

GENERAL SERVICES COMMITTEE MEETING

**Anne French Room
Friday 28th July 2023
0930 hours**

PRESENT:

**Mrs L Maurice, Chairman
Mr B Woodhead, Deputy
Mr I Carter
Mr S Roberts
Mr D Smithurst
Mr W Abel**

IN ATTENDANCE:

**Mrs E Maurice, Temporary Chief Executive (TCE)
Mrs S Pengilley-Price, Head of Government Support (HoGS)
Mrs L Baines, Political & Senior Executive Officer (PSEO)
Mr R Phelan, Estates Environment & Infrastructure Manager (EEIM) (left 1045)
Mr A Rose, Harbour Master (HM) (left 1229)**

Apologies: Mrs E O’Toole, Acting Head of Finance (AHoF); Ms Sally Ireland, Programme Manager (PM)

Attendees: Mr B Kelly (left 1005)

Declarations of Interest: Nil

AGENDA ITEM

ACTION

01/07/2023

Minutes from previous meetings for approval

1.1 16th June 2023 – Draft minutes from 16th June 2023 tabled and approved as amended (Mr Carter against).

Amendments to remove statement ‘acting ultra viries’ from item 2.2 approved (Mr Abel abstained, Mr Carter against). Additional grammar amendment also noted for item 2.2.

1.2 16th June 2023 Decision Log – Tabled and noted.

Braye Opportunity Area – Programme Manager currently arranging a meeting with Mr Abel and Mr Woodhead. The full programme of works is yet to be received. It is aimed for a visit from the consultants in September. Contract has been signed. **Noted.**

Traffic Fines Increase – joint publication planned with Police – delay due to annual leave. Ordinance is being drafted with an aim to be on the September Billet. **Noted.**

Biodiversity Strategy – meeting has been arranged for Thursday 3rd August as per the resolution from the May meeting. **Noted.**

Committee Dates – The General Services Committee resolved to approve the Committee Meeting Dates schedule as circulated. Noted.

Parking on Braye Common – this has been resolved – sign in place. **Noted.**

Blanchards Land Purchase – lease is currently being drafted. **Noted.**

The Old Connaught – Dry rot survey has been completed, and report received. **Noted.**

04/07/2023 **States Works Department and Water Board**

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

St Annes Church – As previously reported, the EEIM is currently liaising with contractors for quotes to carry out the repointing of stonework in lime on the western aspect as recommended by the Martin Ashley’s report in 2015. This work is aiming to commence before the end of the year. Further quotes are being received regarding the drainage works. Noted.

Green Waste Shredder Replacement – As per the email to GSC members dated 22nd June, provision has been made in the 2023 capital budget for replacement of the green waste shredder at £55k. Due to timing issues with the supplier, members were requested to consider the proposal and confirm approval via email, all members were in favour. Formal ratification was required by the Committee (as per the recommendation). The shredder has subsequently arrived and is in operation.

Application to Excavate the Public Highway – As a result of recent incidents, and in advance of the Mouriaux to Platte Saline works, it was suggested to Committee that any individual/contractor should seek permission from the States in advance of digging up the States owned roads, to ensure adequate notification is received (for road closures etc), together with appropriate reinstatement works. The States of Guernsey have adopted a similar approach. The Committee was requested to endorse the proposal and approve the use of an application form (example attached) adapted from the States of Guernsey form.

Old Steam Crane (Mannez) – No further update from States of Guernsey. Members expressed their frustration that this issue still has not been resolved.

Asian Hornets – The Agricultural Team have been called to exterminate 4 Asian Hornet nests. Prior to this, 54 Asian Hornet Queens were captured during the ‘Spring Queening’ season, preventing them from creating nests on Island.

The General Services Committee resolved to :-

- 1. Note the July 2023 SWD Capital Projects & General Works Report,**
- 2. Ratify email approval of £55k capital expenditure for the purchase of the replacement Green Waste Shredder,**
- 3. Approve the return of the unspent £130k Fort Doyle Screening Project, to the capital account; and**
- 4. Approve the proposal to introduce an application form for excavating the public highway, (as per the tabled example) subject to review of the necessary legislation.**

PM/CPC/EEIM

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

The Committee were advised that there has been benefits seen as a result of the sprinkler ban notice.

