

**POLICY AND FINANCE COMMITTEE MEETING
ANNE FRENCH ROOM
22nd JUNE 2015
0915hours**

Mr N Harvey, Chairman
Mr R McDowall
Mr I Tugby
Mr F Simonet, (from 11.30am)
Mrs N Paris
Mr L Jean
Mr M Birmingham
Mr G McKinley
Mr S Roberts
Mr C Rowley

Mr W V Brownlees, Chief Executive
Mrs S Pengilley-Price, EA to the Chief Executive
Mrs K A Hatcher-Gaudion, Treasurer
Miss L Gaudion, Minute Secretary
Mr P Veron, Economic Development Officer (from 10.15)

Apologies: Mr Starck & Lord Faulkner (AGCC)

In Attendance: Mr Wilsenach, Mrs Burland & Ms Picornell joined the meeting at 10.35am to 11.35am (AGCC)

ACTION

- 52/2015** **Minutes of the previous meeting** of 18th May 2015 tabled and **approved**.
Notes from the Finance Committee meeting of 16th June– to be circulated via email. The Chairman reported that the current Revenue and Capital Reports are of limited value and cannot be meaningfully analysed because the figures for the Management Accounts are delayed, due to a hold up with authorisation of invoices, together with capital program slippage, which has been discussed with the CE. Further discussions are to be held between CE, Treasury and Head of Operations to review the current systems. The Treasurer reported that all budget holders throughout departments have received new/additional budget management training. It is anticipated that these measure should ensure that the accounting for transactions will improve from both a timeliness and quality perspective- a prerequisite for both reforecasting the 2015 budget and in preparation for presentation of the 2016 budget. The Museum Grant for £5K discussed at FC will be tabled at July P&F meeting for approval. **Noted.**
Notes from the Business Development, Tourism & Marketing Committee meeting of 2nd June–Tabled and noted.
- 53/2015** **Matters Arising**
42.1 Committee feedback from Chairmen (B&DCC and GSC) and Guernsey Representatives and Alderney Liaison Group
BDCC – Mr Birmingham thanked Deidre for her work over that last year. The new Planning Officer has joined the team, progressing with the outstanding applications. Planning Officer and Head of Operations working on an interim measure for building control inspections. **Noted.**
GSC– Head of operations is making progress with the delayed projects. **Noted.**
Guernsey Reps –Nothing to report – review of Government in July. **Noted.**
Alderney Liaison Group–The Chairman requested for the minutes from the ALG Meeting to be circulated to all members. **Noted.** **ELANJA**
It was reported that the runway is to be closed for one day during the summer for inspection and repairs. The main runway is priority, with the works needing to coincide with the road contracts with Ronez to reduce costs. It was stated that AvGas and Jet 1 fuel should be the responsibility of States of Guernsey, which is stated in earlier reports. James Lancaster to email the relevant reports to the Chairman for further information. **Noted.** **JL**

Financial Relationship – HSSD provided Transferred Services figures.

An in-depth investigation into the indirect contribution that Alderney Gaming gives to Guernsey is in progress.

RM circulated report on Transferred Services data which provided qualitative and quantitative information.

Shareholder objectives between T&R and Aurigny were reported to be much more broadly drawn than previously. Specific measures for Alderney routes are under discussion.

Presentation from Law Officers on Development of Public Services – obligation for air services had been received.

Bumblebee Ferry Service – with Policy Council for review. No certainty of support and with level of guarantee, will have to go to the full Guernsey States.

It was reported that Guernsey are blacklisted within the EU. **Noted.**

42.2 Fort Albert Update

The Committee was advised that progress of the proposal is now with the Applicant. **Noted.**

54/2015

Budgetary and Financial Matters

54.1 Confidential Item – SEE CONFIDENTIAL ANNEXURE

54.2 Capital Projects Prioritisation Programme – Paper from Head of Operations tabled and noted.

The CE advised that the work is in progress; with timelines, project costings and a draft of priority projects being produced by Head of Operations. **Noted.**

The following issues were noted:

St Anne's Church – Head of Operations to meet with Lovell Ozanne (Project Management team) for full analysis.

Nunnery – to be placed on the list, also a GSC matter.

Butes Centre – viability of the Trust, MB to discuss further with CE for progress.

Harbour development projects - The Committee agreed that certain issues should be considered in light of agreement with Alderney Development Limited (ADL) Teacher's Houses and Skate Park confirmed as issues for GSC.

HO/GSC

10.15 Paul Veron joined meeting

54.3 Financial Relationship Review 2015 – Report from Robert McDowall dated June 2015 tabled and noted. **Noted.**

55/2015

St John Update – Reports from Matthew Birmingham dated June 2015 tabled and noted.

