

Estates and Services Committee Meeting
Anne French Room
Tuesday 22nd January, 2013
0915

Mr L Jean, Chairman
Mr I Tugby
Mr R Berry
Mr C Rowley

Mr R Burke, Chief Executive
Mrs H Williams, Treasury
Ms J Turner, States Engineer
Mrs S Pengilley-Price, Minute Secretary

01/2013 Minutes of the previous meeting of 11th December 2012 and Confidential minutes of 5th October 2012, tabled and approved.

02/2013 Administration

2.1 Annual Appointments the following appointments were approved:

Deputy Chairman – Mr Ian Tugby
Member of the Council of the Alderney Maritime Trust – Mr Chris Rowley

The following areas of responsibility were allocated:

Traffic	Ray Berry
Water and Sewerage	Tony Llewellyn
Waste Disposal, Dumps and Derelicts	Ian Tugby
Civil Emergency Working Party	Louis Jean
Fire Brigade and Cliff Rescue	Chris Rowley
Police Liaison (Local)	Louis Jean
Transport – Roads and Railway	Ray Berry
Agriculture (and open areas) Environment Wildlife, Burhou etc.	Chris Rowley
Harbour and Fisheries	Ian Tugby & Chris Rowley
Recreation, Campsite and Island Hall (functions)	Ray Berry
States Properties	Ian Tugby

03/2013 Matters Arising

3.1 St Annes Church The States Engineer advised that the Contractor was experiencing difficulty with securing a steeplejack but that discussions were still ongoing. **Noted.**

3.2 Water Lane - CONFIDENTIAL ITEM – Confidential Annexure.

3.3 Steel Sections from Mannez States Engineer reported. It was noted that in February 2012 the steel sections from the Commercial Quay project had been loaned for 6 months to a company in Guernsey for use on its Harbour project for a sum of £3k. It was advised that the steels are still in the water. **Noted.**

RESOLVED that investigations be made with regards the actual current lengths of the steels and their condition, photographs to be obtained to support this information, and for this matter to be brought back to committee for the next meeting. States Engineer to deal.

SE/Agenda item

3.4 Victoria Street Trees The Chairman declared an interest in this matter and passed the Chair to the Deputy Chairman, Mr Tugby.

Mr Jean left the meeting for this item only.

States Engineer reported on advice received from the States of Guernsey arboriculturist regarding an evergreen oak (Holly Oak) situated near Chez Andre and the Church gates on Victoria Street.

RESOLVED to follow the advice of the arboriculturist and trim back the Holly Oak branches to the recommended length, in the first instance, and to keep the matter under review. States Engineer to deal.

SE

Mr Jean rejoined the meeting and resumed the Chair.

3.5 Connaught Square Road Closure States Engineer advised that site investigations regarding the underground system utilising a camera were ongoing.

RESOLVED that the results of the underground survey be brought to the next meeting of the Committee so that a solution can be progressed. States Engineer to deal.

SE/Agenda item

09.55am Harbour Master in attendance

04/2013 Harbour and Fisheries

4.1 Monthly Report For December 2012 tabled and the following items noted:

- **Sale of the Crane** – It was noted that a further 2 offers had been received for the equipment. Harbour Master to provide a paper for the next meeting of the Committee listing all offers received.
- **New Harbour Crane** – update on progress given by Harbour Master. It was noted that the technical maintenance for the new crane would be carried out by the supplier but that all other maintenance (cleaning, lubrication etc) would be the responsibility of the Harbour.
- **Harbour Ladders** – It was noted that 5 new ladders are already in place and that an extension to the Improvement Notice had been applied for.

HM/Agenda Item

4.2 Harbour Master Plan Report from the States Engineer dated 6.11.2012 tabled and considered. The States Engineer advised that the 2011 Land Use Plan prohibited development within the Harbour area unless the Building and Development Control Committee consider that it complies with a long term comprehensive design of the Harbour and Braye area. To enable future development at the harbour to be considered therefore there is a requirement for a Master Plan of the area.

RESOLVED for the process to be divided into 4 sections and for separate meetings to be held solely for this subject to be discussed; the States Engineer to provide a list of priority areas for the next meeting.

SE/Agenda Item

4.3 Any Other Business relating to Harbour and Fisheries

- **Electricity points** Investigation of costs involved into installing electricity points to the area on the Crusher site (behind the Crusher site Sheds) proposed. Harbour Master to deal.
- **Fisheries White Paper** Request that this matter be progressed, noted that there are legislative issues attached. Mr Tugby and Mr Rowley to review and bring this matter forward. Chief Executive to provide copies to of the White Paper to Members.