It was noted that GSC would have to repeal the ban when advised by the EEIM for a future meeting.

EEIM

The General Services Committee resolved to note the July 2023 Water Board Capital Projects & General Works Report, and for the budget amount and reasoning for current position to be added to the financial table within the report going forwards.

EEIM

4.3 AWT Service Level Agreement – SEE CONFIDENTIAL ANNEXURE

1045 EEIM left meeting

1046 Break

1059 Meeting reconvened

1059 Sgt Taylor, Alderney Police joined meeting

07/07/2023 Any Other Business

7.1 Traffic – Report from Chief Executive’s Office dated 5th June 2023 tabled and considered. Report from Sgt Taylor dated 4th July 2023 tabled and considered.

The Committee were advised of the following stats:

- 3 investigations ongoing (serious)
- 31 incidents
- 6 crimes recorded
- 1 theft
- 2 criminal damage
- 4 assaults (including domestic)
- 1 burglary

Work is ongoing with the two priority profiles – parking in town and speeding in vehicles. These profiles are included in the patrol strategies.

Ongoing issues remain to be parking in the town area. Sgt Taylor has been on the radio to raise awareness and the issuing of tickets has seen a reduction to the problem.

However, the current regulations and infrastructure are not fit for purpose.

Parking issues in town are between 9-1 Monday to Saturday.

Sgt Taylor suggested making the bottom end of town to junction for Ollivier Street pedestrianised in these peak times, with exemptions for taxis, disabled access, and loading/unloading for retailers. Justification for this trial is public and road safety.

Additional resources for Alderney Week – 2 Officers from Guernsey.

Secondments to Guernsey continue for officers regarding ‘up skilling’.

Training and regular liaison with other agencies continues – MASH, Education Liaison Officer etc.

Working relationship with SWD is excellent.

The General Services Committee resolved to approve that a Traffic Working Group be constituted (membership: Lin Maurice, Derwent Smithurst, Police representative, SWD representative and Civil Servant) with its terms of reference being to investigate further the proposals submitted in the attached report and to bring recommendations back to Committee for consideration and/or approval. Draft mandate to be tabled at next GSC meeting for approval.

PSO

The Committee also agreed to further consider whether to pedestrianize the bottom of town up to the Ollivier Street junction from 9am to 1pm Monday to Saturday as a trial basis for a 3-month period. Traffic Working Group to consider and revert back to GSC with any proposals.

EEIM/Sgt TAYLOR

1144 Sgt Taylor, Alderney Police left meeting

03/07/2023 Harbour and General Works

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

Pontoon Extension –

Additional costs have been incurred for the storm damage and are to be covered as part of an insurance claim. The pontoon is now back in service.

Staffing – One further vacancy to be advertised then full complement of staff will be in place. Noted.

Harbour Users Group Meeting – matters arising from the meeting held on 15th June include :-

- Duty free provision at the Harbour
- Slipway maintenance
- Shoreside dinghy congestion
- Charter angling industry decline
- Fender chain deterioration on inner Harbour berths

Minutes to be circulated to members once approved.

HM

Moorings – waiting list and application process now live. The process is being drafted to go on the Harbour website. Noted.

Marine Accident & Investigation - A 'lessons learned' report is currently being drafted. Clarification to be sought regarding GSC's position on meeting the regulations and obligations required by Law.

HM/HOGS

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

3.2 Capping of Harbour Dues – report from Harbour Master dated July 2023 tabled and considered.

Due to the imminent review of the Inter-Island Freight contract (which is due for renewal in January 2024) it was deemed a logical time for the Committee to consider the removal of the capping of harbour dues.

The General Services Committee resolved to endorse the removal of the capping on Harbour Dues with effect the 1st of January 2024 to coincide with the renewal of the inter-island freight contract subject to full States approval.

