

Date: 16th September 2024

NOTICE OF ORDINARY BOARD MEETING

In accordance with Schedule 1 of the Local Government Act 1985, Notice is hereby given that the next Board Meeting of Port St Mary Commissioners will be held in the Board Room at the Town Hall on **Wednesday 25th September 2024 at 7.00p.m.** Private session of Port St Mary Commissioners will be held following conclusion of the Public Board Meeting.

1. Only business of a formal nature as defined in the Agenda for the meeting which is set out below, may be discussed as defined in Port St Mary Commissioners Standing Orders governed by Section 27 of the Local Government Act 1985 [as amended by Section 8 Local Government Act 2006]. All Commissioners are urged to attend and bring with them their copy of Standing Orders.

Hayley Kinvig
Clerk

PORT ST MARY COMMISSIONERS
ORDINARY BOARD MEETING
25TH SEPTEMBER 2024
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 Four Members who were present are required to approve Minutes	
2.1	Minutes of the Ordinary Meeting held on the 28 th August 2024	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 settlement in September	For Board approval
6.	PROJECTS	
6.1	PSM Events	For Board discussion
6.2	Mariners Shelter	For noting
6.3	Beach Cleaning	For Board discussion

7.	HOUSING	
7.1	Tenancy Arrears Report	For Board discussion
8.	PUBLIC CORRESPONDENCE & COMMUNICATIONS - None	
9.	PLANNING MATTERS	
9.1	Planning Applications	For Board discussion
9.2	Planning Approvals	For noting
10.	POLICY & RESOURCES	
10.1	Standing Orders Amendment to start time for ratification.	For Board approval
10.2	Public Benches	For information
10.3	Draft newsletter – to be tabled	For Board discussion
10.4	Southern Civic Amenity Site Waste Audit initial findings	For Board discussion
10.5	2024/25 Meeting Dates	For noting
11.	PUBLIC CONSULTATIONS	
11.1	Built Environment Reform Programme consultation	For Board response
11.2	Waste Strategy Consultation	For Board response
11.3	Town Audit Report	For Board response

12.	INVITATIONS – None
13.	ANY OTHER BUSINESS OF AN URGENT NATURE (BY PERMISSION OF THE CHAIR)

**PORT ST MARY COMMISSIONERS
ORDINARY BOARD MEETING
28TH AUGUST 2024 at 7.00pm**

MINUTE – PUBLIC SESSION

Present:	Mrs B Williams MBE (Chairman), Mr L Vaughan Williams (Vice Chairman), Mr C O'Meara, Mrs R Gelling, Mr N McGregor Edwards, Mr D Scott & Mrs J Teare
Apologies:	N/A
In Attendance:	Mrs H Kinvig (Clerk)

1.	1.1 BW had been off Island and LVW took the Chair, welcomed the Board, noted there were no apologies and declared the meeting open.	
2.	2.1 Minutes of the Ordinary Meeting held on the 24 th July 2024 were circulated. NME raised that he had been absent from the meeting, HK confirmed this had been rectified for the printed version of the Minutes to be signed. BW/JT proposed the Minutes of the Ordinary Meeting held on 24th July 2024 be approved and signed as a correct record. COM, RG, DS & LVW were in favour, NME abstained through absence. Carried.	HK
3.	Matters Arising: 3.1 The Matters Arising Summary and response to public correspondence by the Clerk from the previous meeting were discussed and noted.	
4.	Motions: None	
5.	Finance: 5.1 Invoices for settlement in August – HK answered queries raised. BW/RG proposed that the invoices for settlement in August were approved and paid. All were in favour. Carried.	MK
6.	Projects: 6.1 Events - Civic Service – NME advised that he would be off Island for the service and unable to do a reading, BW to undertake the first reading. 6.2 Mariners Shelter – HK advised that further requests had been received from the Department. 6.3 Beach Cleaning – HK advised discussions were ongoing.	HK/SM

7.	<p>Housing:</p> <p>7.1 Housing Officers Report – the report was discussed and noted. HK provided a verbal update regarding damp issues and garden inspections.</p> <p>7.2 Tenancy Arrears Report - The report was discussed and noted.</p> <p>7.3 Annual Rent Setting 2025 – A discussion regarding the Bank of England base rate was had. NME/DS proposed a 4.5% increase. All were in favour. Carried.</p>	HK
8.	Public Correspondence: None	
9.	<p>Planning Matters</p> <p>9.1 Planning Applications:</p> <p>9.1.1 24/00841/B Endfield House, The Promenade for replacement handrail at the front of the property. There were no objections.</p> <p>9.1.2 24/0087B/A Bramhope, Plantation Road for removal of chimney stack from the rear (southern) elevation. There were no objections.</p> <p>9.1.3 24/00764/B Rhenwyllan House, Beach Road for installation of replacement flat garage roof, installation of replacement first floor glazed structure, door/window, alterations to garage, removal of shed structure and creation of off-road parking (partial retrospective). There were no objections.</p> <p>9.2 Planning Approvals</p> <p>9.2.1 24/00766/B Arnside, Athol Street for the installation of a replacement front door. The approval was noted.</p> <p>9.2.2 24/00513/B Brier Cottage, 3 Willow Terrace for installation of replacement windows to front elevation. The approval was noted.</p> <p>9.2.3 24/00664/B 3 Kallow Point Road for demolition of conservatory and erection of a single storey extension to the rear elevation. The approval was noted.</p> <p>9.2.4 24/00641/A Waitara & Site North of Waitara for the approval in principle to erect two detached dwellings with garages on site of former dwelling (now demolished). The approval was noted.</p> <p>9.3 Planning Refusals</p> <p>9.3.1 24/00607/B Mannin Veg, Gansey for erection of front porch, rear extension, pitch dormer roof, rear terrace and roof window and door alterations. The refusal was noted.</p> <p>9.4 Planning Procedure Update</p>	DG

	The update was discussed and noted.	
10.	<p>Policy & Resources:</p> <p>10.1 Standing Order Amendment to start time for ratification – NME/COM proposed to suspend Standing Orders to discuss the matter further. All were in favour. Carried.</p> <p>A discussion was had around initiating a more user-friendly time. NME objected to the proposed 6pm start due to availability, other commitments and a concern of deterring the public from attending.</p> <p>Reasonings for and against were discussed. LVW raised a concern that by the end of the meetings those that have worked during the day especially, can struggle with concentration due to tiredness.</p> <p>NME/COM proposed to keep the start time at 7pm for meetings. BW, RG, DS, JT & LVW were against. The proposal failed.</p> <p>BW/RG proposed a 6.30pm start time is initiated to assist with the public attending. JT, DS, NME & COM were in favour. LVW was against. Carried.</p> <p>LVW proposed to suspend Standing Orders to continue the discussion further. There was no seconder, the proposal failed.</p> <p>10.2 Internal Audit Report 2023/4 – The report was discussed. HK to circulate the Nolan Principles to all members and offer cyber security training to the Board. BW/JT proposed that the Internal Audit Report for 2023/24 is accepted. All were in favour. Carried.</p> <p>10.3 Second Supplemental List 2024 – RG declared an interest and took no part in any discussion. The list was noted.</p> <p>10.4 2024/25 Meeting Dates – The dates were discussed and noted.</p>	<p>HK/SM</p> <p>HK</p>
11.	<p>Public Consultations:</p> <p>11.1 Built Environment Reform Programme – HK to request clarification on the demolition section.</p> <p>A discussion was had. NME/DS proposed to defer the discussion to September upon receipt of further clarification being obtained.</p>	HK
12.	<p>Invitations:</p> <p>12.1 Royal Air Force Association invitation – It was noted that the date and time were the same as the PSMC Civic Service.</p>	
13.	Any Other Business:	

	13.1 COM raised missing slats on benches. HK confirmed that the benches in question belonged to Harbours, who had been made aware. DS suggested recycled plastic slats – HK to investigate.	HK
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There being no further business the Public Session of the meeting closed at 8.00pm.

Item 3.1

PORT ST MARY COMMISSIONERS

MATTERS ARISING & PUBLIC CORRESPONDENCE REPORT

Matters Arising

Annual Rent Setting 2025/26 – The Board response was issued.

Internal Audit Report – The Nolan Principles were circulated electronically. Options for cyber security training are being explored.

