

GENERAL SERVICES COMMITTEE MEETING
Anne French Room
Friday 29th September 2023
0930 hours

PRESENT:

Mrs L Maurice, Chairman
Mr B Woodhead, Deputy
Mr I Carter
Mr D Smithurst
Mr W Abel (via Teams)

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)
Ms Sally Ireland, Programme Manager (PM)
Mr R Phelan, Estates Environment & Infrastructure Manager (EEIM)
Mr A Rose, Harbour Master (HM) (left 1022)
Mr J Laband, Policy Support Officer

Apologies: Mrs E O’Toole, Acting Head of Finance (AHoF); Mr S Roberts

Attendees:

Confidentiality Reminder

Declarations of Interest – Mr Woodhead declared that his partner is a Director of AWT.

AGENDA ITEM **ACTION**

- 01/09/2023** **Minutes from previous meetings for approval**
1.1 **28th July 2023** – Draft minutes from 28th July 2023 tabled and **approved**.
Email decision process – to be circulated to members.
- ARAG review of Burhou Dates – Meeting of Alderney Ramsar Advisory Group to be held shortly. Report for next meeting.**
- 1.2** **28th July 2023 Decision Log** – Tabled and **noted**.
Biodiversity Strategy Review – It was noted that Mr Carter had submitted revised document to Mr Roberts, Mr Smithurst and the Temporary Chief Executive for comment, and he is awaiting feedback. Report to come back to Committee for consideration at the next meeting. Noted.
- IC/SR/DS/TCE**
- Whitegates** – It was advised that EEIM to measure the plot sizes which can be done digitally of the available development area. Clarification regarding the LUP and designation of site to be sought. CE Office to research potential States owned land available for leasing as allotments.
- EEIM/CE OFFICE**
- 02/09/2023** **Administration Matters**
2.1 **Alderney Fly-IN Request – FOR RATIFICATION** – Report from Chief Executive Office dated 28th August 2023 tabled and considered.

It was advised that an email had been circulated to GSC members for consideration due to the short timescale from the initial request received to the actual event.

The Alderney Flying Club requested landlords approval to utilise the welcome cabin at Alderney Airport for the annual Fly-In.

All members were in favour.

The General Services Committee resolved to ratify (Mr Smithurst abstained) the approval as landlords, for the Flying Club to utilise the welcome cabin at Alderney Airport for the annual Fly-In.

2.2 Commemorative Picnic Bench – FOR RATIFICATION – Report from Chief Executive Office dated 28th August 2023 tabled and noted.

It was noted that at the October 2022 GSC meeting, the Committee had resolved to approve the introduction of commemorative picnic benches, at a charge of £750.00.

An application had been received to site a commemorative picnic bench to the north-west of Clonque car park, it was confirmed that it complied with the conditions of the Committee's resolution from October 2022.

To enable officers to submit a planning application in time for the BDCC meeting on 14th September, the application was requested to be dealt with via email for in principle approval subject to ratification at the next Committee meeting.

The following members were in favour: Lin Maurice; Bill Abel; Ian Carter; Derwent Smithurst. No reply/vote was received from Bruce Woodhead and Steve Roberts.

The General Services Committee resolved to ratify:

- **The approval of the location of a commemorative picnic bench, as per the location plan; and**
- **The approval of the submission of a planning application for a commemorative picnic bench.**

03/09/2023

Harbour and General Works

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

Pontoon Extension – Further works to the shoreside structure of the pontoon were noted to be still outstanding from the works included in the capital vote. These works will be carried out once the pontoon has been removed from service for the season. It was noted that additional costs incurred for storm damage to be covered as part of an insurance claim.

Navigation Equip (Aids to Navigation) – New radar has now been fitted to the Pilot Boat.

Braye Opportunity Area MasterPlan – It was advised that data gathering and meetings continue, with key stakeholder engagement invitations having been issued, and workshops taken place with very positive and collaborative feedback. A Survey (in digital and hard copy format) had also been launched, for all islanders to be able to input to and share their thoughts and aspirations. It was advised that GSC will be presented with the initial findings of the survey and workshops, in November, with final delivery aiming for the end of the year.

The Committee requested for the survey to be extended by 1 week with an additional press release.

