



Borough of Douglas

**MR COUNCILLOR JONATHAN JOUGHIN, JP
MAYOR**

Town Hall,

Douglas,

9th October, 2020

Dear Sir or Madam,

You are hereby summoned to attend a MEETING OF THE COUNCIL to be held on WEDNESDAY, the 14th day of OCTOBER, 2020, at 2.30 o'clock in the afternoon, in the COUNCIL CHAMBER within the TOWN HALL, DOUGLAS for the transaction of the hereinafter mentioned business.

I am,

Yours faithfully

A handwritten signature in black ink, appearing to read 'Katherine'.

Town Clerk & Chief Executive

Order of Agenda

I - Election of a person to preside (if the Mayor is absent).

II - Any statutory business.

III - Approval as a correct record of the minutes of the last regular and any intermediate Meetings of the Council.

IV - Questions of which Notice has been given by Members of the Council, pursuant to Standing Order No. 39.

V - Consideration of the minutes of proceedings of the Council in Committee.

VI - Consideration of the minutes of proceedings of Committees of the Council in the following order:

- (i) The Executive Committee;
- (ii) The Pensions Committee;
- (iii) The Standards Committee;
- (iv) The Eastern District Civic Amenity Site Joint Committee;
- (v) Any other Joint Committee;
- (vi) The Housing Committee;
- (vii) The Regeneration and Community Committee;
- (viii) The Environmental Services Committee;

VIII - Consideration of such communications or petitions and memorials as the Mayor or Chief Executive may desire to lay before Council.

IX - Notices of Motion submitted by Members of the Council in order of their receipt by the Chief Executive.

X - Any Miscellaneous Business of which Notice has been given pursuant to Standing Orders.

The above Order of Agenda is in accordance with Standing Order No. 16(1); under Standing Order No. 16(2) it may be varied by the Council to give precedence to any business of a special urgency, but such variation shall not displace business under I and II.

AGENDA

III – Chief Executive to read minutes of the Council Meeting held on Wednesday, 12th August, 2020.

VI(i) - The proceedings of the EXECUTIVE COMMITTEE as follows:

EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE – Minutes of Meeting held on Friday, 25th September, 2020.

Members Present: Mr Councillor D.W. Christian (Chair), the Mayor, Mr Councillor S.R. Pitts, Mr Councillor I.J.G. Clague, Councillor Mrs C.L. Wells, Mr Councillor R.H. McNicholl.

In Attendance: Chief Executive (Miss K.J. Rice), Director of Finance (Mr A.J.T. Boyd), Director of Environment and Regeneration (Mrs D. Eynon), Director of Housing and Property (Mr D. Looney), Assistant Town Clerk (Mr P.E. Cowin) (for Clause C14), Executive Officer (Mrs J.M. Keig) (taking minutes).

REPORT

PART A –

Matters within the scope of the Executive Committee's delegated authority

A1. Apologies for Absence

No apologies for absence were submitted.

A2. Declarations of Interest

No declarations of interest were submitted.

A3. Minutes

The minutes of the meeting held on Friday 24th July 2020 were approved and signed.

A4. Matters Arising From Previous Minutes

Clause A4, sub-Clause A5 – Erection of Pedestrian Footbridge, Glencrutchery Road, Douglas: officers were periodically making contact with the Planning Department to establish the status of the application.

Resolved, “That particulars be noted on the minutes.”

Clause A4, sub-Clause A13 – Pedestrianisation of North Quay: the proposed trial to close North Quay to vehicular traffic during the evenings had been implemented for a temporary period. The temporary closures were due to terminate at the end of September 2020 and formal feedback regarding the success of the trial pedestrianisation was awaited from the Department for Enterprise. It was suggested, if similar arrangements were put in place for the following year, that the closure of the North Quay to vehicular traffic should be started earlier in the year and also include afternoons.

Resolved, “That particulars be noted on the minutes.”

Clause A4, sub-Clause A15 – Planning Application for the Creation of a Road and Pathway for Vehicle and Pedestrian Access at Noble's Park: the Committee had previously agreed not to support the planning application until consultation had taken place with the residents of St Ninian's Court and St Ninian's Road, and, accordingly, contact was awaited from the Department of Infrastructure with regard to the submission of a revised application.

Resolved, “(i) That particulars be noted on the minutes; and

(ii) That the Director of Environment and Regeneration contact the Department of Infrastructure with a view to obtaining an update on the situation.”

Clause A12 – Attendance at the 2020 Resource Waste Management Exhibition: the organisers had taken the decision to cancel the 2020 Exhibition in view of the continuing coronavirus pandemic in the UK.

Resolved, “That particulars be noted on the minutes.”

A5. Referrals from the Environmental Services Committee

There were no referrals from the public minutes of the Environmental Services Committee meeting held on Monday 14th September 2020.

Resolved, “That particulars be noted on the minutes.”

A6. Referrals from the Regeneration & Community Committee

There were no referrals from the public minutes of the Regeneration and Community Committee meeting held on Tuesday 15th September 2020.

Resolved, “That particulars be noted on the minutes.”

A7. Monthly Financial Review – August 2020

The Committee considered a written report by the Director of Finance setting out details of progress made against key performance indicators for finance, and related key financial monitoring information.

It was noted that Rates collection was below the collection rate compared to August 2019. Aside from the impact of Covid-19, this was likely due in part to the decision (due to the general financial impact on ratepayers of Covid-19) to delay by three months the issue of Final Reminders, and it was therefore proposed that Final Demands now be sent to Isle of Man-based ratepayers. Final Demands would also be sent to UK-based ratepayers (mainly companies based in the UK) with a separate covering letter, advising that the rates benefits, which were available in the UK, were not applicable to the Isle of Man.

Attention was also drawn to the Housing Rent Arrears chart, showing social housing rent arrears from March to September 2020, as compared to March to September 2019. It was recognised that the Covid-19 pandemic had impacted on some people’s ability to pay rent, and it was suggested that a concerted effort should be made, in conjunction with the Department of Infrastructure, to send out a strong message to any tenants who found themselves in difficulty with rent payments (Island-wide, both in the public and private sectors) that, while there was presently a policy in place that no tenants would be evicted for rent arrears, anyone unable to pay should speak to their social housing provider.

Resolved, “(i) That particulars of the report be noted on the minutes, including in particular -

- The rates collection figure for the April to August 2020 period;
 - The negative impact Covid-19 had had on income collection figures generally for the first five months of the 2020 / 2021 financial year; and
 - The Housing Rent Arrears chart;
- (ii) That the Rates Section be authorised to post Final Demands to those ratepayers who had not yet made any arrangement to pay and, if payment was still not forthcoming, then legal action would be commenced through the Isle of Man Courts; and
- (iii) That an approach be made to the Department of Infrastructure seeking agreement for a strongly-worded message to be put out to all tenants on the Island – both in the public sector and the private sector – that if they had concerns about their ability to pay rent, they should make contact with their housing provider.”

A8. Review of the Council’s Corporate Risk Register

The Committee considered a written report by the Director of Finance in relation to a review of the Council’s Corporate Risk Register.

In line with Internal Audit recommendations, the Corporate Risk Register was presented to the Executive Committee in order that Members were aware of the risks facing the Council and to be satisfied that effective strategies were in place for the management of those risks.

The Corporate Risk Register was reviewed regularly and updated, as and when new risks were identified or when risk levels changed. Due to the Covid-19 pandemic, there had already been a significant amount of updating since the last version had been brought to Committee in June 2019. Covid-19 had impacted on the Council’s ability to deliver some of the strategic objectives in the Corporate Plan, and was continuing to do so during the aftermath of the outbreak of the virus experienced earlier in the year.

