

POLICY AND FINANCE COMMITTEE MEETING

Anne French Room

25th July 2022 - 09.00 hours

OPEN Meeting Minutes

PRESENT:

Mr I Carter, Chairman
Mr C Harris, Deputy
Mr W Abel
Mr G McKinley (*left 12:00*)
Mr K Gentle
Mr B Kelly
Ms A Burgess
Mr A Snowdon
Mr S Roberts

IN ATTENDANCE:

Ms K Jones, Chief Executive (CE)
Mrs E Maurice, Head of Finance (HoF)
Mrs S Pengilley-Price, Head of Govt
Support (HoGS)
Mr S Taylor, Strategic Financial Adviser
(SFA) (Via Teams)
Mr J Laband, Project Support Officer
(PSO-JL)
Mr P Veron, Strategic Adviser (SA-PV)
(For Item 3.1 only)

Apologies: Nil

Declarations of Interest: Nil

AGENDA ITEM

ACTION

A01/07/2022 Minutes and Matters Arising

A1.1 Decision Progress Log – June Open Meeting - Tabled and Considered
It was highlighted by Mr Carter that this item was requested by the committee at the last meeting and that in addition, the next iteration of the decision log would include all those decisions made by the Committee since January 2022. It was advised that the Committee, at each meeting, would be presented with the previous month's decisions and actions. There would also be, going forward, a central database for the respective year which would list all of those decisions and actions taken in that year and that a key word search would indicate all decisions made on a particular matter.
The Policy and Finance Committee resolved for the 2022 (to date) decision log to be tabled at its September meeting.

A1.2 Minutes from the meeting held 27th June 2022 – Tabled and Approved.

A1.3 Matters Arising

A1.3.1 Current Civil Service Organogram – Organogram from the Chief Executive – Tabled and Noted.
The Chief Executive introduced the item as the current structure of the Civil Service.

It was highlighted that there are currently vacant posts at the States Works Department and that the recruitment process has just closed for those positions.

Mr Kelly requested to know the establishment of each area, but it was highlighted that the item should be discussed in the closed meeting as in those discussions there would be identifiable personnel.

It was raised that the individual positions within departments should be listed hence showing the organisation's establishment along with lines of responsibility.

The Policy and Finance Committee resolved to note the contents of the organogram.

CE

A1.3.2 Mandates Report from the Project Support Officer – Tabled and Considered.

The Project Support Officer provided an overview of the review process that had been undertaken to provide each current Committee of the States with a draft mandate and the EDC subcommittee with a draft Mandate with an additional proposal to elevate it to a full Committee of the States as opposed to a subcommittee of the Policy and Finance Committee.

Mr Snowdon queried whether the process has been undertaken with law officers. It was advised that they had been consulted with extensively, from the commencement of the process.

Mr Kelly requested clarity on the point in the P&F final draft mandate in relation to the Employment Board and the extent of its role. The Chief Executive advised that the duty is listed as it appears on the final draft mandate because this would allow the mandates to go forward to the States of Alderney for approval with no further delays, and that the terminology used would encompass all of the duties it carries out currently. However, when the Policy and Finance Committee wishes to assess the role of the Employment Board, it can do so with all the legal advice necessary to further define its role, duties, and functions.

Action for September - Mr Carter suggested that as soon as is practical – the Employment Board is defined in terms of its role, duties, and functions.

It was also raised about a conflict of responsibility between the General Services Committee and the Policy and Finance Committee regarding representative appointment to the CCA. – It was advised that there is a distinction between responsibilities but the explanation of this should be discussed in the closed meeting as it includes legal advice which is a key for confidentiality on the closed meeting protocols.

The Policy and Finance Committee resolved;

- A. To propose to the States of Alderney at its September 2022 Meeting that the Economic Development subcommittee of the Policy and Finance Committee becomes a separate Committee of the States of Alderney; and**

Ms Burgess, Messrs Kelly, Snowdon, Harris, Gentle, McKinley and Carter: For

Messrs Abel and Roberts: Abstained

Vote Approved.