Commercial quay fendering – The contractor had commenced the replacement works on the timber fendering on the northern end of the commercial quay.

Staffing – Existing vacancy advertised with the closing date being 29th September 2023.

Harbour Users Group Meeting – Minutes attached as separate agenda item 8.1. for information. Next meeting scheduled for 9th December 2023. Noted.

Dinghy pontoon – The pontoon has been repaired after suffering storm damage and reinstalled early in July. The facility will be removed from service for the season at the end of September.

Seasonal services – The water taxi operation will cease on the 30th of September, the Harbour showers will also be closed over the course of the same weekend. Weekend cover of the Harbour office will also be brought to a close with employees reverting back to a standard working week.

Staff training – Two members of the Harbour team have completed training on the Harbour Crane. Additionally, a former member of staff agreed to revalidate his certification in order to be available as a back-up option to add resilience to our pool of operators.

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

3.2 Inner Harbour Mooring Fees – SEE CONFIDENTIAL ANNEXURE

3.3 Inter-Island Freight Shipping Contract Update – SEE CONFIDENTIAL ANNEXURE

3.4 Investigating Report – FOR INFORMATION & NOTING – SEE CONFIDENTIAL ANNEXURE

3.5 Christmas Shipping Schedule – SEE CONFIDENTIAL ANNEXURE

1022 Harbour Master left meeting

1022 AWT Board Members Brian Heath (via Teams) and Sarah Kelly joined meeting

04/09/2023 **States Works Department and Water Board**

4.1 AWT Board in attendance – AWT Discussion – Service Level Agreement & Ramsar Report

4.2 AWT Service Level Agreement – SEE CONFIDENTIAL ANNEXURE

1046 AWT Board Member Sarah Kelly left meeting; Alex Purdie Ramsar Secretariat joined meeting

4.3 Alderney Ramsar Strategy 2024-2029 – Development Plan – Report from Temporary Chief Executive dated 19th September 2023 tabled and considered.

The Alderney West Coast and Burhou Islands (and Other Sites), Ramsar site was approved designation by the States of Alderney, the site authority, via the Joint Nature Conservation Committee (JNCC), in 2005. The first 5-year Alderney Ramsar Strategy (ARS) was commissioned in 2006 and published in 2007 by the General Services Committee. There have now been three ARSs, with ARS3 extended to the end of 2023. The Committee received an update on the development plan from the Ramsar Secretariat. The delivery mechanisms and development timetable were tabled and noted. It was advised that if an area was to be removed from the Ramsar site, there is specific criteria which will need to be met before submission to DEFRA which all 172 countries, signed up to the Ramsar Convention will consider. It was noted that unforeseen consequences and potential reputational damage were factors to reflect upon if the States of Alderney were to consider this route.

The Committee thanked Mr Purdie for his presentation, and for the AWT for giving up a place at the Sark Conference for Mr Roberts to attend.

1125 AWT Board Member Brian Heath and Alex Purdie Ramsar Secretariat left meeting

The Chairman proposed to defer consideration of this item until Mr Roberts was in attendance given his area of responsibility. The Members resolved by a majority to reject this proposal.

The General Services Committee resolved by a majority (Mrs Maurice against) to:-

- a) Approve the draft Development Plan including aims, delivery methods and development timeframes as submitted;**
- b) Agree to extend ARS3 until ARS4 is approved to enable the outlined work to continue as per the plan outlined in the document;**
- c) Consider the stakeholder list and submit any additions (to include the Alderney Society);**
- d) Request the Ramsar Secretariat to assist GSC to facilitate a stakeholder meeting and a civil servant be appointed to Chair the meeting.**

TCE/ /RS

4.4 SWD Capital Projects & General Works Report – Report dated September 2023 tabled and noted.

Connaught Extension – Ongoing issues with supplies and orders, which continue to cause a knock-on effect with main contractor's completion works were advised and noted.

Old Connaught & Old Fire Station– See item 5.1.

Mouriaux to Platte Saline Sewer - Phase 2 – It was advised that follow-up letters had been sent to the property owners that were included in scope for this Phase of works which provided information with regards the proposed start and completion dates, fees and charges and pavement/road excavation process. SWD to be advised should a property owner decline the offer to connect to the main sewer so a register may be compiled. It was noted that work on site with regards the pump station had commenced and the estimated completion date for this work is early October.

