PORT ST MARY COMMISSIONERS

ORDINARY BOARD MEETING

7.30 pm, 22nd JUNE 2022

AGENDA – OPEN SESSION

Item Number	Item	Action Required
1.	**OPENING OF THE MEETING**	
1.1	Welcome, Apologies & Declarations	As required by Board members
2.	**MINUTES**	
2.1	Minutes of the Ordinary Meeting held on the 25th May 2022	For Board approval
3.	**MATTERS ARISING**	
3.1	Matters arising from previous meetings	Clerk to provide necessary updates
4.	**MOTIONS – None**	
5.	**FINANCE**	
5.1	Invoices for payment in June 2022	For Board approval
5.2	Rates 2022/23 for settlement	For Board approval
6.	**PROJECTS**	
6.1	Boat Park	For Board response
6.2	Town Branding Project	For Board discussion

6.3	Rushen Heritage Trust Street Signs	For noting
6.4	Amenities	For noting
6.5	Biosphere	For Board approval
6.6	PSM Events	For Board discussion
6.7	Highways	For Board discussion
7.	**HOUSING**	
7.1	Housing Officers Report	For Board discussion
7.2	Tenancy Arrears Report	For Board discussion
8.	**PUBLIC CORRESPONDENCE & COMMUNICATIONS**	
8.1	Bike rack for discussion	For Board discussion
8.2	Harbour to Harbour walk information	For noting
8.3	Correspondence from IOM Constabulary re street lighting during TT week	For Board discussion
8.4	Second Supplementary List	For noting
9.	**PLANNING MATTERS**	
9.1	Planning Applications	For Board discussion

9.2	Amended Applications	For noting
9.3	Planning Approvals	For noting
10.	**POLICY & RESOURCES**	
10.1	Internal Audit Report	For Board discussion
10.2	2022/23 Meeting Dates	For noting
11.	**PUBLIC CONSULTATIONS - None**	
12.	**INVITATIONS**	
12.1	Douglas Council Civic Service	For Board response
13.	**ANY OTHER BUSINESS OF AN URGENT NATURE (BY PERMISSION OF THE CHAIR)**	

PORT ST MARY COMMISSIONERS

MATTERS ARISING & PUBLIC CORRESPONDENCE REPORT

Matters Arising

General bylaws – Being drafted.

Public Correspondence

Request to trade from PSM Beach – Permission was granted providing non motorised within the bathing area. The applicant advised the motors can be raised out of the water & paddles used until they are through the safe bathing area.

PORT ST MARY COMMISSIONERS - Invoices to be paid in June 2022

Inv#	Date	Invoice number	Supplier	Details	Housing	Net (£)	VAT (£)	Total Cost (£)	Nominal code
2840	30/05/2022	PSM015	Alexander Elliott	Internal audit 2021/22		3,150.00	630.00	3,780.00	5025
2841	30/05/2022	PSM016	Alexander Elliott	Data protection officer services for year ended 30.11.22		500.00	100.00	600.00	5040
2842	17/05/2022		ANDREW MCEWAN JOINERY	12a LA - repair fence	12a LA	236.50	0.00	236.50	6100
2843	31/05/2022	1269200089	B&Q	Fa Co alarm twin pack		32.50	6.50	39.00	5150
2844	14/05/2022	INV-0142	BallaKarran, W J Qualtrough	Beach clearing		300.00	60.00	360.00	5850
2845	31/05/2022	SINV00402442	Bridson-Horrox	A4 paper x 20 packs, hole punch sheets, post it notes		337.28	67.46	404.74	5050
2846	03/06/2022		Rick Buckley	Window cleaning		35.00	0.00	35.00	5130
2847	14/06/2022	49606	Cleervu Aerial Specialists Ltd	12 PR - check socket and trace issue to loft multiswitch	12 PR	60.00	12.00	72.00	6100
2848	30/04/2022	23003RX22000633	Colas (IOM) Ltd.	Waste - street cleaning residue		53.69	10.74	64.43	5270
2849	24/05/2022	23003RX22000770	Colas (IOM) Ltd.	Waste - street cleaning residue		26.26	5.25	31.51	5270
2850	28/05/2022		Cooil Bros Ltd	Milk deliveries		0.60	0.00	0.60	6020
2851	12/05/2022	439157	Department of Infrastructure	Rent sea wall and promenade - May 22		1.00	0.20	1.20	5850
2852	01/06/2022	440503	Department of Infrastructure	Tipping at EFW plant for April		4,736.15	947.23	5,683.38	5210
2853	26/05/2022	28042	Island IT Services Ltd	Call out fee		30.00	6.00	36.00	5140
2854	06/06/2022	28109	Island IT Services Ltd	MS exchange online plan and 365 business basic		337.00	67.40	404.40	5140
2855	30/04/2022	168491	JDW Engineering	Empty portaloos on promenade		27.50	5.50	33.00	5400
2856	19/05/2022	0001/00018879	J Qualtrough & Co. Ltd.	450ml spray can, premium hardwood plywood		95.45	19.09	114.54	6020
2857	19/05/2022	24010	JRB Enterprise Ltd	Standard dog gloves - dispenser refill bags		159.00	31.80	190.80	5270
2858	26/05/2022	001/175788	JR RILEY LTD	Stihl Fs 240 C-E Brushcu		600.00	120.00	720.00	5267
2859	24/05/2022	34592	Manx Glass & Glazing Ltd	Service bedroom window and supply and install handle		53.80	10.76	64.56	6100
2860	13/05/2022	961542697	Manx Gas Ltd.	Town Hall gas supply 18/03 - 13/05/22		745.98	149.19	895.17	5151
2861	05/01/2022	SPI4414338	Manx Utilities	Public maintenance and repair Oct, Nov and Dec 21		2,373.38	474.68	2,848.06	5900
2862	05/05/2022	SPI4415439	Manx Utilities	Replace axia 3.1 LED fitting at PM148 Perwick Rd		348.71	69.74	418.45	5900
2863	31/05/2022	SPI4415717	Manx Utilities	Replacement fitting and arm PM098 on Fistard Rd 03/05/22		675.49	135.10	810.59	5900
2864	31/03/2022	89227	Onchan District Commissioners	Refuse collection for PSM - Jan to March 22		5,630.00	1,126.00	6,756.00	5210
2865	01/06/2022	17370	ORB Limited	PSM payroll for May 22		66.00	13.20	79.20	5170
2866	29/05/2022	Mona2022	Kella Catering Ltd	Mona's Queen event - hot drinks and cakes		487.50	97.50	585.00	5082
2867	12/05/2022	55153	Quine & Cubbon Printers Ltd.	150 x 8pp Mona's Queen order of service		235.50	2.40	237.90	5082
					Sub total Pg1	21,334.29	4,167.74	25,502.03	

Inv#	Date	Invoice number	Supplier	Details	Housing	Net (£)	VAT (£)	Total Cost (£)	Nominal code
2868	31/05/2022	10597	Reliance Security Ltd	CB - routine fire alarm and lighting check	CB	240.00	48.00	288.00	6100
2869	31/05/2022	10596	Reliance Security Ltd	Town Hall - service and check fire alarm and emergency light		267.00	53.40	320.40	5150
2870	11/05/2022	147159	SCS	6 SFA - check fault to bathroom light and fix	6 SFA	147.70	29.54	177.24	6100
2871	17/05/2022	147275	SCS	Town Hall - check PIR lights and supply, fix and test		207.21	41.44	248.65	5150
2872	13/05/2022	4033 to 4148 + 4170	Southern Civic Amenity Site Board	130 kg green waste		648.28	129.66	777.94	5260
2873	09/06/2022	4165	Southern Civic Amenity Site Board	160 kg commercial waste		43.31	8.66	51.97	5210
2874	01/06/2022	202200000410	Station Garage	Fuel for DLO vehicles		13.75	2.75	16.50	6060
2875	16/05/2022	94280	Unique Fire Protection Limited	CB - service extinguishers	CB	42.20	8.44	50.64	6100
2876	24/05/2022	137441	Viking Direct	Town Hall printer meter reading		119.56	23.91	143.47	5060
2877	13/05/2022	79206	WDS Ltd.	1 ply blue ZZ katrin hand towels and toilet rolls		83.90	16.78	100.68	5152
2878	18/05/2022	79457	WDS Ltd.	Hand towels, toilet rolls, disinfectant, gloves		180.50	36.10	216.60	5152
2879	21/05/2022	ELI100278	Elitegroup (aka Wi - Manx)	5 x Businesstalk global and 5 x hosted extensions		165.83	33.16	198.99	5140
					Sub total Pg 2	2,159.24	431.84	2,591.08	
					Total	**23,493.53**	**4,599.58**	**28,093.11**	

Breakdown by type of expense

Nominal code	Nominal description	Amount (£)
5025	Internal audit	3,780.00
5040	Legal Fees & Professional fees	600.00
5050	Printing & Stationery	404.74
5060	Photocopying	143.47
5082	Civic Events Expenses	822.90
5130	Maintenance	35.00
5140	Computer Expenses	639.39
5150	Town Hall expenses	608.05
5151	Town Hall Heat & Light	895.17
5152	Town Hall Cleaning	317.28
5170	Office Expenses	79.20
5210	Refuse Expenses	12,491.35
5260	Gardens and Flowerbeds	777.94
5267	Gardening - Machinery	720.00
5270	Refuse - Miscellaneous	286.74
5400	Public Conveniences - General Expenses	33.00
5850	Chapel Beach	361.20
5900	Public Lighting - Street Lighting Power & Cyclic Maintenance	4,077.10
6020	Sundry - Store	115.14
6060	Sundry - Fuel Costs	16.50
6100	Housing Repairs	888.94
	Totals	**28,093.11**

Breakdown of invoices by supplier

Supplier	Amount (£)
Alexander Elliott	4,380.00
ANDREW MCEWAN JOINERY	236.50
B&Q	39.00
BallaKarran, W J Qualtrough	360.00
Bridson-Horrox	404.74
Cleervu Aerial Specialists Ltd	72.00
Colas (IOM) Ltd.	95.94
Cooil Bros Ltd	0.60
Department of EFA	5,683.38
Department of Infrastructure	1.20
Elitegroup (aka Wi - Manx)	198.99
Island IT Services Ltd	440.40
J Qualtrough & Co. Ltd.	114.54
JDW Engineering	33.00
JR RILEY LTD	720.00
JRB Enterprise Ltd	190.80
Kella Catering Ltd	585.00
Manx Gas Ltd.	895.17
Manx Glass & Glazing Ltd	64.56
Manx Utilities	4,077.10
Onchan District Commissioners	6,756.00
ORB Limited	79.20
Quine & Cubbon Printers Ltd.	237.90
Reliance Security Ltd	608.40
Rick Buckley	35.00
SCS	425.89
Southern Civic Amenity Site Board	829.91
Station Garage	16.50
Unique Fire Protection Limited	50.64
Viking Direct	143.47
WDS Ltd.	317.28
Totals	**28,093.11**