As with the previous year, there was currently one risk in the Corporate Risk Register showing as ‘High Risk – Severe’. This was in connection with the current shortage of available suitable contractors in the civil engineering sector, placing at risk the delivery of the Capital Programme. There were fifteen risks showing as ‘High Risk – Major’, which mostly reflected the general up-risking since the Covid-19 coronavirus outbreak; and, additionally, six new risks had been identified, four of which were due to the wider impacts of Covid-19.

The Council’s Risk Management Policy, which was fundamental to the risk management system and which supported the existing Corporate Plan, had last been updated in April 2018. It would need to be redrafted once a new Corporate Plan was in place, and it was proposed, in view of the delay by twelve months for the holding of the local authority general elections, that the existing 2017–2021 Corporate Plan be extended to 2022.

Resolved, “(i) That particulars of the report be noted on the minutes;

- (ii) That the Corporate Risk Register, having been reviewed by the Committee, also be noted;
- (iii) That the chosen actions, as set out in the Risk Register, be endorsed subject to the below amendment being incorporated:-
 - That the residual probability risk score allocated to Objective DP1C relating to ‘a clean, green, and safe place to live’, be increased by 5 (to 20), to reflect current difficulties in recruiting staff with suitable skills and the shortage of available suitable contractors in the civil engineering sector, which may affect the Council’s ability to deliver its services generally; and
- (iv) That the existing Corporate Plan be extended by one year, through to 2022.”

A9. Urgent Business Procedure – North Quay Pedestrianisation Trial / Revisions to Pavement Café Guidelines and Policy

The Committee considered a written report by the Assistant Chief Officer (Regeneration) on the use of the Council’s Urgent Business Procedure under Standing Order 125.

The Town Centre Manager had sought approval of proposed temporary revisions to the Pavement Café Guidelines and Policy during a trial pedestrianisation of North Quay under the Urgent Business Procedure, in order that the temporary changes could be effective as soon as possible during the trial period.

As the Council had been in recess at the time and the trial period was due to terminate at the end of September 2020, the Leader of the Council and the Vice-Chair of the Executive Committee had agreed the recommendation that there be a temporary relaxation of the pavement café licences during the six-week pedestrianisation period.

Resolved, “(i) That particulars of the report be noted on the minutes; and

- (ii) That the resolution made by the Leader of the Council and the Vice-Chair of the Executive Committee under the Urgent Business Procedure be noted and endorsed accordingly.”

A10. Shaw’s Brow Car Park – Remedial Works

The Committee considered a written report by the Assistant Chief Officer (Regeneration) in relation to the need for remedial works to be undertaken at Shaw’s Brow Car Park.

Members were reminded that, shortly after the construction of the car park in 2003, a number of potential design and construction defects had been identified and, although lengthy and protracted legal action had been pursued, this had been unsuccessful.

A structural engineer’s report now recommended the remedial installation of wall-ties throughout the building, along with re-cladding as required. Officers had accordingly identified several options in respect of the re-cladding element of the project (as detailed in the written report), and Members accordingly considered the options, with a view to a costed appraisal being commissioned from the structural engineer.

Resolved, “(i) That particulars of the report be noted on the minutes;

- (ii) That a budget of £15,000 be approved from Reserves to commission an options appraisal in the current financial year from the structural engineer, in order to inform a decision on the most cost-effective and acceptable remedial approach; and
- (iii) That a budget of £100,000, for full design fees, be approved and included in the Capital Programme for 2021 / 2022, in order to provide a budget construction cost to be included in the 2022 / 2023 Capital Programme.”

A11. Automatic Number Plate Recognition System – Service Charge and Hosting Costs

The Committee considered a written report by the Assistant Chief Officer (Regeneration) seeking agreement to amend the basis on which officers were authorised to pay the annual Automatic Number Plate Recognition (ANPR) System service charge and hosting costs.

In October 2018, the Committee had authorised officers to renew the contract for the ANPR system for Shaw’s Brow Car Park and the Bottleneck Car Park, subject to the annual fee not increasing by more than the rate of inflation, as determined by the Manx Consumer Prices Index (CPI) in August in each year.

The invoice received in August 2019, when Manx CPI had been 2.5%, had included a 10% price increase. The lack of authorisation to settle the invoice had been explained to the company and, subsequently, it had been limited to a 2.5% increase. The invoice for the current year had now been received, which included a 2.5% increase over the discounted 2019 fee, however, in August 2020, the

Manx CPI was just 0.1%, and, in order to settle the invoice, authorisation was required from the Committee.

Resolved, “(i) That particulars of the report be noted on the minutes;

- (ii) That payment of the invoice in respect of the annual ANPR service charge and hosting costs be authorised; and
- (iii) That officers be requested to attempt to negotiate an agreement on the level of the annual increase in future years, based on UK inflation rates.”

A12. Isle of Man Municipal Association

The Committee had been circulated with a number of documents received from the Isle of Man Municipal Association.

Resolved, “That particulars of the documents be noted on the minutes.”

A13. Items for Future Report

The Committee considered a written report by the Chief Executive identifying those issues on which further reports had been requested or which were outstanding, so that Members and officers were aware of them and could monitor progress.

Resolved, “That particulars of the report be noted on the minutes and that it be considered and monitored at each meeting of the Executive Committee.”

PART C –

Matters subject to Council approval

C14. Implementation of Changes to the Council’s Constitution

The Committee considered a written report by the Assistant Town Clerk seeking to fix the dates for implementation of the changes to the Constitution that had already been approved by the Council.

Members recalled, on 12th February 2020, that the Council had unanimously approved and adopted the resolution of the Executive Committee (from its meeting on 31st January 2020) to implement, with effect from 1st May 2020, a number of changes to the Constitution. These were as a consequence of the reduction in the number of Council Members, which had been approved to take place from that date.

On 16th March 2020, however, a State of Emergency had been proclaimed on the Isle of Man due to the global Covid-19 pandemic. As a consequence, a number of Emergency Powers had been made by the Isle of Man Government which:-

- Postponed the General Election of Councillors - which had been scheduled for Thursday 23rd April 2020 - until the equivalent date in 2021;
- Extended the terms of office of existing local authority Members for twelve months until 1st May 2021; and
- Postponed the implementation of the Douglas (Alteration of Wards and Number of Members) Scheme 2018 - which had been approved by Tynwald to take effect from 1st May 2020 - until 1st May 2021.

As a result of the above measures, the approved changes to the Constitution had not been implemented. It was noted, however, that not all of the proposed changes stemmed from the reduction in Membership – some were desirable changes, regardless of the number of Members and could be introduced earlier than the 1st May 2021.

Members accordingly noted the table of previously approved changes showing the recommended dates for implementation, and it was proposed to implement the early changes with effect from 1st November 2020. A number of typographical errors were noted, whereby the ‘Housing and Property Committee’ had been referred to incorrectly as the ‘Housing Committee’.

Resolved, “(i) That particulars of the report be noted on the minutes;

- (ii) That the Constitution be amended with effect from 1st November 2020 to give effect to those changes as detailed in Appendix A to the written report;
- (iii) That the changes to Part 3 of the Constitution, as set out in Appendix B to the written report, take effect from 1st November 2020, insofar as they would apply from 1st May 2021;
- (iv) That the changes to Article 8 of the Constitution, as set out in Appendix C to the written report, take effect from 1st May 2021;
- (v) That all other approved changes to the Constitution, as contained in Appendix A to the written report, be implemented with effect from 1st May 2021; and

- (vi) That the typographical errors identified be amended accordingly.”

The Committee rose at 5.00pm.

VI(ii) - The proceedings of the PENSIONS COMMITTEE as follows:

PENSIONS COMMITTEE

PENSIONS COMMITTEE – Minutes of Meeting held on Wednesday, 9th September, 2020.

Members Present: Councillor Ms K. Angela (Chair), the Mayor, Councillor Mrs C.E. Crawley, Mr Councillor F. Horning, Mr Councillor J.E. Skinner, Councillor Ms J. Thommeny, Mr A. Thomas (Independent Member).