Public Correspondence

N/A

PORT ST MARY COMMISSIONERS - Invoices to be paid in September 2024

Inv#	Date	Invoice number	Supplier	Details	Housing	Net (£)	VAT (£)	Total Cost (£)	Nominal code
4240	03/09/2024		Andrew McEwan	Town Hall - fit and supply plinth in kitchen		170.40	0.00	170.40	5150
4241	26/08/2024		Andrew McEwan	2 CB - drill holes for plumbing and wiring	CB	56.00	0.00	56.00	6100
4242	26/08/2024		Andrew McEwan	Pavilion - ease doors, fit luminescent strips for fire officer		394.75	0.00	394.75	5690
4243	17/07/2024	Z05326	Appliance Doctors	Repair water urn in Town Hall kitchen		79.00	15.80	94.80	5150
4244	30/08/2024		Rick Buckley	Window cleaning for PSM Town Hall		40.00	0.00	40.00	5150
4245	20/08/2024	1529199093	B&Q	Screws and zinc plate		19.00	3.80	22.80	6020
4246	16/08/2024	23003RX24003599	Colas	Hi-vis coat		26.56	5.31	31.87	6020
4247	16/08/2024	23003RX24003599	Colas	Doggy bin bags		239.60	47.92	287.52	5270
4248	29/08/2024	493396	Department of Infrastructure	Tipping charges for June and July 2024		6,921.58	1,384.32	8,305.90	5210
4249	13/08/2024	5245	Greens Garage	Fit new hose to mower		185.00	37.00	222.00	5267
4250	22/06/2024	6477	Hire Me Limited	Backlight replacement for tenant's car		320.00	64.00	384.00	6056
4251	04/09/2024	33167	Island IT	Labour - quarterly PC checks		60.00	12.00	72.00	5140
4252	10/09/2024	33199	Island IT	NAS hosting (12 months)		370.00	74.00	444.00	5140
4253	23/08/2024	145220	JCK Limited	Hire of sweeper and tipping		230.13	46.03	276.16	6056
4254	09/09/2024	145412	JCK Limited	Hire of sweeper and tipping		220.23	44.05	264.28	6056
4255	24/08/2024	181515	JDW Engineering	Empty and service portable toilets		137.50	27.50	165.00	5400
4256	05/09/2024	10,326-9033-P168	John Gray Ltd	Inspection fees for RNLI art installation at Happy Valley shelters		150.00	30.00	180.00	5040
4257	19/08/2024	0001/00149755	J Qualtrough & Co	Handrail bracket and moulded handrail		41.68	8.34	50.02	6100
4258	22/08/2024	0001/00150329	J Qualtrough & Co	Threaded bar, fibreglass resin, hex nuts, lock nut, eye bolt		82.34	16.47	98.81	6100
4259	31/08/2024	0001/00151583	J Qualtrough & Co	Stainless steel frame tie		26.20	5.24	31.44	6100
4260	31/08/2024	0001/00151584	J Qualtrough & Co	Drill bits (various)		29.70	5.94	35.64	6020
4261	05/09/2024	0001/00152590	J Qualtrough & Co	Premium hardwood plywood 18mm 2440 x 1220		71.78	14.36	86.14	5810
4262	31/08/2024	3657	Mc2	Visual examination of workshop for water ingress and general condition of building		3,501.05	700.21	4,201.26	5040
4263	26/08/2024	37188	Manx Glass	14 SFA - replace 1 window handle & pair of hinges in bedroom	SFA	89.88	17.98	107.86	6100
4264	13/08/2024	37197	Manx Glass	11b SMA - install handle and restrictor to bathroom window	SMA	61.74	12.35	74.09	6100
4265	16/08/2024	37217	Manx Glass	17 SFA - replace 4 hinges and 2 espag mechanisms	SFA	140.00	28.00	168.00	6100
4266	26/08/2024	37241	Manx Glass	12 PR - close and secure window	PR	36.00	7.20	43.20	6100
4267	21/08/2024	U2481074	Manx Utilities	2 CB - electricity supply 11/07 - 10/08/24	BB	8.59	0.42	9.01	6100
Sub total Pg1						13,708.71	2,608.24	16,316.95	

Inv#	Date	Invoice number	Supplier	Details	Housing	Net (£)	VAT (£)	Total Cost (£)	Nominal code
4268	01/09/2024	24358	Orb	Payroll for August 2024		111.00	22.20	133.20	5170
4269	30/09/2024	INV-0254	RCM Hoist Hire	Hoist hired for testing curtain lights outside Town Hall		600.00	120.00	720.00	5150
4270	09/08/2024	00010003046055	Riley's	Repairs to Honda mower		65.05	13.01	78.06	5267
4271	22/08/2024	00010003046794	Riley's	New Stihl combi engine for strimmer		502.21	100.44	602.65	5267
4272	14/08/2024	162953	SCS	12 PR - remove flush pipe and replace	PR	92.57	18.51	111.08	6100
4273	14/08/2024	162952	SCS	11 SFA - supply and fit Apollo oil monitor	SFA	166.52	33.30	199.82	6100
4274	14/08/2024	162951	SCS	6 FR - check boiler, bleed lines and test	FR	70.13	14.03	84.16	6100
4275	14/08/2024	162950	SCS	16 SMA - repair leaking bath taps	SMA	39.25	7.85	47.10	6100
4276	14/08/2024	162949	SCS	2 CB - set sink, fit waste pipe and tap, check for leaks	CB	242.64	48.53	291.17	6100
4277	14/08/2024	162948	SCS	15 LA - change sink and waste grate	LA	76.16	15.23	91.39	6100
4278	14/08/2024	162947	SCS	10 PR - replace faulty syphon	PR	79.64	15.93	95.57	6100
4279	14/08/2024	162946	SCS	7 SFA - replace tap and waste pipe	SFA	204.61	40.92	245.53	6100
4280	14/08/2024	162945	SCS	17 SFA - reattach hall radiator, vent and clean	SFA	96.50	19.30	115.80	6100
4281	14/08/2024	162944	SCS	10 LA - replace fan and washer on filling loop on boiler	LA	374.77	74.95	449.72	6100
4282	14/08/2024	162943	SCS	2 CB - remove old kitchen sink	CB	331.18	66.24	397.42	6100
4283	14/08/2024	162942	SCS	11 SFA - replace air vents, rewasher blending valve, top up boiler	SFA	215.81	43.16	258.97	6100
4284	14/08/2024	162941	SCS	11 LA - disconnect shower tray and refit and seal	LA	225.05	45.01	270.06	6100
4285	14/08/2024	162940	SCS	17 SFA - disconnect kitchen sink and refit new one	SFA	442.23	88.45	530.68	6100
4286	14/08/2024	162939	SCS	4 CB - remove and replace seals on shower door	CB	127.56	25.51	153.07	6100
4287	14/08/2024	162970	SCS	Repair water heater in Town Hall		68.48	13.70	82.18	5150
4288	31/08/2024	163275	SCS	2 CB - EICR, repair and replace items with faults	CB	1,699.26	339.85	2,039.11	6100
4289	31/08/2024	163276	SCS	14 SFA - supply and replace bathroom extractor	SFA	212.56	42.51	255.07	6100
4290	31/08/2024	163279	SCS	5 FR - inspect cable size for tenant's new cooker (recharge)	FR	43.50	8.70	52.20	6112
4291	31/08/2024	163280	SCS	6 SMA - supply and install channel time clock	SMA	169.99	34.00	203.99	6100
4292	31/08/2024	163281	SCS	Pavilion - test emergency lighting, check fire alarm and heat detectors		108.75	21.75	130.50	5690
4293	30/08/2024	163362	SCS	11 SFA - replace shower mixer taps and reconnect	SFA	249.60	49.92	299.52	6100
4294	30/08/2024	163366	SCS	8 SFA - remove flush valve, replace and test	SFA	89.50	17.90	107.40	6100
4295	30/08/2024	163364	SCS	2 CB - put plumbing in for a washing machine	CB	66.08	13.22	79.30	6100
4296	30/08/2024	163363	SCS	5a SMA - boiler capped (tenant disconnected by leG - recharge)	SMA	46.75	9.35	56.10	6112
Sub total Pg2						6,817.35	1,363.47	8,180.82	

Inv#	Date	Invoice number	Supplier	Details	Housing	Net (£)	VAT (£)	Total Cost (£)	Nominal code
4297	30/08/2024	163386	SCS	5b SMA, 3, 6 and 9 CB - boilers serviced	5b SMA, 3, 6 and 9 CB	308.39	61.68	370.07	6100
4298	30/08/2024	163393	SCS	Twelve boilers serviced	Various	909.04	181.81	1,090.85	6100
4299	14/08/2024	8748	Southern Civic Amenity Site Board	Commercial waste - 490 kg		12.35	2.47	14.82	5210
4300		Various	Southern Civic Amenity Site Board	Green waste		55.10	11.02	66.12	5260
4301	21/04/2024	906	TT Shirts	Manx flags 5 by 3 and 3 by 2		126.10	25.22	151.32	5720
4302	21/08/2024	SINV13285	Viking	Printer meter reading to 21/08/24		93.00	18.60	111.60	5060
4303	05/09/2024	SI-00037862	WDS	Heavy weight black rubber gloves		16.52	3.30	19.82	5152
4304	05/09/2024	SI-00037848	WDS	Toilet paper, hand towels, disinfectant, mops		154.33	30.86	185.19	5152
4305	12/08/2024	050IN200614	Yess Electrical	Flourescent starter switch and lamp pin		121.72	24.34	146.06	6100
Sub total Pg3						1,796.55	359.30	2,155.85	
22,322.61						4,331.01	26,653.62		

PORT ST MARY COMMISSIONERS

PROJECTS UPDATE

6.1	<p>Events</p> <p>Civic Service Debrief of service to be had.</p> <p>Monas Queen III 2025 will mark 85 years since the start of World War II, the Board are requested to consider if they would like to do anything additional to mark the date.</p>
6.2	<p>Mariners Shelter</p> <p>A site meeting is due to be held with Harbours & Estates on Thursday 26th September.</p>
6.3	<p>Beach Cleaning</p> <p>A verbal update will be provided at the meeting.</p>

