

GENERAL SERVICES COMMITTEE MEETING
Court Meeting Room
Friday 17th March 2023
0930 hours

PRESENT:

Mrs L Maurice, Chairman
Mr B Woodhead, Deputy
Mr I Carter
Mr W Abel
Mr S Roberts
Mr D Smithurst (left 1127)

IN ATTENDANCE:

Mrs E Maurice, Temporary Chief Executive (TCE)
Mrs S Pengilley-Price, Head of Government Support (HoGS)
Mrs L Baines, Committee Secretary (CS)
Mr A Rose, Harbour Master (HM) (left 1037)
Ms Sally Ireland, Programme Manager (PM)
Mrs K Hatcher-Gaudion, Capital Projects Co-Ordinator (CPC)
Mrs E O’Toole, Acting Head of Finance (AHoF)
Mr J Laband, Project Support Officer (PSO)
Mr S Taylor, Strategic Financial Adviser (SFA) (via Teams for item 3.1.1 only)

Apologies: Mr R Phelan, Estates Environment & Infrastructure Manager (EEIM)

Attendees: Sgt Taylor, Alderney Police, Inspector Flatres (for item 6 only); John Horton, ABO Warden (for item 7.1 only)

Declarations of Interest: Nil

AGENDA ITEM

ACTION

01/03/2023 **Minutes from previous meetings for approval**
1.1 17th February 2023 – Draft minutes from 17th February 2023 tabled and **approved**.

02/03/2023 **Matters arising (unless tabled as an agenda item)**
Jubilee Kitchen & Laundry Upgrades – As per the resolution from February’s GSC meeting, the Connaught Board have not yet provided the additional information as requested. Joint services with the Mignot Memorial Hospital (MMH) have been discussed, and the MMH were keen to discuss further. However, the Connaught were not willing to pursue this due to potential infection control issues in the Laundry. This has now been left with the Connaught Board to discuss with other providers.

The Committee agreed for a letter to be drafted to the Connaught Board requesting the further information regarding what had changed since 2017 that warrants this new request and the professional rationale behind it, including reference to the Alderney Care Board.

PM

Sewerage Law Repeal of Fees – The Committee were advised that this is going to the April Billet. **Noted.**

Salvation Army Clothes Bank – It was advised that the SWD organise for the clothes to be shipped off island via Alderney Shipping.

Mr Carter advised the Committee that the Salvation Army would like to donate the Clothes Bank Bins to Alderney and if SoA wanted to make a donation it could.

The Committee were content to take ownership and associated responsibility for the Clothes Bank Bins and agreed for the relevant form to be signed.

IC

Green Waste – Concreting of access road - It was noted that this could be done from the minor roads budget. Awaiting update from EEIM re costings. **Noted.**

EEIM

03/03/2023

Harbour and General Works

3.1 Harbour Capital Projects & General Works Report – Report dated March 2023 tabled and noted.

Pontoon Extension – Siteweld are in the process of fabricating the pontoon in Guernsey, with installation still scheduled to take place in April/May. A press release has been issued advising the public of the proposed installation date by Easter weekend. It is aimed to get the dinghy pontoon installed around the same date.

Navigation Equipment (Aids to navigation) – no further update since last meeting. This covers the pilot boat radar together with the Breakwater navigational light. The Breakwater light has been delivered, to be installed once a settled weather window coincides with the availability of AEL electricians, awaiting delivery of pilot boat radar. Aiming for mid-April.

CCTV Commercial Quay – Supplier still being pursued.

Mooring Chain Replacement - The chains have been delivered ready for fitting in the Spring as part of the annual diving contract. The dive contractor has been appointed to commence following the Easter weekend. Once commencement date confirmed, a press release will be issued.

Staffing – The position of Assistant Harbour Master has been appointed with effect from 1st March. The subsequent and additional vacancy are currently being advertised.

Commercial Quay Ladders – It was noted that moving ladders further up the quay would be hazardous to the berthing of the cargo ships. Commercial ships are not going to decrease in size. The current fuel boat is 84m long.

The tyre fender (used for the Herm Trident) is being trialled on the eastern side of the quay, which was mentioned in the last press release. The two commercial fishermen have been advised that they would be able to raft together, and that there is an extra mooring in the middle of the bay that can be used. **Noted.**

The General Services Committee resolved to note the March 2023 Harbour Capital Projects & General Works Report.

SFA joined meeting via Teams 1004

3.1.1 Braye Opportunity Area – Development of Master Plan – Invitation to Tender
Members noted that that they had not received any papers on this item prior to the meeting. Item therefore deferred to a Special meeting to enable time for the PM to circulate all relevant background information and recommendations at least 3 days in advance of that meeting.

