

**General Services Committee Meeting
Tuesday 7th December 2021
Anne French Room
0930 hours**

Present:

**Mr B Kelly, Chairman
Ms A Burgess
Mr G McKinley
Mr R Jenkins
Mr S Roberts**

In Attendance:

**Ms K Jones, Chief Executive (CE)
Mrs S Pengilly Price, Head of Government Support (HoGS)
Mrs E Maurice, Head of Finance (TREASURY)
Mrs K Hatcher-Gaudion, Capital Projects Co-ordinator (CPC) (left 1035)
Ms S Ireland, Programme Manager (PM)
Mr R Phelan, Estates, Environment & Infrastructure Manager (EEIM)
Mrs L Baines, Committee Secretary
Mr S Taylor, Strategic Financial Adviser (SFA) (via Teams for item 3)
Mr S Steele, Director of Procurement (via Teams for item 3)
Mr R Gauvain, AWT Manager (for items 5.4, 5.5 and 5.6 only)
Mr W Tate, President, States of Alderney (for item 6 only)
Mr D Llewellyn, Strategic Adviser (for item 7 only)**

Apologies:

01/2021 Minutes from previous meeting for approval – Draft minutes from 9th November GSC meeting, and special GSC meeting of 24th November tabled and **approved subject to minor amendments.**

CE OFFICE

02/2021 Matters Arising

2.1 Old Vicarage Lease Update – Report from CE Office and Law Officers dated 30th November 2021 tabled and considered.

The General Services Committee resolved to agree (Mr McKinley against) to confirm that they are not willing to dispose of the freehold to maintain the benefit of the rent and the ability to protect the property.

HoGS

2.2 Airport Wildlife Hazard Management Update

Mr Roberts updated the Committee and advised that after his meeting with the Airport Manager, there are no problems with bird management on the island, and that new procedures are being followed from Guernsey.

Mr Roberts also advised that there are no further issues with the pigeons at the Harbour. **Noted.**

Strategic Financial Adviser and Director of Procurement in attendance via Teams

03/2021 Braye Opportunity Area – Report from Strategic Financial Adviser dated 7th December 2021 tabled and considered.

At its meeting on 30 September 2021, the Policy and Finance Committee considered papers related to asset management and regeneration. The committee resolved:

‘to agree to invite quotes from three suitably qualified companies or individuals, to review requirements and prepare a tender proposal to commission a development partner to:
a) advise on options for future development or regeneration of surplus assets; and
b) prepare a detailed plan for the harbour development area (defined as Braye Opportunity Area in Land Use Plan)’.

The Policy and Finance Committee was particularly keen to progress the Braye Opportunity Area review in b) above, as a priority and agreed that this should be dealt with by General Services Committee in accordance with its agreed mandate.

Mr Roberts expressed his concerns regarding costs. It was advised that £10k is in the budget for 2021 and a further £30k for 2022.

The General Services Committee resolved to note the report and agreed for a scope of work to be prepared. Strategic Financial Adviser to liaise with Programme Manager.

SFA/PM

04/2021 Harbour & Fisheries

4.1 Harbour Report – Report from Harbour Master tabled and noted.

The Committee praised the Harbour and Alderney Shipping staff for ensuring the boat was unloaded at 2am due to the limited weather windows.

4.2 Harbour Capital Projects Report – Report dated December 2021 tabled and considered.

The General Services Committee resolved to note the December 2021 Harbour Capital Projects Report.

4.3 Lease Agreement Proposal re Alderney Shipping Containers – Report from Harbour Authority dated 7th December 2021 tabled and considered.

The Alderney Shipping Company is intending to replace their existing premises with a two-story office on the same site. This new office will be comprised of 2 steel container units, the permission for which has yet to be granted by the Building and Development Control Committee. At present there is no lease agreement in place for the use of space between the States of Alderney the Alderney and the Shipping company, consequently no fees are recovered by the States of Alderney for the use of a significant piece of States land.

The Committee expressed disappointment that the Harbour Master was not in attendance to discuss the Harbour

The General Services Committee resolved to defer subject to the following information being submitted to the Committee for further consideration:

- Plan of area required for storage
- Draft lease
- Market rate for storage.

HARBOUR AUTHORITY/HoGS

05/2021 Estates Environment & Infrastructure including Water Board

5.1 SWD Capital Projects Report – Report dated December 2021 tabled and considered.

Connaught Extension – Phase 3 progress is well underway. Mechanical Engineer final designs delayed due to Covid impact on company but now expected imminently. Current kitchen and laundry facilities of the current Connaught and Jubilee have been raised as a concern through a BAU working group to the Project team. Previous Project Board’s decision excluded facilities from the

new extension and so excluded from extension scope. Project team looking at decision and feasible options, whilst awaiting feedback from the Connaught's Board.

