

General Services Committee Meeting
Anne French Room
Tuesday 10th April 2012
0915

Mr W Walden, Chairman

Mr P Allen

Mr P Arditti

Mr J Beaman

Mr R Berry

Mr B Kelly

Mr I Tugby

Mr R Burke, Chief Executive

Mrs K A Hatcher-Gaudion, Treasurer

Ms J Turner, States Engineer

Mrs E O'Toole, Minute Secretary

27/2012 **Minutes of the previous meeting** of 13th March 2012 tabled and approved.

Mr Berry requested a copy of the maintenance programme for States owned buildings once this has been produced.

JBT

28/2012 **Matters Arising**

28.1 St Anne's Church The Engineer advised that advertisements have been placed for expressions of interest and the closing date is the 11th April 2012. The responses will be assessed and a further update given at the next meeting of the Committee.

JBT

28.2 Green Waste Shredder Mr Berry, who chaired the Waste Advisory Group (WAG) meeting in the absence of Mr Tugby, advised that WAG assessed the expressions of interest received for a 3rd party taking on the process of disposal of green waste on behalf of the States. Engineer to progress the matter and report back at the next meeting of the Committee.

JBT

The Chairman stated that the Committee remains open to any further proposals. **Noted.**

28.3 New Business Proposal The Chief Executive advised that he received a letter from the interested party's consultant about the legal issues around the business proposal however no progress has been made on identifying what is required of Alderney to be considered a competent authority within the law. The Chief Executive had advised the interested party to consider funding a strategy document of how this can be achieved.

The Engineer advised that the feasibility and implications of adopting the Guernsey Regulations will be reassessed in the States Waste Strategy following advice from Mrs Val Cameron, States of Guernsey Director of Environmental Health & Pollution Regulation.

The Chairman requested a proposal with advantages and disadvantages of both possible routes is brought to the Committee for consideration.

CE/JBT

28.4 The Old Prison/Gaol Letter from Mr D Wilson dated 28th March 2012 tabled and discussed. It was noted that Mr Wilson remains interested in purchasing the old prison and the strip of land to the south of the building. The Chairman stated that the Chief Executive is still in the process of investigating the possibility of accessing independent trust funding for renovation of the old prison therefore a decision cannot be made at this time. Chief Executive to deal.

CE

28.5 Trials Biking Event - For Ratification Emails from the Chief Executive to Members with responses dated 13th to 19th March 2012 tabled for ratification.

RESOLVED unanimously to agree to ratify the decision to approve the following:-

- 1. The closures of the Fort Albert access track and the Bibette Head (Saye) access track throughout their length for the duration of the trials event; and**
- 2. To suspend the regulation currently in place banning vehicular access on the Fort Quesnard to Longis track, only in respect of the section from Fort Quesnard to Fort Houmet Herbe causeway and having permitted vehicular use, that section**

- to be closed to the public to allow competitors to access and exit the trials area via the Fort Quesnard end. The remainder of the path, Fort Houmet Herbe to Longis, to remain open to pedestrians but be closed with temporary barriers at or near Fort Houmet Herbe to prevent the public entering the trials area; and
3. The areas of the foreshore where these trials are taking place namely around Bibette Head, the area at Vau Trembliers point, Cats Bay and the area off Houmet Herbe causeway is closed to the public as these areas are considered in the Law as part of the public highway.

Engineer to deal.

JBT

The Chief Executive was requested to obtain the necessary insurance documents for the event from Mr Smart, the event organiser.

CE

28.6 Import of Camper Vans and Caravans The Chief Executive advised that a press release was issued regarding the change in policy to allow for the mobile homes, such as campervans and caravans, to be used as accommodation at the Campsite. It was noted the change in policy however does have the following conditions:-

- An import permit must be obtained from the States of Alderney General Office prior to the vehicle being shipped.
- Only a limited number of vehicles will be allowed to station themselves on the Campsite due to size restrictions;
- The vehicles to be no more that 6.9 metres;
- The mobile homes can only be driven once on the roads to and from the Campsite; and
- The persons wishing to bring their mobile home to the island will need a confirmed booking with the Campsite.

Noted.

