

**General Services Committee Meeting**  
**Thursday 12<sup>th</sup> May 2022**  
**Anne French Room**  
**0930 hours**

**Present:**

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

**In Attendance:**

**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 meeting at**  
**Ms S Ireland, Programme Manager (PM)**  
**Mrs C Hanlon-Horton, Committee Minute Secretary**

**Apologies: Ms K Jones, Chief Executive (CE). Mr R Phelan, Estates, Environment & Infrastructure Manager (EEIM).**

**01/2022 Minutes from previous meeting for approval** – Draft minutes from 12<sup>th</sup> April GSC and special GSC draft minutes from 22<sup>nd</sup> April meeting tabled **approved with amendments.**

**CE OFFICE**

**02/2021 Matters Arising**

**2.1 Pac Bunker** – Since the General Services Committee meeting held on 22<sup>nd</sup> April 2022, Mr Kelly advised the Committee that he has received subsequent correspondence from the organisers of the research into the Pac Bunkers and wartime munitions and their request for drainage of 6m of water from the reservoir adjacent to Alderney Electricity in order that continued exploration be carried out to ascertain if any munitions had been dumped there. This will not be going ahead but will now likely be undertaken in September 2022. Alderney Electricity and Alderney Wildlife Trust have been asked for their advice regarding technical and environmental issues but as yet GSC haven't received a reply.

**2.4 Fort Doyle Leases** – Update from the General Services Committee held 12<sup>th</sup> April 2022. The Head of Government Support advised that the States are still awaiting a response from Law Officers with regard to the leases but due to Law Officers workload it is taking some time. Head of Government Services to maintain communication with them to resolve this issue.

**HoGS**

**4.4 Old Steam Crane** – The Programme Manager advised that there are no further updates but the States of Guernsey have approved a specialist asbestos removal firm to come to Alderney however a project manager has yet to be appointed. Chair expressed his annoyance at the slow progress of the asset removal.

**The General Services Committee have tasked the Programme Manager with contacting the States of Guernsey to pursue the removal of the crane.**

**PM**

**5.5 Ramsar Stakeholder Meeting** – Chair of the General Services Committee addressed the meeting stating that the Ramsar Stakeholder meeting held on 28<sup>th</sup> April 2022 appeared to be beneficial to all who attended. Head of Government Support has sent a preliminary draft of the minutes to the Chair of the committee for approval.

**The Chair advised that moving forwards, regular meetings of the Stakeholders will take place and the draft minutes to be circulated to the General Services Committee for comments. Once approved all stakeholders and General Services to receive a copy and a discussion to take place with all parties.**

**HoGS**

**5.8 Longis Pipe Extension** – A request has been made for the outfall pipe at Longis Beach to be extended further out. The Estates, Environment and Infrastructure Manager will report to the committee at the June meeting.

**EEIM**

**5.6 Alderney Roots** – Update from the Programme Manager. Economic Development Committee have advised that this falls under Environment & Infrastructure who have since been contacted as they too have also recently discussed this matter in Guernsey

**The Programme Manager will circulate the results of this meeting with the General Services Committee.**

**PM/EDC**

**3.3 Braye Harbour Leased Areas – Confidential Item – see confidential Annexure**

**HoGS**

**4.1 Mouriaux, Petit Val, Platte Saline – Confidential Item – see confidential Annexure**

**CPC/PM**

**2.3 Giffoine Restoration Work on Private Land** – Update from Chair, the Estates, Environment and Infrastructure Manager spoke with Health and Safety in Guernsey, who advised that as these works are taking place on private land this is not a matter for Health and Safety.

*Harbour Officers present for item 3.1*

**03/2022 Harbour Capital and General Works Report**

**3.1 Harbour Capital projects and General Works Report**

**Additional Pontoon** – Proposal

Verbal update following a meeting held on Friday 13<sup>th</sup> May 2022 between the Harbour Officers, Alderney Shipping, Siteweld and the Chair and Deputy Chair of the General Services Committee. The Alderney Shipping representative has advised the Officers that there is a large quantity of raw materials within the Bailiwick that could potentially be put together for an additional pontoon against the quay. Advice has been sought from the Guernsey and Jersey Harbourmasters.

**The General Services Committee have asked the Alderney Harbour Officers to look for feasible options for a ferry landing stage.**

**HM**

**Harbour Crane – Confidential Item – see confidential Annexure**

**Personnel** – Harbour staff

Verbal update from Head of Government Support, an application was withdrawn because of the 6 month only contract and there are now no candidates for the position of crane driver/boat person, however an advertisement has gone out for a seasonal boatman.