PORT ST MARY COMMISSIONERS

2022-23 RATES PAYABLE BY 29TH JUNE 2022

Housing Expenses

Date	Property rates number	Payable to		Housing estate	Rate type	NL Code	Payable before discount	Less discount	Net payable after discount
01/04/2022	A0050671	IOM Government - Treasury	Rates	BB	Housing Rates	6105	15,814.62	790.74	15,023.88
01/04/2022	A0050672	IOM Government - Treasury	Rates	CB	Housing rates	6105	7,569.36	378.44	7,190.92
01/04/2022	A0050673	IOM Government - Treasury	Rates	FR	Housing Rates	6105	5,841.15	292.06	5,549.09
01/04/2022	A0050674	IOM Government - Treasury	Rates	LA	Housing Rates	6105	10,306.54	515.29	9,791.25
01/04/2022	A0050675	IOM Government - Treasury	Rates	TP	Housing Rates	6105	8,380.40	419.04	7,961.36
01/04/2022	A0050676	IOM Government - Treasury	Rates	PR	Housing Rates	6105	13,377.23	668.84	12,708.39
01/04/2022	A0050677	IOM Government - Treasury	Rates	SMA	Housing Rates	6105	20,072.46	1,003.64	19,068.82
01/04/2022	A0050678	IOM Government - Treasury	Rates	SA	Housing Rates	6105	23,519.28	1,127.00	22,392.28
							104,881.04	**5,195.05**	**99,685.99**

Rate Born Expenses

Date	Property rates number	Payable to	Location		Rate type	NL Code	Payable before discount	Discount	Net payable after discount
01/04/2022	172788	IOM Government - Treasury	Rates Golf links		Golf course rates	5615	851.93	44.74	807.19
01/04/2022	174146	IOM Government - Treasury	Rates The Smithy		Sundry Stores Rates	6025	106.95	5.61	101.34
01/04/2022	175582	IOM Government - Treasury	Rates Town Hall		Town Hall Rates	5153	1,096.17	57.51	1,038.66
01/04/2022	256770	IOM Government - Treasury	Rates Ballagawne tip		Amenities Ballagawne site	5815	3.04	0.16	2.88
01/04/2022	272772	IOM Government - Treasury	Rates Garage 1		Sundry Stores Rates	6025	45.30	2.38	42.92
01/04/2022	272780	IOM Government - Treasury	Rates Garage 2		Sundry Stores Rates	6025	45.30	2.38	42.92
01/04/2022	272798	IOM Government - Treasury	Rates Garage 3		Sundry Stores Rates	6025	45.30	2.38	42.92
01/04/2022	350988	IOM Government - Treasury	Rates Golf course store		Golf course rates	5615	55.74	2.93	52.81
							2,249.73	**118.09**	**2,131.64**

TOTAL PAYABLE	**£107,130.77**	**£5,313.14**	**£101,817.63**

PORT ST MARY COMMISSIONERS

PROJECTS UPDATE

6.1	**Boat Park** Project ongoing.
6.2	**Town Branding Project** The deck chair & flags have been ordered. A new Welcome to PSM sign is also in the process of being designed. The first draft pf the map has been received but is incorrect in many areas, a meeting is being arranged with the Clerk, Visit IOM & RG as the Business Association rep to discuss the issues further. The Board are requested to consider running seasonal window decorating competitions in conjunction with the Business Association. Events could include (but are not limited to) Easter, Remembrance Day & Christmas.
6.3	**Rushen Heritage Street Signs** Signs have been ordered.
6.4	**Amenities** Tennis Courts – The latest update from the contractor on the 14th June, was that the fencing was still awaiting dispatch. Signs have been placed at the courts to advise of the update. Playpark Flooring – Options being explored along with additional/replacement equipment. Splash Park & Beach Huts– NME to provide verbal update re Splash Park option. HF has explored available PSMC owned land within PSM, no suitable location has been found as of yet.
6.5	**Biosphere** Permission is sought from the Board to sign PSMC up to be a Biosphere partner.
6.6	**Events** PSM in Bloom – Submissions close on the 8th July, with judging scheduled to take place the week commencing the 11th July. Presentation to be awarded on the August meeting. Celebration of Christmas – The Board are requested to consider acts for this years celebration, below is a list of the acts which were to attend the cancelled 2021 show; Welcome – Chair

	Opening Words - Rev Sean Turner Rushen Silver Band Southern Belles Jacqueline Shirtliff – Poem Laurel & Hardy Norman McGregor Edwards – Reading Paul Costain & Jane Corkill Local MHK's Thanks – Chair <u>Mona's Queen Service</u> – Opportunity for Members to provide verbal feedback on the service.
6.7	**Highways** <u>High Street</u> The FOI response follows this report.

Isle of Man Government
Reiltys Ellan Vannin

infrastructure
bun-troggalys

Ms Hayley Fargher
The Town Hall
The Promenade
Port St Mary
IM9 5DA

Department of Infrastructure
Sea Terminal Building, Douglas,
Isle of Man, IM1 2RF

Contact: FOI Response Team
Telephone: (01624) 686785
Email: dpo-doi@gov.im

Our ref: 2441929

31 May 2022

Dear Ms Fargher

We write further to your request which was received on 12 May 2022 and which states:

"Please provide the amount of times that the business case for the reconstruction of the High Street, Port St Mary has been put forward and refused due to not meeting the criteria or any other reason within the last 10 years.
Please also provide a copy of the business cases submitted along with the criteria it is required to meet."

Our response to your request is as follows:

The business case was not supported by the Department and was not submitted to the Treasury for consideration.

The criteria set out for capital bids were:

There is a clear and essential benefit to the local economy;
There is already approved commitment;
The bid is cost neutral in the year.

Appendix 1 contains the business case for the High Street, Port St Mary Improvement Scheme.

Please quote the reference number 2441929 in any future communications.

Your right to request a review

If you are unhappy with this response to your freedom of information request, you may ask us to carry out an internal review of the response, by completing a complaint form and submitting it electronically or by delivery/post.

An electronic version of our complaint form can be found by going to our website at https://services.gov.im/freedom-of-information/Review . If you would like a paper version of our complaint form to be sent to you by post, please contact us and we will be happy to arrange for this. Your review request should explain why you are dissatisfied with this response, and should be made as soon as practicable. We will respond as soon as the review has been concluded.

If you are not satisfied with the result of the review, you then have the right to appeal to the Information Commissioner for a decision on;

1. Whether we have responded to your request for information in accordance with Part 2 of the Freedom of Information Act 2015; or
2. Whether we are justified in refusing to give you the information requested.

In response to an application for review, the Information Commissioner may, at any time, attempt to resolve a matter by negotiation, conciliation, mediation or another form of alternative dispute resolution and will have regard to any outcome of this in making any subsequent decision.

More detailed information on your right to a review can be found on the Information Commissioner's website at www.inforights.im.

Should you have any queries concerning this letter, please do not hesitate to contact us.

Further information about freedom of information requests can be found at www.gov.im/foi.

We will now close your request as of this date.

FOI Response Team

Appendix 1

Table of Contents

1	THIS DOCUMENT	4
2	SPECIFIC INITIATIVES	5
3	SUMMARY OF THE RANGE OF BENEFITS	6
4	DETAILED BUSINESS CASE	6
5	PROJECTED COSTS	8
6	PROJECTED SAVINGS	8
7	APPROVALS	9

Isle of Man
Government
Reiltys Ellan Vannin

Business Case for the High Street, Port St Mary Improvement Scheme

Capital Allocations & Priority

Priority A Strategic Structural Maintenance[1]	Priority B Strategic Highway Maintenance[2]	Priority C Minor Improvement[3]	Priority D Major Improvements & Programmes
This existing funding is used to undertake basic maintenance work on Highways structures such as bridges and retaining walls. This work is critical to maintaining the safety of the highway network and obtaining the full life of the asset.	This funding is required to undertake maintenance of the surface dressing of the highway. It consists of surface dressing, micro asphalt and overlaying the existing infrastructure to extend the life of the asset and maintain road safety.	This funding is to undertake small localised improvement projects that will improve the operation of the network in that location and which may extend the life. It is also available for implementing small improvements to creatre a better place to live such as pedestrian crossing.	This funding is used to fundamentally improve the network or to replace life expired assets. Typically, schemes are replacement reconstruction or new constructions. Schemes will usually have a life of 40 years plus. This funding also includes for transforming programmes of work, such as Climate Change Adaptation and Active Travel.
Programmes reviewed each year based on condition of the asset.	Programmes reviewed each year based on condition of the asset.	A programme of minor improvements agreed by the minor improvements committee.	*Schemes in priority order (with indicative year of construction):* 1. Climate Change Adaptation Fund (existing committed funding) 2. Balthane Junction (22/23) 3. Tromode Road Improvements (22/23) 4. St Johns to Kirk Michael Heritage Trail, additional funding (22/23) 5. Active travel Phase 2 6. Scheme Development Fund 7. Ash Dieback mitigation (22/23) 8. 20mph Residential Areas (22/23) 9. IoM Traffic Model 10. Saddle Road (22/23) 11. Car Parks ANPR (22/23) 12. Speed cameras (22/23) 13. Heritage Trail KM to Ramsey (23/24) 14. Coastal Footpath (25/26) 15. High Street, Port St Mary (23/24) 16. Bay View Road, Port St Mary (24/25) 17. Woodbourne and Bucks Road (24/25) 18. Colby Level (24/25) 19. Duck Street Ballabeg (23/24) 20. Church Road, Port Erin (25/26)

[1] Strategic Structural Maintenance has existing committed funding, no changes are proposed.
[2] Strategic Highway Maintenance has £3.5m p/a existing committed funding, we are requesting an increase in this to the level required to maintain the road network in its current condition.
[3] This programme will incorporate Residential Roads refurbishment which has £500k p/a existing committed funding.

1 THIS DOCUMENT

This document describes the Business Case for the reconstruction of High Street, Port St Mary.

