

General Services Committee Meeting
Anne French Room
Tuesday 11th March 2014
0915

Mr I Tugby, Deputy Chairman
Mr R Berry
Mr S Roberts

Mr R Burke, Chief Executive
Mrs K A Hatcher-Gaudion, Treasurer
Ms J Turner, States Engineer
Mrs E O'Toole, Minute Secretary

Apologies: Mr C Rowley

In attendance: Mr M Gaudion, Harbour Master (item 20/2014); Mr Chris Morris, Senior Sea Fisheries Officer, and Mr Dave Wilkinson, Sea Fisheries Officer (item 20.5 & 20.6)

ACTION

17/2014 Minutes of the previous meeting of 18th February 2014 tabled and **approved** subject to the following minor amendments:-

- Item 11.1 St Anne's Church – Amend to read 'New *copper ridges* are currently in Guernsey...'
- Item 13.1 – Amend to read '...the road surface levels at *Simon's Place* are removed...'

18/2014 Matters Arising

18.1 St Anne's Church Progress Update Report from Lovell Ozanne dated 5th March 2014 tabled and noted. The States Engineer advised that 3 phases of the project has been completed and is on budget. **Noted**

18.2 2014/15 Capital Projects Programme Report from the States Engineer tabled and discussed. The States Engineer advised that all the projects planned for 2014 will be carried out or outsourced if necessary. **Noted**

18.3 Coastal Erosion /Storm Damage - For Ratification Email from the States Engineer to Members dated 25th February 2014 tabled for ratification and discussed.

RESOLVED unanimously to approve coastal engineers, Royal Haskoning DHV, to visit Corblets and Clonque and produce a Coastal Management Plan at a cost of £15.2K as preliminary costs from Coastal Protection projects capital funding.

ENGINEER/TREASURY

18.4 Drainage Surveys Item deferred to next meeting.

ENGINEER/AGENDA ITEM

18.5 Land at Braye Beach - Restoration Works Mr Tugby and Mr Roberts advised that they went to visit the site following the last meeting and Mr Tugby was requested to discuss their design proposal with the Superintendent of Works.

IT/SWD

18.6 Asbestos Survey 2014 Paper from the States Engineer dated 5th March 2014 tabled and considered. The States Engineer advised that this matter was discussed with Mr Ian Dandy, Guernsey Health and Safety, and includes the breakdown of costs and method statement as requested by Members.

RESOLVED unanimously to approve an asbestos survey being undertaken on the 23 key States owned buildings at a cost of £22K from capital funding.

Item to be placed on the P&F agenda for further approval.

ENGINEER/P&F

18.7 Skateboard Park Proposal - For Ratification Email from the Treasury and States Engineer to Members tabled and the Committee ratified their decision reached by email to accept the insurance for the Skateboard Park to be included with the States programme at no additional premium charge however subject to satisfactory risk assessment, health and safety and regular inspection and maintenance of the equipment.

ENGINEER/TREASURER

18.8 Weather Station Relocation and Record Keeping Duties The States Engineer advised that an advert has been placed seeking volunteers to undertake this task. A further update will be given at the next meeting. **Noted**

ENGINEER/AGENDA ITEM

18.9 Any Other Matters Arising from the Minutes

18.9.1 Street Sweeping The Committee recommended that SWD carry out as much road sweeping as possible by the end of March following which, should it be necessary, Ronez be requested undertake this task with their equipment at a cost no more than £1K.

ENGINEER/SWD

19/2014 General Works (including Agriculture)

19.1 Superintendent of Works Report - February 2014 and Progress Update on Business Plan 2014 tabled and noted.

The Chief Executive stated that monthly reporting should be more concise and reporting on the Business Plan should be precisely the objectives set out in the Business Plan with the progress made; States Engineer to advise the Superintendent of Works.

ENGINEER/SWD

19.2 Concrete hardstanding at Recycling Paper from the Superintendent of Works dated 5th March 2014 tabled and discussed. Members considered the proposal to concrete the public area access at the Recycling Centre not a priority as the surface could be reinforced with stone held in stock and requested the States Engineer determine the labour costs to undertake the works.