In Attendance: Director of Finance (Mr A. Boyd), Assistant Chief Officer (Finance) (Mr E.P. Pierce), (Democratic Services Officer (Mrs D. Atkinson). Mr M. Freeman and Mr C. Edgar – Hymans Robertson (by video-link). Mr D. Long (by video-link) and Mr J. Penn - Capital International – Item A10 only. Mr S. Wilson and Mr R. Stanley - Canaccord – Item A12 only.

REPORT

PART A –

Matters within the scope of the Committee's delegated authority

A1. Election of Vice-Chair

Members were reminded that the Executive Committee, at its meeting held on Friday 29th May, 2020, resolved that the current Vice-Chairs of all Standing Committees continue their appointments for the ensuing municipal year.

Resolved, “That Mr Councillor F. Horning’s appointment as Vice-Chair of the Pensions Committee for the 2020/2021 municipal year be noted and reaffirmed.”

A2. Apologies

There were no apologies for absence submitted.

A3. Declarations of Interest

There were no declarations of interest.

A4. Minutes – 26th February, 2020

The minutes of the meeting held Wednesday, 26th February, 2020 were approved and signed.

A5. Matters Arising

There were no matters arising.

A6. Long-term Impact of COVID-19

The Committee considered a report submitted by Hymans Robertson on the impact of COVID-19 to the Scheme.

The report focussed on what the subsequent recovery from the recent downturn may look like, and the impact the different rates of recovery might have on the Scheme’s funding position.

Following on from the initial phase of infections and full lockdown, with the associated sharp recession, attention now turns to the complexity associated with lifting restrictions whilst trying to minimise the threat of a second wave of infections. Hymans Robertson presented three possible scenarios and potential economic and market impacts; base case, bear case and bull case. Members were presented with a graph illustration of each.

The base case refers to the gradual lifting of lockdowns in the absence of meaningful medical progress. The recovery follows a “U-shaped” path with the severe downturn followed by a gradual recovery as restrictions are loosened. Risk assets may drift lower, or sideways, for a prolonged period, in this scenario.

The bear case scenario predicts a rise in infection rates as the relaxation of lockdown measures leads to a second round of infections. The lifting of lockdown measures is therefore slower than anticipated causing an extended recession. The recovery in output follows a ‘tilted L-shaped’ path with greater impairments and further significant falls in risk assets and yields and base rates test a zero-lower bound.

The bull case scenario sees the emergence of a vaccine or significant advancement of test and trace technologies leading to a sharp recovery in activity and a period of above-trend growth. The path is ‘V shaped’. Equity markets rebound to end of 2019 levels and credit spreads return to long-term averages, while base rates and yields rise a little contained by necessary monetary policy given substantial debt accumulation.

Hymans Robertson considered the relative change in the Scheme's funding level associated with each of the base, bear and bull scenarios outlined. The impact on the Scheme's funding level varies depending on the scenario – from a 3.9% fall in the bear case, a 2.7% fall in the base case to a 1.8% rise in the bull case. Members noted that the largest potential impact on the Scheme's funding level is driven by the Scheme's allocation to global and UK equities.

Overall, Mr Freeman explained that the impact on the Scheme's funding level is expected to be reasonably modest. The Scheme's investment strategy is well diversified and the other risk assets are all expected to contribute to the improvement in funding level under the bull scenario, or to the corresponding weakening in the funding position under the base and bear scenario. Hymans Robertson recommended no changes to the Scheme's investment strategy based on the results of the analysis.

The Director of Finance asked that his thanks to Hymans Robertson for their guidance and assistance during the unprecedented period be noted on the minutes.

Resolved, "That particulars of the report and discussion be noted on the minutes."

A7. Review of Investment Managers' Performance

The Committee considered a report by Hymans Robertson to review the Investment Managers' Performance for the second quarter of 2020.

Mr Edgar presented the executive summary for the quarter. The Scheme returned 9.5% over the quarter, with a relative return of +1.3% against its benchmark. The recovery resulted in an increase of Scheme's assets by £7.4m during the quarter recouping a large proportion of the £9.3m loss in quarter one. The outperformance over the quarter was driven from growth assets. Members noted there were no investments made over the quarter as the Scheme decided to defensively hold cash given the extra volatility exhibited in markets.

Mr Edgar moved on to the market background during the period. Of particular note, quarter one figures confirmed GDP had fallen across the world since the end of 2019. As many of the developed economies went into lockdown during March 2020, falls in the second quarter GDP are likely to be even greater.

Mr Edgar finished with a presentation on individual manager performance and analysis. It was noted that the BlackRock property mandate remains suspended from dealing due to valuers placing Material Uncertainty Clauses on valuations.

Resolved, "That particulars of the report and discussion be noted on the minutes."

A8. Review of Compliance with the Scheme's Responsible Investment Policy 2020

The Committee considered a report submitted by Hymans Robertson to review the compliance of the Scheme's responsible investing policy.

Members were reminded that the Committee developed and agreed a Responsible Investment (RI) Policy, and this was shared with the Scheme's managers in 2017. It was agreed that the managers' mandate be reviewed annually against the Committee's policy.

Hymans Robertson were satisfied that the Scheme's underlying investment managers are complying where possible with the RI policies set out by the Committee.

Members noted that Capital International now has in place a resolution voting process and it is operational. This progression is considered a great step forward for ensuring good governance of the Scheme's direct equity holdings in the absolute return mandate.

Mr Freeman recommended that, in line with the new regulations for the Statement of Investment Principles, which cover Manager Engagement policy and expand existing Stewardship policy that the RI review next year includes more detail on the managers' voting histories on company resolutions which relate to the Scheme.

Resolved, "That particulars of the report be noted on the minutes and the responsible investment policy continue to be reviewed annually."

A9. Review of Investment Beliefs

The Committee considered a report submitted by Hymans Robertson to review the current investment beliefs.

Members were presented with the previously approved seven investment beliefs which are reviewed by the Committee on an annual basis. The report recommended no changes to the beliefs at the current time.

Resolved, "That particulars of the report be noted on the minutes and there be no changes to the seven investment beliefs at the current time."

A10. Capital International (CI) Presentation – Absolute Return Funds

Mr James Penn and Mr David Long joined the meeting for this item.

Mr Penn began by presenting the quarter returns of +11.6%. Year to date the fund underperformed 4.86%. Mr Penn explained that the year to date return reflected the recession, low interest rates and dividend cuts, with weak equity markets, however, stock markets have recovered since March on the back of fiscal and monetary stimulus which resulted in a £2million rebound over the quarter.

Mr Penn ran through the strategy comments for the quarter followed by the asset allocation.

Mr Penn moved on to Capital's policy for Environmental, Social and Governance (ESG) criteria. He explained that CI give consideration to ESG factors when investing and provided examples on how companies are assessed and scored.

Mr Penn finished with an overview of Capital International's view on COVID-19 (C19). Market recovery to date has been sharper than first expected, but a long process is expected to achieve a pre C19 rate. A gradual "U shaped" recovery with a rebound in economic activity in the second half of this year and into 2021 is expected. Members were presented with the longer term outlook predictions dependent on medical advancements.

Mr Penn categorised the various sectors and the outlook post C19 from a Scheme perspective of vulnerability and weighting. Energy and materials scored more exposed but had a low relative weighting.

Resolved, "That particulars of the report and presentation be noted on the minutes."

A11. Adjournment and Resumption

The meeting adjourned at 1.00pm and resumed at 2.00pm.

A12. Canaccord Presentation

Mr R Stanley and Mr S Wilson joined the meeting to present the quarter two performance of the Canaccord active (bonds and property) and index-tracked portfolios –.

