

**General Services Committee Meeting**  
**Anne French Room**  
**Tuesday 14<sup>th</sup> October 2014**  
**0915**

Mr C Rowley, Chairman  
Mr R Berry  
Mrs N Paris  
Mr I Tugby

Mr V Brownlees, Chief Executive (until 11:00)  
Mrs K A Hatcher-Gaudion, Treasurer  
Ms J Turner, States Engineer  
Mr B Adams, Interim States Engineer  
Mrs E O'Toole, Minute Secretary

Apologies: Mr S Roberts  
In attendance: Mr M Gaudion, Harbour Master (item 72/2014); Mrs J Page, SWD Office Manager (item 71.4, 71.5 & 73/2014)

**ACTION**

**70/2014** Minutes of the previous meeting of 9<sup>th</sup> September 2014 tabled and **approved** subject to a minor amendment.

Minutes of the confidential meeting of the 15<sup>th</sup> September tabled and **approved**.

**71/2014** Matters Arising

**71.1 St Anne's Church Progress Update** Report from Lovell Ozanne dated 8<sup>th</sup> October 2014 tabled and **noted**.

The States Engineer was requested to query the timeline of works with the contractor.

**ENGINEER**

**71.2 Teachers Houses** The States Engineer advised that quotes are being sought for a list of required repair works. Once returned a programme of works will be drawn up. **Noted**

**71.3 Coastal Protection – Corblets Wall** Paper from the States Engineer dated 9<sup>th</sup> October 2014 tabled and discussed.

The States Engineer advised that the scheme using on island materials as a temporary measure, as agreed at the previous meeting, was attempted however the stones from Mannez quarry are not a sufficient size and only a third of the area required, 20m, could be repaired. There was also concern that the scheme had not been designed by a qualified engineer and appropriately costed therefore which would prove problematic in gaining approval from the States of Guernsey/T&R.

Mr Berry and Mr Tugby were not in favour of significant expenditure as proposed in the paper tabled as they considered other more important capital projects however was concerned of further damage of the wall in the coming winter season. **Noted**

*09:45 Mr M Gaudion, Harbour Master, joined the meeting*

**RESOLVED by a majority (Mr Tugby against) to:-**

- a) Instruct the States Engineer to discuss staging Option 5 with Royal Haskoning;
- b) Obtain recommendation from Royal Haskoning of what works could be carried for £170K, as per the capital allocation for 2015; and
- c) The Chief Executive and Treasury to discuss assistance with funding of Option 5 as necessary with the States of Guernsey/T&R.

**ENGINEER/CHIEF EXECUTIVE/TREASURER**

**72/2014** Harbour and Fisheries

**72.1 Monthly Report** for September 2014 and Business Plan Progress Update tabled and the following was **noted**:-

- 19 Commercial ships came into the harbour during September, 6 of which required pilotage
- Bumblebee advised they had improved passenger figures for 2014 with 910 from Alderney to Guernsey and 903 from Guernsey to Alderney. The Harbour Master was requested to obtain and circulate 2013 figures for comparison.

**HARBOUR MASTER**

- Southampton Boat Show – The Harbour Master was requested to provide feedback for the BDTM Committee.

**HARBOUR MASTER**

*09:55 Mr Tugby left the meeting for this item*

**72.2 Pontoon Steps Improvement Works** See Confidential Annexure.

*10:00 Mr Tugby re-joined the meeting*

**72.3 Water Taxi Service** Paper from Treasury dated 23<sup>rd</sup> September 2014 tabled and considered.

**RESOLVED unanimously to agree to offer a further contract to Mainbrayce Ltd up until 28<sup>th</sup> February 2018 under the same conditions as per the existing contract.**

**Treasury to deal.**

**TREASURY**

**72.4 Harbour Showers Refurbishment** The Harbour Master stated that following the reduction in budget for the project, the proposed refurbishment can no longer be carried out. The Treasurer confirmed that P&F had further reduced the budget at their recent meeting – relevant minute to follow.

The Committee agreed that the Harbour Master and Interim States Engineer meet to determine what works can be carried out for the budgeted amount.

**INTERIM ENGINEER/HARBOUR MASTER**

**72.5 Any other business relating to Harbour and Fisheries** The Harbour Master was requested to assess the signage by the entrance of the breakwater which is obscured.

**HARBOUR MASTER**

*10:15 Harbour Master left the meeting*

*10:15 Mrs J Page, SWD Office Manager, joined the meeting*

**71/2014 Matters Arising – continue**

**71.4 Campsite – Shop Extension** Paper from the States Engineer dated 6<sup>th</sup> October 2014 tabled and discussed. The Committee discussed at length the wardens living on-site, the proposal for the shop extension which include a wardens rest area and previously resolutions by the Committee.

It was noted that in accordance with the law, the Committee was not required to apply for planning permission however had made a decision in 2012 to do so for all States projects.

**Noted**

**The Committee agreed to seek planning permission for:-**

- a) The extension to the shop/café including the rest area;**
- b) To clad the east and south walls of the shop building; and**
- c) The planning application is sought on the basis that the permission for the shop/café remain in place should the rest area not be approved.**

**States Engineer to deal.**

**Funding approval to be sought once planning permission obtained.**

**ENGINEER/BDCC**

**71.5 No 5 Connaught Square** It was noted that quotes for the required works are being sought and will be reported back to the Committee at the next meeting.