PM

SFA left meeting 1011

3.2 Standard Operating Procedure for Harbour Crane – Procedures dated February 2023 tabled and noted.

The Harbour Master clarified some queries raised by members:

- 'FOD' stands for Foreign Object Debris
- The position of banksman was explained – a banksman is required at all times.
- It was noted that the check lists are kept in the Office – it was raised whether should it be attached to the crane to ensure compliance.
- Members requested expansion on the section regarding the boom.
- It was noted that there are no legal requirements for re-validating the certificate, just proof of training of either 300 hours or 3 years – **HM to clarify.**

The General Services Committee resolved to note the Standard Operating Procedures for the Harbour Crane.

HM

3.3 Pilotage Training – CONFIDENTIAL ITEM – SEE CONFIDENTIAL ANNEXURE

3.4 Water Taxi – CONFIDENTIAL ITEM – SEE CONFIDENTIAL ANNEXURE

Harbour Master left meeting 1037

04/03/2023 States Works Department and Water Board

4.1 SWD Capital Projects & General Works Report – Report dated March 2023 tabled and noted.

Fort Grosnez Shed – Awaiting updated quotes to include in the Business Case for the proposed use of the Shed by States Works Department. Aim to present to April's meeting.

Mouriaux to Platte Saline Sewer - Phase 2 – The project was approved by GSC and P&F in February and is now being prepared to go to the full States. It was noted that there is a possible reduction in costs to be advised prior to the Billet item being submitted. It has been advertised on the planning applications list for consideration by BDCC on 23rd March meeting.

Clerks House – The garden has now been cleared, a new carpet has been laid in the master bedroom, and the property has been redecorated where required.

It was considered that this property could be utilised for key worker opportunities.

The Committee agreed for the Property Asset Members to review opportunities for the Clerks House, and for a report with recommendation to come back to GSC for consideration.

The General Services Committee resolved to note the March 2023 SWD Capital Projects & General Works Report.

4.2 Water Board – Capital Projects & General Works Report – Report dated February 2023 tabled and noted.

Distribution projects – The next distribution project has been identified as Alfred Terrace, the business case has been costed and will be funded directly from Water Board reserves. This work will be done in house.

Marette Pump Station – Inverter Control System – Installed 31st January, the February electricity account has reflected £790 lower cost for a single month (compared with previous month and similar amounts pumped), as a result of the new system.

The General Services Committee resolved to note the March 2023 Water Board Capital Projects & General Works Report.

4.3 ABO Grant Application – CONFIDENTIAL ITEM – SEE CONFIDENTIAL ANNEXURE

4.4 Whitegates – for discussion.

The Chairman advised the Committee of a verbal proposal for the area.

Members stated that Whitegates sits within the Asset Strategy/Asset Management, and Island Plan work. It was also noted that Housing Strategy is the responsibility of BDCC.

The General Service Committee agreed for the Chairman to take her proposal to the Housing Group for discussion and further development, for it to then come back to GSC with a report and recommendation.

CHAIRMAN

4.5 Sale of Refuse Vehicle – CONFIDENTIAL ITEM – SEE CONFIDENTIAL ANNEXURE

4.6 Sharpes Farm – Report from EEIM dated 1st March 2023 tabled and considered.

The States of Alderney acquired ownership of Parcel 8a under the Land Commissioners Award in 1964. Later it became an agricultural store. For many years, it was used as a store for the Agriculture Department of the SWD.

At the beginning of 2023, the building known as Sharpes Farm became vacant.

The SWD currently considers the building to be surplus to their requirements.

The Planning Office has advised that Sharpes Farm is a Registered Heritage Property and is assigned as an Agricultural Building in the Designated area. The land on which the building is situated is designated for the use of agricultural purposes only. Policy DA6: Agricultural zone in the Land Use Plan applies. This precludes use of the building as commercial, industrial or any storage other than agricultural.

The General Services Committee resolved to rent the building for a short term lease of 12 months; and for clarification to be sought on the potential re-sale value of the building if it was re-zoned to residential.

EEIM

4.7 Landlords Permission for Proposed Carved Signage – Report from Mr Roberts/Chief Executive’s Office dated 9th March 2023 tabled and considered.

An email was received from Mr Roberts requesting for Committee approval for several 4ft carvings on low concrete plinths to be placed at the following sites:

- ‘Tobermory carrying a lamp’, by the Lighthouse.
- ‘Madame Cholet with a telescope’, by the harbour.
- ‘Great Uncle Bulgaria with a suitcase’ by the airport.
- ‘Blonde Hedgehog reading a Womble Book’, by the woodland trail lookout.
- ‘Lions Club "Children’s Whisper Seat" one side Orinoco the other a lion’, by the children’s play area on the Butes.

Each carving is sponsored by a company.

This Womble Trail around Alderney is proposed to engage round the island jaunts.

The General Services Committee resolved to approve in principle for the location of the proposed 4ft carvings for the ‘Womble Trail’ be situated at the following sites:

- **Lighthouse**
- **Harbour**
- **Airport**
- **Woodland Trail Lookout**
- **Children’s Play Area on the Butes.**

Subject to clarification on the exact areas for location, and BDCC approval.

SR

4.8 Old Connaught – for discussion.

Members expressed concerns that this item had no report with recommendation.