Mr Stanley began by providing a market background for the period. He presented the worldwide fiscal stimulus and the impact on global debt. Inflation expectations are expected to be well below target for the foreseeable future which will result in low bond yields as a result of interest rates. Members were advised that there is significant uncertainty relating to C19 and a stock market or economic relapse is still a possibility.

Mr Stanley presented the bond performance during the period which underperformed the benchmark by 2%. Mr Stanley explained that bonds initially deflated during the period but are now increasing as markets appear to be gaining confidence. Bond yields initially increased but dropped after the quantitative easing was introduced.

Mr Stanley moved on to present the returns for the tracker portfolios. Members were presented with the current exchange traded funds (ETF) portfolio holdings. The tracker portfolio underperformed the benchmark by 0.3%. This marginal underperformance was largely as a result of the time weighted rate of return and the money weighted rate of return. Mr Stanley presented a series of graphs to demonstrate short and long term performance of portfolios.

Mr Wilson moved on to the Property Fund which outperformed the benchmark by 0.2% during the quarter. Members noted that the fund is still suspended from primary dealing as a result of a Material Valuation Uncertainty clause applied to real estate asset valuations in the face of disruption by C19.

Resolved, "That particulars of the presentation and discussion be noted on the minutes."

Mr Stanley and Mr Wilson were thanked for their attendance and left the meeting.

A13. Review Statement of Investment Principles

The Committee considered a report submitted by Hymans Robertson to review the Scheme's Statement of Investment Principles.

The SIP has been reviewed by Hymans Robertson in August 2020 in line with the Scheme's annual business plan. Several amendments were recommended to the SIP to ensure the statement remains in line with UK SIP Regulations. Members had in front of them the SIP with tracked changes. It was noted that the new regulations require the SIP to record a manager engagement and stewardship policy.

In addition to the policy recording, UK schemes will be required to produce an annual implementation statement in conjunction with the year end. The statement will cover how and the extent to which the voting and engagement policies within the SIP have been followed during the previous year and details of voting behaviour on or on behalf of the scheme. This change will require engagement from the fund managers and Hymans Robertson. The change will be implemented in the UK from 1st October 2020 meaning any UK pension scheme accounts signed off after this date must include this additional

statement. It was noted that all the SIP requirements are good practice for the IOMLGSS rather than mandatory. There was a discussion surrounding the additional statement and the implications to the scheme including additional costs for Hymans Robertson time and possibly delaying the audit of the accounts. It was therefore agreed not to provide the statement in 2020 and consider a future report on the cost and implications of the statement in future years.

Resolved, "That particulars of the report and discussion be noted on the minutes and;

- (i) The updated Isle of Man Local Government Superannuation Scheme Statement of Investment Principles be adopted and the Pensions Committee Chair and the Director of Finance be authorised to sign the document;
- (ii) A further report on the submission of an annual implementation statement for future years be considered at a later date."

A14. Items for Future Report

The Committee considered a report submitted by the Democratic Services Officer setting out items that are to be considered at future meetings and to review any future training requirements.

Resolved, "That particulars of the items for future report be noted on the minutes."

A15. Date and Time of Next Meeting

Members noted that the next scheduled meeting was due to take place at 11.00am on Wednesday, 28th October, 2020.

Resolved, "That particulars be noted on the minutes."

PART B –

Matters requiring Executive Committee approval

There were no items requiring Executive Committee approval.

PART C –

Matters requiring Council approval

There were no items requiring Council approval.

The Committee rose at 3.40pm.

VI(iv) – The proceedings of the EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE as follows:

EASTERN DISTRICT CIVIC AMENITY SITE COMMITTEE

EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE – Minutes of Special Meeting held on Thursday, 6th August, 2020.

Members Present: For Douglas Borough Council – Mr Councillor R.H. McNicholl (Member), Mrs D. Eynon (Director of Environment & Regeneration), Mr A.J. Donnelly (Assistant Chief Officer (Environment)), Mr P. Keig (Design Engineering Officer). For Onchan District Commissioners – Mr C. Quirk (Member), Mr D. Crellin (Member), Mrs L. Radcliffe (Officer), Mr R. Phillips (Officer). For Braddan Parish Commissioners – Mr J.C. Whiteway (Officer). For Garff Commissioners (Lonan) – Mr N. Dobson (Member) (Chair of Joint Committee). For Garff Commissioners (Laxey) – Mr T. Kenyon (Member). For Santon Parish Commissioners – Mr N. Young (Member).

In Attendance: Mr P.E. Cowin (Secretary), Mrs D. Atkinson (Democratic Services Officer), Mr J. Quayle (Department of Infrastructure Representative), Mr S.A. Crook (Operational Contractor's Representative) (2.32 – 2.45pm) (Item A2 only).

REPORT

PART A –

Matters within the scope of the Joint Committee's Delegated Authority

A1. Minutes – 26th February, 2020

Approved as a correct record.

A2. Contractor's Report

The Contractor's Representative joined the meeting at 2.32pm; his report had been circulated and he explained that because of the brief interval since the last meeting, most of the statistical data, which is collected monthly, had not changed.

He referred to an anonymous complaint which had been received, alleging that staff at the Site had taken items from the re-use shed for their own use. The matter had been investigated and found to have no foundation. However, he felt the Committee might wish to give guidance in respect of a policy on items being taken by staff.

The Contractor's Representative further advised that the CCTV upgrade was awaiting an updated quotation from the equipment supplier before the installation could proceed.

It was agreed:

- (1) That the report be noted;
- (2) That the anonymous complaint be dismissed and that Officers draft a policy in respect of staff taking items from the re-use area.

The Contractor's Representative was thanked for his attendance and left the meeting at 2.45pm.

The meeting closed at 3.35pm.

EASTERN DISTRICT CIVIC AMENITY SITE COMMITTEE

EASTERN DISTRICT CIVIC AMENITY SITE JOINT COMMITTEE – Minutes of Special Meeting held on Tuesday, 18th August, 2020.

Members Present: For Douglas Borough Council - Mr Councillor R.H. McNicholl (Member), Mrs D. Eynon (Director of Environment & Regeneration), Mr A. Boyd (Director of Finance), Mr A.J. Donnelly (Assistant Chief Officer (Environment), Mr P. Keig (Design Engineering Officer). For Onchan District Commissioners – Mr C. Quirk (Member), Mr D. Crellin (Member), Mrs L. Radcliffe (Chief Executive and Clerk). For Braddan Parish Commissioners – Mr D. Dentith (Member), Mr J.C. Whiteway (Chief Executive and Clerk). For Garff Commissioners (Lonan) – Mr N. Dobson (Member)(Chair of Joint Committee). For Garff Commissioners (Laxey) – Mr T. Kenyon (Member). For Santon Parish Commissioners – Mr N. Young (Member).

In Attendance: Secretary's Cover – Mrs D. Atkinson (Democratic Services Officer), Mr J. Quayle (Department of Infrastructure Representative).

Apologies: Mr P. Cowin (Secretary).

REPORT

PART A –

Matters within the scope of the Joint Committee's Delegated Authority

A1. Minutes – 6th August, 2020

Amended version circulated and approved unanimously.

A2. Joint Committee Agreement

The Chair agreed to liaise with the Secretary regarding the revised agreement and to determine if a special Committee meeting is needed.

A3. Next Meeting

The next quarterly meeting was scheduled for 2.30pm on Thursday, 8th October, 2020 at Douglas Town Hall. The Committee agreed that a further special meeting may be required ahead of this date to consider the relocation of the site.

The meeting closed at 3.52pm.

VI(vi) – The proceedings of the HOUSING COMMITTEE as follows:

HOUSING COMMITTEE

HOUSING COMMITTEE – Minutes of Meeting held on Wednesday, 16th September, 2020.