Mouriaux to Platte Saline Sewer - Phase 3 – A business case has been drafted and is being reviewed, with a revised Masterplan for future phases, in readiness for submission and consideration by GSC.

St Annes Church – A quote has been accepted for the re-pointing of an exterior section of the south-western aspect of the church. Works to commence in the mid-autumn with the aim to finish by the end of the year. **Noted**

Telegraph Tower – An order has been placed for new timber windows at telegraph tower, however noted that waiting for a final quote for a new roof, as had to put the work back out to tender.

Avian Flu – Swabs have been taken from one deceased Gannet to test for avian flu and awaiting the results.

Longis Cemetery – It was noted that a higher fence had been fitted between the cemetery and the land used to keep domestic fowl, to try and limit the birds accessing the cemetery and causing damage. Initial investigations suggest the fence is working well.

Old Steam Crane (Mannez) – It was advised that the States of Guernsey had advised they wish to transfer this asset to the States of Alderney and would partially fund the removal of the asset (crane) for the sum of £12k.

The Committee were informed that the EEIM had made investigations into the cost for removal and disposal of the crane using local contractors. this figure was in the region of £30k.

The General Services Committee resolved to request that the States of Guernsey be requested to pay up to £30k for the removal of the old steam crane (as per the local quotes received), and that the asset should not be transferred to the States of Alderney.

PM

Asian Hornets – It was advised that the Agriculture Team had been called to exterminate 18 secondary Asian Hornet nests. Prior to this, 54 Asian Hornet Queens were captured during the 'Spring Queening' season, preventing them from creating further nests on Island.

The successful campaign has been reported in both the Bailiwick Express and ITV news; and a social media (Facebook) page has been developed to advise the public and request that flight paths of the hornets be monitored.

It was noted that Jersey, Guernsey, and Sark are all experiencing record numbers of Asian Hornets this year.

Airport – It was noted that Guernsey Ports had requested the services of SWD Agricultural Department to clear a number of fields that surround the Airport to assist with a survey relating to the Airport Rehabilitation Project. It has been agreed that the cost for clearing the individual areas will not be allocated to the SWD revenue budget.

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

4.5 Water Board – Capital Projects & General Works Report – Report dated September 2023 tabled and noted.

Phase 25 – Longis Road – Quotes are being sought to replace the 4-inch asbestos water main from the substation located on Longis Road to Val Longis and the installation of a new water meter. Part of the trenching works will be shared with AEL. Business Case to be submitted in the coming weeks, with works scheduled to commence on 6th November.

M2PS – Water board staff have undertaken all the installation of the new main sewer pipe and chambers for the project. Works are progressing well. Staff continue with their general work of maintaining, monitoring and undertaking general repairs of the islands water infrastructure.

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

05/09/2023

Island Plan – General Services Areas of Responsibility

5.1 The Old Connaught & Fire Station – Report from Mr Woodhead dated 19th September 2023 tabled and **noted**.

Mr Woodhead requested that the project move on to the next phase, which is to establish an accurate cost guideline for the proposed development. It was advised that work on this proposal had been carried out in liaison with the Alderney Care Team and comes within the care strategy as agreed by P&F in June. It was noted that this piece of work illustrated the lack of a housing strategy which is urgently required for future developments of this nature.

The General Service Committee resolved to:

- **approve expenditure of £3,100 to appoint an Architect and Quantity Surveyor for a detailed measured survey and drawings, and Cost Consultants to undertake cost analysis to establish guideline costs for the future proposed Project, and**
- **request Treasury to make appropriate provision in revenue budget pending consideration given for this as a future Capital Project.**

BW/PM

06/09/2023

States Land/Properties

6.1 Arqiva Lease CONFIDENTIAL ANNEXURE

6.2 Alderney Gravel Co – SEE CONFIDENTIAL ANNEXURE

6.3 Blanchards Extension Request – SEE CONFIDENTIAL ANNEXURE

6.4 La Trigale Land Purchase Request – SEE CONFIDENTIAL ANNEXURE

6.5 Rabbit Culling Permission – Report from Chief Executive Office dated 8th September 2023 tabled and considered.

A request had been received from the Alderney Golf Club for permission to cull rabbits on the golf course due to the damage they are causing.

