

**POLICY AND FINANCE COMMITTEE MEETING**

**Anne French Room**

**4<sup>th</sup> December 2023**

**0900 hours**

**PRESENT:**

Mr N Vooght, Chairman  
Mrs L Maurice  
Mr B Woodhead  
Mr B Kelly  
Mr K Gentle  
Mr I Carter  
Mr S Roberts  
Mr A Snowdon  
Mr D Smithurst  
Mr W Abel

**IN ATTENDANCE:**

Mrs E Maurice, Temporary Chief Executive (TCE)  
Mrs L Baines, Political & Senior Executive Officer (PSEO) (until 1pm)  
Mrs S Pengilley-Price, Head of Govt Support (HoGS)  
Mr Stephen Taylor, Strategic Financial Advisor (SFA) (via Teams)  
Mrs E O'Toole, Acting Head of Finance (AHoF)  
Mr J Laband, Policy Support Officer (PSO)  
Mr T Leijser, Chief Clerk (from January 2024)

**Apologies:**

Attendees: Mr W Pierce, Head of Alderney Care (for item 4.1 only); Mr J Lancaster, AEL Managing Director and Mr M Birmingham, AEL Chairman (for item 4.2 only).

Declarations of Interest:  
Confidentiality Reminder

**AGENDA ITEM**

**ACTION**

**01/12/2023**     **Minutes**

**1.1 Minutes from previous meeting for approval – 23<sup>rd</sup>/30<sup>th</sup> October 2023 & Special meeting 11<sup>th</sup> October & 20<sup>th</sup> November 2023** – tabled and approved subject to amendment of typo on page 9.

**Electoral Roll** – Still awaiting response from Head of Public Services in Guernsey. Noted.

**Le Val Field** – work is ongoing. Noted.

**1.2 Policy and Finance Decision Progress Log – October 2023 Meeting** – tabled and noted.

**Le Val Field** – to be placed on decision log.

**Coin Contract** – Signed last week.

**Biodiversity Strategy** – Due to its new title now being the Strategy for Nature and Agriculture, the reference within the Island Plan will require updating. It was noted that formal consultation on the Strategy is to be held.

**02/12/2023      External Relations/Budget & Finance**

**2.1 External Relations Update (Bailiwick Council/ALG/MoJ/Normandie/Ille et Vilaine & Brittany)**

**Bailiwick Council** – Bailiwick Strategic Planning confidential report tabled for information and noting.

**ALG** – Nothing further to report.

**MoJ** – Letter from Lord Pickles re IHRA dated 17<sup>th</sup> November 2023 tabled and noted. A copy of the text for the information boards to be sent to IHRA for their information once finalised/installed.

BDCC to explore the listing of sites. Letter to be acknowledged and to request a copy of the most recent Charter for our files.

**Normandie** – Nothing further to report.

**Brittany & Ille et Villaine Agreements** – Nothing further to report. It was noted that a potential internship is being discussed.

**2.2 Finance (including Grants & Subsidies)**

**2.2.1 AHA Quarterly Report** – Report from Strategic Financial Adviser dated 4<sup>th</sup> December 2023 tabled and considered.

Members requested for clarification to be sought on the following areas:

- Proposed new build cost and market value once business case received.
- Other options to address social housing need.
- What Housing Strategy are they working to.

**The Policy and Finance Committee resolved to:**

- a) Note the key issues in the report;**
- b) Identify any issues (as listed above) for follow up with the AHA at the next quarterly meeting with States representatives.**

**SFA**

**2.2.2 Vehicle Import Fees 2024** – Report from Strategic Financial Adviser dated 4<sup>th</sup> December 2023 tabled and considered.

At the States meeting in October 2023, the proposed budget increase of 50% on all Vehicle Import Fees for 2024 was agreed with an amendment as follows:

*‘...approve a 50% increase to Vehicle Import rates and for all vehicles to be streamlined into a single category from 1 January 2024, subject to a further review of the categories with a focus on disincentivising private vehicles and supporting local industry.’*

The report sets out a proposal from the Finance Group to recommend a discounted commercial vehicle import rate alongside the universal 50% increase so that local businesses and residents who import vehicles for commercial use are not penalised.

The paper was reviewed by the Finance Group at its meeting on 13 November 2023 and the recommendations were agreed for submission to the Policy & Finance Committee.