Proposer: Lin Maurice

Seconder: Bill Abel

3.3 Inter-Island Freight Shipping Contract – SEE CONFIDENTIAL ANNEXURE

1229 Harbour Master left meeting

4.4 Biodiversity Strategy – Report from Chairman dated 13th July 2023 tabled and considered.

The Chairman raised concerns regarding the current global situation. Members agreed to consider the Chairman’s report at their meeting on 3rd August.

The General Services Committee resolved to (Mrs Maurice against) ratify the previous GSC decision (as per the May 2023 meeting) which was not to support the Biodiversity Strategy in its current form and should be reviewed by the civil service in liaison with Mr Roberts, Mr Carter and Mr Smithurst.

The Committee noted that a meeting has been arranged for Thursday 3rd August 2023 for this review.

4.5 Asset Strategy & Registry – Report from Programme Manager dated July 2023 tabled and considered.

The States of Alderney do not currently have an up-to-date Property Asset Strategy, Management and Registry. In September Policy & Finance agreed for the development an Asset Strategy, with GSC as lead, after which work commenced on a register and a more structured management approach. It has also been identified that there is an aspiration to move to International Public Sector Accounting Standards (IPSAS). Asset Strategy, Management and Registry work is crucial for the accountability and insurance of assets but also management of as well as rationalise the assets owned by the States of Alderney. It will provide approved plans which will also be a key support for Committees when making informed decisions as to whether to sale or maintain (including develop or demolish). This can also be for financial gain as well as something that is good of the community.

The General Service Committee resolved to:

- 1. approve the commissioning of external resource for 6 months to develop an Asset Management Strategy and Registry,**
- 2. approve expenditure of £22,000 in 2023 and £20,000 in 2024 (total £42,000),**
- 3. for the Chair to request the Chair of Policy & Finance Committee to consider inclusion in revenue expenditure; and**
- 4. approve for appropriate administrative support to be included for the work.**

PM

05/07/2023

Island Plan – General Services Areas of Responsibility

5.1 Capital Project’s Status Report – Capital Projects Status Report as of 17th July 2023 tabled and **noted**.

Members were advised that the capital projects co-ordinator role will be incorporated within the Treasury Department following the departure of Mrs Hatcher Gaudion at the end of August. **Noted.**

02/07/2023 **Administration Matters**

It was noted that the policy for the use of urgent email decisions is to be included in the Rules of Procedure for States Committees, and for this process to be circulated to all States Members for clarification.

PSO

2.1 5 Bays in 5 Days – FOR RATIFICATION – Report from Chief Executive Office dated 13th July 2023 tabled and considered.

An email was circulated to GSC members for consideration.

Landlord's permission was requested for temporary signs to be erected for the charity event throughout August 2023.

The Committee were advised that this did not require planning approval due to the following exemption: Signs for Charity and Public Events.

All members were in favour (no reply received from Mr Woodhead).

The General Services Committee resolved to ratify the approval for temporary signage to be erected for the 5 Bays in 5 Days event.

2.2 Request to Land on Burhou for Equipment Repair – FOR RATIFICATION – Report from Chief Executive Office dated 22nd June 2023 tabled and noted.

An initial email was circulated to GSC members by the Chairman, requesting for AWT to access Burhou to fix a damaged remote camera (PuffinCam).

Following further information provided to members after the June GSC meeting, Members were asked to confirm their decision via email.

Members agreed via email that any disturbance at this time could have an effect on a successful breeding season for the Puffins, hence why Burhou is closed at this time of year. The priority in this case must be the birds.

Majority of members were against the request (Mr Abel and Mr Carter for, Mr Woodhead abstained).

The General Services Committee resolved to ratify (Mr Abel and Mr Carter abstained) the decision for no access to be granted to the AWT for landing on Burhou to fix the PuffinCam until after the Puffin breeding season (31st July). Access to Burhou will be as normal for all visitors from 1st August to 15th March (as per the usual visiting season).

2.3 Alderney Island Google Street View Coverage – FOR RATIFICATION – Report from Chief Executive Office dated 13th July 2023 tabled and considered.