MB reported that a Review of the local service and its future needs has been completed. The service delivery is of a good standard with the Board needing rationalisation being cut in size and delegation of responsibilities. The forming of a Stakeholders group consisting of staff from the Hospital; Doctor's; Connaught; Aurigny; RNLI etc. has been suggested to produce positive feedback and highlight possible improvements. MB advised that the Stakeholders group could expand to an Alderney Health Care Professional Group. The Chairman of the Board is to report to P&F once/twice a year, and to be point of contact. It was also reported that Simon Dent is on the Board for finances. MB to report further updates to P&F as required.

It was agreed that a States Member was no longer required on the Board, and with this MB informed the Committee of his resignation from the Board. A States Member to be on the Stakeholder Group

MB

10.30 AGCC joined meeting

- 56/2015** **AGCC Presentation** – Mr Wilsenach, Mrs Burland & Ms Picornell in attendance. Overview of 2014 & 2015 Presentation tabled and noted.

11.35 AGCC left the meeting

- 57/2015** **AEL AGM Report** – Report from CE Office dated 17th June 2015 tabled and noted. GM,LJ,FS and RM declared interest as Shareholders of AEL, and MB as Company Director. **Noted.**
Due to the unavailability of the accounts, the Committee deferred the item regarding the Auditors Report to be approved and circulated via email (excluding the conflicted parties) to the Chairman and CE. All other items on the ALG Agenda were approved and noted. Mr Jean felt denied the opportunity to discuss issues with the main report that were not on the AGM Agenda, as he was off island on the date of the AGM. **Noted.** **CE/NH**

- 58/2015** **Business Development, Tourism & Marketing Matters**
58.1 Landmark Trust – The Odeon – Paper from BDTM dated 15th June 2015 tabled and noted. The Committee discussed the possible criteria for other buildings that may be of interest to the Landmark Trust.
The Committee welcomed the interest and agreed for NP and FS to discuss further with the Landmark Trust. **FS/NP**

- 59/2015** **Legislation, Conventions and Policy**
59.1 Testamentary Freedom – Report from Robert McDowall dated 4th June 2015 tabled and ratified. **Noted.**

59.2 Fisheries & Territorial Limits – Report from Neil Harvey dated 15th June 2015 tabled and noted.

The Committee approved the recommendation for fisheries/operational issues to be dealt with and reported by the Harbour Master through GSC as currently; and further agreed to give notice to Guernsey Commerce and Employment Department that any policy issues relating to new access to our waters will need to be discussed within the Policy & Finance Committee representing the full States of Alderney. CE to deal, and consider appointment of a 2nd Commissioner. Noted.

CE

59.3 Liquor Licensing Laws Proposal – Public Consultation Outcomes
Detailed minutes to follow. **Noted.**

- 60/2015** **Economic Development Plan**
60.1 Economic Development Reserve – Quarterly Financial Report as at June 2015 tabled and noted. The Treasurer reported that the budget is underspent to date. **Noted.**

The Chairman requested that an updated copy of the Economic Development Plan with clear sub headings to be included in every P&F agenda pack going forwards.

CE

60.2 Business Relocation to Alderney & Available Clerical Resources – Report from Robert McDowall dated June 2015 tabled and noted.

60.3 Other EDP Business

It was reported that ADL and Lee Dawson are in discussions with the CE regarding the progress of the Marina Feasibility Study. They are reported to be on target with meeting the deadlines of 31st July and 30th September 2015. Written confirmation for these deadlines is to be achieved. **Noted.**

BDCC Housing Strategy - MB reported that the Planning Officer is now in place working with the Head of Operations in resolving the various issues with the Arup report and Building Regulations. **Noted.**

- 61/2015** **Property Asset Management** – Report from Francis Simonet tabled and noted.
Mr Simonet reported that the 1st meeting of PAMG has been held, with a strategy put in place for the way forward. Once the assessments have been produced PAMG will require a definitive answer from the P&F Committee for those assets to be sold, and those to be maintained through a Maintenance Programme. **Noted.**
Proposal that as a priority a Development Brief is to be prepared in respect of Fort Tourgis and The Old Connaught, and both properties placed on the market.
RESOLVED; Approved by majority (Mr Jean & Mr Roberts against, stating that the properties should not be sold until the property market improves). Costs for the initial development briefs for the 2 properties to be confirmed and charged to EDR.

- 62/2015** **Any Other Business**
- Chris Rowley reported that he is awaiting response from Mr Smillie from Guernsey Post regarding the investigation and survey. **Noted.**
 - Guernsey Deputies Visit – Graham McKinley reported that he has composed a draft itinerary for the Deputies Visit's for 17th July and 18th September 2015. To be circulated to all members for comment. Mr McKinley to oversee. **Noted.**

- 63/2015** **Press Releases**–Liquor Licensing Law

- 64/2015** **For Information**
The following reports/letters were noted :-
- **Employment Permit Report – June (to date)**
 - **Summary of Management Accounts –May 2015**
 - **Aged Debtors Report – Confidential Item – No new aged debtors to report**
 - **Timetable – Budget 2016 & Revised Budget 2015**
 - **AHA Quarterly Report – January to April 2015**

Meeting closed: 1.45pm

Signed: Mr Neil Harvey

Date: 28th July 2015