

POLICY AND FINANCE COMMITTEE MEETING MINUTES
Anne French Room
24th January 2022
09.00 hours

PRESENT:

Mr W Abel, Chairman (Via Teams)
Mr G McKinley
Mr K Gentle
Mr B Kelly
Ms A Burgess
Mr C Harris
Mr I Carter
Mr A Snowdon

IN ATTENDANCE:

Ms K Jones, Chief Executive (CE)
Mrs E Maurice, Head of Finance (Via Teams)
Mrs L Baines, Committee Secretary (Via Teams)
Mr J Laband, Project Support Officer
Mrs S Pengilley-Price, Head of Govt Support (HoGS) (Via Teams)
Mr Stephen Taylor, Strategic Financial Adviser (SFA) (via Teams)
Mr David Knight, Greffier (Joined at 09:50 for items 2.3.4 & 4.3)
Mr D Llewellyn, Strategic Adviser (Item 8.1 only)

Apologies: Mr P Veron, Strategic Adviser and Mr S Roberts.

AGENDA ITEM	ACTION
01/01/2022 <u>Minutes and Matters Arising</u>	
1.1 <u>Minutes from the meeting held on 17th December 2020</u> – tabled and approved.	
1.1.1 <u>Chief Pleas</u> – Item in progress and response system to be reviewed.	CE OFFICE
1.2 <u>Nunnery Short Term Rental Update</u>	
Strategic Adviser working on the matter Alderney Housing Association (AHA), an individual had been identified from the AHA waiting list. Law officers are working on the rental agreement.	
	SA
1.3 <u>Alderney Housing Association (AHA) Open Day Update</u>	
Chief Executive (CE) met with the AHA board in December. AHA open to improve communications with the States of Alderney and the General Public. AHA are keen to hold an open day as discussed in December Policy and Finance Committee meeting, date to be confirmed by AHA. Communications protocol drafted and provided to AHA for comment. Once received, Policy and Finance Committee will review details and agreed the way forward.	
	CE
1.4 <u>Alderney Sports Foundation Presentation & Project Scope Update</u>	
Proposed next steps identified and High-level costings for project are still required.	
	CE

1.5 Marina Update

Economic Development Committee meeting with Committee for Economic Development Guernsey 2/2/22, it was advised that the marina was requested as a discussion topic. The CE advised a brief letter had been received in December. However, further information is still required from the developers. A proposed visit from developers is scheduled for the end of January / beginning of February. The exclusivity agreement expires at the end of January. Members were not keen to extend the exclusivity agreement by a further 3 months. The Policy and Finance Committee appreciated the challenges involved for the Developer and hope that more active engagement through their visit will facilitate progress.

CE

1.6 Matters Arising Verbal Updates.

It was requested that short reports, for information and noting under matters arising, to be tabled going forwards along with the previous agenda reference of the item, rather than only verbal updates.

CE Office

02/01/2022

Administrative Matters

2.1 Annual Committee Appointments

The following appointments were agreed by the Committee:

Deputy Chairman of Policy and Finance:

Ian Carter

Chairman of Finance Committee:

Christian Harris

Members of Finance Committee: Bill Abel; Annie Burgess; Ian Carter; Kevin Gentle

Transferred Services – Nominated Liaison:

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

Other Sub Committees / Action Groups

Economic Development Committee

Members: Annie Burgess; Christian Harris; Ian Carter; Alex Snowdon; Steve Roberts

Non-Voting Members; Richard Corkill; Nigel Vooght

Air Transport Licensing Board

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

Good Governance Group

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

Non-Voting Member; Andrew Eggleston

Energy Group

Members; Bill Abel; Kevin Gentle; Alex Snowdon

Non-Voting Member; Matt Birmingham (AEL rep) Les Stewart, Laurence Page

Housing Task Group

Members; Rhys Jenkins; Annie Burgess; Boyd Kelly; Ian Carter; Kevin Gentle

Non-Voting Member; Patrick Puddle

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**

- **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**
Chairman of P&F, Deputy Chairman of P&F, Chief Executive and President

2.2 External Relations Update (Bailiwick Council/ALG/MOJ/Normandie) - Verbal update noted

The following items were discussed at the Bailiwick Council Meeting on January 10th 2022:

