

Estates and Services Committee
Anne French Room
Tuesday 10th December 2013
09:15

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

Mrs K A Hatcher-Gaudion, Treasurer
Ms J Turner, States Engineer
Mrs E O'Toole, Minute Secretary

In attendance: Mr P Arditti; Mr M Gaudion, Harbour Master (item 82/2013) and Mr S Roberts (from 11:00am)
Apologies: Mr R Burke, Chief Executive

ACTION

80/2013 Minutes of the previous meeting of 12th November tabled and **approved** subject to the following the following amendments:-

- Item 74.2 Capital Reprioritisation – “Copies of the revised minutes of the special meeting held on the 18th June 2013 which listed items suggested by the States Engineer to assist with reducing the revenue deficit, were circulated to all Members. *The Chairman added that some of these suggestions, particularly relating to staffing levels at the Island Hall and Works Dept were originally put forward by himself, prior to the States Audit report, and wished for these items to be noted.*”
- Item 75.1 Superintendent of Works report1 Superintendent of Works report – “*The Chairman queried the purchase of the vibrating roller and dumper being unsuccessful...*”

81/2013 Matters Arising

81.1 St Anne's Church Paper from the States Engineer dated 5th November 2013 tabled and **noted**. The States Engineer advised that the replacement of the lead gutter to the north valley has now been completed and the re-slatting works have commenced. The works are currently progressing within budget however behind schedule due to adverse weather and other commitments by local subcontractors. **Noted**

81.2 HGV Licences The Chief Executive to report at the next meeting on the progress of an Alderney HGV Licence.

CE

81.3 Continental Metals Business Proposal Minutes from special meeting held on the 11th October 2013 tabled and **noted**. The States Engineer advised that a meeting with the Law Officers and Environmental Health from Guernsey has been scheduled for the 18th December and an agenda would be drawn up and circulated shortly.

The Chairman requested the States Engineer invite all States Members to the meeting as this involves policy and potential changes in legislation.

ENGINEER

81.4 Vibrating Roller and Dumper The Chairman queried whether Mr Tugby would be willing to sell the vibrating roller to the States Works Department (SWD) at the price he purchased it from the seller and Mr Tugby agreed on the understanding that an agreement be drawn up to allow for the roller to be hired back to him on occasion.

The States Engineer advised that the financial approvals would have to be reviewed to ensure sufficient funding was approved to purchase the roller at the revised price of £3.5K, the offer from SWD having been £2.5K, as well as required refurbishment works. The Treasurer advised that the capital amount budgeted was £10K, and required T&R approval only.

ENGINEER/SWD

Mr Rowley stated that he believed the manner in which this item had been dealt with at the previous meeting was not appropriate as Mr Arditti is not a Member of the Committee and was making accusations towards Mr Tugby. The Chairman explained that within the rules of procedure, the Chairman may invite a non-committee member to speak and on that occasion he did.

Mr Tugby stated that Mr Arditti didn't believe him when he made a statement that he had bought the roller therefore insinuating that he was being untruthful.

The Chairman allowed Mr Arditti to make comment.

Mr Arditti stated that he had disagreed with Mr Tugby's opinion as he believed it to be incorrect and queried with Mr Rowley how he considered the matter would have been raised had he not asked questions. Mr Rowley stated that the Chairman should have queried the matter with Mr Tugby and not Mr Arditti as a non-committee Member. The Chairman disagreed with Mr Rowley and stated that he did query the matter with Mr Tugby.

Mr Tugby requested that the minutes reflect that he paid £3.5K for the roller following the unsuccessful bid of £2.5K by SWD.

Mr Berry stated that in his time as a States Member on this Committee, Mr Tugby has never done anything untoward and have always been open with the Committee and declared his interest if a situation arose where his business had been involved.

Following further discussion amongst Members, the Chairman called the matter to a close.

81.5 Any other matters arising from the minutes None.

10:15 Mr M Gaudion, Harbour Master, joined the meeting.

82/2013 Harbour and Fisheries

82.1 Monthly Report for November 2013 tabled and the following items were **noted**:-

- **New Sennebogen Crane** - Training of the new Sennebogen Crane resumed for staff members and all operatives are now able to carry out supervised cargo discharge operations.
It was noted that the crane has already been operational for 280 hours and therefore its first service is due which will be carried out by Sennebogen. The Harbour Master advised that weekly maintenance records of the crane are being kept. **Noted**
- **Huelin Renouf** - The majority of the equipment and containers has now been shipped off island.
- **Fisheries** – Consultation documents will be produced by the Senior Sea Fisheries Officer to review the current fisheries legislation.