PM

Mouriaux/Petit Val/Platte Saline Sewerage Phase 2 - (£20k prelims voted & Fort Doyle Sewer combined) Expressions of interest (EOI) and Pre-Qualification Questionnaire (PQQ) for a Project Manager have been received and Invite to Tender (ITT) will be issued shortly. All looking to start promptly in the New Year.

Roads Resurfacing Contract - (£20k prelims voted) - A States of Guernsey Highways Manager visited Alderney this week to review the identified priority roads and hopes to feedback findings by end of month. They are also providing support to enable the States to review interested parties recommendations and appoint a suitable contractor once a tender process has been completed.

Fort Doyle Improvements (Boxing Club £12k) - As approved by GSC in June SWD has completed the internal redecoration at Fort Doyle, with quotes currently being sourced for new roof covering over the toilets section of the building. The Committee noted the success of Billy Le Poullain who is doing really well in Boxing.

Jubilee – Sunroom Area Improvements (Phase 1 - Garden Wall) (£9k) - The wall element of the project (Phase 1) commenced at the end of November, with the patio and drainage replacement (Phase 2) currently being costed and will be carried out in house.

Braye Beach Slipway - (£10k) - Works to repair and improve the slipway access at the eastern end of Braye beach are underway. This includes the widening of the ramp to allow plant access from the eastern end when carrying out coastal defence works.

Handrail at Corblets Slipway – The Committee requested for the EEIM to investigate this option, and report back to the February meeting.

Braye Chippy - Access improvements including the fitting of ramps will commence in the new year.

Auderville Services – the condition of the services under Auderville road was queried due to the current poor road conditions. The Committee were advised that the services may not be owned by the States, as once on private land it is the responsibility of the landowners. EEIM to investigate and liaise with Guernsey.

EEIM

The General Services Committee resolved to:-

1. **Note the December SWD Capital Projects & General Works Report, and**
2. **Bring forward part of the 2022 Coastal Defences budget (£10k), to accommodate the improvements of the slipway at the eastern end of Braye Beach, being carried out slightly earlier than anticipated.**

EEIM/CPC

5.2 Water Board Capital Projects Report – Report dated December 2021 tabled and considered.

Quality Control System – Phase 17 – As approved by GSC last month, order placed with 3 – 4-month delivery.

Simons Place – Phase 21 – Works now completed.

The General Services Committee resolved to:-

1. Note the December Water Board Capital Projects & General Works Report.

EEIM/CPC

5.3 Cesspit Emptying Charges – Report from Treasury and SWD dated 2nd December 2021 tabled and considered.

The Cesspit emptying fees were last considered in 2018 when an increase wef 1st January 2019 was agreed and implement.

This increased the charges, which had been in place since 2010, from £25 per load to £30 per load for standard emptying service and £60 per load to £70 per load for properties that could connect to the main drain but had chosen not to.

Charges had not been increased for a number of years prior to this increase as the States had agreed that rates would not be amended due to the imminent but delayed Mouriaux to Platte Saline project.

As the Mouriaux to Platte Saline project has not yet come to fruition (and is unlikely to be completed until end of 2023/ 2024 although individual phases will be completed sooner) it was highlighted during Budget meetings with SWD that the service continues to be subsidised and, whilst the States of Alderney fully depreciate capital in the first year, the purchase of the recent replacement Sewer Cart had come at a cost of £112k in 2020. The vehicle replacement program provides for replacement in 2029.

This paper was considered by the Finance Committee at their meeting held on the 15th November 2021. At that meeting the Finance Committee agreed to the recommendations.

The General Services Committee resolved to agree:-

a) An increase to the cesspit emptying charges wef 1st January 2022 to £32.00 per standard load and £80.00 per load for those that choose not to connect to the main drains; and for a letter regarding the price increase and the status of the Mouriaux to Platte Saline works to be sent to the relevant households.

TREASURY

AWT Manager in attendance for item 5.4, 5.5 and 5.6

5.4 Ramsar Strategy 2022-2026 – Report from AWT Manager dated 30th November 2021 tabled and considered.

The Committee were advised that the Stakeholder forum, as agreed in July by GSC, met in September. Responses from the meeting are still with the Harbour Office and have not been passed on to the AWT for action.