PORT ST MARY COMMISSIONERS

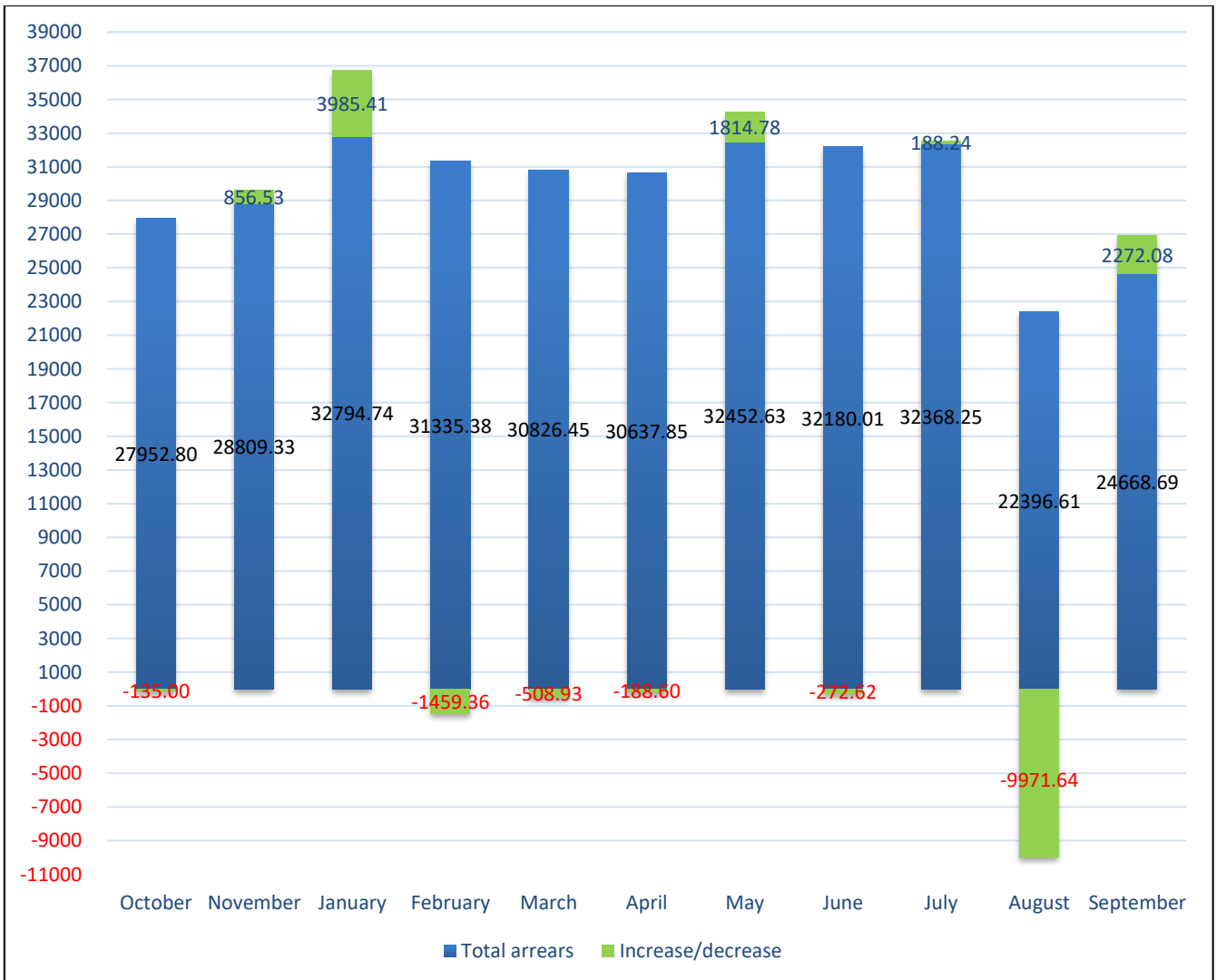
Tenancy Arrears Report for the September 2024 Meeting

Week 25 2024/25 commencing 16 September 2024

Management Summary

Unpaid rents have increased in the period from £22,396.61 in August to £24,668.69 in September, an increase of £2,272.08 or 10.14%. While the cost of living, inflation and interest rates crises continue to bite along with the new tax policy of central government, significant progress has recently been made with reducing arrears. A detailed analysis of rents follows.

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



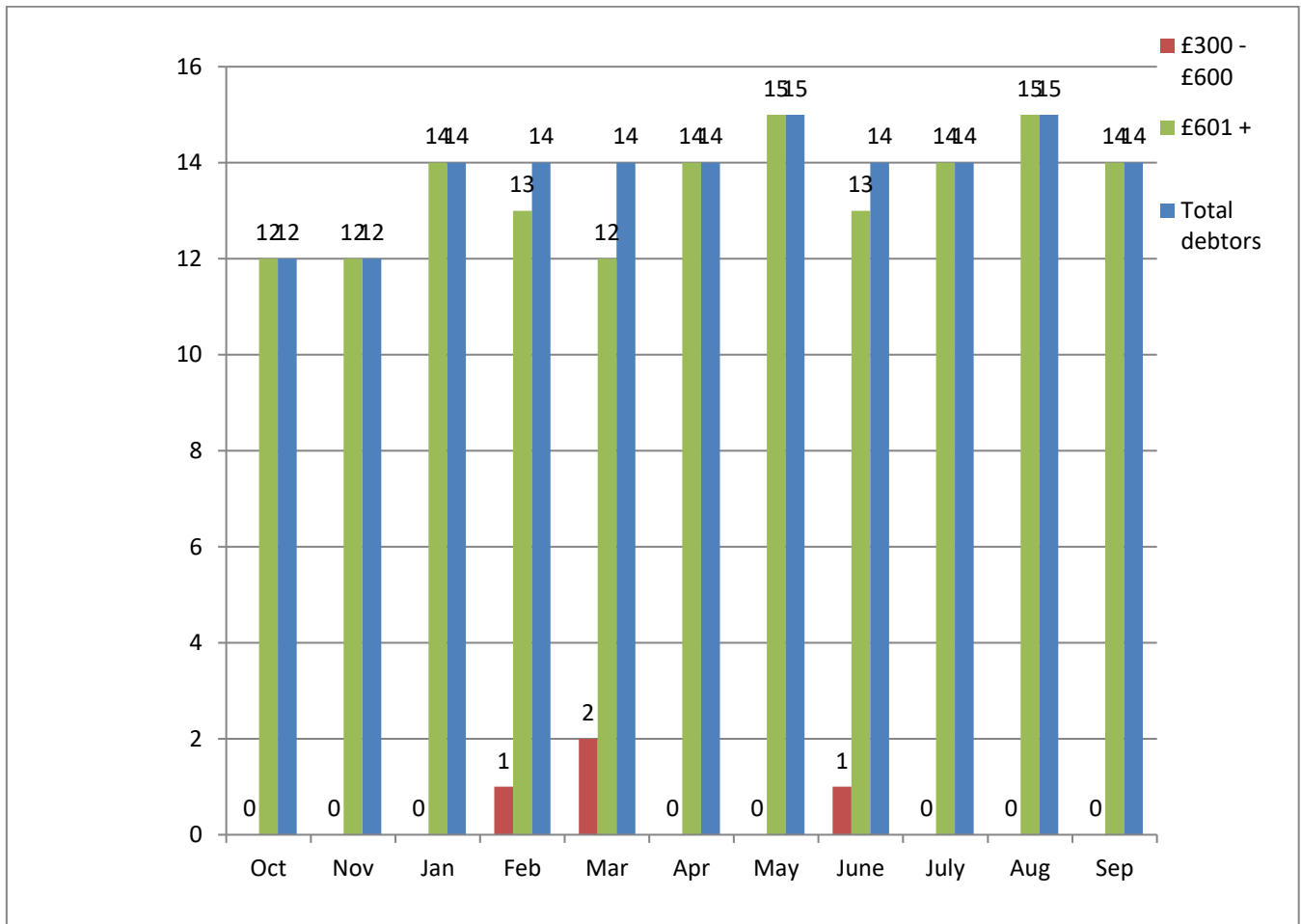
Tenancy Arrears Report for the September 2024 Meeting

Week 25 2024/25 commencing 16 September 2024

(Continued)

Number of Debtors and Actions Taken

The **second graph** shows the number of debtors by debt level:



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

Uncontrolled debt

There are currently 5 tenants with uncontrolled debt. The Finance Officer has started the small claims process with regards to tenants 1 and 3 and will keep the Clerk and Board updated on progress.

Tenant 1 – Arrears £2,842.83 (no movement since previous report)

A request was made for a judgment on an instalment order which was granted by the court with payments of £100.00 per month to be received from 14th September 2020. The finance officer instructed the then tenant to make payments no later than the 23rd of each month, but the now former tenant defaulted on the court order. The party has been written to and advised that

small claims proceedings will commence unless a payment plan is agreed and adhered to with no reply received. Small claims paperwork has been prepared and will be submitted soon.

Tenant 2 – Arrears £863.34 (previous tenant)

This amount was previously removed from the report and reinstated at the request of the Board. The Authority's staff cannot locate the former tenant.

Tenant 3 – Arrears £782.78 (no movement since the previous report)

Dependent has spoken to the housing officer and has promised to clear arrears once they receive their inheritance.

Controlled Debt

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

Tenant 4 – Arrears £1,692.72 (no movement since the previous report)

The former tenant had experienced difficulties obtaining the correct wage from their employer and had agreed to pay an extra £50 per month. The former tenant has been adhering to their payment plan with £50 expected later this month.

Tenant 5 – Arrears £2,833.21 (increased by £144.90 since the previous report)

The tenant had been paying rent weekly and working to reduce arrears. The DHSS were also paying the tenant's rent, however, this has now stopped as the tenant is back in work. The tenant had agreed to a payment plan, but hasn't adhered to it, but was spoken to by the finance officer and the tenant has submitted a letter of explanation to the Board with a promise to arrange a new payment plan which will include taking out a loan to clear the bulk of their arrears.

Tenant 6 – Arrears £3,134.56 (increased by £600.75 since the previous report)

The tenant was making regular payments in excess of their monthly rent and a monthly payment is due around the 25th of the month, however the June payment didn't arrive, the July payment was insufficient and the August payment hasn't been made. The tenant had promise to pay £550 in August then £650 per month thereafter until arrears are cleared. The housing officer has sent the tenant a notice to quit the premises, which will be followed up on upon the housing officer's return to work.

Tenant 7 – Arrears £1,114.24 (decreased by £3.85 since the previous report)

The tenant was adhering to their payment plan, however, they are only paying rent without reducing arrears presently. The tenant will be written to in September.

Tenant 8 – Arrears £1,353.24 (increased by £709.10 since the previous report)

As the former tenant is now in a residential home, the family are paying down the arrears in instalments with a payment due in September.

Tenant 9 – Arrears £3,531.29 (increased by £60.20 since the previous report)

The tenant has retired from full time employment and is now living in a smaller property which, along with now receiving benefits, is allowing them to cover their rent. The tenant has been written to previously with a firmer letter sent last month and has agreed to a new payment plan but is yet to adhere to it. The housing officer will meet with the tenant in September.

Tenant 10 – Arrears £1,875.45 (increased by £45.65 since the previous report)

The tenant is adhering to their payment plan with several payments due this month.

Tenant 11 – Arrears £1,195.17.45 (increased by £211,72 since the previous report)

The tenant had left their employment and has to wait six weeks for benefits, however, they are paying their monthly rent with several payments due this month. The tenant will be returning to work soon, but the DHSS have yet to pay the tenant's rent.