82.2 New Harbour Office Mr Rowley, as Member on the project board, advised that the project will be completed on the 16th December and will be within the agreed budget. As previously advised, the programme of works had overrun its original completion date however this had no financial implications.

The Harbour Master advised that radio electronics and telecoms will be installed and the office will be operational by the second week of January 2014.

It was noted that a maintenance programme will be put in place which the Committee will be required to determine whether it is progressed. **Noted**

10:00 Mrs S Pengilley-Price, Executive Assistant, joined the meeting.

82.3 Shipping Timber The Executive Assistant advised that the Law Officers reviewed the relevant Legislation and informed that the Harbour cannot prevent the ship from entering the port or operating a service as it is compliant with the Import and Export Legislation.

The Chairman stated that the import of firewood competes with and could be detrimental to local trade. The Committee agreed with the Chairman however noted that many essential items are currently being imported.

The Harbour Master advised that Brecqhou Developments Limited have not advised a weekly schedule therefore would only be making shipments based on the demand and they are not proposing to import any perishables at this time.

The Committee (Mr Jean against) agreed to allow Brecqhou Developments Limited the shipment of a consignment of timber to the island.

HARBOUR MASTER

82.4 Diving Contract 2014 The Committee agreed the Harbour Master to invite tenders for the 2014 Diving Contract.

HARBOUR MASTER

82.5 Duty Free at the Harbour The Chairman requested the Chief Executive's Office investigate why local boats and yachts can no longer purchase duty free from Alderney with a view of reintroducing this.

CE OFFICE

82.6 Any other business relating to Harbour and Fisheries

- The Harbour Master extended an invitation to Member to visit the new Harbour Office once it is fully operational.
- Mr Rowley advised that Dr Steven Fletcher will be visiting the island on the 29th and 30th January 2014 to discuss marine conservation.

The Chairman thanked the Harbour Master and his staff for their continued hard work during 2013.

10:10 Harbour Master and Executive Assistant left the meeting.

83/2013 General Works (including Agriculture) – continue

83.1 Superintendent of Works Report - November 2013 tabled and the following items were noted:-

- Green Waste at Mannez – This is continuing and need to be reduced however without equipment to do so it will increase. Members recommended a controlled burn of the green waste and requested the States Engineer to liaise with the Fire Brigade to incorporate this into a training exercise.

ENGINEER

- Green Waste Shredder – Mr Tugby advised that batteries and an ignition switch are still awaited in order to further test if the plant can be put back into operation.

The Committee approved that these items should be purchased by Mr Tugby for the Green Waste Shredder and the cost reimbursed from SWD.

IT/SWD

83.2 SWD Vehicle Report Paper from the States Engineer dated 4th December 2013 tabled and **noted**.

83.3 Joiners Shop Dust Extraction Papers from the Superintendent of Works dated 10th November and 5th December 2013 tabled and discussed.

RESOLVED unanimously to approve the purchase and installation of the necessary equipment and works on the fabric of the workshop to the recommended standard, at a cost not exceeding £7,3K from Revenue, in order to comply with the Health and Safety Improvement notice dated 21st May 2013.

ENGINEER/SWD/TREASURY

83.4 Slaughtering Fees 2014 Paper from the States Engineer dated 6th November 2013 tabled and discussed. Members discussed at length the arrangements with regards to the Slaughterhouse and associated fees.

The States Engineer was requested to engage with the Environmental Health Department in Guernsey with a view of the States withdrawing from slaughtering operations, with the exception of inspections required by the States Veterinary. It was considered that the Slaughter House is now privately owned, and the change compatible with the restructuring of SWD as an organisation.

ENGINEER

The States Engineer was further requested to bring a breakdown of slaughtering costs to the next meeting of the Committee.

ENGINEER

83.5 Agricultural Fees 2014 Paper from the States Engineer dated 6th November 2013 tabled and considered.

RESOLVED by a majority (Mr Jean against) to approve an increase by RPIX (2.7%) on Agricultural Fees.

ENGINEER/TREASURY

11:00 Mr Roberts joined the meeting

Living Islands utilisation of SWD resources – Members noted that in recent weeks the Agricultural team had been involved with Living Islands works on Fort Tourgis which has been well received by the public. It was noted that this assistance is in addition to the grant funding.