The Committee agreed for a report with recommendation to be tabled at the next meeting.

CHAIR/SR

4.9 Defibrillator Update – Verbal

As requested by the Chairman of the General Services Committee at the February meeting, the Chief Fire Officer circulated an update to members via email.

The Committee were advised that the following PAD sites on Alderney have recently replaced their AED’s with new ZOLL plus units:

- Alderney Tourist Office, 51 Victoria Street
- The Butes Centre. Butes
- Alderney Sailing Club. Braye Harbour
- States Office, Island Hall, Connaught Square

St Anne’s Church, Victoria Street has had a replacement battery and pads installed, which is now serviceable.

The Alderney Football Club, Arsenal Football Pitch expires at the end of March 2023.

Lloyds Bank, Victoria Street. Due to the closure of the branch, the PAD has been removed from service, and out of test.

Alderney Golf Club and St Anne's School – these are both out of test. They have been given details of replacement units due to lack of availability of replacement items for their current AED's.

St Anne's School advised the Chief Fire Officer on 16th November 2022 that funds were not available to purchase a replacement unit.

The Joint Emergency Services Control Centre (JESCC) in Guernsey have been fully updated on the current sites that are serviceable.

Mr Roberts advised that Education in Guernsey have not funded any AED's that are located at Guernsey Schools.

It was noted that a risk assessment should be carried out by each establishment to see if it was a requirement.

The Committee queried if funding for an AED at the School is something that could be organised through PTA funding.

The Committee agreed for Mr Carter to raise this issue with the PTA, and for a report with recommendation to be tabled for the next meeting.

IC

05/03/2023 **Island Plan – General Services Areas of Responsibility**

5.1 Capital Project's Status Report – Capital Projects Status Report as of 6th March 2023 tabled and **noted**.

Resurfacing of Roads – It was noted that £750K is allocated in the 2024 Budget within the 5-year capital programme. These works are currently linked with the proposed runway project. If there is a delay to the runway project, then further consideration will need to be made to coincide with the budget process over this period.

Jubilee Roof – still awaiting costs for repairs. It was noted that the repair issues do not affect the use of the property.

Sgt Taylor, Alderney Police, Inspector Flatres joined meeting at 1054

06/03/2023 **Police – Quarterly Update**

The Committee noted a verbal update from Sgt Taylor on current policing matters.

It was noted that an additional officer has been appointed to Alderney.

The Committee were advised of the following stats:

- 24 occurrences since January 2023
- 9 crimes
- 2 thefts – classed as 'no crime' after investigation
- 1 criminal damage
- 2 sexual assaults
- 4 imports of controlled substance

Weapons surrender was a successful initiative. Sgt Taylor thanked the States of Alderney and States Armourers for assistance.

Ongoing issues remain to be parking in High Street, Victoria Street and Ollivier Street. It was noted that there are currently no parking restrictions on Butes Car Park.

There has been a significant reduction of drink driving offences.

Sgt Taylor, Alderney Police, Inspector Flatres left meeting at 1110

The Committee briefly discussed a proposed position of a Traffic Warden/Civil Enforcement Officer that could cover a range of areas from parking to enforcement issues. **Due to no report being tabled for this item, the Committee agreed for the history of previous traffic warden role, with all relevant background and financial information to be tabled with a revised report and recommendation for Committee consideration.**

HoGS

John Horton, ABO Warden joined meeting at 1116

07/03/2023 Any Other Business

7.1 ABO Presentation

The Committee noted the Skylarks Presentation.

It was advised that there are now only 100 pairs in the UK, and Alderney has the last 2 pairs in the Bailiwick.

The ABO Warden requested for a temporary sign to be placed on the public footpath near where the Skylarks are nesting to prevent the disturbance of the nests.

Draft sign tabled and noted.

It was noted that planning permission would be required.

The Committee commented that there was no written report with a recommendation for consideration, therefore requested for a recommendation to be circulated via email for approval.

The General Services Committee agreed for the recommendation to be circulated via email to members for approval. Mr Carter to abstain.

CE OFFICE

John Horton, ABO Warden left meeting at 1133

Post meeting minute:

The General Services Committee resolved to approve via email (Mr Carter abstained) for the proposed signage (as tabled at the meeting) to be placed on States land subject to planning permission.

CE OFFICE/ABO/BDCC

7.2 Trinity House Store Lease – CONFIDENTIAL ITEM – SEE CONFIDENTIAL ANNEXURE

7.3 Palm Oil

The Chairman advised that Palm Oil had been found in Guernsey on the shoreline.

The Committee agreed for a press release to be issued advising dog walkers to be vigilant, as this is dangerous to dogs.

PRESS RELEASE

08/03/2023 For Information & Noting

8.1 2023 Excavation in Alderney – FOR INFORMATION – tabled and noted.

8.2 Proposed Policy on Invasive Non-Native Species relevant to Guernsey – FOR INFORMATION – tabled and noted.

Meeting Closed: 1209

Signed: Lin Maurice

Date: March 2023