

IN PUBLIC

Minutes of the ordinary meeting of the **ONCHAN DISTRICT COMMISSIONERS** held in the Boardroom, Hawthorn Villa, 79 Main Road, Onchan, on Monday 6th March 2017 at 7.06 p.m.

Present: Mr R. Turton (Chairman)
 Mr A. Allen
 Mr J. Cherry
 Mr D. Crellin (Vice-Chair and
 Lead Member for Environmental and Technical Services)
 Mr M. Macfarlane (Lead Member for Finance and General Purposes)
 Mr C. Quirk
 Miss K. Williams (Lead Member for Properties and Amenities)

Apologies: Mr T.R. Craig (Deputy Clerk)

In Attendance: Mr M.J. Morrison (Chief Executive/Clerk)
 Mr B.T. Price (District Surveyor) *(until 10.10 p.m.)*
 Mr T.M.G. Edwin-Reed (Finance Manager) *(until 9.30 p.m.)*
 Ms A.S. Dentith (Senior Administrator) *(until 10.10 p.m.)*

C17/03/01/01**TO CHOOSE A PERSON TO PRESIDE IF THE CHAIRMAN AND VICE-CHAIRMAN BE ABSENT**

Not necessary.

C17/03/01/02**BUSINESS REQUIRED TO BE DEALT WITH BY STATUTE BEFORE ANY OTHER BUSINESS****1. Ordinary meeting held on Monday 6th February 2017**

The minutes of the ordinary meeting held on Monday 6th February 2017, copies of which having previously been circulated, were considered.

It was proposed by Mr Turton, seconded by Mr Cherry and **RESOLVED that the revision to the minutes be accepted.**

Mr Macfarlane did not cast a vote as he was not in attendance of the meeting held on 6th February 2017.

C17/03/01/03**MINUTES****1. Ordinary meeting held on Monday 20th February 2017**

The minutes of the ordinary meeting held on Monday 20th February 2017, copies of which having previously been circulated, were considered.

(a) C17/02/03/10(2) - Communications, Compliments and Complaints

A Member felt that the minute read a little light.

Add a sentence: 'That a report be presented to the Board in April detailing the analytical information and what has been carried out to improve the internal communication.'

Subject to the above amendment, it was proposed by Mr Macfarlane, seconded by Mr Cherry and unanimously **RESOLVED that the minutes be signed as a correct record of proceedings and were signed by the Chairman.**

*IN PUBLIC***C17/03/01/04****BUSINESS ARISING NOT REFERRED TO IN THE MINUTES OF ANY SPECIAL COMMITTEES****1. C17/02/03/16 (1(d)) - Warden Control System**

In answer to question, the District Surveyor advised that there is a delay in the parts, but residents are aware of the situation and are being kept informed.

2. C17/02/03/09(2) - Onchan Park – Strategic View

A discussion ensued with regard to the release of the Consultation on the Future of Onchan Park, and the draft press release which had been placed before the Board for information.

Members were advised that the closing date for any submissions to the Consultation is 30th March 2017.

Discussion ensued with regard to the redevelopment of Onchan Park with a view to reducing the charge on the rates in the future.

A meet and greet will take place with the Commissioners at the Harvey Briggs Library on Saturday 18th March 2017. This will give the public an opportunity to discuss the future of Onchan Park direct with Members of the Board.

The Chairman requested that if Members wished to make any changes to the Press Release, then they should forward their suggestions to the Chief Executive as soon as possible.

C17/03/01/05**BUSINESS EXPRESSLY REQUIRED BY STATUTE TO BE DONE**

None.

C17/03/01/06**BUSINESS ADJOURNED FROM A PREVIOUS MEETING**

None.

C17/03/01/07**PLANNING DECISIONS/COMMUNICATIONS FROM THE DEPARTMENT OF INFRASTRUCTURE PLANNING COMMITTEE****1. Plans to the Board**

(a) The following plans were considered by the Board.

(i) PA17/00141- Birchfield House, Strathallan Road

It was proposed by Mr Allen, seconded by Mr Macfarlane and unanimously **RESOLVED that PA 17/00141 – Birchfield House, Strathallan Road be recommended for approval.**

(ii) PA 17/00147 - 12 Alberta Drive

It was proposed by Mr Cherry, seconded by Mr Macfarlane, and unanimously **RESOLVED that PA 17/00147 – 12 Alberta Drive be recommended for approval.**

IN PUBLIC(iii) PA 17/00150 – 22 Eskdale Road

Mr Cherry declared an interest.

