States Works Department.

**RESOLVED unanimously to agree to approve the following: -**

- a. To issue a further 12 month permit to the Alderney Motorcycle Club with the same terms and conditions as per the letter from the Chief Executive's Office dated 9<sup>th</sup> October 2009 subject to receipt of a copy of their third party insurance;
- b. To request further details regarding the proposed alterations to the area for Committee consideration.

Treasury to deal.

TREASURY

**67.2 Community and Sport Centre** Letter from Mr R Willmott, Chairman of Trustees the Alderney Community Sports Centre Charitable Trust, dated 9<sup>th</sup> August 2011 tabled and **noted**. The States Engineer advised that the application is currently with the Building and Development Control Committee.

**67.3 30<sup>th</sup> Signals Regiment Exercise - 31<sup>st</sup> Oct to 9<sup>th</sup> Nov/ for ratification** Emails from minute secretary to Members dated 5<sup>th</sup> October 2011, with responses, regarding email request received from Lt Luke Campbell, B Tp 256 Signal Squadron 30<sup>th</sup> Signals Regiment, dated 4<sup>th</sup> October 2011, tabled for ratification. Decision was approved by e-mail.

**RESOLVED unanimously to agree to ratify the decision to grant the 30<sup>th</sup> Signals Regiment permission to use the Civil Defence bunker during a visit from the 31<sup>st</sup> October to the 9<sup>th</sup> November 2011 to conduct a military communications exercise on Alderney.**

**67.4 Proposed Land Exchange** Letter from Mr Michael Haynes-Smallbone dated 5<sup>th</sup> October 2011 tabled and discussed.

The States Engineer proposed that the matter be deferred in order to investigate the impact on surface water and foul drainage works. States Engineer to deal.

JBT

**67.5 Campsite - Improvement of Facilities** Report from Chief Executive's Office dated 11<sup>th</sup> October 2011, circulated to Members at the start of the meeting, tabled and considered. The Chief Executive advised, as discussed previously in Committee, necessary works has been carried out to find ways to replace the current shower/toilet facilities at the Campsite. It was noted that £50k had been allocated in the CIEF in 2011 and the proposed unit is priced £40k with fixtures and fittings costing a further £30,500. The Chief Executive advised that the total cost, which includes a 15% contingency, could be reduced dependent on which of the fixtures the Committee wish to be included however only the unit will be purchased at this time with further work carried out in 2012. **Noted.**

**RESOLVED unanimously to agree to approve to purchase an easily maintainable, environmentally friendly structure that does not impact visually on the surrounding area, within which to house toilet and shower facilities for campsite users, including disabled facilities, for a cost up to £81k. Chief Executive's Office to deal.**

CE OFFICE

**Matter to be referred to the Building and Development Control Committee and Policy and Finance Committee for further approval.**

BDCC/P&amp;F

The Chief Executive advised that advertisements will soon be placed for a new campsite manager and the current business structure of how the campsite is operated is being assessed. **Noted.**

**67.6 Any Other Business Relating to Recreation, Welfare and Environment** None.

09:45-09:50 - Coffee Break.

09:50 - Harbour Master joined the meeting.

#### **68/2011 Harbour and Fisheries**

**68.1 Monthly Report** for October 2011 tabled and **noted**.

It was noted that the area on the Crusher Site between the ground used by the shipping companies and the commercial units has been enlarged as a boat laying up area by decreasing the area used by the Shipping Companies. The vessels currently stored on Braye Common will be removed to this area. **Noted**.

**68.2 Inner Harbour - Lighting and Ladders** Email from Mr Kelly dated 5<sup>th</sup> October 2011 tabled and noted. The item was deferred to the next meeting of the Committee pending further investigation regarding lighting options, technical aspects and cost by the Engineering department. States Engineer to deal.

**JBT/AGENDA ITEM**

**68.3 Shipping Container Storage Charges** The Harbour Master advised that following talks with Mr B Kay-Mouat and Mr S Champion-Smith a proposal will be brought forth to the next meeting of the Committee.

