

**POLICY & FINANCE COMMITTEE**  
**24<sup>th</sup> JANUARY 2012**

0915hours

Mr J Beaman, Chairman  
 Mr P Allen  
 Mr P Arditti  
 Mr R Berry  
 Mr M Birmingham  
 Mr B Kelly  
 Mr A Llewellyn  
 Mr G Sargent  
 Mr I Tugby  
 Mr W Walden

Mr R Burke, Chief Executive  
 Mrs K A Hatcher-Gaudion, Treasurer  
 Mrs S Pengilly-Price, EA to the Chief Executive  
 Mrs E O'Toole, Minute Secretary

**ACTION**

**01/2012**      **Minutes of the previous meeting** of 12<sup>th</sup> December 2011 tabled and **approved**.  
 Confidential notes from the meeting with Verweij and Partners of 21<sup>st</sup> December 2011 tabled and **approved**.  
 Confidential notes from the Finance Advisory Group meeting of 16<sup>th</sup> January 2012 tabled and **noted**.

**02/2012**      **Administration**  
**2.1 Annual Appointments** Report tabled and considered. **The Committee approved that the annual appointments remain as per 2011.**

**2.1.1 Constitution and Legislation Advisory Group** Report from Mr Llewellyn tabled and considered. Mr Llewellyn proposed that a review of the Constitution of the States, its committees and procedures is undertaken by the Constitution and Legislation Advisory Group. It was noted that a review had been recently undertaken. The Chief Executive was requested to circulate copies of the report by ACK Day to States Members.

CE

The following members were appointed to the Constitution and Legislation Advisory Group: Mr Allen, Mr Arditti, Mr Berry and Mr Llewellyn. A chairman will be determined by the group.

CLAG

**2.2 Proposed Mandate for Finance Advisory Group** for 2012 tabled and **approved**.

**2.3 Proposed Mandate for Employment Advisory Group and Constitution and Legislation Advisory Group** for 2012 tabled and **approved**.

**2.4 Quarterly Reporting** Report from the Chairman dated 18<sup>th</sup> January 2012 tabled and considered.

**RESOLVED unanimously to agree to approve that reports from the Alderney Commission for Renewable Energy be submitted on a quarterly basis rather than monthly to bring the process in line with the Alderney Gambling Control Commission and the Connaught Care Home. Chief Executive's Office to deal.**

CE OFFICE

Quarterly Population Figures up to quarter 4 of 2010, produced by the Social Security Department, tabled and it was noted that the figures will be published in a suitable format. Report to be tabled at the next meeting of the Committee for approval.

CE

Cargo Import/Export 2011 figures tabled and noted. The Committee agreed that reporting should also be quarterly and the aggregate figures should be separated from the report. Chief Executive to deal.

CE

**2.5 Meeting duration** Report from the Chairman dated 18<sup>th</sup> January 2012 tabled and considered.

**The Committee agreed that if any meeting of the Committee appears to be running over the scheduled time allotted in the agenda, the Committee will break for lunch at 12:30 and reconvene at 2pm in the afternoon; the Chairman may decide to continue for no longer than half hour i.e. until 1pm in the event that the agenda is practically complete.**

03/012

### **Matters Arising**

#### **3.1 Matters arising from the minutes**

**3.1.1 Tourgis** Report from the Chief Executive's Office dated 18<sup>th</sup> January 2012 tabled and considered.

**RESOLVED by a majority (Mr Kelly against) to ratify the decision reached by email to support an extension to the Agreement for a period of 3 months subject to the requested conditions being met.**

See CONFIDENTIAL ANNEXURE.

**3.1.2 Pension Scheme** – See CONFIDENTIAL ANNEXURE.

**3.1.3 Humanitarian Award** The Treasurer reported that the Royal Mint are interested in producing humanitarian award medals for the States. Various options and sizes were tabled and discussed.

Mr Allen and the Treasurer were requested to assess the cost and design of medals in silver or bronze and bring a proposal to the Committee for consideration.

PDA/KAHG

**3.1.4 ACSC** Report from Mr C Williams, Acting Chairman of the Alderney Community Sport Centre, dated 8<sup>th</sup> January 2012 tabled and considered.

Members raised concern that the Sport Centre would become subsidised by the States should the funding from the Education and Health and Social Services departments not be forthcoming.

**RESOLVED by a majority (Mr Llewellyn, Mr Sargent and Mr Walden in favour) to not approve £20k start-up working capital as a one off capital payment. Chief Executive to deal.**

CE

Mr Birmingham was requested to respond to Mr Williams with regard to his query regarding the Corporation Quarry proposal discussed in the December meeting of the Committee.