Members Present: Councillor Mrs C.L. Wells (Chair), the Mayor, Councillor Mrs C.E. Crawley, Mr Councillor J.E. Skinner, Councillor Mrs E.C. Quirk, Councillor Ms J. Thommeny.

In Attendance: Director of Housing and Property (Mr D. Looney), Assistant Chief Officer (Income) (Mrs C. Pulman), Housing Manager (Mr V. Zivave), Assistant Town Clerk (Mr P. Cowin), Assistant Democratic Services Officer (Miss C. Cullen).

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies for Absence

No apologies for absence were received.

A2. Declarations of Interest

There were no Declarations of Interest.

A3. Minutes – 15th July, 2020

The minutes of the meeting held on Wednesday, 15th July, 2020, were approved and signed.

A4. Matters arising

No matters were raised as arising from the previous minutes.

A5. Vacant Properties Update

The Committee considered the monthly report submitted by the Assistant Housing Manager (Maintenance) to update on the number of vacant social housing properties. Members noted that as at the end of August 2020 there were twelve void properties receiving attention.

Members were presented with a summary chart showing the number of properties returned in each month together with details of the category repair type for each property. It was noted that during August 2020 nine properties had been returned by tenants. It was further noted that three properties were now ready for reallocation.

Resolved, “That particulars of the discussion and the number of void properties be noted on the minutes.”

A6. 2020 – 2021 Quarter One Performance Monitoring

The Committee considered a report submitted by the Housing Manager to update on the performance made against measures as outlined in the Housing and Property Service Plans as relevant to the Housing Committee.

Appended to the officer’s report were the performance figures for quarter one 2020/21, of particular note for this quarter;

- On average, 64% of emergency, urgent and routine repairs had been achieved on target;
- On average, 44% of void properties, requiring both standard and major works were completed within the specified programme;
- Arrears were 5.4% (target of below 2.5%), due to the effects of Covid-19.

Members were advised that the Covid-19 crisis had adversely impacted upon some of the measures and actions contained within the service plans which had resulted in some target deadlines not being achieved. The Assistant Chief Officer (Income) advised that a report would be presented to the September 2020 meeting of the Executive Committee to provide an update on rent arrears.

The Committee discussed the use of contractors for maintenance repairs with Members noting that there had been very little feedback received from the tenants surveyed in respect of the repairs service. The Director of Housing and Property advised that officers consider tenant feedback a valuable measure for making improvements to the service provided and as such the Housing Team were exploring options to try and engage with tenants to increase tenant feedback.

Resolved, "That particulars of the report and discussion be noted on the minutes and that the progress made against the performance indicators in the Service Plans for quarter one 2020/21 be noted."

A7. Minor Capital Works Update

The Committee considered a report submitted by the Assistant Housing Manager (Maintenance) to provide an update on the Minor Capital Works Projects.

Members were reminded that in January 2019, approval had been given to borrowing on an annual basis commencing in 2019/20 for a sum of up to £150,000 to be drawn down as necessary when maintenance work was required that was capital in nature. The report advised that the 2019/20 petition was allocated to the following projects;

Replacement Window Glazing Framework Project - It was noted that this pilot scheme is for approximately 45 properties over a six month period to replace defective window glazing units across the Council's Housing stock through the procurement of a ten year framework agreement. Tenders were sought on the 20th November 2019 and it was recommended that the one tender return received by the closing date from Manx Glass and Glazing be accepted as it represents value for money.

Positive Input Ventilation Systems (PIV) – Members were advised that tenders were sought for an initial phase to install Positive Input Ventilation Systems in 50 Council Properties that have reported significant levels of condensation. It was recommended that the one tender return received from Live Electrical Limited be accepted as it represents very good value for money. The Director of Housing and Property advised that due to the good value of the tender the contractor was asked to carry out an additional 50 properties for the same tendered rates. Members were advised that before continuing with the second phase (additional 50 units) there would be a review after the initial 50 units were installed to make sure that all the project expectations are being met by the contractor.

Fire Protection Works at Hanover House Car Park – Members were advised that John Gray Limited, a Consulting Structural and Civil Engineer was commissioned to carry out an inspection and produce a specification to repair and reapply defective intumescent paint to the steel structure of the car park. It was noted that two tenders were received by the closing date and it was recommended that the tender from S Beattie Decorators Limited be accepted as the lower of the two tenders as it is considered to represent good value for money.

The Director of Housing and Property advised that a briefing note would be circulated to all Members to provide a further update on the progress and results of each of the projects.

The Housing Manager advised that petition approval for the 2020/21 Minor Capital Works allowance was awaiting concurrence from the Department of Infrastructure.

Resolved, "That particulars of the report and discussion be noted on the minutes;

- (i) That the lowest tenders received for the following projects be accepted;
 - (1) Replacement Window Glazing Framework Project – Manx Glass and Glazing;
 - (2) Positive Input Ventilation Systems (PIV) – Live Electrical Limited for 50 properties;
 - (3) Fire Protection Works at Hanover House Car Park – S Beattie Decorators Limited; and
 - (4) Positive Input Ventilation Systems Phase 2 (PIV) – Live Electrical Limited for a further 50 properties.
- (ii) The Committee noted that the projects are to be funded from the previously approved 2019/2020 minor capital works petition."

A8. Occupational Therapy Bathroom Installation Framework Agreement

The Committee considered a report submitted by the Assistant Housing Manager (Maintenance) to determine an Occupational Therapy Framework agreement for bathroom installations within the Council's social housing stock in compliance with the Department of Infrastructure's Public Sector Adaptation Policy.

Members were advised that the Public Sector Adaptations Policy sets out how public sector stock should be managed in order to make reasonable provision for tenants and housing waiting list applicants that require accessible housing. The Department of Infrastructure had confirmed that the Occupational Therapy allowance is for the sole purpose of occupational therapy works and cannot be transferred to any other projects. Members noted that currently, 3 – 5% of the annual housing maintenance budget is set aside to fund small reactive adaptation requests for individual tenants in properties suitable for adaptations such as replacing baths with low level access showers.

The report advised that currently, where bathroom adaptations are required, officers seek individual quotations and fund the works from the reactive maintenance budget. It was noted that as twelve requests have been made during the past year for Occupational Therapy bathroom adaptations a framework agreement is considered beneficial.

The benefits of a framework agreement include an improved relationship with the contractors and clients and reduced turnaround times for adaptation therefore more immediately increasing the tenant's well-being and quality of life.

The framework agreement amount includes the Heattech Limited contract price, professional fees and site investigation surveys and is comparable to previously approved tendered rates. It was noted that works are anticipated to commence from October 2020.

Resolved, "That particulars of the report and discussion be noted on the minutes and that the tender received from Heattech Limited for a three year Occupational Therapy Framework Agreement be accepted, to be funded from the Housing Maintenance Budget."

A9. Department of Infrastructure Social Housing Rent Setting Consultation 2021/2022

The Committee considered a joint report submitted by the Director of Housing and Property and the Director of Finance on the Department of Infrastructure's (the Department) Consultation on rent-setting and associated matters for social housing for the 2021/2022 financial year.

Appended to the officer's report was correspondence from the Department of Infrastructure seeking the Council's views on rent increases, and the allowances for expenditure by the Council on administration, maintenance and community. The Committee were reminded that over recent years, a robust stance had been taken on a number of issues including the need for a rent increase at least in line with inflation and for increases in the Maintenance, Community and Administration Allowances.

It was noted that the current amount of allowance permitted to be retained from rental income for Housing Maintenance and Housing Management had reduced significantly over recent years. Members recognised that the present funding mechanism for social housing by Government is unsustainable which is why there remains a rate borne deficiency arising from the Housing Revenue Account ("Housing Act Support"), which is estimated at £22,360 for the current 2020/21 financial year. This is also why the Housing Maintenance Reserve has been reduced to the inadequately low level of £103,000 as at 31st March 2020.

