

**FINANCE COMMITTEE
ANNE FRENCH ROOM
15th May 2023
14:30**

Mr I Carter (IC), Chairman
Mr B Abel (BA)
Mr N Vooght (NV)
Mr B Woodhead (BW)

Mrs E A Maurice, Temporary Chief Executive (TCE)
Mrs E O'Toole, Acting Head of Finance (AHoF)
Mr J Laband, Policy Support Officer (PSO)

In attendance:

- Mr S Taylor, Strategic Financial Advisor (SFA)

Apologies:

- Mrs L Maurice, States Member

Declarations of interest:

- Mr I Carter – Alderney Society Grant

27/2023

Matters Arising

27.1 Confirmation of Minutes & Confidential Annexure from the meeting held on the 18th April 2023 tabled and approved.

Mr Carter raised that whilst there were different views on property tax on different classes of domestic property, he was not aware that it was agreed that there was “No further work to be undertaken on this issue” in relation to 19.3. It was therefore agreed that the sentence should be removed from the minutes to ensure that all options remained on the agenda. It was highlighted that in relation to second homeowners, there would be a section in the visitor survey that would identify those travelling to the island and whether they would be utilising their second home, and for what period of time. It was requested that a decision/action log is implemented for the Finance Committee – Policy Support Officer to Liaise with Finance Officer.

PSO/FO

28/2023

Administration

28.1 Mandate Review – Draft Mandate from the Chairman tabled and discussed.

Members noted that this was the mandate as discussed at the previous meeting with minor amends.

Mr Woodhead requested of the mandate could include the Group to investigate external financing for capital projects.

Mr Abel raised that on the mandate it should be stated, under the Summary of Responsibilities, that the Finance Committee/ Group has a reviewing brief, not a monitoring or approval brief.

The proposed amendments were approved by the Committee and the Acting Head Of Finance was requested to implement those, circulate them to all members and submit the finalised Mandate to the Policy and Finance Committee for Approval.

AHoF/ PFC

29/2023

Revenue Account

29.1 Management Accounts Summary – April 2023 tabled and noted.

The Acting Head of Finance noted that the management accounts summary to date shows income below anticipated forecast, particularly APT receipts. The total Document duty is

forecasted to be lower than anticipated this year and will be kept under close review to ensure that an appropriate figure is included in the Revised Budget. It was queried why there was no income reported for APT as sums had been collected by the States of Guernsey on SoA behalf. It was advised that remittances are received monthly and the sums for 2023 were outstanding. The fee for the administration for APT has also not been received at the current time. It was agreed that this would be followed up with the team in Guernsey as a matter of urgency.

AHoF

In addition, royalties from coins may also be significantly reduced meaning further strain on the deficit.

With regard to expenditure, Ambulance costs will be more than anticipated due the requirement for agency staff in Q1. Members agreed that a meeting of the Finance Committee is convened to discuss the budget at a detailed cost-centre level.

It was also noted that a Projected Year-End Forecast of accounts will be submitted to the Policy and Finance Committee following monthly meetings with Budget holders held earlier this month. **Noted**

The Finance Committee resolved to hold a Special meeting to discuss the 2023 budget.

AHoF

29.2 Major Income Monitoring Report – Report from the Acting Head of Finance tabled and noted.

It was noted that Property Transfer Duties and Document Duty is down on budget as the property market has slowed down. **Noted**

30/2023

Capital Account

30.1 Capital Projects Monitoring report tabled and discussed.

The AHoF introduced the item outlining that there were no significant changes to the capital projects.

It was requested that a report is produced for each of the voted, existing capital projects including information on which ones are in progress, voted on, or outstanding and for revenue impacts for each of the capital projects to be highlighted too.

AHoF

30.2 Capital Programme 5-Year tabled and discussed.

Mr Abel queried whether the projections for capital projects were realistic. It was highlighted that the report was to provide an idea of what projects are proposed for the future. **Noted**

30.3 AGCC Q1 Distribution tabled and noted.

The AHoF noted that the States of Alderney had received a distribution at the end of quarter 1 from AGCC which has not happened for a number of years and is therefore positive news. **Noted**

31/2023

Fees & Charges

31.1 Weddings on States Land/ Buildings Report from Tourism/ Visit Alderney tabled and considered.

It was noted that the General Service Committee (GSC) considered a report on weddings on States land in November 2022. GSC supported charges for use of States properties e.g., Nunnery however not beaches etc. and requested for a tariff to be implemented by the Finance Committee.

After consideration, the Committee felt that the item should be referred back to the General Services Committee for consideration.

AHoF/TMD/GSC

32/2023

Economic Development Reserve

32.1 EDR Summary & Projects update – April 2023 tabled and noted.

The AHoF noted that there is nothing reflected in the expenditure for the Seasonal Ferry Service Subsidy as no invoices have been submitted yet. It was suggested that consideration should be given as to whether the fund needs £300k per annum and if those funds could be utilised for the revenue budget going forward. The AHoF advised that the EDR Fund is funded from Capital income therefore it would not be able to be used for revenue. **Noted**

33/2023

Budget 2024

33.1 Timeline of budgeting process

The AHoF advised that a draft timetable has been produced which will highlight the budget process up until its completion and approval in September/ October.

Mr Vooght noted the amount of work that is required in order to complete the budget process and asked that the AHoF makes the necessary individuals aware if there is assistance required. **Noted**

33.2 Management of the budget reduction process

Item to be discussed as part of the special Finance Committee Budget meeting (29.1).
Noted

34/2023

Delegated Items – Grants

34.1 Alderney Society – Grant Support referral from GSC report from the SFA and supporting paperwork tabled and considered.

A grant application has been received from the Alderney Society for continued support towards its maintenance project work. The letter requesting support was approved by General Services Committee at its meeting on 14 April subject to review by Treasury in order for Finance Committee to satisfy itself that the criteria of the grant scheme have been met.

Mr Abel queried whether this could be achieved through a service level agreement as the Alderney Society is undertaking work on behalf of the States. It was therefore proposed that the application should be referred back to the GSC so it can reconsider whether the work could be undertaken by the States Works Department or whether this should become an SLA.

The Committee (Mr Carter abstained) resolved to agree:-

- a) **To not award a grant to the Alderney Society under the terms of the grant scheme with funding from the States grants budget, as the current reserves are such that the organisation does not meet the criteria,**
- b) **That a grant of £3,000 recommended by the General Services Committee should be funded from the Environmental Grants budget given that the work is to improve the areas around States assets, and**
- c) **That this application and future grant requests to improve areas owned by the States should be agreed by General Services Committee following evaluation of the case provided by the applicant and that the cost be charged to the Environmental Grants budget.**

AHoF/GSC

34.2 Summary of Grants 2023 to date tabled and the AHoF advised that the summary contains minor grants and that the Alderney Dig grant was not represented in the summary. **Noted**

35/2023

Delegated Items – Coins

35.1 Coin Contract – verbal update – see confidential annexure.

Mr Carter requested assistance in responding to a query by a Member of the public in relation to this matter. A draft response to be sent through for consideration.

AHoF

36/2023

AOB – none

Meeting closed: 15:48pm

Signed: Mr I Carter, Chair

Date: 20th June 2023