High Street is approximately 120 m long and forms a key part of the centre of Port St Mary, with historic buildings such as the old police station and bank. The street is now mostly residential, but also forms a through route from the harbour up towards Bay View Road and the rest of the village and onwards.

The bus routes 1, 1H & 12 run through the street, with a bus stop towards the northern junction. The street has on street parking as Disc Zone.

The existing highway has been overlaid over time, however is now showing failure in several locations. There is very little show on kerbs, which means an overlay is not possible and poses a risk of drainage issues. The road has also been extensively patched and reinstated from highways and utility works. There are several utilities running down the street.

There are a high number of surface defects such as potholes reported by the public and our inspectors each year on this section of road. The Commissioners support these works and have identified High Street as a priority for them due to its poor condition.

2 SPECIFIC INITIATIVES

The reconstruction of High Street, Port St Mary will involve works to reconstruct the carriageway, footway and kerbs. The existing drainage system will also be reviewed as part of the scheme.

There is a desire to widen the footways which would be reviewed as part of the scheme. There is approximately 8.5m of total highway width which may facilitate some widening, but further design work and coordination with buses would be required to confirm this is possible without impacting on the bus route or resulting in loss of parking.

3 SUMMARY OF THE RANGE OF BENEFITS

In the following table, the headings have these meanings:

Tangible Benefits	**Red** Benefits	Hard £ Benefits	(these broadly equate to 'Cheaper')
	Orange Benefits	Productivity Improvements	(includes 'Faster')
Expected Intangible Benefits	**Green** Benefits	Qualitative Factors	(these broadly equate to 'Better')

3.1 Specific Benefits

Initiatives	Red Benefits	Orange Benefits	Green Benefits
Achievement 1			Improved quality of built environment.
Achievement 2			Improved appearance, which brings benefits to people who live adjacent to or near the road, and ultimately to all the residents of Port St Mary
Achievement 3	Decrease in reactive spending.		
Achievement 4	Preparation for heavy traffic involved in any future harbour development.		

4 DETAILED BUSINESS CASE

4.1 Legal Framework

Highways Act 1986 s3 - The Department has a duty to maintain all highways maintainable at the public expense.
Highways Act 1986 s9 – General power of improvement

4.2 Stakeholders and any Consultation

Local Authority – Port St Mary Commissioners
Port St Mary Business Association
Local MHK's
Department of Infrastructure, Transport
Utilities
Local Traders
Public

4.3 Options Appraisal

Option 1 – Do Nothing

- Road continues to deteriorate.
- More extensive patching.
- High number of customer complaints.

Option 2 – Plane and inlay from maintenance budgets

- Risk this option may not be technically feasible due to height of existing thresholds and possible shallow utilities.
- Temporarily improve the appearance.
- Likely short lifespan – the existing surface has shown signs of fatigue failure and plane and inlay would not increase the strength of the surface. As this is a bus route it receives a moderate number of large vehicles.
- This would would be completed in a short period but would not address the underlying foundation issues.
- There would be no improvements or alterations to the footways.

Option 3 – Microasphalt

- Installation of a thin slurry layer over the road and footways.
- Improve the visual appearance of the area.
- The fatigue failures seen on the road may lead to premature failure of any new surface.

Option 4 –Reconstruct the road and footways

- Reconstruct the highway to standards suitable for its current use.
- Renewed asset with 40 year lifespan before major interventions.
- Increased quality of built environment in village.
- Renewal of utilities through the area (through coordination).

Recommended Option – Option 3 – reconstruction. This option addresses the long term issues and provides improvement rather than repeated failure repairs.

4.4 Management/delivery of the Project

The project would be designed by our in house design team and constructed through a contractor.

4.5 Cost of the Project: Capital Cost

Overall estimated cost is £397,084 based on the area involved and equivalent cost of similar schemes.

	High Street	Total £
a)	Estimated Construction cost	330,904
b)	Professional Fees and Expenses @10% of construction	33,090
c)	Contingency @ 10% of construction	33,090
	ESTIMATED TOTAL CAPITAL COST	**397,084**

4.6 Programme/Timescales

It is anticipated that the construction phase will start during the financial year 2022/23

The scheme is anticipated to be complete within approximately two years.

4.7 **Risks**

- Utilities may require greater diversion work than expected (e.g. due to shallow depths)
- Working adjacent to basement near old police station
- Impact on buses or traffic may drive less efficient working (if full closure not possible)
- Planning, the street sits in a Proposed Conservation Area. Consultation with planners will be undertaken, however if higher quality materials were required this would increase costs and programme

4.8 **Summary - linked to Programme for Government**

There are policies set out in the Programme for Government which this scheme fulfils:

- We have an infrastructure which supports social and economic wellbeing
- Prioritise maintenance of our strategic highway network and ensure our streets and roads are safe

5 PROJECTED COSTS

High Street, Port St Mary	One-off Total Cost	Bid 2022/23	Bid 2023/24
Construction		200,000	130,904
Design and other professional fees @ 10% construction		20,000	13,090
Contingency @ 10% construction		20,000	13,090
Total Department Bids	*397,084*	*240,000*	*157,084*

Client contingency 10% not included (to be confirmed by Treasury Contingency Holding)

5.1 **Describe nature of spend for each year**

2022-23 Design, construction, contingency costs £240,000

2023-24 Construction, contingency cost £157,084

5.2 **Ongoing revenue implications:**

There are no anticipated increases in revenue costs.

6 PROJECTED SAVINGS

This project is to reconstruct the road and to bring it up to an as new condition. The life of the road will be 40 years from the point of reconstruction. This will result in less reactive works such as patching and pothole repairs.

7 APPROVALS

7.1 Divisional Director (for all Highway Services business cases)

Name:	
Title:	
Date:	
Signature:	

7.2 **FINANCE OFFICER** (for all business cases):

Name:	
Title:	
Date:	
Signature:	

7.3 **CHIEF EXECUTIVE OFFICER** (for all business cases):

Name:	
Title:	
Date:	
Signature:	

Housing Officer's Report to Port St Mary Commissioners
22nd June 2022

Subject	Information
May Summary of Housing Works & Repairs	• 2 Responsive repairs were carried out by DLO in May. 8 responsive repairs were carried out by contractors in May: • 1 Boiler related issues • 4 Plumbing repairs • 1 Electrical issue • 1 Window/door repair • A repair was carried out to a communal satellite system
Void Properties	No properties were handed back in May.
Allocations	No allocations were made in May.
Fixed Term Tenancy & Temporary Licences	• Following an internal property inspection and tenancy review, one expiring fixed five year tenancy was renewed on the same terms. • One temporary six month licence was converted to a fixed five year tenancy. The tenant was given one month to re-home wild fowl found being kept in cages in the garden when inspected.
Temporary Licence Policy	Following recent review of fixed five year tenancy policy, it was identified that some housing providers put new tenants on temporary licences. It was recommended that this should be for one year. As we currently issue six month licences, consideration is required into bringing us in line with other providers by increasing this to one year.
Southern Shared Housing Waiting List	• One housing application was processed at this office in May. • One applicant processed by this office was housed by another authority. • There are currently 117 applicants on the waiting list. • 24 applicants have selected Port St Mary in their area choices, 18 have chosen 'all Island' and 27 have selected 'all South'.
Transfer Waiting List	1. There is one tenant wanting to transfer to a one bed bungalow after retirement in April 2022. 2. One tenant needs to transfer to a bungalow for health reasons. 3. One family is on the transfer waiting list to downsize to a two bed property. 4. There are two families on the list for a three bed property. 5. One family wants to transfer to a different area in the South.
Out of Hours Callouts in May 2022	There were no callouts in May.
Smart Electricity Meters	Manx Utilities have advised of their intention to carry out an Island-wide smart meter replacement programme which will take 4 years to complete. They will start with replacing key meters, as these are being phased out due to difficulty in obtaining parts. The scheme will be carried out on a region by region basis. They will be providing further information in due course.

PORT ST MARY COMMISSIONERS

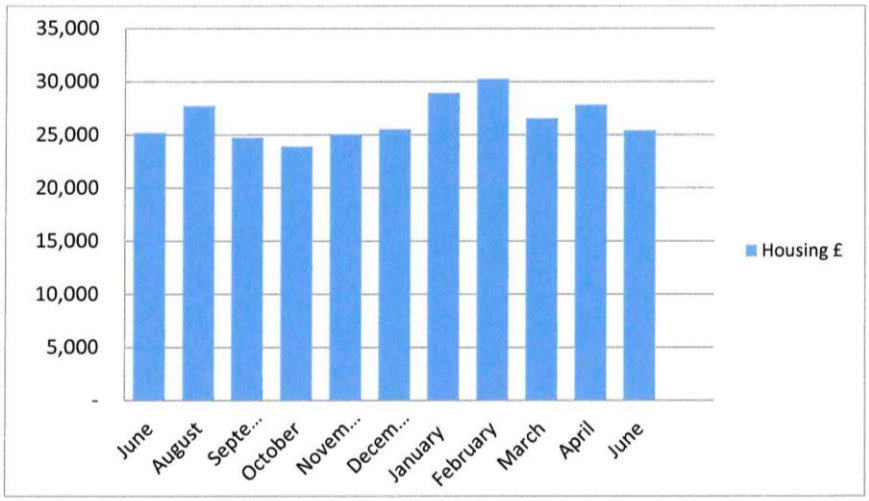
Tenancy Arrears Report for the June 2022 Meeting

Week 11 2022/23 commencing 13th June 2022

Management Summary

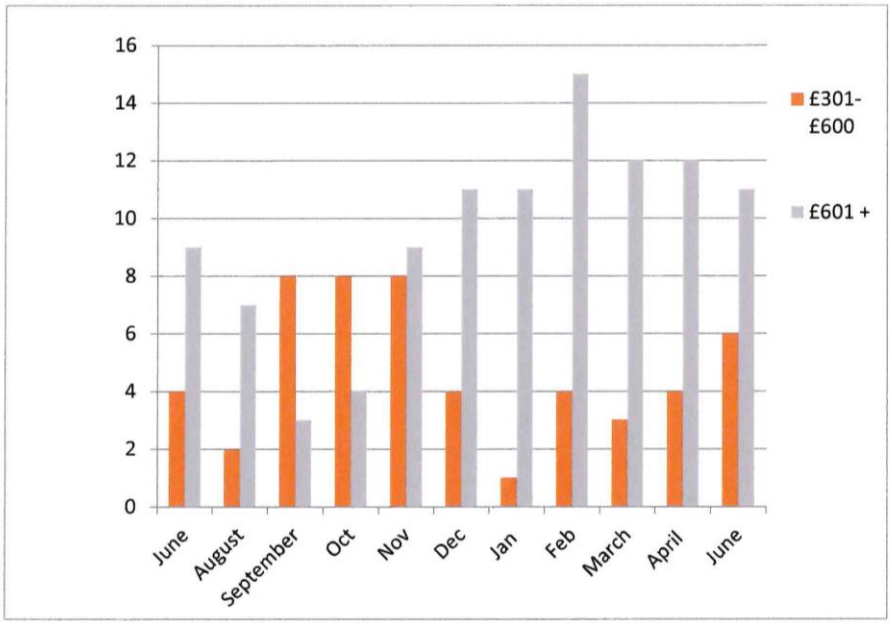
Unpaid rents currently stand at £25,375.95. An decrease of £2,438.06 since the previous report—see detailed analysis on the following page.