- Paris Agreement on Climate Change – Extension to Guernsey and the Bailiwick.
- Amendments to the Montreal Protocol which relates to the protection of the ozone layer and its Extension to Guernsey/Bailiwick.
- UNESCO Convention on the Recognition of Higher Education Qualifications – initial discussion on extension to the Bailiwick.
- London Convention/ London Protocol – Article 6 Amendment
- UK-EU Trade and Cooperation Agreement (TCA)
- French Fishing Vessel Licensing (Verbal)
- Representation at the National Service of Remembrance (Verbal). P&F were minded, having voted unanimously that the Chair of P&F should be the representative from Alderney at the National Service of Remembrance in the future.

2.3 Finance (Grants and Subsidies)

2.3.1 FOR INFORMATION – Pension Scheme Trustees Meeting Minutes – November 2021

The Committee noted the November 2021 Pension Scheme Trustees Meeting Minutes.

2.3.2 AEL States Nominated Directors Fees Report from Head of Finance dated 12th January 2022 tabled and considered.

The Policy and Finance Committee resolved to agree (Mr Gentle Abstained):

- a) **The annual States Nominated Directors fee of £100 be paid directly to the States of Alderney for the period 2021 and 2022, with the balance of the fee being retained by Alderney Electricity Limited during that period, and**
- b) **To review the payment arrangements further in 2023.**

TREASURY

2.3.3 Finance Committee Mandate 2022 – Mandate Tabled

Head of Finance advised that slight amendments had been made to the Job titles deletion of Business Development Director, within the Finance Committee Mandate.

The Policy and Finance Committee resolved to approve the 2022 Finance Sub-Committee Mandate.

FC

2.3.4. Commonwealth Parliamentary Association Attendance – Funding – Report from Greffier dated 20th January 2022 tabled and considered.

Alderney, because of its CPA membership has been invited to attend the CPA Regional Conference in the Isle of Man from 23 March 2022 until the 26 March 2022. The costs would be for travel and connections only, as the accommodation is borne by the host and the CPA.

The Policy and Finance Committee resolved to approve the funding for the travel costs of the three delegates.

DK

2.4 Other Meeting Dates – FOR INFORMATION - Noted

- Holocaust Memorial Service – 27th January 2022
- Channel Island All Party Parliamentary Group – 7th March/16th May/24th October 2022
- Guernsey SoG Tax Review Updates – 3rd March/21st April/1st June/23rd June 2022

2.5 Review of Committee Mandates – Briefing Update

The Chief Executive provided a verbal update on the current progress of the draft mandates and advised the Committee on the process that had been followed up to this point.

Once the final assessment of the draft mandates has been completed by the Law Officers (January 31st) the Chief Executive and Project Support Officer are to meet with the chairs and members of each committee to discuss and consider the draft mandates or their respective committees. After which, any further legal advice can be sought on those drafts.

Discussions on what responsibilities and functions the Economic Development Committee may acquire, once constituted as a full States committee, with a mandate and its relationship to the other Committees, is yet to take place.

PSO-JL

2.6 Covid-19 Report – Update

Head of Government Support (HOGS) advised a significant drop in Covid numbers on Island and the Civil Contingencies Authority are looking to de-escalate mitigations in a staged approach.

HOGS to advise all Staff and Members of changes to measures via Email.

HOGS

03/01/2022 Transport, Economy and Renewable Energy

3.1 Alderney Airport Rehabilitation Project – Nothing to report.

3.2 Ferry – Invitation for Expressions of Interest – Verbal Update

The Project Support Officer updated the Committee on the timeline for the Ferry Tender process. A recommendation from the Economic Development Committee would be tabled at the February Policy and Finance Committee meeting.

PSO-JL

3.3 Air Alderney – Verbal Update

The Committee noted a verbal update from the Head of Government Support. Members were advised that at the end of last year Air Alderney published its intention to start a service in 2022, and that Air Alderney would need a route licence from the States of Alderney to do this. Air Alderney currently do not have valid route licences, nor have they submitted a recent application. In January and March 2018, they were awarded three route licences for a helicopter only following consideration by Alderney's Air Transport Licencing Board. There is now some misunderstanding as to the status of these licences which has been the subject of correspondence with Air Alderney including a letter from the previous CE in December 2019 and an email last

year. In order to resolve the confusion, it is proposed that the CE and other representatives from the civil service meet with Air Alderney to discuss. This will be arranged shortly.