The Committee expressed disappointment with the lack of progress for the AWT from the Harbour Office on this engagement and noted the concern.

5.5 Environmental Emergency – Sour Fig - Report from AWT Manager dated 1st December 2021 tabled and considered.

The General Services Committee resolved to approve:

- **That the Guernsey Law Officers be asked to establish the current status of the *Loi Relative aux Mauvaises Herbes (Aurigny) 1933*. Should it be found to be current then the Law Officers could then be asked to assess the law against the following points to see if it is fit for purpose.**
- **Establish an Invasive non-native species (INNS) policy for Alderney, which should be linked where possible with Guernsey Policy. This policy would give the GSC a clear set of policy definitions to enable the use of the ‘Loi Relative...’ and/or establish new legal mechanisms to enable the SoA in regards Invasive and Noxious species as required.**

- **Ensure that the creation of an INNS policy links to the Island Plan’s Environment Section and the existing commitments to the Blue Island Charter and Land Use Plan where appropriate.**

EEIM

5.6 Dairy Farm Management Contract Review – CONFIDENTIAL ITEM – See Confidential Annexure

5.7 Slaughterman Update Report from Programme Manager

The Committee were advised that recruitment can commence, however there is currently no timeframe. Costings are being investigated regarding training for on-island and off island applicants, which also includes an assistant position.

The Committee agreed for advertisement to be issued as soon as possible, and for the Programme Manager to liaise with the current Slaughterman regarding in house training for an assistant.

PM

5.8 Drone Building Fabric Survey – Report from CE Office dated 30th November 2021 tabled and considered.

Dales Surveying have been instructed to carry out a Drone Building Fabric Survey as indicated on the attached map, to ensure the structure of the Lloyds Bank building is sound.

The General Services Committee resolved to defer this item, and requested for Dales Surveying to join the January GSC meeting to answer questions from the Committee regarding pedestrian access, access to the Bank, consultation with the airport and valid insurance.

AGENDA ITEM/CE OFFICE

5.9 Island Hall Bicycle Rack Cover – Report from Programme Manager tabled and considered.

It was noticeable this year the increase in number of bicycle users around the island, specifically at the Island Hall. Whether it is members of the public dropping into the General Office, visitors to the Island Hall offices or members of staff. At one point eight electric bikes parked outside, some taking up valuable parking spaces, others leant against windows or flower-pots.

To support those who are wishing to benefit from using a bicycle i.e exercise, going greener and cleaner, and to not automatically defaulting to use of vehicles, GSC are being asked whether they would be willing to approve an installation of a bicycle rack with cover and solar light at the Island Hall.

The General Services Committee resolved to defer the installation of a bicycle rack with cover and solar powered light at the Island Hall, subject to a proposed design and placement area being submitted to the Committee for consideration.

PM

President Tate in attendance for item 6

06/2021 Alderney Maritime Trust – Verbal Update from President

The Committee noted a verbal update from the President. It was advised that the Trust in its present form has run its course, has not met for 2 years, and does not comply with the terms of the 2003 Trust Deed.

The General Services Committee resolved to approve:

- **For the disbandment of the Alderney Maritime Trust;**
- **For the President’s Office to advise the Trustees;**
- **For any diving requests for the Elizabethan Wreck to be made to the Harbour Office going forwards; and**
- **For EEIM to investigate and confirm an inventory of artifacts in storage in liaison with the Alderney Society.**

Strategic Adviser Derek Llewellyn in attendance for item 7

07/2021 Ambulance Update - Verbal

The Committee were advised that conversations are on going regarding the rota structure. The next step is to meet with the Head of Governance for St John in Guernsey, which is being arranged for next week. It was noted that regular communication with Alderney Ambulance Service and St John are important and continuing.

08/2021 Any Other Business

Emergency Planning Exercise – The Chairman expressed his gratitude to all personnel and Guernsey officers who attended the emergency planning exercise on Monday 6th December.

Tourism Signs – The General Services Committee resolved to approve for tourism signs to be placed at the Water Tower and Telegraph Tower sites. The Committee refused the sign for Lager Sylt, as it was deemed enough with the memorial plaque already situated at the site.

TOURISM OFFICE

09/2021 For Information & Noting

9.1 Alderney Fire, Ambulance and Rescue Service Annual Report 2021 - tabled and noted.

9.2 Updates of GSC Referrals from Finance Committee – Report from Treasury dated 2nd December 2021 tabled and noted.

The General Services Committee resolved to note the updates from the November Finance Committee meeting.

Meeting Closed: 12.15pm

Signed: Boyd Kelly

Date: December 2021