It was proposed by Mr Crellin, seconded by Mr Macfarlane, and unanimously **RESOLVED that PA 17/00150 – 22 Eskdale Road be recommended for approval.**

(iv) PA 17/00170 - 24 Briarfield Avenue

Mr Crellin declared an interest.

It was proposed by Mr Turton, seconded by Mr Allen, and unanimously **RESOLVED that PA 17/00170 – 24 Briarfield Avenue Road be recommended for approval subject to the glazing being of frosted glass.**

(v) PA 17/00174 - 21 Thirlmere Avenue

It was proposed by Mr Cherry, seconded by Mr Crellin, and unanimously **RESOLVED that PA 17/00174 – 21 Thirlmere Avenue be recommended for approval subject to the glazing being of frosted glass.**

(vi) PA 17/00179 - 12 Church Avenue

It was proposed by Mr Cherry, seconded by Mr Allen, and unanimously **RESOLVED that PA 17/00179 – 12 Church Avenue be recommended for approval.**

(vii) PA 17/00209 - 12 Hollydene Avenue

It was proposed by Mr Cherry, seconded by Mr Turton, and unanimously **RESOLVED that PA 17/00209 - 12 Hollydene Avenue be recommended for approval.**

(viii) PA 17/00215 – 33 Cronk Avenue

It was proposed by Mr Cherry, seconded by Mr Quirk, and unanimously **RESOLVED that PA 17/00215 - 33 Cronk Avenue be recommended for approval.**

(ix) PA 17/00177 - 14 Hillcrest Grove

The District Surveyor advised that the planning application was for a proposed extension to the rear and new roof to allow attic accommodation. This proposal will increase the ridge height by 1.5m. The remainder of the estate is true bungalows. This could look out of place by having a large feature window facing the road.

It was proposed by Mr Crellin, seconded by Mr Allen, and it was unanimously **RESOLVED that PA 17/00177 – 14 Hillcrest Grove be recommended for refusal on the grounds that the proposals are not in keeping with the existing properties in the area and would adversely affect the character of the streetscape.**

(x) PA 16/01372 – IOM Bank, 26 Main Road

The District Surveyor advised that the planning application was to amend details addressing questions raised from the initial submission. Onchan District Commissioners had objected on the grounds of parking and that there were no details of the extractor ^[amended by ODC 20/03/17] fans for the restaurant.

Members were advised of the type and style of the extractor units and parking proposals.

IN PUBLIC

It was proposed by Mr Cherry, seconded by Mr Macfarlane, that a suspension of standing orders be approved to allow for further discussion.

For: Messrs Turton, Macfarlane, Cherry and Miss Williams
Against: Messrs Crellin, Allen, and Quirk

As a two thirds vote was required to suspend standing orders, the proposal failed. Therefore, the planning decision made at the last meeting still stands.

2. Planning Communications

None.

C17/03/01/08

FINANCE AND GENERAL PURPOSES MATTERS

1. Management Accounts – January 2017

The following matter was considered in committee and transferred to the public domain.

The Management Accounts for the 10 month period to 31st January 2017, having previously been circulated were considered. The Finance Manager advised that he had clarified the projected positions of the general and housing reserves as at the end of the financial year. He advised that the Authority's rateborne net expenditure remained ahead of budget for the year to date and in line with the budget projections.

Lead Member for Finance and General Purposes asked the Board if they felt that a resolution to state that when Officers wish to spend from housing reserves that the matter should come before the Board first on each occasion.

The Chief Executive explained that currently the Authority are spending from housing reserves on a regular basis this would mean a report at every meeting. The monthly management accounts do display the level of expenditure.

In reply, the Lead Member for Finance and General Purposes expressed a concern that the current level of spending will result in housing reserves being exhausted in the forthcoming year and suggested that the Board consider if a reasonable level of reserves would be appropriate for urgent repairs and projects. [amended by ODC 20/03/17]

2. C17/02/03/16(4) - Housing Income and Expenditure

The following matter was considered in committee and transferred to the public domain.

Report of the Finance Manager of the projected Housing Income and Expenditure for the year ended 31st March 2017, having previously been circulated, was discussed.

The Chairman stated that there was currently a high number of void properties, which had a knock on effect of loss of rental income. According to the officers, the number of voids will reduce over the next 6 months.

The Finance Manager explained that the maintenance budget was set in line with the maintenance allowance which is currently 24.7% of gross rental income.

The Lead Member for Properties and Amenities stated that:-

- The housing reserve is being spent on improving the housing stock for our tenants.