MB

**3.2 Matters Arising from Finance Advisory Group** Mr Sargent reported and the following item was **noted**:

- **1 Year CIEF for 2012** - Should the sale income of Fort Tourgis and the Connaught Care Home not materialise in 2012, the CIEF will be £1.2 million down which could have an effect on the prioritisation of capital projects however sufficient funding would be available for Water Phase 4, Sewerage project and Harbour Redevelopment.
- **Harbour Review** – The Terms of Reference for the Operational Review of the harbour was discussed and FAG has recommended, and subsequently revised the document to be discussed later in the agenda, that more focus should be placed on the operational aspects of the department including the statutory/non statutory responsibilities and management of assets.
- **Revetment** – It was noted that no funding had yet been approved for the revetment refurbishment. FAG recommended that the Committee approve the transfer of £35k, for the cost of the Wallingford report, to the Revenue account. **The Committee agreed. Treasurer to deal.**

KAHG

See CONFIDENTIAL ANNEXURE.

10:30 Harbour Master joined the meeting

**04/2012** Legislation and Conventions

**4.1 Sea Fish Licensing (Bailiwick of Guernsey) Law 2012** Briefing Paper entitled 'Implementing Fishing Vessel Licensing Controls within British Fisheries Limits Adjacent to the Bailiwick' from the Harbour Master tabled and discussed.

**RESOLVED unanimously to agree to approve the proposals set out in the report and the Projet de Loi entitled 'The Sea Fish Licensing (Bailiwick of Guernsey) Law, 2012'.**

**Item to be placed on the Billet for the March meeting of the States.**

**BILLET ITEM**

10:35 Harbour Master left the meeting

**03/2012** Matters Arising (continue)

**3.2.1 Review of Harbour operations** States of Alderney Harbour Authority: Operational Review, Terms of Reference document tabled and agreed. The Chief Executive was requested to identify someone capable to undertake the review and report to the Committee.

**CE**

**3.2.2 Alderney Shipping Co request for increase freight rates** Emails from Mr Bruno Kay-Mouat and the Treasurer tabled and discussed. The Treasurer advised that Alderney Shipping Company/Channel Seaways had requested retrospective permission to increase their freight charges with effect from 1<sup>st</sup> January 2012, having already notified their customers. The Inter Island Freight and Passenger Services agreement which stipulates that notification shall be made to the States no later than 1<sup>st</sup> September prior to a review date, which had not been received.

**RESOLVED by a majority (Mr Llewellyn against) to approve Alderney Shipping Company/Channel Seaways increase in freight charges by 2% on this occasion only, any future increases to be submitted within the stipulated time frame. Treasurer to deal.**

**KAHG**

10:45-11:00 Coffee Break.

11:00 – Mr Malcolm Hart, Chief Executive Aurigny Airlines, and Mr Malcolm Hart, Commercial Director Aurigny Airlines, joined the meeting.

**05/2012** Aurigny Members asked various questions and the following were noted:-

- First and last flights on the Alderney - Guernsey route are consistently fully booked, was there a way Aurigny could accommodate an extra early morning flight to Guernsey; Mr Hart advised that in order to accommodate the demand that two dedicated aircrafts on this route is not financially viable, however should the airport hours be extended to later in the evenings during the peak summer season it may be possible to have an extra flight to Guernsey in the mornings.
- The length of runway required to accommodate larger aircrafts; Mr Hart advised that enquiries will be made.
- Progress on Verweij and Partners; Mr Hart advised that they had proposed an aircraft which Aurigny advised they would crew however no further progress has been made to date.

Mr Hart advised that it was recently agreed by the Board of Aurigny that the following routes are considered to be the 'lifeline routes' for Aurigny Airlines:

Alderney – Southampton, Guernsey – Alderney, Guernsey – Jersey and Guernsey – London Gatwick.

Mr Hart advised that the Director of Southampton Airport and his Communications Manager had visited the Island and the lack of hotels-plus-flight deals were noted which could attract more visitors. The Chief Executive advised that himself, Mr Arditti and Mr Sargent will visit the Isles of Scilly to discuss various items which will include accommodation and travel to and from the Islands.

12:15 – Mr Malcolm Hart, Chief Executive Aurigny Airlines, and Mr Malcolm Hart, Commercial Director Aurigny Airlines, left the meeting.

03/2012

**Matters Arising (continue)****3.3 Feedback from Committee Chairmen (GSC/BDCC) and Guernsey Representatives**General Services Committee Nothing to report.Building and Development Control Committee Mr Sargent reported and the following items were noted:-

- Harbour Redevelopment (including Harbour Office) – Marina Advisory Group (MAG) to progress redevelopment plans. Amendment to MAG remit to be tabled to incorporate extension of responsibilities.
- The untidiness of certain areas on the island had been noted and a further few different sites have been identified. It is hoped that a project could be instigated to tidy these areas up with help from the community.
- Shelter for Horses – It was queried whether shelter for horses should be a factor required prior to importation; (Mr Walden declared an interest) Mr Sargent suggested that temporary States stabling could be provided. The Chairman requested a proposal is brought to the Committee for consideration.