Tenant 12 – Arrears £1,059.68 (increased by £116.30 since the previous report)

The tenant is paying extra each week to reduce arrears with three more payments due this month.

Tenant 13 – Arrears £1,664.38 (increased by £736.90 since the last report)

The tenant's direct debit failed again. The housing officer will write to the tenant in September.

Tenant 14 – Arrears £725.60 (new addition to the report)

The tenant will be written to in September.

One tenant has been added to the report and one tenant has been taken off the report.

PORT ST MARY COMMISSIONERS

PLANNING MATTERS

9.1 Planning Applications

24/90994/B Springfield, Plantation Road for a single storey extension to the rear.

24/00877/B Marrion House, The Promenade for the conversion of existing basement for additional tourist accommodation.

24/91066/B Avoca, 7 Primrose Terrace for installation of replacement windows.

9.2 Planning Approvals

24/00841/B – Endfield House, The Promenade for replacement of external handrail on steps at front of property.

24/00871/B – Bramhope, Plantation Road for removal of chimney stack from the rear (southern) elevation.

24/00764/B – Rhenwyllan House, Beach Road for installation of replacement flat garage roof, installation of replacement first floor glazed structure, door/window, alterations to garage, removal of shed structure and creation of off-road parking (partial retrospective).

24/00749/B – Sea View, Clifton Road for a first-floor extension and alterations to dwelling.

24/00761/A – Old Surgery, Lewthwaites Way for approval in principle for construction of a detached dwelling.

24/00598/B - Sunny Brow, Lime Street for erection of an extension to replace existing conservatory.

24/00600/B Oystercatcher, 2 Perwick Rise for erection of a single storey rear sunroom to replace existing conservatory and block in existing window to side elevation.

24/00718/A Joe Gawnes, Athol Lane for the Approval in Principle for erection of detached dwelling house.

PORT ST MARY COMMISSIONERS
RATIFICATION OF STANDING ORDER AMENDMENT PROPOSAL

PORT ST MARY COMMISSIONERS
ORDINARY BOARD MEETING
28TH AUGUST 2024 at 8.20 PM

MINUTE – PUBLIC SESSION

10.	<p>10.1 Standing Order Amendment to start time for ratification –</p> <p>NME/COM proposed to suspend Standing Orders to discuss the matter further. All were in favour. Carried.</p> <p>A discussion was had around initiating a more user-friendly time. NME objected to the proposed 6pm start due to availability, other commitments and a concern of deterring the public from attending.</p> <p>Reasonings for and against were discussed. LVW raised a concern that by the end of the meetings those that have worked during the day especially, can struggle with concentration due to tiredness.</p> <p>NME/COM proposed to keep the start time at 7pm for meetings. BW, RG, DS, JT & LVW were against. The proposal failed.</p> <p>BW/RG proposed a 6.30pm start time is initiated to assist with the public attending. JT, DS, NME & COM were in favour. LVW was against. Carried.</p> <p>LVW proposed to suspend Standing Orders to continue the discussion further. There was no seconder, the proposal failed.</p>	HK
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PORT ST MARY COMMISSIONERS

PUBLIC BENCHES

There are currently 70 public benches in the village (excluding concrete based benches), these benches are brought in and maintained each year by our team.

Further information on the benches is as follows;

25	Empty bench – no maintenance plan or plaque
22	Maintenance plan in place
2	Recycled plastic maintenance free bench
4	Gifted – no maintenance plan
2	Maintained privately
15	Has a plaque, contacts being sought

Recycled plastic slats for concrete based benches are being explored.

Item 10.4

PORT ST MARY COMMISSIONERS
SOUTHERN RECYCLING CENTRE
WASTE AUDITS

Dear Clerks,

I am writing to notify you of the initial waste audit findings for the wheelie bin samples which were assessed in June & July of this year. The below table shows the average weights of the combined 157 samples from the five local authority areas in the South.

There are several aspects for us to review with Douglas City Council before issuing the more detailed report by LA areas, for example consideration of fortnightly collection areas, etc. but in light of the current Government consultation on waste, this initial high level data may be of interest to you and your Boards to assist in any response you may wish to submit to the consultation.

?

All weights in kg	Material First weight average	Green Waste	Plastics (1/2/5)	Paper/Grey Card	Glass	Metal	Brown Cardboard
Average	21.32	2.41	1.68	2.00	1.35	0.81	0.28

All weights in kg	Material First weight average	Textiles	Tetra	Residual Waste	Kerbside Recyclables TOTAL
Average	21.32	0.49	0.58	15.59	6.13

The average weight of the 157 bin samples taken was 21.32kg. Bin weights varied from 3.3kg to 82.3kg.

Of the waste streams assessed, those which could normally be collected by a kerbside recycling scheme such as that operated by Douglas City Council (highlighted in green) was an average of 6.13kg per bin. There were several bins which contained no recyclable items.

Those highlighted in yellow are other recyclable items not normally collected by a kerbside recycling scheme and were an average of 3.48kg per bin. Only 38 of the 157 bins assessed contained green waste.

The residual figure is waste which are acceptable by the Energy from Waste plant which would not normally expect to be recycled such as food waste, non-recyclable items, etc. was an average of 15.69kg per bin. Those undertaking the audit commented that there was significantly more food waste and both children and adult nappies than they have seen whilst undertaking other audits. There were also a few instances of non-confirming waste such as plasterboard and soil in several bins.

Also for reference, the 2021 census data for each of the five local authority areas in the South was as follows:

2021 Census Data

	Popn	Households
Arbory & Rushen	3,560	1,587
Castletown	3,206	1,493
Malew	2,367	1,068
Port Erin	3,730	1,741
Port St Mary	1,989	930
	14,852	6,819

Should you have any immediate queries regarding the above, please feel free to get in touch.

We hope to have the detailed report ready in the coming weeks.

Kind regards,

Jason

Jason Roberts

Clerk to Southern Civic Amenity Site Board

Tel: 01624 832298

Web: www.scas.im

Item 11.1

PORT ST MARY COMMISSIONERS
PUBLIC CONSULTATION
BUILT ENVIRONMENT REFORM PROGRAMME

Sent: 31 July 2024 10:02

Subject: Planning Application consultation contacts - BERP Consultation alert

Good Morning,

I write to update that as part of the [Built Environment Reform Programme](#) a consultation has been launched on proposals for the following secondary legislation which is to be made under the Town and Country Planning Act 1999:

- Definitions of Development Order
- Updated Registered Building Regulations

The definition of development influences what does and does not require planning approval. The Registered Building Regulations set out the processes for both registration decisions (e.g. making or amending registrations) and also applications to carry out works to Registered Buildings.

The consultation runs until the 23.10.24 and the details can be accessed via the [Consultation Hub](#)

A consultation document which sets out the proposed changes is available to download, as is the draft legislation.

If you require any more information or wish to discuss the consultation, please do not hesitate to contact me via planningberp@gov.im

Thank you,

Steve

Lead Programme Officer
Built Environment Reform Programme



Built Environment Reform Programme

Public Consultation - Definition of Development Order & Registered Building Regulations

July 2024

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- Introduction
- Broad Approach and Changes being made to the Act
- Proposed Changes to the Registered Building Regulations

1.0 INTRODUCTION

What is the purpose of this consultation?

This consultation seeks views on two pieces of draft secondary legislation which are to be made under the Town and Country Planning Act - a Definitions of Development Order and updated Registered Building Regulations.

Why are changes being made?

Work is ongoing to reform a number of areas of planning legislation. These changes will work together to:

- ensure our processes are clear, accessible and proportionate (with appropriate fees);
- provide a responsive approach to customer service and focus on positive outcomes;
- make it easier for people to undertake small improvements to their properties; and
- implement targeted protection of the most valuable parts of our built heritage.

The work will support the implementation of the wider [Built Environment Reform Programme](#) .

In 2023 [Public Consultation](#) took place on proposed changes to the Town and Country Planning Act which included proposals to:

- provide clarity around the definition of development which will mean better understanding for building owners on what can and can't be done without planning approval (these changes, together with planned secondary legislation, will provide an opportunity to ensure very minor works can be excluded from needing approval);
- remove the requirement for concurrent planning and registered building applications for the demolition of unregistered buildings in Conservation Areas which will streamline the administration of the planning process both for applicants and the Department; and
- clarify the scope of Registrations for historic buildings to allow these to be amended and to allow for exclusions (having clearer and more targeted controls will remove unnecessary restrictions for owners of such buildings on making some types of changes) and make changes to the appeals process to simplify and streamline it.

The consultation included an outline of the secondary legislation that would be required to implement the changes – the Definitions of Development Order and updated Registered Building Regulations. Following that consultation the draft Bill has been updated and has now entered Tynwald Branches (25.06.24). The Bill could come into force in mid-2025, which would be by way of an Appointed Day Order following Royal Assent. Whilst the Bill progresses through the approvals process it provides an opportunity to develop the detail of the secondary legislation, with the intention that the secondary legislation would come into force at the same time as the Bill.

The drafting of the secondary legislation has taken into account the results of the above consultation and further comments are now invited on the details of the proposals.

How and when can I comment?

Comments can be submitted via the Consultation Hub (accessed via <https://consult.gov.im/>).

The consultation asks a number of questions as set out in this document/online.

What will happen next?

The draft order and regulations are not in final form and are intended to illustrate DEFA's proposed policy but may be subject to change as further work is carried out. The consultation results will be considered and any necessary amendments made to the Order and the Regulations. The final versions of the orders will be 'made' by the DEFA and must then be approved by Tynwald. It is envisaged that the orders will come into force in mid-2025, subject to the Planning Amendment Bill coming into force.

2.0 DEFINITION OF DEVELOPMENT

Introduction

The overall approach is to clearly establish within the Act the broad principle that certain things are capable of being development and then use secondary legislation to provide the detail of when such matters are excluded from being development. This will then give both property owners and the Department clear parameters to work within when establishing whether or not something requires a planning application. This will remove the need for detailed case-by-case assessment of very minor works.

