

**POLICY COMMITTEE MEETING
ANNE FRENCH ROOM
29th OCTOBER 2013**

0915 hours

Mr F Simonet, Chairman
Mr R Berry
Mr M Birmingham
Mr N Harvey
Mr R McDowall
Mr S Roberts
Mr C Rowley
Mr I Tugby

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

Apologies: Mr P Arditti, Mr L Jean

ACTION

97/2013 **Minutes of the previous meeting** of the 24th September 2013 tabled and **approved** subject to the following items being moved from the confidential annexure:-
- Item 89.2 – Revenue Account Deficit ; and
- Item 94/2013 – Immigrant Investors Programme

Minutes of the special budgets meeting of the 11th September 2013 tabled and **approved**.

Notes from the special meeting with the Royal Connaught Residential Home on the 3rd July 2013 tabled and **noted**.

Notes from the Business Development, Tourism and Marketing Committee meeting of the 14th October 2013, circulated by email, and **noted**.

98/2013**Administration**

98.1 Publishing of Minutes Paper tabled and discussed.

The Committee agreed:-

- **to revert back to the Rules of Procedures for States Committees with regards to publishing of minutes. Once minutes have been approved by the Committee, at the next meeting, they are then published on the States of Alderney website;**
- **to issue a list of Resolutions and a Press Release within 7 days of the meeting; and**
- **to compile an email list of members of the public interested in receiving the Resolutions and Press Release by email.**

The Chief Executive advised that an electronic method of compiling and producing agendas and minutes is currently being investigated and a proposal will be brought to the Committee in due course. **Noted**

98.2 Committee Meeting dates Following the distribution of the first draft of the Committee Meeting dates 2014, Members were requested to confirm they are in agreement with the dates.

The Finance Committee requested that meetings revert back to Monday afternoons prior to States in Committee meetings, an extra meeting in August to review the budgets and the September meeting be scheduled earlier in the month prior to the special Policy Committee budgets meeting.

Chief Executive's office to make the requested amendments and circulate to Members.

CE OFFICE

It was noted that the States of Guernsey has confirmed that States of Deliberations meetings will remain on Wednesday to Fridays unless in exceptional circumstances. **Noted**

99/2013**Matters Arising**

99.1 Matters arising from the minutes

99.1.1 St John Alderney Ambulance It was noted that the Chief Executive will meet with a member of the Home Department the week commencing 4th November 2013. **Noted**

99.1.2 Strategic Development Fund The Chief Executive advised that a response from Treasury and Resources is still awaited. **Noted**

99.1.3 New Connaught Care Home Confidential Profit and Loss accounts and Balance Sheet tabled and **noted**.

The Chief Executive advised that himself and Mr Stephen Taylor met with the Care home manageress, Ms Gershon. It was noted that works are ongoing to put together a business plan as well as corporate governance structures for the Connaught and Jubilee. **Noted**

A marketing plan is in place which is already proving effective and the residency has increased from 12 to 17. The Connaught is providing more respite care and is working closely with the Home Help Service. **Noted**

The Chief Executive further advised that the Law Officers are in the process of redrafting the company Memorandum and Articles of Association however better and more timely financial information is required from the RCCH Board. An AGM may still be required. **Noted**

The Chief Executive stated that Mr Jean, by way of email, informed that he has withdrawn his offer of being the States nominated Board member.

Noted

The Committee agreed that the RCCH Board need appropriate structures and a States representative on the Board, preferably with business expertise and care home knowledge. The Chairman agreed to pursue the matters requested from the Board, as per the previous meeting.

FS

99.1.4 Alderney Electricity Review The Chief Executive advised that he been liaising with IPA with regards to a follow up audit of AEL and they have submitted a quote. **Noted**

It was further noted that the Energy Policy is ready for publication.