IN PUBLIC

- Central Government had already amalgamated the Elderly Persons and General Housing for deficiency purposes during the current financial year, this has eaten in to the reserve balance.
- There is no benefit to maintaining high housing reserves it is more prudent to invest in our own housing.
- The expenditure taken from housing reserves in the current financial year has increased the number of people in social housing and has shorten the waiting list and waiting times[TMG1]

The Chairman asked Members to give some thought as to additional controls they would wish to see in place and how they would wish this to be reported to the Board for approval.

3. Isle of Man Local Government Superannuation Scheme – Consultation on Draft Funding Strategy Statement [TMG2]

The following matter was considered in committee and transferred to the public domain.

Report of the Finance Manager dated 28th February 2017, having previously been circulated, was considered.

The Chairman advised Members that this Authority was a member of a pension scheme which was set up over 20 years previously. The Chairman advised that he had asked the Finance Manager to clarify matters and was content with the responses.

The Chairman informed Members that he was in favour of staff having a good pension

The Finance Manager advised that the superannuation scheme was administered by Capita Employee Benefits Limited and the Administering Authority is Douglas Borough Council. The Scheme's Investment Fund Managers are based in the Isle of Man so that the money was invested on the Island. The Council administers the scheme through a sub-committee including one independent member.

4. Staff

This matter was deferred to the end of the current business of the agenda.

C17/03/01/09

REPORT FROM THE CLERK OR OTHER OFFICER

1. Tour of District – His Excellency the Lieutenant Governor

The following matter was considered in committee and transferred to the public domain.

The draft itinerary and guest list, having previously been circulated, was discussed. The Chairman asked Members to give their thoughts and forward them to the Chief Executive as soon as possible.

C17/03/01/10

LETTERS, PETITIONS, MEMORIALS AND OTHER COMMUNICATIONS

1. Port St Mary Commissioners

Invitation received from Port St Mary Commissioners to attend the Mona's Queen III Anchor Memorial Service at Kallow Point, Port St Mary, on 29th May 2017 at 2.00 p.m.

*IN PUBLIC***2. Treasury – Proposed Changes to Social Security Legislation**

Correspondence received dated 21st February 2017 from the Policy and Legislation Manager at the Treasury, having previously been circulated was considered. The correspondence relates to changes of social security legislation to improve administration of income-related benefit for housing allowances. *Noted.*

C17/03/01/11
QUESTIONS

None.

C17/03/01/12
MOTIONS

None.

C17/03/01/13
ENVIRONMENTAL AND TECHNICAL SERVICES MATTERS**1. C17/02/03/13(1) - Groudle Glen House**

The Chief Executive advised that the legal action had been postponed until 14th March 2017.

2. Area Plan for the East – Update

Correspondence received dated 24th February 2017 from the Head of Planning Policy from the Cabinet Office, having previously been circulated was considered.

The District Surveyor indicated that there were a number of sites which have passed the initial stages to be included in the Eastern Area Plan.

It was agreed that the District Surveyor would make a presentation to the Board on Tuesday 18th April 2017 at 6.30 p.m., prior to the meeting of the Board.

The Chairman asked that Members to forward any comments to the District Surveyor.

The District Surveyor indicated that Members can make comments individually but a collective submission should also be made by the Authority.

3. Maintenance Services – Tender Report

The following matter was considered in committee and transferred to the public domain.

Report of the District Surveyor dated 1st March 2017, having previously been circulated, was considered.

It was proposed by Mr Quirk, seconded by Mr Crellin and **RESOLVED that the following contracts be granted to the successful tenderer as follows:-**

For: Messrs Turton, Crellin, Allen, Macfarlane, Quirk and Miss Williams
Against: Mr Cherry

IN PUBLIC

	Contract	Contractor
a)	General Building Maintenance	Bell Bros. Builders Ltd Maclo Construction Ltd
b)	Drainage and Ground Works	MAP Groundworks Ltd.
c)	Painting and Decorating	Stephen O'Hare Painters & Decorators Ltd.
d)	Electrical Maintenance	Modern Earth Electrical Ltd.
e)	Gas Boiler Servicing & Gas Boiler Repairs The District Surveyor advised that Potterton had offered an extended warranty on the boilers, and this was to include servicing and breakdowns which would include parts and labour. This would cover all the issues that are experienced with boilers.	Potterton
f)	Commercial Gas Boiler Servicing and Repair	Coulter's Commercial Gas Ltd.
g)	Oil Boiler Repair and Servicing	Astin Bros Ltd
h)	Alarm Monitoring and Maintenance	Modern Earth Electrical Ltd.
i)	Window Cleaning	Tender to be readvertised.
j)	General Cleaning	Paul Hampton Services Ltd.
k)	Street Lighting	Swales Electrical Limited & Hoistline
l)	Vehicle Maintenance	Outdoor Power and Plant Ltd
m)	Hedge Cutting	Paul Carey & Sons Ltd.
n)	Weed Spraying	Fuschia Services Ltd