There are two ways to allow something to occur without needing approval via a planning application – it can be excluded from the definition of development (and therefore placed out of the scope of the planning system) or it can be given a 'blanket' planning approval via a Development Order (often called "Permitted Development") which can be subject to conditions.

The definition of development is set out in Section 6(1) of the Planning Act as, "...the carrying out of building, engineering, mining or other operations in, on, over or under land, or the making of any material change in the use of any buildings or other land". 6(2) provides an illustrative (not exhaustive) list of things which do constitute development and 6(3) provides an illustrative list of things which do not constitute development. 6(3)(e) gives the Department powers to add to the list of things which are not development (in a "Definitions of Development" order), but not to add to the list of things which are development.

For example, 6(3)(a) indicates that development excludes, "the carrying out for the maintenance, improvement or other alteration of any building or works which (i) affect only the interior of the building, or (ii) do not materially affect the external appearance of the building; and are not works for the alteration of a building by providing additional space in it underground".

In practice, it requires professional judgement and case-by-case consideration (often with reference to case law) to determine whether something is sufficient to constitute development or if the appearance of a building is "materially" affected. There are a number of common works which therefore sometimes constitute development, which creates uncertainty for property owners and additional work for the Department.

Broad Approach and Changes being made to the Act

Demolitions

The Planning Bill amends section 6 (meaning of "development") of the Act to widen the meaning of "development" and to expand the list of matters which do not qualify as "development". The Bill will therefore extend the list at 6(2) of things that do constitute development to include Temporary structures (including on wheels), Hard-surfacing of a domestic garden, Repairs and Rebuilding Works, and Exterior painting of buildings. This will provide a clear basis for the Department to produce a Definitions of Development Order which sets thresholds/circumstances to exclude those same things from constituting development in many cases. This will provide clarity for all parties and allow the Department to provide for the appropriate level of detail in the classification of "development".

The definition of development clarifies that the partial demolition of a building or the demolition of an attached building is development, however it is silent on the total demolition of a detached building, which has by practice been viewed as “not development”. This creates a number of technical issues for the process (for example, at what point a planning application for the demolition and replacement of a building has been implemented). Again, the Bill will add all demolition to the definition of development with exclusions to be provided via a Definitions of Development Order.

It is noted that there are some activities undertaken by statutory undertakers which are included within the permitted development order but in other jurisdictions (for example England) are specifically excluded from the definition of development. This makes it clearer where such activities are not to be regulated by the planning system but by separate existing processes/legislation.

Demolitions in Conservation Areas

The Bill will revoke section 19 (control of demolition in conservation areas) of the Act.

Section 19 of the Planning Act requires the demolition of a Building within a Conservation Area to have Registered Building Consent (even if it is not itself registered). Therefore, proposals to redevelop sites currently require two applications – a planning application for the development and a Registered Building application for the demolition. It also means that someone wishing to remove, for example, a modern domestic shed from a back garden in a Conservation Area would technically require Registered Building Consent. The proposed amendments to Section 6 together with the omission of Section 19 would mean that only one application was required for redevelopments within Conservation Areas and the demolition of very small buildings, such as sheds, can be excluded from needing consent.

Proposed Content of the Definitions of Development Order

Whilst the following matters are to be included in the Act as development, provisions will be made in the Definitions of Development Order for circumstances where exclusions apply:

- Removal and Replacement of Chimneys (removal without replacement would still require an application);
- Domestic Hardstandings;
- Painting of the exterior of buildings; and
- Demolitions of smaller buildings.

The detail of the proposal and caveats that apply in each case are set out in the draft order and summarised/explained below (including summary table).

Repairs and Rebuilding Works

Development (including repairs) does not include maintenance, improvement or other alteration of any building or works which affect only the interior of the building, or do not materially affect the external appearance of the building. Whilst it is proposed to clarify that repairs and rebuilding works are development, this would still be subject to the caveat at S6(3) that, *"The following operations shall not be taken for the purposes of this Act to involve development — (a) the carrying out for the maintenance, improvement or other alteration of any building or works which — (i) affect only the*

interior of the building, or (ii) do not materially affect the external appearance of the building; and are not works for the alteration of a building by providing additional space in it underground...”

Therefore repairs which did not alter the external appearance would still not be development. However, rebuilding works could potentially constitute development even if they do not materially alter the appearance.

Therefore, if works are undertaken to replace a roof or windows on a like-for-like basis then this would not normally be taken to be development. However, if there are material differences then such replacements could constitute development (although may be permitted development). If works are undertaken to remove and rebuild a chimney then, depending on scale, this is arguably development as it contains an element of partial demolition (that may not be permitted development) and rebuilding.

To avoid this grey area it is proposed that provision be made to clarify that the removal and replacement of chimneys is not development as long as they are externally like for like (which would involve partial demolition and so is development) – this would allow for e.g. false chimneys.

Hard-surfacing of a domestic garden

The amendments to the definition of development clarify that hardstanding of domestic gardens constitute development, however in many cases such works will have negligible impact and so could appropriately be excluded from the definition of development. In England, permitted development allows front gardens to be paved if permeable/drained or less than 5m otherwise and there are no restrictions on rear gardens. In assessing applications for hard-standings on the Isle of Man, the [Residential Design Guide](#) suggests limiting hard surfacing to 50% of frontages (para 6.3.9). In the Isle of Man many applications also include alterations to access, and such works would still require planning approval. Safeguards would also be appropriate to ensure that significant works of embanking or terracing to support a hard surface would still be development.

It is therefore proposed to exclude from the definition of development domestic hardstandings subject to the caveats as set out in the draft order.

Exterior painting of buildings

The amended definition of development would include, “painting of the exterior of buildings”, but it is proposed that this be excluded from the definition of development in the circumstances set out in the draft order.

Demolitions

The current definition of development relates to partial demolitions and demolitions where attached to another building which is not to be demolished, and then the Permitted Development makes provision for, *“The demolition of part of a building where the rest of the building is not also demolished. Exceptions: Operations within this Class are not permitted if the part of the building in question is visible on an elevation of the building as seen from any highway which bounds the curtilage of the building”*. Demolition works within Conservation Areas require consent under a separate part of the Act (irrespective of whether they are development).

The amendments to the Act would mean the definition of development included all demolitions of buildings but remove the requirement for separate consents for demolitions in Conservation Areas (and maintain the pre-amendment situation for proposals with planning applications made before the amendments came into effect). This means that where a proposal for a new building involves the demolition of an existing one, both elements can be included in a single planning application. The result should be very few applications which are solely for demolition, although it is likely that people may wish to demolish and not replace: part of a building, smaller ancillary buildings (e.g. sheds) and/or walls/gates/fences.

It is noted that in England demolitions are development which in many cases require planning approval, although, fences/walls/gates/means of enclosure which are outside Conservation Areas and although buildings under 50 cubic metres are excluded from the definition of development. Jersey takes a similar approach and includes within the Permitted Development the demolition of various minor buildings.

Therefore it is proposed to exclude smaller demolitions from definition of development, as set out in the draft order.

Summary Table – Definitions of Development

Works	Current Situation	Proposed Situation
Repairs and Rebuilding Works AND Hard-surfacing of a domestic garden AND Exterior painting of buildings	If officers judge that the works could affect the external appearance or otherwise constitute development then approval is required by way of a planning application. This has to be confirmed on a case by case basis by submitting details and awaiting a response. Where an application is required it then has to be made, advertised and assessed and may or may not be approved.	If works meets the relevant criteria (which will be set out in legislation and published) then no application required. If exceeds relevant criteria then will require approval via an application.
Demolition in a Conservation Area	Requires Registered Building Consent (even if not a Registered Building) If attached to another building or partial demolition also requires planning approval as well.	If meets the relevant criteria (which will be set out in legislation and published) then no application required. If exceeds criteria then will require approval. If a replacement building is proposed then a single application can include both elements.
Demolition outside a Conservation Area	If complete demolition of a freestanding building then no application required, although if a replacement building is proposed this can confuse what should/shouldn't be in that application and what works are required to implement any consent. If attached to another building or partial demolition requires approval (although there are some Permitted Development provisions for partial demolitions).	

Consultation Questions

Q1. Do you think the proposals are broadly appropriate in relation to the Removal and Replacement of Chimneys? (Yes/No)

Would you suggest any changes?

Q2. Do you think the proposals are broadly appropriate in relation to Domestic Hardstandings? (Yes/No)

Would you suggest any changes?

Q3. Do you think the proposals are broadly appropriate in relation to the Painting of the exterior of buildings? (Yes/No)

Would you suggest any changes?

Q4. Do you think the proposals are broadly appropriate in relation to the Demolition of smaller buildings? (Yes/No)

Would you suggest any changes?

3.0 REGISTERED BUILDINGS REGULATIONS

Introduction

Our historic environment is a central part of our cultural heritage and our sense of national identity. It gives us a tangible link with our history and an irreplaceable record which contributes in many ways to our understanding of both the present and the past. The sensitive reuse of historic buildings can often result in high quality and locally distinctive developments, which helps to ensure our towns and villages are attractive, vibrant and economically successful places.

The Town and Country Planning Act provides for different types of applications. Proposals for most works require a Planning Application. The Act also provides DEFA with the ability to place buildings on a register where they are special historic value, and any works which would affect its character as a building of special architectural or historic interest to such building require Registered Building Consent. Sometimes works require both types of applications but some works (for example interior changes) may require only Registered Building consent.

There are currently 317 Registered Buildings. In the last three years 46 properties have been proposed for registration (with 44 registered). In the last ten years there have been two applications to deregister properties that have not been in response to a registration. Between 2020 – 2023 there was a mean yearly average of 67 applications Registered Building Consent applications¹.

The process for registering buildings, and determining applications for carrying out works, is set out partly in the Act and partly in the Town and Country Planning (Registered Building) Regulations 2013. Various improvements are proposed to these, as set out below².

Broad Approach and Changes being made to the Act

It is the role of the planning process to facilitate the appropriate safeguarding, management and use of this irreplaceable resource, in order to maximise the benefits they bring to the quality of life of current and future generations. This can be achieved by:

- implementing robust and targeted protection of the most valuable parts of our built heritage;
- implementing clear, accessible and proportionate processes to facilitate investment in, and management of, heritage assets; and
- ensuring decision making is evidence based and robust.