The General Services Committee resolved to agree to the culling of the rabbits on the Alderney Golf Course between the hours of 11pm and 5am on dates to be approved by the Police; subject to site visit and feedback by EEIM.

EEIM/CE OFFICE

6.6 WWII Hospital Bunker – Report from Visit Alderney dated 29th September 2023 tabled and considered.

Landlords permission was requested to open the large German WWII principal Hospital Bunker, off Longis Road, as a visitor attraction.

It was raised by the EEIM that it should be noted that there are revenue budget implications regarding the maintenance, opening and closing of proposed visitor attraction sites that need to be considered and included in the business case.

The General Services Committee resolved to approve, as landlords of the site, to safeguard this unique WWII building for future generations and agree for Visit Alderney to progress with a project to open it as a Visitor Attraction in accordance with the Island Plan 2022.

TOURISM

6.7 Harbour Laundrette Lease – SEE CONFIDENTIAL ANNEXURE

6.8 Disabled Parking Request – Hauteville – Report from Chief Executive Office dated 21st September 2023 tabled and considered.

A letter has been received requesting that provision is made in Hauteville for a parking space to be designated for the specific use of disabled persons.

The General Services Committee resolved to refuse the request for a disabled parking space to be allocated in Hauteville, as the Traffic Working Group is reviewing all parking within the town area.

PSEO/TWG

6.9 Parking Spaces for States of Guernsey – Request withdrawn. Noted.

6.10 Memorial Tree and Bench Request – Report from Chief Executive Office dated 21st September 2023 tabled and considered.

It was advised that a letter had been received requesting a memorial tree and bench to be placed at the Peace Garden in memory of a family member.

The General Services Committee resolved to approve for:

- a memorial tree with plaque to be planted in the Peace Garden;
- a bench (Mr Carter against, Mr Woodhead and Mr Smithurst abstained) to be sited at the Peace Garden as per the site plan, subject to BDCC approval; and;
- The family to be advised that the maintenance of the bench is to be the responsibility of the family and that the bench will be removed if it falls into disrepair.

PSEO

6.11 Tree Removal Request – Report from EEIM dated 22nd September 2023 tabled and considered.

It was reported that a Walnut tree situated in north car park of the Island Hall has lost most of its foliage prematurely and had developed a cavity at the base of the tree.

Expert advice has been sought from the Principal Environment Services Officer at the States of Guernsey where it was advised that the tree should be removed.

The General Services Committee resolved to approve the submission of a Planning Application for the removal of the Walnut Tree.

EEIM

07/09/2023 **Any Other Business**

7.1 Traffic Warden Update

The Committee were advised that the PSO will be drafting the mandate for the Traffic Working Group, where an additional member will be required. **Noted.**

PSO

7.2 WWII Heritage Signs – Report from Tourism/Visit Alderney dated 29th September 2023 tabled and considered.

At their meeting on the 26th September, the Policy and Finance Committee resolved to approve:

- A States of Alderney heritage branded information board and QR code that links to VisitAlderney.com Occupation Trail at five WWII sites around the island, subject to GSC and BDCC approval.

The General Services Committee resolved to approve (Mr Woodhead and Mr Carter abstained) as landlords, a States of Alderney heritage branded information boards and QR code that links to VisitAlderney.com Occupation Trail at five WWII sites around the island, subject to BDCC approval.

TOURISM

7.3 Hire Cars Licence Application – Letter from Braye Hire Cars Ltd dated 27th September 2023 tabled and considered.

An application had been received for a vehicle hirer's licence for Braye Hire cars Limited.

The EEIM raised that there may be an area of land near the post office sorting office at the Airport that could be potentially leased for hire car parking. **EEIM to investigate further.**

EEIM

The General Services Committee resolved to approve the application to operate a Hire Car business as per the Hired Motor Vehicles (Alderney) Law, 1989.

PSEO

08/09/2023 **For Information & Noting**

8.1 Harbour Users Group Meeting Draft Minutes – FOR INFORMATION & NOTING

Tabled and **noted.**

8.2 Property Asset Strategy, Management & Registry – Verbal Update

It was noted that the contract has now been signed and work commences Monday 2nd October. **Noted.**

Meeting Closed: 1.30pm

Signed: Lin Maurice

Date: September 2023