MAG

BDCC

12:30-14:00 – Break for lunch.

03/2012

**Matters Arising (continue)****3.3 Feedback from Committee Chairmen (GSC/BDCC) and Guernsey Representatives**Guernsey Representatives Nothing to report.**3.4 Alderney eGambling Limited** Mr Kelly gave a brief verbal report.

New requirements with regards to the formation of an Alderney company were discussed and the Chief Executive requested to liaise with the Law Officers Chambers for advice on how to proceed.

CE

**3.5 Alderney Electricity Limited** It was agreed that reports will be submitted on a quarterly basis rather than monthly to bring the process in line with other reports.*14:10 Mr Allen and Mr Sargent left the meeting*

Mr Kelly advised that the Heads of Agreement has been agreed and signed between AEL and Alderney Renewable Energy (ARE) therefore the Power Purchase Agreement could now be progressed. The agreement would require to be agreed by the Committee and a copy will be circulated in due course.

Report from Mr Gavin St Pier, Chairman of AEL Board, dated 13<sup>th</sup> January 2012 tabled and considered. Mr Arditti stated that the issue of Directors' remuneration should be brought to an Extraordinary General Meeting and the Committee should have the relevant details of the Executive Directors' salaries before an informed decision can be made regarding their remuneration as directors.Mr Llewellyn expressed concern that other shareholders of AEL had not been consulted with regards to the Director's remuneration. Mr Kelly advised that the Annual General Meeting is scheduled for June. **Noted.****The Committee resolved the following:-**

- a) **By a majority (Mr Kelly, Mr Llewellyn and Mr Tugby abstained; Mr Arditti against) to agree, on behalf of the majority shareholder, to confirm that at the 2012 Annual General Meeting the Committee would approve the remuneration set out in the schedule in respect of Directors for 2011 and 2012; and**
- b) **By a majority (Mr Arditti, Mr Beaman and Mr Tugby in favour of the position being unpaid) to agree remuneration should be paid to the States Appointed Director however should the individual be a States Member the**

remuneration should be given to the States, ensuring that its indemnity extends to the individual action as a Director of AEL.  
Mr Kelly to deal.

BK

14:25 Mr Allen and Mr Sargent rejoined the meeting

**3.6 Alderney Commission for Renewable Energy Monthly Report** from Ms P A Dixon, Chairman, tabled and noted.

## 06/2012 Budgetary and Financial Matters

**6.1 Occupiers Rates** The item was deferred until a report has been compiled to assist the States Members in making an informed decision in relation to 2013 rates.

AGENDA ITEM

14:45 Chief Executive, Treasurer, Executive Assistant and the Minute Secretary left the meeting

**6.2 Sale of States Assets – CONFIDENTIAL ITEM** The Committee considered an offer for The Clerks House but decided to decline the offer.

14:50 Chief Executive, Treasurer, Executive Assistant and the Minute Secretary rejoined the meeting

**6.3 Harbour Dues** Memo from the Harbour Master dated 17<sup>th</sup> January 2012 tabled and considered. It was noted that this matter had been agreed at the General Services Committee meeting held on the 18<sup>th</sup> January 2012.

**RESOLVED unanimously to agree to approve a reduction in cargo fees based on a maximum 1500 GRT conditional on the following:-**

1. The current level of service is maintained i.e. two sailings per week; and
2. That it is only a temporary measure pending a review of all Harbour Operations.

**Item to be placed on the Billet for the March meeting of the States.**

BILLET ITEM

**6.4 Water Phase 4** Mr Walden, as Chairman of the General Services Committee, advised that the projects had been discussed and agreed by the Water Board at its meeting of the 18<sup>th</sup> January 2012.

a) **Water Main replacement – Hammond Memorial to Fort Corblets** Report from the States Engineer dated 18<sup>th</sup> January 2012 tabled and considered. It was noted that the cost for the proposed works has risen to £13,600 due to an arithmetical error.

**RESOLVED unanimously to agree to approve the renewal of the existing AC water main from Hammond Memorial to Fort Corblets by the States of Alderney Water Board through capital funding of Phase 4 works to a sum not exceeding £13,600.**

b) **Water Main replacement – Fort Corblets to Lighthouse** Report from the States Engineer dated 18<sup>th</sup> January 2012 tabled and considered.