The Planning Bill amends section 14 (the protected buildings register) of the Act to provide that an object, whether fixed to a building or not, may or may not be included in the entry in the register of protected buildings in respect of that building.

¹ This includes applications to demolish buildings in Conservation Areas, as such proposals currently require RB consent even if not registered, although this is proposed to change with the changes to the Act.

² The designation of Conservation Areas is a Cabinet Office function and outside the scope of this consultation.

Under the current legislation and provisions, it is not possible to omit certain elements of a building from a registration (such as a modern extension). Making provision for this would enable registrations to be more targeted and proportionate. This could avoid requiring Registered Building Consent for the removal/alteration of features which are not of historic interest (noting that where a 'normal' planning application is required for such works their impact on those features which are registered would be a material consideration).

The Bill also updates the definition of "registered building". There has historically been an inconsistent approach to showing the extent of registrations – some use address and some use a map with a red-line boundary. This has raised a number of issues and caused confusion, not least given the similarity to red-line boundary maps included with planning applications and the lack of consistent approach. The Bill provides clarification as to the legal extent of registration. Defining the extent of registration provides legal clarity for all parties and has been tested and established in English case law precedents which the Isle of Man would be dependent upon in the absence of on-Island case law.

The Bill amends Schedule 2 (the Protected Buildings Register) to the Act to provide that entries on the protected buildings register may be amended and for the serving of notices in respect of such entries and omits the provisions relating to the procedure for removing an entry from the register. Under the current legislation and provisions, it is not possible to make an amendment to existing register entries. This is because Schedule 2 currently refers to entering buildings onto the register or amending the register by removing them. It is considered that some of the older registrations would benefit from review firstly to provide information as to their special interest and secondly to omit parts of buildings (provided for by Clause 8 of the Bill) which might not be of special interest. The only current means to achieve this would be the de-registration of a building and to re-register. The ability to amend registrations would therefore facilitate ensuring all registrations are up-to-date should they need changing and provide clarity as to whether certain elements were considered part of the registration.

There is currently no process to directly appeal a registration decision, instead the owner must first apply to de-register the building and, if that is refused, may then appeal. In addition, the current process allows for two opportunities to apply to remove a building from the register (each with its own appeal) - one at time of registration and one after a period of time specified in the regulations (currently 5 years). The Bill proposes to streamline the process by allowing the relevant secondary legislation (Registered Building Regulations) to provide a single statutory right of appeal against registration at the time the registration is made (noting that this would not preclude the Department proposing the removal of a building from the register in the event that circumstances change in the future – for example the building was destroyed by fire). As is currently the place, provision would remain for an application to be made for full or partial demolition of a registered building.

Proposed Changes to the Registered Building Regulations

A full replacement of the regulations is proposed, with the new regulations based on the updated Development Procedure Order (DPO) for planning applications which was laid before Tynwald in June 2024. This will mean that there is consistency between the orders and mean that the improvements made to a number of issues within the DPO are replicated with equivalent provisions within the Registered Building Regulations, including changes to:

- the triggers for appeal and how people are able to participate in appeals;
- add a requirement for applicants to provide a copy of the application to owners of the land;
- set out the process for applications for Approval of Information Required by a Condition;
- ensure that any application made by the Department will be considered by the planning committee by default (with any appeal considered by Council);
- require reasons for approvals as well as refusals (reflecting existing practice); and
- remove the target timescale for the determination of Applications (so that these can instead be established via Departmental customer care policies) whilst retaining the provisions for appeals against non-determination.

In addition to the above, the key changes to the Registered Building Regulations also include:

- clarifying the process for making registration decisions (including de-registrations or amendments to existing registrations) – including requirements for consultation;
- setting out the process for a building owner to appeal a registration decision; and
- requiring inspectors considering registration decision appeals to have specialist qualifications/experience.

The table below compares the existing process for making a registration decision and the proposed streamlined process.

Summary Table – Registration Decisions

Existing Process	Proposed Process
A Proposal to Register Notice (and Building Preservation Notice if required) is issued	A Proposal to Register Notice (and Building Preservation Notice if required) is issued
A consultation period of not less than 21 days takes place	A consultation period of not less than 21 days takes place
A registration decision is made	A registration decision is made
An application to de-register can be submitted within 21 days of the registration decision	
A consultation period of not less than 21 days takes place	
The application to de-register is determined	
An appeal of an application to de-register decision can be lodged within 21 days	An appeal of a registration decision can be lodged within 3 months
21 days for submission of Statements of Case and either 14 days for rebuttal statements or a hearing	21 days for submission of Statements of Case and either 14 days for rebuttal statements or a hearing
The application to de-register is determined (Inspector Recommendation and Ministerial Decision)	The application to de-register is determined (Inspector Recommendation and Ministerial Decision)

Transitional Provisions

The draft regulations set out in regulation 32 the Savings and transitional provisions. In addition it should be noted that it is envisaged that the Appointed Day Order for the Planning Amendment Act (with which the Regulations would run concurrently as set out in section 1) will include provisions such that if a Registration Decision is made just before the changes come into force and the owner wishes to challenge that decision, they can do so under the new process.

Draft content of Appointed Day Order (Extract)

Where, before these Regulations come into operation, a registration decision notice to register a building under Schedule 2 to the Act has been served and an application to de-register that building under paragraph 2(2) —

- has not yet been made by the time these Regulations come into operation; and
- is still within the window of time in which that application could be made, the registration decision notice will instead be treated as if it were a registration decision notice issued in accordance with Part 2 of these Regulations.

Where the above applies, the relevant provisions of Part 4 (Appeals) of the regulations will apply to any such appeal brought, and the time in which that appeal must be brought will begin from the date that the decision notice was originally issued under Schedule 2 to the Act.

Consultation Questions

*Q5. Do you think the proposals are broadly appropriate in in relation to the registration process?
(Yes/No)*

Would you suggest any changes?

Q6. Do you think the proposals are broadly appropriate in in relation to the process for making an application to do works to a Registered Building? (Yes/No)

Would you suggest any changes?

*Q7. Do you think the proposals are broadly appropriate in in relation to the appeals process?
(Yes/No)*

Would you suggest any changes?

PORT ST MARY COMMISSIONERS

PUBLIC CONSULTATION

WASTE STRATEGY

Sent: 10 September 2024 08:28

Subject: Isle of Man Waste Strategy Principles consultation extension & Waste Strategy development plan

Dear Sir/Madam,

In response to the consultation being less than 5 weeks, and not in line with Section 2, Isle of Man Government Consultation Principles, the consultation period has been extended until the 21st October 2024.

The Waste Strategy Principles consultation is the start of the process for the development of the Waste Strategy and align with the DOI Minister's response in Tynwald regarding the progress on the Waste Strategy development and that the Waste Strategy Principles consultation will be published in summer. With highlighting the principles that potentially could be used for the Waste Strategy development, hence why the Department of Infrastructure are consulting at this stage prior to any Waste Strategy development or implementation. Each of the principles will have to be assessed to determine the viable options and provide more details and information for the Waste Strategy, with input and consultation from stakeholders.

Following the response to the Waste Strategy Principles consultation, the Waste Strategy development plan is summarised, timescale not finalised:

1. Review responses to the Waste Strategy Principles and prepare consultation feedback paper
2. Engage with Local Authorities regarding feedback from the consultation and any concerns they have
3. Development Waste strategy with DEFA, taking into account feedback received from the Waste Strategy Principles consultation and Local Authorities
4. Consultation on draft Waste Strategy with Local Authorities and Waste Operators prior to public consultation
5. Revision of Waste Strategy following on from consultation with Local Authorities and Waste Operators
6. Inform stakeholders of revised draft for public consultation
7. Public consultation of Waste Strategy
8. Review consultation feedback and finalise Waste Strategy
9. Approval of Waste Strategy
10. Implementing Waste Strategy

Please contact me if you have any queries or want a meeting to discuss further.

Kind regards

Head of Waste Management Unit
Department of Infrastructure

DEPARTMENT OF INFRASTRUCTURE

Public Consultation

Waste Strategy Principles



Isle of Man
Government

Reiltys Ellan Vannin

Overview

The Department of Infrastructure (DOI) is consulting on the principles to be used to determine an updated Isle of Man Waste Strategy for the intended period 2025 - 2035.

This consultation is seeking stakeholders' views on the proposed principles, which will then be used to develop a more detailed strategy. The aim is to develop a Waste Strategy that is reliable, economical, environmentally acceptable and sustainable for the benefit of everyone on our Island.

Why your views matter

This consultation will provide us with a useful opportunity to consider stakeholder views at this stage of our policy development before introducing any contractual and/or legislative changes to bring the proposed changes into effect.

How to participate

The Department would like to hear your views on the principles for the new Isle of Man Waste Strategy. To participate in this consultation by post or e-mail please submit your responses using this form to:

Waste Management Unit
2nd Floor, Markwell House
Douglas,
Isle of Man
IM1 2RZ

rita.greenwood2@gov.im

About you

What is your name? (optional)

Name:

What is your age group? (optional)

	Under 16 years
	16 – 24 years
	25 – 34 years
	35 – 44 years
	45 – 54 years
	55 – 64 years
	65 – 74 years
	75 years or over
	Prefer not to say

Are you a Waste Operator? (optional)

	Yes
	No

What is your Local Authority Area? (optional)

Local Authority:

Are you responding on behalf of an organisation? (optional)

	Yes
	No

Organisation:

May we publish your responses?

	Yes, you can publish my response in full
	Yes, you may publish my response anonymously
	No, please do not publish my response

Introduction

Current Situation

The current management of household waste and services provided by Local Authorities vary as to whether collections are every 1 or 2 weeks, kerbside collection of recyclables and more recently whether, a Civic Amenity Site service is provided.