CE Office

04/01/2022 Legislation, Conventions & Policy and Finance

4.1 Reduce Voting Age from 18 to 16 – Report from Mr Carter dated 20th January 2022 tabled and considered.

Report tabled proposing to reduce the voting age from 18 to 16 for this November/December (2022) elections and for all subsequent elections. This proposal has been passed twice by P&F previously, but had not been implemented.

The Policy and Finance Committee agreed to direct the CE/SoA to take the appropriate steps to put in place the requisite legal and procedural requirements to reduce the voting age from 18 to 16 for this November/December (2022) elections and for all subsequent elections.

CE

4.2 Ambulance Service – Refer to Item 8.1 – General Services Committee

4.3 Amendments to Beneficial Ownership (BO) and Companies Laws - Report from Greffier dated 13th January 2022 tabled and considered.

It was noted that the Greffier had been working with the Director of Financial Crime Policy in the States of Guernsey in relation to what information the Alderney Registry should obtain from Alderney Companies. He advised that they have examined how we might update our laws to further strengthen our system, to signal a firm commitment that the Alderney Company Registry is playing its part in the fight against and prevention of money laundering and the funding of terrorism. The amended Alderney BO Law and the Companies Law is an important part of this ongoing review

The Policy & Finance Committee resolved to approve the draft law to amend the Alderney Beneficial Ownership Law and the Companies Law and that it should be provided to the States of Alderney for consideration and approval.

DK/BILLET ITEM

4.4 The Connaught – Lease and Partnership Agreement 2022 Update – Report from Strategic Financial Adviser dated 24th January 2022 tabled and considered.

The Strategic Financial Advisor provided the Policy and Finance Committee with a report addressing the implementation of resolutions made at the Policy and Finance Committee meeting in October of 2021.

The Policy and Finance Committee is recommended to note the latest position on the Connaught Lease and Partnership Agreement for 2022.

4.5 Introduction of a Hybrid Meeting System – Report from Ms Burgess dated 13th January 2022 tabled and considered.

Ms Burgess proposed the introduction of a hybrid meetings system where Members who wish to attend a meeting remotely can fully participate by allowing the vote to be taken by those attending remotely as well as those in the room. There was though a feeling that virtual attendance should be seen as an exceptional circumstance.

The Policy & Finance Committee resolved to approve (Mr Gentle against option 1):

- 1. The introduction of a hybrid system where attendance and voting can be done remotely; and**
- 2. To establish procedures and introduce this for all future meetings going forwards.**

CE

4.6 IT Workshop for all States Members – Report from Ms Burgess dated 13th January 2022 tabled and considered.

Ms Burgess highlighted the need for a comprehensive IT workshop to be offered to all States Members following the rollout of new laptops and changeover to Microsoft Outlook/ TEAMS.

The Policy & Finance Committee resolved to approve the set-up of a number of workshops on how to use the new equipment to its best advantage for States Members.

CE/PM

05/01/2022

Items for Development/Discussion

5.1 IHRA Questionnaire – Verbal Update - noted

The CE advised that initial analysis of the results is currently being processed. It was noted that 187 responses had been received. A full written report is to be tabled at the February Policy and Finance Committee meeting.

CE

5.2 Rules of Procedure for Committees and States Meetings including Open Meetings – Verbal Update.

The Policy and Finance Committee were presented with a summary of advice from Law Officers on holding Open Committee Meetings and the issues surrounding the matter. A number of points were raised including: -

- Amendments to States documents
- Rules of Procedure
- Code of Conduct for States Members
- Protocol on Confidentiality and access to information for States Members and issues regarding the release of information to the public

The Policy and Finance Committee resolved for a paper from Mr Carter, following consideration of the document provided by Law Officers, to be submitted to the March Billet with the revised Rules of Procedure.