Chair stated that there are usually 3 Harbour Officers, 3 full time staff and 1 seasonal boatman but at present the harbour is running with 2 officers and 3 full time staff with no seasonal boatperson and as such is understaffed.

**The General Services Committee have expressed concern that the harbour is understaffed and would like for the boatman position to be full time employment, not just for 6 months.**

**HM**

**Crane Shed – Fort Grosnez** - update from the Duty Harbourmaster advising the steel purlins have been removed and a preliminary test run has been carried out. Awaiting clarification from the Planning Department regarding the removal of the stone.

HM

**Existing Pontoon** – Dorey, Lyle and Ashman consulting engineers inspected the pontoon on Friday 5<sup>th</sup> November 2021 at spring low tides, still awaiting report. The interim repairs have been carried out and the outer sections are in place for the May Bank Holiday weekend.

HM

**New Pontoon** – A high level preliminary report and concept design has been received from Arch Henderson. It is suggested that a separate GSC meeting is held with Arch Henderson in order for them to present to Committee.

**The General Services Committee noted the Harbour Capital Projects Report and agreed to hold a special GSC meeting with Arch Henderson in order to discuss the new pontoon proposals.**

HARBOUR OFFICERS

#### **04/2022 States Works Department and Water Board Reports**

##### **4.1 SWD Capital Projects Report**

**Connaught Extension** – Report from the Programme Manager tabled and noted, the roof completion is taking slightly longer than expected due to specialist resource constraints. Satisfactory Building Inspection of the roof was completed last week. The Lift contract had been refined and imminent signing. Mechanical Electrical and Ventilation Engineer submitted tenders being refined.

PM

**Connaught Additional Laundry and Kitchen Facilities** - A report has now been received from the Connaught for discussion by General Services Committee. See a separate agenda items.

PM

##### **Mouriaux/Petit Val/Platte Saline Sewerage Phase 2** - (£20k prelims voted & Fort Doyle Sewer combined)

Structural Engineer has been appointed to examine and review the existing designs and provide feedback. Pump and screening options are being defined. A paper has been sent to the Finance Committee regarding a possible repeal of the sewerage law as the present law charges for connection thus discouraging connection.

Committee wished for this fee to be waived which is not possible at present.

Phase 2 - A discussion with the Finance Manager to see if this can be a standalone project instead of one costing for all the final phases as future States may not wish to proceed with stages 3 and 4.

PM

**Tractor Replacement at Recycling** - A business case was circulated to Committee on 27<sup>th</sup> April 2022 for Committee approval of expenditure. The SWD Tractor at Recycling is due for replacement this year, however due to continually increasing prices a decision was required urgently in order to secure the most favourable price. The expenditure of £69k and associated budget adjustment was approved unanimously via email and the order has been placed.

EEIM

**Cobbled Areas** - remedial works are underway to improve various cobbled areas throughout town, however it should be noted that these are in bad repair and will require significant future works.

Nothing further significant to report, staff continue to carry out the day-to-day maintenance works including road patching and property maintenance, together with the regular waste disposal/recycling and agriculture operations.

**The General Services Committee agreed to**

- 1. Note the May SWD Capital Projects & General Works Report, and,**
- 2. Ratify capital approval of £69k for replacement tractor at recycling together with 2022 budget adjustment, as per email request to Committee dated 27.04.22.**
- 3. To supply the original costings for the kitchen and laundry facility at the site visit/discussion.**

(Mr McKinley did not vote)

EEIM/CPC

#### **4.2 Water Board Capital Projects Report**

**La Pre – Phase 2** – Works are almost completed.

EEIM/CPC

**Mannez to Longis – Phase 23** – As approved at April's GSC, works expected to commence this month.

EEIM/CPC

**Victoria Street burst water main** – On Sunday 24th a major water leak at the bottom of Victoria Street where approximately 100 tons of water had been lost over night. Due to the severity of the leak, the assistance of the Alderney Fire Brigade and SWD personnel was requested and with specialist equipment assisted with pumping residue water. The leak was due to an abrupt burst to a 1-inch iron water main which served five properties. The leak occurred at approximately 23.00hrs and was reported at 10.00am the following morning. Remedial works involved a large section of the pavement needing to be opened and a trench dug to the adjacent side of Victoria Street. A new MDPE main has been fitted with 5 new services. Supplies to properties were briefly affected with minimal disruption to users.