(o) Plumbing Maintenance

The District Surveyor recommended that G.J. Griffiths Plumbing + Heating Services be appointed as the contractor for plumbing maintenance in accordance with the outcome of the tender process.

A Member felt that Astin Bros Ltd had always given quality and first class service, and were known to tenants. It was proposed by Mr Crellin, seconded by Mr Quirk, that Astin Bros Ltd be granted the plumbing contract.

It was counter proposed by Mr Turton, seconded by Mr Cherry, that G.J. Griffiths Plumbing and Heating Services be granted the plumbing contract.

For: Messrs Turton, Cherry and Miss Williams
Against: Messrs Quirk, Allen, Macfarlane and Crellin

The counter proposal failed.

IN PUBLIC

A vote was taken on the original proposal and it was **RESOLVED** that **Astin Bros Ltd be granted the plumbing contract.**

For: Messrs Quirk, Allen, Macfarlane and Crellin
Against: Miss Williams, Messrs Turton and Cherry

The District Surveyor requested permission to engage a second contractor for the plumbing maintenance contract, which was denied.

The Chief Executive noted that the Board had gone against the outcome of the tender process and the professional advice of the District Surveyor in awarding this contract.

(p) Grass Cutting Contract

In answer to question the District Surveyor advised that the contract was for 13 cuts on most of the outside plots, i.e. North Bank Land, and 18 cuts for areas such as Springfield Court and Heywood Court. This equates to two per month during low season, and increased to three per month high season.

The District Surveyor had been asked previously to provide members with the winter works rolling programme and this has still not been received,

After discussion, it was proposed by Mr Allen, seconded by Mr Crellin, and unanimously **RESOLVED** that **the grass cutting tender be readvertised and a business case be prepared for provision of the service internally.**

C17/03/01/14

SUSPENSION OF STANDING ORDERS

It was proposed by Mr Crellin, seconded by Mr Macfarlane and **RESOLVED** to **suspend standing orders to allow the meeting to continue past 10.00p.m. to conclude the business on the agenda.**

For: Messrs Turton, Crellin, Macfarlane, Allen, Quirk, Miss Williams
Against: Mr Cherry

C17/03/01/15

PROPERTIES AND AMENITIES MATTERS

1. Housing Allocations

The following matter was considered in committee and transferred to the public domain.

It was proposed by Miss Williams, seconded by Mr Cherry, and unanimously **RESOLVED** to **accept the allocations en bloc as follows:-**

- a) **08/27 – 2 Bed Bungalow.** That the tenancy of 08/27 be awarded to TG 418.
[amended by ODC 20/03/17]
- b) **06/61 – 2 Bed House.** That the tenancy of 06/61 be awarded to TG 365.
[amended by ODC 20/03/17]
- c) **12/08 – 2 Bed Bungalow.** That the tenancy of 12/08 be awarded to the tenants of TG 403.
[amended by ODC 20/03/17]

C17/03/01/16

CHAIRMAN'S ANNOUNCEMENTS

None.

*IN PUBLIC***C17/03/01/17****OTHER URGENT BUSINESS****1. IOM Municipal Association**

A Member advised that they had attended the IOM Municipal Association and had received information that there will be changes implemented on the consultation process.

2. Ashley Hill

After a brief discussion, the District Surveyor advised that the pavement sweeper would go and clean the area and further 'No Dog Fouling' signs would be erected.

3. Commissioners' email

After a brief discussion, the Chief Executive advised investigation would take place to check the feasibility of setting up a group email address for the Commissioners.

4. Local Authority – Housing Managers Meeting

In answer to question, the Chief Executive advised that an officer level Island wide housing meeting had taken place in Ramsey on the 28th February. In the absence of the Deputy Clerk the Chief Executive had been accompanied by the Senior Administrator.

C17/03/01/18**STAFF MATTER**

The following matter was considered in committee and transferred to the public domain.

Members of staff left the meeting at this point to allow consideration in private of a staffing matter.

There being no further business, the meeting closed at 11.30 p.m.