HM

IT/CR/CE

10.50 hours Harbour Master left the meeting.

05/2013 General Works (including Agriculture)

5.1 Superintendent of Works Report for period 30th November to 11th January tabled and noted. Chief Executive requested to adopt the recommendations as laid down in the independent Internal Audit report. **Noted.**

- **Waste Disposal** Chief Executive advised of ongoing talks with Jersey; Committee will be updated when more information received.
- **Judges Pond** States Engineer to investigate flooding at this site and consider enlarging the drainage system under the main road to alleviate the silt build up, in conjunction with the next major road works contract.
- **Noted** that Ronez were returning to the island in April to rectify areas of defective road workings.

SE

06/2013 Recreation, Welfare and Environment (including States Land)

6.1 Harbour Laundrette Lease Report from States Treasurer dated 18.12.2012 tabled and considered.

RESOLVED unanimously to approve the recommendations of the Finance Advisory Group and to:

- a. **Issue a further lease (with the same terms and conditions as per the current lease) to Mainbrayce Limited for a 12 month period up until 1st February 2014, and**
- b. **To recommend an increase in rent by RPIX, as at the end of December 2012.**

Treasurer to deal.

TREASURER

6.2 Limpet Cottage Report from Chief Executive's office dated 16.01.2013; letter from Alderney Trustees Limited dated 11.01.2013; and letter from Bell & Co Ltd dated 03.01.2013 tabled and considered.

RESOLVED that the actual size and value of the area concerned be established prior to this matter being forwarded to the Policy Committee for further consideration. States Engineer to deal.

SE/PC

6.3 Campsite Report from Chief Executive's office dated 16.01.2013 tabled and considered. Item deferred until after the site visit arranged for the afternoon. **Noted.**

07/2013 **Roads and Transport**

7.1 Parking in Victoria Street Report from Chief Executive's Office dated 16.01.2013; letter from Mr M G Matthews, Islands' Insurance Brokers Limited dated 18.12.2012 tabled and considered.

RESOLVED unanimously to approve a yellow line be placed from Slade's Butchers to the entrance of St Anne's Church gates. States Engineer to deal.

SE

7.2 Roads Report dated 13.01.13 from Mr Berry tabled and considered. It was noted that a number of the works mentioned in the report were ongoing, however the Committee supported the proposal that short white lines to be placed along the gutter edge of La Vallee in the interest of safety. States Engineer to investigate further.

SE

08/2013 **Any Other Business**

8.1 Capital Projects Email from States Engineer dated 21.01.2013 tabled.

RESOLVED to defer this item until the February meeting of the Committee.

Agenda Item

12.35pm Meeting to reconvene after Campsite site visit.

2.35pm Meeting re convened

6.3 Campsite

Campsite Development The proposals put forward for further refurbishment projects at the Campsite were considered in turn.

RESOLVED to

- a. **approve the proposed maintenance works to be carried out to the existing "White" Building – café and shop area and to also approve new works to create a sheltered external café area, subject to any necessary planning permission approvals. A fully costed business case to be drawn up for funding approval;**
 - b. **approve in principle the proposal for a new wooden unit for the proposed Laundry and Dry room area, more in depth costs to be provided to include shipping and construction costs;**
 - c. **that further prices be obtained for a temporary static unit to be utilised for Warden on site accommodation with detailed plans to be provided as to where the unit is proposed to be sited; and**
 - d. **the requested information to be provided for the next meeting of the Committee.**
- Chief Executive to deal.**

Saye Beach Campsite Fees – The proposed fees for 2013 were tabled and considered.

RESOLVED that the Chief Executive be requested to re negotiate the proposed fees with the Campsite Wardens to find a mutually agreeable level of charge; and report back to the Committee.

Saye Beach Campsite Lease – The proposed lease terms were tabled and considered.

RESOLVED that the Chief Executive be requested to negotiate what level of services etc would be required from the States and the associated charges; and for this item to be brought back to Committee. Chief Executive to deal.

CEO

08/2013 **Any Other Business**

8.2 Fencing – Corporation Quarry States Engineer advised that fencing had been erected around the landfill site to prevent fly tipping and to control site access. The site is currently used to bury asbestos building waste and as such great care has to be taken by the States (risk assessment) as to who has access and to protect the public.. **Noted.**

Meeting closed 15.35pm

DATE OF NEXT MEETING: 12th February 2013

Signed: Mr L Jean

Date: 12th February 2013