The first graph shows the rent arrears by sector over the last 12 months. As in previous months, all arrears are housing related.



Number of Debtors and Actions Taken

The second graph shows the number of debtors categorised by how much they owe.



Tenancy Arrears Report for the June 2022 Meeting

Week 11 2022/23 commencing 13th June 2022

(Continued)

Below is a detailed analysis of the arrears and the separate action being taken for each tenant.

Uncontrolled debt

There are currently 4 tenants with uncontrolled debt.

Tenant 1 – Arrears £2,842.83 (no movement since previous report)
Request for judgment of an instalment order granted by court, payments of £ 100.00 per month to be received from 14th September 2020. Finance officer has communicated payments are to be received no later than the 23rd of each month, tenant has defaulted on court order and further small claims court proceedings for the full amount are being initiated. No further update available since last report.

Tenant 2 - Arrears £12,133.27 (decreased by £1,046 since previous report)
Attachment of Earnings is being monitored, however appears to be being complied with.

Tenant 3 – Arrears £863.34 (previous tenant)
This amount was previously removed from the report at the request of the Board. Small Claims procedures are being initiated.

Tenant 4 – Arrears £581.77 (previous tenant)
Historic arrears from a previous tenant – situation being monitored.

Controlled Debt

The following tenants have controlled debt but due to the amounts, are being brought to the Boards attention:

Tenant 5 – Arrears £1,266.98 (increased by £8.40 since previous report)
Tenant is adhering to payment plan, slight increase is due to the timing of the report.

Tenant 6 – Arrears £654.89 (decreased by £254.88 since previous report)
A payment plan pf £150 per week has been agreed to reduce the arrears. Tenant is adhering to the plan.

Tenant 7 – Arrears £517.52 (decreased by £194.44 since previous report)
The tenant is agreed a payment plan of £600 per month and is adhering to the plan.

Tenant 8 – Arrears £ 831.73 (decreased by £60 since previous report)
The tenant has agreed to pay an extra £10 per week to reduce arrears.

Tenant 9 – Arrears £ 622.08 (decreased by £20.68 since previous report)
Arears decreasing slowly, contact awaited from the tenant.

Tenant 10 – Arrears £ 1,201.03 (increased by £646.40)
No payments have been received, DHSS & family have been contacted, responses awaited.

Tenant 11 – Arrears £1,127.75 (increased by £308.56 since previous report)
Housing Officer has contacted the tenant to agree a payment plan, a response is awaited.

Tenant 12 – Arrears £1,655 (increased by £198.18)
Contact is awaited from the tenant.

Tenant 13 – Arrears £526.49 (reduced by £71.60 since previous report)
Tenant paying extra each week to clear arrears.

Tenant 14 – (New addition to the report - £551.27)
Contact is awaited from the tenant.

4 tenants from the previous report have cleared their arrears and been removed from the report.

Items 8.1

PORT ST MARY COMMISSIONERS

PUBLIC CORRESPONDENCE

The matter if a bike rack has been raised by a previous Board Member. The bike rack was located in the Town Hall car park, then moved to outside Manxonia before it was removed altogether and placed in storage.

The Board are requested to consider if they would like to reinstate the rack, or maybe see if the school could make use of it.

Picture of the rack is below;

Items 8.2

PORT ST MARY COMMISSIONERS

PUBLIC CORRESPONDENCE

Sent: Tuesday, May 31, 2022 2:04:12 PM
Subject: Harbour to Harbour walk 2022

All,

Just to advise that the Harbour to Harbour walk is scheduled to take place this year on 3rd July 2022. With the closure of The Hub in Port Erin, Southern Nomads Sport Erin have stepped in to organise the event

The 3dr July is the same day as the Lighthouse Cycle event and as such the H2H start from Port Erin has been shifted backwards to 12:00

The route can be found using the link below:
H2H 2022 Route

We have a second start point in Port St Mary for those walkers less able to tackle the section from Port Erin and around the side of PSM golf course.

I hope That the walk will prove as popular and successful this year as it has been over the years

If you have any questions please feel free to contact me

[redacted]
Southern Nomads / SPort Erin

PORT ST MARY COMMISSIONERS

PUBLIC CORRESPONDENCE

Sent: Tuesday, June 7, 2022 14:28
To: Port St Mary Commissioners <commissioners@portstmary.gov.im>
Subject: Contact received from website

Contact Received from website

From: Stephen Maddocks <

Message: Good afternoon, I hope you are all well and enjoying the TT period? In the early hours of Sunday morning (5th June) there was a serious injury RTC on the Ballahutchin, near to the traffic lights. The matter is still under investigation and the collision occurred between a pedestrian and a car. What was clear, is the area in question was in darkness as the street lights had gone out. The officers dealing with the matter contacted me and we discussed the wider issues around street lighting across the Island. I am writing to ask you to consider leaving the street lights in your area on a little longer for the TT and perhaps Grand Prix periods? There are obviously a larger number of people out and about and I wonder if the few extra hours of light might assist everyone getting about safely. I appreciate this may not be as easy as it might seem but the consideration by your local authority would be appreciated. I am happy to discuss in more detail if needed. Kind regards Steve

Stephen Maddocks Superintendent Operations

Valuation List for the VILLAGE OF PORT ST MARY under the Rating and Valuation Acts, 1953 to 1991
2nd SUPPLEMENTAL LIST 2022

Property	Property Reference			Address	Description	Proprietor	Occupier	Remarks	Valuations Cancelled		Proposed New Valuation		Final Valuation	
Code	Town	Area	Prop						GV	RV	GV	RV	GV	RV
174471	59	0050	0030	Bowling Green Pavilion, Ballaqueeney	Sports Ground	Mr Kelly		Buildings removed	40	32	0	0		
171871	59	0220	1120	12 Lime Street	House	Mr & Mrs Teese	o/o	Alterations & extension	60	48	95	76		
171839	59	0220	1150	15 Lime Street	Bungalow	Ms H Skinner	o/o	Alterations & extension	52	42	56	45		
381161	59	0372	0070	Chevron, 7 St Marys Glebe, Fistard	Bungalow & garage	Mr & Mrs Cregeen	o/o	Conservatory removed & new extension	200	160	210	168		
								Total	**352**	**282**	**361**	**289**		

Items 9.1-9.3

PORT ST MARY COMMISSIONERS

PLANNING

Item 9.1 Application

22/00684/B The Old Bakehouse, Athol Street, Port St Mary. Erection of replacement front dormer and installation of replacement mid-elevation dormer and installation of replacement screened roof terrace (min 1800 high) over existing garage

Item 9.2 Amended Application

22/00317/B Traie Creggagh, Queens Road, Port St Mary. Removal of existing workshop and erection of replacement workshop and rear 2 storey extension.

Item 9.3 Approval

22/00437/B The Old Farmhouse, Queens Road, Port St Mary. Removal of a conservatory Approved.

Item 10.1

Alexander Elliott

Sovereign House
4 Christian Road
Douglas
Isle of Man
IM1 2SD

t +44(0)1624 623333
m +44(0)7624 451299
w www.alexanderelliott.com

March 2022

Internal Audit Review of Port St Mary Commissioners 2021/22

This report has been prepared at the request of the Clerk and is limited to the areas and the processes and procedures connected with the Commissioners' Offices and Board functions.

Traditionally, internal audit functions have mostly focused on topics related to compliance and internal control systems. Adding value and providing insights on the key risks of an organisation has typically not been a key priority of internal audit. A modern internal audit function needs to understand the organisation's key risks and proactively identify emerging risks in order to add value.

It is important to recognise that internal audit is a much broader discipline than just finance risk management, covering such areas as logistics, IT, change management, project management, regulation and strategic planning. We need to identify the top risks we feel will apply to you as a Local Government Board in the Isle of Man.

Looking at risks helps us to establish those that are known and those that are emerging and are not yet fully understood with regard to magnitude. These can then be divided into non-standard/exceptional risks that should be considered for a one-time audit and those risks that should be considered on an ongoing basis and form a recurring part of the strategic audit plan. This information can be used to highlight the recommended level of monitoring of key risks. e.g., procedures, regulatory, legislative changes, IT governance, data analytics and mass data usage are risks that should be continuously considered on a rolling basis, throughout all governance activities. Non-standard/exceptional risks should be considered based on a triggering event e.g., large projects or major local government restructures.

We at Alexander Elliott believe that, whilst always exploring those matters already identified as being moderate or high, carrying out a more detailed assessment of subjects that are identified by yourselves as causing concern or where you need to have more information to assess your risk fully, produces a more personalised report which you can utilise to mitigate those risks.

In accordance with the policy stated above, all items reported in the previous report as representing a risk level of moderate and above, have been reviewed and included in this document.

Alexander Elliott

When performing an internal audit there are three main areas to be considered. These are:

Organisational Control:	*Financial* The preparation of reliable published financial statements. *Operational* The effectiveness and efficiency of the operations. The safeguarding of resources against loss. *Compliance* Adherence to laws and regulations.
Governance:	The process conducted by the Board to authorise, direct and oversee management towards the achievement of the Board's objectives.
Risk Management:	The process conducted by management in order to understand and deal with uncertainties.

In order to cover this spectrum of risk we have divided the report into two sections:

1. Section 1 reports on areas the Clerk has raised or we have noted as requiring comment. It also reports on areas of last year's report where remedial work is still in progress.

    a. Column 1 contains the topic name.
    b. Column 2 is a brief overview of the function and existing controls.
    c. Column 3 lists our views on the risk and any recommendations.
    d. Column 4 gives a risk grade from "catastrophic" to "low" for each area where:
        i. **Catastrophic** – Unacceptable risk activity should be ceased immediately
        ii. **High** – Unacceptable threat
        iii. **Moderate** – Hazard requires attention or consideration*
        iv. **Acceptable** – Normal controlled risk level
        v. **Low** – Little or no danger

2. In a continuing endeavour to match the commitment shown by the Board, Section 2 consists of a short report. This year's paper, entitled "Delivering Local Net Zero for IOM" looks at the Isle of Man Government work in this area and what you might need to consider. We trust you will find it useful but if you have any points you require any assistance with, or wish to discuss, please do not hesitate to contact us.