Proposer: Mr Carter

Secunder: Ms Burgess

It was the feeling of some Members of the Committee that they could not vote on the further resolutions due to the absence of information which could only be relayed in the closed meeting. As such, the Chair halted the vote, and suggested that this item should be voted on in the closed section of the meeting following the relaying of that further information.

PSO-JL

A02/07/2022 Administrative Matters

A2.1 External Relations Update (Bailiwick Council/ALG/MOJ/Normandie).

A2.1 Bailiwick Council Update – Verbal Update from Mr Carter – Tabled and Noted

It was noted that the Chief Executive has received future dates of Bailiwick Council meetings.

2.1.1 External Avenues of Communication – Verbal Update from the Chief Executive – Tabled and Noted

The Chief Executive advised that a clarification from External Affairs has been sought on the matter. It was noted that the item had been raised as a result of an item on the closed agenda.

CE

A2.2 Finance (Grants and Subsidies)

2.2.1 Capital Reinvestment Policy June 2022 – Report from the Strategic Financial Adviser – Tabled and Considered.

The Policy and Finance Committee at its meeting on 23 May 2022 agreed to introduce a Capital Reinvestment Policy. It was highlighted that this policy commits the States to reinvest capital receipts from sales of property assets into alternative property assets at some point in the future in order to maintain a balanced and relevant portfolio of public property.

The Chief Executive's power in relation to disposals of property was queried, as that position can authorise the purchasing of property up to £50k. It was advised that all disposals of property have to be approved by the States.

The Policy and Finance Committee resolved unanimously to agree the Capital Reinvestment Policy which commits the States to reinvest capital receipts from sales of property assets into alternative property assets at some point in the future in order to maintain a balanced and relevant portfolio of public property.

SFA

2.2.2 Economic Development Reserve (EDR) Fund Summary – Spreadsheet – Tabled and Noted.

It was highlighted that the changes to the headings and closed projects within the EDR had been made following the Committee's decision at its June meeting.

It was also raised that since that meeting there had been minimum expenditure and the seasonal ferry service was the only significant transaction.

HoF

A2.3 Rules for People's Meetings – Report from Mr Carter – Tabled and Considered.

Mr Carter provided an overview of the paper and highlighted the process undertaken currently, and that it is not undertaken as per those Rules for People's meetings. It was highlighted that should the proposal be rejected, that the Chair should write to the President informing him that; concerns raised at the People's Meetings will be presented to the next States Meeting for response by the relevant proposing Committee Chairman.

The Policy & Finance Committee resolved to reject the proposed amendment to point 7 "The Convener should prepare and circulate to all Members before the next States Meeting, a written report of those questions and concerns raised at the People's Meeting that will be presented to the next States Meeting" and that the rule should stand as it is.

HoGS

A2.4 Election Dates – Report from the Head of Government Support – Tabled and Considered

The Head of Government Support advised that it would be preferable that, of the dates presented to the committee, Saturday 26th of November should be chosen as the date for the ordinary election as the plebiscite election dates would fall outside of the legislated dates if the ordinary election was to be held on Saturday 19th November.

The Policy & Finance Committee approved unanimously the proposed schedule for the Ordinary Elections to be held on;

- **Saturday 26th November 2022; and**
- **For the Plebiscite election [for the purpose of nominating two States of Alderney States Members to be Alderney Representatives in the States of Deliberation.] to be held on Saturday 10th December 2022; and**
- **for this item to be placed on the Billet d'Etat for formal approval by the full States.**

Billet Item

Proposer: Mr Carter

Seconder: Mr Snowdon

A2.4b By-Election – Verbal update from the Chief Executive – Tabled and Considered

The Chief Executive advised that a By-Election is required following the resignation of States Member Rhys Jenkins.