ENGINEER

RESOLVED unanimously to approve the concreting of surfacing operations area at the rear of the Recycling Centre at a cost up to £23K from capital funding. Item to be placed on the P&F agenda for further approval.

ENGINEER/P&F

19.3 Agricultural Tractor Replacement Paper from the Superintendent of Works dated 17th February 2014 tabled and discussed. Members requested information on the operating of hours the tractor and requested the States Engineer invite the Superintendent of Works to the meeting to provide this information. Item deferred to later in the meeting.

10:00 Mr M Gaudion, Harbour Master, joined the meeting

20/2014 Harbour and Fisheries

20.1 Monthly Report for February 2014 and Business Plan Progress Update tabled and **noted**. **Breakwater** – Mr Tugby queried the contract regarding remedial works on the breakwater as he was advised that this will not commence until June; the Treasurer was requested to check with the Public Services Department.

TREASURER

Lifeboat pontoon for small ferries – The Harbour Master advised that he has had discussion with the RNLI regarding a proposed pontoon for lifeboat which could also serve as a pontoon for small ferries. It was noted that the project would be steered by the Lifeboat and enquiries are being made to Guernsey Harbour for second hand pontoon sections. A submission will be made for a short term solution for this coming season once all the relevant information has been obtained. **Noted**

20.2 Mooring Fee Collection Paper from the Harbour Master dated 5th March 2014 tabled and considered. The Harbour Master advised that the service level agreement which enables Mainbrayce to collect mooring fees outside working hours in the offseason on behalf of the Harbour Office by retaining a third of the fees collected, has proven successful and provided valuable information of visiting yachts/boats etc.

RESOLVED unanimously to agree to approve the 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, commencing Easter weekend (18th April 2014). Harbour Master to deal.

HARBOUR MASTER

20.3 Inner Harbour Quay Face Repairs Paper from the Harbour Authority dated 4th March 2014 tabled and considered. The States Engineer was requested to enquire into the cost of including this survey with that of the coastal engineers coming to undertake surveys of Corblets and Clonque. It was noted that £25K has been included in the 2014 capital budget for the Quay Face repairs.

ENGINEER

RESOLVED unanimously to approve in principle CBL Consulting to undertake a full survey of all the walls of Crabby Harbour, quays and roads at a cost of £6K as preliminary costs from Inner Harbour Quay Face capital project subject to an alternative quotation being sought from Royal Haskoning DHV.

HARBOUR MASTER/ENGINEER

20.4 Inner Harbour Road Repairs Paper from the Harbour Master dated 5th March 2014 tabled and considered.

RESOLVED unanimously to approve resurfacing works of the Inner Harbour roads being carried out by Ronez as part of their 2014 programme at a cost of £20K from Harbour capital funding.

Item to be placed on the P&F agenda for further approval.

HARBOUR MASTER/P&F

10:00 Mr Chris Morris, Senior Sea Fisheries officer, and Mr Dave Wilkinson, Sea Fisheries officer, joined the meeting

20.5 Fisheries Mr Morris and Mr Wilkinson gave a presentation update on the following which was noted:-

- Licensing Application Process
- Licensing being enforced
- Replacement of the Leopardess, Customs & Excise and Fisheries patrol vessel
- New Licensing Conditions
- New Entrance Scheme
- Inshore Fisheries Management

Employment Permit Issue – The Committee noted that the advice from the Law Officers is that employment permits are not required for Bailiwick registered vessels provided that the catch is not landed and processed in Alderney. Mr Morris advised that fisherman are still required to abide by local laws, practises and regulations and there are reciprocal agreements in place for Alderney fisherman to fish in Guernsey waters. **Noted**

20.6 Any Other Business Relating to Harbour and Fisheries

20.6.1 Marine Park Proposal Paper from Dr Steven Fletcher tabled the Committee agreed to defer this matter to the next meeting of the Committee in order for Mr Rowley to be present.