BILLET ITEM

06/01/2022

Items for Future Billet Submission

- Emergency Regulations No.14 of 2021
- Emergency Regulations 2022.
- The Alderney eGambling (Amendment) Regulations, 2021
- Amendments to Beneficial Ownership and Companies Laws
- Reduce Voting Age from age 18 to 16
- Rules of procedure to facilitate open meetings

07/01/2022

Any Other Business - For Information & Noting

7.1 Single Use Plastics – Verbal Update

Meeting organised for week commencing 31/1/22 – nothing further to report.

7.2 Maritime Trust – Verbal Update

The Committee were advised that The President of the States of Alderney, as Chair of the Alderney Maritime Trust, made a presentation to General Services Committee at their December 2021 meeting, as a result of the which the Trust was formally disbanded, and the assets gifted back to the States.

The Committee endorsed the following resolutions from the December General Services Committee meeting:

- **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 the Estates Environment and Infrastructure Manager (EEIM) to investigate and confirm an inventory of artifacts in storage in liaison with the Alderney Society.**

7.3 The European Union (Sea Fisheries etc.) (Brexit) (BoG) (Amendment) Regulations 2022.

The Committee were presented with The European Union (Sea Fisheries etc.) (Brexit) (BoG) (Amendment) Regulations 2022 and had no comments on the item.

7.4 71st Affray Anniversary – 16th April.

7.5 Meeting with Alderney Gambling Control Committee

Date to be confirmed.

7.6 Route De Souffrance

Nothing further to report on the matter – item is being included within the Land Use Plan review.

Lunch 13:10 – 15:00

Anne Burgess left the meeting 15:08

08/01/2022 Exception Reporting & Questions by Members

8.1 General Services Committee

Ambulance Service – See Confidential Annexure

8.2 Building Development Control Committee

Mr Gentle advised the Committee that BDCC’s first meeting of the year is on February 3rd, its first Policy meeting in the week commencing February 7th and the Land Use Plan review work has commenced.

8.3 Finance Committee

Mr Harris advised that the Finance Committee’s First meeting of 2022 is on 31st January.

8.4 Economic Development Committee

Ms Burgess advised that the Economic Development Committee are due to meet with the producers of Toilers of the Sea and that it is due to meet with the Committee for Economic Development Guernsey, via teams on February 2nd.

8.5 Good Governance Group

Mr Gentle advised that the Good Governance Group are due to present to the Policy and Finance Committee on March 3rd. Papers for this presentation will be circulated prior to that meeting. Mr Gentle also highlighted that the terms of reference for the group had not changed.

8.6 Energy Group

Nothing to report

8.7 Island Plan Group

Mr Carter advised that this group is now a monitoring group which will meet once every 6 months to monitor the plan.

8.8 Housing Group

Nothing further to report – update to be provided in February and April 2022.

09/01/2022

Reporting by Representatives

9.1 Alderney Representatives for States of Guernsey – Update

Mr Snowdon provided the following updates:

- **Cannabis Regulation** – A joint presentation/ meeting has been offered to the Economic Development Committee and Building Development Control Committee to discuss this item – Chief Executive to action.
- **Covid-19** – Due to be a “Living with Covid” paper being submitted and debated to the States of Deliberation this year.
- **Runway Rehabilitation** – Joint working group has assessed the action points from the presentation which Policy and Finance Committee had previously received. The Joint working group is awaiting a timeline for actions on the runway rehabilitation and potential longer runway from Guernsey.
- **Tourism Strategy** - Discussion to take place during the joint meeting between Economic Development Committee and Committee for Economic Development Guernsey on February 2nd.

9.2 AeGL Update

Nothing to report

9.3 AEL Update

Mr Gentle advised that the Board meeting has been rearranged

9.4 AHA Update

Ms Burgess advised that the agreement for Key Worker housing at Harbour House has been extended by two months from the end of January to the end of March 2022. Mr Kelly noted that Key Worker Housing is the duty of the General Services Committee and should not be delegated to Civil Servants or The Alderney Housing Association.

10/01/2022

Resolutions Made

As stated within the minutes above.

11/01/2022

Items for Press Releases

Meeting closed: 15:47

Signed: Ian Carter

Date: January 2022