**The Policy and Finance Committee resolved to (Mr Kelly against, Mrs Maurice against):**

- a) **Agree the revised proposal for discounted Commercial Vehicle Import Fees for 2024, on the basis of the calculations in the report, where the vehicle is declared by the importer as being for commercial use,**
- b) **Ask the States Treasurer to liaise with the Law Officers to prepare a draft Ordinance to bring to the States with an effective date as soon as possible in 2024,**
- c) **Request that the States Treasurer introduces revised data systems to ensure all relevant data is collected from 2024, and**
- d) **Ask the States Treasurer to monitor compliance and report to the Finance Group annually or more frequently if abuse is evident.**

SFA/HoF

**2.2.4 Funding for Planning Application – Airport Runway Project – FOR RATIFICATION** – Report from Acting Head of Finance dated 13<sup>th</sup> November 2023 tabled and considered.

The agenda item was tabled for consideration by the Finance Group at their meeting on 13th November 2023. At that meeting the Committee agreed to recommend that the Policy and Finance Committee agree Option E, for the Planning Fee to be funded from the Economic Development Reserve.

This recommendation was circulated via email to P&F members due to the issue being time sensitive.

**The Policy and Finance Committee resolved to ratify (Mr Carter, Mr Abel and Mr Gentle abstained) the agreement of Option E for the Planning Fee to be funded from the Economic Development Reserve (Mr Gentle abstained). Mr Kelly advised that this resolution is purely to finance the application, which does not signify his agreement to the application once placed before him as a BDCC member.**

**2.2.5 Airport Runway Rehabilitation Project – Finance Options – SEE CONFIDENTIAL ANNEXURE**

**2.2.6 SoA Projected Year-End Summary of Accounts – October 2023** – Tabled and **noted**.

**2.2.7 EDR Fund Summary – October 2023** – Tabled and **noted**.

The Acting Head of Finance advised that the transfer of £300k to the EDR Fund for 2024 has been deferred until the Committee is aware of the funding requirements for the Airport Project and other capital projects. **Noted**.

**2.3 Fort Grosnez CCTV Request** – Report from States of Guernsey Infrastructure Officer dated 2<sup>nd</sup> November 2023 tabled and considered.

Due to the location of the breakwater and the fact the direct labour force and dive team work in a high risk area, it has been advised by States of Guernsey Civils and Infrastructure Engineering Team (SPU) that CCTV would be beneficial primarily for health and safety reasons. Currently SPU team members visit Alderney once a month (sometimes less frequent) to liaise with the permanent labour force of two men employed directly (DEL) by CfE&I and the dive team. All other correspondence is either by phone or email. It is very difficult for SPU to line manage the DEL on the breakwater

and undertake the overall management of the dive team. The proposition of getting CCTV installed has been on-going for nearly 12 months and to get this far has been difficult/time consuming due to the many stages for approval. SPU and C&E&I are wanting to get the CCTV installed prior to the Dive contract recommencing in April 2024.

**The Policy and Finance Committee resolved to (Mrs Maurice and Mr Roberts against; Mr Kelly, Mr Carter, Mr Abel, Mr Woodhead and Mr Snowdon abstained) provide landlords permission for the installation of 2 enclosed CCTV Cameras and associated server within Fort Grosnez at the locations specified on the map/diagram subject to consideration and approval of the Building and Development Control Committee.**

PSO

**2.4 States Employment Board – Chief Clerk Update – FOR RATIFICATION** – Report from Chief Executive Office dated 13<sup>th</sup> November 2023 tabled and noted.

An email with the following recommendation was circulated to members for an email decision due to the submission date for the November Billet being before the next P&F Committee meeting:

*The Committee is asked to note the side letter as drafted and agree to ask the States to confirm the appointment of Theo Leijser as Chief Clerk (Chief Executive in accordance with the Government of Alderney Law 2004) of the States of Alderney. Proposer Mr Vooght; Seconder Mr Gentle.*

All members were in support for the recommendation.

**The Policy and Finance Committee resolved to ratify the following:**

- **To note the side letter as drafted and**
- **Agree to ask the States to confirm the appointment of Theo Leijser as Chief Clerk (Chief Executive in accordance with the Government of Alderney Law 2004) of the States of Alderney.**

**Proposer: Nigel Vooght**

**Seconder: Kevin Gentle**

**2.5 States Employment Board Review** – Report from Ian Carter dated 23<sup>rd</sup> November 2023 tabled and considered.