DEFERRED/AGENDA ITEM

Mr Morris stated that this is a very positive proposal which the Commerce and Employment Department are fully supportive of and they will assist where required. **Noted**

10:55 Harbour Master, Mr Morris and Mr Wilkinson left the meeting

10:55 Mr T Birmingham, Superintendent of Works, joined the meeting

19/2014 General Works (including Agriculture) – continue

19.3 Agricultural Tractor Replacement Mr Birmingham provided the Committee with information with regards to the current fleet of tractors including the old harbour tractor and advised that a manufacturer from Guernsey will visit the island to view and price up these for purchase.

The Committee agreed to defer a decision on purchasing a replacement tractor pending the quote from the manufacturer to purchase the old tractors as mentioned. Mr Birmingham to deal.

SWD/AGENDA ITEM

War Memorial Railings Mr Birmingham advised that further to the paper from Mr Berry at the previous meeting, a quote has been received for remedial and replacement works on the war memorial railings.

The Committee noted that a formal proposal must be submitted for consideration. **Noted**

11:10 Mr Birmingham left the meeting

19.4 Programme of Maintenance Paper from Mr Berry tabled and discussed. Mr Berry proposes that a complete inventory of all States assets is compiled and a maintenance programme is created which is regularly updated. The States Engineer advised that works have commenced to formulate a programme. **Noted**

The Committee agreed to review the draft maintenance programme at the next meeting in order to tie in with the budget process and requested Mr Berry liaise with the States Engineer and Superintendent of Works to assist.

RB/ENGINEER/SWD/AGENDA ITEM**19.5 Any Other Business Relating to General Works**

19.5.1 Longis Sewer UV Array Installation The Engineer advised that the equipment has been ordered and the tenders for the installation works have been sent out. **Noted**

19.5.2 Flooding on Longis Common The States Engineer advised that the Waste Foreman was investigating options to allow for drainage of the common through Longis Wall. **Noted**

The States Engineer was requested to liaise with a property owner in the area who raised concerns regarding the flooding with Mr Tugby.

ENGINEER/IT

21/2014 Recreation, Welfare and Environment (including States Land)

21.1 Toddler Play Park proposal Paper from the States Engineer dated 5th March 2014 and proposal from Mrs Rebecca Bohan, Chairperson Alderney Baby and Toddler Group, dated January 2014 tabled and discussed.

The proposal requests the approval to relocate the toddler playground equipment at the swing park to a new fenced and safety surfaced area and the purchase and installation of extra equipment at a sum up to £35K.

The Treasurer advised that the funding for the refurbishment and repair works on the playground equipment is included in the CIEF for 2017 at £40K. The States Engineer explained that as the Committee had agreed to the skate park proposal, the existing equipment would need to be removed and relocated. **Noted**

The Committee, having considered that no funding has been allocated for this work as it had not been scheduled until 2017, requested the States Engineer to enquire from the Toddler Group how they intended to fund the project as their proposal indicates that they would 'source local traders and funding' for the project, what funding they have available and the true cost of their proposal for the next meeting.

ENGINEER/AGENDA ITEM

The Treasurer further advised that the Committee could consider bringing the funding forward at the special Capital Prioritisation meeting in April if they were minded to do so. **Noted**

21.2 Corporation Quarry Improvements Paper from the States Engineer dated 5th March 2014 tabled and considered.

RESOLVED unanimously to approve option 2, concrete slab stage construction, and refurbishment works to the Corporation Quarry at a sum not exceeding £50K through capital funding.

Item to be placed on the P&F agenda for further approval.

ENGINEER/P&F

21.3 Sailing Club Proposed Development Paper from the Planning Office dated 5th March 2014 tabled and considered.

RESOLVED unanimously to agree to give landlords consent to the Alderney Sailing Club to develop the sites as proposed and subject to planning permission.

BDCC

21.4 Quay FM Extension of Lease Paper from the States Engineer dated 5th March 2014 tabled and considered.

RESOLVED unanimously to agree to extend the lease for Braye Lodge with Quay FM by 5 years. Chief Executive's office to deal.