** There are some areas where a risk grade will remain as "moderate" despite you having, in our opinion, taken those actions which in normal circumstances reduce that risk to "acceptable" or "low". In these cases, where it is only the nature of the activity that leads us to include it at that level, we have added the word "mitigated" alongside the grading.*

Section 1
Internal Audit Findings Report

Media problems	This item was risk rated "Acceptable" at the time of the last report and was due for removal. However, we felt that as recent events had demonstrated how much the Board had learnt from past experiences some positive comment was justified. The Golf Club lease, due to expire, was put out for consultation to see what was wanted. This has given the opportunity for suitable ideas to be incorporated into the new contract. The Officers and Board have worked closely with the golf club management committee. Copies of the social media policy adopted by the old Board have been issued to all members of the new board and to staff.	When it comes to the media, it is not possible to guarantee that the actions of the Board will not be reported in a negative light, no matter how much thought is put into it. The example of the sensitivity used in preparing for the tender of the golf club lease, demonstrates a real understanding of how, with the amount of forethought and sensitivity shown by the Board in this case, the wind can be taken out of the media's sails, even when something that promotes high emotions is discussed. Unless there is a significant change in circumstances, this item will be removed from future reports.	Acceptable
Freedom of Information (FOI)	The Clerk has written and introduced procedures for the handling of requests. This includes the publishing on the website of all requests and replies. The Clerk has attended further courses on this subject.	We highly commend the work the Board has undertaken in this area. Alexander Elliott, as Data Protection Officer, will continue to be available for advice in this overlapping area.	Moderate (Mitigated)
Cash receipts	Whilst the cash handling procedures are acceptable and the risk of significant financial loss due to theft does not exist, cash still presents a substantial risk. Cash counting, and banking preparation are carried out in an office behind a screen. Banking is performed weekly. CCTV signage is now in place. In a small community, it will be known that people use cash to pay rent and there is therefore a chance of robbery, be it opportunistic or brought on by desperation. Such an incident could prove dangerous to members of staff both physically and mentally.	It is pleasing that attempts are continuing to be made to extend the direct debit scheme by requesting that new tenants pay by direct debit. Debit cards are now accepted as well as online payments. Cash continues to be minimised by the wider use of the direct debit scheme and over the phone card transactions, although rental for sheltered accommodation continues to increase cash transactions. As has been mentioned in previous years, the very nature of cash means it always carries a risk and therefore will always be part of our report. Whilst this risk may be reduced by the introduction of good procedures and a decrease in the amount of cash processed, the only way to eliminate the risk is to not handle it. It is appreciated that, at this time, this is not an option.	Moderate (Mitigated)

Personal Risk	Members of the Board and staff are subject to risk in respect of being made personally responsible for loss, damage or injury caused to others (be they members of the public or staff) due to negligence. The financial risk is covered by insurance but the social threat or even the prospect of imprisonment is still a possibility.	As has been mentioned in previous years, it is, in our opinion, important that members, in particular new members, understand the risks to them in their personal capacity, and more importantly, how to avoid them. therefore this item will always be part of our report. Attendance of courses relating to this, or any other aspect of their role, by Board members or senior staff should be encouraged to reduce this threat. The Clerk is always actively investigating the availability of suitable courses with DOI. In order to mitigate this risk, it is advisable to be able to demonstrate that the actions taken by the individual were not negligent in so much as there is a precedent, they are acceptable practice, or they are perfectly reasonable. The importance of this should be stressed to all new members and to existing Board members. The adoption and implementation of the Isle of Man Corporate Governance Principles and Code of Conduct goes a long way to reducing this risk The Clerk is always actively investigating the possible availability of suitable courses with DOI. Following the election, the Clerk will encourage new members to join the Municipal Association. It is critical to understand that the role of the Commissioner is the highly important one of setting the strategic direction of the Village. It is all too easy for Board members to become involved in the minutiae and accidently end up micro-managing and miss the opportunity to carry out their true essential role. There is always a need to be aware of the extra restrictions that will come with Office. Care must be taken, even when expressing a personal opinion, due to the risk of, as a public figure, being misquoted or abused, particularly in the media. In the previous report, a paper entitled "The Role and Risks of the Elected Board Member", prepared by Alexander Elliott, was included and covered this area in much greater detail. We hope it will continue to prove a useful, but if we can help in any other way, e.g. in establishing an in-house training program, please do not hesitate to contact us.	Moderate (mitigated)

Data Protection	Legislation introducing "GDPR" was introduced in May 2018. A data matrix has been prepared and a copy of the privacy notice is available via the website. The Public Records Office have been assisting in the perusal of old records and the transfer of those items of genuine historic interest have now been completed. The Clerk and her staff continue to work through records such as those relating to staff and former tenants, and the archiving/destruction is now complete, in spite of the delays due to lockdowns. The Private Meeting is now kept very short and the use of personal names in the minutes has been minimised. The Private Meeting minutes are, following Board approval, published on the website.	The implications of this legislation on Local Authority Boards in the Isle of Man are considerable, both in short-term preparation and long-term compliance. There is still work to be completed before all records are fully compliant. The Clerk's efforts to date have been considerable. We will continue to monitor progress during our visits in our role as Data Protection Officer. This is commendable and should be an aid in containing the number of Freedom of Information Requests. Alexander Elliott, as Data Protection Officer, will continue to oversee this part of the operation and be available for help and advice, as required.	Moderate
Health and Safety	A full report on health and safety has been carried out by NFU Mutual, which contains risk assessments for most areas, and forms the basis of the health and safety policy. The insurers have advised us that, on the basis of the report, health and safety cover would be extended for 5 years from the date to the report. The reports contain risk assessments for all areas of activity. The Clerk has previously undertaken health and safety training and intends to undertake further training, when available. The Foreman has also undertaken training and is well versed in the production of risk assessments. Toolbox and risk assessment training is carried out by the foreman as required, on a seasonal basis. Training sheets are signed and dated. Given the above experience and training mentioned above, the Clerk does feels there is no need to employ an independent health and safety consultant on a permanent basis.	This is commendable. Together, the Clerk and Foreman give very strong cover in this area, particularly when considered along side the cover supplied by the NFU report. Very good practice. We would agree with the sentiments of the Clerk, although having an arrangement consultant, on an "as needs" basis might be worthwhile.	Moderate (Mitigated)

Interruption to Services / Contingency Planning	There is no process in place for disaster recovery but working practices introduced during the COVID lockdowns have shown that, in the case of an incident the office functions can continue for a sufficient time to establish new practices. Data is stored on an external server. A "working from home" policy has been adopted. All staff have been issued with a copy and signed accordingly. There is no succession planning.	With data, risk assessments etc., being available from the external server, then provided software is easily available, through remote access on purchased laptops, key members of Staff could perform basic functions within a very short period of time. Due to the size and staffing it is not considered practical to have any form of succession planning. There will, of course, continue to be a risk associated with the inability to achieve this so it will remain a constant item. Provided there is no subsequent increase in risk this item will be removed from future reports.	Acceptable
Social Media	There is currently a website, a Twitter account and a Facebook page maintained by the Commissioners. The Clerk has removed the ability of the public to comment on the Commissioners Facebook page. The Twitter page is not used by the Commissioners. It is monitored by the Clerk, who is seeking to close it, having sent several requests. A social media policy for Board Members or staff has been introduced.	As there is a danger that items posted can be missed or that the Commissioners unused Twitter account could be used as a forum then these actions seem sensible. This gives clear guidelines to Members and staff, so they can avoid misunderstandings when they are expressing personal opinions on social media sites.	Moderate
Equality Act 2017	The final two characteristics protected under the Act became effective from 1 January 2020. There are problems with the lift and there is no disabled toilet on the upper floor of the Town Hall. The Board is considering options for the whole building. Equality Act online training, provided by IOM Government, has been undertaken by all staff.	The Clerk's highly proactive approach in this area should help to reduce the risk of noncompliance with the Act. With regard to housing stock, residential rental properties do not fall within the scope of the Act, except where auxiliary aids are requested by, or on behalf of a disabled tenant. However, they can, in certain circumstances, be deemed to be the responsibility of the landlord so some consideration is required in this area. This is commendable. It is recommended that Members consider if there is any additional knowledge they might require in this area.	Moderate
Out of Hours Policy	Currently there is no policy. The Clerk would like to introduce one and set up a roster, with call out payments being made. The practice in other Local Authorities is being examined.	To rely solely on one person for call out cover is a risky policy given the problems if they are not available or find difficulty in continuing.	Moderate

Alexander Elliott

Section 2

Climate change and its impact on IOM Local Authorities

Contents

Climate change and its impact on IOM Local Authorities 7

Background 8

Net Zero Isle of Man 8

How is Climate Change Affecting the Isle of Man? 9

The Phase One Action Plan 9

Electricity generation 9

Heating homes and commercial buildings 9

Transport 10

Carbon capture via natural environment 10

Emissions Isle of Man 10

TOP TEN EMITTING AREAS 14

How can Local Authorities make things go further and faster? 15

Environmental sustainability can't wait 15

Do you need to show that sort of commitment in your community? 15

Private sector partnerships help drive implementations 15

Defining low carbon infrastructure 16

Buildings 16

Transport – Local government organisations delivering the infrastructure for modal shift 17

Summary of why Local government organisations can deliver more value 17

Suggested immediate actions 17

Sources of information and further reading: 18

Background

Much has already been said on this issue. Perhaps the many words communicated have made it more difficult for those in important roles, such as members of Local Authority and Joint Boards in the Island, to really get to grips with what is important to them.

Local government organisations will increasingly be required to understand and support the actions in obtaining the Island's goals. In this paper we have extracted information from a number of sources (see source list at the end of the paper) and attempted explain matters in a way that is useful to you in generating your own plans to help your communities in the journey to net zero.