After considering the current position regarding the function of the Employment Board and investigating both the current approach being taken by Guernsey and their planned future direction regarding Senior appointments there are areas that need addressing.

**The Policy & Finance Committee resolved subject to Law Officer confirmation;**

- i. **To propose to the States at its January meeting to remove ‘Carrying out all the functions formerly carried out by, or carried on in the name of, the States Employment Board (formerly the Civil Service Board) from the P&F Mandate;**
- ii. **As soon as possible for P&F to establish a Senior Appointments Panel with appropriate Terms of Reference, comprising the Chairs (4 Members) of P&F, EDC, BDCC and GSC; and**
- iii. **To consider any future proposals that may arise regarding senior appointments process proposed from Guernsey.**

**2.6 ACRE Update - Verbal**

Members were advised that there is still no response from the Law Officers. TCE to raise with HM Procurer. To be a standard agenda item until resolved.

**03/12/2023**     **Legislation, Conventions & Policy**  
**3.1 Alderney Ferry Service Evaluation 2023 - SEE CONFIDENTIAL ANNEXURE**

*1046 Break*

*1055 Reconvened*

*1055 Will Pierce, Head of Alderney Care joined meeting*

**04/12/2023**     **Items for Development/Discussion**

**4.1 Primary Care Update** – Report from Strategic Financial Adviser dated 4<sup>th</sup> December 2023 tabled and considered.

The report provided headlines for the Committee in respect of the Primary Care service which is now supported with funding from the States. The data included the financial position as well as some clinical headlines for the Committee. The latter detail was for information only as the Committee does not have a clinical governance role. The Head of Alderney Care presented the detail and took questions from members. It was noted that a report will be provided to the Committee each month.

**The Policy and Finance Committee resolved to:**

- a) **note the issues arising from the report;**
- b) **identify any areas for discussion with the Head of Alderney Care.**

**4.1.2 SEE CONFIDENTIAL ANNEXURE**

*1128 Will Pierce, Head of Alderney Care left meeting.*

*1128 James Lancaster, AEL Managing Director & Matt Birmingham, AEL Chairman joined meeting.*

**4.2 AEL Renewables Projects – SEE CONFIDENTIAL ANNEXURE**

*1204 James Lancaster, AEL Managing Director left meeting.*

**2.2.3 AEL Board Remuneration – SEE CONFIDENTIAL ANNEXURE**

**4.3 Off Island Energy – SEE CONFIDENTIAL ANNEXURE**

**4.4 Development of Alderney's Marine Resources** – Report from Mr Abel dated 17<sup>th</sup> November 2023 tabled and considered.

**The Policy and Finance Committee resolved to**

- **Agree the formation of the Marine Working Group – membership being Mr Abel, Mr Snowden & Mr Gentle plus one non-States Member); and**
- **Agree the mandate for the Marine Working Group (MWG) as specified in the report.**

**05/12/2023**     **For Information & Noting**  
**5.1 UK Border Target Operating Model for Goods Update – FOR INFORMATION & NOTING** – Tabled and noted.

**5.2 UK Media Bill – FOR INFORMATION & NOTING – Tabled and noted.**

**5.3 Ocean Energy Conference Update – FOR INFORMATION & NOTING – Tabled and noted.**

1256 Lunch Break

1400 Reconvened

**06/12/2023 Island Plan**

**6.1 Sector Feedback/ Work Plan Updates**

**6.1.1 Care**

Nothing further to report.

**6.1.2 Education – Family/Children’s Facility**

Mr Carter advised that the President of the School Committee had stepped down from the role and that he has subsequently taken on that responsibility. Interim Governing Board are planning to recruit a Parent Governor and States of Alderney Governor to that Board. The Ofsted report outcomes and the areas that need to be worked on will be monitored and fed back to the Committee by Mr Roberts. The Island Hall nursery have purchased the property known as “Bumps” and are considering a permanent move to that site as opposed to the Island Hall, subject to change of use being applied for. A Careers Fayre in conjunction with the Chamber of Commerce is being organised at the school in February 2024. **Noted.**

**6.1.3 Transport**

The Chair noted that there are ongoing discussions regarding the necessary land acquisitions at the Airport. The Environmental Impact Assessment has not yet been received, noted that once received there is a 28 day period of consultation prior to the application being considered. **Noted.**

**6.1.4 Housing – Including Social Housing**

Mr Woodhead advised that modified plans for the Old Connaught have been received and there would be a full presentation at a future P&F meeting in 2024. **Noted.**