Members and Officers have continued to lobby the Department for changes, and have had some success with the recent approval of the minor works capital petition which will allow a further £150,000 of maintenance work of a capital nature to be expended in the present year. Additionally the introduction of funding change request forms by the Department and trialled by the Council is assisting with void rent loss.

The report proposed to seek a rental increase in line with Manx CPI, as at the end of August 2020, together with increases in allowances, on the proviso that should Manx CPI reduce below 0%, there can be no reduction in the rents for next year.

The Assistant Chief Officer (Income) advised that as at the end of August 2020 Manx CPI stood at 0.1% and in the light of the recent rapid rise in Manx RPI to 3.8% explained that as CPI will not be sufficient a 2% rent increase was being proposed as this is in line with the Bank of England inflation target.

Resolved, "That particulars of the report and discussion be noted on the minutes;

- (i) That the Committee formally responds to the Department recommending a 2% rent increase for 2021/22 which is in line with the Bank of England inflation target;
- (ii) That the Committee agrees that the amount of rental income being allocated to Housing Maintenance and Housing Management through the Housing Deficiency Grant system allowances is presently insufficient and therefore recommends a 5% increase for Housing Maintenance and a 2% increase for Housing Management in 2021/22; and
- (iii) That the Committee at the same time requests that the annual Project Management grant is uplifted each year rather than remain fixed, as current."

A10. Items for Future Consideration

The Committee noted the monthly report and schedule setting out items which will be brought forward for consideration to future meetings.

Resolved, "That particulars of the report and schedule be noted on the minutes."

A11. Date and Time of Next Meeting

Members were reminded that the next scheduled meeting was due to take place at 10.30am on Wednesday, 21st October, 2020.

Resolved, "That particulars of the next meeting be noted on the minutes."

PART B –

Matters requiring Executive Committee approval

There were no matters requiring Executive Committee approval.

PART C –

Matters requiring Council approval

There were no matters requiring Council approval.

The meeting ended at 12.38pm.

VI(vii) – The proceedings of the REGENERATION AND COMMUNITY COMMITTEE as follows:

REGENERATION AND COMMUNITY COMMITTEE

REGENERATION AND COMMUNITY COMMITTEE – Minutes of Special Meeting held on Thursday, 13th August, 2020.

Members Present: Mr Councillor S.R. Pitts (Chair), the Mayor, Councillor Mrs H. Callow, Councillor Mrs R. Chatel, Councillor Mrs C.E. Crawley, Councillor Ms K. Angela.

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Assistant Town Clerk (Mr P.E. Cowin), Assistant Chief Officer (Finance) (Mr E.P. Pierce), Assistant Chief Officer (Regeneration) (Mr C. Pycroft), Head of Parks (Mr D. Hewes), Democratic Services Officer (Mrs D. Atkinson).

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies

There were no apologies for absence submitted.

A2. Declarations of Interest

There were no declarations of interest.

A3. 2020 Douglas Borough Council Fireworks Display

The Committee considered a report submitted by the Assistant Town Clerk on the 2020 fireworks display.

The Committee, at its meeting on 14th July, asked for a further report on the 2020 fireworks display, including particularly the feasibility of the event taking place in Noble's Park. Officers conducted a feasibility report for a display in Noble's Park and concluded that the location could be suitable, but would lead to additional expenses for event infrastructure. The report reminded that due to the current border restrictions, Star Fireworks, the supplier, are unable to attend the Island to fully examine Noble's Park which will delay detailed planning. It was therefore recommended that the display does not take place in Noble's Park.

The report explained that further information from MyProm Team indicates that on Friday, 6th November, the date scheduled for the event, the area of Harris Promenade will be in the same condition as it currently is, with part of the footway encroached on for vehicular traffic and with Heras fencing impeding access. There will be no space to set up a compound for preparation of the display.

The report recommended that due to the uncertainties surrounding border restrictions and the Promenade regeneration works, that the event be cancelled for 2020.

Members opined that the display should go ahead in some form. Various suggestions were discussed. Members concurred with the report that due to the regeneration works, Harris Promenade would be unsuitable for a focal point, and due to limited parking both Queen's and Central Promenades would be unsuitable for a staged area. It was therefore agreed, the compromise to ensure the display goes ahead is to arrange a linear display on the beach for spectator viewing along all Promenades (with spectator areas being promoted in advance) with no sound system or staging to be installed for the 2020 year. Central Promenade slipway can be used for the compound area.

It was agreed that officers liaise with the event sponsor regarding the change in event format and consider alternative options, such as a viewing area, in place of the staged area for 2020.

Because of the current border restrictions, the fireworks supplier, which the Council holds a three-year contract with, is unable to travel to the island to provide the display. It was agreed that an exemption certificate be sought from the Isle of Man Government, and if not permitted officers publish an advert seeking local companies to provide the display.

Resolved, "That particulars of the report and discussion be noted on the minutes and;

- (i) Officers make arrangements for a linear fireworks display to take place on Douglas Promenade;
- (ii) Spectators be encouraged to view from pre-determined viewing points;

- (iii) Due to the Harris Promenade regeneration works, no stage or sound system be installed for the 2020 year;
- (iv) An exemption certificate be sought from the Isle of Man Government for Star Fireworks to visit the island to set-up the display;
- (v) If an exemption certificate is not authorised by the Government, an advert seeking local companies to provide a display be sought;
- (vi) The event sponsor be consulted with the new plans and offered a viewing area for the event.”

PART B –

Matters requiring Executive Committee approval

There were no matters requiring Executive Committee approval.

PART C –

Matters requiring Council approval

There were no matters requiring Council approval.

The meeting ended at 11.02am.

REGENERATION AND COMMUNITY COMMITTEE

REGENERATION AND COMMUNITY COMMITTEE – Minutes of Meeting held on Tuesday, 15th September, 2020.

Members Present: Mr Councillor S.R. Pitts (Chair), the Mayor, Councillor Mrs H. Callow, Councillor Mrs R. Chatel, Councillor Mrs C.E. Crawley, Councillor Ms K. Angela.

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Assistant Town Clerk (Mr P.E. Cowin), Assistant Chief Officer (Finance) (Mr E.P. Pierce), Assistant Chief Officer (Regeneration) (Mr C. Pycroft), Head of Parks (Mr D. Hewes), Democratic Services Officer (Mrs D. Atkinson).

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies

There were no apologies submitted.

A2. Declarations of Interest

There were no declarations of interest.

A3. Minutes – 14th July 2020

The minutes of the meeting held Tuesday, 14th July, 2020 were approved and signed.

A4. Minutes – 13th August, 2020

The minutes of the special meeting held 13th August, 2020 were approved and signed.

A5. Matters Arising from the Minutes – 13th August 2020

In response to question, the Assistant Town Clerk advised that officers had been working on plans to overcome various issues in relation to the 2020 November Fireworks Display.

Members noted that the exemption for Star Fireworks to travel to the Island had not been approved by Government. Discussions had opened with two on-island providers, with no conclusion to date.

In addition to the supplier issue, the conditions of the Promenade had changed since the special Committee meeting, and large areas of the footway are now being used as roadway with no pedestrian access. The Event Safety Advisory Group had indicated that any plan to go ahead should cater for the anticipated assembly of crowds. It is therefore likely a road closure will be required for the promenade. Discussions are underway with the Department of Infrastructure, but no outcome has been reached.

Members were also advised that the Council's media partner has indicated that playing the soundtrack over the radio is unlikely to be feasible as most spectators are likely to use phones rather than FM to listen which will inevitably cause a delay. Whilst the display can be arranged without music, the sponsor is keen for the display to be synchronised.

Members reluctantly concurred, in light of the various obstacles that the event is facing, if the issues cannot be resolved in one weeks' time, that the Leader of the Council and the Chair of the Regeneration and Community Committee be asked to sign an Urgent Business Procedure to cancel the display for 2020.