Isle of Man Government has set up a website https://www.netzero.im/net-zero-isle-of-man-together-for-our-planet/, which provides a large amount of information on the Island's current state and the latest information on the way forward, as seen by IOM Government. It also contains details of courses available for those requiring more knowledge of the way forward. ***It is recommended that the Board consider which Officers/Board Members would benefit from such courses.***

To help with the background, and to ensure to keep the subject local, we have extracted items from this site below, in italics. The amount of information on the site is considerable and, although you may not believe it, given the size of the extract, we have only selected parts of it, to try and give a flavour of where the central government thinking is. It maybe you have already visited the site and considered what is there. If not, we would suggest it may be useful to do so.

Net Zero Isle of Man

Climate change does not respect borders. We all share the same planet, so we must all do what we can to restore our balance with nature, and we can only rise to the challenges of this crisis by working collaboratively.

In May 2019, the Chief Minister recognised a global climate emergency and the need for urgent climate action in the Isle of Man. The Council of Ministers' Phase 1 Action Plan quickly followed this declaration, which Tynwald unanimously approved in January 2020.

To reach net zero emissions by 2050, the Isle of Man will need to significantly reduce the amount of greenhouse gases it currently produces. Those remaining and unavoidable emissions will also need to be balanced by absorbing the same amount from the atmosphere.
The changes needed to achieve this will have to be made by every Island resident, Government Department, business and third sector organisation across the Isle of Man. Obviously, that includes all Isle of Man Local Government.

They will affect how we travel, how we consume energy, what we eat, how we heat our homes and buildings, and how we look after our environment. We also need to ensure our most vulnerable are not left behind.

How is Climate Change Affecting the Isle of Man?

Climate change is affecting us all in many different ways. It is becoming increasingly evident in our day to day lives and includes some of the following climatic variations:

- *winter flooding*
- *summer heatwaves*
- *rising sea levels*
- *storm surges*
- *increasing erosion*
- *infrastructure*

The Phase One Action Plan

This consists of 60 actions across ten different work streams, which include:

1. *Setting up the Climate Change Programme*
2. *Government leading the way*
3. *Energy generation*
4. *Our homes*
5. *Carbon sequestration*
6. *Transport*
7. *Business and industry*
8. *Public engagement and awareness*
9. *The Climate Change Bill*
10. *Financing the mitigation and ensuring a just transition.*

Electricity generation

- *The delivery of future energy scenarios for the Island to understand how we will reach our target of 75% renewable energy by 2035 and ultimately 100% by 2050. The scenarios revolve around the energy trilemma; security of supply, renewable generation and low cost to consumers.*
- *Commencing work on a renewable heating strategy to help create a realistic roadmap to help achieve the decarbonisation of heating systems; which account for a significant proportion of our greenhouse gas emissions on the Island.*

Heating homes and commercial buildings

- *The development of a revised Green Living Grant, which will support up to 1,200 homeowners in retrofitting their homes to make them more energy efficient and thus increase their overall energy ratings. This will include the installation of low carbon heating systems. This is predicted to save around 3,000t CO2/year.*
- *Liaising with Government estate managers to identify opportunities for renewable electricity and heating installations as and when buildings are undergoing remedial works or plans are being made for capital projects (for example the replacement of roofs to incorporate solar photovoltaic panels, also known as solar PV).*
- *Working with University College Isle of Man (UCM) and the construction industry on identifying the skills needed to ensure near net zero housing. This will involve establishing courses to upskill contractors in this area.*

Transport

- *The Department of Infrastructure (DoI) have purchased and are now operating six hybrid buses within the Island's public transport network.*
- *Establishing '20 minute communities'; trials are being prepared to provide local Government hubs across the Island where residents can access a full range of Government services in one space.*

Carbon capture via natural environment

An additional woodland planting project is in development and due to be planted by early 2022. Incentives for further tree planting on both agricultural land and private land have been agreed in the Agricultural Development Scheme and Woodland Grant Scheme respectively, both schemes offer financial support for the planting of trees and establishing of woodlands.

By late 2023 we will have produced an integrated plan that will provide the guidelines for land use and land use change across the Isle of Man, in line with the Government's goal to achieve net-zero greenhouse gas emissions by 2050. We will have undertaken a detailed feasibility study with projections for the production of biomass given the required generation outlined in the Energy Strategy.

Emissions Isle of Man

Energy supply is the largest emissions category for the Isle of Man and accounts for 34% of total emissions.

Currently, around 84% of the Island's electricity generated by Manx Utilities is from imported fossil fuels. Natural gas is imported via a spur in the gas interconnector connecting Scotland and Ireland and diesel is imported at Peel and Douglas. It should be noted that whilst the diesel generators now rarely run, they provide the emergency backup capability. The interconnector cable is typically used to import around 9% of our electricity from the UK. Excluding imported fossil fuel-powered generation, our only Island energy generation comes from the Hydro Plant in the Sulby Glen and the Energy from Waste Plant.

Electricity demand is predicted to grow in the future, as more residents will move to use electricity to heat homes and to power cars. So, without changing the source of electricity generation, it is not possible to reduce carbon emissions in other sectors, making electricity generation a crucial area of focus for the Island to reach net zero by 2050.
The future energy scenarios have highlighted five possible pathways to deliver net zero emissions from electricity by 2050, which also meets the Government's 2035 target of securing 75% of generation from renewable sources.

As the world's population continues to grow, food-related solutions are becoming more and more important. A quarter of all global greenhouse gas emissions come from what it takes to make your plate, from growing the food you eat to making that into an edible meal with packaging ready for transport in stores or restaurants.

15% of our emissions come from agriculture on the Island, and cows are the fourth highest emitters after energy, transport, and homes.

More than two billion tons of waste are produced each year in the world, and if relevant measures are not taken, more than three billion will be reached by 2050. In the Isle of Man, waste management accounted for 3% of net emissions in 2019.
To get to net zero by 2050, we need to use products and services in a way that respects the limits of our planet's natural resources, see unnecessary waste as unacceptable, and reuse and recycle as much as possible. By taking action in these areas, we are all contributing to help tackle the global climate emergency.

Recycling is an issue of concern to the public, and perceived failings around Island recycling have been strongly linked to engagement and confidence on other Single-use plastics represent an unsustainable use of oil, which is a finite resource. A lot of single-use plastic is unnecessary as alternatives are available. Reducing our use of these items can contribute to reducing greenhouse gas emissions. Plastics also have a direct impact on wildlife, such as tangling and choking, and tiny plastic particles (known as microplastics) and associated toxins are infiltrating all levels of the marine food chain, creating a problem that may impact generations well into the future.

The Isle of Man Government is committed to reducing single-use plastic used within the government and on the Island. The Single-Use Plastics Reduction Plan for the Isle of Man Government provided a lead, and the Single-Use Plastic Reduction Plan for the Isle of Man Community extends this across the community.

The emissions associated with business accounted for 8% of our total emissions in 2019.

Key emissions associated with business include heating and cooling premises and products, but more work is required to understand business emissions and how they can be effectively reduced. Government will play a key role in assisting businesses to reduce their emissions, mainly via the transition to renewable energy. Businesses will also benefit from enhanced commitments to high standards in Environment, Sustainability, and Governance (ESG), particularly in the context of the UNESCO Biosphere Reserve designation.

Many local businesses are already taking a proactive approach to assessing and reducing their emissions. For example, the Isle of Man Chamber of Commerce has a Climate Change Programme to work with Government on finding climate solutions and assist the business community to deliver on climate change. Many businesses are also signed up as Biosphere Partners and work to support the delivery of the United Nations Sustainable Development Goals.

In the Isle of Man, 24% of the greenhouse gas emissions come from transport. However, by choosing a more active form of travel, we have an opportunity to significantly reduce our emissions.

Active travel is defined as walking or cycling (including the use of electric bicycles) as an alternative to using motorised transport such as cars, buses, and motorcycles to make everyday journeys. Walking and cycling are the ultimate zero-emission forms of transport. Increasing the number of journeys made this way will see a reduction in congestion on the busier commuter routes during certain times of the day and improve air quality.

Facilities for active travel, such as designated cycling routes and bicycle storage, are improving all the time.

In May 2018, the Active Travel Strategy 2018 – 2021 was launched. This set out the strategy for encouraging people to choose to make regular everyday journeys by more active means.

The long-term vision for the Isle of Man is to be an Island where cycling and walking are everyday and realistic transport choices for people of all ages and abilities. One of the main ways to achieve this vision will be to increase the number of people travelling actively.
The Cycle to Work scheme in the Isle of Man was created to encourage more people to choose bicycles as a mode of transport.

In the Isle of Man, residential emissions make up 21% of net emissions, most of which relate to home heating using oil and gas.

What are the sources of greenhouse gas emissions in the home? The leading causes of greenhouse gas emissions in our homes are:

- *Using fossil fuels (gas, oil, and coal) for heating, hot water, and cooking.*
- *Using electricity to power lights and electrical appliances (fridges, freezers, dishwashers, tumble dryers, IT equipment, TVs etc.). Most of this electricity is generated by burning gas and diesel.*

Building standards for new houses are continually improving, but a recent survey of house conditions in the Isle of Man has also revealed that we have done little to improve the energy efficiency of older homes. It is often quoted that around 80% of the buildings that will be in place in 2050 are already built, so adapting our current buildings will be an essential part of cutting the emissions from our homes.

We are currently reliant on fossil fuel gas and oil for our home heating, with a minimal number of homes presently using heat pump technology or other low carbon options.

***Green Living Grant** Scheme, administered by the Department for Enterprise has been developed to support up to 1,200 homeowners to retrofit their homes, making them more energy efficient and increased the overall energy ratings whilst also installing low carbon heating systems. This is predicted to save around 3,000t CO_2/year.*

*The **Energy Efficiency Scheme** is designed to assist residents with their fuel bills and reduce usage of fossil fuels.*
The Renewable Heating Strategy considered all possible heating solutions including:

- *district heating schemes including waste heat recovery options*
- *carbon neutral gas over existing or upgraded networks (hydrogen gas and biomethane)*
- *individual stand-alone systems such as biofuel boilers*
- *storage electrical solutions such as air-, water- and ground-source heat pumps*
- *hybrid heating systems including a mix of technologies including electric heating, biofuel, and solar thermal*
- *direct electric heating solutions*

A vital part of the strategy identified technology that works in the context of the Isle of Man and suits the unique nature of the Island's mix of buildings and high proportion of traditional and historic buildings. The strategy has also identified how building fabric will need to be improved to reduce energy usage in our homes.