The returning officer has 3 months to run a By – Election and has the duty to ensure that the community have the appropriate length of time to consider standing for and or choosing nominees who are standing for the States of Alderney, it was stated that 6 weeks does not provide sufficient time to do so. The Chief Executive recommended that this item was withdrawn from this agenda, and a revised paper including proposed dates be provided to P&F at the Special meeting the following day (26th July), for consideration.

Mr Snowdon stated that he would be in favour of the 10th of September proposal.

The Policy and Finance Committee resolved for a revised schedule to be tabled at the special P&F meeting taking place on 26th July.

A2.5 Policy and Finance Meeting Cycle – Spreadsheet from the Project Support Officer – Tabled and Noted

It was highlighted that the item is included in the agenda in order to inform the Committee of the specific intervals for the trial of open meetings. The cycle of meetings (from report request to minutes published on the website) has been revised from a 4 week to a 6 week one, in order to provide Members with appropriate briefings on items and to allow time for agenda compilation.

A03/07/2022 Transport, Economy and Renewable Energy

Mr Veron Joined the Meeting at 09:50

B3.1. Air Transport

B3.1.1 Air Rehabilitation Programme – Verbal Update from the Strategic Adviser (PV) – Tabled and Noted.

It was advised that it is likely that the matter of the runway rehabilitation will be referred to the States of Deliberation soon.

The summer 2022 maintenance programme has been concluded and there may be a second tranche of work commencing in the autumn of 2023 if it is required. 65

members of the community have registered interest in the runway open evening (*Post meeting note – over 105 registrations had been logged by the morning of 26th July*). There is a document including frequently asked questions being produced to be able to put the factual information into the public domain.

The Policy and Finance Committee resolved to note the update.

SA(PV)

B3.1.2 Public Service Obligation Update – Verbal Update from the Strategic Adviser (PV) – Tabled and Noted.

A post-Easter 2022 review has taken place following the interruption in schedules on the Easter weekend. A number of pieces of work have been undertaken to mitigate such risks in the future.

Whilst the 2 Dorniers are in service, there is a 93% on time departures statistic registered for June, and a 99% completed against schedule statistic, and booking numbers are very good.

The Policy and Finance Committee resolved to note the update.

SA(PV)

B3.1.3 Air Links – Verbal Update from the Strategic Adviser (PV) – Tabled and Noted.

As stated under item B3.1.2

The Policy and Finance Committee resolved to note the update.

SA(PV)

Mr Veron left the meeting at 10:01

A04/07/2022 Legislation, Conventions & Policy and Finance

Mr Roberts left the meeting at 10:02

A4.1. Diocese of Salisbury Policy Letter– Item for Ratification – Tabled and Considered.

It was highlighted that this item was received after the June Policy and Finance meeting and was required to be placed on the Billet for July, urgently. As such, the item was circulated via email and the decision was taken to place it on that Billet and requires ratification at the July Policy and Finance meeting.

The Policy & Finance Committee resolved to (Mr Roberts not present) ratify the decision to approve the submission of the Policy Letter entitled The Church of England – The Attachment of the Bailiwick of Guernsey to the Diocese of Salisbury, to the Billet of the July Meeting of the States of Alderney.

PSO-JL

A4.2. Abortion Law – Item for Ratification – Tabled and Considered.

The Item was placed on the Billet for July, but this was not proposed or seconded by any Member of P&F during the June meeting of Policy and Finance and as such, a request for decision for approval was circulated via email, Members to place this item on the July Billet.

The Policy & Finance Committee resolved to ratify the approval of the Abortion (Alderney) Law 2022 being placed on the Billet for the July 2022 meeting of the States of Alderney.

PSO-JL

Additional Note - Ratification of Items - It was noted that ratification of items should only be used in situations where it is unavoidable and be the exception, not the norm. It was highlighted that there could be an instance where decisions are made in the States and agreed but may not be agreed for ratification by the committee proposing the item to go to the Billet originally, and thus nullifying the original decision to propose an item for billet submission.