Noted

83.6 Museum Improvements Paper from the States Engineer dated 2nd December 2013 tabled and considered. It was noted that the Museum had approached the Policy Committee earlier in the year for assistance with capital projects. The Alderney Society are proposing to install a new fire alarm system, make essential repairs to the roof to prevent damp ingress further damaging artefacts and to make repairs to an outbuilding to allow it to be used as suitable secure storage for artefacts.

The Chairman and Mr Berry declared an interest.

Mr Berry queried whether a maintenance programme was in place for the museum buildings; the States Engineer advised that a programme can be drawn up however a review of the leases may be necessary to determine the responsibilities of the States and the lessee.

RESOLVED unanimously to approve the sum of £12K from Capital funding to undertake work to the roof and outhouse, and the installation of a new fire alarm system at the Museum.

ENGINEER/TREASURER

83.7 Quay FM - Braye Lodge Paper from the States Engineer dated 4th December 2013 tabled and discussed. The Committee noted that it had agreed a two year lease earlier in the year to Quay FM to utilise the premises as a radio station and they are now seeking financial assistance to undertake necessary improvement works.

States Engineer advised that the area will form part of the future Harbour Masterplan and Quay FM have planning permission to undertake works on the building. **Noted**

The Committee were minded that all rates and other associated costs of the building are to be paid by Quay FM and an appropriate agreement should be drawn up. Chief Executive, Treasurer and Engineer to deal.

CE/TREASURER/ENGINEER

RESOLVED by a majority (Mr Tugby against) to approve funding of the renovation of Braye Lodge building for the use by Quay FM in the sum of £15K by way of Capital grant.

ENGINEER/TREASURER

83.8 Any other business relating to General Works None.

84/2013 Recreation, Welfare and Environment (including States Land)

84.1 Harbour Laundrette Lease Paper from Treasury dated 18th November 2013 tabled and considered.

RESOLVED unanimously to approve:-

- a) to issue a further lease with the same terms and conditions as per the current lease to Mainbrayce Ltd for a 12 month period up until 1st February 2015; and
- b) to increase the rent by RPIX, as at the end of December 2013 (figure currently unknown).

TREASURY

84.2 Island Hall Fees 2014 Paper from Treasury dated 27th November 2013 tabled and considered.

RESOLVED unanimously to approve:-

- a) an increase on all Island Hall charges by September RPIX (2%) rounded to the nearest 50p, as per the schedule;
- b) to agree the use of the Island Hall and associated rooms at no cost to the listed States associated groups; and
- c) to issue guidelines with events taking place which incorporates the use of the front gardens, not to permit vehicular traffic and to close one of the main gates during such events.

TREASURY

84.3 Any other matters relating to Recreation, Welfare and Environment

- Fort Doyle – It was noted that works on the internal beams had been completed and the exterior roof works, to be carried out by a private contractor, will commence shortly. **Noted**
- Access to beaches – Mr Rowley raised the matter of better accessibility to beaches; States Engineer to discuss improvements with SWD.

ENGINEER/SWD

85/2013 Roads and Transport

85.1 Meeting with Taxi Operators - Update Notes from the meeting with the taxi operators on the 5th November 2013 tabled and noted. The Committee noted that a number of items were raised and these will be put forward to the Committee for consideration at the next meeting. Mr Berry, Chief Executives Office and Treasury to deal.

RB/CE/TREASURY

85.2 Any Other Matters Relating to Roads and Transport

- The States Engineer was requested to instruct SWD to put to use the gully-sucker to clear the amount of accumulated dry leaves as well as clear storm drains.

ENGINEER/SWD

86/2013 Any Other Business

86.1 New Ramsar Steering Group (RSG) member The Committee noted the addition of Mr Paul Chambers, Natural Environment Officer for the States of Jersey, as a new RSG member.
Noted

86.2 Alderney Maritime Trust Mr Rowley advised of an email received from Mr Mike Harrison, Trustee of the Alderney Maritime Trust. The Chairman requested that the email is circulated to Members in order for the matter to be addressed at the January meeting of the Committee.

CR/AGENDA ITEM

Meeting closed 12:10

DATE OF NEXT MEETING: 21st January 2014

Signed: Mr C Rowley

Date: 21st January 2014