

General Services Committee Meeting
Tuesday 15th March 2022
Anne French Room
0930 hours

Present:

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

In Attendance:

Mrs E Maurice, Head of Finance (TREASURY)
Ms S Ireland, Programme Manager (PM) (via teams)
CPT J Taylor, Harbour Master (HM) (for items 3.1, 3.2, 3.3, 3.4 & 3.5)
Mr R Phelan, Estates, Environment & Infrastructure Manager (EEM)
Mrs C Hanlon-Horton, Committee Secretary
Mrs E O'Toole, Finance Manager *entered meeting at 10.45am*
Mr D Llewellyn, Strategic Adviser (for item 4.8 only) (via teams)
Mr S Pyecroft, Alderney Roots (for item 4.10 only)
Mr R Gauvain, AWT Manager (for item 4.9 only)

Apologies:

Ms K Jones, Chief Executive (CE)
Mrs S Pengilly-Price, Head of Government Support (HGS)
Mrs K Hatcher-Gaudion, Capital Projects Co-ordinator (CPC)

01/2021 Minutes from previous meeting for approval – Draft minutes from 15th February 2022 Committee meeting tabled and **approved** with minor amendment.

Draft minutes from 24th February 2022 - Confidential Annexure GSC meeting tabled and **approved**

Draft minutes from 24th February 2022 – GSC meeting tabled and **approved**

02/2021 Matters Arising

02.1 Alderney Shipping Lease proposal – Confidential Item – See Confidential Annexure

02.2 Fort Doyle – Leases No update available due to absence of Head of Govt. Support; this agenda item to be tabled for April Committee meeting.

AGENDA ITEM/HGS

02.3 Letters of Thanks query raised as to whether letters were sent. This matter to be followed up and to be reported back to next meeting.

CE Office

02.4 Water Leaks and Associated Meter Usage/Charges Chairman declared an interest regarding this item and stood down Ms Burgess assumed the Chair for this item only. Head of Finance reported that a letter had been received from a recreational club regarding a request for a reduction in the exceptionally high water charges as a result of a water leak.

The General Services Committee acting as the Water Board approved authorisation be given to Treasury to make an account adjustment on the Club account to provide for a charge equivalent to the amount charged in December 2020.

02.5 Slaughterman Assistant Verbal update from Programme Manager. It was noted that one party had withdrawn their register of interest in the role. Site visit still to be arranged with the current Slaughterman for the remaining interested party.

02.6 Expressions of Interest in the Braye Opportunity Development Area Noted that no decision had been received from Policy and Finance with regards to the proposed Marina development.

02.7 Petanque Terrain Braye Common Seating The Estates Environment and Infrastructure Manager advised that quotes had been collected for various options and these would be brought back to Committee for its next meeting.

AGENDA ITEM/EEIM

02.8 Hire Car Complaint It was noted that whilst there is provision within the Law for an ordinance to be drafted, currently there is no ordinance in place to restrict the parking of hired cars, when not on hire, on the public highway. **Noted.**

02.9 Bicycle Rack and Cover – Island Hall

Report dated March 2022 tabled and considered. It was noted that the proposal was to support those who wished to benefit from using a bicycle i.e., promotion of a greener and cleaner environment.

The General Services Committee unanimously approved a spend of £3,200; to install a bicycle rack with a cover, solar powered lights and concrete base and path at the Island Hall against the western wall.

EEIM

02.10 Extension of area at Braye Harbour for Mainbrayce Chandlers a site visit held on the 24th February 2022 with Mainbrayce Chandlers at the new chandlery building located at the Inner Harbour to discuss the proposal from Mainbrayce to lease additional land to use as external decking for seating patrons of their new restaurant.

The General Services Committee agreed that they are not mindful to make a decision now but are requesting Mainbrayce provide the General Services Committee with a safety assessment in relation to the fuel store and also for them to obtain the views from the Alderney Society in relation to the heritage aspect.

Ms A Burgess abstained from voting as a member of the Building and Development Control Committee.

03/2021 Harbour & Fisheries

3.1 Harbour Monthly Report – Verbal report from Harbour Master including update on seasonal works; work on the pontoon prior to being reinstalled; remedial works have been carried out by Siteweld to the pile. Noted the back log with regards to materials being delivered/supplied to enable completion of works to pontoon itself. Mooring chains to the inner harbour, maintenance ongoing by Siteweld; Works in preparation for the Diving contract to commence just before Easter on the outer harbour swinging moorings, where again material supplies are impacting delivery of this project. Advised that Harbour is still down one full time position Noted.

Harbourmaster to update Committee on progress of the pontoon and moorings when materials etc. arrive.

HM

3.2 Harbour Capital Projects Report – Report dated March 2022 tabled and considered.

Crane Shed – Fort Grosnez. Trial of the crane removal to the Crane Shed at Grosnez was carried out recently and observed by the Chairman. Harbour advised that a small amount of masonry would need to be removed to accommodate the crane outriggers safely.