09:40am Harbour Master joined the meeting

29/2011 Harbour and Fisheries

29.1 Monthly Report for March 2012 tabled and the following items were noted:-

- Vedettes du Cotentin timetable has been received and will be advertised.
- The concrete batching plant has been removed from the Glacis. The old crane shed will be removed shortly and the ground cleared which will allow the temporary removal of all boats and trailers from Braye Common to the Glacis.
- The dinghy pontoon bridge and base unit have been installed. The installation of the outer sections has been delayed by strong north easterly winds.
- Additional lighting in Little Crabby Harbour will be installed by Alderney Electricity this week.
- Seastar Survey will shortly be undertaking a bathymetric survey off the Commercial Berths and adjacent ship turning area.

Fisheries

- The Bailiwick Fisheries Management Commission (BFMC) is in the process of constructing a framework for access rights into the 03 to 12 mile extended Fisheries Limits. Further discussions with both DEFRA and the MMO will be held regarding this framework. On the 15th March the BFMC held meetings with representatives from both the States of Jersey and the Jersey Fishermen's Association in order to discuss access rights into Bailiwick waters for Jersey fishermen.

Confidential Harbour Masters Report regarding Kobelco Crane tabled and discussed. As per the report Kobelco are contracted to carry out 6 monthly inspections and repairs, if required, of the harbour crane. An inspection took place on the 22nd February 2012 and two engineers from Kobelco visited Alderney between the 21st and 23rd March to carry out repairs.

During the visit one of the engineers advised the Harbour Master that he considered the crane to be unsafe for operation and that an 80 tonne crane could be made immediately available provided the Harbour Master issued an immediate order for a new crane. The Harbour Master advised the engineer that it was not possible or acceptable and discussed the various issues surrounding the crane with the engineer who did not disagree that the crane was safe to operate provided remedial action was undertaken as soon as practicable.

The Harbour Master was rather sceptical of Kobelco's offer of a new replacement crane and recommendation that the crane was unsafe considering four weeks earlier their inspection report did not raise or highlight these issues. An independent report of the crane was carried out on the 4th April 2012 by Jones Cranes and will be available shortly.

The Harbour Master researched the feasibility, availability and cost of hiring an 80 tonne crawler crane. A suitable crane is immediately available from AGD in Birmingham at £4k per month and the cost of transporting from Poole to Alderney is immediately available at a cost of £12,700. The Harbour Master, as advised previously, is not in favour of a crawler crane due to the damage it causes to the surface of the Commercial Quay.

Members were in favour of the option to hiring a crane and the Chairman requested the Harbour Master investigate any form of protection which can be placed on the quay to prevent damage by a crawler crane and the options to be tabled at the next meeting of the Committee for consideration.

SS/AGENDA ITEM

29.2 Harbour Office Redevelopment Memo from the Harbour Master dated 6th April 2012, circulated by email to Members, and Alderney Harbour Office plans dated April 2010 tabled and discussed. It was noted that the Ground Floor, First Floor, Section A-A and East Elevation was approved by the Building and Development Control Committee with the Upper floor and Roofing since being modified.

The Treasurer advised that two preliminary capital amounts have already been approved, the first in 2007 for £15k and the other in 2009 for £17k, which was based on the figures provided by the architect however only £19,900 has been spent to date.

The Chairman stated that it is a project which requires urgent attention because the current Harbour Office is unsafe and could bring harbour operations into jeopardy. The Harbour Master stated that various opportunities may arise for the Harbour to undertake and derive additional revenue from should a suitable Harbour Office be constructed.

Various options were discussed by members.

The Engineer was requested to contact the Quantity Surveyor used previously to request the following:-

- The plans as tabled are costed;
- The plans with only the First Floor and provision for future development of the Upper Floor are costed; and
- A flat roof option is costed.

The comments from the Quantity Surveyor and a Timetable to be brought to the next meeting of the Committee for consideration.

JBT

29.3 Collection of Mooring fees - Service Level Agreement Emails from the Harbour Master to Members dated 20th and 23rd March 2012 and draft Service Level Agreement tabled and considered.

RESOLVED unanimously to agree to approve the draft Service Level Agreement between the Alderney Harbour Authority and Mainbrayce Ltd for the collection of visiting vessel mooring fees during April, May and September between the period 1700 to 2000 hours. Harbour Master to deal.