**SS/AGENDA ITEM**

**68.4 Commercial Quay - Health and Safety report from Normandy Health** The Harbour Master advised that the report compiled by Normandy Health raised a number of issues, some of which can be dealt with by harbour staff and some which will require further investigation. A proposal will be brought to the Committee prior to any operational changes made.

**SS**

#### **68.5 Any Other Business Relating to Harbour and Fisheries**

- The Chief Executive and Harbour Master advised that talks are ongoing to identify if Huelin Renouf's request to bring freight in at midnight on their shipping day can be accommodated.
- The Harbour Master advised that Huelin Renouf enquired whether charges for additional trips, more than twice weekly, could be waived. The Harbour Dues, Fees and Charges (Alderney) Law, 1984, does not give the States the power to accommodate such a request. The Chief Executive advised that the Finance Advisory Group has requested that Harbour Dues and Fees are assessed in general therefore the request will be investigated. **Noted**.
- The Transport Security and Contingencies Directorate (TRANSEC), UK Department for Transport will carry out an inspection of the Harbour/Commercial Quay on the 12<sup>th</sup> October 2011. TRANSEC have been made aware and understand that it is an ongoing development programme at present. The harbour security plan is in the process of being rewritten and finalised and Mr N Shaw will be attending a course in November to qualify as an additional Port Security Officer for the harbour. **Noted**.
- Mr Tugby enquired if States Members could be notified, prior to advertisements being placed, when vacancies become available at the Harbour in order have the relevant information should members of the public raise questions. The Harbour Master advised that the recent vacancies was a result of two staff members resigning and advertisements were placed relatively urgent to recruit new staff prior to their notice periods finishing. **Noted**.

**SS**

10:15 - Harbour Master left the meeting.

#### **69/2011 Roads and Transport**

**69.1 Public Services Vehicle Licence** Letter from Mr Christopher Rowley dated 19<sup>th</sup> September 2011 tabled and considered. The Chairman stated, as discussed at the last meeting of the Committee, that there is a sufficient number of taxi licences in circulation and issuing more would greatly impact current taxi operators.

**RESOLVED by a majority (Mr Beaman in favour) not to approve the application from Mr Christopher Rowley for a public service vehicle licence as the Committee considers the eleven licences currently issued as an adequate amount for taxi operators to sustain a profitable business. Chief Executive's Office to deal.**

**CE OFFICE**

**69.2 Road Resurfacing Contract Report** The Chief Executive advised that he requested the Superintendent, Mr Birmingham, obtain a report from Ronez to advise the reasons they were unable to carry out road resurfacing works this year however Ronez have yet to respond in writing. **Noted**.

The Chief Executive advised that investigations into other road resurfacing companies are ongoing and a full tender process will be carried out. **Noted**.

**69.3 HGV Licences** The Chief Executive advised that he is progressing the matter with the Commerce and Employment Department in Guernsey and the Law Officers are in the process of drafting an ordinance. Chief Executive to deal.

CE

**69.4 Any Other Business Relating to Roads and Transport**

- The States Engineer advised that Braye Road will be closed to through traffic on Monday 24<sup>th</sup> October 2011 between 8am and 5pm to allow two trees which are in poor condition and a danger to traffic to be felled in a safe manner. **Noted.**

**70/2011 Any Other Business**

- The Chief Executive advised regarding the email from Mr P Clarke circulated to Members that the assignment of the leases was dealt with within 7 working days. Mr Beaman, as chairman of Policy and Finance Committee, has requested Mr Arditti to assess whether a change in the law may be necessary for the November meeting of P&F Committee, not for this particular case but for businesses in general. **Noted.**

**Meeting closed: 10:30**

**DATE OF NEXT MEETING: 8<sup>th</sup> November 2011**

**Signed: Mr W Walden**

**Date: 8<sup>th</sup> November 2011**