CE OFFICE

21.5 Alderney Gaol update Paper from the States Engineer dated 5th March 2014 tabled and discussed. The Committee noted that the matter of the deteriorating gaol was first brought to the Committee in 2011 and £50K has been allowed in the CIEF for 2014. **Noted**

The Committee considered the recommendation to replace the roof and make the building wind and water tight at a cost of £53K was disproportionate as there is no identifiable use for the building and access to the gaol is not open to the public and the police station and Jurats of the Court have previously had reservations about this.

The Committee requested the States Engineer identify the cost of demolishing the gaol and extending the car park at the Court Office by making an access through the wall, for consideration at the next meeting.

ENGINEER/AGENDA ITEM

21.6 Old Fire Station Lease with Alderney Electricity Ltd (AEL) The Committee noted that the Building and Development Control Committee visited the old fire station during their last meeting to view the site as the Committee had granted permission for a new access to be created and whilst on site, AEL proposed a different area for the new electricity substation.

The Committee agreed that AEL would be required to submit a proposal for consideration at the next meeting. Chief Executive to deal.

CE

21.7 Community Woodland Plan Draft Management Plan 2014-2018 tabled and the Committee raised no objections.

21.8 Any Other Business relating to Recreation, Welfare and Environment

21.8.1 Road Closure - Egg Rolling The Committee agreed to close Tourgis hill on 19th April 2014 from 11:00 to 13:00 to allow for the Egg Rolling event in aid of Cancer Relief to take place.

ENGINEER/SWD

21.8.2 Chapel of Rest The States Engineer advised that the Hospital informed her that the repair works discussed in Committee last year have now been completed. **Noted**

22/2014 Roads and Transport

22.1 Taxi Operating Hours Paper from Mr Berry tabled and it was noted that at a recent meeting Mr Birmingham, Deputy Chairman of the Business Development, Tourism and Marketing Committee, held with local licensees concerns were raised regarding the operating hours of certain taxi operators and it was suggested that operators display their operating hours in their vehicles to inform customers. **Noted**

See Confidential Annexure.

22.2 The Alderney Road Traffic and Public Highways Ordinance, 1966 Paper from Mr Berry tabled and discussed.

- **Parking on Pavements** – Mr Berry stated that this has become an increasingly difficult issue for the police and traffic warden to deal with. He advised that the pavements in certain areas of town are inaccessible for pedestrians, disabled people and mothers with pushchairs due to the number of cars parked and proposed that this should not be permitted going forwards.

The Chief Executive advised that in Victoria Street and many other areas in town, the pavement are owned by the adjoining properties therefore the States might not be in a position to impose restrictions. **Noted**

The Committee agreed not to make any changes at this stage.

- **Le Val car park** – Mr Berry stated that the Committee had previously considered defining specific times on a number of bays in Le Val car park prior to the completion of the new Connaught Care Home. Mr Berry advised that there still appears to be a number of abandoned vehicles and insufficient amount of space during peak times.

The Committee agreed to not impose any parking restrictions in Le Val car park, pending the completion of the new doctors' surgery, and monitor the situation.

- **Longis Road (Val Fontaine/Longis Villas)** – Mr Berry advised that there continues to be a problem with vehicles parked on the south of Longis Road adjacent to Longis Villas which is creating difficulty for access from Val Fontaine and proposed that a yellow line be placed in this area to allow vehicles to have adequate line of sight of vehicles proceeding down Longis Road.

The Committee did not consider it necessary to place a yellow line and instead suggested the residents of Longis Villas and other adjoining properties be asked to park their vehicles more considerately.

ENGINEER/SWD

22.3 Any Other Business relating to Roads and Transport

22.3.1 HGV licences The Chief Executive was requested to follow up the issues with the Environment Department.

CE

23/2014 Any Other Business

23.1 Public Toilet Cleaning tenders Item under separate confidential minutes.

Meeting closed 12:25pm

DATE OF NEXT MEETING: 8th April 2014

Signed: Mr I Tugby, Deputy Chairman

Date: 8th April 2014