Mr Roberts re-joined the meeting at 10:10

A4.3. Commencement Ordinance – Limited Partnerships (Alderney) Law, 2021 and; Partnership (Alderney) Law, 2021 – Report from the Head of Government Support – Tabled and Considered.

It was noted that the date on the proposed resolutions should state 2022 and not 2020.

Mr Abel raised that when the two laws were drawn up, it was proposed that EDC would conduct some public engagement as the law is an enabler for businesses.

The Policy & Finance Committee resolved to approve that the Law Officers be requested to draft a commencement ordinance for the Limited Partnerships (Alderney) Law, 2021 and the Partnership (Alderney) Law to enable the legislation to be brought into force on the 14th September 2022 and for the commencement ordinances to be put before the September meeting of the States for formal approval.

HoGS

A05/07/2022 Items for Development/Discussion

A5.1 Hybrid Meeting System – Report from Ms Burgess – Tabled and Considered

Ms Burgess raised the item that was originally tabled in January 2022 and outlined the rationale of the item which supports increasing diversity and inclusion of potential States Members. This would enable individuals who may not be able to attend all meetings due to work/family commitments having a mechanism to take part (in exceptional circumstances); hence increasing the potential pool of individuals standing for election.

The Policy & Finance Committee resolved for the Civil Service to investigate a rationale and a set of parameters to enable:

- 1. The introduction of a hybrid system where attendance and voting can be done remotely; and**
- 2. To establish this as a procedure post pandemic and introduce this for all future meetings going forwards.**

A06/07/2022 Proposed Items for Future Billet Submission

- The Limited Partnerships (Alderney) Law 2021 – Commencement Ordinance
- The Partnership (Alderney) Law, 2021 – Commencement Ordinance
- Beneficial Ownership and Companies (Amendment) (Alderney) Law, 2022 – Commencement Ordinance

A07/07/2022 Any Other Business – For Information & Noting

None.

A08/07/2022 Exception Reporting & Questions by Members

A8.1. General Services Committee (GSC)

Mr Kelly requested an official vote of thanks for;

- The Alderney Fire Service for the undertaking of the training and for its work dealing with the fire call-outs at Fort Tourgis and the Impot; and
- The Alderney Society and the Alderney Wildlife Trust for their work on clearing the ivy at Fort Tourgis.

A8.2. Building Development Control Committee (BDCC)

Mr Gentle highlighted that a Policy meeting will be arranged in order to discuss its Mandate and any other business as required.

A8.3. Finance Committee (FC)

Nil Report

A8.4. Economic Development Committee (EDC)

Nil report

A8.5. Good Governance Group (GGG)

Mr Gentle Advised that the Drop-in for the group's proposal is taking place on Thursday 28th July.

A8.6. Energy Group

Nil report

A8.7 Island Plan Group

Mr Carter highlighted that the Island Plan Prioritisation workshop had been held in the week commencing 18th July and that the outcomes of that workshop, including how priorities fit with the budget process, would be shared with Members by the Civil service in September.

A8.8 Housing Task Group

Mr Carter highlighted that following the resignation of Mr Jenkins as a States Member, a meeting would be held in order to elect a new Chair of the group.

A09/07/2022 Reporting by Representatives

A9.1 Alderney Representatives for States of Guernsey – Update

Mr Roberts highlighted that all updates were shared in the July meeting of the States of Alderney.

Mr Snowden advised that when there is an update on the date of the Runway Rehabilitation debate, that information would be shared with the Committee as soon as it became available.

A9.2 AeGL Update

Nil Report

A9.3 AEL Update

Mr Gentle highlighted that the Board Meeting and the AGM had taken place in July where the Chief Executive was present to represent the States of Alderney.

A9.4 AHA Update

No Report

A10/07/2022 Resolutions Made

As stated within the minutes above.

Open Meeting closed: 10:30

Signed: Ian Carter

Date: July 2022