The analysis has shown that the best mix of heating solutions for the island includes: biofuels, hybrid biofuel/heat pump solutions, stand-alone heat pumps. District heating schemes could be deployed in several areas of the island, capturing waste heat, which will reduce overall energy use, while keeping our homes warm at much lower cost to current options.
Hydrogen and biomethane are unlikely to play any role in the future of heating due to the high cost of fuel compared to all other options.

Transport accounted for 24% of the Island's emissions in 2019, making it our second-largest emissions category after electricity generation.

A well-known approach to reducing emissions associated with transport is the green transport hierarchy whereby active travel like walking and cycling is prioritised, followed by public transport, taxis, car shares, and finally, private cars. Thanks to technological advances, our vehicles are becoming greener, too.

Electric vehicles are made up of two electric motors powered by the energy stored in a battery pack: these vehicles require a connection to the electrical network to recharge. Unlike petrol and diesel engine cars, electric vehicles don't burn any fuel. This means zero CO2 emissions are released into the atmosphere when they are driven.

There are plenty of reasons to use electric vehicles. Here are the top ten highlights:

- *the energy efficiency of the electric vehicle is almost double that of the internal combustion*
- *there is no pollution, as it is not burning any fuel. Similarly, it does not expel gases such as CO2 and does not depend on limited energy*
- *they run very quietly and so contributes to reducing noise pollution*
- *it does not need oil or constant checks, so its maintenance is much cheaper*
- *electric recharging is cheaper than filling a tank with gasoline or diesel*
- *it can be recharged at home through conventional plugs*
- *thanks to regenerative brakes, electric car batteries store kinetic energy that escapes as heat when braking*
- *gears shift automatically, are clutchless and have low wear, so are much easier to drive*
- *the new lithium-ion batteries extend the autonomy of the electric car up to 150 km*

An electric vehicle is one powered (in whole or in part) by a battery that plugs directly into mains electricity, and there are many varying options.

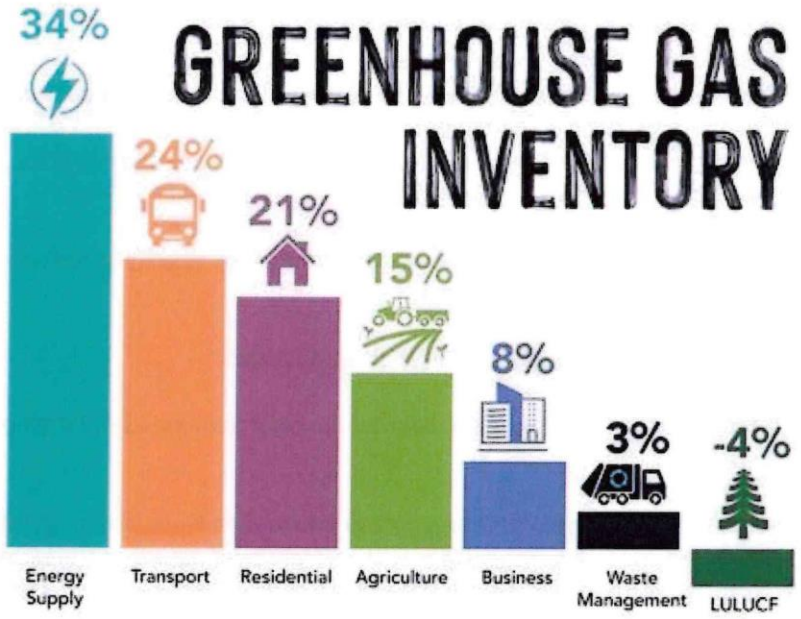
Manx Utilities are continuing to roll out more electric vehicle charging points.

They have introduced their first EV public rapid charging point as part of a 'pay-for-use' charging network.

The Climate Change Act makes it a legal requirement to report to Tynwald on emissions on a five-yearly basis and ensure that our emissions reporting aligns with international reporting standards. Work is ongoing to improve the quality of our emissions data to provide the best possible baseline to measure our progress.

TOP TEN EMITTING AREAS

1	Power stations, mainly the Combined Cycle Gas Turbine (CCGT) at Pulrose, which uses imported natural gas (a fossil fuel) to produce electricity	= 238,842 TONNES CO2 PER ANNUM
2	Fossil fuel heating systems in homes, ie oil and natural gas	= 144,583 TONNES CO2 PER ANNUM
3	Petrol and Diesel Cars	= 94,160 TONNES CO2 PER ANNUM
4	Methane emissions from non-dairy cows	= 30,001 TONNES CO2 PER ANNUM
5	Agricultural Land use including ploughing methods such as tilling	= 25,572 TONNES CO2 PER ANNUM
6	Business fossil fuel heating systems, ie oil and natural gas	= 18,023 TONNES CO2 PER ANNUM
7	HGVs	= 16,875 TONNES CO2 PER ANNUM
8	Methane emissions from dairy cows	= 16,580 TONNES CO2 PER ANNUM
9	Air Travel between the IOM and the UK	= 15,763 TONNES CO2 PER ANNUM
10	Methane from landfill	= 15,316 TONNES CO2 PER ANNUM



How can Local Authorities make things go further and faster?

Environmental sustainability can't wait

Tackling climate change is one of the world's biggest challenges. The next decade will be critical for protecting our environment, enhancing biodiversity, and ensuring that we create sustainable, resilient places and communities in all parts of the planet.

Forward-looking organisations realise that action, results and progress on the environment should be considered part of the customer experience.

In the UK over 300 local authorities have declared a **climate emergency**, and nearly two thirds of Councils in England are aiming to be carbon neutral 20 years before the national target. Some have already set goals to reduce speed limits in agreed locations, improve existing pedestrian and cycle routes, and provide more electric vehicle charging points.

Do you need to show that sort of commitment in your community?

Since net zero can only be achieved with decarbonisation happening in every place across the Island – that's every household, community and local economy – it will require local leadership. We need to work towards building a partnership between and central and local government to tackle climate change.

Private sector partnerships help drive implementations

Local government organisations need to be committed to working with partners and local communities to drive greater progress in combatting the impact of climate change in their localities – ultimately improving the lives of their rate payers.

- **Sustainability actions have become public expectations:** Local authorities are ideally positioned to drive significant progress on environmental initiatives and outcomes.
- **Private-sector partnerships further promote sustainable business practices:** Making progress on the green agenda is crucial and private-sector partnerships will enhance progress. These partnerships provide local government organisations with more opportunities to proactively encourage sustainable business practices.
- **Low carbon for future growth and prosperity:** Local leaders should set a progressive industrial strategy that is low carbon. This is critical to the way they position themselves for future growth and prosperity.

If we are to achieve the goals of the Paris Agreement and meet the Island's net zero target by 2050, decarbonisation must happen in every place across the Island, and this will require local leadership.

Local government organisations should want to work as partners with Government to tackle climate change. They are integral to transitioning our places and empowering our communities and businesses to a net zero future and are well-placed to deliver transformative local action. This partnership can support the Government's ambition to be at the forefront of the Green Industrial Revolution, to Level Up and to Build Back Better.

Local government organisations can – and do – control and influence the delivery of low carbon infrastructure using their powers, procurement processes, place-shaping expertise, convening capability and trusted relationship with residents.

Local government organisations can significantly influence the delivery of these types of infrastructure, they will need the right support and partnerships with central government and the private sector. There is an opportunity for local government organisations to create more value from locally-delivered low carbon infrastructure. This opportunity can be unlocked by lowering or removing barriers to delivering low carbon infrastructure in several ways:
Providing clarity. Unambiguous central government policy positions can provide with strategic direction for low-carbon infrastructure delivery.
Accumulating more knowledge and information. Local government organisations need to develop net zero capability to be able to deliver low carbon infrastructure. The need for knowledge and high-quality data is important to being able to successfully deliver net zero.

Defining low carbon infrastructure

The types of infrastructure that will contribute to net zero are many and varied, from residential retrofits to renewable energy projects, and from Electrical Vehicle (EV) charging points to reforested land. Some of the infrastructure indirectly contributes, such as a new cycle lane that enables commuters to leave their car at home.

Buildings

Our homes, workplaces and publicly owned properties are responsible for 29 per cent of the Island's GHG emissions. The large majority of these emissions are created from burning fossil fuels for heat. As a result, making current and future buildings more energy efficient and heated from lower carbon sources are important routes to net zero.

Through a combination of local knowledge, experience, trusted status, relationships with residents and the ability to forge local partnerships, local government organisations are best placed to deliver programmes to decarbonise the Island's building stock.

Local government organisations can raise awareness and reduce costs for residents wanting to install solar energy systems by encouraging schemes for group buying of solar infrastructure for residential properties and giving residents confidence in their purchase by pointing towards vetted installers.

Specifically, local government organisations can help deliver programmes for public buildings, local authority-owned housing and fuel poor households more broadly. This programme includes energy efficiency measures and installing low-carbon heat sources. Key to making homes more energy efficient is changing how they are heated. In the future, it is expected that the majority of low carbon heat installations in residential buildings will be heat pumps. However, the market for heat pump installation is very much in its infancy, with rapidly scaled-up supply chains required if heat pumps are to contribute to net zero in the way that is hoped.

Local government organisations are integral to the delivery of clean energy projects through the convening of relevant local stakeholders and offering support and information for local community groups to undertake energy projects. These programmes can create economic, social and environmental value by building and deepening local supply chains and lowering greenhouse gas (GHG) emissions.

Transport – Local government organisations delivering the infrastructure for modal shift

Transport is responsible for 29 per cent of the Island's GHG emissions. Local government organisations are well placed to help deliver the infrastructure that will reduce GHG emissions from transport. Through transport plans and local plans, local authorities have the powers to design and deliver a vision for local infrastructure that will enable the switch to low carbon journeys. This council-led infrastructure will unlock value by reducing carbon emissions.

The Government is looking at ways to reduce the emissions from surface transport. One example is the phasing out of petrol and diesel cars and vans, which requires associated electric vehicle charging infrastructure. Another example is the Government's aim for more journeys in towns to be undertaken by cycling or walking, which will require new cycle paths and a different approach to town planning.

Every local area is home to car owners who can switch some of their journeys to lower-carbon alternatives – such as walking, cycling or public transport – and who will eventually have to buy an electric vehicle. Local government organisations can be aware and help in delivering infrastructure to enable the switch from car travel to public transport and active travel.

Summary of why Local government organisations can deliver more value

- The IOM Government and local authorities share a common goal to deliver Net Zero.
- The objectives can only be achieved if Government and local authorities work seamlessly together.
- Local government organisations can bring relevant local partners together to develop plans for the future of local energy.
- Local government organisations can influence clean energy infrastructure implementation and offer support for local people and community energy organisations to undertake energy projects.