CE

Mr McDowall, States nominated Director of AEL, advised that Mr Mike Richards, Chairman of the AEL Board, will be standing down from his post at the November Board meeting due to family health reasons. Mr Richards intends to review the 2014 AEL budget, put together a proposal for additional capital investment in AEL and draft a Memorandum and Articles of Association for review by the States, prior to his departure. **Noted**

Mr McDowall further reported that the Board will need to identify a replacement for Mr Richards, recruitment of which will not be an easy task however the Board felt that an interim CEO/Chairman of the Board will be required to drive the company forward during a period of change.

AEL will be issuing a press release and advertisement for an interim Chairman will be placed Bailiwick wide. The Committee suggested Jersey be included. **Noted**

See Confidential Annexure.

99.1.5 Taxation Policies Mr McDowall advised that the matter is progressing and requested that it remains on the agenda for the next meeting.

AGENDA ITEM

99.1.6 Alderney Gambling Control Commission See Confidential Annexure.

99.1.7 Development Corporation See Confidential Annexure.

99.2 Committee feedback from Chairmen (BDCC and ESC)

BDCC – Mr Birmingham, Chairman, gave a brief report on matters discussed at the recent meeting of the Committee which included development at Coastguards by the AHA and the Planning Review undertaken by ARUP. **Noted**

ESC – Mr Tugby, deputy Chairman, gave a brief report on matters discussed at the recent meeting of the Committee which included the first floor fit-out of the new Harbour Office, the Mouriaux to Platte Saline mains drainage scheme and the completion of the Revetment. **Noted**

Mr Birmingham and Mr McDowall advised that the Finance Committee discussed the merit of the Chairmen of BDCC and Finance Committee being involved earlier on projects debated/approved by ESC in order to identify any planning/financial issues. **Noted**

99.3 Employment Permit Report – October to date tabled and noted.

99.4 Alderney Housing Association – Quarterly Reports dated 18th October 2013 tabled and noted.

100/2013

Budgetary/Finance Committee Matters

100.1 Management Accounts – September tabled and it was noted that the Revised Budget figures have now been factored in. **Noted**

100.2 Revenue Account Deficit tabled and it was noted that any know deficits have been factored in to the 2013 budget. **Noted**

100.3 Aged Debtors Report – Confidential Item See Confidential Annexure.

100.4 General Sales Tax Paper from Mr McDowall dated 24th October 2013 tabled and discussed.

Mr McDowall and the Chief Executive to draft a discussion paper for the States of Guernsey for consideration by the Committee at the next meeting.

RM/CE/AGENDA ITEM

100.5 IT Improvements Paper from the Treasury Department dated 24th October 2013 tabled and considered.

RESOLVED unanimously to approve capital expenditure of up to £15K for IT Improvements subject to further approval by Treasury and Resources. Treasury to deal.

TREASURY

100.6 Airport Dues and Charges 2014 Proposal for Consultation tabled and discussed. The Committee agreed to argue strongly against the proposed increases and Mr Harvey was requested to draft a response to the consultation on behalf of the Committee.

NH

100.7 Limpet Cottage – Sale of Land Paper from the States Engineer dated 23rd September 2013 tabled and considered. Mr Birmingham advised that the parcel of land is Zone 4 Building Area and not in the Greenbelt as stated in the report. **Noted**

It was further noted that two valuations were sought for price of the parcel of land. **Noted**

RESOLVED unanimously to approve to offer the parcel of States land north of Limpet Cottage, being 120 square meters, for sale to the owners of Limpet Cottage in the sum of £10,000 plus legal and surveyors' costs incurred subject to the approval of the full States. States Engineer to deal.

ENGINEER/BILLET ITEM

101/2013

Business Development, Tourism & Marketing Matters

101.1 Alderney Enterprise Group update Mr Harvey, Chairman of the Business Development, Tourism and Marketing Committee, reported on the following matters which were noted:-

- Transportation The Public Services Department in Guernsey will be signing off on the wording and the funding of the development brief for the airport

shortly. A copy of the CAA audit report on the airport was again requested at the most recent meeting with PSD. The Committee agreed that a letter from the Chairman should be sent.