Resolved, "That the matters arising be noted on the minutes and officers update the Committee and the Leader of the Council on Tuesday, 22nd September regarding the fireworks display, and if the outstanding issues are not resolved, an Urgent Business Procedure to cancel the display be issued."

A6. Quarter One Service Plan Monitoring – 2020/21

Members considered a report submitted by the Director of Environment and Regeneration to update on the performance against measures outlined in the Environment and Regeneration Department Service Plans as relevant to the Regeneration and Community Committee.

Appended to the report were the measures as outlined for the Parks Service, and Douglas Town Centre Management. A red, amber, green status had been applied to each measure.

The Director of Environment and Regeneration explained that due to the delay of Local Government elections, the Corporate Plan has been extended to cover the additional municipal year, and the service plans have been extended accordingly. The Covid-19 crisis adversely impacted many of the measures and actions contained within the plans. This has resulted in target deadlines not being met, in some cases, new deadlines have been set which were reflected in the appendices. Members noted that some project work had been either completed or suspended indefinitely, those projects were shaded black in

the appendices. It was agreed that the completed/suspended projects remain the in appendices for reference in quarter two.

It was noted that the measures in Parks behind schedule are due to Covid and actions by others, all other measures have been met. Douglas Town Centre Management completed several actions in 2019/20, a number of actions have been re-scheduled and all other measures are on target.

Resolved, "That particulars of the report and the progress against performance indicators in the Department and Regeneration Department Service Plans as relevant to the Regeneration and Community Committee be noted on the minutes."

A7. Noble's Park Traffic Management Plan – Parking Places Order Phase 1

The Committee considered a report submitted by the Assistant Chief Officer (Regeneration) to update the Committee on actions taken to date on the Noble's Park Traffic Management Plan and to seek approval to progress the first phase Parking Places Order.

The Committee approved the Noble's Park Traffic Management Plan in May 2018. Officers explained there had been numerous issues to resolve prior to the plan being implemented. In June 2020 planning applications for the two proposed pay and display areas were submitted but were returned by the planning authority seeking more detail including an Environmental Impact Assessment for the proposed motorhome area. Officers are currently compiling this information to resubmit the application.

Members noted that in the meantime the Community and Enforcement team has made good progress in using the Council's powers for dealing with abandoned vehicles. However, despite the success in encouraging the removal of vehicles from the Boneyard, some have reappeared in other areas of the Park.

The report recommended, because of the delays and uncertainty of outcome in relation to the planning applications, that the process to make a first phase Parking Places Order be commenced. The Order would enable officers to take immediate enforcement action against illegally parked vehicles. The Order would introduce a six hour disc zone parking at the pavilion, main car park and in the paddock. Once the planning application is approved for pay and displays areas at the paddock and "Boneyard" the Order could be amended to reflect the changes.

In response to question, the Assistant Chief Officer (Regeneration) advised that the Order will require Attorney General approval before it is published for public consultation. Any public representation/objection will have to be addressed prior to the finalisation of the Order.

Members expressed concern over the length of time taken to resolve the issue. A chronology of the matter was included in the report, Members asked for a briefing note with further details on the timeline with regard to the planning applications.

It was suggested that the Council use other means to prohibit parking in the area. Officers agreed to consider the feasibility of barriers within the Park.

Resolved, "That particulars of the report and discussion be noted on the minutes and;

- (i) The actions taken to date be noted and the planning application timeline be circulated in a briefing note to the Committee;
- (ii) The process to implement a first phase of the Noble's Park Parking Places Order be commenced."

A8. Christmas Lights Ceremony

The Committee considered a joint report by the Democratic Services Officer and Town Centre Manager on the format of the 2020 Christmas Lights event.

Members recalled the Committee decision in March 2020 to create a series of smaller scale events in Douglas Town Centre to mark the first night of late night shopping in place of the previous Christmas Lights Ceremony.

Officers subsequently identified six event areas and proposed activities for each as follows;

- a) HBN Library and Duke Street – The library to house Santa's Grotto and elf workshop. Duke Street to become an outside street theatre;
- b) Villiers Square – to house a winter wonderland with free children's rides and activities;
- c) Regent Street – children's characters distributing sweets and the central control point for the sound system;
- d) Howard Street – local bands and choirs will be invited to perform in the area;
- e) Granville Street – discussions are underway to arrange an ice-sculpture for the area;

- f) Castle Street – Discussions underway to provide an outdoor cinema with deck chair seating and snow machines.

The report recommended that the event run from 5.30pm to 8.30pm. The Mayor will switch on the lights at 7.00pm. Members noted that officers are currently exploring various technical issues but it is hoped that the Mayor will have the facilities to address the Town Centre through the sound system in the lighting columns.

Resolved, “That particulars of the report be noted on the minutes and the plans for the revised Christmas Lights event in the Town Centre be noted and approved.”

A9. Items for Future Report

The Committee considered a report submitted by the Democratic Services Officer regarding reports for future consideration by the Committee.

Resolved, “That particulars of the matters for future consideration and discussions be noted on the minutes.”

A10. Date and Time of Next Meeting

Members were reminded that the next scheduled meeting was due to take place at 10.30am on Tuesday, 20th October, 2020.

Resolved, “That the date and time of the next meeting be noted on the minutes.”

PART B –

Matters requiring Executive Committee approval

There were no items requiring Executive Committee approval.

PART C –

Matters requiring Council approval

There were no items requiring Council approval.

The meeting ended at 11.33am.

VI(viii) – The proceedings of the ENVIRONMENTAL SERVICES COMMITTEE as follows:

ENVIRONMENTAL SERVICES COMMITTEE

ENVIRONMENTAL SERVICES COMMITTEE – Minutes of Meeting held on Monday, 14th September, 2020.

Members Present: Mr Councillor R.H. McNicholl (Chair), the Mayor, Councillor Miss N.A. Byron, Mr Councillor A.J. Bentley, Mr Councillor F. Horning, Councillor Ms J. Thommeny.

In Attendance: Director of Environment and Regeneration (Mrs D. Eynon), Assistant Chief Officer (Environment) (Mr A. Donnelly), Assistant Chief Officer (Regeneration) (Mr C. Pycroft), Accountancy Manager (Mr M. Quayle) (Items A1 to A6), Dilapidation Enforcement Officer (Mr S. Salter) (Items A7 & A8), Assistant Town Clerk (Mr P.E. Cowin), Assistant Democratic Services Officer (Miss C. Cullen).

REPORT

PART A –

Matters delegated to the Committee

A1. Apologies

No apologies for absence were received.

A2. Declarations of Interest

No declarations of interest were submitted on the public minutes.

A3. Minutes – 13th July, 2020

The minutes of the meeting held on Monday, 13th July, 2020 were approved and signed.

A4. Tender Returns for the Beach Management Contract 2020 – 2024

The Committee considered a report submitted by the Senior Engineering and Waste Services Manager to appoint a contractor for the Beach Management Contract for the period of October 2020 until March 2024.

Members were advised that following the procurement process, three tender submissions were received by the closing date and were opened on the 4th September 2020 by the Chair of the Environmental Services Committee in the presence of the Assistant Chief Officer (Environment).

Detailed within the officer's report were the tendered rates received which had been split into the following categories;

A – Driver and machine

B – Labour only

C – Driver and machine (out of hours)

D – Labour only (out of hours)

E – Provision of a rigid 8 wheeled tipper

It was recommended that Island Drainage and Groundwork be awarded the contract as they had submitted the lowest rates for categories A, C and E. Members noted that in terms of priority category A was the most important and is concerned with mechanical plant operation during the seasonal working hours. It was noted that weekend work had been included in the specification but had subsequently been removed for this contract.