**The General Services Committee agreed to note the May Water Board Capital Projects & General Works Report.**

CPC/EEIM

#### **Water Sprinklers - Ban 2016**

Email received from the Estates, Environment and Infrastructure Manager advising that the water sprinkler ban introduced in 2016 is still in place, however Commercial Businesses can apply for an exemption permit. The General Services Committee agreed for the Estates, Environment and Infrastructure Manager to contact the Head of Finance for suitable wording for a press release.

EEIM

#### **4.3 Water Consumption for March 2022 – Report for April 2022 tabled and noted**

*Mr A Niven, Head of Maintenance and Facilities present for items 4.4 & 4.5*

#### **4.4 Connaught – Additional Laundry Requirements**

Mr Niven, Head of Maintenance and Facilities attended the meeting at 10.00

The Connaught Board and Connaught Manager submitted a report to seek approval and funds to extend current kitchen and laundry facilities. The report was presented by Mr Niven, Head of Maintenance and Facilities.

The report stated the current laundry and kitchen facilities are now thought to be far from ideal.

At the time of the Connaught extension project approval this requirement was not deemed needed. The General Services Committee asked the Connaught to look at options to outsource the services and submit some costings before the General Services Committee can consider further. Site visit recommended in the meantime.

**The General Services Committee are not mindful to make a decision at this time but have requested a site visit at the Connaught with the Connaught Manager of Operations and the Mignot Hospital Administrator and for an architect to compile drawings for builders to work from.**

CE OFFICE

**4.5 Connaught – Future Kitchen Requirements**

The Connaught kitchen as it stands can only cope with seventy-five meal covers but if the kitchen extension is approved it will have the facility to cover one hundred meals at a time. A field kitchen can be hired at a charge of £14,000.00 for 12 weeks which if all materials for the extension are on island prior to work commencing, the building works should not run over.

Ms Burgess questioned why the kitchen capacity was not addressed previously and the Programme Manager advised that this is a new project Board.

**The General Services Committee are not mindful to make a decision at this time but have requested a site visit at the Connaught with the Connaught Manager of Operations and the Mignot Hospital Administrator and for an architect to compile drawings for builders to work from.**

CE OFFICE

**4.6 Alderney Gambling Control Commission – Confidential Item – See Confidential Annexure**

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**4.7 Alderney Gravel Company – Confidential Item – See Confidential Annexure**

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**4.8 Scout Group – Confidential Item – See Confidential Annexure**

CE OFFICE

**4.9 Belle Vue Hotel, Butes - Building & Development Control Committee Referral – report from the Planning Officer dated 3<sup>rd</sup> May 2022 tabled and noted.**

**The General Services Committee noted the report (Ms Burgess abstained)**

PO

**4.10 La Trigale - Application for revised off road parking referral from the Building & Development Control Committee – Report from the Planning Officer dated 3<sup>rd</sup> May 2022 tabled and noted.**

**The General Services Committee agreed to approve the retention of the current crossover from La Trigale (the ‘up’ side going west) to the applicant’s property at Ille de la Fontaine. ( Ms Burgess abstained).**

PO

**4.11 Removal of Small Beach Items - Letter dated 22<sup>nd</sup> April 2022 tabled and noted.**

**The General Services Committee agreed to grant permission for the artist to extract small items of beach material from the foreshore for inclusion in the making of jewellery items on a small scale for resale locally.**

CE OFFICE

**4.12 Wedding Licence Request – Civil Wedding at Fort Tourgis.**

**The General Services Committee resolved to grant permission for the applicants to host a wedding ceremony at Fort Tourgis on 11<sup>th</sup> August 2022 provided they understand that it is at their own risk.**

CE OFFICE

**4.13 Wedding Licence Request – Zig Zag**

**The General Services Committee resolved to grant permission for the applicants to host a wedding ceremony at the bottom of the ZigZag on 26<sup>th</sup> July 2022 provided they understand that it is at their own risk and will not be closed to public access.**

**CE OFFICE**

### **05/2022 Any Other Business**

#### **5.1 Snooker Club** – Leased areas

Verbal update from the Head of Government Support referring to a letter dated 5<sup>th</sup> November 2012 concerning the use of the road to the rear of the Snooker Club. The Snooker Club are requesting the General Services Committee as landlords of the site, resend the letter to those using the road as access. Head of Government Support will check the lease to ascertain if the road and access is for Snooker Club users only and if the road maintenance is the responsibility of the Snooker Club.