- Local government organisations know the state of their local housing stock and the characteristics of their local population. This means Local government organisations can help tailor schemes to take account of local factors such as tenure, housing type and deprivation.
- Vulnerable households can sometimes trust Local government organisations more than they trust private companies, some of which are associated with sub-standard work.
- If residents are to be mobilised to change behaviour to support net zero, then Local government organisations have a clear role to play in making "national policy locally relevant".
- Local government organisations can act as intermediaries to drive innovative, partnership approaches.
- Top-down policies go some way to delivering change but can achieve a far greater impact if they are focused through local knowledge and networks.

Suggested immediate actions

- Place on all meeting agendas
- Consider environmental impact of all future decisions
- Look to find ways to influence the behaviour of the local community

Sources of information and further reading:

- https://www.netzero.im/net-zero-isle-of-man-together-for-our-planet/
- https://www.local.gov.uk/delivering-local-net-zero
- https://home.kpmg/au/en/home/insights/2021/08/future-of-local-government-esg-initiatives.html
- https://assets.kpmg/content/dam/kpmg/au/pdf/2021/future-of-local-government-report.pdf
- https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/748477/hnip-launch.pdf
- https://secure.manchester.gov.uk/info/500002/council_policies_and_strategies/8225/climate_change_action_plan_2020-25_appendix_1_actions/3
- www.gov.uk/government/statistics/regional-renewable-statistics
- www.theccc.org.uk/wp-content/uploads/2020/12/The-role-of-business-in-delivering-the-UKs-Net-Zero-ambition.pdf
- www.theccc.org.uk/publication/local-authorities-and-the-sixth-carbon-budget/
- https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/748477/hnip-launch.pdf
- www.theccc.org.uk/publication/local-authorities-and-the-sixth-carbon-budget/
- www.uk100.org/sites/default/files/publications/Power_Shift.pdf
- www.inkcapjournal.co.uk/council-rewilding-england/
- https://pcancities.org.uk/sites/default/files/TRENDS%20IN%20LOCAL%20CLIMATE%20ACTION%20IN%20THE%20UK%20_FINAL_0.pdf
- www.cornwall.gov.uk/planning-and-building-control/planning-advice-and-guidance/solar-panels-and-planning-permission/
- www.nottinghamcity.gov.uk/media/2619917/2028-carbon-neutral-action-plan-v2-160620.pdf
- www.theccc.org.uk/publication/local-authorities-and-the-sixth-carbon-budget/
- www.uk100.org/sites/default/files/publications/Power_Shift.pdf
- www.essex.gov.uk/climate-action
- www.plymouth.gov.uk/climateemergency/projects/districtenergy
- https://relondon.gov.uk/wp-content/uploads/2021/03/LWARB-Response-to-the-Draft-London-Food-Strategy.pdf
- https://pcancities.org.uk/sites/default/files/TRENDS%20IN%20LOCAL%20CLIMATE%20ACTION%20IN%20THE%20UK%20_FINAL_0.pdf
- https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/960200/CCS207_CCS0221018682-001_CP_391_Sustainable_Warmth_Print.pdf
- www.local.gov.uk/sites/default/files/documents/tackling-fuel-poverty-thr-008.pdf
- https://researchbriefings.files.parliament.uk/documents/CBP-8964/CBP-8964.pdf
- https://publications.parliament.uk/pa/cm201719/cmselect/cmbeis/1730/1730.pdf
- www.cse.org.uk/downloads/reports-and-publications/community-energy/behaviour-change/mobilising-individual-behavioural-change-through-community-summary.pdf
- https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/987411/international-review-domestic-retrofit-supply-chains.pdf
- https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/960200/CCS207_CCS0221018682-001_CP_391_Sustainable_Warmth_Print.pdf
- [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/987564/Dwelling_Stock_Estimates_31_March_2020_Release.pdf

- https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/960200/CCS207_CCS0221018682-001_CP_391_Sustainable_Warmth_Print.pdf
- https://committees.parliament.uk/publications/5810/documents/66321/default/
- www.gov.uk/government/speeches/hs2-6-monthly-report-to-parliament-march-2021
- 20, https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1000108/EHS_19-20_Energy_report.pdf
- www.citb.co.uk/media/vnfoegub/b06414_net_zero_report_v12.pdf
- https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/earningsandworkinghours/datasets/regionbyoccupation4digitsoc2010ashetable15
- https://publications.parliament.uk/pa/cm5801/cmselect/cmenvaud/346/34605.htm
- www.gov.uk/government/publications/cycling-and-walking-plan-for-england
- https://questions-statements.parliament.uk/written-questions/detail/2021-06-28/23093
- www.gov.uk/government/publications/transport-decarbonisation-plan
- www.local.gov.uk/systra-lga-bus-report#enablers-for-the-delivery-of-local-authority-ambitions
- www.aviewfromthecyclepath.com/2010/05/487-million-euros-for-cycling.html
- https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/936926/cycling-and-walking-investment-strategy-report-to-parliament-document.pdf
- https://local.gov.uk/sites/default/files/documents/Boards%20in%20charge%20making%20the%20case%20for%20electric%20charging%20investment%20WEB.pdf
- https://assets.ctfassets.net/nv7y93idf4jq/Ykfjd8IKMCe4cYuyy2i6y/89f015d16abcfb2595630ceb1be9d99e/14-1882_GM_Transport_Vision_2040.pdf
- www.local.gov.uk/case-studies/funding-certainty-greater-manchester-transport-greater-manchester
- https://democracy.greatermanchester-ca.gov.uk/documents/s9870/GMTC%2020201009%20Walking%20and%20Cycling%20Update%20and%20forward%20look.pdf
- https://committees.oldham.gov.uk/documents/s52200/Cabinet%2017_11_14%20-%20Community%20Energy%20-%20Appendix%201.pdf
- www.walthamforest.gov.uk/content/community-led-initiative-help-waltham-forest-council-residents-boost-local-renewable-energy
- www.accoladewines.com/accolade-park-installs-wind-turbine-in-uk-business-first/
- www.theade.co.uk/assets/docs/resources/Heat%20Networks%20in%20the%20UK_v5%20web%20single%20pages.pdf
- www.gov.uk/guidance/heat-networks-overview
- www.westofengland-ca.gov.uk/south-west-energy-hub/
- https://heartofswlep.co.uk/news/leps-agree-make-energy-clean-energy-priority-south-west/

Item 10.2

PORT ST MARY COMMISSIONERS

MEETING DATES FOR 2022/23

2022/23 Meeting Dates	
13th July 2022	Meeting required – pre meeting with Golf course
27th July 2022	Meeting cancelled
10th August 2022	Notice to be issued by 5th August if meeting required
24th August 2022	Pre meeting PSM in Bloom presentation
14th September 2022	Notice to be issued by 9th September if meeting required
28th September 2022	
12th October 2022	Notice to be issued by 7th October if meeting required
26th October 2022	
9th November 2022	Notice to be issued by 4th November if meeting required
23rd November 2022	
14th December 2022	Only 1 meeting in December
11th January 2023	Notice to be issued by 6th January if meeting required
25th January 2023	
8th February 2023	Notice to be issued by 3rd February if meeting required
22nd February 2023	
8th March 2023	Notice to be issued by 3rd March if meeting required
22nd March 2023	
12th April 2023	Notice to be issued by 7th April if meeting required
26th April 2023	

Item 12.1

PORT ST MARY COMMISSIONERS

INVITATIONS

Sent: Monday, June 13, 2022 2:38:14 PM
Subject: Borough of Douglas Civic Sunday Service – 3rd July 2022

Dear Clerk to the Commissioners

The annual Borough of Douglas Civic Sunday Church Service is to take place at 10.30am on 3rd July at St George's Church, Douglas, and I write on behalf of the Worshipful the Mayor, Councillor Ms Janet Thommeny, J.P., to invite your Commissioners to be present, and to take part in the procession to the Church, assembling at the Town Hall in John Street at 10.00am.

The procession will make its way via Prospect Hill, Athol Street, and Upper Church Street, to the Church, in time for the Service. Anyone wishing to attend the Service without taking part in the procession should be seated in the Church by 10.20am.

After the Service, you are welcome to join Her Worship, Council Members, and other guests at the Town Hall for a small reception from 12 noon until 1.30pm.

Her Worship hopes your Commissioners can join her on this occasion and particularly invites all Local Authority Chairmen to wear chains of office. I would be grateful if you could please advise Jasmyn Crowe (tel: 696381 / email: jcrowe@douglas.gov.im) if you intend to be present, in order to assist with seating and catering arrangements.

Those attending the event should note that there is now a charge to park in the Shaw's Brow Car Park on a Sunday.

I also enclose a copy of the Order of Procession for your information.

Civic Sunday

3rd July 2022

ORDER OF PROCESSION

First Section
To assemble in John Street, under the direction of the Parade Master

1 Isle of Man Constabulary
2 Douglas Town Ban

3 Standard Bearers (including Royal British Legion, Royal British Legion Women's Section and those of any other organisations)
4 Representatives of Military and Ex-Service organisations including cadets.
5 Detachments of uniformed civil organisations.

Second Section
Representatives of various invited bodies, not listed elsewhere; to assemble inside the Town Hall to be called to take their places outside behind the first section.

Third Section
Dignitaries to be called to take places at rear of the procession formed outside.

6 Justices of the Peace
7 Chairmen, Members and Clerks of other Local Authorities
8 Officials and staff of Government Departments and Agencies
9 Members of the Legislature (except President of Tynwald, Chief Minister and Speaker)
10 The President of Tynwald; Chief Minister; and Speaker of the House of Keys.
11 Council Officers and Staff
12 Members of the Judiciary
13 Former Members of the Council
14 Freemen of the Borough
15 The Town Councillors (except the Mayor and Deputy Mayor) in Ward Order: Central, East, South, North.

Fourth Section
The Mayoral Party; to assemble in Mayor's Parlour and to proceed downstairs to front steps. To pause for photographs then take their places in the procession once it is underway.

17 The Mayor's Consort and the Deputy Mayor's Consort
18 The Deputy Mayor, Councillor Miss Natalie Byron
19 The Macebearer
20 The Worshipful the Mayor, Councillor Ms Janet Thommeny, J.P.
21 The Chief Executive
22 The Chief Constable and Chief Fire Officer

Fifth Section
To form up in John Street at same time as first section, ready to follow Mayoral party at end of procession.

23 Isle of Man Fire and Rescue Service
24 St. John Ambulance