Resolved, "That particulars of the report be noted on the minutes and that the tendered rates received from Island Drainage and Groundworks Limited be accepted and that they be appointed to carry out the Beach Management Contract for the period 1st October 2020 until 31st March, 2024."

A5. Dog Control Byelaws – Dogs on Douglas Beach

The Committee reconsidered a written report submitted by the Assistant Chief Officer (Regeneration) to determine if the area of Douglas Beach in which dogs are permitted throughout the day should be extended.

In July 2019, Members had considered and supported the officer recommendation seeking Executive Committee approval to commence the consultation process to revoke Douglas Dog Control Byelaw 4 (2) prohibiting dogs on Douglas Beach between the hours of 1000 and 1700 between 1st May and 30th September annually and the amended Enforcement Policy as a proposed approach for dealing with dog control issues on the beach.

Members were reminded that on referral, the proposals had not been accepted by the Executive Committee and following comments made at the August 2019 Council meeting, the Environmental Services Committee had agreed to review the issue in September 2020.

Members were advised that as the officer's views remained unchanged, the recommendations of the previous report, as set out above, were the same.

During discussion of the proposals Members expressed the view that the byelaw should remain in place on the grounds that the new beach management contract will have a positive impact on the aesthetics of the beach and opined that the Council should be promoting the use of Douglas Beach.

Resolved unanimously, "That particulars of the report be noted on the minutes and that the officer recommendation not be accepted and that Douglas Dog Control Byelaw 4 (2) remain and continue in effect."

A6. Quarter One Service Plan Performance Monitoring 2020/2021

The Committee considered a report submitted by the Director of Environment and Regeneration to update on the performance made against measures as outlined in the Environment and Regeneration Service Plans as relevant to the Environmental Services Committee.

Appended to the officer's report were the measures as outlined in each Service Plan together with an update on the performance as at the end of quarter one 2020/21. A red, amber and green status had been applied to each measure.

Members were advised that the Covid-19 crisis had adversely impacted upon many of the measures and actions contained within the service plans which had resulted in target deadlines not being met; in some cases, new deadlines had been set and were reflected in the appendices. It was noted that some project work had been suspended indefinitely to protect the Council's revenue position.

Members noted that given the delay to the Local Government elections, the Corporate Plan had been extended to cover the additional municipal year, and Service Plans have been extended accordingly.

Of particular note for quarter one;

- All measures within Building Control were met;
- Two of the actions within the Car Parks Service Plan were delayed due to awaiting action from others;
- Several Electrical Services schemes were behind schedule in Quarter One due to Covid-19. One action could not be completed and will not now be completed until 2021/22;
- All targets within Fleet Services were met;
- Some of the measures within the Community and Enforcement team cannot now be met due to the cancellation of meetings during Covid-19 and unavailability of staff in other organisations to meet. Other missed deadlines were due to competing priorities of others. All other measures on target;
- Sickness within Cleansing is higher than the industry benchmark due to two cases of long term sickness, the income from public toilets was down markedly in the quarter due to lockdown (the toilets themselves remained open but there were fewer users), recycling was down in Quarter One due to the suspension of the service and a restricted service once the service could resume. Despite many trade customers suspending their contracts during Covid-19, only one net customer was lost during Quarter One. All other measures are on target.

Members requested that the items in black shading, showing actions which have been achieved or are no longer being taken forward through Committee decision, should remain on the Service Plans until the end of Quarter two.

Resolved, "That particulars of the report and discussion be noted on the minutes and that the progress made against performance indicators in Service Plans for Quarter One 2020/21 be noted."

A7. Planning Application – Various

The Committee considered a report submitted by the Dilapidation Enforcement Officer detailing three planning applications.

The Director of Environment and Regeneration advised that **planning application 20/00679/B** for the erection of a mixed use development with ground floor retail units and 20 residential apartments with associated basement parking at 42-50 Duke Street, Douglas was subsequently withdrawn from the agenda as the applicant had submitted amended plans on Friday 11th September 2020. To allow the Dilapidation Enforcement Officer sufficient time to appraise the amended plans a time extension had been requested and the item would be brought back to October's Committee meeting.

Members firstly considered **planning application 20/00876/B** for the creation of a driveway and vehicular access at 7 Laureston Grove, Douglas. The report recommended that an objection be raised to the application on the grounds that there appears to be ample parking within the area; that the proposals would result in 100% loss of garden space; that there would be a detrimental effect on the street and there would be loss of outlook from the properties' principal window.

Members noted a letter of objection which had been forwarded to the Committee by a neighbouring property.

Members went on to consider **planning application 20/00596/B** for the conversion of a third floor level office accommodation into three one bed apartments at 10 Victoria Street, Douglas.

The Dilapidation Enforcement Officer advised that Council officers had met with the applicant to address concerns over the storage of refuse receptacles. Subsequently, provision for a bin store had now been included within the property. Members expressed concern over the proposed bin store, in particular noting the potential for unpleasant smells within the building.

There was discussion on cycle storage with Members expressing the view that although the proposed cycle store was not up to the standard expected it was better than having no provision.

A Member advised that the planning application had subsequently been approved by the Planning Committee on 10th September, 2020. The Director of Environment and Regeneration advised that a time extension had been requested by officers so that consideration of the proposals could be given by the Committee at this meeting. It was agreed that this be followed up with the Planning Authority.

Resolved, "That particulars of the report and discussion be noted on the minutes;

- (i) That an objection be raised to planning application 20/00876/B for the creation of a driveway and vehicular access at 7 Laureston Grove, Douglas on the grounds that there appears to be ample parking within the area; that the proposals would result in 100% loss of garden space; that there would be a detrimental effect on the street and there would be loss of outlook from the properties' principal window; and
- (ii) That a letter be sent to the Planning Authority on behalf of the council expressing dissatisfaction that despite the Council's request for a time extension until 14th September, 2020 to allow the Council the opportunity to forward any comments to the Planning Authority, that the planning application was permitted without Council officers being informed."

A8. Schedule of Neglected, Dilapidated, Ruinous and Dangerous Properties

The Committee considered a schedule of properties in a state of dilapidation or disrepair, setting out nine properties added since the last meeting; fifteen properties removed because work had been completed; forty-nine properties on which work had commenced; twenty-four properties where no work had been undertaken; and a total of sixty properties remaining on the list.

Members were reminded that the addition of any property to the list would first involve contact with the property owner to resolve the concern over its condition and to offer them reasonable opportunity to carry out the work willingly. Should that not happen, then Notice would be served that the work must be carried out, and failure then to comply with the Notice would involve the possibility of legal action having to be undertaken.

Resolved, "That the schedule of dilapidated properties be noted and approved and that the Director of Environment & Regeneration be authorised to progress improvements to the properties, by service of Notice and legal action where necessary."

A9. Items for Future Report

The Committee considered a report submitted by the Assistant Democratic Services Officer noting the reports listed for future consideration by the Committee.

In response to question, the Director of Environment and Regeneration advised that a briefing note would be sent to the Committee to advise on the cleaning regime in Shaw's Brow Car Park.

Resolved, "That particulars of the matters for future consideration be noted on the minutes."

A10. Date and Time of Next Meeting

Members were reminded that the next scheduled meeting of the Environmental Services Committee was due to take place at 10.00am on Monday, 19th October, 2020.

PART B –

Matters requiring Executive Committee approval

There were no items requiring Executive Committee approval.

PART C –

Matters requiring Council approval

There were no items requiring Council approval.

The meeting ended at 1.10pm.

X – Miscellaneous Business of which Notice has been given pursuant to Standing Orders:

MISCELLANEOUS BUSINESS

1. His Worship the Mayor to confirm that he has appointed Councillor Mrs Janet Thommeny as Deputy Mayor for the remainder of the 2020-21 municipal year.

Members have already been informed and this is to note the appointment in the minutes.