

**General Services Committee
Open Meeting
Thursday 7th June 2022
Anne French Room
0930 hours**

Present:

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

In Attendance:

**Ms K Jones, Chief Executive (CE).
Mrs S Pengilly Price, Head of Government Support (HoGS)
Mrs K Hatcher-Gaudion, Capital Projects Co-ordinator (CPC)
Mr A Rose, Duty Harbour Master (DHM) – until 09:10
Mr R Phelan, Estates, Environment & Infrastructure Manager (EEIM).
Mrs E O’Toole, Finance Manager (FM)
Mrs C Hanlon-Horton, Committee Minute Secretary**

Apologies:

**Mr S Roberts
Ms S Ireland, Programme Manager (PM)
Mrs E Maurice, Head of Finance (TREASURY)**

01/2022 Minutes from previous meeting for approval – Draft minutes from 12th May GSC meeting tabled and approved.

CE OFFICE

02/2021 Matters Arising

2.1 Longis Sewer Pipe Extension – The Estates, Environment and Infrastructure Manager investigated the complaint made regarding the unpleasant smell in the Longis beach area. He advised that the sewer pipe can be extended out by another 30 metres and weighed down by concrete to hold it in place.

The General Services Committee requested the Estates, Environment and Infrastructure Manager to obtain costings for this work and for this to be presented to the Committee at the July or September meeting.

EEIM/ AGENDA ITEM

Harbour Officer present for item 3.1

03/2022 Harbour Capital and General Works Report – Report dated June 2022 tabled and **noted**.

3.1 Harbour Experimental Pontoon – Following a site meeting at the harbour with a shipping contractor, members of the General Services Committee and Harbour officers, it has been determined that the plan was not feasible as there are several insurance assessment failures. Another meeting has been requested with the Committee for another idea to be put forward for consideration.

DHM/CE OFFICE

3.2 New Pontoon – A presentation was given to the Committee by Arch Henderson via Microsoft Teams on 30th May 2022 where the Committee had the opportunity to ask the associate questions related to their report. The concerns raised by members were the costings involved and the Duty Harbour Master was requested to obtain cost comparisons from another company to supply a robust pontoon with provision to accommodate an interisland ferry.

DHM/PM

3.3 Crane Shed at Fort Grosnez – The Estates, Environment and Infrastructure Manager advised the Committee that the Building and Development Control Committee have requested additional information regarding the removal of stones from the wall of the Fort. Noted that this cannot progress further until the Building and Development Control Committee responds.

EEIM

3.4 Mooring Contract – Chains, Shackles, Blocks – The Capital Projects Co-ordinator reported that annual capital budget has been £35k for several years. However, this year due to the global supply situation, increase in raw materials, Brexit etc together with the increase in the element of the dive contract charged to the project, the budget will not be sufficient to meet the cost of replacements. The chains have already been approved and purchased at £25k, the remainder of the project to include fitting and purchase of the buoys amounts to a further £22k. GSC is therefore requested to increase the capital budget for 2022 by £12k in order to cover the increase in costs, to be reflected as part of the revised budget process this summer.

DHM/CPC

3.5 Cruise Ships – Positive feedback was well received from the two cruise ships, the Island Sky and the Hebridean Sky that visited Alderney in May 2022. **Noted**

3.6 Yacht traffic – The Harbour have received two yacht race/sailing club visits this month, the JOG (Junior Offshore Group) and the Newbury Yacht Club both visited Braye Harbour in groups of 35 and 12 vessels respectively. **Noted**

The Chairman advised that he had received feedback from the yacht clubs who were very impressed with the Harbour Authority and sent his thanks to the harbour staff.

The Committee unanimously agreed to:-

1. **note the June Harbour Capital Projects and General Works Open Report, and**
2. **approve an increase in the moorings and chain replacement capital budget of £12k, to be adjusted as part revised budget process.**

04/2022 States Works Department and Water Board Reports

4.1 SWD Capital Projects Report – Report dated June 2022 tabled and noted

Connaught Extension – The Estates, Environment and Infrastructure Manager reported that ongoing discussions with the Mechanical Electrical and Ventilation Engineer continues. The main contractor is nearing the final stages of the roof structure.

PM

Butes Centre – As advised via email in May 2022, there is capital provision in 2022 for refurbishment. A meeting to be arranged with regular users of this facility to determine the best use of these funds before setting out a scope of works. AB will attend as States representative. Ms Burgess to attend this meeting as Committee representative. Treasury/ Caretaker to compile a list of users for the meeting.

EEIM/ TREASURY

Snooker Club – The Snooker Club has now been redecorated.

Platinum Jubilee – Bunting – Feedback from members of the public congratulating the States Works Department for the Platinum Jubilee decorations especially the bunting in Victoria Street and Braye Street was noted. The Chairman asked the Estates, Environment and Infrastructure Manager to pass on thanks to the States Works team.

EEIM

Beacon on the Butes – Ms Burgess brought to the attention of the Committee that the Beacon on the Butes was very impressive and again, thanks have been passed on to the States Works Department.

EEIM

Tractor Replacement at Recycling – The Committee agreed to ratify the decision made at the meeting held on 12th May 2022 for a replacement tractor at recycling. Ms Burgess suggested the States make the old tractor available for Alderney Roots to use, who is in need of a tractor to assist with their agricultural business. She stated that as the States could make the old tractor available to Alderney Roots on a share basis.