SS

29.4 Bumblebee Ferry Service The Harbour Master advised that the person proposing to operate the service contacted the Harbour Office at the beginning of the year to enquire what he was required to obtain. The skipper has since passed a boatman's licence examination which covers him for safe navigation.

It was noted that the vessel is currently still being built and a certification authority has not yet been identified. An official timetable has not yet been released contrary to the article in the local press. **Noted.**

29.5 Any Other Business Relating to Harbour and Fisheries None.

10:35am Harbour Master left the meeting

28/2012 Matters Arising (continue)

28.7 Double Decker Bus The Chairman advised that Mr C Flewitt raised a query with regards to the wording of the notice placed on the double decker bus. The Chief Executive noted the query and advised that he is awaiting the advice from the law officers of how to proceed with the matter. Chief Executive to progress.

CE

28.8 Any Other Matters Arising from the Minutes

- Harbour Review – Mr Kelly queried progress on the Harbour review; the Chief Executive advised that documents have been drafted and the matter will be discussed at the next Finance Advisory Group meeting.
- Harbour Master Vacancy – The Chief Executive advised that a number of applications have been received. The Chairman requested a list of the preferred candidates for the next meeting of the Committee.

CE

30/2011 General Works (including Agriculture)

30.1 Superintendent of Works Report - March tabled and noted.

30.2 Referral from BDCC (Landlord's Approval)

a) Train Shelter - Mannez Quarry - Provision of Additional Bay Letter from Mr A Le Blanc, Alderney Railway Company Limited, dated 20th March 2012 tabled and considered. The Chairman stated that the proposal does not appear to have an effect on future use of Mannez Quarry.

RESOLVED unanimously to agree to approve, as landlords, the Alderney Railway Company Limited to construct an additional five metre bay onto the current train shelter in Mannez Quarry subject to planning permission from Building and Development Control Committee.

BDCC

30.3 Refurbishment of Public Toilets – Longis Paper from the Superintendent of Works dated 3rd April 2012 tabled and considered. The Chief Executive advised that the States Works Department has committed to refurbish one public toilet block per year in the States of Alderney 2012 Business Plan however on this occasion it is a policy decision to replace the “portacabin” at Longis beach given its current condition.

The Treasurer advised that in the approved Minor Projects budget there is an allowance £143k for Staff Costs and £52.5k for Material cost with an expected recovery of £50k therefore a net amount of £145k available for 2012. However there would be no anticipated recoveries in respect of this project.

RESOLVED unanimously to agree to approve the States Works Department progress with preparation of drawings and costing and provided that the costings are within the initial estimated budget of £44,500, the States Works Department can proceed with the replacement of the Longis Bay public toilets from the SWD minor projects revenue budget.

JBT/TWB

30.4 Any Other Business Relating to General Work

- Campsite – Mr Tugby queried the rabbit problem at the Campsite; the Chief Executive advised that the new operators have also raised the problem and the matter is in hand.
- Campsite toilet/shower block – The Chief Executive advised that the ‘shell’ of the building has been completed and is awaiting internal fittings which will be carried out by private contractors. **Noted.**

31/2012 Recreation, Welfare and Environment (including States Land)

31.1 Archaeological Excavation Paper from Engineer dated 4th April 2012 tabled and considered. A proposal has been received from Dr Caroline Sturdy Colls, Lecturer in Forensic Investigation at Staffordshire University, to continue previous 2010 archaeological work on the island and carry out the following works during June 2012:-

- Non-invasive survey of Larger Sylt
- Non-invasive survey of Longis Bay and other ancient sites (iron, bronze and other age)
- Non invasive survey of Saye campsite
- Clearing of top surface of structure at Saye campsite
- Excavation of three small test pits at Saye campsite
- Desk-study of data, and collection and processing of data

RESOLVED unanimously to agree not to approve any archaeological excavation works being carried out on States land as it was felt that enough documentation, information and records are already available regarding the proposed sites, therefore the excavation would not be of any benefit to the island. Engineering department to deal.

ENGINEERING DEPARTMENT

It was noted that Lager Sylt is privately owned land and the Chief Executive was requested to liaise with the land owners to advise the decision of the Committee with regards to excavation on States land.