**ENGINEER**

The SWD Office Manager advised that a fault has been identified with the Fire Alarm system in the old Connaught Care Home; the Committee agreed that the works were necessary and funding to be obtained from SWD budget to repair the fault.

**SWD**

*11:00 Chief Executive left the meeting*

**73/2014 General Works (including Agriculture)**

**73.1 States Works Department Report – September 2014** tabled and **noted**.

The SWD Office Manager advised that SWD could benefit from the use of the Digimap System currently available from the Planning Office.

A proposal for acquiring the appropriate equipment and licence for a Digimap system based at SWD office to be prepared for consideration by the Committee.

**SWD OFFICE MANAGER**

A paper from Mr Berry was also table with various items queried, which included:

- The operational capability of the gulley sucker
- Clearing of roads and gullies following adverse weather
- Road sweeping
- Action on the water ingress at the Island Hall building
- Clearing of box gutters, roof gutters, down pipes and drains

The SWD office manager advised that conscious efforts are made to clear gullies, gutters and drains during the autumn months and Mr Tugby has been sweeping roads with his machinery. The water ingress at the Island Hall continue to be monitored and attempting to trace the source of the leakage as well as necessary works to seals windows. **Noted**

**73.2 SWD On Call System** Paper from the States Engineer dated 9<sup>th</sup> October 2014 tabled and considered. It was noted that this was one of the recommendations from the Internal Audit on SWD operations and provision has been made in the 2015 budget. **Noted**

**The Committee noted the provision of the out of hours service for States Works practical problems on island.**

**73.3 Seasonal Cutting of Hedges/Verges** Paper from the SWD Office Manager dated 15<sup>th</sup> October 2014 tabled and considered.

**The Committee agreed to adopt the guidelines as set out in the paper for private landowners and occupiers responsibilities and SWD responsibilities with regards to seasonal cutting of hedges/verges.**

**Interim States Engineer to liaise with the Law Officers.**

**SWD OFFICE MANAGER/INTERIM ENGINEER**

**73.4 Capital Projects update** Report from the States Engineer dated 8<sup>th</sup> October 2014 tabled and **noted**.

See Confidential Annexure.

**73.5 Any other business relating to General Works** None.

*11:30 SWD Office Manager left the meeting*

**71/2014 Matters Arising – continue**

**71.6 Clonque Road Diversions** Paper from the States Engineer dated 8<sup>th</sup> October 2014 tabled and considered.

The Committee requested the States Engineer and Interim States Engineer discuss the matter with the Landmark Trust.

**ENGINEER/INTERIM ENGINEER**

**71.7 Any other matters arising from the Minutes** None.

**74/2014 Recreation, Welfare and Environment (including States Land)**

**74.1 Scramble Course – Alderney Motorcycle Club** Paper from Treasury dated 6<sup>th</sup> October 2014 tabled and considered.

**RESOLVED unanimously to agree to the issue of a 5 year permit to the Alderney Motorcycle Club with the same terms and conditions as per the letter from the CEO's office dated 9<sup>th</sup> October 2009, subject to receipt of a copy of their third party insurance and provision of a one month notice period by either party.**

**TREASURY**

**74.2 Skate Park Completion – Update** Paper from Treasury dated 7<sup>th</sup> October 2014 tabled and noted. Item deferred for 2 months pending resolution of other issues.

**DEFERRED**

**74.3 Crusher Site – Requested amendment to Lease** See Confidential Annexure.

**74.4 French Painting in Island Hall – Landlord's Permission** Paper from the President's Office dated 4<sup>th</sup> October 2014 tabled and considered.

**The Committee agreed the request to have a triptych of paintings, presented to the President by the Mayor of Beaumont Hague during the Twinning, displayed in the Island Hall and for these paintings to be included on the States insurance.**

**PRESIDENTS OFFICE/TREASURY**

**74.5 Any other business relating to Recreation, Welfare and Environment** None.

**75/2014 Roads and Transport**

**75.1 Traffic Reminder to Visitors** Letter from a member of the public tabled and noted. Chairman to discuss the matter with on island cycle hire businesses.

**CHAIRMAN**

**75.2 Any other business relating to Roads and Transport** None.

**76/2014 Fire Services**

**76.1 Inspection Update – Confidential Item** See Confidential Annexure.

**77/2014 Any Other Business**

**77.1 Electric Cable at Memorial Garden** The States Engineer advised that further to the previous resolution of the meeting allowing for an electric cable in the Memorial Garden to service the Christmas tree provided by the Chamber of Commerce, the Committee was requested to consider the States providing public liability insurance for the cable.

**The Committee unanimously agreed the new electricity cable in the Memorial Garden be included as part of the overall States Insurance cover.**

**ENGINEER/TREASURY**

**Meeting closed: 12:00pm**

**DATE OF NEXT MEETING: 11<sup>th</sup> November 2014**

**Signed: Mr C Rowley**

**Date: 12<sup>th</sup> November 2014**