An email from Google Maps was circulated to GSC members for consideration.

Google Maps had requested landlords' approval to produce street view videos with Google Car.

All members were in favour (no reply received from Mr Smithurst and Mrs Maurice).

It was noted that the concern of public rights was raised with the Data Protection Officer by the Temporary Chief Executive, to which there were no issues. Dates of the visit to be publicised once known. Noted.

The General Services Committee resolved to ratify the approval as landlords, for Google Maps to produce Street View videos with Google Car.

2.4 Alderney Tennis Club Land Use Request – FOR RATIFICATION – Report from Chief Executive Office dated 113th July 2023 tabled and considered.

An email was circulated to GSC members for consideration due to the short timescale. The Alderney Tennis Club had requested landlords' approval for vehicle access from Platte Saline road to court number 3, to enable works to commence for the new paddle court.

All members were in favour.

The General Services Committee resolved to ratify the approval as landlords, vehicle access from Platte Saline road to tennis court number 3 as marked on the map, to enable works to commence for the new paddle court. Any damage to the common/grassland is to be rectified by the Alderney Tennis Club on completion of the court.

2.5 Bird Ringers Access to Burhou – FOR RATIFICATION – Report from Chief Executive Office dated 28th June 2023 tabled and considered.

An email from the Chairman of GSC was circulated to GSC members for consideration on 26th June requesting Committee approval to access Burhou for the ringing of Storm Petrels.

Majority of members were in favour (Mr Abel against and no reply received from Mr Woodhead).

The General Services Committee resolved to ratify (Mr Abel against) the approval to allow for bird ringers to access Burhou in mid-July to study the Storm Petrels (as per previous years). This would cause no disturbance to the nesting Puffins due to the location of the Storm Petrels on the island.

Following the issues with the access to Burhou, the Chief Executive Office has suggested to members that a formal application procedure to ring on Burhou is put in place going forwards, so that any potential miscommunications do not occur. This process would also provide Members with all the relevant details to consider (i.e. dates, length of stay, number of visitors etc) in reaching any future decision.

The Head of Government Support clarified the current bird ringing licence process, advising that the process is the same for both new applications and renewals. It was agreed for new general permit applications to be passed by the GSC members for approval.

The General Services Committee resolved to approve for an application process to be put in place for any future bird ringing requests on Burhou which are out of the usual visiting season.

PSEO/HoGS/TCE

The Committee also agreed for discussions to be had with the ARAG regarding a review of the access date for the season (changing from 1st August to 25th/28th July).

TCE

Declarations of interest to be added to the agenda as per P&F agenda. Noted.

PSEO

2.6 Sprinkler Notice – FOR RATIFICATION – Report from Chief Executive Office dated 13th July 2023 tabled and considered.

An email was circulated to GSC members for consideration.

A proposed notice for the banning of sprinklers was considered due to the large amount of water reportedly currently being utilised through sprinklers.

All members were in favour (no reply received from Mr Abel).

The General Services Committee resolved to ratify the approved notice which was publicised in the Gazette, States notice boards, and via a press release.

2.7 Filming on Alderney Request – FOR RATIFICATION – Report from Chief Executive Office dated 19th July 2023 tabled and considered.

An email was circulated to GSC members for consideration.

Landlord's permission was requested for Cameron Cairnduff to film around Telegraph Bay from 28th July to 1st August. This is for a short film called 'Sunrise' that aims to help audiences understand how to communicate with someone experiencing suicidal thoughts. His goal is to inspire compassion and empathy, and he believes that the locations around Alderney will provide the perfect setting for the story.

Mr Cairnduff advised that he would take the necessary precautions to ensure that the locations are left clean and undamaged, abiding by any rules/regulations.

All members were in favour.

The General Services Committee resolved to ratify the approval for landlords' permission for Cameron Cairnduff to film around Telegraph Bay from 28th July to 1st August; and that filming these areas is at his own risk, abiding by any signage, and that Mr Cairnduff has his own insurance.