**RESOLVED unanimously to agree to approve the renewal of the existing AC water main from Fort Corblets to the Lighthouse by the States of Alderney Water Board through capital funding of Phase 4 works to a sum not exceeding £11,000.**

c) **Crabby to Braye Road – ring main link** Report from the States Engineer dated 18<sup>th</sup> January 2012 tabled and considered.

**RESOLVED unanimously to agree to approve the replacement network link of water main by the States of Alderney Water Board through capital funding of Phase 4 works to a sum not exceeding £18,100.**

**6.5 Campsite Facilities** Report from the Chief Executive's Office dated 18<sup>th</sup> January 2012 tabled and considered. It was noted that costs for fixtures and fittings for the shower blocks will be brought to the next meeting of the General Services Committee for approval.

**RESOLVED unanimously to agree to approve the purchase of a further unit within which to house toilet and shower facilities for male campsite users,**

including disabled facilities, for a cost of up to £41k including delivery but excluding fixtures and fittings, subject to necessary approvals.  
Chief Executives office to deal.

CE OFFICE

The Chief Executive advised that 9 applications had been received for the position of Campsite Operator and these will be evaluated on the 25<sup>th</sup> January. **Noted.**

**6.6 Home Help Service** Report from Treasury dated 18<sup>th</sup> January 2012 tabled and considered.

**RESOLVED unanimously to approve the following recommendations from Treasury: -**

- a) the States of Alderney continue to support this service, including administration;
- b) note a projected loss in operating the services;
- c) an increase in the current client charge at £12.00 per hour to £12.45 by September RRI at 3.5%;
- d) an increase of 3.5% per month to the Home Help Co-ordinator's monthly pay rate;
- e) to advise the Co-ordinator that monthly mileage claims will be required as per the current policy; and
- f) the service to be reviewed again in January 2013, or earlier if required.

Treasurer to deal.

KAHG

04/2012

**Legislation and Conventions (continue)**

**4.2 Rabies Order** Report from the Chief Executive's Office dated 18<sup>th</sup> January 2012 tabled and considered.

**RESOLVED unanimously to agree to request that similar legislation as in force in Guernsey be drafted by Law Officers Chambers to provide a consistent stance with regards the conditions under which animals that are susceptible to rabies may be imported into the Islands; and also request of the Law Officers Chambers that the General Import Licence for Alderney be amended to provide for the recent changes in the Pet Travel Scheme.**  
Chief Executive's Office to deal.

CE OFFICE

**4.3 COBO** – See CONFIDENTIAL ANNEXURE.

**4.4 Security Interest Law** Letter from Mr Arditti dated 19<sup>th</sup> December 2011 tabled and noted. The matter was referred to the Constitution and Legislation Advisory Group to assess and bring a proposal to the Committee for consideration.

CLAG

**4.5 Residential Qualification** Report from the Chairman dated 19<sup>th</sup> January 2012 tabled and noted. The matter was referred to the Constitution and Legislation Advisory Group to assess and bring a proposal to the Committee for consideration.

CLAG

**4.6 Items sent to Legislation Select Committee** Report from the Chief Executive's Office tabled and considered.

**RESOLVED unanimously to agree to note The Wireless Telegraphy and Related Matters (Deemed Registration and Validation) (Bailiwick of Guernsey) Law 2012.**

07/2012

**Economic Planning & Tourism and Marketing**

**7.1 Tourism update** Mr Birmingham reported that Visit Alderney advertisements will be placed in the departure lounge at Southampton Airport.

It was noted that discussions were ongoing with the Chamber of Commerce with regards to a Town Centre Partnership.

The Ferry Liaison Group was requested to report at the next meeting of the Committee.

FLG

**7.2 Transport Statistics – November & December 2011** tabled and noted.

**7.3 Low Value Consignment Relief** Letter from the Right Honourable Lord McNally, Minister of State, Ministry of Justice, dated 13<sup>th</sup> December 2011 tabled and **noted**. Chairman to respond.

JB

**7.4 Conseil de la Manche** Letter from Conseil de la Manche dated 8<sup>th</sup> December 2011 tabled and noted. It was agreed that the matter to be progressed by Mr Birmingham, as Member with responsibility for tourism and Mr Walden, as Chairman of the General Services Committee.

MB/WW

08/2012

**Any Other Business**

**8.1 Marina** It was noted that one of the potential developers of a marina will make a presentation of their proposals to the Committee at the end of March/early April.  
**Noted.**

09/2012

**For Information**

- **Report from Adult Counsellor for 2012 – Noted.**

/eot

Meeting closed: 15:30pm

**Signed: Mr J Beaman****Date: 28<sup>th</sup> February 2012**