Which types of wastes are recycled on the Island is largely dependent on whether it is more economical for the Local Authority, waste management company or waste producer to send these materials to the UK for recycling or pay the gate fee at the Energy from Waste (EfW) facility or landfill for disposal. This does not take into account the economics of operating the Island's national waste infrastructures or meeting the objectives of the Island's Waste Strategy.

Central Government waste facilities generate income from gate fees while Local Authorities generate income for household waste facilities through rates and any commercial waste facilities through charges. Currently Government subsidises the Energy from Waste facility by approximately £2.5m per annum and the Animal Waste Processing Plant (AWPP) by £500k per annum.

Proposed Strategy

The Isle of Man's Waste Strategy will consider all waste streams including households, business, agriculture and industry. This is a significant opportunity to maximise the use of the existing waste infrastructure, review options to obtain the best value from recyclables, to reduce greenhouse gas emissions and encourage new business to grow our green economy.

Consideration of a centralised hub for waste recycling and potentially centralisation of household waste collections is proposed to reduce costs, standardise household waste services and increase recycling through economies of scale. Utilisation of waste facilities such as the Energy from Waste facility should be reviewed to ensure they continue to provide public value.

Policy Proposals and consultation questions

The EU Waste Framework Directive (Directive 2008/98/EC) established the waste hierarchy as the guiding framework for managing waste. The focus was to be on waste reduction, with reuse, recycling, and recovery of energy all of greater priority than final disposal. The waste hierarchy usage in the Waste Strategy should be designed to fit the Island's waste policies while encouraging prevention, reuse, recycling, and recovery of waste taking into account the Island's distinguishing characteristics, and physical location, which impact on how wastes can be managed.

Island Plan Objectives

Our Island Plan can be found at <https://islandplan.im/> .

Waste is part of the economy and its management has economic implications for businesses, government expenditure and impacts the environment. A Waste Strategy is required to align with the objectives of the Island Plan.

Do you agree that a Waste Strategy should be determined to move towards a strong and diverse economy and an environment we can be proud of in accordance with Our Island Plan?

	Strongly disagree
	Disagree
	Neither agree or disagree
	Agree
	Strongly agree
	I don't know
	Prefer not to say
Do you have any other comments?	

Collection of household waste

Currently household waste collection and any kerbside collection of recyclables is controlled by and the responsibility of the Locals Authorities. As each Local Authority is responsible for their own area the service provided differs depending on where you live e.g. inclusion of kerbside recycling collection and collection of general household waste every 1 or 2 weeks. There are numerous contracts in place with differing costs and associated differing rate costs for the management of household waste. Optimising collection routes and standardising refuse collection vehicles through a centralised service will also assist in reducing emissions to achieve the Isle of Man Climate Change Plan 2022-2027 objective.

Potential cost savings and emissions reductions could be realised by:

- Centralising the collection and management of household waste
- Optimising collection routes and vehicles
- Powering bin lorries with zero or low emission fuel sources.
- Bulking up recyclables to obtain best market values and economise export costs.
- Optimising energy recovery by disposal of incinerable wastes to the EfW facility.

Do you agree that the Waste Strategy should determine how centralising household waste collection services could reduce costs, reduce environmental impact including greenhouse gas emissions and determine appropriate household waste provisions for the Island?

	Strongly disagree
	Disagree
	Neither agree or disagree
	Agree
	Strongly agree
	I don't know
	Prefer not to say
Do you have any other comments?	

Prevention & Minimisation

By reducing or eliminating waste generation, this supports efforts to promote a more sustainable society. Waste minimisation involves redesigning waste processes and/or changing societal patterns of consumption and waste production.

In the UK waste reduction is encouraged through legislation requirements which include waste minimisation plans at Local Authority level and waste management plans at Central Government level, identifying key sectors for action e.g. construction, electronics, plastics, packaging, food.

The Waste Strategy should assess the key sectors and the legislation changes required to assist with encouraging waste reduction for the Island.

Do you agree the Waste Strategy should determine a Waste Reduction Programme to divert products and materials from residual waste and stimulate recycling opportunities for the Island?

	Strongly disagree
	Disagree
	Neither agree or disagree
	Agree
	Strongly agree
	I don't know
	Prefer not to say
Do you have any other comments?	

Reuse & Recycling

Creating less waste by increasing awareness of the need to reuse and recycle more types of materials that have value, while making it easier for the public and industry to do so, is recommended.

The current recycling facilities on the island include kerbside collections in Douglas and Braddan, Civic Amenity Sites and 'bring bank' bins located around the Island, as well as other private enterprises. The cost to operate Civic Amenity Sites varies from £120 - £186/tonne of waste depending on the site. The revenue generated from the recyclable material collected varies between the sites as each have different contracts.

Centralised management of recyclable material targeting the most valuable recyclables and the recycling of waste streams that have a negative impact on operations of the current waste infrastructure is recommended. This includes waste electrical and electronic equipment, batteries, glass, and metal being sent to the Energy from Waste facility.

The centralised management of recyclable material would assist with gaining more revenue as better prices potentially could be achieved for larger volumes, alongside reduced costs from optimising transport. Any contamination could be removed from the waste to improve the value of the recyclable material. Targeting high-value recyclables should result in recycling schemes paying for themselves.

The Waste Strategy should:

- Aim to increase re-use and recycling by including requirements for this in waste management legislation.
- Assess which recyclables have value, including optimising current waste facilities for disposal of waste streams that have low recycling value.
- Develop an Island wide collection and central recycling facility for target recyclables.

Do you agree that the Waste Strategy should determine ways to increase reuse and recycling of the Island's wastes?

	Strongly disagree
	Disagree
	Neither agree or disagree
	Agree
	Strongly agree
	I don't know
	Prefer not to say
Do you have any other comments?	

Energy Recovery

The current Energy from Waste facility can reasonably continue to operate until at least 2035 without the major capital expenditure of building a new facility. The tonnage incinerated at the Energy from Waste facility has significantly reduced over the years to just under 50,000 tonnes in 2023. This has had an impact on the operations of the facility requiring it to shutdown 4 to 5 times a year, which is more than the projected maintenance shutdown of twice a year. Each shutdown requires 30,000 litres of oil for the subsequent restarting of the facility, with associated costs, emissions and environmental impact.

The benefits of maximising electricity generation through the Energy from Waste facility, potentially up to 10% of the Island's needs, by diverting low value recyclable wastes with high calorific value to the facility should be determined. This would also reduce the need to generate electricity from fossil fuels.

The Waste Strategy should:

- Assess prolonging the lifespan of the current Energy from Waste facility.
- Optimise the operation of the Energy from Waste facility by energy recovery from burnable waste streams of low recyclable value.
- Assess the recovery heat from the Energy from Waste facility.

Do you agree that the Waste Strategy should maximise energy recovery by diverting incinerable wastes to the Energy from Waste facility?

	Strongly disagree
	Disagree
	Neither agree or disagree
	Agree
	Strongly agree
	I don't know
	Prefer not to say
Do you have any other comments?	

Incineration of Hazardous Wastes

Under current legislation the secondary waste incinerator can only dispose of clinical waste and waste oil. The replacement secondary waste incinerator for 2025 has the design capability to incinerate additional hazardous waste streams such as flammable waste, pesticides and some small laboratory waste. The current cost to industry for shipment and disposal in the UK for flammable waste is £3,000-£4,000/tonne, and for pesticides £15,000/tonne. A change in legislation is required to allow additional hazardous waste streams to be incinerated in the secondary waste incinerator. This would assist with the Island's international responsibility to dispose of its own wastes and provide a more economic disposal route for some of industry's hazardous wastes which are currently exported off Island at great cost.

The Waste Strategy should:

- Aim to change legislation to allow the disposal of additional hazardous waste
- Optimise the operation of the secondary incinerator by burning additional hazardous waste to reduce disposal costs to industry.

Do you agree that the Waste Strategy should explore maximising the utilisation of the secondary waste incinerator for self-sufficiency and economic benefit of disposal of the Island's suitable hazardous wastes?

	Strongly disagree
	Disagree
	Neither agree or disagree
	Agree
	Strongly agree
	I don't know
	Prefer not to say
Do you have any other comments?	

Landfill

Landfill is the least desirable method of waste management, however it is acknowledged that the Island must have a secure landfill disposal site for some waste streams that takes full account of environmental and health impacts.

There are problematic waste streams on the Island that are too expensive to send to the UK for disposal. This is sometimes due to the large quantity of material such as marina dredging spoil or because a disposal route cannot be found in the UK for such small volumes, such as radioactive waste sources in schools and the hospital. The Island's current landfills are classified as 'dilute and disperse' landfill, with leachate from the landfill sites going out to sea. To continue with the 'dilute and disperse' approach will leave the Island with a potential legacy of pollution of ground water, rivers and coastal waters for future generations. Any new landfill should be developed to standards implemented in the UK as best practice with improved environmental protection.

To discourage unnecessary use of landfill sites the cost of disposing of waste streams to landfill should be more expensive than sending waste to the Energy from Waste facility or any recycling options.

The Waste Strategy should:

- Include a strategic needs assessment for new landfills for inert, non-hazardous, stable non-reactive hazardous waste, and hazardous waste
- Review the current lifespan of existing landfills and the environmental impact
- Assess legislation changes for environmental protection requirements for landfill operations
- Assess the introduction of financial disincentives to encourage recycling/recovery

Do you agree that the Waste Strategy should determine the strategic need to develop new landfill(s), suitably engineered to provide appropriate environmental protection, for waste disposal where recovery (including re-use, recycling and energy recovery) is not reasonably practicable or economically viable?

	Strongly disagree
	Disagree
	Neither agree or disagree
	Agree
	Strongly agree
	I don't know
	Prefer not to say
Do you have any other comments?	

Legislative requirements

Whilst economic intervention such as the Energy from Waste facility gate fee or a landfill tax can influence waste recovery and/or disposal routes, to a certain extent, to achieve sustainability, protection of human health and the environment, and GHG emission reduction legislative changes are likely to be required to assist with implementing the Waste Strategy.

Do you agree that the Waste Strategy should determine the legislative interventions likely to be required by the Government to assist implementation of the Waste Strategy.