FS

Jersey Route – the trial run was successful and the Marketing Department will be drafting a proposal for continuing the service going forwards.

- Business Development The new website, www.movetoalderney.com, was launched on the 18th October and the first adverts placed in the Financial Times and Sunday Times on the 26th & 27th October.
- Energy The anaerobic digester plans are progressing and a proposal will be forthcoming.

101.2 Transport Statistics – September 2013 tabled and the following were **noted**:-

- The passenger figures on the Southampton route are up as opposed to the Guernsey route being slightly down.
- The issue relating to the decline in the number of charter anglers visiting the island, as discussed at the previous meeting, was due to the figures provided by the harbour office being inaccurate.
- The loss of mooring fees during the Fish and Ships sailing event will be discussed at the next ESC meeting.
- The new CAA inspector will be visiting Alderney in early December.

101.3 Employment Permits Scheme – Proposed Consultation Paper from the Chief Executive's Office dated 24th October 2013 tabled and discussed.

It was noted that the matter had been raised earlier in the year and referred to the BDTM Committee.

Members discussed the issues relating to the Employment Permit Scheme at length and it was agreed that a consultation document should be circulated to relevant parties with a view to suspending the scheme in 2015 for a trial period and the financial implications of such a suspension to be determined.

Chief Executive's office to deal.

CE OFFICE

101.4 Living Islands – Business Plan and Work Programme 2013-2015 tabled and **noted**. Members were reminded that a presentation will take place in the Anne French Room at 3pm.

102/2013

Legislation and Conventions

102.1 Legislation Select Committee It was noted that the following items, which may be of interest to Alderney, will appear on the Billet of the December meeting of the States of Deliberation:-

- The Medicines (Human and Veterinary) (Bailiwick of Guernsey) Law, 2008 (Commencement and Amendment) Ordinance, 2013
- The Chief Accountant (Transfer of Functions) (Guernsey) Ordinance, 2013
- The Health Service (Specialist Medical Benefit) (Amendment) Ordinance, 2013

Chief Executive's office to deal.

CE OFFICE

102.2 The Temporary Prohibition of the Importation of Animals from Alderney Order, 2013 tabled and **noted**.

102.3 Criminal Justice Legislation – Amendments to PPACE tabled and the Committee had no further comment on the amendments.

Chief Executive's office to deal.

CE OFFICE

103/2013

Confidential Item Paper from Mr Stephen Taylor, Internal Auditor, dated October 2013 tabled and discussed. The Chief Executive advised that the proposal for changing the organisational structure of the States Works Department is a result of the Internal Audit and has been brought to the Committee as the States Employment Board.

Members agreed that the changes are necessary and noted that appropriate criteria will be put in place to determine qualification to the Voluntary Early Severance (VES) and that capital investment will be required. **Noted**

RESOLVED unanimously to support the recommendation to restructure the States Works Department and the revised working hours. A report regarding the VES to go on the November Billet. Chief Executive to deal.

CE/BILLET

104/2013

Any Other Business

104.1 Immigrant Investors Programme The Chief Executive reported that himself, Mr McDowall and Henley & Partners had a meeting with the Home Office in London to discuss the proposal. It was noted that the proposal would require changes to the immigration rules and the Chief Executive will be meeting with the Home Department in Guernsey to discuss the matter further. **Noted**

104.2 Alderney eGambling It was noted that the AeGL will have a meeting on the 5th November to discuss the changes in tax structure for gaming companies as well as the funding of Team Alderney. **Noted**

104.3 Fisheries Mr Rowley advised that he has been liaising with a professor willing to assist with controlling fish stocks around Alderney waters and wished to invite the professor to visit in order to discuss the matter further. The Chief Executive stated that this is an ESC matter and requested Mr Rowley liaise with him following the meeting.

/eot

Meeting closed: 12:45pm

Signed: Mr F Simonet

Date: 26th November 2013