**6.1.5 On Island Energy – Energy Turbines, Solar Panels & Tidal – SEE CONFIDENTIAL ANNEXURE**

**6.1.6 Economy – Sports Centre/Swimming Pool**

Mr Snowden advised of a number of presentations taking place at the next meeting and how the Locate and Visit strategies were being formed and developed further. It was also highlighted that the 10% off offer which was a Chamber initiative, endorsed by the Economic Development Committee, had been advertised. **Noted.**

Discussions with a third party have been completed with regards the ‘town planning’ aspects of the scope and they have submitted an estimate which has to be reviewed by Mr Carter, Mr Abel and the Programme Manager. The scope of this project may need to be reconsidered following the purchase of a facility by the Island Hall Early Years group. **Noted.**

**6.1.7 Environment**

Mr Abel proposed that Mr Carter becomes the representative for the Environment under the Island Plan. It was suggested that this takes place from January.

**Item to be discussed in the new year.**

**AGENDA ITEM**

**6.2 Island Plan Review** – Report from Chief Executive Office dated 27<sup>th</sup> November 2023 tabled and considered.

In line with the regular review agreed, Mr Carter had submitted a report for consideration by Policy and Finance Committee.

However, due to the delegated areas within the Island Plan, the Chairman had considered the best way to review the Plan as a whole and considered that a collective response considering feedback from all Members would be preferable. It was therefore suggested that a Special meeting be convened to carry out a collaborative review.

**The Policy and Finance Committee resolved to agree to review the Island Plan and provide feedback at a Special P&F workshop for this item only in January 2024 for Members and Officers to attend.**

**07/12/2023     P&F Working Groups - Updates**

**7.1. Finance Group**

Minutes from 13<sup>th</sup> and 23<sup>rd</sup> November 2023 tabled and **noted**.

Mr Carter noted that the servicing of one of the existing Ambulances was complete and that there is provision of capital funding for a new (second hand) Ambulance. **Noted.**

**7.2. Good Governance Group**

Meeting scheduled for 11<sup>th</sup> December 2023. **Noted.**

**7.3 Energy Group**

Progress report from Mr Abel dated 22<sup>nd</sup> November 2023 tabled and **noted**.

**7.4 Housing Group**

Meeting scheduled for 12<sup>th</sup> December 2023. **Noted.**

**7.5 Alderney Airport Runway Group**

Nothing to report.

**08/12/2023     Matters other States Committees would like P&F to know.**

**8.1 General Services Committee**

Mrs Maurice advised that the mitigating measures for the collapsed/ removed wall at Le Grand Val have been installed.

The Nature and Agriculture Policy will be published for consultation. **Noted.**

**8.2 BDCC**

Mr Gentle advised that a Policy Meeting is due to take place on 8<sup>th</sup> December to discuss the housing policy amongst other things. **Noted.**

**8.3 Economic Development Committee**

Nothing to report.

**09/12/2023     Reporting by Representatives**

**9.1 Alderney Representatives for States of Guernsey – Update**

It was advised that the Vote of No Confidence will continue on 13<sup>th</sup> December 2023.

*1530 Mr Kelly left the meeting*

**9.2 AeGL Update**

There is a meeting taking place in February 2024 to discuss how we can work with AGCC to review performance. **Noted.**

**9.3 AEL Update**

Nothing to report.

**9.4 Connaught Liaison Update – SEE CONFIDENTIAL ANNEXURE**

**9.5 Alderney Care Board – See 4.1**

**10/12/2023     Any Other Business**

- It was queried whether the President's forum would continue or whether additional updates from the President could be provided.
- It was resolved to meet at 11:00 on 18<sup>th</sup> December in the Anne French Room to discuss Committee appointments.
- It was queried whether there would be further discussion on the Drop in/ Open Forum. It was suggested that the rules for the open forum should be raised at the next people's meeting to ensure that the correct procedures are followed and emphasize that questions will not be responded to unless they're in writing as per the requirements in the rules.
- The Head of Government Support raised that there was an additional MoneyVal report to be presented to the Committee via email. It had not been tabled in time for formal discussion as it had not yet been received. **Email to be circulated once available.**

**PSEO**

- The Policy Support Officer advised that there was no further update on the proposed minimum wage legislation. **Members requested an update on the position of the work at the next meeting.**

**PSO**

**Meeting closed: 3.30pm**

**Signed: Nigel Vooght**

**Date: December 2023**