**The General Services Committee agree to resend the letter as landowners of the site once the areas leased to the Snooker Club are confirmed.**

**HoGS**

#### **5.2 English Row** – States land adjacent to English Row

Head of Government Support has been contacted by residents of English Row to ask the General Services Committee if they are able to install two whirligig washing dryers on the States land that they have been maintaining. This will only be used by the residents and is not visible to members of the public. They have also requested if States Works could clear some of the brambles from this piece of land.

**The General Services Committee agree to approve the whirligig washing dryers on this piece of States land on a temporary basis but are not minded to ask States Works to clear the land of brambles. A letter to be sent to the residents of English Row to state that this permission can be withdrawn at any time as this is not a giving of land.**

**HoGS**

#### **5.3 Water Tower** – Ms Burgess requested an update on behalf of Tourism.

The Committee Secretary advised that due to data protection the contact details of the current lease holders were not able to be passed to Tourism, however, they have been contacted requesting the information passed from Visit Alderney but to date are still waiting a response. Radio and Electronic Services Ltd were contacted regarding the Community Radio and paging system and it is advised that these remain in situ as they are in service and regularly used by the emergency services.

**CE OFFICE**

#### **5.4 Telegraph Tower** – Ms Burgess asked for confirmation as to whether the costings for the roof to be repaired were in hand.

The General Services confirm that they are waiting on costings for the roof repairs and an update from the Strategic Advisor who is liaising with Guernsey Ports and Harbours.

**STRATEGIC ADVISOR**

#### **5.4 Gatekeeper of Fort Doyle** – Letter of Thanks

The Estates, Environment and Infrastructure Manager requested a formal letter of thanks to be sent to the newly appointed Gatekeeper of Fort Doyle for volunteering for this role.

**CE OFFICE**

#### **5.5 Alderney Week** – Fireworks on the Butes **Ratified**

#### **5.6 Fire Alarms** – Weekly testing

G4S regularly attend to test the smoke alarms on island but the General Services Committee queried how often they are tested internally between G4S visits.

**The General Services Committee have requested the Civil Service to undertake weekly fire alarm tests at the Island Hall.**

**CE OFFICE**

#### **5.7 Legionnaires Disease** – Regular testing of water

It was noted that the Estates, Environment and Infrastructure Manager regularly tests the water for Legionnaires Disease. **Noted**

**EEIM**

**5.8 Harbour office** - Confidential Item – See Confidential Annexure

**5.9 Harbour Vehicle** - Confidential Item – See Confidential Annexure

**5.10 Ambulance Review** – Confidential Item – See Confidential Annexure

#### **Drop in session feedback**

**Braye Road Pavement** – Road narrows at the top where there is a large, deep gutter which makes it difficult for pedestrians to navigate across safely. The Estates, Environment and Infrastructure Manager to investigate.

**Noted.**

**EEIM**

#### **Catholic Church** – Church Steps

Concern raised by a member of the public that the Church steps are straight onto Braye Road.

The General Services Committee has requested States Works to investigate.

**EEIM**

#### **Butes Centre** – Refurbishment

The toilets and kitchen are in a poor state and in need of refurbishment. There was a plan by the Army in 2018 to renovate the community areas. These reports to be located. **Noted**

The Finance Manager advised that there is £30,000.00 in the budget for 2022 for refurbishment of the main hall. The Capital Projects Co Ordinator and the Estates, Environment and Infrastructure Manager have a business case for this project and reminds users to report any damage and to take care of use of the building.

**CPC/EEIM**

#### **Cobbled Areas** – Heavy goods vehicles

There are a number of heavy goods/works vehicles blocking the road which is not suitable for this type of traffic due to weight restrictions on cobbled areas.

The General Services Committee have advised anyone concerned with this matter to liaise with the Police.

#### **06/2022 For Information and Noting**

##### **6.1 The Queen's Platinum Jubilee 2022** – Firing a cannon salute on the Butes

On Thursday 2<sup>nd</sup> June 2022 the Opening Ceremony will include the live firing cannon salute on the Butes.

The States Armourer is in discussions with Guernsey to obtain the gunpowder and ensure the safe discharge of the salute.

**STATES ARMOURER**

##### **6.2 Slaughter Assistant** – Update from the Programme Manager

Tours have been arranged for those who expressed an interest. The Farm remains up for sale.

PM

**Date of next meeting** 7<sup>th</sup> June 2022

**Meeting Closed: 12noon**

**Signed: Boyd Kelly**

**Date: 12<sup>th</sup> May 2022**