General Services Committee resolved unanimously to approve in principle the minor remedial works to be carried out to accommodate the outriggers without delay and for the Harbour Office to report back to Committee with a cost for this work by email, for the decision to be ratified at the April meeting of the Committee. Harbour to liaise with Planning Officer and advise Policy and Finance Committee prior to works commencing.

HM

New Pontoon –Noted that still awaiting a visit from engineers for this project, Harbour advised that the engineers are awaiting clearance (weather (storm Eunice)/covid in the workforce etc having an effect) prior to travel, however estimated arrival is later this month. **Duty Harbour Master to email all members with a full update.**

DHM/AR

Commercial Quay – Fendering Replacement It was noted that the capital project for the fendering replacement is included in a 5 year programme and budgeted for 2023 at £45k. However due to continuing deterioration it was requested that this work be accelerated to progress it this year (2022). **General Services Committee resolved to:**

1. **Note the March 2022 Harbour Capital Projects Report, and,**
2. **Approve £45k capital expenditure for the replacement fendering on the Commercial Quay, and approve bringing forward the budget provision from 2023 to 2022 in order to reflect this.**

HM/CPC

Harbour Master left the meeting

3.3 Delegation of Functions – Removal of Vehicles and Boats Report dated 8th March 2022 from the Strategic Advisor tabled and considered. It was noted that currently in the event that a vehicle or boat is required to be removed it is necessary to bring the matter to the General Services Committee for a decision. It was advised that this is time consuming, inefficient and can potentially delay removal when operationally it may be imperative to remove it immediately.

The General Service Committee resolved in principle to approve by a majority (Mr Roberts against) the

1. **Delegation of the function for the removal of vehicles under section 60, The Building & Development Control (Alderney) Law 2002, to the States Works Department, with annual reporting to be provided to the General Services Committee via the States Works Department annual service plan, and**
2. **Delegation of the function for the removal of boats under section 61, The Building & Development Control (Alderney) Law 2002, to the Harbour Office with annual reporting to be provided to the General Services Committee via the Harbour Office annual service plan.**

But before formal approval is given the Committee request that the Strategic Advisor draft the operational procedure and guidance (to include the legal definition of “abandoned”) and bring back to Committee for further consideration.

SA/NC

3.4 Harbour Users Group - Minutes from 24th February 2022 tabled and noted, subject to minor amendments reference attendees and apologies to be actioned.

3.5 Harbour Sheds – External Works Request from Harbour Users Group – noted that correspondence had been received in Treasury reference the condition of the sheds and non-payment of rent. Noted that a contractor had been sourced to carry out the works, but no update since end of 2021. Harbour Office to update at next meeting with a report on the condition and proposed maintenance schedule/action for the sheds.

04/2021 Estates Environment & Infrastructure incl Water Board

4.1 SWD Capital Projects Report – Report dated March 2022 tabled and considered.

Connaught Extension – Update on Phase 3 which is progressing well though delays due to weather, shipping and pandemic noted. Internal fixtures and fittings and bathroom facilities now being defined.

Mouriaux/Petit Val/Platte Saline Sewerage Phase 2 – Good progress being made on programme plan noted in preparation for submission to GSC/P&F and Policy and Resources.

States Works Depot Relocation – Preliminary costs – proposal to relocate States Works Department to an area adjacent to the Fire Station at Crabby reported on by the Estates, Environment and Infrastructure Manager noted. Approval sought for up to £5k preliminary costs for a feasibility study to be charged to 2022 revised capital budget. Noted that project would be required to be put out to tender should the project progress further.

States Works General Works update

Town Clock Tower – Le Huret Reported that the clock mechanism had broken and that it requires the services of a qualified horologist to repair. A Guernsey based horologist had been identified and is scheduled to visit shortly. An update to Committee will be provided following the survey of the horologist. **Noted.**

Longis Beach – A report of an area containing broken glass on Longis beach had been investigated and it was believed that this was probably a historic deposit as other historic artefacts were found amongst the glass. The area has been cleared for public safety and warning notices posted at the Car Park area to report any further findings. **Noted.**

The General Services Committee resolved to

- 1. Note the March SWD Capital Projects & General Works Report, and,**
- 2. Approve preliminary costs of £5k for the feasibility study and associated costs relating to the relocation of States Works Depot, from the 2022 revised capital budget, with any additional costs to be approved at the appropriate time; and** **CPC/EEIM**
- 3. Note the September SWD Capital Projects & General Works Report.**

4.2 Water Board Capital Projects Report – Report dated March 2022 tabled and considered.

Stoney Lane – Phase 20 Estates, Environment and Infrastructure Manager reported that completion of this phase had been slightly delayed due to the recent weather conditions and that the road will be reopened as soon as possible.

La Pre – Phase 22 EEI Manager reported that works for Phase 22 (from bottom of Stoney Lane to the junction of QEII Street) had been costed and the Committee is requested to approve capital grant funding of up to £48k. Noted that provision had been made in 2022 capital budget of £175k for all distribution works. Noted that works will be carried out by States Works and Water Board personnel.