CE

31.2 Noise Abatement Licence Applications

a) Alderney Week Plus Paper from Treasury dated 29th March 2012 tabled and considered.

RESOLVED unanimously to agree to authorise the Treasurer's Office to issue a Noise Abatement Licence to the Alderney Week Team for events scheduled on the Butes between 17th and 19th August 2012 (inclusive). Treasury to deal.

TREASURY

b) Kings and Queens Jubilee Ball - Rotary Club Letter from Ms Ros Whittome, Co-ordinator Jubilee Ball Committee, Rotary Club of Alderney, dated 29th March 2012 tabled and considered. Mr Kelly declared an interest as a member of the band who will be playing at the event. **RESOLVED unanimously to agree to authorise the Treasurer's Office to issue a Noise Abatement Licence to the Rotary Club of Alderney for an event scheduled on in the Island Hall on the 2nd June 2012. Treasury to deal.**

TREASURY

31.3 Alderney Gravel Co Royalties - Confidential Item Paper from Treasurer dated 2nd April 2012 tabled and considered.

RESOLVED unanimously to agree to approve:-

1. The recommendation from the Finance Advisory Group to increase the royalty charge by RPIX, based on March 2012 RPIX index, with effect from 1st July 2012.
2. That any material for use by the States for capital projects etc can be extracted directly for the beach.

Treasurer to deal.

KAHG

11:00am Mr Llewellyn joined the meeting

31.4 Braye Chippy - Request for extension of lease - Confidential Item Paper from Treasury dated 2nd April 2012 tabled and considered.

RESOLVED unanimously to agree to approve:-

1. The recommendation from the Finance Advisory Group to extend the Lease of the property known as Braye Chippy for a further period of ten years, with effect from 1st January 2015; and
2. To consider the rental in late 2013 in order to reflect current market rental at the time, as stipulated in the lease.

Treasury to deal.

TREASURY

31.5 Any Other Business Relating to Recreation, Welfare and Environment

- The Chairman proposed that States land suitable for growing fruits and vegetables and currently not in use, could be provided free of charge as allotments to those registered unemployed or in receipt of supplementary benefit.

Mr Allen and Mr Beaman advised that they had discussed a similar proposal and would include the Chairman's proposal.

PDA/JB

The Chairman to progress the matter with the Planning office by way of identifying which areas of States land is available.

WW

11:00am - The meeting closed to convene as the Water Board - minutes under separate cover.

11:50am - Meeting resumed

32/2012 Roads and Transport

32.1 Roads and Potholes Mr Berry enquired if the States Works Department could temporarily fill the increasing amount of potholes with concrete until a road resurfacing contract has been identified. Mr Berry was requested to inform the Engineer of the specific areas of roads with potholes.

RB

32.2 Any Other Business Relating to Roads and Transport

- Mr Tugby requested the tree roots on Bluestone Hill are removed as it is a traffic hazard. Engineer to deal.

JBT

33/2012 Any Other Business

33.1 Committee Mandate - Social Housing Paper from Mr Berry dated 5th April 2012 tabled and discussed. Mr Berry queried whether the points on the current Committee Mandate relating to Social Housing maintenance, allocations and leasing should be amended; the Chairman advised that the wording on the Mandate is correct and it is a misconception that the Alderney Housing Association (AHA) manages social housing on behalf of the States because the social houses are no longer owned by the States as it was transferred to the AHA.

33.2 Airfield Shooting Certificate Paper from the Chief Executive's Office dated 10th April 2012 and letter from Mr P Bunn, Station Officer Alderney Airport Fire and Rescue, dated 5th April 2012 circulated at the meeting and considered.

RESOLVED unanimously to agree to approve the renewal of the Special Certificate to allow the following shooters: Mr Simon Boreham, Mr Steve Nellist, Mr John House, Mr Christopher Brown and Mr John Donaldson to cull pheasants within the boundaries of the airfields at Alderney Airport and that Mr Neil Shaw is added to the list of named shooters once he has become a member of the Alderney Shooting Club.

Chief Executive's Office to deal.

CE OFFICE

Meeting closed 12:00am

DATE OF NEXT MEETING: 15th May 2012

Signed: Mr W Walden

Date: 15th May 2012