The Committee previously considered how the States could assist people on the island involved in agriculture for sale locally. The Estates, Environment and Infrastructure Manager advised that the tractor will be sold by sealed tender as a part exchange value was not offered with the new purchase. The new tractor is due to be delivered early 2023. **Noted**

The Chairman requested this item be diarised for the closed part of the November meeting for further consideration of the use of the old tractor.

The Committee agreed to consider making the old tractor available for agricultural business at the November meeting.

CE OFFICE/ AGENDA ITEM

4.2 Connaught – Kitchen and Laundry – The Chairman gave a summary following the presentation made to the Committee on 12th May 2022 by the Head of Maintenance and Facilities at the Connaught Care Home. The report stated that the kitchen and laundry facilities will now not be sufficient once the extension with the extra bedrooms is completed. The Committee then attended a site visit and were unanimous that the facilities they currently have, will not be suitable.

The Finance Manager advised that before the Committee can make a decision to support, the Connaught will need to demonstrate the need for the kitchen & laundry, which is part of the process they are going through now. Costings will need to be made available for consideration and also why the Connaught require States funding. It was noted that this is the process under the old arrangement in the Service Level Agreement (SLA) and that a draft agreement/ SLA is currently being considered by the Board which will change this process.

The Committee agreed that the presentation at the last meeting demonstrated the desire/ need to improve the kitchen & laundry facilities as part of the extension works and how it is funded will be considered under the closed part of the meeting.

PM/CPC

4.3 Water Board Capital Projects Report

4.3.1 Mannez to Longis - Phase 23 – Due to general maintenance works taking precedence, works on this project are now expected to commence later this month.

EEIM/CPC

4.3.2 Lower Road – **Noted that** there has been a substantial leak from a pipe in the Banquage area where a thousand tons of water was being lost every week. This has now been rectified and a new meter installed in the area so that it can be monitored for further leaks.

EEIM

4.4 Water Consumption for March 2022 – Water table slightly low due to the lack of rain and the leak in the Banquage area. A notice has been sent out to deter people from using sprinklers.

Report for May 2022 tabled and noted.

EEIM

The Committee agreed to note the June Water Board Capital Projects & General Works OPEN Report. Noted

4.5 Old Slaughterhouse Sale – The Committee to determine if the sale should be undertaken by the Civil Service or an Estate Agent. The Chief Executive advised that the Civil Service does not have the capacity to co-ordinate the sale which include measuring, photographing, advertising etc. therefore it is recommended that the sale process is outsourced to local Estate Agents.

The Committee agreed (Ms Burgess against) to outsource the sale of the Old Slaughterhouse to a local Estate Agent.

TREASURY

4.5.1 Old Slaughterhouse sale by Estate Agent – The sale of the Old Slaughterhouse using one or all of the Estate Agents on the island was considered. The Chairman advised that should the States use one Estate Agent the commission fees are 1.5% and 2% if more than one is used, and requested that clarification of the commission fees be sought from the local Estate Agents.

Noted that the resolution at the full States meeting was the sale of the Old Slaughterhouse through a sealed bid process on the basis that the sale would only be agreed if best value was justified. As this could only be achieved using one Estate Agent, the Chief Executive recommended to the Committee that all three Estate Agents on the island should be approached to bid for the tender by submitting their commission fees which will enable the States to get the best value for money..

The Committee agreed (Ms Burgess against) for Treasury to contact the three Estate Agents on island to get the best value option for sale by a sealed bid process.

TREASURY

05/2022 Drop in Session

5.1 Wall Maintenance and Public Safety – Ms Burgess advised that there is concern from two members of the public regarding the condition of private walls on the edge of public roads. These walls are now shedding masonry which is considered a cause for concern, and the public would like to know if the States can enforce maintenance of the walls or if States Works can undertake the work and charge the owner. The Estates, Environment and Infrastructure Manager stated that it comes under the Walls and Hedges Ordinance, which is currently being reviewed by the Chief Executive's Office on behalf of the Committee, enabling delegated powers to the Estates, Environment and Infrastructure Manager to manage the situation directly. Noted that until this comes into effect, the Committee are required to approve the Estates, Environment and Infrastructure Manager to make contact with the owner of the wall or hedge to ask them to maintain the wall or cut back the hedge.

The Committee has requested the Estates, Environment and Infrastructure Manager to take photos of the walls and report back at the July meeting.

EEIM

06/2022 For Information and Noting

6.1 Cloth Nappy Incentive – The Finance Manager advised that following endorsement of the incentive by the Finance Committee forms and eligibility criteria was put together, based on what is being offered in Guernsey, and advertised including a press release issued. Noted that thus far a couple of enquiries have been received.
Noted

6.2 St Anne Churchyard – Commonwealth War Grave Commission – Ratification

The Chairman reminded the Committee of the details of the recently recognised WW1 casualty who is buried in St Anne's Churchyard, Boatswain, Joseph Bennet, S.S. Pascal (Liverpool) Mercantile Marine who died 17th December 1916. The War Graves Commission would like to visit Alderney to view the grave and assess if it meets the criteria as a fitting memorial and they require the permission of the Committee to do so.

The Committee agreed to grant permission by email and this decision was ratified .

The Head of Government Support was requested to circulate a list of all the war graves in Alderney to all members and the Civil Service.

HoGS

Date of next meeting: 5th July 2022

Meeting Closed: 10.15

Signed: Boyd Kelly

Date: 7th June