The General Services Committee resolved to:-

- 1. Note the March Water Board Capital Projects & General Works Report, and**
- 2. Approve £48k capital grant funding for Phase 22 distribution improvements at La Pre.**

CPC/EEIM

C Veron, Policy Assistant entered the meeting at 10.30am

4.3 Alderney Island Operational Emergency Plan- Report dated 28th February 2022 from C Veron, Policy Assistant and a copy of the Island Emergency Plan (version 2 – dated December 2021) tabled and considered. Noted Alderney Operational Group is formed from Emergency Services Officers and Civil Servants which would convene in an emergency to co-ordinate a response and operational delivery. It was noted that legislative or policy changes/amendments would be required to be brought before the General Services Committee for its approval and support. It was reported that the AOG will now meet twice a year for resilience planning purposes to ensure that training needs are met and that the Island Emergency plan is kept up to date. Noted that multi-agency training is planned for June/July

this year. A discussion centred around the representation on the Civil Contingency Authority, the Chairmanship of the Alderney Operation Group and who should represent in relation to press releases. **The General Services Committee resolved to note the content of the report and to continue to support the emergency planning initiatives and training on island.**

4.4 Highway Code Changes – Press release dated 27th January 2022 and email from Alderney Police tabled and **noted**. Chairman advised re compliance with UK and the Guernsey Highway code and the necessity to bring in legislative requirements which could be onerous for the island. **The General Services Committee resolved that given the islands circumstances and the necessary changes to legislation to adopt such a code that no action be taken at this time.**

4.5 Delegation of Functions – Maintenance of Trees and Hedges Report dated 8th March 2022 from Strategic Advisor tabled and considered. EE & I Manager reported on the issue.

The General Service Committee resolved unanimously to approve:

- 1. The delegation of its functions under sections 30(1) and (3) The Alderney Road Traffic and Public Highways Ordinance 1966, to the States Works Department, with annual reporting to be provided to the General Services Committee via the States Works Department annual service plan, and**
- 2. To permit the States Works Department to sub-contract work regarding the cutting of hedges etc. as appropriate, and**
- 3. Progress consultation with the Law Officers to produce a single legislative provision for the maintenance of hedges etc. including an amendment in respect of the obligations of owners and occupiers.**

NC/SA/EEIM

4.6 Butes Lane Crossover referral from BDCC – Report from Sgt J Taylor dated 4th March 2022 tabled and considered. Ms Burgess abstained from the vote.

The General Services Committee resolved to recommend that they have no objection to the construction of two new crossovers and to widen an existing one at Butes Lane.

CE Office

4.7 Longis Road Crossover referral from BDCC – Report from Planning Officer dated March 2022 tabled and considered. Ms Burgess abstained from the vote.

The General Services Committee resolved to recommend that they have no objection to the construction of one new crossover as shown on the attached plan, Ms Burgess abstained.

4.8 Ambulance – Confidential Item – See Confidential Annexure

4.9 Invasive Non-Native Species & Rodent Control Work – Item deferred.

4.10 Alderney Roots – Presentation by Mr S Pyecroft. It was noted that the small independent market garden business with the benefit of investment would benefit the island economically and socially.

General Services Committee proposed that this project be taken forward with members of the Finance Committee, States Works and members of the General Services Committee responsible for Agriculture.

HoF/EEIM/RJ/AB

05/2021 Any Other Business

5.1 Marriage Licence – Request for marriage ceremony on States Land application dated 6th March 2022 for Committee approval.

The General Services Committee approved to give permission for a marriage ceremony to take place on States owned land at Braye (Douglas Quay) on 25th June 2022 subject to the following conditions:

The Braye beach area to remain open to the public;
The Health and Safety of guests to remain the responsibility of the organisers and to be mindful of legislation prohibiting consumption of alcohol in a public place; and
As the marriage ceremony is due to take place in June, a reminder that dogs are not allowed on the beaches between May and September.
Applicants to be notified in writing.

CE Office

5.2 Drop in session feedback

- **Provision of indoor play area for children** Noted that this would benefit island children and visitors in wet weather.
- **Alderney Society (Fort Doyle)** The Alderney Society wished to thank States workforce for all their help and assistance including their work ethic on the project it was appreciated.
- **Cobbles – Victoria Street and High Street.** Current condition of cobbles raised as a concern. Estates Environment and Infrastructure Manager advised of a meeting held with utility providers to try and co-ordinate works so that they can be re-laid consistently. Skill shortage for this type of work noted.

5.3 General Services Mandate – Submission of amended Mandate by Project Support Officer
Report dated 10th March 2022

The General Services Committee resolved to ratify the approval of the submission of the draft mandate to the Policy and Finance Committee and ultimately the States of Alderney for the draft mandate to be finalised and recognised as the General Services Committee Mandate.

PFC/PSO

5.4 Telegraph Tower Deferred until next month.

DEFER/Agenda Item

06/2021 For Information & Noting

6.1 Import Permit Query – FOR RATIFICATION Report dated 4th March 2022 tabled and considered.
The General Services Committee is asked to authorise Treasury to refund the charge for the importation of a ride on mower which had been charged in error as it was not specifically covered under “The Fees (Alderney) Ordinance, 2018”.

Meeting Closed:

Signed: Boyd Kelly

Date: 15th March 2022