	Strongly disagree
	Disagree
	Neither agree or disagree
	Agree
	Strongly agree
	I don't know
	Prefer not to say
Do you have any other comments?	

Additional comments

Additional comment:

--

The consultation will close on the 30th September 2024, Thank you for taking the time to engage.

Item 11.3

PORT ST MARY COMMISSIONERS

PUBLIC CONSULTATIONS TOWN AUDIT REPORT

Fri 13/09/2024 10:17

Good Morning Hayley

I hope this email finds you well. Business Isle of Man are continuing our collection of industry, resident and political views on the Draft Local Economy Strategy and I want to thank you for providing commissioners representation at the Southern Workshop. It was great to have input on the evening from the Port St Mary Commissioners.

As we are continuing to gather feedback we would like to request a formal response to the consultation from Port St Mary Commissioners on the Draft Local Economy Strategy. We are going to ask this from all 8 commissioner groups which have received a Town Audit for their area. If possible we would like to request this formal response to be submitted before the end of September if at all possible. All the information and documents relating to the Draft Local Economy Strategy can be found at the below landing page on our website:

Draft Local Economy Strategy landing Page - <https://www.businessisleofman.com/local-economy/draft-local-economy-strategy/>

As part of this request we are happy as previously discussed to come and present the strategy to the commissioners and provide an opportunity for questions and discussions, to action this we would just need a formal invite to come and present.

As a final additional ask the public consultation on the strategy is available as a survey which we are pushing for residents and local business owners to complete, we would appreciate it if you could push the link out on your socials and website for your residents to try and boost the number of consultation responses we receive and give as many individuals the option to provide their input into the strategy. Please find the link below:

Draft Local Economy Strategy Public Consultation Survey
link: <https://www.surveymonkey.com/r/YW6B2X5>

If you have any question on this request for a formal response or any of the other items in this email please can you direct them to [Tim Cowstall](#) who is cc'd into this email as I will be on leave from the 16th of September until the 1st of October with no access to my emails

Kind regards

Local Business Development Executive

Thank you for taking the time to participate in this survey. The survey offers you the opportunity to provide your views on the Department for Enterprise's Draft Local Economy Strategy. Your feedback is crucial to ensure the Strategy meets the needs and expectations of our community. Given the broad scope of the Local Economy Strategy, it is essential for us to gather input from a diverse range of perspectives. We appreciate your contribution and look forward to receiving your insights.

Please ensure you have read the Draft Economic Strategy before completing this survey. The Draft Local Economy Strategy can be found [here](#).

Within the survey we use the following terms:

Local Economy

- Refers to the retail, hospitality, and leisure sectors in the Isle of Man.

Local Areas

- Town and city centre areas and highstreets which offer retail, hospitality and leisure services.

Local Area Stakeholders

- Business owners, local trade groups, local authorities and commissioners, members of local communities.

Local Economy Strategy Objectives

- The Local Economy Strategy objectives are located in section 7 of the Strategy document. Strategic pillars, goals and actions and are summarised on the "[Local Economy on a Page](#)" graphic.

If you choose to submit your personal data/opinions in this survey this will be held in the strictest confidence within the Department for Enterprise. This personal data will only be used for the purpose of this specific research topic and will only be retained as long as is strictly necessary and will be deleted once the results of the survey have been analysed.

Please see our [Privacy Policy](#) for further information on how we may use your data.

* 1. In which of the below capacities are you responding to this consultation?

- Isle of Man Resident
- Employee of a Local Business
- Owner of a Local Business
- Representative of a Local Trader Group
- Representative of a Local Authority

* 2. What is your age group?

- Under 18
- 18-24
- 25-34
- 35-44
- 45-54
- 55-64
- 65-74
- 75+

* 3. Do you agree with the Local Economy Strategy's 7 **Guiding Principles**? (As detailed below).

* 4. How important do you consider each of the 7 **Guiding Principles**?

	Not important at all	Not very important	Quite important	Very important
1. Foster and build great communities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Support the existence of a strong and diverse economy.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Lead to job creation.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Encourage a retail, leisure, and hospitality offering that has broad appeal; is varied and attractive to a wide range of demographic constituents (including children, young people, and families).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Stimulate investment and incentivise development; to improve the quality and vibrancy of the Island's retail, hospitality, and leisure proposition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. Be consistent with the Island's net zero commitment.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. Reflect a local first approach to tackling challenges and taking advantage of opportunities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Do you have any additional comments regarding these Guiding Principles?

* 5. Which two Strategic Goals, included in the Local Economy Strategy under **Pillar 1 - Infrastructure & Place Management**, should be prioritised? (maximum of 2)

- 1.1 Transform Underutilised & Vacant Spaces
- 1.2 Invigorate High Streets & Catalyse Vibrancy
- 1.3 Encourage Town Centre Regeneration
- 1.4 Improve Town Centre Accessibility
- 1.5 Implement Strategic Planning Policy
- 1.6 Encourage Sustainable Practices
- 1.7 Improve Collaboration to Maximise Business Potential
- 1.8 Enable Place Promotion & Branding

* 6. Which two Strategic Goals included in the Local Economy Strategy, under **Pillar 2 - Enterprise & Consumer Experience**, should be prioritised? (maximum of 2)

- 2.1 Encourage Increased Consumer Choice
- 2.2 Reduce Barriers to Business
- 2.3 Foster Entrepreneurship
- 2.4 Support Adaptation to Meet Consumer Demand
- 2.5 Utilise Data-led Decision Making
- 2.6 Enable Businesses to Improve Quality of Service
- 2.7 Stimulate the Provision of Entertainment & Leisure Facilities

* 7. Which two Strategic Goals included in the Local Economy Strategy, under **Pillar 3 - Local Empowerment & Partnerships**, should be prioritised? (maximum of 2)

- 3.1 Develop Effective Town Partnerships
- 3.2 Empower Local Authorities by Creating New Funding Routes
- 3.3 Empower Stakeholder Partnerships through Designated Resource
- 3.4 Create Open & Clear Communication Channels
- 3.5 Drive Community Engagement

8. Do you have any additional comments regarding the **Strategic Goals** detailed under the three pillars above?

* 9. Which of the **outcomes** below do you consider to be of most significance? (maximum of 2)

- Increased footfall in urban areas and high streets
- Reduced commercial property vacancy rates
- Improved Local Economy Survey scores relating to the vibrancy of the retail, hospitality, and leisure sectors
- The avoidance of sector employment decline (retail, hospitality, and leisure)
- An improvement in the attributes of the Island's towns and urban areas - supported by survey results
- Positive impact on the Isle of Man's decarbonisation targets as detailed in the Climate Change Plan 2022-2027
- Fulfilment of the Island's demographic targets as detailed in the Isle of Man Economic Strategy and Island Plan

* 10. Please select the factors that you see as crucial to delivering the outcomes of the Local Economy Strategy (maximum of 6):

- Financial Support for Local Authorities & Trader Groups
- Financial Support for Local Businesses
- Enabling the work of Local Authorities & Trader Groups
- Dedicated Coordinators to Manage Local Delivery
- Clear Communication Channels Between Government and Private Sector
- Simplification of Government Processes (e.g., Planning Rules, Licenses)
- Investment in Infrastructure and Public Services
- Training and Skill Development Programs for the Local Workforce
- Incentives for Innovation and Technological Advancement / Adoption
- Support for Sustainable and Green Initiatives in Town & City Centres
- Enhanced Access to Markets and Business Networks
- Promotion of Local Products and Services
- Strengthening of Local Supply Chains
- Other (please specify)

* 11. Do you believe the implementation of the Local Economy Strategy will have a positive impact on the Isle of Man's retail, leisure, and hospitality sectors?

Please explain your reason for choosing yes or no.

PORT ST MARY COMMISSIONERS**DATES 2024/25**

2024/25 Meeting & Events Dates	
23 rd October 2024	Board meeting
11 th November 2024	Remembrance Service 10.50am
27 th November 2024	Board meeting
5 th December 2024	PSM Christmas Market 5-8pm
10 th December 2024	Carol Service at St Marys Church 7.30pm
11 th December 2024	Board meeting
22 nd January 2025	Board meeting
26 th February 2025	Board meeting
26 th March 2025	Board meeting
23 rd April 2025	Board meeting
24 th April 2025	Local Authority Elections


Members are requested to keep the second Wednesday of each month free for additional meetings as and when required.

Willow lantern making workshop date TBC

**PORT ST MARY COMMISSIONERS
ORDINARY BOARD MEETING**

25TH SEPTEMBER 2024

AGENDA – PRIVATE SESSION

Item Number	Item	Action Required
1.	MINUTES	
	Four Members who were present are required to approve Minutes	
1.1	Minutes of the Private Meeting held on the 28 th August 2024	For Board approval
2.	MATTERS ARISING	
2.1	Matters arising from previous meetings	Clerk to provide necessary updates
3.	FINANCE - None	
4.	HOUSING	
4.1	Tenant updates	To be discussed
5.	PROJECTS - None	
6.	POLICY & RESOURCES	
6.1	Lease updates	For Board discussion & approval
6.2	High Street update	For Board discussion
7.	STAFFING	
7.1		For Board discussion
8.	REPRESENTATIVE CONFIDENTIAL REPORTS	

8.1	Southern Civic Amenity Site Board	NME to provide update
8.2	Southern Sheltered Housing Joint Board	BW to provide update
8.3	Southern Swimming Pool Board	LVW to provide update
8.4	IoM Municipal Association	JT & DS to provide update
8.5	Southern Authorities Health Care Committee	CO'M to provide update
9.	PRIVATE CORRESPONDENCE	
9.1	Resident bequest – Verbal item	Discussion to be had
10.	ANY OTHER BUSINESS OF AN URGENT NATURE (BY PERMISSION OF THE CHAIR)	

Note: Local Government Act 1985, section 65; Disclosure of Information 'Any member or former member of a local authority who, without the consent of the authority, divulges any information communicated to him in confidence as such member shall be guilty of an offence and liable on summary conviction to a fine not exceeding £1000.'