2.8 Plastic Working Group Mandate – Mandate tabled and noted.

Amendment to remove 'various' waste initiatives from the mandate. **Agreed.**

The General Services Committee resolved to endorse the continuation of the Plastic Working Group and resolved to approve the draft Plastic Working Group Mandate for 2023.

06/07/2023

States Land/Properties

6.1 Whitegates – Report from Chairman dated 12th June 2023 tabled and considered.

The Chairman proposed for the EEIM to measure, and map the plot sizes, designing the area with roadways and services, all in keeping with the surrounding countryside. The proposed drawings can then come back to Committee for consideration/approval.

The General Services Committee resolved to approve for the Environment Estates and Infrastructure Manager to measure and calculate the potential plot sizes, providing a layout plan along with the services of mains water, sewerage and electricity that are already in place.

EEIM

6.2 Crusher Site B Sub Lease Request – Report from Chief Executive Office dated 3rd July 2023 tabled and considered.

The Director of Waterscape Developments is the Tenant of building B at the Crusher Site AY2284 leased from the States of Alderney and wishes to sub lease part of the premises to a new building supply company situated on the island.

The General Services Committee resolved to approve that permission be granted to Waterscape Developments Limited to sublet part of Unit B at the Crusher Site to

Alderney Building Supplies Ltd and for the States of Alderney (as Landlord) to be made party to such an agreement.

CE OFFICE

6.3 La Trigale Land Purchase Request – Report from Chief Executive Office dated 19th July 2023 tabled and considered.

A further request has been received to purchase the area of land outside a property on La Trigale which is used as a parking area.

The General Services Committee resolved to agree in principle, to sell the land as outlined in the report, subject to a land valuation, and confirmation of the mapped area; and for this matter to be brought back to Committee in September. It was noted that any sale of States land would require full States approval.

HoGS

7.2 Request for Filming – Gannet Rock – Report from Chief Executive's Office dated 20th July 2023 tabled and considered.

An email was received from a Director of Animal Documentaries from France, requesting for permission to film Gannet Rock.

Proposed filming dates would be beginning to mid-September.

The General Services Committee resolved to approve landlords' permission for the filming of Gannet Rock for the proposed wildlife documentary.

PSEO

7.3 Alderney Week Request – Report from Tourism/Visit Alderney dated 20th July 2023 tabled and considered.

The Alderney Week Team have asked for a waiver of fees for the following:

- The erection of the Alderney Week Banner in town
- The moving of benches to the Butes field; and
- The building of the bonfire for torchlight.

It was noted that Alderney Week have paid for these charges previously.

The Committee were advised that within the application, the figures demonstrated that the event can almost breakeven before any grant being awarded. Given the current budget deficit, the Committee were requested to consider whether it appropriate to contribute further public funds towards the event, given that P&F, with recommendation from EDC, agreed a grant of £10k.

The General Services Committee resolved to refuse the waiver of SWD fees for (Mr Roberts against):

- **The erection of the Alderney Week Banner in town**
- **The moving of benches to the Butes field; and**
- **The building of the bonfire for torchlight.**

TOURISM/VISIT ALDERNEY

7.4 Regatta Mooring Waiver Request – Report from Strategic Financial Adviser dated 25th July 2023 tabled and considered.

A Tourism Event grant application has been received from the Alderney Sailing Club.

The request is for waiver of mooring fees by the General Services Committee for visitors attending the annual Regatta. The shortfall arising from this will be met by a transfer from the Tourism grants budget held by Economic Development Committee.

The Committee were advised that there is a reciprocal agreement between the locations who participate in Regattas regarding free mooring fees.

Following referral and recommendation from the Economic Development Committee, the General Services Committee resolved to agree (Mr Abel abstained) to a concession of free moorings for participating yachts only, for the Alderney Sailing Club Regatta for the weekend of 26 to 28 August 2023, up to an amount of £1,000.

SFA/HM

08/07/2023

For Information & Noting

8.1 Tourism Product Plan 2023-2026 – FOR INFORMATION & NOTING

Tabled and noted.

Meeting Closed: 2.07pm

Signed: Lin Maurice

Date: July 2023